How to Use the BRPC Library

General Instructions. BRPC Library is self-service and accessible at all hours when the Church House is open except when being used as a meeting room.

- Remove book (the term "book" shall refer to any library item contained in the BRPC Library) from shelf
- Sign card in back of book—name and m/d/y removed
- Put card in box on top of card catalog
- When returning, do not re-shelve the book but put in box underneath card catalog. Librarian will replace card and re-shelve.

Shelves Are Arranged According to the Dewey Decimal System.
The major categories are listed below, but each major category contains further breakdown by topic identified by the numbers which appear after the decimal point.

- 000—Generalities
- 100—Philosophy & Psychology
- 200—Religion
- 300—Social Sciences
- 400—Languages
- 500—Natural Sciences & Mathematics
- 600—Technology (Applied Sciences)
- 700—The Arts
- 800—Literature & Rhetoric
- 900—Geography & History

Additional Sections

- Biography--B
- Reference--Ref
- Youth/Children--Youth
- Stephen Ministry (incorporated into general collection)--SM
- Audio—Audio XX#
- Video
  - BRPC Life—BRPC Life XX#
  - General (adult and children)—Video XX#

Don't Know What You Want?

- Browse the shelves
- Use card catalog which contains items by title, author and subject

Can't Find What You Want?

- Shelf labels identify the range of acquisition numbers located on that shelf
- If using the card catalog you find something of interest and the item is not on the shelf, the item may no longer exist or was withdrawn by someone else. Please contact the librarian either thru any Church Staff associate or directly at librarian@brpc.org (908-766-3419).
- If the book is not in our current collection, please contact the librarian for assistance,

Would Like to Make a Library Donation?

- Books—leave material on library table with note indicating who is making the donation so that the librarian can acknowledge the gift.
- Monetary gift—See the BRPC Business Administrator.