

“Alternate Manner” Services Policy

Statement of Purpose

The James E. Nichols Memorial Library is a historic 1910 masonry building that is listed on the Federal Register of Historic Places. Because buildings of this period were not designed to meet current accessibility codes and standards, The Library does not have an accessible entrance to meet these codes. After consulting with an architect who specialized in historic buildings, providing an accessible entrance was determined to be cost prohibitive and would compromise the historical and architectural integrity of the building’s exterior. The purpose of this policy is to comply with the Americans with Disabilities Act (ADA) by specifying how the Library will provide access to services and programs in an “alternate manner.”

Policy

The James E. Nichols Memorial Library will make every reasonable accommodation to ensure that persons with physical disabilities who cannot access the Library will enjoy the same Library services and programs as are enjoyed by those than access the building.

Persons with disabilities who cannot physically access the Library may request its services and programs be provided in an “alternate Matter” by contacting the Librarian by phone at 603.253.6950mor email at centerharborlibrary@gmail.com. Library staff shall respond to an “alternate manner” request for services within one (1) business day by phone or email and document each request and how it was resolved. Staff shall be available by phone or email to take book requests, place items on reserve, and answer reference questions. Persons who cannot physically access the Library may use the online catalog to “browse the stacks.” Curbside service shall be available for pick up and return of requested books, DVDs, periodicals and other materials. The staff can also arrange for home delivery and return through Altrusa-Meredith or by mail. Library programs, activities and events planned to be held in the building may be moved to an accessible location, such as the Town Hall or Library grounds, if requested within a reasonable time beforehand. Public computers are available for no charge at two (2) nearby libraries: the Meredith Public Library and the Moultonborough Public Library, both of which are fully accessible.

The Library Board of Trustees shall periodically review accessibility in terms of viable options for a possible route to the building’s interior, as well as compliance with applicable codes.

Approved by Board of Trustees 12/12/2022