

**GARFIELD COUNTY PUBLIC LIBRARY DISTRICT  
POLICY STATEMENT ON LIBRARY SERVICE COMPLIANCE WITH ADA  
(AMERICANS WITH DISABILITIES ACT)**

**OBJECTIVE:**

No individual with a disability shall, by reason of such disability, be excluded from participation in, or be denied the benefits of, the services, programs, or materials of the library, or be subjected to discrimination by the Library District.

**PERSONNEL RESPONSIBLE:**

Branch Managers  
Library Director

Persons who need an accommodation in order to receive the benefits of any Garfield County Public Library District service, program, or activity should contact the appropriate Branch Manager. Patrons may also contact Library Administration at P.O. Box 832, Rifle, Colorado 81650 or call 970-625-4270.

The library has taken steps to ensure, to the extent financially and administratively possible within the library's available resources, that the library branches, their services, programs, and materials are accessible to all library patrons, including individuals with disabilities. If you, or the person you are accompanying, has a disability and requires the assistance of a librarian, please notify the librarian in attendance at any public service desk.

**METHOD OF NOTIFICATION:**

A copy of the written policy is found in the Garfield County Public Library District Policy and Procedure Manual. If a person with visual impairment inquires about the library's service, staff can offer to read the Policy Statement on Library Service in Compliance with ADA.

**AFFECTED DISABLED:**

Patrons of the library may be disabled in the following ways:

1. Visually-impaired.
2. Audibly-impaired.
3. Mobility-impaired.
4. Mentally-impaired.
5. Manually-impaired.
6. Verbally-impaired.

**ASSISTANCE TO BE PROVIDED:**

Despite our best efforts, not all library materials may be available in accessible formats, not all areas of the library are available to individuals with disabilities, and not every library program can be made accessible to every disabled patron without fundamentally altering the nature of the activity or program.

However, the library does make every effort to provide assistance to individuals with disabilities upon request by the individual with disability as follows:

1. For the visually-impaired, the library attempts to select materials which are available in large print, audiotape, or media kits.

Patrons are also referred to the Colorado Talking Book Library (800-685-2136) (<http://www.cde.state.co.us/ctbl/>) for a larger selection of materials and assistive devices.

Staff is available to assist such patrons at the computerized catalog.

2. For the audibly-impaired, the library attempts to select materials which, while normally available on tape or CD, are also available in print. The library selects, when available, videos or DVDs that are closed-captioned.

The library accepts phone calls through a hearing assist operator.

3. For the mobility-impaired, the staff reaches and retrieves any and all materials which are inaccessible to wheelchair users or others with mobility impairments.

Clear, readable signage indicates access routes. Staff will not touch or move wheelchairs without permission from the patron. If requested, staff holds doors open for wheelchair users.

4. For the mentally-impaired, the library attempts to select materials which are understood at appropriate levels of comprehension.

DVDs, videos, CDs, and audiotapes are offered for those with reading difficulties. Youth-oriented materials are available in the same formats.

5. For the manually-impaired, the library attempts to select formats other than print, such as DVDs, CDs, videos, and audiotapes.

Staff is available to retrieve any material which may not be accessible to patrons. Staff is also available to assist them at the computerized catalog.

6. For library patrons who are verbally-disabled, staff is available to communicate via writing.

**Reviewed by District Attorney December 27, 2006**  
**Approved by the Board of Trustees January 4, 2007**