THE LIBRARY IS GETTING A

HOLIDAY MAKEOVER

This December, the library will be partially closed while we renovate our upstairs teen area.

Stay tuned for new carpet and more shelving!

DECEMBER HOURS

MON	TUE	WED	THUR	FRI	SAT
30	1	2	3	4	5
7	8	9	10	11	12
CLOSED					
14	15	16	17	18	19
LOBBY HOURS ONLY					
21	22	23	24	25	26
LOBBY HOURS ONLY			CLOSED		LOBBY HOURS ONLY
28	29	30	31	1	2
LOBBY HOURS ONLY				CLOSED	LOBBY HOURS ONLY

LOBBY HOURS

MON-FRI | 12-6 PM
SAT | 12-4 PM

During lobby hours, patrons may pick up holds or browse popular, holiday, new, and children's book bundles available on carts in the lobby. **Book shelves will not be open for public browsing, and study rooms and other communal areas will be unavailable in December.**

SMITHFIELD PUBLIC LIBRARY

CALL OR TEXT US! 435-563-3555

FREQUENTLY ASKED QUESTIONS

When will the library be closed?

We plan to close the library completely from Dec. 7-12 and then we'll provide limited lobby hours (12-6 PM, Mon-Fri and 12-4 PM on Sat) through the rest of December.

Why will the library be closed?

We are replacing the carpet upstairs in the Teen Area and we're also installing additional shelving upstairs. While that happens, we are going to be shifting all children's collections to the first floor, and all adult fiction and young adult fiction to the second floor.

Can I still check out books?

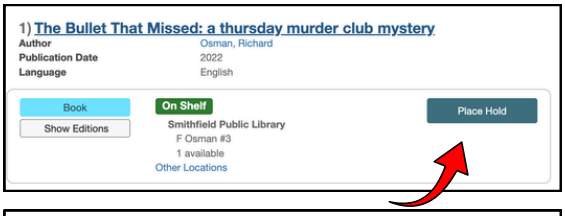
YES! Even though our book shelves will not be open for public browsing, our front desk will be open for limited **Lobby Hours** throughout the month where patrons can pick up holds or browse popular, holiday, new, and children's books and movie bundles available on carts in the lobby. Our book drop will remain open through December as well.

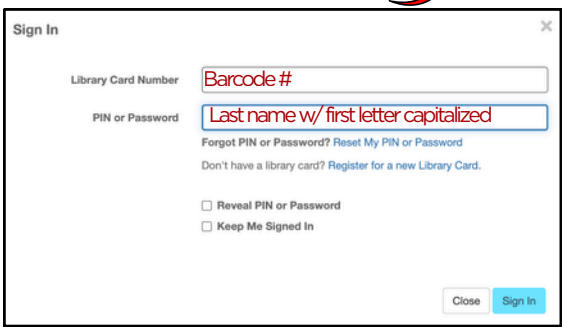
Can I still call the library for help?

YES! During lobby hours, we will be answering the phone, but you can also text us your questions 24/7 and we will get back to you as soon as possible. **435-563-3555**

HOW TO PLACE HOLDS

1. Navigate to the Aspen catalog: smithfield.aspendiscovery.org/
2. Locate the item you want, and then click on the blue Place Hold button
3. If you are not already logged into Aspen, you will be prompted to enter your library card number and PIN in a pop up window. **Remember, your PIN is typically your last name with the first letter capitalized** (example: Smith).
4. Confirm that the location where you want to pick up the hold is correct.
5. Click the blue Submit Hold Request button.
6. Wait for a text or call from the library saying your hold is ready.





Holds will take a minimum of 48 hours to be ready, please wait for confirmation text or call

While this is disruptive, we hope that it'll make for a more unified and logical collection and will give us more room to expand in the future. Thank you as always for your patience as we work to improve the library in small and big ways!

Happy Holidays - Smithfield Public Library