

# Welcome!

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34 Second Avenue, Brentwood, NY 11717  
631-273-7883

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

# Services

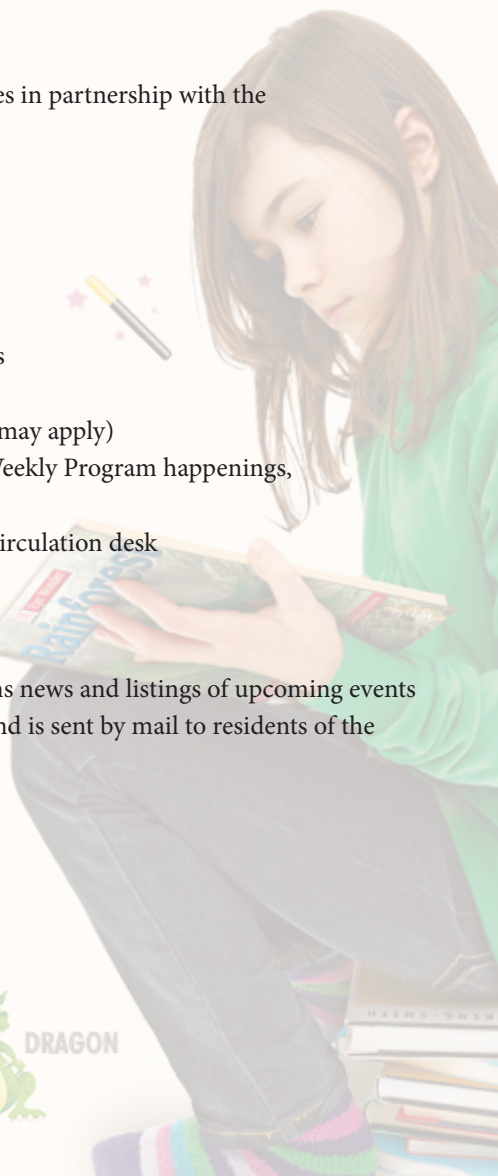
## AT A GLANCE

- Books, magazines, newspapers and audiobooks
- VHS tapes, DVD's, CD's, Playaways, e-readers, hotspots, video games
- Downloadable e-books, audio books, magazines, music and movies.
- Internet and computers
- Programs for children, teens, and adults
- Adult English as a Second Language classes in partnership with the Brentwood Public School District.
- Citizenship classes
- Book Discussions
- Career Development Center
- Interlibrary loan services
- Outreach (delivery to the homebound)
- Telephone renewals during business hours
- Online and text renewals 24 hours
- Pay your library fines online (restrictions may apply)
- Weekly email updates on New Arrivals, Weekly Program happenings, and the latest Career Development News
- Flash drives are available for purchase at circulation desk

## NEWSLETTER

The Library's bi-monthly newsletter contains news and listings of upcoming events and programs, is available on our website and is sent by mail to residents of the Brentwood School District.

[brentwoodnylibrary.org/newsletter](http://brentwoodnylibrary.org/newsletter)





## **LIBRARY SERVICES**

View your patron record & renew items at the BPL Home Page ([brentwoodnylibrary.org](http://brentwoodnylibrary.org)), click on GREEN login button on top right corner of screen

- You will be prompted to type in your barcode (from the back of your library card) and your password. If you do not have a password, just type in your barcode and click submit and you will then be prompted to create one.
- Click on your Currently Checked Out items.
- Renew all items by clicking on Renew All, or check boxes next to selected items and click on Renew Selected Items. A hold on a title by another patron will prevent your renewal.
- You can also change your password, and view outstanding holds and fines.

## **REQUEST A BOOK OR OTHER MATERIAL**

- Go to the BPL Home Page click on search box at the top of the page.
- Enter a search title, author, subject, or word (keyword) in the search box.
- Click on the desired title.
- Click on the Request button.
- When prompted, enter your barcode number and password. Press the Submit button.
- You will receive an email or a phone call when your item is ready for pick-up. If you only want to search for items in the Brentwood catalog, click on a title. On the right hand side of the page click Classic Catalog. When you find what you are looking for, follow the same steps to request the item.



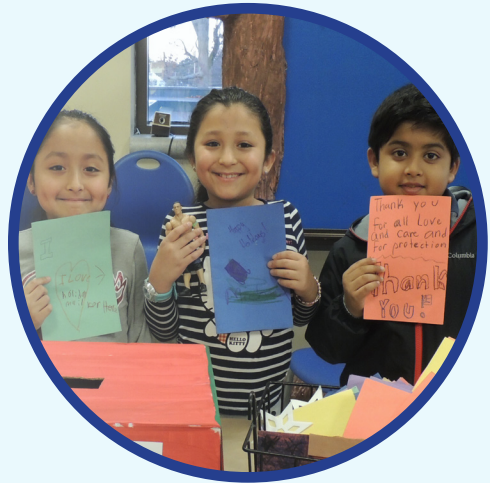
# Children's

631-273-7883 ext. 211 • [Childrens@brentwoodnylibrary.org](mailto:Childrens@brentwoodnylibrary.org)

We serve children from birth to age 12. You will find programs and services for all stages of your child's life.

Our children's collection consists of the best of children's literature for every reading level. We also lend e-readers, DVDs, games, toys and music. We have 24 computers loaded with the latest software and databases for your child's use.

We offer a wide variety of programs including story time, crafts, music, movement and exercise, science and math, cooking instruction, book discussions, homework help, and computer training for children, families and infants. Classes are offered in English and Spanish.



# Teen

631-273-7883 ext. 210 • [Teen@brentwoodnylibrary.org](mailto:Teen@brentwoodnylibrary.org)

We serve teens from ages 13-17

The teen collection offers books, magazines, DVDs, music, games, and e-readers all chosen for teens. Eight computers are reserved for the teens' use. All programs are free unless otherwise indicated to teens from the Brentwood School District.

We offer a wide variety of programs for teens including afterschool gaming, cooking, craft, and art instruction, pre-licensing courses, movies, literacy programs, Teen Advisory programs, Volunteer opportunities and SAT prep.

Please call or come in to speak to one of the children's or teen librarians about our programs and services. The librarians can help you locate items to match your child's interest and to support them in their schoolwork.



# Adults

Have a question, need research help, looking for a good book, can't find what you are looking for? We can help you! Visit the Adult Information desk, call (631) 273-7883 ext. 120 or email us at [info@brentwoodnylibrary.org](mailto:info@brentwoodnylibrary.org) and we'll be more than happy to assist you.

## FREE OF CHARGE

*see Reference Staff for details*

- Internet computers, printing (limited) and wireless access.
- Get new books by your favorite authors automatically reserved for you. Choose from a list of popular authors, available in both regular and large print, and never worry about missing their latest books.
- One-on-One Computer Help
- Book an appointment with a qualified librarian who will provide basic technology help with your computer, e-reader and/or mobile device.
- One-on-One Genealogy Help
- NYS Healthcare Navigators:  
A representative will help enroll you in a NYS health marketplace plan.
- Supplement Nutrition Assistance Program (SNAP):  
A representative from Catholic Charities will provide information and guidance
- Conversation Groups:  
Groups for English, Spanish, and Business English meet weekly throughout the year.
- Museum passes, visit a museum for free!
- Tax Assistance:  
Experienced AARP and VITA tax counselor volunteers assist seniors and low-income and middle-income taxpayers with basic tax help and tax return preparation during tax season.

We offer a wide variety of programs for adults including concerts, movies, book discussions, educational workshops, including defensive driving classes and computer instruction, lectures, cooking and craft classes, summer reading program, and more. Check out the newsletter or our website for more.



## CAREER DEVELOPMENT CENTER

The Career Development Center is here to provide patrons of the Brentwood Public Library the resources necessary to inform, educate and enrich their lives, specifically to aid post-secondary level patrons in their quest to improve their lives by changing careers or improving their education or both.

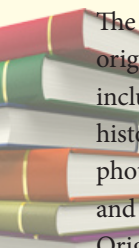
Some of the services we provide include:

- Six Career Computers, all with resume and cover letter writing software.
- Free Faxing for all job related documents
- Professional Staff that can assist with job searching, resume writing, and unemployment applications
- Databases (provided by the Brentwood Public Library) that allow patrons to upload their resumes to be critiqued, for free
- Career and Test books and audio materials
- Monthly programs for job seekers and business entrepreneurs
- One on One technology help
- One on One career and business counseling services
- Weekly onsite recruitment events
- Job postings Bulletin boards (updated weekly for your convenience)

For more information, please visit our website at [brentwoodcdc.wordpress.com](http://brentwoodcdc.wordpress.com)

Also like us on Facebook: Career Development Center at the Brentwood Public Library

## LOCAL HISTORY ROOM



The Brentwood Public Library Local History Room is housed in the original second school house building of School District 12. Our collection includes books, periodicals, and files on Brentwood, Long Island, and New York history and genealogy. School yearbooks, historical newspapers, postcards, and photographs are available to view in the library, while our digital collections and databases are accessible both on library computers and from home.

Original writings, artwork, and historical items from the Utopian village of Modern Times (which later developed into Brentwood) can be found in our archive and on exhibit. The library newsletter includes a listing of informational programs on history, historical arts and crafts, and genealogy programs offered by the local history department.

# Policies

## LIBRARY CARD USE

For your own convenience and security, please always present your library card at Circulation when checking out. Proper identification is required if you do not have your library card with you. A card is required for check-out at any time when our circulation system is offline.

## LOST LIBRARY CARDS

There is a \$1.00 replacement fee for a lost library card.



## RESERVES

Reserves may be placed in person, on the phone or online. There is a limit of reserves per library card. You will be contacted through e-mail or by phone depending on how you have set up the account, when your materials are ready for pick up.

## RENEWALS

Materials may be renewed unless they are on reserve for another patron. Items may be renewed in person, by telephone with your barcode or online. \*Materials on loan from other libraries may only be renewed if the lending library agrees. \*To utilize our online services, please visit our web page and log into your account. Overdue materials will not renew online.

## INTERLIBRARY LOANS

Patrons who want to borrow materials from other libraries can request materials through interlibrary loan. Loan requests can be made in person, by phone or online.

## LOAN PERIOD/FINES

If you accumulate \$25.00 or more in fines on your card, you will be unable to check out materials until pay 10% towards your fine at each checkout. These policies replace all previous policies relating to library cards, loan periods, reserves, renewals, fines and lost materials.

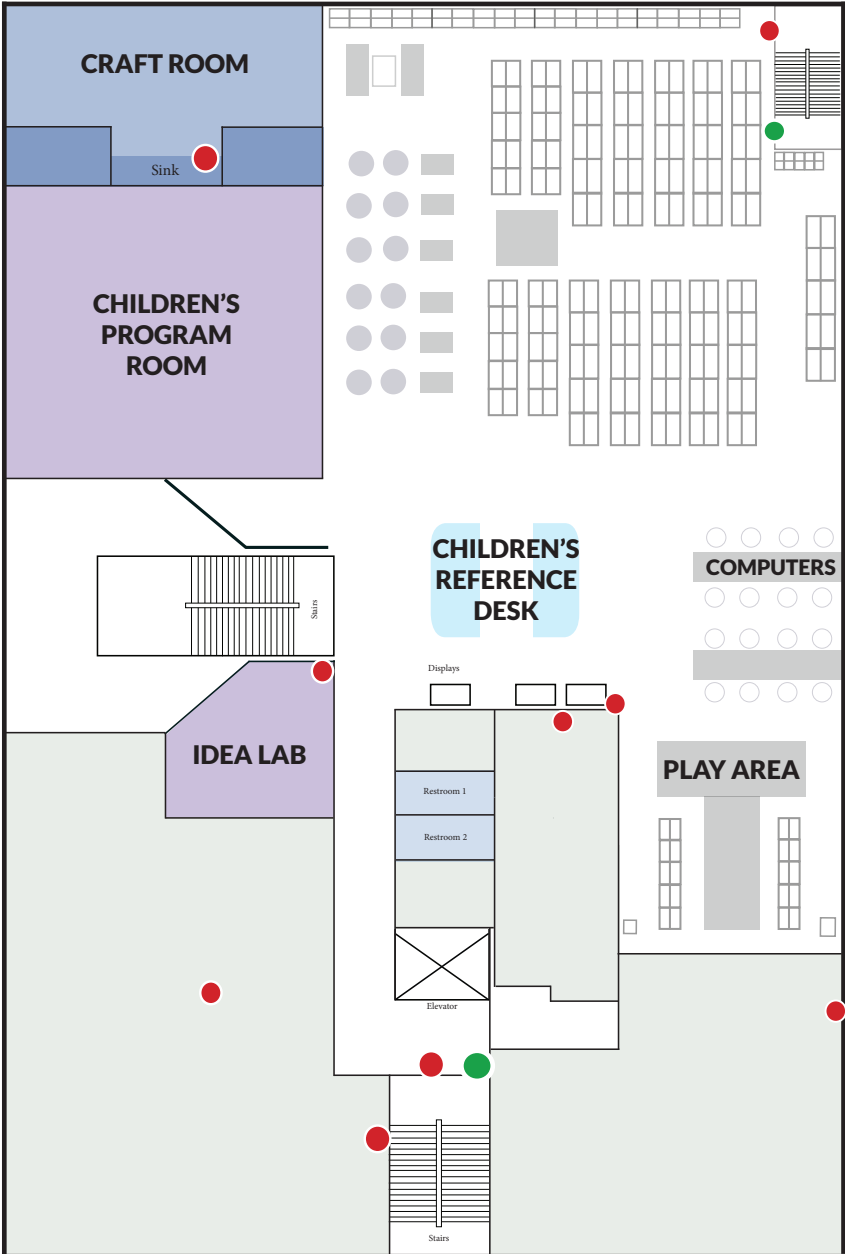


All materials must be returned to the library on the date that they are due. **The Following applies to all library cardholders:**



Materials	Loan Period	Limit	Extended Use	Max Fee
<ul style="list-style-type: none"> <li>• New Books (Print &amp; Audio)</li> <li>• Magazines</li> <li>• Test Books</li> <li>• Parent/Teacher Collection Kits</li> </ul>	14 days	-	\$0.05	\$3.00
<ul style="list-style-type: none"> <li>• Books (Print &amp; Audio)</li> <li>• Holiday Books</li> <li>• Graphic Novels</li> </ul>	28 days	-	\$0.05	\$3.00
<ul style="list-style-type: none"> <li>• Nonfiction Videos/DVDs</li> <li>• Music CDs</li> </ul>	28 days	10	\$0.05	\$3.00
<ul style="list-style-type: none"> <li>• Entertainment Videos, DVDs &amp; Blu-Ray</li> <li>• New Entertainment DVDs &amp; Blu-Ray</li> </ul>	7 days	10 5	\$0.05 \$0.50	\$5.00 \$10.00
<ul style="list-style-type: none"> <li>• Games</li> </ul>	7 days	3	\$1.00	\$10.00
<ul style="list-style-type: none"> <li>• Electronic Media (Tablets, iShuffle Launch Pads)</li> <li>• Toys, Dolls &amp; Launch Pads</li> </ul>	14 days	1	\$1.00	\$10.00
<ul style="list-style-type: none"> <li>• T-mobile HotSpot</li> </ul>	21 days	1	\$5.00	\$50.00
<ul style="list-style-type: none"> <li>• Museum Passes</li> </ul>	3 days	1	\$20.00	\$200.00
<b>TOTAL</b>		<b>50</b>		

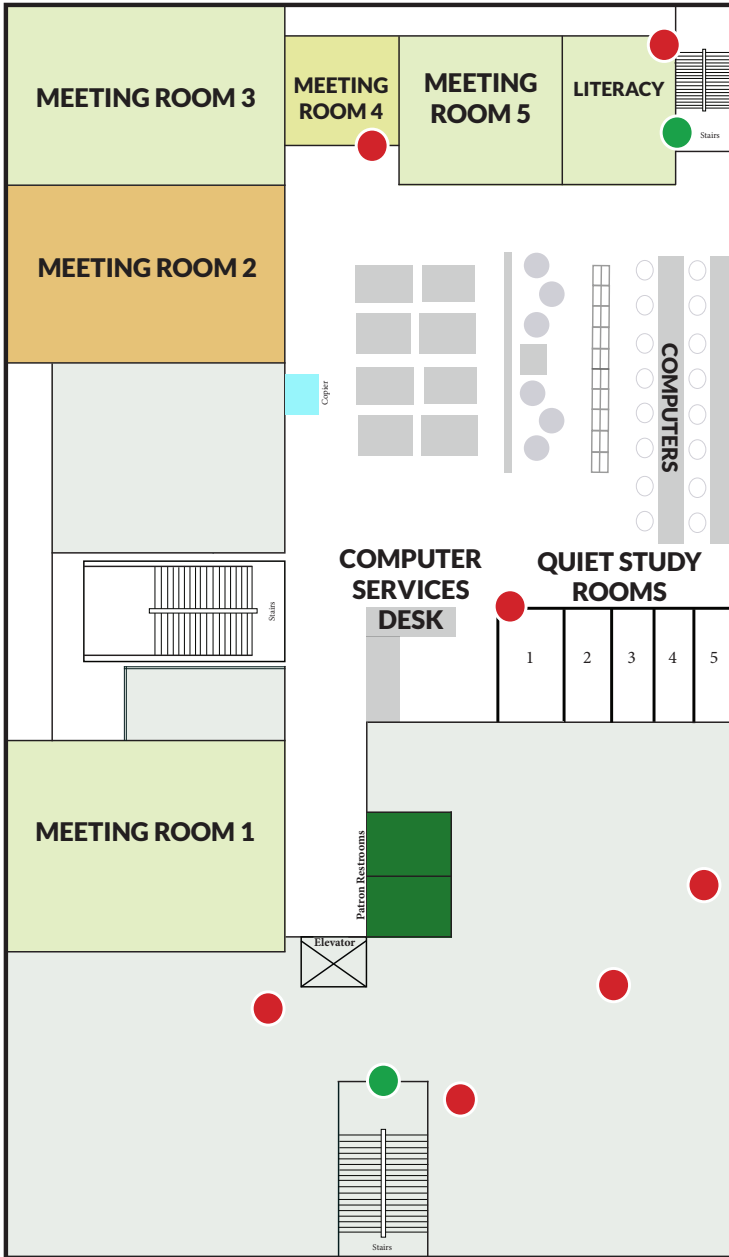
# UPPER LEVEL



● EXIT ● FIRE EXTINGUISHER



# LOWER LEVEL



● EXIT ● FIRE EXTINGUISHER

# MAIN FLOOR

