

Youngstown Free Library

240 Lockport St. Youngstown, NY 14174

(716) 745-3555

www.youngstownfreelibrary.org

Welcome to the Library!

We're so pleased you're here, and we want you to know that the Youngstown Free Library belongs to YOU (and the other 25,000 annual visitors who use our little Library)!

Please feel free to ask questions, point out books and movies we should get, make suggestions to improve the Library, come to programs, and volunteer for the Library or the Friends of the Library!

Remember, this is your local library, and we are truly delighted to welcome you!

Sonora R. Miller
Library Director

You are now connected to the entire Nioga Library System and its online options!

Check your library account, search for items, and request items:

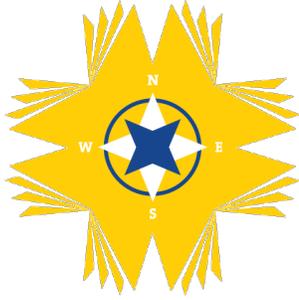
- log in at www.nioga.org
- or download the **Nioga Library System app**.

Your library card number: _____

Your PIN: _____

Connect your library account with our digital libraries:

- download the **Hoopla app** and the **Libby app**. Then create accounts and sync them with your library card. They're free for you through your Youngstown Free Library!
- Our staff would love to help you get set up and answer all your questions!



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Here are some guidelines to help you better understand and use the Youngstown Free Library:

Regular Library Hours

Mondays: 2-8:30

Tuesdays: 9:30-8:30

Wednesdays: 2-8:30

Thursdays: 2-6

Fridays: 10-2

Saturdays: 10-2

Use of the Library

The Library is available for use by the general public without regard to race, sex, creed, national origin, or legal place of residence. Any individual may use the collections on the premises and may take advantage of reference services provided by the staff. Borrowing privileges are available for individuals subject to the stipulations in the following sections.

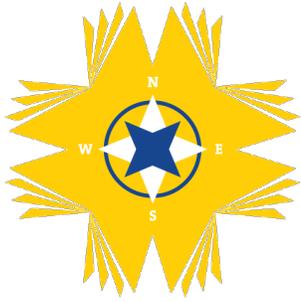
Borrowing Privileges, Residents of Youngstown, New York

The Library will issue borrowers' cards and the privileges that accompany the cards to the residents of the Town of Porter who have a Youngstown, New York 14174 mailing address.

- There is no charge for becoming a borrower of the Library.
- Borrowers' cards are valid for a period of 2 years from the date of registration. The cards may be renewed if the borrower has no outstanding obligations to the Library.
- New borrowers and those who apply for renewal of their cards must provide identification with current address information at the time of registration.
- Children of all ages are eligible for a card; a parent must be present at registration.

Borrowing Privileges, Non-Residents of Youngstown, New York

- Visitors staying with a local resident may borrow materials on their host's card with his/her permission.
- Temporary cards may be issued to seasonal residents of Youngstown, New York if they have a local address and/or phone number. The patron must provide identification with permanent address.
- Guest passes are available to non-cardholders who wish to borrow an Internet computer for use in the Youngstown Free Library.
- Patrons from other NIOGA libraries may borrow materials from the Youngstown Free Library using their NIOGA or local library card.
- People wishing to obtain a Youngstown Free Library card who **do not** reside in or own land in the NIOGA Library system may be issued a card for \$40.00 per year (passed 5/05).
- Borrowing privileges will be denied to any patrons who have outstanding obligations to the library of \$5.00 or over.



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Users and Borrowers' Responsibilities

- All users are expected to be orderly so that others may enjoy the use of the library undisturbed.
- All users are expected to use the library materials and the facilities with the care necessary to avoid damage or abuse.
- Appropriate footwear and shirts, as defined by New York State Law, are required for admission to the library.
- Smoking and vaping are prohibited inside the library, and smoking is prohibited within 100 feet of the Youngstown Village Center building.
- All borrowers are financially responsible for materials borrowed under their card. The signing parent on a child's card is financially responsible for materials borrowed under their child's card.
- All borrowers are expected to abide by the Circulation Policies of the Library, including overdue penalties and replacement charges (see Policy #2 Circulations Policies).
- It is the borrower's responsibility to inform the Library of a change in address.
- It is the borrower's responsibility to inform the Library of a lost card.
- The Library circulates a wide variety of materials to registered borrowers and other individuals (as outlined in Policy # 1, Use and Borrowing Privileges. User and Borrowers' Responsibilities). Other materials are available for use on the premises only.
- Use of the Library and borrowing privileges may be denied to any individual who does not abide by the rules and regulations listed above or who violates other regulations of the library.

Circulation Policies

The Library circulates a wide variety of materials to registered borrowers and other individuals (as outlined in Policy #1, User and Borrowing Privileges. User and Borrowers' Responsibilities).

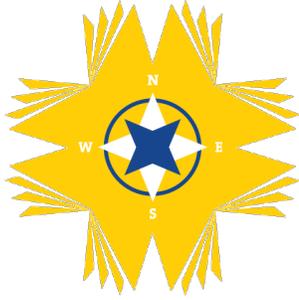
Materials for Exclusive Use on the Premises

Patrons can only use certain materials in the Library in order to insure that they are constantly available for consultation. These materials include:

- Newspapers.

Circulation Policies and Procedures

- Borrowers are expected to be aware of the policies and the procedures of the Library and to abide by them.
- A borrower's card must be presented at the time an individual wants to borrow materials.



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Loan Period

Materials are loaned for various periods. The actual due date for each item is listed on the date due receipt.

- Most adult books, children's books, audiobooks, music – 3 weeks
- New books, magazines, movies – 1 week

Exceptions to these loan periods may be made at the discretion of the Library.

Lost Materials

In 2024, the Youngstown Free Library went fine free. This means that fines will appear to accrue on borrowers' cards for items that are not returned by the due date; however, once the items are returned, those fines disappear from their accounts.

- Lost or damaged items remain the borrowers' financial responsibility. Borrowing privileges may be revoked for individuals who have accumulated unpaid fines, renewal of cards may be denied, and/or legal action may be initiated. (c. 11/2012)
- Replacement costs are the actual replacement price of the item.
- A maximum limit of \$5.00 in fines or lost/damaged items will cause one's card to be frozen, which means that the card cannot be used until the charges are paid.

Code of Conduct

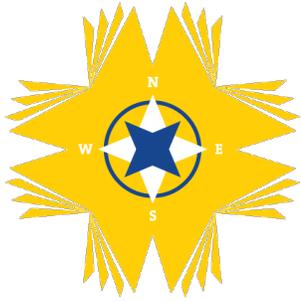
The purpose of the Youngstown Free Library is to provide library materials and services to the public. The Library strives to provide a safe and orderly environment for everyone. The Library is responsible for establishing rules of conduct to protect the rights and safety of Library patrons and staff.

The Library requires that patrons shall be engaged in activities associated with the use of the Library while on Library premises. Those not so engaged shall be required to leave the property. Disruptive behavior will not be tolerated and may serve as grounds for removal from Library property.

The Library reserves the right to evict from Library premises and refuse further admission to any individuals, and/or groups who infringe upon the rights of Library staff or patrons in their proper use of Library facilities, or who create disorder on the premises of the Library so as to interfere with the functions for which the Library was designed, such behaviors include, but are not limited to:

Unattended children: Children eleven years of age and younger are not to be left unattended in the Library. Children eleven years of age and younger must at all times be attended and supervised by a responsible adult (parent, guardian, other caregiver aged eighteen or older) on Library premises. Unattended children over eleven and under eighteen will be required to have made arrangements to leave the Library premises fifteen minutes before closing, and by closing time, no loitering outside will be permitted.

Violations of law: Committing or attempting to commit an activity in violation of state, federal, or local law, ordinance, or regulation is prohibited including vandalism, theft, or endangering the safety of others.



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Interference with staff: Patrons may not interfere with staff members' performance of duties on Library property. This includes engaging in conversation or behavior that monopolizes the attention of a staff member for an inappropriate period of time; making inappropriate personal comments, sexual advances, harassment of a physical and/or verbal nature; or refusing to comply with staff requests.

Inappropriate use of the Library building: Patrons shall not use Library study rooms, meeting rooms, restrooms, or any Library property in ways other than for designated purposes. Library premises may not be used for social gatherings, soliciting, laundering, shaving, hair cutting/trimming, bathing, sleeping, or sexual activity of any type.

Harassment: Threatening others by staring, photographing, following, stalking, etc. is prohibited.

Hygiene: Offensive body odor due to poor personal hygiene, overpowering perfume, or cologne that causes a nuisance is prohibited.

Noise: Loud, unreasonable, and/or disturbing noises that interfere with other patrons' use of the Library, or that can be reasonably expected to disturb other persons, including noises from electronic, entertainment, and communication devices, are prohibited. Cell phones and other communication devices should be set to vibrate, not ring. Patrons shall use headphones with all audio equipment. Talking, even in low tones, is prohibited in marked Quiet Zones. All conversations, including phone conversations, are to be kept quiet and short. Persons disrupting others may be asked to relocate, or leave the building.