

Hedberg Public Library
A401b Hedberg@Home Materials Delivery Service
Board Policy
August 2020

The Hedberg Public Library provides extension services and materials to city residents who are unable to come to the library because of age, physical disability, or lack of transportation. This outreach program will be called Hedberg@Home Materials Delivery Service (H@H).

Hedberg@Home Materials Delivery Service

This is a two-part service

The first part is provided to people who live within the city of Janesville and are unable to come to the library, due to a temporary or permanent condition, but who wish to have library materials delivered to them. They may be living independently in their homes or living in a group residential facility where no library collection is available. They may be caregivers whose responsibilities make library visits difficult. Library volunteers select, deliver, and pick up materials. Their library account is changed to a “Homebound” account for use during the time the patron is registered with the program.

The second part is to provide facilities and organizations (sites) in the city limits of Janesville with smaller circulating libraries to provide to their residents or participants. Individuals at these sites are not eligible to have H@H delivered to them. Library volunteers select, check out, and pack materials. Arrowhead Library System does the delivery and pick-up. The site will get an account of “Organizat” for use during the time they are part of the program.

Circulation rules apply with the following exceptions:

- A special four-week loan period has been established for Hedberg@Home Materials Delivery patrons. A five-week loan period has been established for H@H sites.
- No late fees are assessed for overdue materials; however, charges will be assessed for lost or damaged items and a bill will be sent.
- Only materials owned by Hedberg Public Library will be available for these services. Holds and Interlibrary Loan of materials from other libraries will not be available.
- A limit of 2 (two) new books per delivery and no renewals on new large print books.