



Reed Memorial Library

Service to Disabled Patrons

The Reed Memorial Library affirms its support of equal access to library services for persons with disabilities. Most services the library provides can be accessed without entry to the Reed Library building. The library building, constructed in 1913, is only accessible by two sets of stairs.

Library services that can be accessed remotely, by phone or through the library's website, include:

- **Telephone Consultation:** Reference, reader's advisory services, and help with requests for materials are offered over the telephone to all our patrons. Telephone consultation can also be used to facilitate access to fax and printing services, curbside delivery of materials, and issues with library accounts.
- **Curbside and Mail Service:** A staff member will meet a patron in front of the library building or at their car parked near the library in a safe location to exchange books, issue cards, or perform other usual library duties. Alternately, a patron may request library materials be sent through the mail to their home in the Reed Memorial Library District or to an accessible library in the Mid-Hudson Library System. (See Request Reasonable Accommodation)
- **Electronic Services:** Access to the catalog and holdings of the Mid-Hudson Library System, including Reed Library, are available over the Internet. Patrons can request items, renew materials and manage their library accounts on-line. Library accounts can be applied for on the Reed Library website and cards delivered through the mail. The library's vast array of digital resources (ebooks, audiobooks, music, magazines, movies, classes) can be accessed remotely through the Reed Library website.
- **Programs at the Reed Memorial Library:** The Reed Memorial Library offers on-line and in-library programming. Accommodation can be requested for remote access to programs scheduled in-library. (See Request Reasonable Accommodation). Preference for attendance at all library programs is given to residents of the Reed Memorial Library District.

Access to Library Materials Unique to Reed Library: Reed Memorial Library has a small collection of books that are non-circulating and are unique to this library. In order to

enable people who cannot access Reed Memorial Library to use this material the following procedure will be followed: Requests for material should be made to the Library Director one week before the material is needed. The requested material will then be sent to a neighboring accessible library for use in that library. The material will be due back to the Reed Library one month after the date of request.

Request Reasonable Accommodation

Requests for a reasonable accommodation can be made by mail (Reed Memorial Library, 1733 Route 6, Carmel, NY 10512), email (jbuck@carmellibrary.org) or by phone (845-225-2439). Requests should include the accommodation sought, the requester's name, address, phone and/or email address.

Approved by the Board of Trustees: July 7, 2021