

The Berlin Public Library does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs. The Berlin Public Library is committed to providing services and programs to all members of our local community regardless of an individual's race, sex, religion, color, national origin, disability, genetic information, marital status, veteran status, sexual orientation, gender identity or expression, housing status, or any other non-merit factor protected under state, local, or federal laws. The following person has been designated to handle inquiries regarding the non-discrimination policies: Librarian Ann Brungot at the above address, telephone number and email address.

The Library is committed to having all activities accessible to the public. Due to the age of the building, the upper level of the Library is not accessible to individuals with mobility impairments. However, the lower level is fully accessible. Access to the lower level can be found at the south side of the Library building on Main Street next to Kelly Park. The ramp at this doorway provides access to the lower level.

Library services are made available on both levels of the library building to include: items for check-out by both children and adult readers, internet access, faxing, scanning, and printing.

Internet access:

Upper level: Made available are 4 desktop computers; one dedicated as an online search catalog. In addition, 5 Chromebooks are available for use throughout the upper level.

Lower level: Made available are 6 Chromebooks; one Chromebook dedicated as an online search catalogue.

Free Wi-Fi with password access is available throughout the library building and on library grounds, including Kelley Park.

Items Access:

Items from the library's upper level include but are not limited to books, audiobooks, comic books, movies, magazines, newspapers, musical CDs, and the Kill A Watt Energy Detector device.

These items may be requested from the library's upper level through the lower level desk attendant. The desk attendant will then contact the upper floor desk attendant and those items will be brought to the lower level.

Service Access:

Faxing, scanning, and printing are all available upon request to any library desk attendant.

Grab-N-Go Service:

This service is available upon request via phone (603) 752-5210, email (<u>librarian@berlinnh.gov</u>), or Facebook (<u>https://www.facebook.com/Berlin-Public-Library-NH-114207500279370</u>). Once a request has been placed, the items are gathered and bagged for pick up at a designated time. Items are retrieved from an enclosed bin placed on the bottom step of stairwell leading to the library's main entrance.

All items available through the Berlin Public Library can be viewed by visiting <u>https://berlinplnh.booksys.net/opac/bpl/#menuHome</u> from any internet capable device.

As further commitment to serve all within our community, we endeavor that no library sponsored program/event/public gathering shall be conducted within a space not accessible by the public at large to include the upper level of Berlin Public Library. If you have questions concerning the accessibility of the Library, please contact Librarian Ann Brungot at the number listed above. Accessible features will be discussed, and reasonable accommodations will be made, including relocation of an activity or event to an accessible location, if appropriate.