Library Services

ADULT SERVICES
- Books, books on CD, Playaway audiobooks, movies, foreign language materials, large print books, periodicals, music CDs, Kindles
- Reference service in person, by phone or email, including community information
- Local History area, including local and family history resources in print, online genealogy resources and a local history archive at www.jacksoncountyhistory.org, microfilm images
- Website at www.myjclibrary.org
- Databases:
  - Ancestry Library Edition
  - HeritageQuest Online
  - hoopla
  - INSPIRE
  - OverDrive
- World Book Web
- Technology one-on-one assistance
- Informative and entertaining programs with a wide variety of topics
- Book discussion groups
- Displays/exhibits
- Tours
Call Information Services in Seymour at 812-523-INFO (4636); Medora at 812-966-2278 and Crothersville at 812-793-2927.

CHILDREN’S SERVICES
- Books, movies, magazines, books on CD, music CDs, Playaway audiobooks, audio kits, Launchpads and Playaway Bookpacks
- Kidz Help Desk reference service (Seymour)
- Wide variety of programming for children of all ages
- Group visits or class tours
- My Space for tweens (Seymour)
- Computers with Internet access for children
- Discovery Centers
Call Youth Services in Seymour at 812-522-3412 x 1222; Medora at 812-966-2278 and Crothersville at 812-793-2927.

TEEN SERVICES
- Graphic novels, fantasy, horror, mystery, regular fiction, science fiction and select nonfiction books
- Teen Scene room with video games & iPads (Seymour)
- Group visits or class tours
- Wide variety of programming
- TAG (Teen Advisory Group)
Call Youth Services in Seymour at 812-522-3412 x 1252; Medora at 812-966-2278 and Crothersville at 812-793-2927.

OUTREACH SERVICES
- Over 35 Discovery Bus stops during a bi-weekly Monday through Thursday schedule
- Over 4,500 items for children and adults
- School visits
- Daycare visits featuring storytimes
- Nursing home visits
- All stops open to the public
- Homebound delivery
Call Outreach Services staff at 812-522-3412 x 1241. Schedules available at all library locations and on the website.

SPECIAL SERVICES
- Wireless Internet connection
- Online sign up for meeting spaces and programs
- Meeting spaces, through reservation, with kitchenette and piano (LCD projector—Seymour)
- H. Vance Swope art collection (Seymour)
- Summer Learning Program
- Document scanner (Seymour)
- Lamination service
- Equipment rental (Seymour)
- Electronic magnifier (CCTV) (Seymour)
- Weekly Wowbrary newsletter
- Fax machine (Branches)
- Drive-up service window (Seymour)
- After-hours material returns
- Collection agency to recover overdue materials
- Community information at www.seymour.org
- Chromebooks to check out in the library
- Self-Checkout
- Technology classroom (Seymour)
- Tutor rooms (Seymour)
- Ongoing Friends of the Library sales
- Bi-Monthly Friends sales (Seymour)

SEYMOUR LIBRARY
303 West 2nd Street
Seymour, IN 47274
812-522-3412
Monday-Thursday
9 am-8 pm
Friday 9 am-6 pm
Saturday 10 am-5 pm
Sunday 1-5 pm

Phone System
Option 0  Immediate Assistance
Option 1  Library Hours
Option 2  Children’s Department & Programs
Option 3  Checkout Desk/Class Registration/
Meeting Space Reservation
Option 4 or  Information/Research Questions
812-523-INFO (4636)
Option 5  Directory of Services
Extension 1241  Outreach Services/Discovery Bus

CROTHERSVILLE LIBRARY
120 East Main Street
Crothersville, IN 47229
812-793-2927
Monday-Thursday
11 am-8 pm
Friday-Saturday 1-5 pm
Closed Sunday

MEDORA LIBRARY
27 West Main Street
Medora, IN 47260
812-966-2278
Monday-Thursday 2:30-5:30 pm
Closed Friday & Sunday
Saturday 1-5 pm

Connect with us on
**RESIDENT CARDS**
- Free for all library district residents.
- Valid for two years and can be used at any Evergreen Indiana library (including Brownstown and Jennings County).

**GETTING YOUR CARD**
- Apply for an Evergreen Indiana library card at the Checkout Desk at any location.
- Adults need a photo ID and another valid identification that shows their current address, such as a printed personal check, utility bill or envelope with a recent postmark.
- Persons of any age may apply for a library card.
- Borrowers under age 18 must have a parent’s or guardian’s signature to receive a card.
- Parents must also show a valid photo ID.
- The signer accepts full responsibility for the items borrowed and the selection of materials made by the minor.
- A library card allows access to the entire library collection for both children and adults.
- Cost for replacing a lost card is $2.

**USING YOUR CARD**
- You must bring your library card to check out materials or to use the public computers.
- You may use your JCPL Evergreen Indiana card at the Seymour Library, Medora Library, Crothersville Library, and Discovery Bus as well as over 110 other Evergreen Indiana libraries.

**LOST OR DAMAGED ITEMS**
- Charges are the price of the item plus a $10 processing fee.
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**Meeting Space**
- Meeting spaces are available for use at Seymour, Crothersville and Medora by any non-profit organization.
- There is no charge; however, reservations are required, and online reservations must be completed.
- Commercial businesses are charged a per hour plus tax for using the meeting spaces. For more details, contact the checkout desks.

**Public Computers**
- Users must get a free Evergreen Indiana Library card and PIN.
- Users who are not eligible for Evergreen Indiana library cards may get a guest pass at the Information Services Desk or Kidz Korner Help Desk.
- Limit of 3 one-hour sessions per day.
- No installation of software on the computers.
- No food or drinks allowed near the computers.
- Chromebooks available for checkout to be used in the library.

**Library Volunteers**
- Duties such as shelf reading, helping with children’s crafts and storytimes, technical assistance, local history and genealogy database work and other duties.
- Open to those age 13 or over.
- Ask for an application at any location or get one online at www.myjclibrary.org/volunteer-opportunities/

**Friends of the Library**
- This group supports the Library through fundraising activities, such as book sales and Oktoberfest parking, and sponsors programs for the library system. If you would like to become a Friend, applications are available at all library locations and online at www.myjclibrary.org.
- Ongoing Book Nook sale in Seymour Lobby
- Ongoing sales in Crothersville and Medora libraries
- Book sale every other month and ear buds for sale at Checkout Desks
- Bi-monthly board meetings

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**Loan Policies**

**LOAN PERIODS & FINES**
- **Loan Period**: Fines (per day)
  - 21 Days: Books, Books on CD: $25
  - CDs (One renewal): $25
  - Lucky Day Books (No renewals): $25
  - 7 Days: Movies (One renewal): $25
  - Lucky Day Movies (No renewals): $25
  - Magazines (One renewal): $25
  - Movies (One renewal): $25
  - Launchpads (One renewal): $5/day
- 3 Days for $3 plus tax: Equipment: $3/3 days

**SPECIAL LOAN PERIODS**
- Teachers, Homeschool, Daycare Collections: Up to 6 weeks by request (JCPL books only)
- Nursing Home Collections: 6 weeks (Delivered by staff)

**INTERLIBRARY LOAN**
- Staff will attempt to borrow from other libraries materials requested by customers and not available in any Evergreen Indiana libraries, collections or SRCS (Statewide Remote Circulation System).
- Interlibrary Loan service is available to library district residents with valid cards.
- Lending periods, set by the lending library, will vary.
- Overdue charges for late materials are $25 per item per day.
- Renewals, while not guaranteed, may be requested at the Information Services Desk or by calling 812-523-INFO (4636).

**LOAN LIMITS**
- A customer owing $10 or more in fines cannot check out materials.
- Items cannot exceed the following number of items:
  - Movies: 10
  - Equipment: 2
  - OverDrive titles: 10
  - Lucky Day: 2
  - Launchpads: 2
  - hoopla: 10/month

**Holds**
- Requests will remain in the system for 6 months.
- Notification by email, phone or text when the material becomes available.
- Customers have 7 days to pick up holds.
- Customers should notify staff if they no longer need a requested item.
- Limit 20 holds per customer.
- Holds may be placed for most items.

**Materials may be renewed at the library, by telephone, or online at www.myjclibrary.org.**
- Materials with outstanding hold requests cannot be renewed.

**Gifts**
- Gifts may be made to the Library in honor or in memory of a relative or friend.
- Gifts are used for facilities, books or other materials, programs or furnishings.
- Endowment funds have been set up with the Community Foundation of Jackson County, and the interest is used to supplement the tax-supported budget.
- The Giving Tree located in the Seymour Library lobby honors with engraved brass leaves those who give $100 to $1,499, and with brass paver stones for those giving $1,500 and up. Plaques or other considerations are made for those gifting the library with larger amounts.

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**Participating Evergreen Indiana Libraries can be found at blog.evergreen.lib.in.us/?page_id=2558**

**Instructions for using Evergreen can be found at links.myjclibrary.org/CatalogHowTo**