



indow to the World

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Newsletter of the Tennessee Library for the Blind & Physically Handicapped

403 7th Ave North, Nashville TN 37243-0313

Phone: (615) 741-3915 or (800) 342-3308 **Fax:** (615) 532-8856

Email: tlbph@state.tn.us

Tennessee State Library & Archives To Celebrate Anniversary

A reception to commemorate the 50th anniversary of the formal opening of the present State Library and Archives building in 1953, and the 150th anniversary of the creation of the State Library in 1854, will be held on Sunday, September 28, 2003, between 2:00 and 5:00 p.m. (brief program at 3:00 p.m.). The public is invited, with a special invitation issued to veterans of World War II. The Tennessee State Library and Archives building is at 403 7th Avenue North in downtown Nashville.

In 1953, the Tennessee State Library and Archives building, directly across from the State Capitol, was formally opened. The building was constructed as a memorial to the men and women of Tennessee who served in World War II. The floor of its central lobby, Memorial Hall, features the Great Seal of the State in marble. Military insignia for all branches of the U.S. military adorn the doors. It houses the largest and best collection of Tennessee resource material in the state, as well as a state-of-the-art preservation and photography lab, administrative offices of the statewide public libraries and local archives programs, and the **Tennessee Library for the Blind and Physically Handicapped.**

The Tennessee State Library was founded in 1854, five years after the Tennessee Historical Society. It began its life in the old Davidson County courthouse, but spent most of the next one hundred years in the State Capitol. In his 1845 plans of the Capitol, eminent architect William Strickland included a room for the original State Library. This exquisite room, opposite the Senate Chamber on the second story of the Capitol, has a frescoed ceiling, a spiral staircase and a bronze and brass chandelier. It served as the State Library for a century, and has since been restored to its original beauty and dignity.

Newsletter Reinstatement

This is the first issue of “Window to the World” that has been issued in quite some time. For many of you, this may be the FIRST issue of “Window to the World” that you have ever received. We hope to issue this newsletter on a quarterly basis to all registered patrons of the Tennessee Library for the Blind and Physically Handicapped, as well as related agencies throughout Tennessee. If there is a topic you would be interested in seeing in this newsletter, contact Ruth Hemphill at the library. “Window to the World” is available in braille, recorded on cassette, or through e-mail. To receive this publication in alternate media, please contact Ann Jones at (800) 342-3308.

Voice-Mail

Have you ever made up a long list of books to order from the Tennessee Library for the Blind and Physically Handicapped and called the telephone number, only to discover that the library was closed? Now, you can leave a “voice-mail” message with your order. Just call the library’s toll-free number and, if you are calling at a time when the library is closed, you will be able to leave a message, and your reader advisor will call you back when she returns. **Be sure to leave your name and telephone number.** The library’s hours are 8:00 a.m. to 4:30 p.m. Central Time, Monday through Friday (except state holidays), and you will always be able to talk with a human being during those hours. But if you cannot call during those hours, please feel free to call any time of the day or night to leave your book order.

If you live in the Nashville area and it is not a long distance call, or if you don’t mind paying long distance charges, you can call your reader advisor’s direct line and talk with her, or, if the library is closed, you can leave a voice-mail message on their direct line. Here are the reader advisors’ direct telephone numbers. If your last name starts with: A-D, call Janie Murphee at (615) 741-6748; E-K, call Francine Sharpe at (615) 741-5836; L-Q, call Annette Hadley at (615) 741-5838; R-Z, call Clara Ledbetter at (615) 741-5839. If you prefer not to call long distance, call the library’s toll-free number (800) 342-3308, and leave your message. It will be given to the appropriate reader advisor when she returns, and she will call you back.

Of course, you can also still contact the library in the traditional ways. **By Mail:** Tennessee Library for the Blind & Physically Handicapped, 403 Seventh Avenue North, Nashville, TN 37243; **By Fax:** (615) 532-8856; **By E-Mail:** tlbph@state.tn.us. Individual reader advisor e-mail addresses are: janie.murphee@state.tn.us, francine.sharpe@state.tn.us, annette.hadley@state.tn.us, and clara.ledbetter@state.tn.us. **Be sure to include your name, address, and telephone number any time you contact the library.**

Service Reminders

Loan Period: The loan period for books that you borrow from the Tennessee Library for the Blind and Physically Handicapped is six weeks. This extended period is longer than the loan period from most public libraries because our books are mailed to you using the federal “Free Matter” mailing privilege. **The six-week loan period includes time for the post office to deliver books to you, time for you to read them, and time for the post office to return them to us.**

Most people who borrow books from the Tennessee Library for the Blind and Physically Handicapped are “set up” to receive books on a “turnaround” basis. This means you will receive a replacement book each time you return a book. We recommend you return each book as you finish it instead of waiting until you have finished all of the books you have borrowed from us. This way you will not run out of books to read. Please keep in mind that it can take several days for a book to come back to us after you drop it in a mail box. Then, it can take several more days for the replacement to be delivered after we send it to you. If you have only 2-3 books left, please call the library to ensure more books are on the way.

Types of Service: Some patrons are set up on a “request only” basis. This means we only send the titles you request. If none of the titles you have requested are available, we cannot send anything else to you. We recommend you ask your reader advisor to set your file up on a “profile” basis. This means that you tell us what types of books you like, whether they are mysteries, westerns, cookbooks, children’s titles, etc. This is a way you can “browse” our collections without going through our bookshelves. The titles you request will still be sent to you first, if they are available, but, if not, our computer system will pick books that match your reading interests and send **something** to you. You are less likely to run out of books to read.

Malfunctioning cassette players: If you should experience a problem with the cassette player that you have borrowed from the library, call us for a replacement. Please complete the form that was enclosed with your player when you received it, explaining the problem and return the player to us. If you no longer have the container, and you have only one player borrowed from the library, you may wait until you receive your replacement player, and return the original player in that box. We cannot send empty containers to you to return players. While we do send out “recycled” players, please know that we **do** test them briefly before sending them to you. If you should receive an replacement player that does not work, please call us immediately, so we can replace that one, too.

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Honorable Riley C. Darnell, Secretary of State; Dr. Edwin S. Gleaves, State Librarian & Archivist; Ruth Hemphill, Director; Janie Murphree, Assistant Director; Wanda Shepard, Bibliographic Coordinator & Equipment Control; Carmelita Esaw, Computer Specialist; Ann Jones, Administrative Assistant. Circulation and Repair Staff: Larry Conner, Materials Manager: Dwight Davis, Terry Corn, Ron Gross, Billy Kirby, and Ron Peaks II. Reader Advisors: Annette Hadley, Clara Ledbetter, and Francine Sharpe.

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Nashville TN 37243-0313**

**Free Matter for the Blind
and Handicapped**

Address correction requested