

Elma Timberland Regional Library
119 North 1st Street
Elma, WA, 98541-0547

- Please enter and exit through the front door only; we need to keep track of who is in the building. Of course, in case of emergency get yourself safe in any way possible.
- The emergency phone is at the staff desk – if you need help, please dial 911. If you see someone in trouble or something that makes you feel unsafe, please call for help from the desk phone or wherever you feel safe.
- If there is a power outage, please leave the library; nothing will work.
- Staff may be present before our opening time of 9 or 10 am. This is time meant for them to prepare the library for the day, so they may not be able to help you before normal opening.
- If you think you might need some help logging onto the computers or using the self-checkout or the copier, have staff show you how to use these tools while we're here. We're always happy to help, and we want you to have a successful after-hours visit!
- There will be a series of announcements from the speaker located over the copier before the 8pm closure to remind you that it's time to head out.
- Feel free to leave us a note on the desk if something isn't working while you are here, we appreciate the heads up.
- The janitorial service might be here during your visit, and they may need to clean near you, run the vacuum, etc.
- Please do not let any meeting room users into the main Library; only bring in yourself and your own minor children. If meeting room users want to access the main Library, we encourage them to sign up for EAH as well.
- Meeting room users may end up being in the meeting room after EAH ends at 8pm; this is okay.