

## Expanded Access Hours (EAH)

### Ilwaco Library Addendum

- The emergency phone is at the desk – if you need help, please dial 911 from the desk phone or wherever you feel safe.
- Access to the Community Building hallway (front entry), community meeting room, and hallway restrooms is not allowed. Do not enter the hallway area.
- Restroom for use during EAH hours is located in the staff workroom. To access the restroom – go the workroom door. The door is labeled staff only. This is the staff work room. You may enter this door and access this area to use the restroom only.
- Staff may be present before opening or after closing. This is time meant for them to prepare the library, so they may not be available to help you.
- The custodial service comes in at least twice a week and may be here during your visit. They may need to clean near you, run the vacuum, etc.
- There will be a series of announcements from the speaker (located over the desk) before 8 p.m. remind you that it's time to head out. You may not remain past 8 p.m.
- LibChat is available on the catalog computer if you have a question while staff are not here (for example, you forgot your library card). LibChat is available Monday-Friday from 9am – 5pm.
- We want you to have a successful after-hours visit. Let us know if there is equipment you don't know how to use. We're always happy to help!
- Feel free to leave us a note on the desk if something isn't working while you are here. We appreciate the heads-up.
- Find more information about EAH at [www.trl.org/EAH](http://www.trl.org/EAH).