

# Bancroft Memorial Library Policies

**Library cards:** The library staff will issue a library card to any Massachusetts resident from a city or town with a state certified library. Proof of current address is needed at time of registration. Children who can write their first and last name may sign up for a library card. The card may be used at any C/W MARS member library.

The **loan period** is seven days for videos and magazines. All other materials circulate for three weeks. Museum passes vary. Newspapers and reference materials do not circulate.

**Types of materials** included in the library's collection: Fiction, non-fiction and reference books. Special collections include Large Print books, Audiobooks on CD, Videos on DVD (and some children's videos on VHS), music CDs, local newspapers and magazines.

**Overdue fines:** 10 cents/day for Adult & Children's Books, Magazines, Audiobooks and CDs; and \$1.00/day for Adult & Children's Videos. Fines are calculated on a per day basis only for days that the library is open.

**Renewals:** All materials may be renewed by telephone, in person or online provided that the item is not on reserve for another patron.

**Reserves:** All circulating items may be reserved by telephone, in person or online.

**Book drops:** The book drops at the front and rear doors are open when the library is closed. When returning DVDs, CDs and Museum Passes in the book drop, these items should be placed in a padded envelope or secured so they cannot open accidentally.

**On-line Catalog:** The library's collection can be accessed via the **Library** link from the town of Hopedale's web site: [www.hopedale-ma.gov](http://www.hopedale-ma.gov). With a C/W MARS library card patrons may also place requests, renew items and pay fines (over \$5.00) online from the convenience of home.

**Downloadable audio books and eBooks** are available at <http://digitalcatalog.cwmars.org> and <http://hope.axis360.baker-taylor.com>.

**On-line Reference Databases** are available from a link on the library's website with a valid library card number. These include full text access to magazines, newspapers and primary source materials; information on thousands of authors and their works; encyclopedias, genealogical resources, History, Science and Art.

**Computers:** The library has computers with Internet for patron use; both in the main library and in the Children's Room. There is a color printer connected to the computers at a cost of 10 cents per page. Computers are available on a first come, first served basis. Patrons may use a computer for 30 minutes with the possibility of an additional 30 minutes if no one else is waiting to use the computer. Laptop computers are also available for use in the library by adults with a valid library card.

**Wireless internet** is available for patrons to access with their own laptop computers.

Other **Services available to Patrons** include a fax machine and a copy machine.

The **Friends of the Library** conduct an annual book sale, an annual holiday bake sale & raffle, and an ongoing book sale. Proceeds provide the funding for special programs. To join the Friends, ask for a form at the Circulation Desk.

The Library houses special collections of books and documents from Hopedale's



earliest days in addition to providing patrons with up to date materials and services.

The Friends accept the **donation of books** and other materials that are found on the library shelves. Donated materials must be in good condition and must be dropped off during the library's regular hours of operation. The library does not accept magazines, text books, condensed novels or encyclopedias.

**Special programs:** The library offers regular Story Hour sessions, a Summer Reading Program and other special events for **children**. There are also programs for **adults** scheduled on a monthly basis. Check the web site, local newspaper or local cable channel for upcoming programs.

**Museum Passes:** Through the generosity of the Friends of the Library, the Hopedale Foundation and the Hopedale Cultural Council, the library offers passes to several area museums to Hopedale residents. Some restrictions apply, so please check ahead of time. Many of the museums charge a small fee at time of entry. Available passes are subject to change without notice.

**Board of Library Trustees:** Three trustees sit on the Board. The Trustees are elected officials who each serves a three-year term. The Board provides oversight of the library and is responsible for setting library policy. The Board meets monthly at the library.



*The Reading Room*



*New books display allows for ease of browsing.*



*The Marjorie Hattersley Children's Room*



*The Young Adult Nook where teens browse for books, read, relax, and visit.*



*The Bancroft Memorial Library, built in 1898 by Joseph Bancroft in memory of his wife Sylvia Thwing*

*Bancroft, was dedicated and open to the public on December 14, 1899. The building is of pink Milford granite with a slate shingled roof. Designed by C. Howard Walker of the Boston architectural firm Walker & Kimball, the library was fashioned after the Merton College Chapel at Oxford. The only town building listed in the National Historic Register, the library is located within the Hopedale Village National Historic District.*



*The Statue of Hope was a gift from Susan P. Draper to the Town. The Carrara marble statue and fountain was sculpted in Rome by American Sculptor Waldo Story.*

Bancroft Memorial Library is a member library of C/W MARS: **Central/Western Massachusetts Automated Resource Sharing, Inc.**, a library consortium dedicated to efficient resource sharing and rapid access to information. Its 140+ member libraries circulate more than nine million items annually to one million registered borrowers and offer a shared online computer system and combined collections of more than six million items.

## WELCOME TO



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website:

[hopedale-ma.gov/bancroft-memorial-library](http://hopedale-ma.gov/bancroft-memorial-library)

### HOURS OF OPERATION

Monday	1:00 pm - 8:00 pm
Tuesday	10:00 am - 5:00 pm
Wednesday	1:00 pm - 8:00 pm
Thursday	10:00 am - 5:00 pm
Friday	1:00 pm - 5:00 pm
Saturday	10:00 am - 2:00 pm

For Library news, sign up at "Subscribe" link at [www.hopedale-ma.gov](http://www.hopedale-ma.gov) or like us on Facebook

To receive weekly emails with new books, music and movies at Bancroft Library, sign up at [www.wowbrary.org](http://www.wowbrary.org)