

# Azalea Regional Library System



Our member libraries are open with expanded in-library services with safety requirements in place. Staff are ready to assist you with:

## **TAKING CARE OF BUSINESS (TCOB)!**

**Computer Use \* In-Library Holds Pick Up \* Self Check-out**

**Genealogy Room Appointments \* Access To Some Library Collections**

**Basic Reference \* PINES Library Cards \* Voter Registration**

**Staff Assisted Printing, Copying, Scanning, Faxing, Notary, and Proctoring Services**

### **Safety Is Our Priority -- Masks Are A Requirement**

Please call your local library with specific questions about service hours and more more information. Expanded in-library service hours:

**Mon, Tues, Wed, Fri** - Curbside: 10:00am-1:00pm; TCOB: 1:00pm-5:00pm

**Thurs** - Curbside: 1:00pm - 3:00pm; TCOB: 3:00pm-7:00pm

**Sat** - Curbside: 10:00am - 12:00pm; TCOB: 12pm-2:00pm

- Patrons may use a limited number of public computers for up to one hour per person per day during TCOB hours. This means availability is based on a first-come, first-served basis. Services will involve little to no person-to-person contact at this time. Patrons should bring headphones and their own supplies.
- We highly suggest that you schedule a reservation time to ensure a computer will be available upon your arrival, as some computers may be reserved for those with prior appointments.
- Free wifi is still available both inside and outside of library buildings.
- Printing, copying, scanning, faxing, proctoring, and notary services are available by request. Fees apply.
- A limited number of people will be allowed in the building at any given time.
- Signage will remind patrons about social distancing and hand sanitizing.

**When you visit your local library, please:**

- Wear a face mask or face covering, and maintain a minimum 6-8 feet in physical distancing. If you do not have a mask, one will be provided at the point of entry.
- Limit visits to one (1) hour or less per person per day.
- Pass screening before entering buildings, and **please, stay home** if you are sick or have been exposed to or exhibit symptoms of COVID-19.

**In order to safely serve you, library staff will:**

- Pass screening before entering buildings.
- Wear personal protective gear, including masks, face shields, and gloves as appropriate, and respect social distancing and hand hygiene measures.
- Follow protocols for regular cleaning and sanitizing of surfaces and equipment, and the quarantining of materials.

**Meeting room use, group gatherings, in-person programs, and outreach services, remain temporarily suspended due to safety concerns and logistical challenges.**

**Virtual Services**

Member libraries in the Azalea Regional Library System provide virtual programs and services that all ages can enjoy at home such as:

**Tutor.com | eReadKids | LearningExpress Library™ | GALILEO | eSebco Books | Words2Reading | Freading | Ancestry Library Edition | Mango Languages | Gale Legal Forms | RBDigital-eBooks, Audiobooks, and Digital Magazines | Virtual Programs on Social Media**

We invite you to visit our website and social media pages for more information and the latest updates on activities.

**Our Commitment**

The Azalea Regional Library System remains committed to the communities it serves, especially as we continue to face these difficult times together. The libraries are excited to offer the new TCOB in-library service as part of our Phase III recovery plan. Safety is paramount moving into this next phase, and we are all working hard to meet patron needs and maintain certain health standards and requirements. Your patience and understanding are appreciated as AZRLS works through these processes. We look forward to a time when library service can be completely restored and we thank you for supporting us as we take these next steps forward. Welcome back!