

Parnell Memorial Library FAQ

1. What hours are you open?

Monday, Wednesday and Friday from 10 a.m. – 5 p.m.

Tuesday and Thursday from 10 a.m. – 8 p.m.

Saturday 10 a.m. – 1 p.m.

We lock the doors at 10 minutes before closing.

2. How do I get a library card?

In order to borrow materials from Parnell Memorial Library, you must have a library card valid in the Harrison Regional Library system. If you already have a current card in good standing from another Shelby County library, you may use it here.

Individuals applying for a PML library card must present proof that they currently reside or work in Shelby County (a valid driver's license or state-issued I.D. card). Students of the University of Montevallo may get a card good for one year with the presentation of a current driver's license and a student I.D. If your driver's license or I.D. does not reflect your current address, you must also present a bill or current, postmarked mail showing your present address.

If you lose both copies of your library card, you must fill out a new application and pay a \$3.00 fee to replace it.

For further details on obtaining a card, please call 205-665-9207 x2.

3. Can the same library card be used at all Shelby County public libraries?

Yes. However, if you owe money to another library in excess of \$3.00, you will be blocked from using the services of all Shelby County Libraries until you have resolved your fine.

4. What happens if my library card is lost or stolen?

Notify the library immediately by calling 205-665-9207 x2. The cost for a replacement card is \$3.00. **You are responsible for all items checked out to your card until the date that you notify the library** that your card is lost or stolen. Once we have been notified, we can place a block on your card.

5. What is the check-out period for materials?

You may check out books and magazines for 2 weeks. Older books get 2 renewals. Newer books may have 1 or no renewals depending on the policy of the owning library. 7-day movies may be renewed one time. 3-day movies may not be renewed.

6. Why can't I renew my 3-day movie?

3-day movies are new titles and are in high demand. They are restricted to one check-out with no renewals per card to make it fair to all of our patrons who may be interested in seeing them in a timely manner.

7. How many items can I borrow?

We do not limit the number of books or magazines you can check out at any one time. You may check out 5 DVDs at any one time.

8. May I return my items checked out from one Shelby County Library to any Shelby County Library?

You may return books checked out from one library to any other Shelby County Library location, but you can only return DVDs and books on CD/Playaways to the location where they were originally checked out. NOTE: Materials checked out from Jefferson County libraries and returned in error to Parnell Memorial Library are the sole responsibility of the person who checked them out. Parnell Memorial Library is not responsible for returning items to other systems that are turned into us in error.

9. Does the Library accept volunteers?

We do not have any opportunities for court-ordered volunteers at this time. We do accept teen volunteers (children in grades 9-12) and college students.

10. Do you accept donations?

Parnell Memorial Library welcomes the following items in good condition: Books, magazines, DVDs, and books on CD. We do not accept items missing covers, with mold or mildew damage, or encyclopedias, textbooks, VHS tapes, or music cassettes. Once an item has been donated to the library, the staff will determine what to do with it. Items may be added to the collection or sold in our book nook, at the sole discretion at the library.

11. Why is my card blocked?

Cards may be blocked for several reasons. Your registration period may have expired (3 years for local residents; 1 year for out of county or student members). Or, you may owe in excess of \$3.00 for overdue fines or replacement costs for missing materials. If you are blocked for fines at one Shelby County Library, you will be blocked at all. Missing

items and fees in excess of \$20 must be resolved with the owning library to resume privileges.

12. Why is my card blocked because my child owes money?

Parents/responsible parties connected to a juvenile's card are responsible for items checked out to the child. When fines or fees in excess of \$3.00 accumulate to a juvenile's card, the parents card is blocked along with the juvenile's.

13. May I have a temporary pass to use the computer?

To receive a one-day pass to the use the computer, you must present a current, valid state ID card (such as a driver's license) and you must not owe fines or fees to any Shelby County Library in excess of \$3.00. Juveniles may not have one-day computer passes.

14. How much are your fines?

Books are \$.10 a day and fines cap at \$2.20 per item. DVDs are \$2.00 per day and cap at \$5.00 per item.

For more information about Shelby County library policies, please visit this link:

<http://www.shelbycounty-al.org/Default.asp?ID=94&pg=Policies>