

Welcome to The Center Library

The Center Library
2626 S. Clearbrook Drive
Arlington Heights, IL 60005
Phone: 224-366-8500 Fax: 224-366-8514

www.thecenterweb.org

For over 25 years, The Center has been a source of resources for teaching and learning. The Center Library supports the education community served by The Center's Illinois Resource Center, the Adult Learning Resource Center and the Early Childhood Professional Development programs.

About the collection

The Center Library is a specialized collection of over 10,000 books, videos and recordings that support and expand upon the philosophy and mission of The Center's programs. There is extensive material on:

- teaching ESL to children, adolescents, and adults
- academic development of English language learners
- adult basic education and literacy
- adult ESL and civics
- early childhood development, preschool literacy
- multicultural issues in education and more.

Reference & other services

- The **librarian is available to help** answer your questions via email, phone and in person.
- You may **view the library's catalog on the web** (www.thecenterweb.org/library), or ask the librarian to locate an item in our library for you.
- **Keep current** with the professional materials in your field. The Library subscribes to over 30 journals in the fields of education, language, and child development. A **photocopier is available** for use at five cents per copy.
- Receive advice about buying materials and **contacting publishers** and their representatives. Many new materials are **available for preview** and for loan.

Library lending policies

Eligible borrowers. The Center Library serves teachers, educators, professionals or staff affiliated with educational institutions, child-focused programs, or adult and family learning programs in Illinois.

When you visit the library and wish to borrow some materials, simply show your I.D./driver's license.

Loan period. You may check-out items for one month and renew items for one additional month if no one else is waiting for them. You may renew by phone, email or in person. There is a 15 item limit and one renewal only.

Fines. If you do not return or renew materials by their due date, fines accrue at \$0.25 per item per day (maximum fine \$35 per item). Charges for lost or damaged items may be more. Excessive fines or other abuse may result in the loss of library privileges.

Convenient delivery of materials. The Center Library participates in interlibrary loan delivery service in cooperation with all public libraries in the state. To use this option, speak to a librarian at your local public library about requesting items via interlibrary loan.

Returning materials

You may return items by mail (at your expense) or in person during regular library hours. When the library is not open but The Center Reception Desk is staffed, you may leave materials with the receptionist/staff person. This is generally, from 8am to 8pm Mon-Thurs, except school holidays and semester break.

Contact us

Kim Scannell, Librarian, kscannell@cntrmail.org
Betty McMillan, Library Assistant, bmcmillan@cntrmail.org

Phone: 224-366-8500, ask for the Library, Kim or Betty
Fax: 224-366-8514

Library Hours

M - F 9:00 am – 4:45 pm
W 9:00 am – 7 pm

Check www.thecenterweb.org/library for changes in hours, policies and other information.