

Barbara Bush Library (BBL) * Not currently available
6817 Cypresswood Dr.
Spring, TX. 77379

Contact: Jennifer Nandlal Phone: 832-927-7813 Email: jennifer.nandlal@hcpl.net

Website: www.hcpl.net

Volunteer Opportunities: Legacy volunteers will work with library staff in many ways. Examples include clerical tasks, craft preparation, processing books, assisting with special projects.

Volunteer Scheduling: Legacy members must schedule volunteer time with Jennifer, by phone or email. Please call 832-927-7813 or email: jennifer.nandlal@hcpl.net. If Jennifer is not available, please leave a message with a staff member. Jennifer will try to respond as soon as possible. **ALWAYS** identify yourself as a member of Legacy so you are not placed in with other permanent volunteers from the community. There is a minimum of 1 hour a day and a maximum of 3 hours a day. Sometimes there are volunteer opportunities available on the same day a Legacy member calls.

Patron Count Program: This program is currently in the process of being phased out..

Volunteer Hours:

Summertime: Volunteers needed this summer to help us organize and shelve carts. Volunteers are needed Monday-Friday from 11am-1pm. Call/Email the coordinator to schedule.

Library Hours: Call/Email to Schedule

Monday:	2:00pm-6:00pm
Tuesday/Thursday:	11:00am-8:00pm
Wednesday:	11:00am-5:00pm

Fridays & Saturdays: Available but anyone interested needs to call ahead.

Dress Code: Legacy Polo, jeans, or Capris. Volunteers are **not allowed** to wear shorts.

Barbara Bush Library Volunteer Forms: All Legacy volunteers must complete two forms before their first volunteer shift. These forms are on the Legacy website. **Please note that all paperwork previously on file was lost in the wake of Hurricane Harvey so you will need to bring these forms in with you even if you have volunteered at the library in the past.**

1. The Library Volunteer Rules & Procedures form
2. Signed Volunteer Acknowledgement, Waiver and Release for Minors (under the age of 18) Parental Consent form - also found at www.hcpl.net.

([http://www.hcpl.net/sites/default/files/Volunteer%20Acknowledgement%20Form%20for%20Minors%20\(HCPL\).pdf](http://www.hcpl.net/sites/default/files/Volunteer%20Acknowledgement%20Form%20for%20Minors%20(HCPL).pdf)).