

PHASE II: NO Contact Curbside Services begin Tuesday June 2, 2020

Weather permitting. Heavy rain and thunderstorms may delay or cancel Curbside services daily.

This limited service will be available

Monday – Friday 10am – 5pm

Services will include checking out library items (see instructions below), Incoming/Outgoing Faxes, Mobile Printing, Black/White & Color Copies, Free Notary, and Laminating.

You MUST have exact \$\$ amount for transactions. NO Debit/Credit Cards.

Mask required for any assistance.

Free Wi-Fi in parking lot. Wi-Fi access instructions are located at the front entrance. Do not park along the side of the library or where a NO Parking sign is located, park in a designated parking space.

How to check out items:

Patrons with active library cards can reserve items online or call 205-487-2484. You will set up a time to pick up your items outside the front entrance. All return items must be returned in the outside book/media deposit on the sidewalk. PLEASE have your items in a bag if it is raining.

You can view our collection online by going to www.winfieldpubliclibrary.com

At the top of the page click the Library Search link. This will let you search or browse our collection.

You have 2 choices to reserve items:

1. You can call the library at 205-487-2484 and tell staff what you would like to borrow and set up a time for pickup.

2. While viewing the library catalog, you should see an account log on option in the top right corner.

Username will be your first initial and last name, all lower case. Password will be your library card number. Your library card number is located on the back of your card, use the barcode numbers.

After you log on you can click on the items you would like to check out, then click on the reserve button. When you see the message "Item reserved successfully" you can click the top right X and continue to browse and reserve.

You will still be limited to 6 items with a 2 movie/TV series limit. The library staff will get a notification that you have placed items on reserve. The staff will gather your items then call or text you when they are available to be picked up. You need to be sure we have your current phone number on file.

We ask that patrons stay in their vehicle and call the library at 205-487-2484 to inform staff you are in the parking lot. The staff will let you know if your items are ready and will place on a table outside in a bag with your name attached. We ask that all patrons follow social distancing protocols while waiting for your items. 6 feet spacing will be marked outside but waiting in your car will be the best procedure.

Please be patient as the library building remains closed until further notice. The COVID 19 virus has had an unprecedented impact on the library and the communities we serve. Our plan to reopen is dependent on factors such as recommendations from local and national health agencies, social distancing protocols, critical community needs, and a sustained reduction in new COVID 19 cases within the community for at least 14 days. The primary consideration is maintaining the safety of library patrons and staff while finding ways to provide necessary services that the library is uniquely positioned to perform.

NO Book/DVD (etc.) donations will be accepted at this time