



ECKHART PUBLIC
LIBRARY

Mobile Outreach Policy

Approved by the Library Board, July 14, 2014

Revised December 8, 2021

Eckhart Public Library Mobile Outreach Service (EMOS) provides home delivery of library materials to members of the community. Library staff members assist EMOS patrons by choosing selections based on the patrons' individual preferences in areas of subject, author, or format. EMOS patrons also may request specific materials.

EMOS Circulation Policies

All materials available for checkout at the Library are available for EMOS Home Delivery.

Items may be renewed by calling the Library, emailing the general EMOS email address at EMOS@epl.lib.in.us, or by giving a note to the EMOS driver at the time of delivery.

To request specific items, call the library at 925-2414 ext. 222, email emos@epl.lib.in.us or give a note to the EMOS driver at the time of delivery.

If items are listed as long overdue, the patron's account will be frozen and the patron will receive no more EMOS deliveries until items are returned or fines and fees are paid. EMOS patrons are responsible for any loss or damages to Library materials borrowed through EMOS.

All other Library circulation policies apply.

Signing Up

To sign up for EMOS Home Delivery, call the EMOS Coordinator at 925-2414 ext. 222 or email emos@epl.lib.in.us. Visit epl.lib.in.us/emos/ to complete an online questionnaire that includes information about the types of materials each patron wishes to receive. Information collected includes format, genre, and other preferences. A paper copy of the questionnaire can be provided upon request.

Selection

Materials will be selected by Library staff based on the interests indicated. Every effort will be made to accommodate preferences; however, the Library cannot guarantee that all preferences will be met. Library staff also will keep track of titles that have been checked out for EMOS patrons previously. However, patrons may inadvertently receive titles they have already read.

Deliveries

Items are delivered regularly. EMOS drivers will bring a delivery bag of requested items and pick up the previously delivered bag of items the patron wishes to return.

Authorized Proxy Borrower

Rather than home delivery, patrons may choose to designate an authorized proxy borrower. The authorized proxy borrower may select library materials and check them out on behalf of the patron, using the patron's library card. The patron assumes all responsibilities for items checked out by the authorized proxy borrower. The patron will receive all notices about library materials. Authorization may be rescinded at any time by the cardholder. If the authorized proxy borrower program is misused, borrowing privileges shall be suspended.

See also Evergreen Library Circulation Policy.