

#### MAINF RECIPROCAL BORROWING

McArthur Library participates in The Maine Reciprocal Borrowing Program. This program allows anyone with a valid library card from any participating library to visit any of the other participating libraries and check out materials in person. It's referred to as "walk-in" borrowing because it essentially turns your local library card into a "statewide" library card!

Please note: Materials borrowed in person or via request using Minerva/MaineCat from other libraries that are not returned will be billed at a cost set by the library that lends it.

#### **OTHER SERVICES**

- Phone, email and in-house answers to questions of all sorts.
- Online research databases, public use computers and WiFi access.
- Scanning, photocopying and faxing.
- Genealogy and local history resources, including census information, obituaries, and birth & marriage indices.
- Local newspaper archives on microfilm.
- An online catalog of local history archives and digitized photos available at www.biddefordhistory.com
- Programs for children, teens and adults including story times, book groups, arts and science programs and much more.
- Community meeting rooms which can be reserved by emailing: meetingroom@mcarthurlibrary.org
- Passes for reduced or free admission fees at the Portland Museum of Art, Children's Museum of Maine, Coastal Maine Botanical Gardens, One Longfellow Square, and the Maine Wildlife Park. These can be reserved by contacting the Children's Room desk.
- In-library use of a Sorenson Video Phone for people who are Deaf and Hard of Hearing.
- Office space for the Biddeford Historical Society and the Franco-American Genealogical Society of York County.
- Notary service is available. Please contact jsanderson@mcarthurlibrary.org or call (207) 571-7210 to schedule an appointment.



# Library Resources and Services

Monday-Thursday 9:30 a.m. - 8:00 p.m. Friday 9:30 a.m. - 5:00 p.m. Saturday 9:30 a.m. - 3:30 p.m. 270 Main Street
Biddeford, ME 04005
207-284-4181
reference@mcarthurlibrary.org
www.mcarthurlibrary.org

#### USING YOUR LIBRARY CARD

Welcome to McArthur Library! You can use your library card to borrow regular and large print books, audiobooks, magazines, movies, music, comics and video games. We also have a recreation collection from which you can check things out like fishing poles, snowshoes, lawn games, a telescope, binoculars, WiFi hotspots and more!

Your card can also be used to check out e-books and e-audiobooks and to stream digital books, audiobooks, comics, movies, TV episodes and music using our e-services Cloud Library and Hoopla.





Both of these services are app based, and can be downloaded from your usual app source for your smart phone, tablet or computer. Hoopla also has an app available on many smart TVs. Then just follow the app's prompts to enter in your library card information!

#### CHECKING THINGS OUT FROM THE LIBRARY

For the most part, you may borrow as many books and audiobooks as you can keep track of. Limited items are:

- Music CDs 10 at a time
- Magazines 6 at a time
- DVD/BluRays 5 at a time
- Video games 2 at a time
- CloudLibrary 3 items at a time
- Hoopla 4 items per month

## Check out periods are:

- 3 weeks Books, audiobooks, magazines, comics/graphic novels, music CDs and multi-disk DVD/BluRay sets
- 1 week Single DVD/BluRays and video games

You can renew material once as long as there are no holds on it by logging into your account online or calling or emailing us with your renewal request.

### **REQUESTING ITEMS**

Holds can be placed on items in our online catalog. McArthur Library belongs to Minerva, a statewide cooperative of over 60 Maine libraries, with whom we share a catalog. If you don't find what you are looking for in our online catalog, you can also search for and request items in the statewide MaineCat catalog. Finally, we can request or consider for purchase items that don't appear in those catalogs, so don't hesitate to ask at the information desk or call or email us with requests.

#### USING THE CATALOG

This can be done from the library's catalog computers or on any device with internet access.

- 1. Go to www.mcarthurlibrary.org
- 2. Click on "Online Catalog"
- 3. Search for the item you want. Outside of the library, it will automatically search for it at all libraries that belong to Minerva, but if you are searching from inside the library, click where it says McArthur Library next to the search bar and scroll up to the top of the list and select "ALL MINERVA LOCATIONS."
- 4. If we don't have it or if it's checked out, you can request it by clicking on the title and then clicking on the "Request" button.
- 5. Type in your name and library card number and click "Submit."
- 6. If you cannot find the item in Minerva, you can click on "Search MaineCat" and also search there. Click "Request," select McArthur as your home library, type in your name and library card number and click "Submit."
- 7. When your item arrives, we will call or email you to let you know you can pick it up at the front checkout desk and will hold it for 7 days after we notify you.

# FINES & UNRETURNED MATERIALS

Since the library's materials are shared by the whole community, we appreciate you returning them on time so everyone can use them. We no longer charge late fees or fines for overdue materials. Unreturned items are billed at the suggested retail price.