

Welcome to Braille and Talking Books @ Taylor Community Library!

GENERAL INFORMATION

Taylor Community Library provides Talking Books and Magazines, Braille Books and Magazines, Large Print Books, and Descriptive DVDs. Talking Books and Braille Books are sent free-of-charge through the U.S. Mail. All other materials are available for pickup at the Taylor Community Library.

The library begins your service by mailing a Talking Book player, a small selection of Talking Books, and a large print catalog called "Talking Book Topics."

If you are transferring from another library, you'll find our services and materials should be similar to your previous library.

Braille and Talking Books materials can be sent in several different ways. All new users are set to "send/return" usage, which means when an item is returned, another item will be sent.

Other service types available include weekly or monthly delivery. Please call the library if you would like to change delivery frequency or number of books sent each time.

The library can make special arrangements for delivery to an alternate address if you travel or take extended vacations.

If you move or change phone numbers, please let the library know immediately. If you remain in our coverage area, service will continue at your new address.

If you move out of the library's coverage area, your records will be transferred to a library near your new home. If you cancel library service, books, movies, players and other equipment, must be returned.

BRAILLE & TALKING BOOKS SERVICE

Every two months, you will receive a large print catalog called "Talking Book Topics." The catalog describes the most recent additions to the Talking Book collection, and contains an order form.

If you would prefer to receive the catalog as an audio cartridge, please contact the library. Please note that order forms are mailed separately from audio versions of the catalog.

If you are a braille reader, you will also receive Braille Book Review catalog in braille. If you would prefer to receive Braille Book Review in large print, please contact the library.

Completed order forms can be mailed free-of-charge by following directions provided on the order forms. Braille and Talking Books can also be ordered by emailing vmorris@taylor.lib.mi.us or calling the library at 734-287-4840.

If you want to read a book not listed in the catalog, please call or email to find out if the book has been recorded or brailled. You can order books by author, title, or the book number you find in the catalog.

If the book you request is not currently available, your request will be saved so the book can be sent to you when available. In addition, the library can automatically send books on your favorite subjects.

Book cartridges and braille books are due four weeks after mailing. Please do not stockpile books. Return each book when finished, so another reader can enjoy it. Before returning, please ensure cartridges have been placed in the proper containers.

The mailing card found in the front of each book's container has a return address on the reverse side. Please turn the card over to mail the book back. No postage is required.

Please do not put notes inside containers. Notes are often lost in transit.

If you receive a defective book, please place a string or rubber band around the faulty book cartridge. Then place the cartridge inside the box to return. If you would like a replacement copy of the book, please call the library. The library does not automatically send replacements for defective books.

The library offers magazine subscriptions. A list of subscriptions can be found in Talking Book Topics or Braille Book Review catalogs.

TALKING BOOK PLAYERS

When you receive your player, please turn it on without a cartridge inserted. Press any key for a description of its function.

Once you understand the buttons, and would like to listen to a book or magazine, insert the cartridge into the front of the player.

The player is on loan and may be kept as long as you continue to borrow books from this library.

If a player needs repair, please do not attempt to repair it yourself. Let the library know you need a replacement player, and one will be sent to you.

After you receive the replacement player, return your non-working player to the library as soon as possible. If you need a replacement mailing container, please let the library know.

There is no charge to borrow or repair players. Players can be mailed anywhere as “Free Matter for the Blind or Handicapped.”

If you prefer to listen to books on your mobile device, an app called “BARD mobile” is available through Apple’s App Store and Google Play.

LARGE PRINT BOOKS & DESCRIPTIVE DVDS

Large print books and descriptive DVDs are available through the Taylor Community Library's general collection. **These items are not available through the mail.**

Large print books are checked out for three weeks at a time. DVDs are typically checked out for one week at a time. These items do accrue late fees. They are not part of the National Library Service for the Blind and Physically Handicapped program. Please return items on time to avoid late fees.

Large print books are located near the fiction books in the library. They are marked with a Large Print sticker.

Descriptive DVDs are located near the front desk and are marked with an "AD" sticker on the case. No special equipment is required for descriptive DVDs. You may use your regular DVD player, but you will need to change the audio track from standard audio to descriptive audio for each DVD. You are limited to ten movies at a time.

CONTACT INFORMATION

Braille and Talking Books @ Taylor Community Library

12303 Pardee Road, Taylor, MI 48180

Phone: 734-287-4840

Website: <http://www.taylor.lib.mi.us>

HOURS

Monday - Thursday, 10 a.m. – 8 p.m.

Friday - Saturday, 10 a.m. - 5 p.m.

Sunday, 1 p.m. - 5 p.m. (Closed on Sundays: June - September)