



# The Ellington Reader

JUNE 2020

## Ellington Farman Library

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Website: [ellingtonlibrary.org](http://ellingtonlibrary.org)

[www.facebook.com/Ellington-Farman-Library](https://www.facebook.com/Ellington-Farman-Library)

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#### LIBRARY CLERK

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#### LIBRARY HOURS

UNTILL JUNE 15 LIBRARY  
IS NOT OPEN TO PATRONS  
WE ARE OFFERING  
CURBSIDE PICKUP.  
WE WILL OPEN TO PA-  
TRONS AS SOON AS NYS  
ALLOWS US



KEEP INFORMED OF  
NEWS OF THE LIBRARY BY  
FOLLOWING US ON

**FACEBOOK** and our  
Website:

[ellingtonlibrary.org](http://ellingtonlibrary.org)

BOARD OF TRUSTEES  
WILL MEET JUNE 29 AT  
7PM

DEPENDING ON WHAT  
PHASE NY IS IN THIS  
MIGHT BE A VIRTUAL  
ONLINE MEETING  
THE LINK WILL BE  
POSTED ON OUR  
WEBSITE

## LOTS OF QUESTIONS AND A FEW ANSWERS

There have been a lot of frequently asked questions concerning the reopening of the library. So let's tackle the ones I have answers for.



### 1) When are my books due?

Any items checked out just before we closed in March now have their due dates extended to June 15

### 2) Will I be fined for their late return?

No, not if you return them to our drop box by June 15th. That is 2 weeks away and you should have plenty of time to return them by then. If you have special circumstances and need more time to return your items, please contact us.

### 3) When you reopen will the computers be available for patron use?

Yes— but there will be a policy on reserving your computer time and we will enforce 1 hour time limits. We are discouraging patrons from being at the library for longer than they need.

### 4) When you reopen will computers be cleaned between users?

Yes— keyboards, mouse, study carrel, desk and chair will be cleaned with CDC approved cleaners in between each use.

### 5) Is it safe to come back to the library?

We have been and will continue to clean the interior and item returns with CDC approved cleaners. Item returns will be quarantined for 72 hours, cleaned and then reshelfed. We have implemented a cleaning list and schedule. We have submitted our Business Safety Template and Reopening plan to New York State and are adhering to best practices for libraries. We understand patrons hesitancy to return. If you wish we will arrange for you to have curbside pickup even after we are open. Please contact us if you would like to take advantage of this service.

### 6) Are there new books on the shelves?

Yes— we continued to submit book orders even when we were closed. Some of those orders were held up in shipping warehouses. We continue to receive new books as they trickle in.

Now for the question everybody really wants to know the answer for.

### 7) When are you opening?

We are open for curbside pickup as of June 1. Instructions for this are posted in the windows and on the door. We might be able to open to patron usage when New York declares we are in Phase 3. We have not had clear guidance on that yet nor do we know exactly when Phase 3 will be declared. We are thinking Phase 3 might bring with it the following procedures;

Limited open hours to start

Every patron must wear a mask to enter, including children over age 2

The use of hand sanitizers and hand washing will be encouraged

Social distancing 6 ft. rule will be practiced

Loitering or "hanging out" for hours will be discouraged

Programming will not be resumed during this phase

I hope this clears up a few questions and did not muddy the waters more. We have a new email address that you can use to contact our staff directly if you have more questions, want to order curbside pickup or have book suggestions you would like our staff to know about.

Contact us at: [info@ellingtonlibrary.org](mailto:info@ellingtonlibrary.org)

Take care of yourselves and those who need you. We'll see you soon!

Judith Whittaker, Library Director

## GIVE BIG CHQ– WE’RE PARTICIPATING! JUNE 1- 11

The recent pandemic made us pause and gave us time to access our library and the information we offer to our community. We took a good hard look at our small rural library's current Health reference section and we found it lacking. We currently have a total of 32 Health related books not including the Fad Diets themes. We offer to our patrons a 1997 copyright of “The Merck Manual of Medical Information”. How about the 1995 edition of “The Lupus Book: A guide for patients and their families”. We are confident there has been a lot of new health information discovered in the last 25 years.

**Accurate & Accessible; Our GiveBigCHQ 2020 fundraising campaign theme is to raise money to fund a Health Reference Item collection that will supply general health knowledge and be accessible to all.** The need is never timelier and more relevant but, unfortunately, is too cost prohibitive for us to fulfill on our own.

When this pandemic is over, we know there will be many of our patrons returning to the library with questions. Our rural community includes many people that have no access to reliable internet, cell phone coverage nor do they own digital devices. They depend on the library to provide them with books and DVD’s that not only entertain them but give them answers. This current health crisis will bring many questions to the forefront of everyone’s life.

We realize that a patron’s health care provider is their best source for information about specific health concerns and we do not plan to offer medical advice. We are simply stating the need for books and DVD’s covering basic health information on topics relevant to our daily lives. Our library would like to purchase a set of Health reference books along with associated DVD’s as we are aware that not everyone receives their information by reading. A sampling of the topics we plan to include will be:

Men’s and Women’s Health Concerns	Health information for all Stages and Ages of Life
Diseases of the Mind & Body	Basic Anatomy & Physiology
Mental Health Disorders	Basic Medical Dictionary of Health Terms
	Human Sexuality

**Ellington Farman Library is participating in the GiveBig CHQ which is an online fundraiser hosted by The Chautauqua Region Community Foundation specifically to help nonprofits raise funds. Our website,**

**<https://www.givebigchq.org/organizations/ellington-farman-library-association>**

may be viewed now and online financial donations are being accepted thru the site from June 1 – June 11<sup>th</sup>. Any amount you can give is appreciated. We know that giving financially at this time is not feasible for all. You can also be of assistance to our Accurate & Accessible Campaign by forwarding our site link and helping us spread the word.

A library’s first duty is to provide free access to information. Your donation to Ellington Farman Library, through the GiveBig CHQ Fundraiser will make accessible the knowledge our library patrons need to understand a variety of health and lifestyle issues. You will be helping our rural community be better prepared for whatever public or private health crisis might come in the future.

**JUNE 1  
THRU  
JUNE 11  
GiveBigCHQ  
ONLINE FUNDRAISER**

**accurate & accessible**  
HEALTH REFERENCE COLLECTION  
ELLINGTON FARMAN LIBRARY

**CAMPAIGN THEME;  
RAISING MONEY FOR A  
HEALTH REFERENCE  
ITEM COLLECTION**

**DONATE ONLINE  
FROM JUNE 1 - 11**

**GO TO WEBSITE LISTED  
BELOW OR  
FOLLOW US ON FACEBOOK  
SHARE OUR POSTS & LINKS**

**Thank You!**

**#GiveBigCHQ**

Administered by  
Chautauqua Region Community  
Foundation



**<https://www.givebigchq.org/organizations/ellington-farman-library-association>**

# **EXCITING NEWS! WE ARE OPEN FOR CURBSIDE PICKUP STARTING JUNE 1ST!**

**How does curbside pickup work? Read on...**

**You let us know what items you wish to reserve, we get them for you, notify you of pickup time & you pick them up on our front porch.**

**Here's the complete procedure:**

## **INSTRUCTIONS FOR ORDERING**

You can only order materials available in our library. There is no interloan library service between libraries at this time. You can start ordering May 30th by calling us: 287-2945 OR contact us at [info@ellingtonlibrary.org](mailto:info@ellingtonlibrary.org) Sorry- We do not accept instant messaging on Facebook or Twitter

**Patrons are encouraged to look for desired materials in on-line catalog ;**

<https://catalog.ellingtonlibrary.org/> checking for availability in our library. You will not be able to place holds on-line. Patrons are not permitted inside the library to browse the collections. We will advertise new and high-interest titles on our website <https://www.ellingtonlibrary.org/> so you can have a better knowledge of what materials we have available

**Contact the library** by calling 287-2945 clearly stating your name, phone number, TITLES and author requested ( if known) or leave request on [info@ellingtonlibrary.org](mailto:info@ellingtonlibrary.org)

## **PICKUP OF RESERVED MATERIALS**

**1) The library staff will contact you by phone when your reserved titles are ready for pick up.**

Pickup times available on Mondays from 12 – 3pm. and Thursdays from 4 – 7pm. When you arrive to pick up your items we will meet you at the front porch with your items in a bag. If we do not know you we may need to ask for identification. If you are not able to come to the porch we will bring reserved materials out to your car.

Due dates are back to normal – 2 weeks for books and one week for DVDs.

If after 2 weeks you have not picked up items they will be checked back in and returned to shelves

## **RETURNS OF ITEMS**

Please drop off your returns in our Dropbox. All materials returned will be quarantined for 72 hours before we check them in. This means the books/dvds will remain on your account for three more days after your return. No fines will occur. **Our staff will be wearing masks and gloves and using sanitizer when handling your materials.**

**ALL ITEMS  
ALREADY CHECKED OUT  
NOW HAVE DUE DATES  
EXTENDED  
UNTIL JUNE 15TH**

*Please return items to our drop box  
before then*



**for Returning  
Your items!**

*Don't worry—  
no fines will  
be incurred from the  
Covid Closing time*