

JERVIS PUBLIC LIBRARY

LIBRARY EQUIPMENT USE

As part of its commitment to provide access to media in different formats in addition to print, the library owns several pieces of audio visual equipment, which it makes available to patrons under established rules and policies. Loan periods, usage fees, and overdue fines for AV equipment can be found in the library's Public Policies Manual.

PERSONAL COMPUTERS are available for public use. The library has Internet computers available on a first come, first served basis. Additional Internet computers are provided on a reservation basis for adults (18 yrs+) in the Computer Lab. Productivity software is provided on all Internet access computers. Use of computers is free except for a modest printout charge to defray the cost of paper and ink/toner. Patrons must pay for ALL printouts made. Rules governing access to all the various computers at the library are specified in the *Computer Rules of Use*.

MICROFILM-MICROFICHE READER-PRINTERS are available for research use in the Dillon Periodical Reading Room. Use of microfilm machines is free except for a 10¢ per page charge for copies. Users must limit their use to one hour if others are waiting. Children must be accompanied by an adult. If the occasional older child has a homework assignment or other legitimate need requiring the use of microfilm, a librarian or supervisor may make an exception on a case-by-case basis.

OVERHEAD, 16mm, SLIDE PROJECTORS, and PORTABLE PROJECTION SCREENS are available for loan through the circulation desk. Patrons checking out projectors and/or screens must have a valid Mid-York Library System library card free of fines and fees. A modest fee is charged when these items are checked out. Patrons may book this equipment in advance for a particular date by calling the library or inquiring at the circulation desk.

VIDEO CASSETTE PLAYER, DVD PLAYER, and DLP PROJECTOR are reserved for library programs. The video cassette player, DVD player, and DLP projector may be used for programs of qualifying groups under the library's *Meeting Room Policy*. Video cassette player, DVD player, and projector are not available for personal use by individual patrons or non-qualifying groups.

Disclaimer: *These policies do not guarantee that such equipment shall be continuously available and functional. From time to time required preventive maintenance, equipment failures, fiscal constraints, end-of-useful-life, and so forth, may prevent the library from offering equipment mentioned above.*