



OCEAN SHORES PUBLIC LIBRARY

Policy: 8 Services

8.0 Services

The Ocean Shores Library offers a variety of services to patrons of all ages including reference, reader's advisory, online access to the electronic resources, patron technology assistance, and photocopying.

8.1 Reference

Library staff works with patrons to recommend, evaluate, and/or use information resources to meet the patron's information needs.

8.2 Reader's Advisory

Library staff suggests or recommends fiction and non-fiction titles to readers based on their interests or inquiries. The recommendations may also include non-print media such as movies, audiobooks, music, or electronic resources.

8.3 Programs

The library offers a variety of age appropriate programs for adults, teens, and children based on local interests. These may include year round programs, special events, ongoing programs and/or specialized ones, such as summer reading.

8.4 Technology Assistance (Book A Techie)

Library staff provides customized assistance to registered patrons on an appointment basis to learn and use technology. Examples include using a computer in general, software products, and the library's downloadable media onto a mobile device or computer.

8.5 Online Services

The library offers patrons a wide range of electronic services.

- Thousands of popular eBooks, audiobooks, and movies are available for checkout with a valid library card to download, and use on electronic or mobile devices .
- Newspapers providing world, Washington state, and local news are accessible with a valid library card.
- Free public domain audiobooks are free for anyone to download or to listen to on their electronic devices.
- eBooks are available to anyone to download or read online. The focus is on older works for which U.S. copyright has expired.

8.6 Computer Services

The library offers computers for patron use, along with wireless access.

Refer to Policy 9: Computer Use for details.

8.7 Photocopying

The primary use of the copy machine is for library staff and the Friends of the Library.

The public may make copies on a self-service basis. Photocopies may not be made in violation of copyright laws.

The copy machine is the property of the Friends of the Library. Fees for copies are determined by the Friends of the Library in conjunction with the Board of Trustees. Fees for copies are collected by the Friends of the Library.

8.8 Photocopy

- A. Photocopies in violation of copyright laws shall not be made.
- B. The primary use of the copy machine shall be for library staff and Friends of the Library.
- C. The public may make copies on a self-service basis.
- D. The copy machine is the property of the Friends of the Library. Fees for copies shall be determined by the Friends of the Library in conjunction with the Board of Trustees.
- E. Fee's for copies are collected by the Friends of the Library on a monthly basis.