

NORTHBROOK PUBLIC LIBRARY

news:

JANUARY-FEBRUARY, 1976

WELCOME TO THE NEWLY-EXPANDED LIBRARY!

Whether you are a new patron or an old friend, our facilities are here for you to use and enjoy. School and community groups are always welcome, along with individual users.

On the right are basic floor plans of both levels, to help you get your bearings.

The Library has 90,000 books, 6,500 audio-visual items, and is affiliated with the North Suburban Library System. If we don't have the book or item you want, we can get it for you.

DO YOU HAVE A LIBRARY CARD?

People who live within the corporate limits of Northbrook may apply for Library cards at the Special Services Desk (see lower-level floor plan). If you do not live within Village limits, you may still become a Library patron by paying an annual fee of \$40 for a family, or a special fee for an elementary or high-school student. Courtesy cards are issued for one year to people who work within the corporate limits of Northbrook and do not live within the boundaries of another library district.

There is a 50-cent fee for replacing a lost card.

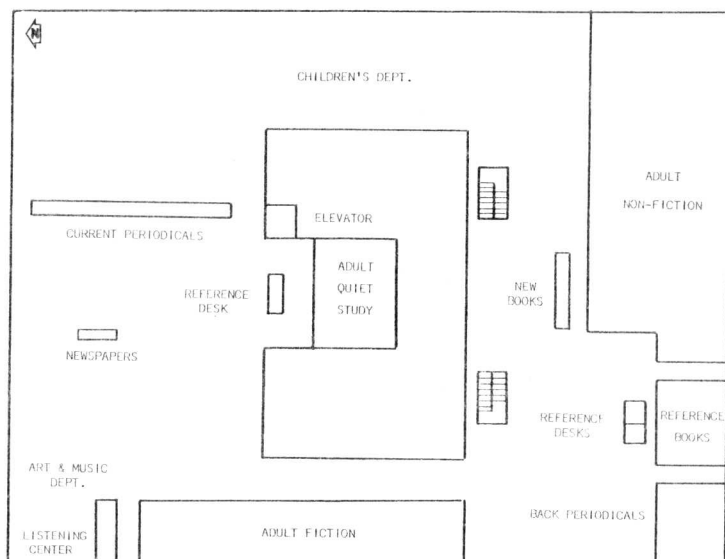
HOW DO YOU FIND THE MATERIALS YOU WANT?

The card catalogs list everything in the Library's collection, and you can look things up either by author and title, or by subject. Indexes covering almost all subject matter are located in the Reference Department (see upper-level floor plan). Please ask a librarian whenever you have questions.

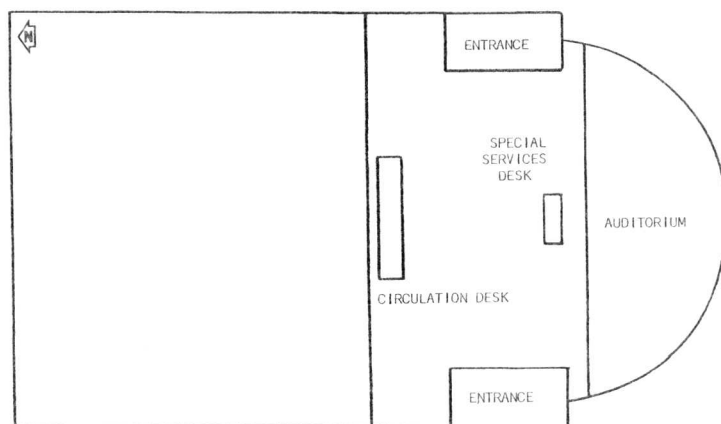
HOW LONG CAN YOU KEEP LIBRARY MATERIALS?

Most books are loaned for 3 weeks, but some of the new books and most records, cassettes, pamphlets, and picture-file materials are loaned for 7 days. Framed pictures may be kept for 4 weeks. Most materials may be renewed *in person* if not in demand. (Please note that you may not renew by telephone.) A fine of 5 cents a day is charged for overdue items.

Patrons are responsible for lost or damaged books and materials.



UPPER-LEVEL FLOOR PLAN



LOWER-LEVEL FLOOR PLAN

HOW DO YOU RETURN THINGS?

The Book Drop is open whenever the Library is closed. It is located in the outside wall of the building, just north of the Cedar Lane entrance.

If your book is overdue, don't drop any money into the Book Drop — pay the fine later.

Please return books and other materials to the Circulation Desk when the Library is open.

WHAT ARE THE LIBRARY HOURS?

Monday through Thursday, 10 AM to 9 PM.
 Friday and Saturday, 10 AM to 5 PM.
 Sunday, 1 to 5 PM, except during the summer, when the Library is closed on Sunday.
 The Library is closed on New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

Published by the Northbrook Public Library
 1201 Cedar Lane, Northbrook IL 60062

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HOW DO YOU REACH THE LIBRARY BY TELEPHONE?

The number for all departments is 272-6224.

IS THERE A QUIET PLACE WHERE AN ADULT CAN CONCENTRATE?

The Adult Quiet Room (see upper-level floor plan) is available to anyone 18 or older who wishes to study or read without interruption. Business reference books and periodicals are also located here.

CAN MATERIALS BE RESERVED OR SPECIALLY REQUESTED?

If something you need is not in the Library's own collection, you may make a request - in person or by telephone - and when the item is available the Library will notify you. There is a minimal fee for this service. Reserved items are not renewable.

WHAT ART AND MUSIC SERVICES ARE AVAILABLE?

A wide variety of 1,250 cassettes, 2,962 records, 2,262 slides, 236 reproductions of paintings and sculptures, and a large collection of mounted picture-file material are available for circulation. Inquire at the Art and Music Department (see upper-level floor plan) or the Children's Department for the materials you want.

WHAT ABOUT BOOKS IN LARGE PRINT?

We have books, paperbacks, the *New York Times* weekly edition, and *Reader's Digest* in large

print. Books are in a section located after the last row of adult fiction (see upper-level floor plan). Periodicals are in the Periodical Department.

WHAT OTHER SPECIAL SERVICES ARE THERE?

The Library has, or will obtain for you, Talking Books, books in Braille, and 16mm sound films of your choosing.

PLEASE NOTE: If you read aloud well and are interested in taping a Talking Book, it will be appreciated if you leave your name and telephone number at the Special Services Desk.

FRIENDS OF THE LIBRARY, a volunteer organization, sponsors "Books on Wheels," a service for nursing homes and house-bound people in our community. FRIENDS OF THE LIBRARY contributions to us are funded by the organization's annual bridge marathon and book sale. If you are interested in joining this group, please inquire at the Special Services Desk.

WHAT ELSE IS AVAILABLE?

The Library subscribes to 492 magazines and 14 newspapers. Back issues of magazines do not circulate. Clippings, pamphlets, maps, and small pictures may be borrowed. Telephone directories for most of Illinois and the major cities of the world are available for reference. There are 3 microfilm readers in the Reference Department. Photocopy machines are located on both levels. Factual information can be obtained by telephone. The Auditorium (see lower-level floor plan) seats 250 and may be reserved in advance. It is also used for exhibits, arts and crafts, programs, and the Library's weekly Wednesday evening free film series. **COME AND SEE US!**

NPL news:
1201 CEDAR LANE
NORTHBROOK

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