

Holbrook Public Library Homebound Patron Services Policy

Purpose

The purpose of this policy is to clearly state the Library's position on services to homebound patrons.

Policy Guidelines

Holbrook Public Library serves homebound residents of Holbrook who are unable to visit the library due to temporary or permanent illness, disability, or lack of transportation. Registration may be conducted by mail, online or by a third party who can verify an applicant's eligibility for the service and the applicant's residence.

Once approved, an interview is conducted with the homebound patron by telephone, letter or through a third person to determine the patron's reading, listening or viewing preferences. Materials are selected by a staff member depending on the patron's expressed interest. Several items can be sent in special mailing bags designed for this use.

Patrons are responsible for returning the materials with the free postage provided in the mailing bags.

Standard library fees will be charged for lost or damaged materials.

Materials available for borrowing will be limited to items circulated by the Holbrook Public Library.

Questions

If anyone has questions about this policy, please contact the Library Director, at 781-767-3644.

Approved by the holbrook Public Library Board of Trustees on: 5/24/24