

IRONWOOD CARNEGIE LIBRARY

CURBSIDE PICK UP

Library hours:

Monday 9am-5pm

Tuesday 12pm-6pm

Wednesday closed

Thursday 12pm-6pm

Friday 9am-5pm

Saturday 9am-12pm

Curbside Pickup Times:

Monday 10am-1pm 2pm-5pm

Tuesday 12-6pm

Thursday 12-6pm

Friday 10am-1pm 2pm-5pm

Other hours can be arranged by calling us.

Location:

Norfolk Street (handicap ramp) on east side of library.

To Order a Book for Pick Up: 932-0203

- 1) Call and ask us to get a specific book for you
- 2) Visit our card catalog and place the hold yourself
- 3) Call and ask for a reader advisory chat and staff can help you select a great book or movie!

To Schedule Your Pickup Time:

1. **If your book is available** and the staff can pull it off the shelf during your call, we will schedule a pickup time during your call.
2. **If book is not available** or staff cannot pull book(s) during call, we will call you later with a pickup time.
3. **If you put book on hold yourself**, we will get your request and call you to schedule a pickup time once we pull the book for you.
4. **Upon arrival at the library**, we ask that you call on you cell to let us know you are outside. (we will accommodate those without a cell to call us upon arrival.

When You Arrive to Pick Up Your Books:

1. **Call us** when you arrive at the library. Remain in your car and the staff will bring out your books and place on the table set up at the end of the ramp.

2. **You can then leave your car** to pick up your books. Staff is required to remain six feet away...but we still cannot wait to chat with you!
3. **If we don't recognize you** (we cannot imagine that we won't!) we may ask you for your name or to leave their library card and/or driver's license on table and step away so we can check it.
4. **If you can't leave your car** because of a physical issue or hardship, we will ask you to pop open your trunk or roll down a window where there is no passenger and we will place your books in your vehicle. *

****We will be offering limited home delivery for persons who cannot come to the library due to illness, physical limitation, etc. Call us to learn about deliveries. Books will only be delivered if there is a covered porch for them to be left upon. Books will not be brought inside or directly handed to someone.***

Returning Books:

Books can be returned in a bin located by the pickup table during hours listed above. The book drop in the back of the building will also be available for returns.

Interlibrary loans CONTINUE TO BE AVAILABLE.

We ask that you limit your checkouts to 5 books at a time. If you have a **family card** and need to check out books for children, etc. let us know and we will work with you. We may encourage you to let **us** put together "book bags" for your younger children until we can resume our traditional services.

Books are quarantined for 96 hours after they are returned, so please expect a little more "wait" time for some of your selections.

Phone: 932-0203

Email: circulation@ironwoodcarnegie.org