

Board Meeting Minutes – 10/9/2023 - DRAFT

The meeting started with an invocation and then the Pledge of Allegiance (Item 3).

Item 1- Call to Order: The meeting is called to order at 10:05 AM.

Item 2- Members Roll Call: Present are Board of Trustee member Matt Morris, Board of Trustee member Dee Mounts, Board of Trustee member Dave Ochenreider, and Chairman John Shewalter. Vice Chairman Brian Shoemake was not present. Also present are Library Director Vanja Anderson, Assistant Director Shanna Gibbons, Head of Youth Services Alysha Wogee, Head of Reference Services Andrew Karneges, and Circulation Head Barbara Ferido. In addition, members of the public are present.

Item 3- The Pledge of Allegiance was recited prior to the call to order.

Item 4- Trustee/Director/Liaison Comments:

Director Vanja Anderson says she will do a presentation about the bookmobile next month.

Item 5- Approval of the Agenda: Item 7 (Emergency Items) is stricken from the agenda. The agenda is approved.

Item 6- General Public Comment:

Kelly Green- She says that last month Board of Trustee member Dee Mounts said that the Board does not want to ban books which is true but moving books from the youth section to the adult section is sequestering books from kids and that is a form of censorship. Censorship is the suppression of ideas by individuals or governments to materials that they find controversial or objectionable or dangerous. The principle of intellectual freedom is a hallmark of libraries and library professionals. Intellectual freedom encompasses the freedom to hold, receive, and disseminate ideas, even controversial ideas. Moving materials from the youth section to the adult section creates new problems. Those books will be sitting next to adult books with actual adult content which may contain content definitely not suitable for children. When kids learn there are books you don't want them to read they will find them. And if kids can't find what they're looking for in the safety of a library, they will go online and what is online is far worse than anything that would be found in a children's book. Privacy is essential to the exercise of free speech, free thought, and free association. The possibility of surveillance of a young person looking for a "controversial" book in the adult section violates their right to privacy. It opens up that person to the possibility of ridicule or judgment by anyone who sees them looking. If you do this you're going to be imposing your personal morality on all parents whether they share your viewpoint or not. By moving the books to the adult section you're censoring the ideas in the books by making them harder to access. There are books about uncomfortable topics but nobody is forced to read them.

Ellen Schneider- She says she heard on the radio about the ancient Egyptian library and that only part of it burned down not the entire thing as was previously thought but when the Roman Empire became Christian every book in that library that was not Christian was removed. Later, when the Ottoman Empire took over, any book in the library that was not Islamic was removed from the library. But then Islamic scholars decided they knew the religion better than the books in the library and so all the books in the library were removed. If there's a book about the ancient Olympics, where the athletes competed nude, in this library, someone will probably complain about that even though it's a history book. It's a slippery slope if you decide to move books around and to ban them.

Item 8

Ginni Okawa- Thanks Ms. Green for her comments. She says she couldn't have said it better herself.

Jane Goodrow- She says that over the past year and especially these past few months, the meeting minutes are vastly improved. It's a big step in accuracy, transparency, and clarity.

John Shewalter says he agrees with Ms. Goodrow's comments. He says that good meeting minutes will let the reader understand the meeting even though they weren't there. He says the minutes are great and thanks Dee Mounts for taking care of it. Dee says that she thanks Reference Librarian Andrew Karneges as he is the one writing the minutes.

Muriel Areno- Agrees with what Ms. Green said. If the goal is to protect children, they all have phones. And they can access everything in the world on there. It is better for them to read a book, than for them to browse the Internet for things they shouldn't be.

Item 8- Approval of the Minutes:

Dave Ochenreider makes a motion to approve the meeting minutes for September, 11th 2023. Matt Morris seconds the motion.

No public comments.

Board comments:

Dave Ochenreider agrees with the comments of the improved minutes.

John Shewalter mentions that the September meeting minutes are quite long and that that must take some time to complete. Andrew Karneges confirms that yes it takes a while to write up the minutes.

Minutes are approved 4-0.

Item 9-Presentation of the Treasurer's Report: Vanja Anderson presents the treasurer's report on expenditures for September 2023, as found in the backup. She mentions that the subtotal under 5369 Other Contractual Services which shows \$6086.31 is incorrect and should read as \$1,102.91. John Shewalter asks why the amounts in the Salaries & Wages row on page 14 do not equal the amount listed in the expense report in row 5110 Salaries on page 12. Shanna Gibbons says the 4% cost of living raise which started in July could explain the difference between the July and August totals. John Shewalter mentions that the Building total for September on page 14 shows \$1343.42 but on page 12 row 5352 Building shows \$4085.62 and wants to know why these numbers are different. Vanja says that hasn't been paid yet.

Item 10- Approval of the Vouchers

John Shewalter make motion to approve the vouchers for September 2023 through October 2023 and Dee Mounts seconds the motion.

There are no public comments.

Board comment:

Dave Ochenreider asks why DP Air is listed on the vouchers since we don't use them anymore. Vanja says she will remove them. Ochenreider asks about the charge for EBSCO. Shanna Gibbons says that this is a yearly charge and EBSCO provides us with databases that are accessible through our website and they

also provide us with magazines and other materials. Ochenreider asks that the recurrence of the costs be listed on this page (page 16). Vanja says that is listed on the next page (page 17) but Ochenreider still wants it be added to this page. John Shewalter asks about the Network Savants charge. Vanja responds that it is for workstation support, network configuration, troubleshooting. John Shewalter asks if it is all maintenance stuff or did we call them for service or to repair something. Vanja says it is all troubleshooting. John Shewalter asks Vanja to look at the contract that we have with Network Savants and make sure these charges are appropriate. Shewalter asks Vanja, Andrew Karneges, and our IT person (Kraven Betancourt), to look into these charges and make sure we're not being charged for things that are covered by the contract. John Shewalter asks about the Pahrump Valley Glass charge. Vanja says that we replaced some windows in the main room. Shewalter asks if there is anything unusual in petty cash. Vanja says there is nothing unusual and it is lower this month. Shewalter says he asks this question every month because petty cash is the most probable place where you're going to find embezzlement, theft, or fraud.

Vouchers are approved 4-0.

Item 11- Presentation of Librarian's Report:

Vanja reads her report that can be found in the backup.

Shanna Gibbons reports the statistics for September 2023 which can be found in the backup.

Alysha Wogee reads the statistics for the children's programs which can be found in the backup.

John Shewalter asks about the Reference Questions being only 59 for the month. Shanna Gibbons clarifies that that number reflects only questions about books in the library or interlibrary loan whereas the General Questions category (which is 1,106) reflects all other questions asked at the Reference Desk.

Item 12- For Possible Action: (Continued agenda item) Discussion and deliberation whether to maintain the library's membership with the American Library Association (ALA). This item was continued from the September 11th, 2023 meeting.

John Shewalter makes a motion to sever the library's relationship with the American Library Association. Dave Ochenreider seconds the motion.

Public comment:

Kelly Green- She reads a quote from ALA President Emily Drabinski "we are at a critical moment when free and open access to credible information, a First Amendment right to free expression, and the principles of intellectual freedom are being challenged. We stand firm behind these values and are guided by our mission to provide leadership for the development, promotion, and improvement of library and information services and the profession of librarianship in order to enhance learning and ensure access to information for all. We will continue to conduct our work on behalf of American libraries and library workers across 8 divisions, 19 round tables, and more than 40,000 individual members. Together, we will continue to support the work of libraries now and in the future." She says that because Emily Drabinski once tweeted that she is a Marxist lesbian that John Shewalter would argue that the American Library Association is a Marxist lesbian organization, however there are conservative and libertarian librarians that are part of the ALA. Ms. Drabinski is entirely focused on the profession of librarianship, promoting literacy, and keeping librarians safe. In addition, in June she leaves office and a

new president is elected. Cutting ties with the ALA because of Ms. Drabinski's personal beliefs is a distraction from the consequences that may follow. If the library cuts ties with the ALA, you (the Board) may be able to remove the American Library Association's Library Bill of Rights from our library's collection development policy. The Library Bill of Rights protects everyone's right to choose for themselves what they want to read. If the Bill of Rights is removed it will give the Board free reign to relocate or ban materials they consider to be controversial.

Shannon Hadfield- She wants to know why the Board wants to sever ties with the ALA. Dee Mounts explains to her that the Board does not answer questions during the public comment. Ms. Hadfield thinks it's sad that the Board is putting their own personal beliefs ahead of what is best for this library.

Jane Goodrow- She says last month there were about 40 people in the room and every person that spoke was against severing ties with the ALA. This decision should be a cost benefit analysis decision. The cost of the ALA membership was not even known by the Board. This decision was not precipitated as a result of cost. The membership cost was \$175. And there were several instances of where the staff utilized the services of the ALA. Ms. Goodrow states that the chairman of the board said last month that people had come up to him and were concerned about the library's ALA membership. Why are people coming to you and raising this issue? If you vote in favor of this item you're depriving the staff of one of its best resources and furthering a partisan political agenda.

Helene Campton- As a former trustee she is concerned with keeping the library what it should be. No one has come up to the microphone to speak in support of what you're doing. Everyone is against you. Where are the people who said to you that they wanted to leave the ALA?

Ann Underdahl- The job of a trustee is serving as an advocate for the library in this community and also to advocate for the community as a representative of the Library Board. We would like you to serve as an advocate for improvement of the library services to the community and making sure that the needs and interests of the community are at the forefront of the board decisions. What is the goal of this Board of Trustees? Former mayor of New York Ed Koch was famous for asking everyone he met "how am I doing?" Feedback on our efforts is important. Evaluation means looking at your goal and deciding how well you have accomplished it and whether or not it is what the community deems of value. Is our customer base increasing or decreasing because of the decisions made?

Ginni Okawa- She expresses her opposition to the board's desire to terminate the library's membership with the ALA. This is a public library, it should serve all of the public. This is a decision that should not be made based on being upset with one person's political agenda.

Ellen Schneider- If you don't like the current president of the ALA, it's going to be a different person soon. Is it really worth it to leave? She suggests to the Board to remain with the ALA.

Bruce Hoffrichter- He says John Shewalter said last month that people have come to him and complained. This is the place for the public forum. This is where you come and complain. This is where you state your name. He directs his comments specifically to John Shewalter saying that he hasn't heard one person last month or this month stand up and agree with your position. This seems like a political agenda. Not one person in this room in two months has agreed with you, yet you are still pushing it. Are you sure you really want this job? You should consider resigning. And get somebody on the Board who cares about this library and listens to this community.

Linda Fitzgibbons- She is a former library board trustee. She says when she was a trustee her job was to listen to the community because she was their representative. Please listen to who you're serving and vote based upon that information.

Andrea Force- When she was growing up in the 1970s, the library was a place of refuge. It was a place where she could read about children going through the same things as her. Some of those books were targeted for censorship. If those books were moved to the adult section, she wouldn't have had access to them as a child. She hopes that the library remains a member of the ALA.

Muriel Areno- If there are community members who want out of the ALA, for what are probably political reasons, where are they? None of them seem to care enough about the issue to be here and defend their point of view. The community has spoken and since we are not hearing any voices for the other point of view I hope you will take that into consideration.

Mark Stevens- He expresses his confidence in the Board and says he is confident that no one on the Board wants to ban books. He was here last month and heard people say they want to get politics out of the library. He agrees. And that should start with the ALA because the head of the ALA, Emily Drabinski, is a self-described Marxist. She has attacked conservatives as white supremacists, fascists, and angry white mobs. Ms. Drabinski has stated that subversion of traditional family structures is part of her queerness. If you want to get politics out of the library, you can start with cutting our ties with the ALA.

Board comments:

Matt Morris- Says if you go to the ALA website and see what they're up to you would be appalled. He thinks most people don't realize what they're all about. He says the Board cares about the library and the community. Ms. Drabinski is an avowed Marxist and that goes against everything we believe in, freedom. You don't want your children to be associated with certain groups of people.

Dee Mounts- She says the reason that a lot of the people who don't want the library to remain with the ALA are not here because they have to go to work in Vegas. She received an e-mail from a mother who wants the library to leave the ALA because of the leadership. She says she (Mounts) is a constitutionalist and was very offended last month when people called the board members Nazis. She says she wants to listen to both sides and she's not sure yet how she's going to vote.

Dave Ochenreider- He says he has spent over 16 hours online researching the pros and cons of the ALA. He says not once has the Board stated that they want to ban books. The current president of the ALA is vocal about being a Marxist lesbian and she attacks conservatives. She considers the Dewey Decimal System as overwhelmingly Christian and it presents heterosexuality as normative. 10 states have severed ties with the American Library Association. She is definitely against anyone who is a republican.

John Shewalter- He mentions that several people have already walked out saying that they don't want to have a discussion or debate and they don't want to hear anyone's point of view but their own. He asks Vanja how many hires she's made since she's been director and she says five. Shewalter says of those five, she used the ALA platform once. Vanja confirms, saying "yes." Shewalter asks if anyone was hired from that posting. Vanja says "yes." Shewalter says "was it Andrew?" Vanja says "yes." Shewalter asks if we've received any grants, fellowships, or scholarships from the ALA. Vanja responds "no." He asks what the annual fee for the ALA is. Vanja responds that it is \$175. Shewalter asks and Vanja confirms that we are an organizational member. Shewalter says he doesn't care what ALA president Emily Drabinski says

on social media or what her sexual orientation is. Shewalter says he thinks that we should be transitioning kids to Christ. Shewalter says that at the Socialist 2023 Conference, there was a presentation titled "Rethinking Schools" and one of the discussions was titled "how to smuggle socialist ideas like critical race theory into the classroom even when the law outlaws it." Shewalter states that ALA president Emily Drabinski spoke at this presentation and said:

"Hi, I'm Emily and I'm a librarian. I want to say thank you for bringing up libraries, classroom libraries, but also school libraries of all kinds, public libraries, and higher education libraries who have been under attack in similar ways. But I think your point that public education needs to be a site of socialist organizing, I think libraries really do too. I haven't seen that, working in libraries, but I think there's a real opportunity here to both connect with what's happening in public education, what's happening in public libraries, but what we also need some help in the libraries. We need to be on the agenda for socialist organizing. I just want to thank you for your work."

John Shewalter presents another quote from Emily Drabinski, "it becomes difficult to think about laws as something of the sort of thing that needs to be complied with." Shewalter presents another quote, "in my vision of a socialist future, our systems for sharing are robust. Libraries need to be seen as a terrain of struggle for those of us on the left."

Matt Morris says that the Board has been accused of wanting to ban books but that is never been something that he has wanted to do. He goes on to say that if you look at the ALA website you can see all the books that the ALA has banned and that they are not an altruistic organization. He said it's not just about the leader, he says there is a group of people in the ALA that is intent on destroying the American family.

Dee Mounts says she has no problem with gay people. She says her best friend is gay. She doesn't have a prejudice against anything. She says parents want a choice about what their kids read and we are here to give them the choice.

John Shewalter says that he doesn't care about Emily Drabinski's sexual orientation and that he has gay friends and transgender friends and this decision is not about homophobia.

The measure passes 4-0.

Item 13- For Possible Action: Discussion and deliberation to reassign the selection of a contractor for the replacement of the library flooring Scope of Work (SOW) as approved by the board on June 13, 2022 from Trustee Ochenreider to Trustees Shoemake and Shewalter.

Dee Mounts makes a motion and Dave Ochenreider seconds it.

There's are public comments.

Board comments:

Dee Mounts says she doesn't understand this library flooring thing. Dave Ochenreider says that Brian Shoemake has an extensive background in flooring and he (Ochenreider) has no experience in this area so he believes it would be better for Brian to be involved in this project instead of him.

The measure passes 4-0.

Item 14- Trustee/Director/Liaison Comments:

Matt Morris says that today's meeting was very controversial and there are a lot of people who feel very strongly about the ALA. He said in his community where he lives there are a lot of people who do not want to be a part of the ALA. He said he loves this town and wants the best for us all.

Dee Mounts thanks everyone for showing up. She says that there are other opinions other than the ones that the people who came to the meeting today have.

Dave Ochenreider says he asked 123 people what they thought of the ALA. He said he didn't get a lot of responses back but the responses he did receive align with the views of the Board. The Board did a lot of research and this was a tough decision.

John Shewalter says that the Board listens to the public. He says the Board is going to examine the flooring issue because of comments from the public. He says the lighting issue was because of the public. He says, we hear you.

Item 15- Adjournment at 12:06 PM.

Expense Report

Oct-23

FY 24	Year to Date	Budget	Balance	% of Budget	% Remain	Period
5311 Operating Expense						
Books	\$ 10,750.99	\$ 50,000.00	\$ 39,249.01	22%	78%	4
Audio	\$ 1,077.88	\$ 12,000.00	\$ 10,922.12	9%	91%	4
Computer Software Programs	\$ 3,484.00	\$ 15,000.00	\$ 11,516.00	23%	77%	4
	\$ -	\$ 8,000.00	\$ 8,000.00	0%	100%	4
Operating Expenses Total Amount:						\$ 15,312.87
5312 Office Expense						
Office	\$ 1,167.54	\$ 10,000.00	\$ 8,832.46	12%	88%	4
Cleaning	\$ 503.25	\$ 6,000.00	\$ 5,496.75	8%	92%	4
Office Expenses Total Amount:						\$ 1,670.79
5321 Advertising						
		\$ 3,000.00	\$ 3,000.00	0%	100%	4
5322 Postage						
		\$ 1,000.00	\$ 1,000.00	0%	100%	4
5331 Travel						
		\$ 1,000.00	\$ 1,000.00	0%	100%	4
5335 Training						
		\$ 3,000.00	\$ 3,000.00	0%	100%	4
5341 Communications						
Telephone	\$ 1,674.66	\$ 3,500.00	\$ 1,825.34	48%	52%	4
Internet	\$ 1,570.68	\$ 9,000.00	\$ 7,429.32	17%	83%	4
Communications Total Amount:						\$ 3,245.34
5342 Utilities						
Power	\$ 13,354.60	\$ 38,000.00	\$ 24,645.40	35%	65%	4
Water	\$ 1,782.76	\$ 9,000.00	\$ 7,217.24	20%	80%	4
Trash	\$ 548.87	\$ 3,500.00	\$ 2,951.13	16%	84%	4
Utilites Total Amount:						\$ 15,686.23
5352 Building						
	\$ 1,978.42	\$ 35,000.00	\$ 33,021.58	6%	94%	4
5354 Equipment						
	\$ 833.62	\$ 15,000.00	\$ 14,166.38	6%	94%	4
5361 Professional						
		\$ 6,000.00	\$ 6,000.00	0%	100%	4
5365 Subscriptions & Due						
		\$ 3,000.00	\$ 3,000.00	0%	100%	4
5369 Other Contractual Ser.						
Pest Control	\$ 300.00	\$ 3,500.00	\$ 3,200.00	9%	91%	4
Alarm	\$ 2,221.60	\$ 3,500.00	\$ 1,278.40	63%	37%	4
Computer Assit.	\$ 3,564.71	\$ 14,000.00	\$ 10,435.29	25%	75%	4
Destiny		\$ 4,000.00	\$ 4,000.00	0%	100%	4
Accountant		\$ 20,000.00	\$ 20,000.00	0%	100%	4
Other Contractual Services Total Amount:						\$ 6,086.31
5371 Property Insurance						
		\$ 40,000.00	\$ 40,000.00	0%	100%	4
3595 Grants						
	\$ 718.45		\$ -			4
Total	\$ 45,532.03	\$ 316,000.00	\$ 270,467.97	14%	86%	4
5110 Salaries						
Benefits	148535.91	\$ 615,000.00	\$ 466,464.09	24%	76%	4
	75764.76	\$ 269,063.00	\$ 193,298.24	28%	72%	4
Total	\$ 269,114.25	\$ 1,200,063.00	\$ 930,948.75	22%	78%	4
5610 Capital						
	\$ 3,414.00	\$ 757,940.00	\$ 754,526.00	0%	100%	4

Item 9

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Pahrump Library Expenditures FY 24 Cumulative Account

	Budget	July	August	September	October	November	December	January	February	March	April	May	June
Salaries & Wages	615,000.00	30,966.02	67,180.71	104,617.99	148,535.91								
Retirement	154,063.00	8,261.56	19,672.44	31,134.25	42,598.73								
Workers Comp	7,000.00		3,488.25	3,488.25	3,488.25								
Group Insurance	78,000.00	6,608.58	13,216.95	19,825.32	26,433.69								
Medicare	15,000.00	452.40	1,008.42	1,563.98	2,111.56								
Social Security	15,000.00	251.38	564.20	865.71	1,132.53								
Unemployment													
Total Labor	884,063.00	46,539.94	105,130.97	161,495.50	224,300.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-
Operating Expense	85,000.00	5,177.22	10,418.47	14,225.44	15,312.87								
Office Expense	16,000.00			1,380.30	1,670.79								
Advertising	3,000.00												
Postage	1,000.00												
Travel	3,000.00												
Training	3,000.00												
Communications	12,500.00	193.33	2,273.89	3,241.86	3,245.34								
Utilities	47,500.00	4,468.33	5,213.75	10,775.43	15,686.23								
Professional	6,000.00												
Building	35,000.00			1,343.42	1,978.42								
Equipment	15,000.00		96.00	96.00	833.62								
Subscriptions/Dues	3,000.00												
Other Contractual	45,000.00		2,073.50	4,983.40	6,086.31								
Property Insurance	40,000.00												
Miscellaneous													
Total Supplies	315,000.00	9,838.88	20,075.61	36,045.85	44,813.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total	1,199,063.00	56,378.82	125,206.58	197,541.35	269,114.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Projects					3,414.00								

Pahrump Library Revenues FY 2024 Cumulative

	August	September	October	November	December	January	February	March	April	May	June	Budget
TAXES												
Property	65,464.03	433,482.71	438,827.84									1,125,098.00
INTERGOVERNMENTAL												
Consolidated Tax			15,880.25									
SCCRT Loss												
Grants												
FINES												
Fines and Forfeiture	381.15	813.40	813.40									
CHARGES FOR SERVICES												
Photo Copies/Fax/ Notary	1,285.10	2,267.65	4,820.05									14,000.00
Miscellaneous/Books	1,499.79	2,429.29	3,683.39									22,000.00
Total Revenues	68,630.07	438,993.05	464,024.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,161,098.00
Expenditures												
Salaries and Benefits	105,130.97	166,887.56	269,114.25									
Services and Supplies	20,075.61	36,045.85	44,813.58									
Total Expenditures	125,206.58	202,933.41	313,927.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	875,139.67	
Revenue minus expense	-59,742.55	71,212.08	150,096.56									
End of year												
Cash in Hand												

Vanja Anderson

Collections for Month of Oct 23

Day	Credit-Ref	Fax-Ref	Copies-Ref	Donations- Misc.	Notary	Donations Circ	Fines-Circ	Misc.-Circ	Used Books	Book-tique	Lost	Raffle	Copies-Circ	Credit-Circ	People	Swap	
Sun	1																
Mon	2	\$ 52.80	\$ 9.00	\$ 39.45	\$ 0.50	\$ -	\$ 7.00	\$ 23.20	\$ 29.00	\$ 4.00	\$ 6.00			\$ 51.40	254	25	
Tues	3	\$ 15.00	-	\$ 43.30	\$ 2.65	\$ 15.00	\$ 1.00	\$ 6.75	\$ 19.60	\$ 15.00	\$ 1.00			\$ 74.95	253	26	
Wed	4	\$ 69.70	\$ 6.00	\$ 30.80	\$ 8.50	\$ -	\$ 20.00	\$ 40.25	\$ 9.00	\$ 2.00	\$ 1.00			\$ 10.30	281	11	
Thur	5	\$ 14.00	\$ 2.00	\$ 32.55	\$ 8.50	\$ 10.00	\$ 1.00	\$ 1.20	\$ 37.00	\$ 4.00	\$ -			\$ 18.09	217	24	
Fri	6	\$ 11.00	\$ 8.00	\$ 35.20	\$ 1.65	\$ -	\$ -	\$ (9.40)	\$ 9.25	\$ 3.00	\$ 1.00			\$ -	179	11	
Sat	7	\$ 10.00	-	\$ 42.50	\$ 1.05	\$ -	\$ 0.50	\$ 1.75	\$ 13.50	\$ -	\$ -			\$ 12.05	187	10	
Sun	8																
Mon	9	\$ 3.40	\$ 30.00	\$ 38.70	\$ 1.50	\$ -	\$ 1.50	\$ 4.50	\$ 11.50	\$ 8.50	\$ -			\$ 71.45	251	26	
Tues	10	\$ 27.60	\$ 11.20	\$ 24.60	\$ 4.40	\$ -	\$ 1.00	\$ 1.95	\$ 16.95	\$ 6.00	\$ -			\$ 16.20	215	18	
Wed	11	-	\$ 11.00	\$ 56.80	\$ 0.20	\$ -	\$ 1.00	\$ 21.45	\$ 21.50	\$ 43.00	\$ 2.00			\$ 50.90	274	5	
Thur	12	\$ 12.01	\$ 2.00	\$ 14.70	\$ 2.30	\$ 15.00	\$ 10.50	\$ 7.20	\$ 38.50	\$ 21.00	\$ 1.00			\$ 9.90	276	31	
Fri	13	\$ 2.86	\$ 14.00	\$ 24.30	\$ 1.05	\$ -	\$ 2.00	\$ 0.90	\$ 16.00	\$ 5.00	\$ -			\$ 3.00	225	2	
Sat	14	\$ 4.00	\$ 15.00	\$ 42.00	\$ 0.50	\$ -	\$ 24.05	\$ 24.45	\$ 23.00	\$ 5.00	\$ -			\$ 10.00	284	5	
Sun	15																
Mon	16	\$ 9.40	\$ 6.00	\$ 49.35	\$ 0.95	\$ -	\$ 15.00	\$ 2.30	\$ 20.50	\$ 4.00	\$ -			\$ 15.60	252	21	
Tues	17	\$ 8.20	\$ 10.00	\$ 27.95	\$ 4.45	\$ 10.00	\$ 1.00	\$ -	\$ 44.00	\$ 10.00	\$ -			\$ 19.00	242	41	
Wed	18	\$ 22.40	\$ 4.00	\$ 48.60	\$ 0.65	\$ 30.00	\$ 10.60	\$ 13.75	\$ 7.90	\$ 2.00	\$ 1.00			\$ 3.00	338	4	
Thur	19	\$ 16.00	\$ 1.00	\$ 74.45	\$ 1.95	\$ 30.00	\$ 2.80	\$ 7.00	\$ 21.00	\$ 11.50	\$ 1.00	\$ 5.00	\$ 0.20	\$ 32.00	305	34	
Fri	20	\$ 4.60	-	\$ 20.00	\$ 0.80	\$ 10.00	\$ -	\$ 0.45	\$ 6.00	\$ 2.00	\$ 1.00			\$ -	253	16	
Sat	21	\$ 0.20	-	\$ 36.20	\$ 0.20	\$ -	\$ -	\$ 2.00	\$ 23.00	\$ -	\$ -			\$ 13.50	187	1	
Sun	22																
Mon	23	\$ 30.20	-	\$ 34.90	\$ 0.25	\$ -	\$ 0.70	\$ -	\$ 14.55	\$ 5.00	\$ 2.00			\$ 2.35	269	37	
Tues	24	\$ 4.80	\$ 8.00	\$ 61.40	\$ 11.15	\$ -	\$ 2.00	\$ 0.15	\$ 27.50	\$ 3.00	\$ 1.00			\$ 2.00	257	21	
Wed	25	\$ 6.80	\$ 10.20	\$ 25.55	\$ 0.75	\$ 10.00	\$ 0.50	\$ -	\$ 13.50	\$ 3.00	\$ -			\$ 20.90	226	8	
Thur	26	\$ 70.46	\$ 2.00	\$ 30.35	\$ 6.20	\$ 20.00	\$ -	\$ 3.00	\$ 32.40	\$ 14.00	\$ 1.00			\$ 0.60	241	31	
Fri	27																
Sat	28	-	\$ -	\$ 35.75	\$ 2.80	\$ -	\$ -	\$ 2.20	\$ 19.50	\$ 13.00	\$ 1.00			\$ -	242	4	
Sun	29																
Mon	30	\$ 0.20	\$ 20.00	\$ 28.90	\$ 2.60	\$ -	\$ 4.00	\$ 12.30	\$ 49.50	\$ -	\$ 1.00			\$ 2.00	273	20	
Tues	31	\$ 15.40	\$ 1.00	\$ 27.50	\$ 3.10	\$ 30.00	\$ -	\$ -	\$ 21.00	\$ 5.00	\$ -			\$ 21.25	212	0	
		Credit-Ref	\$ 170.40	\$ 925.80	\$ 68.65	\$ -	\$ 180.00	\$ 106.15	\$ 167.35	\$ 151.00	\$ 189.00	\$ 21.00	\$ 5.00	\$ 0.80	Credit-Circ	6193	432
			\$ 411.03												\$ 460.24		
		Cash Total	\$ 2,530.30												Credit Only Total	\$ 871.27	

*\$15 refund

General Fund Payments

Oct-23

Vendor Name	Item	Recurrence	Amount
A & H Insurance	Insurance	Annual	\$
A to Z Databases	Databases	Annual	\$
AT&T	Phone	Monthly/Annual	\$
Awards Plus	Supplies	As Needed	\$
Baker & Taylor	Books	Monthly	\$ 4189.02
Blackstone Audio	Audio	Monthly	\$
Book Page	Magazine	Yearly	\$
C&S Waste Solutions	Trash	Monthly	\$ 332.20
Center Point Large Print	Books	Yearly / As needed	\$ 2869.20
Comtech Business System	Phone	As Needed	\$ 125.00
Cutting Edge Lawn Care	Lawn	Monthly	\$ 405.00
Daniel C. McArthur	Accountant	As Needed	\$
Demco	Supplies	As Needed	\$
EBSCO	Databases	As Needed	\$
Findaway	Audio	Monthly	\$
Follet	ebooks	Yearly	\$
Gale	Books	Monthly	\$ 462.08
Genuine Pest Control	Pest Control	Monthly	\$ 150.00
Great Basin Water	Water	Monthly	\$ 874.99
Grey House Publishing	Books	As Needed	\$
Jon Aire	HVAC	As Needed	\$ 292.00
Johnson Controls	Alarm	Yearly	\$
Kully	Equipment	As Needed	\$ 122.00
Las Vegas Review Journal	Ads	As Needed	\$
Legislative Counsel Bureau	Books	As Needed	\$
Library Store	Supplies	As Needed	\$ 798.15
Marks Service Center	Supplies	As Needed	\$
Mastercraft Electronics	Electronics	As Needed	\$
Nevada Library Cooperative	ebooks	As Needed	\$
Nevada Public Agency Insurance Pool	Insurance	Yearly	\$
Network Savants	IT	As Needed	\$ 1736.52
Office1	Copies	Monthly	\$ 591.00
Pahrump Valley Glass	Windows	As Needed	\$
Peter's Carpet Cleaning	Carpet	As Needed	\$
Petty Cash	Misc.	Monthly	\$ 2650.11
Pitney Bowes	Supplies	As Needed	\$ 35.00
Proquest	Database	Annual	\$
Public Agency Compensation Trust	Workers Comp	Quarterly	\$
Sprint	Hotspots	Monthly	\$ 700.00
Staples	Supplies	As Needed	\$
State of Nevada Legislative Counsel Bureau	Books	As Needed	\$
Statewide Fire Protection	Inspection	As Needed/Quarterly	\$ 585.00
Summit	Fire Protection	As Needed	\$
USA Today	Newspaper	As Needed	\$
Userful	Computers	Yearly	\$
Valley Electric	Power	Monthly	\$ 3194.61
Valley Electric	Internet	Monthly	\$ 195.00
Vortex	Doors	As Needed	\$
World Book	Books	As Needed	\$

Total		\$ 20,306.88
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See Authorization to Pre-Pay Letter

David Ochenreider

Brian Shoemake

John Shewalter

Dee Mounts

Matt Morris

Item 10

Vendor Name	Item	Recurrence	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept
A and H Insurance	Insurance	Annual									\$ 32,225.22				
ALA	Professional Org	Annual				\$ 175.00									
ARSL	Professional Org	Annual													
Amazon	Books/Equipment	As needed	\$ 491.34	\$ 1,937.28	\$ 510.41	\$ 202.75	\$ 517.01	\$ 135.99					\$ 1,386.77	\$ 273.86	
AT&T	Phone	Monthly	\$ 184.53												
Atoz databases	Database Service	Annual													
Awards Plus	Supplies	As Needed		\$ 79.50											
Baker & Taylor	Books	Monthly	\$ 975.15	\$ 792.95	\$ 1,325.68	\$ 1,184.47	\$ 1,057.95	\$ 1,476.72	\$ 1,614.89	\$ 326.60	\$ 1,224.05	\$ 332.17	\$ 926.95	\$ 1,194.90	1206.94
Blackstone Audio	Audio	Monthly	\$ 470.14	\$ 115.25	\$ 569.83	\$ 195.75		\$ 548.94	\$ 331.05	\$ 231.74	\$ 399.62	\$ 446.49	\$ 719.41		
Book Page	Magazine	Yearly			\$ 390.00										
C&S Waste Solutions	Trash	Monthly				\$ 2,869.20						\$ 156.53	\$ 169.20	\$ 169.20	164.67
Center Point Large Print	Books	Yearly/ As Needed													
Comtech Business Systems	Phones	As needed													
Cutting Edge Lawn Care	Lawn	Monthly	\$ 445.00	\$ 445.00	\$ 405.00	\$ 360.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 940.00	\$ 585.00	\$ 180.00	\$ 180.00	\$ 275.00	
Daniel C. McArthur	Accountant	As Needed				\$ 2,380.00									
Demco	Supplies	As Needed	\$ 475.51	\$ 17,221.65	\$ 280.84						\$ 424.82			\$ 641.80	
EBSCO	Database Service	As Needed	\$ 11,584.07	\$ 152.40						\$ 608.81	\$ 468.12	\$ 4,675.00	\$ 221.11	\$ 56.41	6841.00
Findaway	Audio	Monthly	\$ 736.82	\$ 412.88	\$ 412.88		\$ 385.88	\$ 848.76		\$ 803.76	\$ 409.88	\$ 1,164.66			377.88
Follett	ebooks	Yearly									\$ 432.88				
Gale	Books	Monthly	\$ 532.18	\$ 510.19	\$ 493.30	\$ 481.84		\$ 365.12	\$ 633.74	\$ 312.34	\$ 588.39	\$ 344.98	\$ 316.12	\$ 873.16	488.67
Genuine Pest Control	Pest Control	Monthly	\$ 160.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	150.00
Great Basin Water	Water	Monthly	\$ 514.57	\$ 586.63	\$ 610.43	\$ 610.43	\$ 632.94	\$ 611.82	\$ 619.44	\$ 599.00	\$ 623.92	\$ 601.49	\$ 597.22	\$ 1,173.44	1206.54
Grey House Publishing	Books	As Needed					\$ 342.00								
Industrial Light and Power	Lights	As Needed	\$ 148,525.25		\$ 86,788.90			\$ 11,495.00		\$ 9,611.00					
JonAire	HVAC	As needed								\$ 2,900.00		\$ 2,313.00			
Johnson Contoris	Alarm	As Needed	\$ 1,931.83			\$ 942.37				\$ 952.19				\$ 2,221.60	
Las Vegas Review Journal	Ads	As Needed	\$ 268.00		\$ 740.20	\$ 220.00	\$ 220.00		\$ 244.00	\$ 244.00	\$ 915.00	\$ 244.00			
Legislative Counsel Bureau	Books	Bi-Annual											\$ 125.00		
Library Store	Supplies	As Needed									\$ 331.05				
Kully	Equipment	As Needed													
Mark's Service Center	Supplies	As Needed	\$ 387.45		\$ 187.73	\$ 42.50	\$ 776.60	\$ 198.80	\$ 733.31		\$ 169.00	\$ 25.40		\$ 503.25	192.20
Mastercraft Electronics	Electronics	As Needed										\$ 4,000.00			503.25
Nevada Library Cooperative	ebooks	Annual											\$ 500.00	\$ 500.00	
Nevada Public Agency Insurance Pool	Insurance	As Needed	\$ 247.33	\$ 9,915.62	\$ 244.45			\$ 186.47	\$ 634.47		\$ 2,526.82	\$ 552.82	\$ 1,923.00	\$ 688.30	952.91
Network Savants	IT	As Needed	\$ 87.00	\$ 426.00						\$ 96.00	\$ 449.02	\$ 96.00	\$ 96.00		737.62
Office1	Copies	Monthly	\$ 491.35		\$ 160.14	\$ 160.14									
Pahrump Valley Disposal	Trash	Monthly													1518.42
Pahrump Valley Glass	Carpet	As needed							\$ 5,000.00						
Peter's Carpet Cleaning	Carpet	Monthly	\$ 182.34		\$ 3,169.68	\$ 1,033.00	\$ 896.21	\$ 2,063.48	\$ 2,490.10	\$ 554.39	\$ 4,162.84	\$ 4,713.47	\$ 3,116.19	\$ 4,311.57	1728.94
Petty Cash	Misc.	Monthly	\$ 32.00	\$ 95.08				\$ 61.08			\$ 122.06	\$ 35.00		\$ 61.08	
Pitney Bowes	Supplies	As Needed										\$ 1,556.60			
Proquest	Database	Annual											\$ 5,113.50		
Public Agency Compensation Trust	Workers Comp	As Needed													
Sprint	Hotspots	Monthly	\$ 690.70	\$ 691.30	\$ 691.10	\$ 689.50			\$ 689.10	\$ 690.10	\$ 690.90	\$ 690.10	\$ 690.10	\$ 690.50	700
Staples	Supplies	As Needed	\$ 360.82	\$ 439.82	\$ 805.46	\$ 736.46		\$ 200.86	\$ 200.86	\$ 200.86	\$ 155.10	\$ 231.20	\$ 509.60	\$ 174.00	
State of Nevada Legislative Counsel Bureau	Books	As Needed						\$ 594.50							
Statewide Fire Protection	Inspection	As Needed/Quarterly			\$ 490.00	\$ 280.50	\$ 95.00	\$ 1,520.00		\$ 95.00	\$ 1,580.00		\$ 1,615.00		
Summit	Fire Protection	As needed			\$ 280.00										
USA Today	Newspaper	As needed								\$ 398.55					
Userful	Computers	Yearly							\$ 3,585.00			\$ 2,390.00			
Valley Electric	Power	Monthly	\$ 2,160.82	\$ 1,921.21	\$ 2,042.67	\$ 2,847.20	\$ 2,637.95	\$ 2,978.24	\$ 2,897.08	\$ 2,174.86	\$ 592.70	\$ 2,793.76	\$ 2,762.09	\$ 4,968.73	3917.54
Valley Electric	Internet	Monthly	\$ 150.00	\$ 277.25	\$ 150.00	\$ 150.00	\$ 150.00	\$ 187.78	\$ 187.78	\$ 187.78	\$ 185.00	\$ 370.00	\$ 185.00	\$ 190.08	215.00
Vortex	Doors	As Needed			\$ 2,035.00										
World Books	Books	As Needed											\$ 920.55		

Pahrump Community Library District
Doris Shirky, Founder
701 East Street Pahrump, NV 89041
775-727-5930 Fax 775-727-6209

John Shewalter – Chairman
Brian Shoemake – Vice Chairman
Dee Mounts – Secretary
Dave Ochenreider – Trustee
Matt Morris - Trustee

LIBRARIAN'S REPORT

October 15, 2023

I have removed us from the ALA. Because we were due to expire in January I am seeing if we can be refunded the \$29.16 for the last two months we were not members. I was asked about the invoice for Network Savants last board meeting and to make sure the charges were not part of our contract. They are for an another IP address for additional cameras we are having installed.

BUILDING NEWS: After my meeting with Marcie Smedley I got information on how they did their carpet. They used Sourcewell. www.sourcewell.com. They are a cooperative purchasing contract. The following is a description on how cooperative a purchasing contract work. <https://www.sourcewell-mn.gov/cooperative-purchasing/how-it-> I have attached information from about them including their current flooring vendors. I believe we'd be able to get the best price using them.

EMPLOYEES: We are looking for a new maintenance person as John Pawlak is no longer with the library. Several of the library staff participated in the Trunk R Treat at Smiths and we had a great time!



Item 11

10

MATERIALS WITH USAGE July 1, 2023 - June 30, 2024

	July	Aug	Sept	Oct
TOTAL USAGE	6519	6973	6467	6660
Childrens' (in-house)	1471	1771	1813	1916
Adults' (in-house)	3599	3760	3283	3405
TOTAL USAGE (in-house)	5070	5531	5096	5321
OverDrive (digital media)	1425	1420	1358	1339
Mango Languages (digital learning)	24	22	13	0
TOTAL USAGE (digital)	1449	1442	1371	1339
% childrens' (in-house)	0.29	0.32	0.36	0.36
% adults' (in-house)	0.71	0.68	0.64	0.64
TOTAL MATERIALS ADDED	194	225	157	192
in-house materials added	176	204	136	176
eAudio titles added	11	9	10	4
eBook titles added	7	12	11	12
streaming video titles added	0	0	0	0
Patron Count	5766	6028	5470	
Swaps	373	452	403	
Internet users (website)	736	802	776	766
Sessions	1191	1369	1259	1248
Internet/computer usage	679	744	707	814
Wireless	820	797	642	769
Ref Transactions	1125	1261	1106	1254
Ref Questions/ILL's	50	76	59	57
Curbside Pickups	47	53	60	53
Curbside Returns	50	74	57	78
Patrons	22	25	23	23
Special & Chess/NF/Comp		210	78	39
S.T.E.A.M.	0	0	167	128
Babytime	0	0	123	179
Story Time	0	0	123	124
Special Programs	96	12	0	0
Homeschool Group	0	0	0	9
Holiday Parties	0	0	0	56
Teen Club/Teen Party	59	45	30	69
Fine Amnesty Collected				149.95
Fine Amnesty Waived				359.75

Suppliers & Contracts

Mohawk Carpet Distribution, LLC
Hard and soft surface commercial flooring with installation services

#080819-MCD | Maturity Date: 2024-10-11

Facilities (MRO)
Philadelphia Commercial
Commercial Flooring

#061323-SII-2 | Maturity Date: 2027-08-09

Facilities (MRO)
Milliken
Flooring

#061323-MAC | Maturity Date: 2027-08-09

Facilities (MRO)
Interface Americas, Inc.
Carbon neutral modular carpet tile, LVT, rubber flooring and services

#061323-IFA | Maturity Date: 2027-08-09

Facilities (MRO)
Interface Americas, Inc.
Carbon neutral modular carpet tile, LVT, rubber flooring, and services

#080819-IFA | Maturity Date: 2024-10-11

Facilities (MRO)
Patcraft

Carpet and floor covering

#080819-SII-2 | Maturity Date: 2024-10-11

Facilities (MRO)

ShawContract

Carpet and floor covering

#080819-SII | Maturity Date: 2024-10-11

Facilities (MRO)

Patcraft

Carpet & Floor Covering

#061323-SII-1 | Maturity Date: 2027-08-09

Facilities (MRO)

Shaw Contract

Commercial Flooring & Accessories

#061323-SII | Maturity Date: 2027-08-09

Facilities (MRO)

Bentley Mills

Flooring

#061323-BPS | Maturity Date: 2027-08-09

Facilities (MRO)

Bentley Mills

Flooring

#080819-BPS | Maturity Date: 2024-10-11

Facilities (MRO)

Philadelphia Commercial

Carpet and floor covering

#080819-SII-1 | Maturity Date: 2024-10-11

Facilities (MRO)

Division 9

Flooring & Related Services

#061323-DV9 | Maturity Date: 2027-08-09

Facilities (MRO)

Tarkett

Carpet and floor covering

#061323-TFU | Maturity Date: 2027-08-09

Facilities (MRO)

Tarkett

Carpet and floor covering

#080819-TFU | Maturity Date: 2024-10-11

Facilities (MRO)

Mannington

Carpet, vinyl, rubber, and hardwood flooring

#061323-MMI | Maturity Date: 2027-08-09

Facilities (MRO)

Mannington

Carpet, vinyl, rubber, and hardwood flooring

#080819-MMI | Maturity Date: 2024-10-11

Facilities (MRO)

Forbo Flooring

Flooring

#061323-FRO | Maturity Date: 2027-08-09

Facilities (MRO)

Matter Surfaces

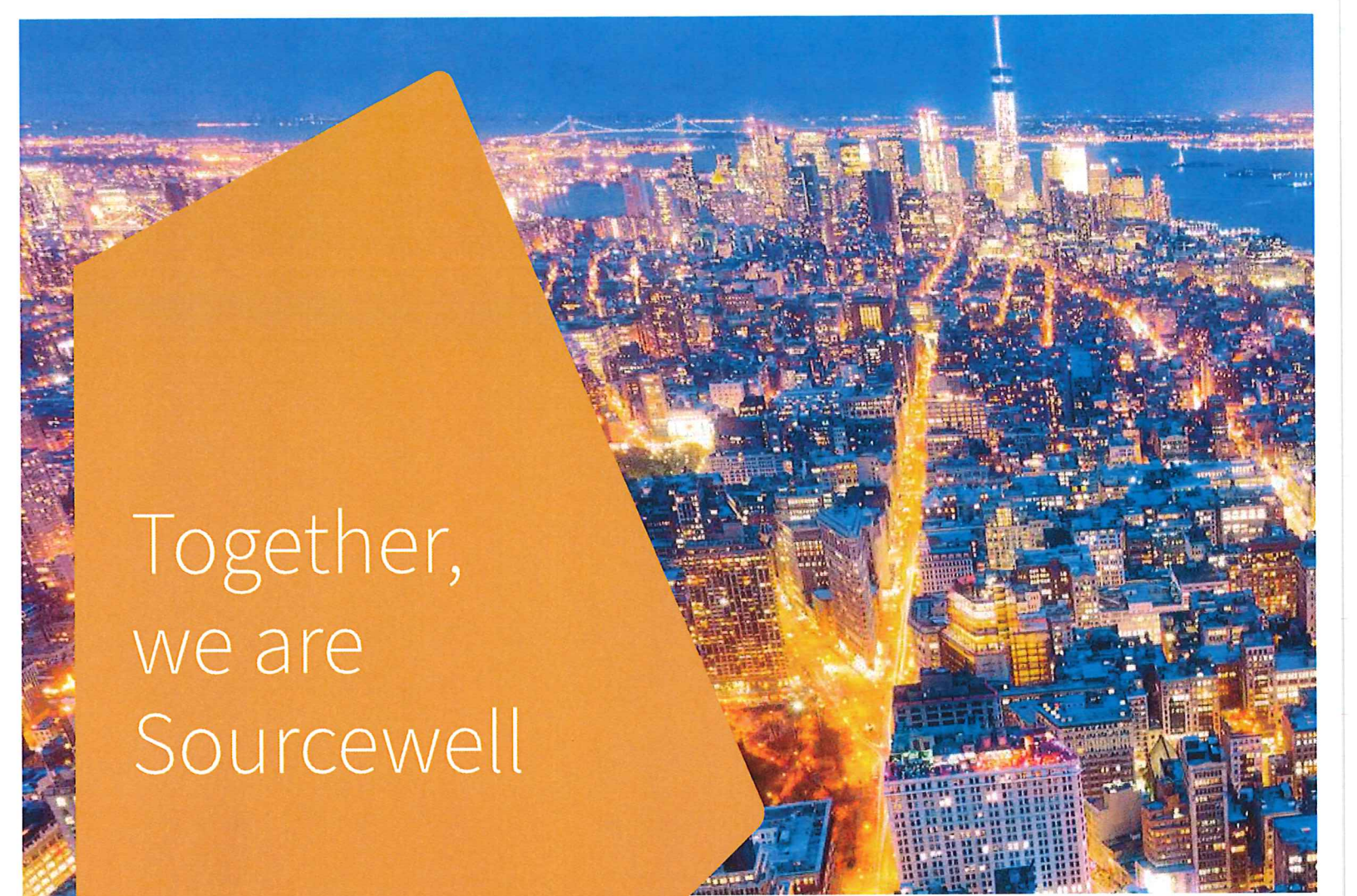
Sustainable Flooring and Matting Solutions

#061323-MAT | Maturity Date: 2027-08-09

Facilities (MRO)

Cooperative Purchasing Reference Guide

Your guide for sourcing success



Together,
we are
Sourcewell

Cooperative purchasing

Cooperative purchasing is procurement conducted by, or on behalf of, one or more government units for use by other government units.



Compliant

- Our process can be trusted to satisfy your bid requirements
- We are a government agency that works like you
- Achievement of Excellence in Procurement recipient



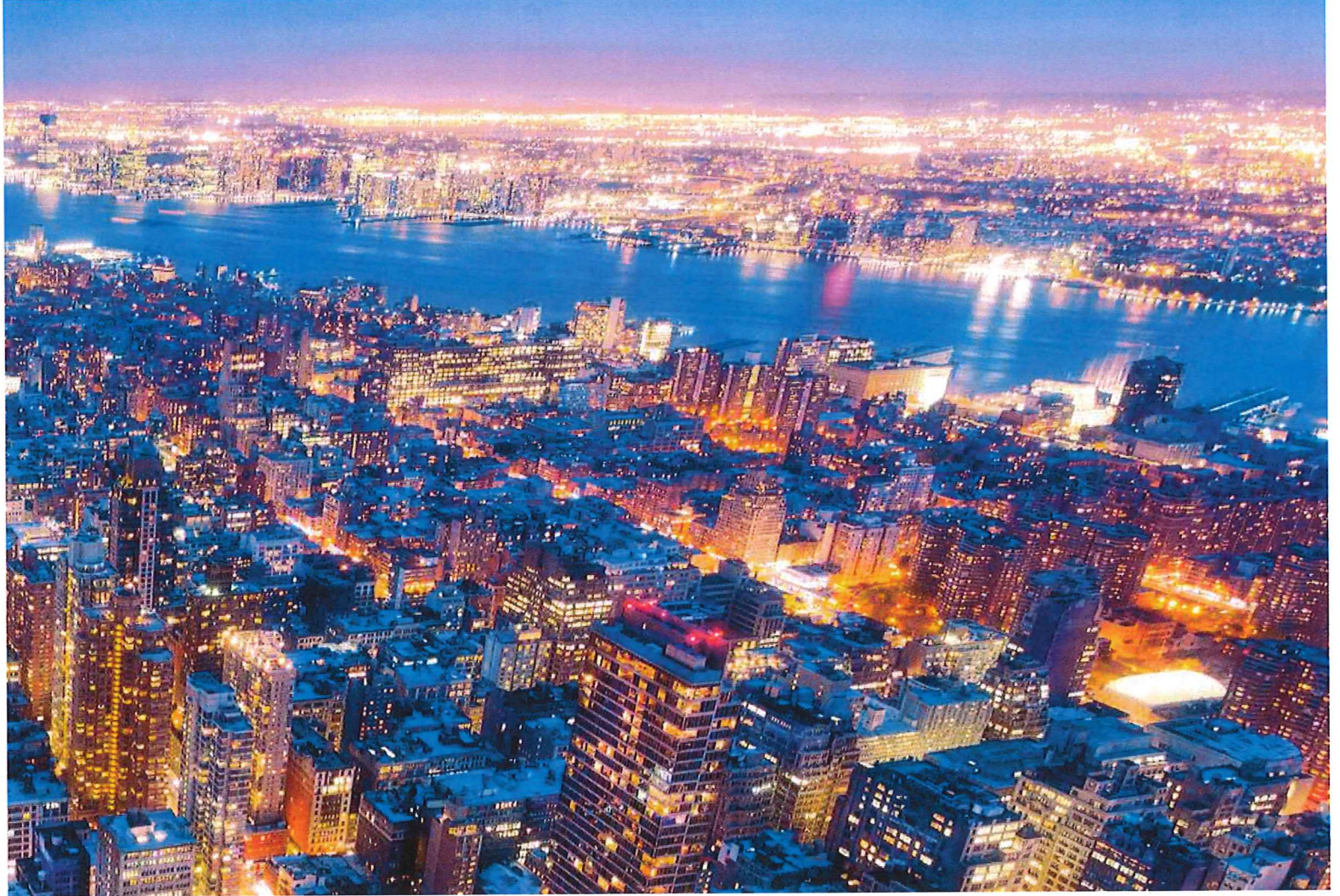
Competitive

- Buying power of 50,000 participating agencies
- Contracts offer ceiling-based (not-to-exceed) pricing and volume discounts



Convenient

- More than 400 quality suppliers holding competitively awarded contracts
- Full suite of options for a complete solution
- Easy, no-cost participation for public agencies



Register as a participating agency

Participation is free. Just complete the online or paper registration form. A legal agreement is available if needed. After registering, you will receive a Sourcewell account ID number electronically and a welcome packet by mail.

- Online at: sourcewell-mn.gov
- Through hard copy participation agreement (download from our website)
- Through “Joint Exercise of Powers” or “Interlocal” agreements

Make a purchase

Browse our catalog of nationally awarded suppliers online. Contact the supplier directly and inform them of your interest in using the Sourcewell contract, OR use our expertise — contact our client relations team. We want to be your guide.

For more information, contact our client relations team:

877-585-9706

service@sourcewell-mn.gov

Our process

Cooperative purchasing connects buyers and sellers for efficiency and savings.

Our user-friendly process—the consistency of our documents, forms, and evaluation criteria—is among our greatest assets.

We continuously refine our efforts to meet the changing needs of our participating agencies. They value our North American competitive procurement process, which satisfies local procurement requirements.

Our clients add value to these steps by understanding their local procurement requirements and assessing their ability to legally access and utilize Sourcewell contracts.

Competitive procurement process

1. Scope of solicitation

We determine the scope of each competitive solicitation by identifying the needs of our public agency clients. This is accomplished through daily interactions and guidance from our clients.

2. Authorization from Sourcewell Board of Directors

Before initiating a solicitation, we seek permission from the publicly elected Sourcewell Board of Directors.

3. Public notice and advertising

Upon approval from the board, we issue a public notice and advertisement. Refer to sourcewell-mn.gov/process for specific advertising locations.

4. Proposal receipt and opening

We accept web-based, digital submissions through the Sourcewell Procurement Portal. Responses through the portal are secure and inaccessible until after the published due date and time. We conduct a public-proposal opening time, date, and place as specified in the RFP. Prior to April 1, 2019, physical submissions were accepted with a time and date stamp upon receipt at our office in Staples, Minn.

5. Objective evaluation

At the proposal opening, we evaluate the responsiveness of each proposal received. The evaluation committee then presents its recommendations to the chief procurement officer (CPO) for final review and approval.

6. Official award

Upon approval by the CPO and ratification by the Sourcewell Board of Directors, we award the recommended supplier(s) a four-year contract with the potential for a one-year extension. The Sourcewell Procurement Department sends a Notice of Award or Non-Award to all respondents via email.

7. Posting and review of approved contract documents

Sourcewell maintains a complete procurement file, and contract documentation is posted on our website. We periodically review all awarded contracts for compliance and effectiveness. In addition, Sourcewell may review and approve price and product changes at the supplier's request.



Six-time recipient of the Achievement of Excellence in Procurement award.

The Sourcewell advantage

Sourcewell is a self-sustaining government organization. We partner with government, education, and nonprofit entities to empower community success.

You can confidently partner with Sourcewell because we:

Value independence

- As a government agency authorized by the state of Minnesota, we can enter into contracts and operate as our own cooperative purchasing lead agency. (See enabling legislation on page 6)
 - We adhere to competitive solicitation requirements of the Uniform Municipal Contracting Law.
- We award most contracts corporately, but you purchase from local dealers and providers.
- Contract terms allow you to propose supplemental terms and conditions.

Lead the way

- Choice of high-quality equipment/products/services—400 North American supplier contracts and more than 500 construction contracts.
- We eliminate low-bid, low-quality issues. You capture lifecycle-cost savings.
- Our contracts are tailored to you with solutions-based solicitations.
 - Basic to fully customized solutions available when you choose from a suite of options.

Read the fine print

- Proven procurement process, refined over 40 years. (See prior page.)
- Contracts competitively solicited on your behalf and awarded by our CPO and elected board.
- The documentation you need is right at your fingertips—with a complete procurement file posted on our website sourcewell-mn.gov.

Make purchasing easy

- Browse our catalog of awarded suppliers online.
- Participating agencies can then contact the supplier directly and tell them you'd like to use the Sourcewell contract.
 - If not a participating agency, check out how easy it is to register on page 3.
- Tap into our expertise by contacting our client relations team: 877-585-9706 or service@sourcewell-mn.gov.

Frequently asked questions

Q. Who is Sourcewell?

A. Sourcewell is a local unit of government, a public corporation and agency under the Minnesota Constitution and its enabling law, Minnesota Statutes § 123A.21. Sourcewell employees are government employees.

Q. What is Sourcewell's primary purpose?

A. Sourcewell is a service cooperative created to provide programs and services to participating agencies in the government, education, and nonprofit sectors. Its statutory purpose is to assist these agencies in meeting specific needs which are more efficiently delivered cooperatively than by an entity individually. Minn. Stat. § 123A.21, subd. 2.

Q. Is cooperative purchasing one of Sourcewell's authorized activities?

A. Sourcewell is authorized to establish cooperative purchasing contracts on behalf of itself and participating agencies. Sourcewell follows the competitive contract law requirements under Minnesota Statutes § 471.345, to solicit, evaluate, and award these contracts.

Q. How is Sourcewell governed?

A. Sourcewell is governed by an eight-member board of directors made up of local elected officials including county commissioners, city council members, mayors, and school board members.

Q. Who is eligible to participate, and how much does it cost?

A. Participation is free and available to all government, education, and nonprofit entities.

Q. How do we register?

A. You can register to participate online at sourcewell-mn.gov or by submitting a paper agreement.

Q. What specific statute gives my agency the authority to participate?

A. Joint powers and cooperative purchasing laws authorize clients to access Sourcewell cooperative purchasing contracts. Sourcewell clients are responsible for ensuring compliance with state and local laws in their respective jurisdictions. A comprehensive list of state laws is included on the Sourcewell website on the "Compliance and Legal" page.

Sourcewell continuously monitors changing laws and regulations affecting cooperative purchasing. For questions about state-specific compliance or contract-use requirements, please contact service@sourcewell-mn.gov.

Q. Can my agency use Sourcewell contracts without issuing our own solicitation?

A. Sourcewell contracts are competitively solicited on behalf of Sourcewell and our participating agencies. Individual agencies are free to determine whether the awarded contracts meet their needs.

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Frequently asked questions

Q. Does Sourcewell's procurement process meet federal procurement standards, including the Office of Management and Budget Uniform Guidance (2 CFR Part 200)?

A. Sourcewell's procurement process is continuously improved to ensure compliance with state and federal requirements affecting our clients' ability to use cooperative purchasing contracts. Standard federal terms and conditions are included in Sourcewell solicitations and contracts. For specific compliance questions, please contact service@sourcewell-mn.gov.

Q. How do I obtain copies of the legal documents associated with each contract?

A. Contracts and solicitation documents are available under the "Contract Documentation" tab on each supplier's page on the Sourcewell website. Please follow the instructions under each supplier's "Pricing" tab to access pricing for specific contracts. Due to pricing complexity, some pricing is only available upon request. Procurement files are also available upon request.

Q. As a Sourcewell participating agency, are we able to buy from other contracts?

A. Sourcewell participation and contracts are nonexclusive with no obligation to purchase.

Q. How is Sourcewell funded?

A. Sourcewell is funded by administrative fees paid by suppliers. When Sourcewell awards a contract, that supplier realizes substantial efficiencies in the form of thousands of sales opportunities. Suppliers pay a percentage of those sales to Sourcewell to cover costs related to the procurement process and to offset general operating costs.

Material prepared and provided by Sourcewell is intended as informational and for reference purposes, but is not legal advice. We recognize your responsibility to ensure the Sourcewell procurement process complies with your local laws.



Cooperative purchasing

Sourcewell creates cooperative contract purchasing solutions on behalf of participating public agencies. Cooperative contracts offer both time and money savings for users by consolidating the efforts of numerous individually prepared solicitations into one, cooperatively shared process—taking advantage of the volume pricing generated by 50,000 agencies across North America.

Register and purchase

Visit sourcewell-mn.gov/cooperative-purchasing or turn to page 3 for more details.

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The Decider Guide

When to use
cooperative
purchasing to add
public dollar power





Together,
we are
Sourcewell

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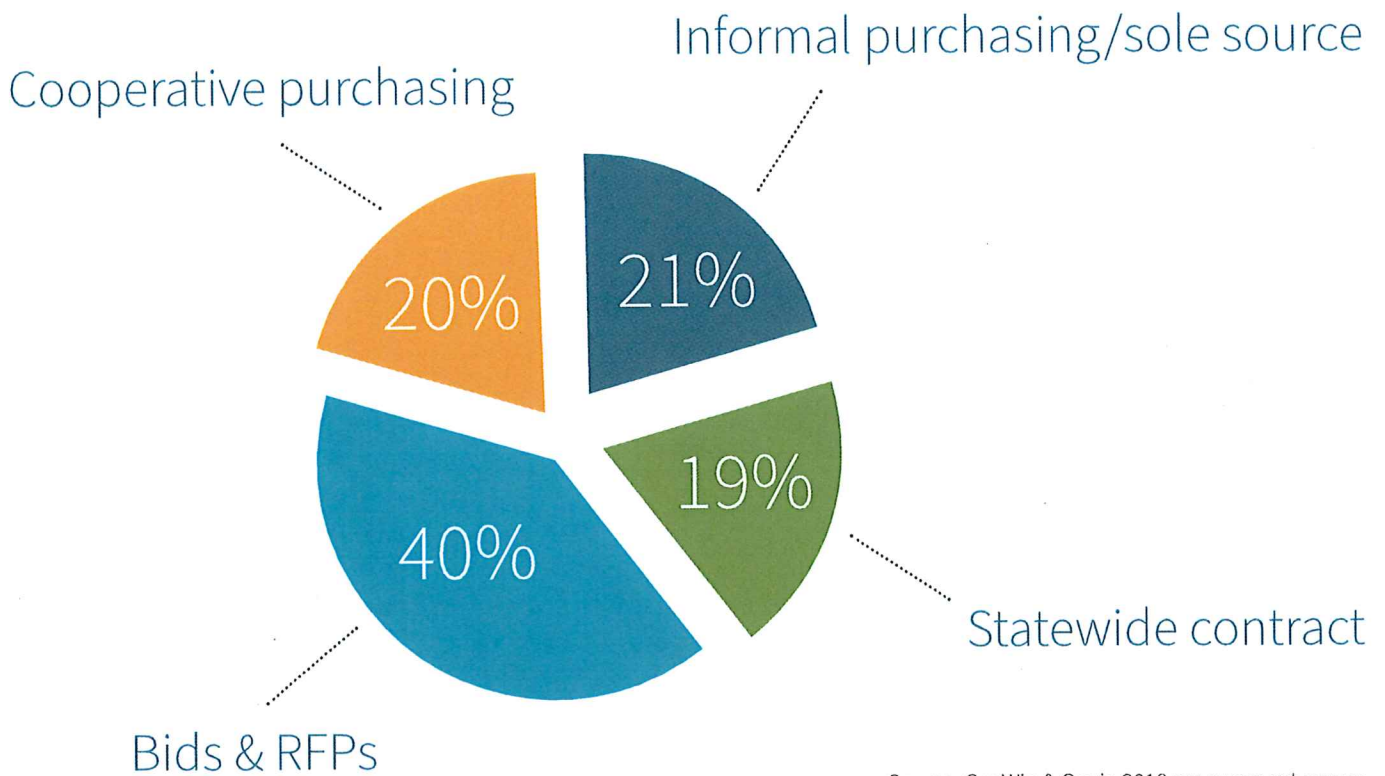
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Introduction

Cooperative purchasing:
100% growth
since 2010

The average public agency today uses cooperative purchasing for 20% of their spending. Procurement professionals are using cooperatives twice as much as they did in 2010 and that number is growing. Why? If you understand procurement, you know it is a challenging profession. GovWin & Onvia's 2018 survey reports procurement staff are leaner, working extra hours, and being asked to purchase more with stricter budgets. As a result, they are looking to cooperatives as an industry best practice to build out an additional purchasing arm for their teams.

Procurement comes in many forms and fashions, ranging from a one-person team to a dedicated department of dozens. Public buyers can operate from one, centralized office or spread among different departments and branches they serve. Regardless of the structure, procurement matters and is required at all levels of a public organization. Procurement provides a competitive, fair, and transparent process to purchase goods and services. You put a lot of time and energy into your solicitations, and cooperative purchasing can help.



Source: GovWin & Onvia 2018 procurement survey

What is cooperative purchasing?



Cooperative purchasing is procurement conducted by, or on behalf of, one or more government units for use by other government units. In other words, buyers and sellers capture efficiency and saving by connecting through purchasing cooperatives.

Types of cooperative purchasing organizations

There are different forms of cooperative practice:

- Government-cooperative model
- Lead-agency model

In the government cooperative model, buyers from a government entity competitively solicit, evaluate, and award a contract, then make it available for use by other public entities. As a government entity, Sourcewell follows this model.

Using the lead-agency model, buyers from a public lead agency conduct a competitive solicitation; however, the entire process is managed by an independent for-profit or not-for-profit organization, which makes the contracts available to other public agencies.

The value of cooperative purchasing

In short, you can buy what you want when you want it. Cooperative purchasing satisfies the procurement process by having competitively solicited contracts awarded and ready for use, which saves your procurement team the time of performing your own RFP process. Cooperative purchasing solutions promote speedier contract creation and product delivery.

When buying through a cooperative, you'll join thousands of public entities in leveraging economies of scale and negotiating tiers of savings. In most cases, the goods and services you want through a supplier's contract are delivered at the local level.

Aaron Carter, Assistant Vice President, University of Illinois

"We use our relationship with Sourcewell any way that we can. Every time we are quoting for something, I see what the world is paying for it and I see what I can get it for at the Sourcewell price."

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Using cooperative purchasing

Know your legal statutes

Sourcewell's authority to offer cooperative contracts is governed by Minnesota statutes. Your authority to use cooperative contracts is controlled by your local and state statutes. As a public agency representative, you must learn your state and local statutes to understand your procurement requirements. Procurement professionals can usually find specific guidance about cooperative purchasing or piggybacking in state or provincial code. Most states or provinces allow some form of cooperative purchasing; however, your team must make a final determination.

Agency policy & procedures

Learn your internal policies and procedures, including your own procurement manuals, to determine your ability to use cooperative purchasing organizations. Research the following:

- Does my organization currently use cooperative contracts?
- What are the requirements to receive approval to use a cooperative contract?
- What internal purchasing goals does my agency need to meet? Items for consideration:
 - Local preference
 - Best price
 - Minority- and women-owned businesses
 - Social goals

Connect with folks internally to learn more about these requirements and determine if a cooperative organization can assist.

Cooperative considerations

Once you've determined your ability to use cooperative contracts, set aside time to evaluate the available cooperative organizations. Meet your point of contact at each cooperative. Ask questions, provide feedback, and share your needs to better understand what is available and the buying process. Items to consider:

- **RFP process:** How is the cooperative governed and does its competitive process mirror your own?
- **Transparency:** Can you easily access contract documentation and pricing?
- **Registration:** Are there fees or other requirements to use a cooperative?
- **Customer service:** Can the cooperative assist you with your needs?



Adam Manne, Assistant Director of Finance for Procurement Services, Prince William County, Virginia

“A public organization makes decisions that are best for its constituents and its agency. One of those decisions is to use cooperative purchasing. Having a strategy for how to use it, when to use it, and how to get approval is important for procurement professionals and those who have a decentralized procurement process.”

Using cooperative purchasing (cont.)

If you haven't met with your cooperative representative, now is a great time.

If you haven't met with your cooperative representative, now is a great time. Learn how to navigate and obtain contract documentation and pricing. You can also contact your supplier contact for guidance, quotes, and additional information. Provide your request to the supplier and remember to review the information with the documentation the cooperative provides.

Items to review:

- Pricing
- Terms and conditions
- Contract compliance
- Local preference
- Award and maturity dates
- Support of social goals
- Contract flexibility

Some cooperatives allow you to add additional terms and conditions and/or subsequent agreements under the contract. As an agency representative, you and the supplier mutually agree to the additional language.

Once you approve the purchase order, be sure to identify your agency's cooperative account number as well as the supplier's awarded contract number on your documentation. You can then verify the purchase came from a supplier using a competitively solicited cooperative contract.

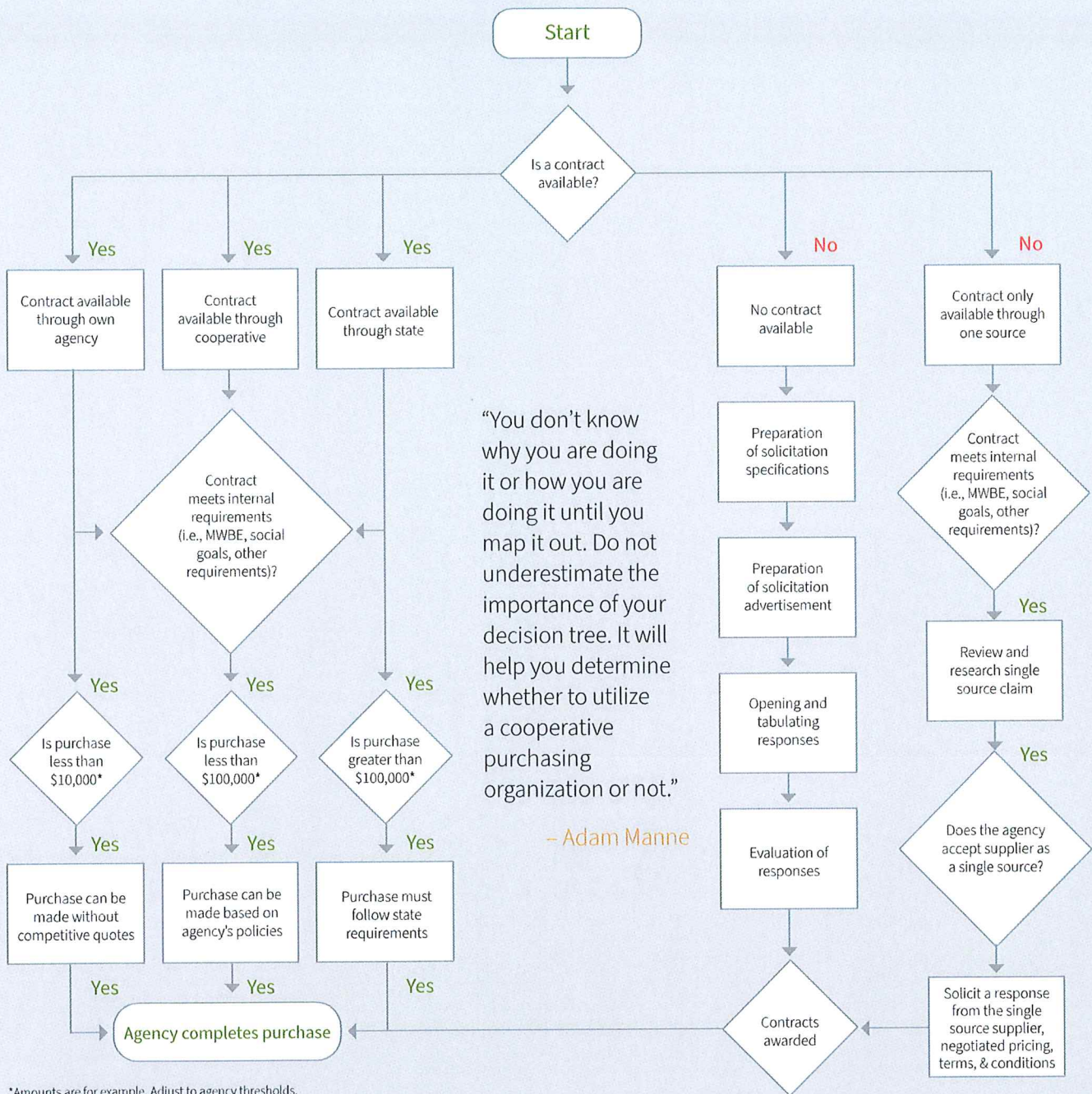
Jeff Schwiebert,
Superintendent,
Sartell Schools

"My taxpayers would like to pay as little as possible and at the same time get as good of a quality as we can, and that is one of the things for Sourcewell that works out really well. It's great to have someplace like Sourcewell where we can go and get the quality products that we need."



Procurement tool: Starter decision tree

When developing a new process tool, there's nothing worse than staring at a blank piece of paper. Use this sample decision tree as a starting point for developing a procurement process for your organization.



Adam Manne, Assistant Director of Finance for Procurement Services at Prince William County, Virginia led his team in mapping a decision tree for their procurement team.

To see their complete decision tree visit sourcewell.co/procurement_flowchart.

Conclusion



As public procurement professionals continue to embrace cooperative purchasing as an industry best practice, they must take some critical steps to ensure successful use of supplier contracts. Start with relationships. You can build communication bridges and stronger supplier relationships by creating a firm foundation with a cooperative partner. In return, you will realize even greater contract savings opportunities and will often achieve cost reductions greater than originally expected.

Start by connecting with your cooperative contact. Work with folks who value a more positive experience, put your needs first, and strive to assist you and your agency procure smarter.

Help when you need it.

Sourcewell is government empowering government since 1978—partnering with education, government, and nonprofits to impact student and community success. Sourcewell staff seek to be trailblazers and market leaders with a track record of innovation and growth across all services.

We value our relationship with you and are committed to understanding your needs and providing comprehensive solutions to make you successful today and long into the future.

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What term would best describe your	What is the population size of your	How many members of the staff are needed	How many days of the week is the	Who on staff drives the vehicle?	Is your bookmobile equipped to allow the general public	What is the size of your bookmobile? (if possible, please	Is there an ADA compliant option your library has	What steps were taken to get your bookmobile up and ready for the public? How long did	How did you determine what locations were best to stop at? Were there surveys conducted to	What obstacles if any did you have in getting your bookmobile up and running?
		2		We have 3 people trained, but 1 that does the bulk, she is our Outreach and Mobile Services Coordinator.	Yes	Freightliner-MTSS	Our Bookmobile does have a wheelchair lift that we can use if needed. However, our shelves roll out and for stops at nursing homes, and assisted living, we do a lobby stop. In neighborhoods patrons get on.	It took us a year of planning. We started our collection for the bookmobile while it was in the process of design and build, that way, once it arrived, we were ready to get out there.	During our planning we determined the most underserved population was our seniors and lower income neighborhood, and outlying towns within our county. Basically, it came down to those that don't have ready access to transportation.	Luckily we were very supported
Rural	20,000-40,000	1		4 Outreach Supervisor	Yes	Mercedes Sprinter Van	??	Not sure, our library was one of the first in the state of KY. We have had a Bookmobile for a long time.	Much of my community reaches out to me. I service primarily children.	You have to have a supportive Library Board.
Rural	100,000+	2		The driver and 5 Branch head	Yes	38 feet long, and 14 feet wide with the slides out. We are a built on an single axle International truck chassis	Nope, we are Canadian	We have had a Bookmobile since the 70's so I can't really say how long it took initially. The truck we have now took around 3 years to source and build.	Most are legacy stops, some are survey, some are educated guesses.	None really, we have a very supportive board currently. It was shut down briefly in the 90's to save \$\$ but was reinstated when a lot of people complained
Rural	40,000-60,000	2		As long as someone is trained, but normally the 3 outreach librarian.	Yes	32 Foot "bus" with many shelves and display areas.	We have a lift on the back of the bus.	We are actually still in the process and we received the bookmobile in May.	Still be determined.	The Fleet Department of the city.
Suburban	80,000-100,000	2		Only the 2 Bookmobile staff 4 members	Yes	It is a converted step van, the size of the big brown UPS trucks. It's approximately 11 ft tall and 24 ft long	No	We have had a Bookmobile since 1959, so no one here was around when it started. To get a new one just took the time to build it to spec.	Even now, after 60+ years, we change the schedule to fit the needs of the community. Schools, daycares, and retirement centers often contact us. If I were starting a new schedule completely, I would send out a survey to those types of businesses to see their needs, and see what dates and times would work. I would also put something survey out to the public to have them say areas they think would work. It would take trial and error to find places. It often takes a couple months to really build a core group of patrons at new neighborhood stops, including lots of publicity so people can find you.	Funding for the vehicle is by far the hardest part. It is worth it to get a new vehicle, as used vehicles always end up having issues and costing more in the long run.
Rural	5,000-10,000	1		Outreach assistant, 2 Assistant Director	No	It's a Dodge Ram utility van, we use it to transport book carts to the places that we hold pop-up library stops. It's not meant as a true "bookmobile" that patrons are allowed inside.	We do have a chair lift on the back but we use it to move carts in and out of the van	We are still working on finalizing our official policy and procedures for the van, that process has taken the longest.	We have not conducted surveys yet, but have started setting up a pop-up library at schools, in the adjacent village to where we're located (that's also in our service district), at community events, and nursing homes.	We did not seek out any other library's guidance, so we've had to play catch-up on almost everything (not realizing we needed something or we had an issue until it was happening).
Suburban	80,000-100,000	2		Only outreach staff 2 (six people)	Yes	Mercedes Sprinter van	We have a lift on the back that can accommodate a wheelchair. It isn't ideal because the person can't really browse very well.	Items were ordered for the bookmobile. They were cataloged and then had to be checked in to our dept. Then we had to organize the shelves and figure out where to put everything. Our bookmobile holds about 1500 items. I think it took about 2 weeks to get it ready to go.	We tried to look at places that were too far to walk to a branch. We have had our bookmobile for 2 years and are still trying to figure out where to go for stops. We have a large Wrennontie population and the stops in their area are very busy. Aside from that, we haven't found many other busy places.	Figuring out stops, trying to make sure we understand how everything works and that we were operating it correctly, getting internet access at all stops, promoting stops.
Suburban	100,000+	2		Driver or Librarian	Yes	We have a Dodge ProMaster Extended cargo van and a 28 Ft Ford Eif.	Yes. Our van has a wheelchair lift, and our Eif has a ramp.	Our van is brand new. It took about 4 months from purchase to road ready.	Our stops were determined before I arrived. However we have discontinued some and moved them to other locations due to lack of use. We look for busy areas, well lit, some distance from the library.	Money is always an obstacle and supplies for the vehicle.

Item 12

Urban	100,000+	2	3 On Driver	Yes	33 Feet long	Wheel Chair Lift	We have been on the road for over 75 years - so most of the planning was done in the past. We have purchased a new bookmobile and it took over 6 months back and forth to get what we want in the bookmobile	We are very community minded - working with school, daycare, after school programs, Senior Centers, we are very involved in the community. We have purchased a new bookmobile and it took over 6 months back and forth to get what we want in the bookmobile	Getting substitute Drivers - Service on some of the Maintenance / parts of the vehicle
Rural	40,000-60,000	1	One person. Bookmobile 3 manager.	Yes	We have a 22 year old vehicle. Try and get something used from another library.	With the age of the vehicle it isn't ADA compliant. Newer vehicles can have lifts but its expensive.	It took about six months after we purchased it. We needed to get a collection established and then assigning it as a branch in our ILS.	You can do surveys. It really depends on your area. How far are physical branches from the neighborhoods you want to serve. Do you want to do traditional stops and have a schedule or are you more of an event & table bookmobile. Farmers Markets, schools, nursing homes, county fairs, trunk or treats type stuff. I don't adhere to the lets go to said apartment complex or business during the week because everyone's at work or school. I really don't want to give up all my weekends and evenings. I have friends at other libraries that have a designated driver and they do all the library work on board. It really comes down to what the vision is from traditional mobile services to a hybrid pop-up library/outreach event model. By all means do a survey.	Finding areas of need for the service. Most of our small towns have a brick and mortar library. The idea that I go to schools and do story times inside and pop ups at nursing homes works so much better then sitting out front of the post office a few blocks from the library. The learning curve of finding a good mechanic. If you city or municipality has a fleet service get on board with them. I can't stress enough how important it is to include other staff, managers, board members in your outreach work and to take lots of picture. Figure out a maintenance schedule. I wish I could work with my local county fleet service. The mechanic/maintenance part can be a real pain.
Suburban	100,000+	2	Rob and Mary (one does Mon/Wed/Fri one week then Tue/Thu the next week) Class E Drivers	Yes	35' long by 11.5' tall	Walking Books (another service within our dept. If the patron is more comfortable having a monthly delivery, we switch them to WB. Sometimes, it's only temporary --winter or a broken hip or something)	This was before my time (just had our 75th Anniversary). They used to use us as a pilot program. BKM goes to a spot for 30 mins a week, then and hour, then two hours, then 4, then we drop a building. That's happened twice during my 23 yrs on the force. We are a known commodity here now. They use us in Xmas parades and other types of parties (about 4 a year, but it was more when we got our "new" vehicle back in '11)	Ok. This is a big deal. I call it fishing. We will try a new place for a while and if we only get 1-2 patrons a week, then we pull up stakes and fish in another spot. Our boss has a list of communities that have called her over the years and we also have some online research to know where we might try next once one of our places dries up. You know, kids grow out of the discovery phase (readin' ain't cool no more or whatever). And then we see them a few years later with kids of their own. We used to plaster the doors of the neighborhood with fliers but the last time we did that was probably 4-5 yrs ago. Most of our stops develop by word of mouth. A brave kid will come on the BKM and get free stuff and then tell their friends and then next week they're all waiting on the curb like we're the ice cream truck.	Have money set aside for generator problems. Do NOT get a Cummins generator. Be ready for dead zones of coverage for cell service. We keep a Word doc open and zap the barcodes into that when we are "dead" and then copy/paste em into the online Sierra program to check em in/out later. You probably don't need Airbrakes on the vehicle so you don't need a CDL, just a Class E Chauffeur's.
Urban	100,000+	4	clerks, all reference staff (library assistants, librarians, 5 supervisors etc)	Yes	22ft and 32ft. approx. 11.5ft tall	yes, we have a lift and we use it for sitting people and moving our interchangeable carts.	we have to put it out to bid, accept a bid and build the bookmobile 1.5 years total (9 months to build bookmobile)	My biggest challenge for resources is convincing administration to give them. Some additional information for above questions: #1 Our bookmobile serves urban, suburban and rural. All 3, we are a county service and serve most of the county. #3 I didn't know if you meant on the truck or for our bookmobile team. On the truck, we have 2-3 staff people depending on the location visited. Full sized elementary schools work better with 3 staff people. For our team, we also provide home delivery and jail service, so I have 7 dedicated staff and extra help who contribute.	Some additional information for above questions: #1 Our bookmobile serves urban, suburban and rural. All 3, we are a county service and serve most of the county. #3 I didn't know if you meant on the truck or for our bookmobile team. On the truck, we have 2-3 staff people depending on the location visited. Full sized elementary schools work better with 3 staff people. For our team, we also provide home delivery and jail service, so I have 7 dedicated staff and extra help who contribute.

Rural	>5,000	2	3	We have a designated driver but the manager drives when needed	Yes	36ft in length it is the size of a large RV	yes we have a wheelchair lift in the back	it took two years but some of that time was due to production delays (Covid)	yes but the surveys were not that helpful, stops were mainly determined by location, census data, and community outreach, rural schools are our most used stops since many of these schools operate on low budgets and have outdated libraries.	production delay was our biggest factor
Rural	60,000-80,000	1	4	One designated driver with CDL Class B. My previous position required two licensed drivers per shift	Yes	38'	no	Developing a designated collection, determining stops, etc. I was not part of the original process	The schedule is always a work in progress	I was not part of the initial launch
Rural	40,000-60,000	2	4	Outreach Librarian or other approved staff	No	2022 Ford Transit Van (not extended - I wish we had the extended version)	NA.	from date of purchase to launch, it was over a year. Shelving, equipment, ordering books, planning workflow procedures, etc.	Surveys were conducted. Trial and error.	Reluctance by some Senior Living Centers to invite library into facilities and offer library services. / Weather is a huge obstacle. It is almost always too hot, too cold, too snowy, too rainy, or too windy. The weather for an ideal pop up library stop rarely happens during normal library hours. / Incorrectly sized shelving when it was ordered. / All equipment from the computer cart to outdoor canopy gets a lot of use. Things break and fall apart faster than what I anticipated due to their frequent use.
Suburban	100,000+	1	4	Primary Driver is Mobile Library Manager. Also able to drive are Home Delivery Services Coordinator, BookMARK driver and Community Engagement Librarian.	Yes	36 feet long. Built on tractor trailer chassis.	We have a wheelchair lift. We use it primarily at one stop. It requires turning off the vehicle, operating the lift, then turning vehicle back on, which is a pain!	We had to practice driving it, choose our stops and make a calendar, load the vehicle with books and other materials, decide what office items we would need, and what "toys" we would need (oversize games for outside, magnets for the whiteboard).	We drove around and found places we thought would work in the areas of our county we wanted to reach. We sent those places a letter and made a phone call if needed. The letter included a stop request form, which the stops filled out. As we refine our schedule, we often drop by and talk to people while driving the vehicle, which may make them more excited about agreeing to be a stop. We also asked the public to tell us where they'd like for us to stop.	Repair, issues with the bookmobile! We had to replace a windshield that was leaking, and reconfigure the battery powered aspect of our vehicle (the truck is diesel but the bookmobile part - lights, ac/heater, etc. - are battery powered). There were MANY hiccups. The battery kept draining and we couldn't figure out why. The lift's battery wouldn't hold a charge either (we eventually figured out it wasn't wired correctly). The vehicle manufacturers are great at creating a vehicle that meets your needs. They aren't so great with communication, or service after the fact. We now have a local service provider, and things go much more smoothly. It takes longer to get everything set up than you think it will. There are a lot of moving parts when you are creating a separate branch, with its own collection, and its own policies for weather and circulation and communication with other branches and holds and all of the things. The ABOs listerv was a valuable resource!
Suburban	100,000+	2	5	All of our Outreach staff are trained to drive the vehicle.	Yes	It's a sprinter van - 20 ft long	No	Too many to list here! About 2 years	We use Census Tract data and go to neighborhoods with Title 1 schools. Also did community surveys.	Getting everyone on board with the idea - the Outreach Team had to change their perceptions of their work.
Rural	5,000-10,000	1	5	outreach coordinator	No	2022 Ford Transit	no	several months to get the transit but once we received it we pretty much started right away	determine stops by trial and error and where people wanted us to go most. no surveys were conducted we just took note on how many people would visit our booth	hardly any, still in the trial and error phase, maybe the biggest challenge has been keeping the outreach van organized
Rural	100,000+	2	5	Mobile Services staff - 1 supervisor and 3-5 coordinators	Yes	34 feet	wheelchair lift in the rear	OMIG - 3 years? we retired a bookmobile just before COVID (2020) with the intention of getting a new one that is almost complete as of Fall 2023	Rural areas with no location nearby, subsidized housing, schools, daycares, etc. We in a year we plan on reassessing and asking public opinion for suggestions	inflation - cost of materials skyrocketed between getting approval and actually completing project, marketing, planning

Suburban	20,000-40,000	1	4	Yes	Have a 31' Faber that is a F550 cab and a attached trailer. We can have about 15 on board, but it gets crowded. We are getting a smaller Sprinter van at some point, and I am worried about how the smaller vehicle is going to affect service.	We have a ramp. It is not great though. It is too steep unless you can park just right to use the curb to lift it a little so it is not so steep.	This on has been in service for almost 20 years, so I don't know. Ask me in a few months when we get our new one (we've been waiting for it for 3 years now).	My nonprofit organization specifically serves young children and their caregivers, pregnancy through age 6. Therefore, our bookmobile specifically serves early learning centers in the county - family child care, center based programs, and occasionally public PreK if it's convenient in the day's schedule. During out-of-school times we expand and visit vacation camps and affordable housing locations.	Surveys can be misleading. Everyone thinks they want a stop, and but then you start going there and no one shows up. Stops close to schools and close to family areas seems to work best for us. School bus stops not so much which was surprising to me.	Not up and running, but just keeping an almost 20 year-old vehicle running as been challenging.
Rural	100,000+	1	5	Yes	Wheel base 157", outside length 23' / inside length 14'6", inside height 86", inside width 90"	No, though I wish we did.	I don't know. Long before my time. Fundraising took approx 1 year for the vehicle. We received a 3 year IMLS grant to fund the staff position, after which time the city agreed to fund the position permanently.	We started off with a static collection for just the bookmobile, but that got static very quickly and we now float the regular collection on to the bookmobile, which is set up as a branch.	Because we are entirely grant funded, it is difficult finding enough funds in our small community. We started off with a static collection for just the bookmobile, but that got static very quickly and we now float the regular collection on to the bookmobile, which is set up as a branch.	
Suburban	60,000-80,000	2	4	Yes	approx 30'	No, but we do have a table set up outside and can take items off of the bookmobile to allow for browsing	Fundraising took approx 1 year for the vehicle. We received a 3 year IMLS grant to fund the staff position, after which time the city agreed to fund the position permanently.	We started off with going pretty much everywhere - waaaaay too many stops, we cut back stops by about a third since the launch in 2012. We try to go wherever we are asked.	Because we are entirely grant funded, it is difficult finding enough funds in our small community. We started off with a static collection for just the bookmobile, but that got static very quickly and we now float the regular collection on to the bookmobile, which is set up as a branch.	
Rural	100,000+	1	4	Yes	27'Lx11'5"H Ford E450	Vertical Lift at rear of vehicle	Weeded old vehicle, best items (Circ #s, physical appearance, etc.) transferred to new vehicle	Used pre-COVID schedule as starting point, talked with facility partners, county housing authority to determine best days/times and gave ourselves grace to reschedule or drop stops as needed on a biannual basis. No survey	Waiting for builder to complete vehicle was the biggest obstacle	
Suburban	60,000-80,000	1	4	Yes	25x8 ft. extended length and height Sprinter van with wheelchair lift	wheelchair lift	I'm not sure. Ours replaced an existing bookmobile. We have had bookmobiles for over 20 years.	Continued locations that have been in effect for decades, added a couple stops by my own discretion because I came to know the area.	We are set to receive a new vehicle in Spring 2024, so I haven't encountered any issues getting it up and running yet. However, our current vehicle is over 13 years old and we've experienced issues with the air suspension system and CNG system (we've elected to purchase a vehicle without those feature next!)	
Rural	20,000-40,000	1	4	Yes		Wheelchair lift and is used often!		We have 8 routes that are mostly home delivery and group homes. Very little public stops.	none recently	

Suburban	100,000+	2	5 all full-time staff	Yes	28 feet long, 11 feet high	yes, the sprinter van has a wheel chair lift but we mainly use it for getting the carts on and off the vehicle	Two weeks is optimal for getting everything ready from computers and printers for check out to choosing the layout of where books and other items will go	We haven't done surveys but we did social media posts in the past for new stops. We make sure to prioritize stops by the greatest need and the greatest distance from the library.	For starters, we had an awful time with Faber and wouldn't recommend going with them. Our experience with Matthews Specialty Vehicles was much better. It is so so so so important that you have multiple people who know what they're doing when creating the specs for the vehicle. We should have gone with with expert help at the beginning but did not and ended paying more in the end. Michael Swendrowski, a specialty/vehicle industry consultant, is worth the money to have him help you with the process. He is so knowledgeable and I wish we would have used him from the beginning as it would have saved us so much trouble. https://www.vehiclesuccess.com/our-history.html
Suburban	100,000+	2	The full time employees who have their CDL	Yes	the size of the old flat nosed school bus	No	I unfortunately can't answer this. I was hired after the Bookmobile was purchased and set up.	We booked at percentages of library card usage in our district. We chose areas that were not within walking distance of one of our branches (unless there was a need like a senior living space), and tried to spread our stops out throughout our district. We are always tweaking the stops though. If any don't seem to be working after 6 months to a year, we discontinue it and pick a different spot.	Mostly staffing and logistics of deciding how the collection would be separate and who would be able to check out items. And promotion, some libraries do a good job of promoting all their services while others just promote what's happening in the buildings. We've experienced both.
Rural	20,000-40,000	1	4 outreach staff	Yes	holds approx. 1600-	wheelchair lift, which	branches in the county, contacted	we're not efficient as we got few	obstacle. It took so much longer than Okay, well, our library is a bit of an outlier here in that we had a huge amount of issues in getting up and running. Our original bkm died in April 2018 and we did not receive the new one until March 2019. We had one sole person in charge of this process and they did not ensure we had a guaranteed delivery date with the manufacturer, so we kept being pushed to the bottom of the priority list and ultimately took our county council threatening legal action for us to receive the bookmobile. It was manufactured in 4 weeks by that point and came with a whole host of issues-- carpet was cut unevenly, cracked ceiling light fixtures, the door was denting the side of the vehicle, desks were too close to the seat so the pencil drawer was ripping holes in the seats, and worst of all the suspension was not calibrated for our weight, which meant screws were rattling loose and the ride was absolutely awful. Our load ended up being too light which meant the books would jump any time you would hit a bump and our Acore heavy duty shelves had to be replaced 3 or 4 times from being dented so badly. It took 4 years and
Suburban	60,000-80,000	2	5 employees.	Yes	She is 28 feet long, 12 feet tall and about 6 or 7 feet wide.	I do not think so; our sprinter van (separate from our bkm) has a wheelchair lift but to my knowledge it has only been used to roll carts inside assisted living facilities, not to bring patrons on board.	I was not here for the creation of the department (that happened in the 50s, I think?) but I was here for receiving our new bookmobile, it didn't take as long as you might think, the manager at the time had us do it in 3 days but a work week would have been preferable. The hardest part was determining what items go where, as we initially placed all the children's books in the back which actually weighed the back end down and we did not have the time to fix that for over a year.	Our bookmobile and outreach department used to be first-come first-serve, but with a recent change in prioritizing places we know need the service (for example, reaching out to childcare facilities in minority communities or rural locations an hour or more from a local branch). We have also put out a facebook post requesting that places in the western part of our county contact us if they were interested in becoming a stop, and we received two requests from local farms, which has been exciting! No telling if they'll be successful yet, but we are excited about the opportunity.	

Suburban	100,000+	2	3	Bookmobile manager and 2 bookmobile specialists	Yes	Ours is just under the state of Missouri CDL requirement - it's a bigger box truck.	We have a wheelchair lift that is able to slide under the carriage	Our process to a very long time, but I would not use ours as a reference point, we started the process just before COVID hit, and we rang into every COVID related snag you can think of - parts availability, labor, price increases, etc	Our county is primarily suburban but we have some very rural outliers, we focused our stops on those locations and used a minimum 3 mile distance from the nearest branch.	we started the process just before COVID hit, and we rang into every COVID related snag you can think of - parts availability, labor, price increases, etc
Urban	100,000+	4	6	I have four self contained bookmobiles: A 38ft Winnebago; A 36ft MT-55; A 33ft Ford F59; and a 26ft Mercedes Sprinter.	Yes	They all have ADA compliant interior wheel chair lifts	Our library has always had a bookmobile, but its use expanded after 2010. We have a dedicated tax, so we didn't have to have a fundraising effort. We had units before we had even developed a starting component. We began operations by piece-mealing the project with myself, and two techs from other branches in February 2011. We started with 20 preschools.	We used our city stats data and reports of deaths of early literacy interventions, food deserts, and high crime areas, and started cold calling to advertise the services. We met with our local Housing Authority, and head starts, that are run through our city. Word of mouth handled the rest.	STAFFING	
Suburban	100,000+	2	5	We have 4 Staff members who are appropriately licensed to drive the 5 vehicle	Yes	36 feet in length. We take up 6 public parking spaces	yes, we have a motorized lift at the back door of our vehicle which allows us to help people in wheelchairs or walkers access the interior of the vehicle.	It took about 2 years from initial dream to plans to grant application to build and delivery.	We had community partners who were part of the initial planning process and they were automatic early adopters as Bookmobile visit locations. We also have an online form that patrons can use to request the Bookmobile for visits or special events. We focus on communities that experience barriers to traditional Library services due to discrimination, poverty, age, race or ability. Because our service area is so large and populous, there is no way our bookmobile will be able to help all areas. Therefore, our library wants to employ a more objective means of evaluating and adding stops. We created a decision matrix inspired by this article, which you've probably seen: https://www.ala.org/advocacy/diversity/odlos-blog/beeep-beep .	Sometimes the wifi, electrical components or battery systems have broken down and it takes time to get parts for repair.
Urban	100,000+	2	4	The four members of the Mobile Services team, ranging from Library Assistant to Supervisor! 4 classifications	Yes	Current vehicle, 24 ft. Previous vehicle, 27 ft.	Items of interest are brought out of the vehicle to folding table at patron request or need	I was only present for the process of acquisition of the replacement electric bookmobiles. The process took a long time, over 3 years from the decision to purchase a new vehicle to the vehicle's first stops. This was partially due to the pandemic interfering and partially due to the fact that the outfitter we contracted had not done a bookmobile conversion before. I suggest you budget at least a month of trial and prep after the vehicles are delivered before you officially deploy them to a stop.	We currently only visit housing complexes on our regular service route, including senior living, transitional housing, low income housing, and housing complexes with a high population of new arrivals. We have not had as much success with community centers or other locations. We do visit local events in the bookmobile by request. Our library made the deliberate choice not to visit schools, as part of our policy of encouraging support and use of school libraries.	We had several technical difficulties, but aside from those the biggest obstacle has always been getting the word out. We have found that when establishing a new stop, it can take a few months to reach the tipping point where the community is spreading word of mouth for us
Rural	5,000-10,000	1	3	Senior Library Assistant or Library Specialist	Yes	8x20 inside?	wheelchair accessible lift gate on rear	Planning, RFP and purchasing 18 months; internal configuration, connectivity 3 months; staffing, staff driver training, allocation of collection 3 months	Analysis of remoteness of community, other available services, community internet access, community partner for site, surveys of households for convenient times and awareness of services	mechanical issues and punch lists
Suburban	100,000+	2	5	We have four CDL licensed library specialists.	Yes	It is 10 feet wide with mirrors, 12 feet tall, and 33 feet long.	Yes, we have a wheelchair lift and the aisle is wide enough to negotiate with mobility aides.	We had to get library Board approval for the build and then find a vendor. I believe it took about 2 years to accomplish from proposal to on the road.	We looked at apartment complexes with low income, high density areas that were at least two miles away from a brick and mortar branch. We created a matrix to decide which locations had the most need.	The Board at the time was not as fond of outreach and had to be won over.

Urban	100,000+	2	5	3 Full time staff	Yes	39 Foot Step Van	Not on the current vehicle but we are getting a new vehicle and it will have a wheelchair lift.	Tell me the answer to this question. I got my bookmobile management position when the vehicle was 12-years old so have not experienced launching a new vehicle. I can tell you we have waited for almost 2-years for the delivery of our new vehicle.	Most stops, we have determined after years of successful visits. Our most successful stops are schools, rec centers and older adult residential buildings.	Main obstacle now is waiting for the delivery of the new vehicle.
Suburban	100,000+	2	6	Community Librarians and Associate Librarians	Yes	27.5 converted Thomas bus, and one 23 ft sprinter	The Sprinter has a wheelchair access (rarely use because we wheel the carts off)	All of the above. For Sprinter we work with assisted living and senior communities. For bookmobile we ask the bus drivers and school district where the biggest bus stops are. We try to visit every town that doesn't have a branch library	Before my time	
Rural	10,000-20,000	2	5	Outreach Librarians and programming assistant	Yes	Bus	Wheelchair lift. Our rear lift is wheelchair accessible, but the aisle is narrow so maneuvering in the bookmobile is still a challenge. We do offload carts weather permitting for ease of use as well.	Not sure, I'm fairly new and the bookmobile is old	Not sure, I'm fairly new and the bookmobile is old	
Suburban	100,000+	2	2	Every person in Outreach learns to drive the bookmobile, so six people.	Yes	We have a Mercedes-Benz Sprinter Van approximately 20 feet in length.	I was hired into the department after the bookmobile was up and running. Sorry.	We mainly try to focus on rural areas in our county. We also have one school visit since the school has no library available for their students. no surveys, we have stops at public and private schools, daycares, preschools, adult DD centers, and summer camps. We got rid of all of our neighborhood stops because they were really slow or completely dead. We try to add everyone that asks either to the regular bookmobile/senior lobby stop truck schedules or to our outreach events	Again, I can't help with this question.	
Urban	100,000+	3	5	drivers and manager and some paraprofessionals	Yes	29 feet	wheelchair lift in the rear	it was started 77 years ago	We're trying to get 1 bookmobile replaced (we have 3 trucks) and so far it's been an extremely long process and it's going to be very expensive. Our library hired a consultant to help with the process. The libraries in our region saw us as a threat at first. We had to prove to them that we're not going to take away patrons but work with them to reach those facing barriers like transportation. I also want to point out that we are a stand alone bookmobile. We are not affiliated with any libraries. We do partner with libraries but are our own entity. I am an organization of 1 with a handful of volunteers.	
Rural	40,000-60,000	1	3	Director	Yes	24 ft long. I am not sure how wide but it reminds me of a fedex truck	no	We have been on the road for 20 yrs so I am not sure of this answer. I have only been here for the last 3 yrs	We service our entire county and target those who are unable to get out to their town libraries. We also have a program that provides stops to children 5 and under, usually at preschools but some sah parents and grandparents as well.	our biggest issue currently is finding a body shop willing to do repair work after our bookmobile got in an accident. Because of the placement of the part that was damaged and the amount of customization that was needed to get that part the way it is, we haven't found a shop to fix it.
Urban	10,000-20,000	2	2	All of us are trained to do so, but some people just drive more often because they prefer to.	Yes	I'm not sure about the actual size, but it is large enough to have a walkable aisle down the middle of the vehicle with shelves on both sides.	The back of the vehicle does have a ramp but frankly I would say that a wheelchair user would have a really hard time navigating the bookmobile.	We mostly just got permission to stop at public stops and go from there. If a stop is too slow we end up just cutting it and trying something new.		

Rural	40,000-60,000	2	our vehicle just requires a regular driver's license, so all staffed trained on the vehicle can also drive it	5	Yes	2014 24' Sprinter 3500 upfitted by Farber Specialty Vehicles	The Bookmobile originally had a Ricon lift, which we recently replaced with a Braun Ability lift at the rear of the van	We replaced our original OBS 34' school bus-style Bookmobile in 2014-15, getting the Board behind the project and then researching options for vehicle style, getting bids, ultimately visiting Farber's factory where two Sprinters were in-process of build and taking a Board member with us, then specifying everything out ended up taking 3/4s of a year. It came together pretty quickly compared to other libraries, I think, and I don't think the demand for the Sprinter-style bookmobile was quite as big as it has become. After receiving it, it was immediately put into service.	We had purchased the vehicles in 2022. They have been used by our operations department and in one county using modified bookmobile service (no lifts, built-in bookshelves)	I think when the library first got our original bookmobile, there was a lot of trial and error. At this point, I try to then reassess from potential stops and stats as well as the need (is it far from the library, are a lot of the residents transportation insecure, etc). We partner with nearly all the elementary schools, also build collections on-demand for higher levels that request services (also on-demand), visiting several daycares and senior care facilities as well as a couple neighborhoods that aren't convenient to the library, and we've re-established service to a couple apartment complexes that requested a Bookmobile stop again this year.	I think the biggest thing is always generating awareness and positive word-of-mouth. Social media helps, local newspapers can be a boon, as well as other service providers that might help people that fall into a similar/complementary demographic (like Meals on Wheels or if you have a local Senior Services/transportation provider). The list-serv is a great resource and I think you were wise to post this survey there. I hope you get plenty of responses, positive feedback, and encouragement. Outreach can be difficult, and the numbers will never reflect those of our main brick and mortar locations, but filling the gaps and blindspots as well as providing the personal level of service that we can give is pretty essential and worthwhile, in my opinion.
Rural	20,000-40,000	2	1 have two people, 5 coordinator, 2 back	5	Yes	Sprinter Van (bought from Farber)	wheelchair lift and back, but we mainly wheelchair lift	about 2 weeks to get it filled and built, 4 weeks to prep for service	meal stops put on by the school centers, community events. More Originally, we had many community conversations and surveys about three to four years ago. This reboot, we used our strategic direction to determine stops based primarily on:	get our bookmobile. Our original organize materials for best access.	
Suburban	60,000-80,000	2	1 person department	5	Yes	32 feet					
Rural	10,000-20,000	1			Yes						
Rural	100,000+	1	Bookmobile Librarian, backups; Library staff trained (any level)	4	No	Ford Transit medium and high roof - 5 vehicles total	We opted to take items off the vehicle to make service more accessible.	Designing how we want service to look, designs for vehicle with upfitting company, sending out for that has been in the works for many years and has stopped and restarted. This latest reboot started December 2023. The first vehicle was sent to upfitter in June and should be back in early October 2023. After we look at these features, the other four will be sent out later in 2023 or early 2024 for upfitting.	Serving rural communities far from our libraries, serving early learners in child care programs, meeting people at community hubs like meal sites, food banks, community centers, senior facilities, low income housing, programs serving people with disabilities, afterschool and school programs reaching diverse or low income populations, local festivals and events.	Deciding on a staffing model. Resisting after the program was paused and determining a different strategy to reach communities. Waiting for the van at the upfitter.	
Suburban	60,000-80,000	2	Our 2021 Stepvan does not require a CDL so all Outreach Staff are trained to drive it.	4	Yes	33 foot Step Van from Farber for photo and additional information visit www.mcd.info/bookmobile	We do have a lift on the back, but it is intended for loading and unloading carts for Lobby Stops rather than individuals in wheelchairs. We offer home delivery for anyone able to access the interior of the bookmobile.	We have had bookmobile service for over 60 years.	Most stops well established, but we do have a form on our website where requests can be made. We require safe parking, adequate lighting and for the stop to assist us in promoting.	We had a few minor mechanical issues when the vehicle arrived, but that is generally to be expected unfortunately.	
Suburban	60,000-80,000	2	Outreach Manager, Outreach Assistant, Maintenance Supervisor	1	Yes	24 foot box truck on a Ford E-350 cab. (no special license required)	No :(I did not work here when we acquired our bookmobile, so I can't say for sure.	We have a link on our website to "suggest a stop" and we take that into consideration. We have also tried a variety of routes, and used our stats to determine which routes were most beneficial to the community.	I didn't work here at that time, but I know at this point it is difficult to get parts and it may take quite some time for orders to be filled.	

Rural	100,000+	1	4	Anywhere Library Specialist	No	Ford Transit-style van	We make sure the sites we visit are accessible/have ramps	Purchase, add shelves, wheelchair lift, wrap, etc. Over a year. If you are asking how long the upfitting took, I'm not sure, but once it arrived it was ready to go with desk and shelves and everything, it just took a week or so to load it up with books and let the driver get comfortable with the new vehicle.	Places where we were likely to get a decent crowd—schools, meal sites, senior centers, community events, summer meal drop off sites, etc. Our stops are all by request - we don't really have rules as to who can request a stop and why. We only accept stops outside of town though unless it is to an institution like a nursing home or a daycare.	Long wait to get vans upgraded and outfitted with shelving, etc.
Rural	20,000-40,000	1	5	Bookmobile driver, Delivery driver can also drive the bookmobile as backup	Yes	Mercedes Sprinter	No sadly our lift is only for carts, it's not allowed to be used for people	We service areas I already delivered to (nursing/senior facilities, adult workshops, schools and prek)	It was comparatively easy to get this one on the go - our last one was a much larger and harder to drive converted school bus.	
Rural	10,000-20,000	2	5	myself (manager) and staff	No	Ford all electric van		10 yrs. was the first discussion. 2 yrs ago we put all into motion.	just patience. We have a superb board, director and support staff.	

On a scale of 1 to 5, with 5 being extremely interested, how interested are you in a bookmobile?	If a bookmobile service was put into place, how often would you use it?	Would you prefer a bookmobile to have a regular set schedule or be event based?	Would a book delivery service, where books are checked out and delivered to your door, fit your needs more?	What would you find most useful about a bookmobile or book delivery service?	Do you have any additional questions or comments?
3	Occasionally	Set Schedule	Yes	Access	No
5	Occasionally	A Combination of the two	Yes	Both	No!
2	A Little	Set Schedule	Yes	finding new baby books	No
5	Occasionally	A Combination of the two	No		
1	Never	Set Schedule	No	N/A	No
5	Occasionally	Set Schedule	Yes	I wouldn't have to make a special trip. I could find the mobile while running errands	No, but I think it's a great idea!
5	Frequently	A Combination of the two	No	Availability	No
5	Occasionally	A Combination of the two	Yes	Being able to get books easier	
5	Frequently	Set Schedule	Yes	Able to get to kids more easily.	No
5	Frequently	A Combination of the two	Yes	Delivered to my door	Sounds great! We need this in our town. Seniors need to read to fight dementia & kids need to get off their phones to keep their minds sharp
3	A Little	A Combination of the two	Yes	Delivery would make it easy to stay home and enjoy the book	None
5	Occasionally	A Combination of the two	Yes	Makes it easier to access book. Library isn't always accessible to kids, elderly, or handicapped.	No
5	Occasionally	A Combination of the two	No	A bookmobile sounds like an interesting idea to take my kid to.	None
5	Frequently	A Combination of the two	Yes	Bookmobile	Park similar to food trucks, like different spot every week.
5	Occasionally	Set Schedule	Yes	Finding my book, that I like to read.	I have a lot of books to donate to something like this.
4	Occasionally	Set Schedule	No	Convenience	Would the bookmobile also provide movies (DVDs)?
3	Occasionally	Set Schedule	No		
3	Occasionally	Set Schedule	Yes	Would help the less mobile	No
4	Occasionally	A Combination of the two	No	People that cannot go out can still enjoy new books in the comfort of their home.	N/A
4	Occasionally	A Combination of the two	No	N/A	N/A
5	Frequently	A Combination of the two	Yes	Availability of books to people without transportation.	No
3	Occasionally	Set Schedule	No	For the shut-ins or disabled community	No
4	Occasionally	A Combination of the two	No	No need to pick up kids to leave the house.	No.
5	Occasionally	A Combination of the two	Yes	Not having to come out in the heat/cold.	No
5	Frequently	Set Schedule	Yes	Accessability	No
3	A Little	Event Based	Yes	Not having to come in	No
5	A Little	Set Schedule	No	Easier to get books	
5	Frequently	A Combination of the two	Yes		
5	Frequently	A Combination of the two	Yes		
5	Frequently	Set Schedule	No	Bookmobile because I've had a few packages stolen from my porch and I'd hate to have to report missing books	
5	Frequently	A Combination of the two	Yes	Convenience.	No.
5	Occasionally	Event Based	Yes	I'd would like to get my books faster.	Would I be payign for this?
4	Occasionally	Event Based	Yes	If it would be easy to order books, have them delivered, and maybe even have an app to do this on then I would use it often.	
5	Occasionally	Set Schedule	No	I would have acces to books when I want to youse them	What would you have
5	Occasionally	Set Schedule	Yes	I would LOVE to get books delivered to me!!	I live on the outskirts of Pahrump. Would I still be able to get deliveries or is it only for folks living close to the library?
4	Frequently	A Combination of the two	No		Is it a subscription service?
5	A Little	Set Schedule	Yes	I don't read too often, but I want to start setting the goal for myself to read at least one book a week. Having a set schedule delivery would definitely help to keep me motivated on this goal!	Would I need to pay for delivery costs?

5	Occasionally	A Combination of the two	No		
3	A Little	Event Based	No	i don't read my kids read though and I think they would use that	NO
5	Frequently	Set Schedule	Yes	PLEASE! PLEASE! PLEASE! DO THIS!! I LOVE READING BUT CANT DRIVE, I WOULD USE THIS SO SO MUCH!!	PLEASE OFFER THIS!!
5	Occasionally	A Combination of the two	No	I don't need deliver	No deliver needed
3	A Little	A Combination of the two	No	I don't really read. Not sure what I want.	Yes.
5	Frequently	Event Based	Yes	Easy to use?	
3	Occasionally	Set Schedule	No	If i could go in	No
5	Frequently	Set Schedule	No	I'd love to have access to books and not have to go into a public space	Please make it Ada accessible
4	Occasionally	A Combination of the two	No	If I could reserve books beforehand and not have to go into the library to pick them up	No
4	Occasionally	Set Schedule	No		
3	Occasionally	Set Schedule	Yes	I will wait and see	No
5	Frequently	Set Schedule	No	Not having to travel 25 miles to my library	Would there be zones like school districts do?
5	Frequently	Event Based	No	A park event with a mobile library would be cool	No
5	Frequently	Set Schedule	No	Not sure	No
5	Occasionally	Set Schedule	No	New books	No
5	Occasionally	A Combination of the two	No	Having a selection	No
5	Frequently	A Combination of the two	No	Being able to call ahead	No
5	Occasionally	A Combination of the two	No	Seeing the library grow	No
4	Frequently	Set Schedule	Yes	Homework	It will be useful
5	Occasionally	A Combination of the two	Yes	School	It will help
5	Frequently	A Combination of the two	Yes	I won't have to walk there everyday	No
3	Occasionally	A Combination of the two	Yes		
2	A Little	Set Schedule	No	Idk	No
1	A Little	Set Schedule	No	I dont know	No
1	Never	Event Based	No	Cooking books	Nope
5	Occasionally	A Combination of the two	Yes		
5	Occasionally	A Combination of the two	Yes	Getting books will become easy and accessible.	No
3	A Little	A Combination of the two	Yes		
4	Occasionally	A Combination of the two	Yes	I wouldn't have to waste so much gas to read the books I love	Nope. Have a great day
5	Frequently	A Combination of the two	No		
5	Frequently	A Combination of the two	Yes	Pick up & drop off	N/A
4	Frequently	A Combination of the two	No		I think it would be wonderful, especially for seniors, elderly and homebound.
5	Frequently	A Combination of the two	No	Getting books	no
3	Occasionally	Event Based	No	Depends on what books it is carrying, especially for kids	Not at the moment
5	Occasionally	A Combination of the two	Yes	It would reach families who can't always make it to the library.	Our community would greatly benefit from this. It would also help expand library services, which is a must.
5	Occasionally	Event Based	Yes		
5	Frequently	A Combination of the two	Yes		
5	Frequently	A Combination of the two	Yes	I think having access to books when people are unable to leave their homes or make it to the library would be great!	
5	Frequently	Set Schedule	Yes	Educational	
5	Frequently	A Combination of the two	Yes	Convenience	No, thank you!!
5	Occasionally	A Combination of the two	Yes	Convenient	
5	Frequently	A Combination of the two	Yes	Book delivery	I love the library =)
5	Frequently	A Combination of the two	Yes	Availability	No. But looking forward to the bookmobile
5	Frequently	A Combination of the two	Yes		
5	Occasionally	A Combination of the two	Yes	I have 2 kids, so it's easy	Books need to be returned
4	A Little	A Combination of the two	Yes		
1	A Little	Set Schedule	No		
4	A Little	Set Schedule	No		
5	Frequently	Event Based	No	Time saving	Thank you, Barry
5	Frequently	A Combination of the two	Yes	Pro active	No

					1) Book door-delivery service would use too much gas! 2) When's it coming? Money was set aside for years now!
5	A Little	A Combination of the two	No	Friendly service	
1	Never	Event Based	No		
5	Occasionally	Set Schedule	Yes	N/A	
5	Frequently	A Combination of the two	No	N/A	N/A
5	Occasionally	Set Schedule	No	Utility or usefulness.	None
5	Occasionally	A Combination of the two	Yes	Something to read all the time	Very good idea for Pahrump
4	Frequently	A Combination of the two	Yes		Derek 9-13-2023
2	Never	Event Based	No	The Pahrump Library needs to evaluate the actual benefit.	If money is allocated [sic] for this project, it needs to be used only for this project.
4	Occasionally	A Combination of the two	No	Bookmobile would be more cost effective	If no bookmobile reaches fruition, than the trust board is not to use this money without the library director and public approval of its use.
5	Occasionally	Event Based	No	Can't always get to library, but do make quite a few events	Set up at events - saves money from running around town - -
1	Never	Event Based	No	Would not use it	waste of money
1	Never	A Combination of the two	No	nothing	I would not waste money on this
4	Occasionally	Event Based	No		NONE
4	Occasionally	Event Based	Yes	Convenients [sic]	NO
5	Frequently	A Combination of the two	No	Lack of transportation	Your board of directors are out if touch with those that the serve.
5	Occasionally	A Combination of the two	No	Access to quality books	Please get new board members that don't just represent their own political interests
4	A Little	A Combination of the two	Yes	Gas time.	
5	Occasionally	Set Schedule	No	Return & check out the type of book we like	Not so good an idea for check out new ones
4	Occasionally	Event Based	No	Can reach families who may not have regular access to the library.	Great idea for homebound families
5	Occasionally	A Combination of the two	No	The service will aid people & children with no transportation	
5	Occasionally	A Combination of the two	No	getting books to kids with no vehicles available to the family	
2	A Little	A Combination of the two	No	I think it's great for the community, but I'm not sure how much my family specifically would use it.	no
5	Frequently	A Combination of the two	No	Easily Accessible	
5	Occasionally	A Combination of the two	No	Book Mobile	Great Idea
5	Occasionally	A Combination of the two	Yes	.	.
5	Frequently	Event Based	No	Not sure	Please update us
3	A Little	Set Schedule	Yes	Can't drive / No car	
5	Occasionally	Event Based	No		
5	Occasionally	A Combination of the two	Yes	Help to get books to people who are homebound	
3	Occasionally	A Combination of the two	No	Kids would like to use it	
4	Occasionally	A Combination of the two	Yes	I have work so it would nice having books delivered	No
5	A Little	A Combination of the two	Yes	School work	Not really
5	Frequently	A Combination of the two	Yes	Om g everything	Not that I can think of
5	Frequently	Set Schedule	Yes	A lot	No
5	Occasionally	A Combination of the two	Yes	I would use it cuz I like reading	I like reading
4	Frequently	Set Schedule	Yes	Would be nice	No
5	Occasionally	A Combination of the two	Yes	I would use and need	Please get it I would use since I'm handicapped
5	Frequently	A Combination of the two	Yes	Saves trip to the library	no
5	Occasionally	A Combination of the two	Yes	No transportation	About time
3	Occasionally	A Combination of the two	Yes	Convenience	
5	Frequently	A Combination of the two	No	Available	
5	Frequently	Set Schedule	Yes	Wonderful service for elderly & disabled	
5	Occasionally	Set Schedule	Yes	I would use it <input type="checkbox"/>	Nope
5	Frequently	Event Based	Yes		
5	Frequently	A Combination of the two	Yes	Am handicapped I would use	
5	Frequently	A Combination of the two	Yes	More frequent use of services	Not at this time
4	Frequently	Set Schedule	Yes		

5	Frequently	A Combination of the two	Yes	This would be great for children in high risk areas.	Need a new board! They don't listen to what the public want!
5	A Little	A Combination of the two	Yes	Option of ordering [illegible] on app/webpage	Can children help? It would be fun
5	Occasionally	A Combination of the two	No	more accessibility	Love the concept ... have always had book mobiles in my towns
5	Frequently	Set Schedule	Yes	Convenience	No
4	Occasionally	A Combination of the two	Yes	Convenience [sic]	No
4	Frequently	Set Schedule	Yes	Time saver -- Not able to go to Library	
3	Occasionally	A Combination of the two	Yes	Being available to areas/places that have immobility	no
5	Frequently	A Combination of the two	No	Just a fun new way to introduce students to reading	go! let's do it! :)
5	A Little	Event Based	No		No comment
5	Frequently	A Combination of the two	Yes	My daughter is autistic. This would be great because she gets overwhelmed and not focused at a [public] place.	Great idea!
4	A Little	Set Schedule	No	Up to date on any new books.	no
4	A Little	Set Schedule	No	If you could print papers	Love Kit in your printing area! Thank you!
5	Frequently	A Combination of the two	Yes	Not having to drive	None
5	Frequently	A Combination of the two	Yes	It be something different	"No"
5	Frequently	A Combination of the two	Yes	Not sure	No
5	Frequently	A Combination of the two	Yes	New	Please do this
5	Frequently	A Combination of the two	Yes	Direct communication	I'm hearing impaired and an amputee, this would be great
5	Frequently	A Combination of the two	No	Idk	No
5	Frequently	A Combination of the two	Yes	I don't drive, so it would be easier	I think it's a fantastic idea
5	Occasionally	A Combination of the two	No		
5	Frequently	Set Schedule	No	Easy access to books	No
5	Frequently	A Combination of the two	Yes	I would be able to easily access books regularly	N/A
4	Occasionally	A Combination of the two	No	access	N/A
3	A Little	Set Schedule	Yes	There are plenty of people that could benefit [sic] from this!	I think this would be a wonderful service for our elders especially!
5	Frequently	A Combination of the two	No	Idk	No
5	Frequently	Set Schedule	Yes	With age it gets harder to get out and go anywhere	
5	Frequently	A Combination of the two	Yes	Not having to go to the library	
5	Occasionally	A Combination of the two	Yes	Convenience.	
5	Frequently	A Combination of the two	Yes	Live on Janet Ln	Need schedule so kids & elderly can access :)
5	Frequently	Set Schedule	Yes	I don't have car -- DVDs & books	Please do!
5	Frequently	A Combination of the two	Yes	Perfect for the disabled	
3	Occasionally	A Combination of the two	Yes	My son reads a lot & is an IRS disabled	It sounds like a good idea
5	Frequently	A Combination of the two	Yes	The fact that there is the service when one is not able to physically get to the library!	How does one request books & especially if one doesn't have a computer...? by phone? or when delivered for next time?
5	Frequently	Event Based	Yes	Everything	No
5	Frequently	Set Schedule	Yes	Idk a lot	Nope
4	Occasionally	A Combination of the two	Yes		
5	Frequently	A Combination of the two	Yes		
2	Never	Set Schedule	No	The most useful thing about a book delivery is you don't have to go to the library	Nope
4	Frequently	Set Schedule	Yes	I would not have to go to the library	No
4	Frequently	A Combination of the two	No	Because my grandma is like "Can we go to the library???"	No.....
5	Frequently	Event Based	Yes	It might make it a bit more fun. I don't know :-)	I do not
2	A Little	Event Based	No	Some people like to read a lot and they can go whenever	nope
1	Never	Event Based	No	What I would find most useful is so people don't have to leave home	nope
2	Never	A Combination of the two	Yes	If someone won't have time to go to the actual library.	No
2	Never	Set Schedule	No	It can help people read more without going to school :)	no
3	A Little	Set Schedule	Yes	The most useful thing about a book mobile is the it comes to you	nope
4	Occasionally	Set Schedule	No	It would be useful because you don't have to by books	Nope!

2	Never	Set Schedule	No	To help disabled get books	Nope
1	Never	Set Schedule	Yes	So you don't have to go in a library	no
1	A Little	Set Schedule	No	not going to the library	no I do not
3	A Little	Set Schedule	Yes	The most use reason would be that you don't have to go to a huge library.	I don't have any questions.
3	A Little	A Combination of the two	Yes	maybe so you don't really need to go all the way to the library.	No, I do not have questions or comments.
5	Frequently	Set Schedule	Yes	What I think I would be nice and helpfull to the community	
2	A Little	Set Schedule	Yes	I'm lazy to go walk to it and I can't drive	Will it include a coffee stand? and if not, it should. No presure tho.
5	Frequently	A Combination of the two	Yes	The thing I find useful is people don't have to waste your time and money	nope
4	A Little	Set Schedule	Yes	So you don't have to walk or drive to a regular library	No
1	A Little	Event Based	Yes	So it would be easier to get books.	No!
3	A Little	Set Schedule	Yes	The most useful thing is that you don't have to go the library and not waste time	nope
5	Occasionally	Set Schedule	Yes	I don't have to go and lose gas	NO
1	Never	Event Based	No	Cuz if you did not have time to go to the library	no
1	Never	Set Schedule	No	in case if people don't have a car.	NO.
2	A Little	Set Schedule	Yes	Help kids read and lean	do u have Goku books or Naruto books?
4	Occasionally	Set Schedule	Yes	The most useful thing about it is if you wanted to borrow a book, you can get it delivered or wait for it to come.	No
1	Never	Set Schedule	No	If someone can't get to the library	No
1	Never	Set Schedule	No	If you don't have a car	nope
3	Frequently	Set Schedule	No	I honestly don't know. It can help kids who don't have availability to book.	Nah, I'm good.
1	A Little	A Combination of the two	Yes	no library's	I wolo not have no i wo the sling or coments
5	Occasionally	Set Schedule	Yes	I don't have to leav my house	NO
2	A Little	Set Schedule	No	I thet it's useful if your sick.	No
5	Frequently	Set Schedule	Yes	I find interested because it's cool	no
4	Occasionally	A Combination of the two	Yes	We can rend more and pelpo like book	not
2	A Little	A Combination of the two	Yes	I don't have to talk to people	no
4	Occasionally	A Combination of the two	Yes	Not having to go to the library all the time	Not at time
4	Occasionally	A Combination of the two	Yes	I don't know	Not at this momet
1	A Little	A Combination of the two	No	It could be useful so we don't go all the way to the library	No.
3	A Little	Set Schedule	Yes	What I would find most useful about a bookmobile is, if you need a book, you can just go to the bookmobile/book delivery service.	I do not have any additional questions or comments.
3	A Little	A Combination of the two	Yes	It would be useful because, if someone want a book, they can just get a book from the bookmobile surely.	NO
4	Occasionally	A Combination of the two	No	It will be useful because you won't have to drive to the library	no I don't have any questions.
2	A Little	Set Schedule	No	its quick	NO!
5	Occasionally	Set Schedule	Yes	So we don't have to look for a library and we can get it fast	not at this time
2	A Little	Event Based	No	So I don't have to go to the librer	no
4	Occasionally	Set Schedule	No	So we don't have to drive to the library	No, not really
3	A Little	A Combination of the two	No	So you won't have to walk. And it will help the old people.	No!!!
1	Never	Set Schedule	No	it can be closer for old people, so they can just walk	No I don't
4	A Little	A Combination of the two	Yes	I whoud be useful so all the dume pepple can lerng.	No thank u
2	A Little	Event Based	Yes	Its a movin library	no
4	Occasionally	A Combination of the two	Yes	It doesn't waste time	no
2	A Little	A Combination of the two	No	That you can check in and check out just at your door!	Will they deliver it anyway?
1	Never	Set Schedule	Yes	You don't hav to go that far	No, not at all. Never!!!
5	Frequently	A Combination of the two	Yes	Because it would save time then going to the local libary	does it stop nere 5060 South
2	A Little	A Combination of the two	No	I don't know.	No I do not.
1	A Little	Set Schedule	Yes	being able to get books closer	no
3	A Little	Event Based	Yes	delivey	no
3	A Little	Set Schedule	No	I think it would be usefull because people can learn more.	I do not have any additional questions or comments.
5	Occasionally	A Combination of the two	Yes	besa we need it so bad	no
5	Frequently	Set Schedule	No	It is closer or it would be	no
3	Never	Event Based	Yes	I think it is useful because some people live far away then other people	

4	Occasionally	A Combination of the two	Yes	I think it would be useful.	no?!
1	A Little	Set Schedule	No	What I find most useful about a bookmobile or a book delivery service is that a book delivery service can help you get a book if you can't go that far or like walk, then that can help you	No
2	A Little	Set Schedule	Yes	Not needing to go to the library	no
3	Never	Set Schedule	Yes	If you don't go to a real one, this is okay	no
2	A Little	Event Based	Yes	Instead of going to the library, the bookmobile can just go to your house and give your books to you	Nope
3	Occasionally	A Combination of the two	Yes	It being close to me	What will happen if you don't turn your book back?
4	Occasionally	Set Schedule	Yes	the book's	Nope
3	A Little	Event Based	Yes	It would be useful so I can read more.	No
2	A Little	A Combination of the two	No	It's a library close to my house.	Nope
3	A Little	A Combination of the two	Yes	Having it being closer to you	Nope.
4	Occasionally	Set Schedule	No	If you have no gas, you don't need to drive.	no
3	Occasionally	A Combination of the two	No	If your into a certain topic or genre, you can get it	No, I do not.
2	A Little	Set Schedule	Yes	I don't have to walk to the location.	No, I don't have questions.
1	Never	Event Based	No	I be more useful if it have cool books	nope.
3	Occasionally	A Combination of the two	Yes	Its a wheels!!	Nope!!!!
1	Never	Event Based	No	The books	nope
4	Occasionally	A Combination of the two	Yes	A book delivery service would help me and my family have acces to more books	no
4	Occasionally	Set Schedule	Yes	easier to acces	nope
3	A Little	Set Schedule	No	I would get a book more often	nope
4	Occasionally	Set Schedule	Yes	book can get delivery.	no
1	Never	Set Schedule	No	To because to me	No P
1	Never	Event Based	Yes	Nothing	NO
4	Occasionally	Event Based	No	Being cool!	Nope
2	A Little	A Combination of the two	No	for it to be closer than a library.	Nope
3	A Little	A Combination of the two	Yes	A varient selection of books	No
4	A Little	A Combination of the two	Yes	To get faster at reading	No
2	Never	Set Schedule	No	not really [illegible] I don't trust vans	no
4	Occasionally	A Combination of the two	No	getting more books	nope
4	A Little	Set Schedule	Yes	Having it close to you so you can walk to it	No
4	Occasionally	A Combination of the two	Yes	Having books come to me.	Nope
3	A Little	Event Based	No	The delivery service	Nope
3	Occasionally	Set Schedule	Yes	Faster	
1	Never	Set Schedule	No	To get books	no
2	A Little	Set Schedule	No	Books	no
4	Frequently	Set Schedule	Yes	I read book delivery service	no
1	Never	Set Schedule	No	Sorta nothing	no
4	A Little	Set Schedule	Yes	So I don't hav t wock	no
1	Never	A Combination of the two	No	nuthing	no!
1	Never	Set Schedule	Yes	Something I would find most useful about a bookmobile would be if I needed a book I would not have to go all the way to the library.	
3	A Little	Set Schedule	No	What it looks llikes?	No
2	A Little	A Combination of the two	No	easy to read	no!
5	A Little	Event Based	No	it would be easier because we wouldn't have to go across town	is it ok for family too?
5	Frequently	Set Schedule	Yes	the books	No, I don't
1	Never	Set Schedule	Yes	don't have to walk to it	No
1	A Little	Set Schedule	Yes	To deliver the books	No
3	Occasionally	A Combination of the two	Yes	it will come to my house	no
5	Occasionally	A Combination of the two	No	I would find it most useful for people who don't want aros [sic]	nope
3	A Little	Set Schedule	Yes	it delivers to your house for kids in needs	do you need to pay?
1	A Little	Set Schedule	Yes	to get Books	No
4	Occasionally	A Combination of the two	Yes	I think that it would be more fun than just going to the library	no
1	Occasionally	A Combination of the two	Yes	I don't know	no
5	Occasionally	A Combination of the two	Yes	So u don't have to go to a Library	are there comic books
2	Occasionally	A Combination of the two	Yes	To read to my brothers or sister	no
1	Occasionally	A Combination of the two	Yes	When you need a book, you can get them.	No
1	Never	Set Schedule	No	nothing to be honest.	No.

					Will a school bus take us to the bookmobile? What days will it be available? Would you be able to order books online?
4	Occasionally	A Combination of the two	Yes	I wouldn't have to drive or walk to the library because it would just be delivered to my house.	
5	Occasionally	Set Schedule	Yes	To read good book	no
4	Occasionally	Set Schedule	Yes	the bookmobile is useful because some people don't want to drive there. They just deliver to your house.	I don't have Questions
3	Occasionally	A Combination of the two	Yes	Yes, I think	Can I work for you?
4	Occasionally	Set Schedule	No	You don't have to go to the library	
4	Occasionally	A Combination of the two	Yes	that I would get books	NO!
3	Occasionally	A Combination of the two	Yes	Helping to read	Can I work for you?
4	Occasionally	Set Schedule	Yes	You don't need to waste gas	No
3	A Little	Set Schedule	Yes	So people who don't have cars can have a book delivered	no
1	A Little	Set Schedule	Yes	You can send books to peoples door step.	I don't
5	Frequently	A Combination of the two	Yes		No thanks
3	A Little	Event Based	Yes	You don't have to go anywhere	NO
3	Frequently	A Combination of the two	No	I don't knwo	No
4	Never	Event Based	Yes	You don't have to waste gas.	NO!
5	Occasionally	Set Schedule	Yes	Not having to leave my house	no
2	Never	A Combination of the two	Yes		
3	A Little	A Combination of the two	Yes	If it came house to house so we wouldn't have to waste gas.	Will it be at random times?
3	A Little	A Combination of the two	Yes	For school research	No, thank you! :)
3	Occasionally	Set Schedule	Yes	If my family is busy, I can get it from stop	Thx!
3	A Little	A Combination of the two	No	People don't have to drive far to the public library	no.
3	Frequently	A Combination of the two	Yes	I like it	No,
5	Frequently	A Combination of the two	Yes		
3	A Little	Set Schedule	Yes	I don't know	NO
5	Frequently	Set Schedule	Yes		
3	Occasionally	A Combination of the two	Yes	I would find this most useful because some old people can't leave there house.	
4	Occasionally	A Combination of the two	Yes	I would find most useful because I would like to stay at home	
5	Occasionally	Set Schedule	Yes	I can read every day	no
5	Frequently	A Combination of the two	Yes		What types of books do you have?
3	Occasionally	A Combination of the two	Yes	I would find it most useful if you didn't have a car to go to the library.	Nope
5	Frequently	Set Schedule	Yes	I would find it most use full b	no
4	Frequently	Set Schedule	Yes		
5	Frequently	A Combination of the two	Yes	no Driving	no I'm OK
5	Frequently	Set Schedule	Yes	No car rides	Please bring it to my house. Honestly, please don't just read this and don't care. I'm begging you!!! And make a website, please
5	Occasionally	Set Schedule	Yes		
2	Never	Set Schedule	No		NO
3	Occasionally	Event Based	Yes		
5	Frequently	Set Schedule	Yes	everything	No, but thank you
5	Frequently	A Combination of the two	Yes	So we don't waste gas	
3	Occasionally	Event Based	Yes	I don't waste gas	no not really
5	Occasionally	A Combination of the two	No	A bookmobile would help me because I can go to the store and checkout a book	No, I do not.
4	Occasionally	A Combination of the two	Yes	getting the bookes	no
3	A Little	Set Schedule	Yes		
4	Occasionally	Event Based	Yes	everything	
3	A Little	Event Based	Yes		None
3	A Little	Event Based	Yes		no thank you
4	Occasionally	A Combination of the two	Yes		No
3	Occasionally	Set Schedule	No		
4	A Little	Set Schedule	Yes		NO.
4	A Little	Event Based	Yes		
3	A Little	A Combination of the two	Yes	I don't know	
3	Never	Set Schedule	No		
4	Occasionally	A Combination of the two	Yes		No
2	A Little	Set Schedule	No		No
4	Occasionally	A Combination of the two	Yes	getting to read more	NO!
5	Frequently	A Combination of the two	Yes	No gas wasted	no
3	Occasionally	Event Based	No	I wouldn't have to use gas	Why did you make a book mobile?
4	Occasionally	Set Schedule	No		No
1	Never	A Combination of the two	No		no

3	Never	Set Schedule	Yes		
1	Never	Event Based	No		No
4	Occasionally	Event Based	Yes	interesting books	No
4	Occasionally	A Combination of the two	Yes	It would be very useful because people with no cars can get books without driving.	No :)
3	A Little	Set Schedule	Yes	it is new	no, I don't have any questions
3	A Little	A Combination of the two	No	That you don't have to go to a public library [sic]	
5	A Little	Event Based	No	You can read more	no I do not
3	A Little	Set Schedule	Yes	For people to get smarter	No :)
5	Occasionally	A Combination of the two	Yes	Some people can't go places, so this is a really good idea.	No, thank you. This is a really good and unique idea.
2	Never	A Combination of the two	Yes	not having to go to library	No
1	Never	A Combination of the two	Yes		No questions
3	A Little	Set Schedule	Yes		NO
5	Occasionally	Set Schedule	Yes		
3	A Little	A Combination of the two	No		
5	Frequently	A Combination of the two	Yes		
5	Never	A Combination of the two	Yes	Lord of the wings	
2	A Little	Set Schedule	Yes		
3	Occasionally	A Combination of the two	No		NO
2	Never	Set Schedule	No		no
4	A Little	A Combination of the two	Yes		no
3	A Little	Set Schedule	Yes	I think it will be useful because, if some people are too busy, they can have a book at there door	
4	A Little	Event Based	Yes		
2	Occasionally	Set Schedule	Yes	Maby Be cause no body have car.	
3	Occasionally	Set Schedule	Yes	It help kids with no money	
3	A Little	Set Schedule	Yes	It would kind of be useful because some people don't have any books at all!	Would the mobile drive to you?
1	A Little	A Combination of the two	Yes	Maybe because some people don't have cars?	NO!
3	A Little	Set Schedule	Yes	To give books to people who can't afford it.	Do you have to pay?
3	Occasionally	Set Schedule	No	Maybe if people don't have cars, it can just deliver to there house.	no
4	Occasionally	Set Schedule	Yes	It would be convenient to some people that dosen't have a libray	no.
3	A Little	Set Schedule	No	You don't have to drive to the library!	
3	Occasionally	Set Schedule	No	If someone doesn't have a car, they can use the bookmobile.	
4	Occasionally	Set Schedule	Yes	interesting books	no
5	Occasionally	Set Schedule	Yes	I'll have it to get Books	I do not
2	A Little	A Combination of the two	No		
4	Occasionally	A Combination of the two	Yes	It could be very useful	NO
3	A Little	A Combination of the two	Yes	Some people can't drive or don't want to, adults that don't have money/car	do you have to pay?
1	Never	A Combination of the two	No	You don't have to drive too far.	
4	Frequently	Set Schedule	Yes	The fact I don't need to drive and waste fuel	X
3	Frequently	Set Schedule	No		
3	Occasionally	Set Schedule	Yes	It can help kids that don't have a car.	
4	A Little	Event Based	No	No, it wouldn't work for me	
3	Occasionally	Set Schedule	No	People that don't have any money.	No, I do not have any questions or comments.
3	A Little	Set Schedule	No	Kids can get books for free.	
4	Frequently	Set Schedule	No		
4	Occasionally	Event Based	Yes		Yes, I think if you are making a book delivery service, I think you should when you get a gmail, get the book and GO
4	Occasionally	A Combination of the two	Yes	I wouldn't have to drive, but get books at the same time.	NO
3	A Little	A Combination of the two	No	Nothing	NO
4	Frequently	Set Schedule	Yes	Very use full	no
4	Occasionally	A Combination of the two	Yes	I would use it, yes. It is helpful.	Nope.
3	A Little	Set Schedule	Yes	It would be easier to get books	no
5	Occasionally	Set Schedule	Yes	I find it useful because what if you don't have any gas	No I do not.
2	A Little	A Combination of the two	No	I don't have to drive	No
3	A Little	Event Based	No	to your door give away books	No.
3	A Little	Set Schedule	Yes	I fin dit useful cause i will not have to drive 30 minutes each time	no
4	Occasionally	A Combination of the two	Yes	to teach a child how to read	no.
1	A Little	Event Based	No	I think that is not useful	no
1	Never	Event Based	No	nothing at all I like libraries better	no

1	Never	Event Based	No	Not having to walk to the library	NOT AT ALL
3	A Little	A Combination of the two	No	being able to go there not in school hours	No.
1	Never	Set Schedule	No	nothing	no!
5	Occasionally	Set Schedule	No	You could get books delivered to your house, like, if, you have a test and you can't go to the public library.	How do you know when and what time your books are delivered? and how do you order online?
3	A Little	A Combination of the two	No	It would be useful because of timing.	
3	A Little	A Combination of the two	Yes	they help save money for gas	no, I don't
1	A Little	Set Schedule	No	In my opinion, a bookmobile is more useful	no I don't have any questions
3	Occasionally	Event Based	No	I think the most useful books to your house	
4	Occasionally	Set Schedule	Yes	one thing i find most useful about a book delivery srvice is that it comes to you and you can't drive	no
3	Occasionally	Set Schedule	Yes	a book delivery service because if you don't have anything to go to the library, people bring it to your house.	no
5	Occasionally	A Combination of the two	No	I thank a book mobile can be?	no
5	Frequently	Set Schedule	Yes	I would find that you don't need to toe energy to get a book.	Yes, do we have to pay if we turn in our book late???
3	A Little	Event Based	No	no	no thank u
5	Occasionally	Event Based	Yes	I think it would be a good deal because then people don't have to waste	no thank u
3	A Little	Set Schedule	Yes	That it is more accessible to me and others	No I don't have any additional questions and comments
3	A Little	A Combination of the two	Yes	you can get books you want	no
1	Never	Event Based	No	Nothing, it's just a library	No
5	Occasionally	A Combination of the two	Yes	Because disabled or elderly people could get books with ease.	Do you have all book genres?
4	Occasionally	Set Schedule	Yes	It would be useful for people that don't want to walk, or they don't have a car to us.	no
4	Occasionally	A Combination of the two	Yes	the book delivery service	no!
2	A Little	A Combination of the two	No	getting books easier?	i think library is better because there's more room.
4	Occasionally	Set Schedule	Yes	Because, you would be able to read more	No I don't have any additional question or comments
4	A Little	A Combination of the two	Yes	it would be a good deal because you can get books at home or something	
3	A Little	Event Based	Yes	I think it would be a good idea for other people because they might like reader	no
3	A Little	Set Schedule	Yes	People who don't have a car	No
3	Occasionally	Set Schedule	Yes	I think that having a book mobile will help people who don't live close to the library	no
5	Frequently	A Combination of the two	Yes	it sounds interesting	no
4	A Little	Set Schedule	Yes	I find it useful	no
3	A Little	Set Schedule	No	I don't know	no I do not
3	A Little	Set Schedule	No	It is a library on wheels, it can help people that don't have a car	no sorry no I do not have any additional question or comments
3	Occasionally	Set Schedule	No	not having to leave	no
3	A Little	Set Schedule	No	i think that is a good idea	i do not know!
3	Occasionally	Set Schedule	Yes	because it will help kids	no thank you
4	Occasionally	Event Based	No	if i am too tired to go to the library the book mobile can come.	no
3	A Little	Event Based	Yes	no car so delivery would be helpful	how often?
5	Occasionally	Set Schedule	Yes	The convienence of not always having to come in the library	no
5	Frequently	A Combination of the two	Yes	I need it!	No -- not now
5	Frequently	A Combination of the two	Yes	I would be able to read more because I have no transportation	I hope this happens
5	Frequently	Set Schedule	Yes	When one is not mobile, it would bring the world to them.	Good luck! Hope it happens
5	Frequently	Set Schedule	Yes	more books available	
5	Frequently	Set Schedule	Yes	Convenience	NONE
5	Occasionally	A Combination of the two	Yes	Accessibility	
5	Frequently	A Combination of the two	Yes	Not always having a car.	
5	Frequently	Event Based	Yes	You don't have to go [illegible]	NO
5	Frequently	A Combination of the two	Yes	Ease of access to books	thank you!
5	Frequently	A Combination of the two	Yes	taking the kids to different places	
5	Occasionally	Set Schedule	Yes	Don't have to leave the comfort of your own home.	When will this be implemented?
5	Frequently	Set Schedule	No	NO CAR	
5	Frequently	Set Schedule	Yes	Good for the community, children and handicapped	NO

	4 Occasionally	Set Schedule	Yes	Convenience, as I don't drive very much - senior citizen. Possible Senior Center once or twice a week.	It would be great if there were delivery to Senior Center & apartment complexes where seniors live.
	5 Occasionally	Event Based	No		
	5 Frequently	A Combination of the two	Yes	Community outreach in outskirts of town. Events.	
	3 Occasionally	Event Based	No		
	5 Frequently	Set Schedule	No	It's a great way to access a greater audience for those that have limited transportation throughout Pahrump -- No. & So. areas	Think it would be great to increase your purchases to newer items, such as DVD's. Also, allow an On-line access to Clark County availability instead of the Reference section you have. It's a waste of time
	5 Occasionally	A Combination of the two	Yes	not having to bring kids	
	5 Frequently	A Combination of the two	No	convenience	Great idea!
	5 Occasionally	A Combination of the two	No	Sunday Hours? Set Schedule -- Easy Locations Access	
	5 Frequently	A Combination of the two	Yes	to reach more people easier	We need a bookmobile! :)
	4 Occasionally	A Combination of the two	Yes	People can continue their education, even if they cannot leave home	no
	5 Occasionally	Set Schedule	No	Not having to drive across town	Either bookmobile or delivery would benefit people in our community who don't or can't drive
	5 Occasionally	Set Schedule	Yes		
	4 Frequently	A Combination of the two	Yes	School	Naw
	5 Frequently	A Combination of the two	No	Fun, activity for my family, possibly closer to me @ times	No
	1 Never	Set Schedule	Yes	N/A	-----
	2 A Little	Set Schedule	No		
	5 Occasionally	A Combination of the two	Yes		
	5 Frequently	Event Based	Yes	Yes	Yes
	4 Occasionally	Set Schedule	Yes	I need it	Do it now
	5 Frequently	A Combination of the two	Yes	Pizza	Cats
	5 Frequently	Event Based	Yes	I need it to happen	Caca chips
	5 Frequently	A Combination of the two	Yes	Convenience	Bookmobiles are Awesome! Especially if you have kids
	5 Frequently	A Combination of the two	Yes	The ability to schedule book deliveries.	none
	4 Occasionally	A Combination of the two	Yes	I have no transportation	
	3 A Little	A Combination of the two	No	Good for Elderly	NO
	3 A Little	A Combination of the two	Yes	Shut-ins would be able to use the service the most	
	2 A Little	A Combination of the two	Yes	books	No
	4 Occasionally	Set Schedule	Yes	I wouldn't have to drive	no
	2 Occasionally	Set Schedule	No	?	?
	3 Occasionally	Event Based	Yes	I don't drive	
	2 Never	Event Based	No		0 No
	3 A Little	Set Schedule	No	don't know	
	3 A Little	Set Schedule	Yes		
	1 Never	Event Based	No	Nothing. The library is Centrally Located	
	5 Occasionally	Set Schedule	Yes	Making books accessible for everyone in our community	
	5 Occasionally	Event Based	Yes	Saving money on gas	Very cool!
	5 Frequently	A Combination of the two	Yes	My mom doesn't drive - but loves the library	♥
	5 Frequently	Set Schedule	No	I am handicapped and don't drive	might not be able to get up stairs [on bookmobile, handicapped]
	2 Occasionally	Event Based	Yes	No	No
	2 A Little	Set Schedule	No	pick up due books	n/a
	5 Frequently	Set Schedule	No	convenience	
	5 A Little	Event Based	No	convenience	
	5 Occasionally	Event Based	No	Increases access to our library to more Nye County citizens	Great idea to help residents with limited mobility
	5 Frequently	A Combination of the two	Yes	Not sure	No
	5 Frequently	Event Based	No	Yes	No
	5 Occasionally	Event Based	Yes	Not sure but let us know please at	No
	5 Frequently	Event Based	Yes	My grandma is old and tired but reads a book a day she would love this	No
	5 Frequently	A Combination of the two	Yes	Yes	No
	5 Occasionally	Event Based	No	Yes	Yes please do this
	5 Occasionally	Event Based	No	Yes	Please do this we need it
	5 Occasionally	Event Based	Yes	Not sure but I'd like to see something new for this library	Please keep us updated don't drop this like past agenda items stay consistent

5	Occasionally	Event Based	Yes	Not sure but I am happy to see a change	No
5	Frequently	A Combination of the two	No	Yes	No
5	Occasionally	Event Based	No	The consistency of it	Please
4	Occasionally	Event Based	Yes	My mom is disabled she would benefit from this greatly	No
5	Frequently	Event Based	No	Yes	No
4	Occasionally	Event Based	Yes	A change in pace and something useful finally	No
4	Occasionally	Event Based	Yes	The access	Mo
5	Frequently	Event Based	Yes	Not sure	No
5	Occasionally	Event Based	Yes	Would they have movies?	I want movies
5	Occasionally	Event Based	Yes	Face to face exchanges for books rather than sending out my mother	No
5	Occasionally	Event Based	Yes	The new and improved way of getting books for free	No
5	Frequently	Event Based	Yes	That it would be an added service to my already large amount of benefits I get as a local patron	I love this library !
5	Occasionally	Event Based	Yes	Getting books home with little effort	Your board needs to get it together
5	Occasionally	Event Based	Yes	Not sure	Please do this
5	Frequently	Event Based	Yes	The way I could get books to my mother without wheeling her out of bed she is quite heavy	Please I can't keep doing this I'm about as old as she was when she began needing me
5	Occasionally	Event Based	Yes	The schedule	Do this !!!
5	Occasionally	Set Schedule	Yes	The simple schedule of it comes	No
5	Frequently	Event Based	Yes	I don't know	Let's see this happen for once
5	Occasionally	Event Based	Yes	No	No
5	Occasionally	Event Based	Yes	Getting books to my door at no added cost	Will there be a phone to call on the bus?
5	Occasionally	Event Based	Yes	The way I could get books easier	No
5	Occasionally	Event Based	Yes	Not sure let's see	No
5	Occasionally	Event Based	Yes	Yes	Yes
5	Frequently	A Combination of the two	Yes	Yes	Yes

Reading with Rover Nomination Form for Children Grades 1-5

STAFF USE ONLY

DATE RECEIVED _____

RECEIVING LIBRARY _____

RECEIVED BY _____

Reading with Rover pairs certified therapy dogs with children who are uncomfortable reading aloud. Ideal for struggling readers, ESL learners, shy children, or those with low self-esteem. In this private setting, the dog provides his attention while the child reads aloud without fear of criticism or interruption. Parents, family members, caregivers and teachers can nominate a child for this special reading practice.

Children meet weekly at a local Henderson library and spend 45 minutes reading to an adoring canine reading buddy. Reading progress is tracked and all children are offered additional sessions, depending on their need and space availability. The dog's owner (and child's reading coach) assist the child as needed. In the end, everyone benefits. The dog loves the attention and the child improves important reading skills while gaining self-confidence. Reading becomes fun!

What grade level is this child currently reading at? _____

Does this child have any learning/physical disabilities we should be aware of? _____

Can this child commit to a six-week reading session? Yes No Does this child like dogs? Yes No

Has this child repeated a grade level? Yes No Is this child allergic to pet dander? Yes No

What library would you prefer to read at if possible? Gibson Green Valley Paseo Verde

Child's name _____ Child's birthday _____

Child's Age _____ Grade _____ School _____ School year _____

Name of child's legal guardian _____ Home phone _____ Cell phone _____

Address _____ City _____ State _____ Zip _____

Email _____ Preferred method of contact _____

Person nominating child (if different than above) _____ Relationship to child _____

Cell phone _____ Email _____ Preferred method of contact _____

Does the family know they have been nominated? Yes No

Please explain why you think this child would benefit from this one-on-one program. Please be detailed and use extra pages if necessary.

Item 13

50

Reading won't be Ruff anymore!

Henderson Libraries *Reading with Rover* program is one of the nation's first Animal Assisted Literacy programs. With over 12 years of experience, our unique reading program has helped many children become better readers and more confident students.

Often poor readers have low self-esteem. This lack of confidence is seen in a resistance to reading practice. Since children are often more willing to interact with an animal than a person, the *Reading with Rover* program inspires a child to want to read! Children flourish from the reading support they receive, and the love, acceptance and emotional support they obtain from their therapy dog. Peer pressure and stress are removed. Negative feelings become positive feelings.



Research has shown children participating:

- Improve reading skills
- Advance in reading grade level
- Improve self-confidence and social skills
- Increase concentration on school work
- Increase completion of school assignments
- Show a decline in school absenteeism
- Physical and physiological relaxation
- Improved cognitive development
- Develop a respect for animals



Return

pleted forms to:

Henderson Libraries
280 S Green Valley Pkwy
Henderson, NV 89012
(702) 492-6581

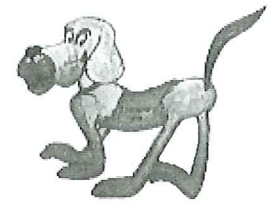
www.hendersonlibraries.com



READING WITH ROVER

NOMINATION FORM

HENDERSON LIBRARIES
280 S Green Valley Pkwy
(702) 492-7252



Reading with Rover

Parent/Guardian Letter of Commitment & Permission Form

I, _____, parent/guardian of
Parent/Legal Guardian Name

_____ give my child
permission to participate in Henderson Libraries Reading with Rover program. I understand by accepting
my child and family are committed to a _____ week session.

The day, time and location my child will be attending **Reading with Rover** is:

Day of the Week: M T W TH F SAT Time: _____ Location: _____

I agree to mark my calendar for the following dates my child will be attending:

_____, _____, _____, _____, _____, _____.

My child's last reading date will be: _____.

I understand our reading session will begin promptly each week and my child should arrive 10 minutes prior to the program start time. I agree to the **10-Minute Rule** and understand the consequences of arriving late without notifying the library. I agree to my child attending the above dates, and I know of no schedule conflicts for these dates. I agree to notify the library if my child cannot attend due to illness or emergency. I also realize repeated absences or late arrivals could result in my child being dropped from the program.

Please Fill Out Completely

Signature of Parent or Legal Guardian Date _____

Print Name _____ Home Ph. _____
Printed Name of Parent of Legal Guardian

Address _____ Cell Phone _____
Paseo Verde Library (702) 492-6581 Extension 4

Henderson Libraries



Reading with Rover

STUDENT/PARENT READING CONTRACT

As a Parent/Guardian, I will:

- Provide a quiet area away from noise and distraction where my child can read.
- Make sure my child reads 15-20 minutes each day.
- Read aloud to my child as much as possible and let my child see me read.
- Assist my child in filling out his/her daily Home Reading Log.
- Encourage my child to complete their weekly journal writing.
- If take-home work is assigned I will assist my child in its completion.
- Make sure my child's reading log, writing journal, and any other reading material that is being used is brought back to the library weekly.
- Limit my child's TV and video game time while he/she is in the program.
- Be positive and encouraging to my child as he/she reads.
- Take advantage of literacy resources that will help to improve my child's reading such as checking books out from the library, reading together, allowing my child to attend library programs, and requesting material from the Reading with Rover Special Collection.

As a Child/Participant, I will:

- Read at home for 15-20 minutes at least 5 days a week.
- Record my daily reading on my Home Reading Log with my parents help.
- Always try to do my best and I understand I cannot improve unless I practice.
- Ask for help if I need it while reading.
- Use my dictionary so that I can learn how it's used.
- Always show respect to my reading coach and listen to his/her instructions.
- Come to my Reading with Rover program weekly with my journal and any other work that is asked of me.

I agree to follow this contract to the best of my abilities.

Parent Signature/date

Child/Participant Signature/date

Henderson District Public Libraries
IMAGE RELEASE AND ASSIGNMENT FORM

I, _____, hereby grant to Henderson District Public Libraries, and the HDPL Board of Trustees, a public body, and those acting pursuant to its authority the absolute right and permission to:

- a. Record my participation and appearance on videotape, audiotape, film, photograph or any other medium.
- b. Use my name, likeness, voice and biographical material in connection with these recordings.
- c. Exhibit or distribute such recording in whole or in part without restrictions or limitation for any educational or promotional purpose which HDPL, and those acting pursuant to its authority, deem appropriate.

I further grant to HDPL the right to copyright such pictures and images in its own name or to publish, to market and to assign without further consideration, compensation or report to me.

I hereby waive any rights or interests that I might have in the pictures and images, including any rights to inspect and/or approve the finished photographs and images or the use of which they may be applied so long as their use shall be lawful.

I, on behalf of myself, my family, heirs, and personal representatives, expressly release, discharge and agree to hold harmless Henderson District Public Libraries, their Board of Trustees, their officers, representatives, agents, employees and assigns from and against any and all claims, demands and causes of action which I might have arising from any actual or alleged violation or infringement of any trademark, trade name, contract, agreement, copyright (common law or statutory), patent, invasion of privacy, defamation, or any other cause of action arising out of the production, distribution and exhibition of the photographs and images.

I agree that this Release shall be construed pursuant to the laws of the State of Nevada.

I HAVE READ THE FOREGOING RELEASE AND AUTHORIZATION BEFORE SIGNING BELOW. I WARRANT THAT I AM 18 YEARS OF AGE OR OLDER AND FULLY UNDERSTAND THE CONTENTS OF THIS RELEASE.

PRINT NAME: _____ WITNESS: _____
(DATE)

SIGNED: _____
(DATE)

PARENT/GUARDIAN OF A MINOR

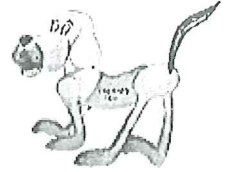
I HEREBY CERTIFY that I am the parent and/or guardian of _____, a minor under the age of 18 years, and in consideration of value received, the receipt of which is hereby acknowledged, I hereby consent that any photographs which have been or about to be taken by the photographer may be used by same for the purposes as set forth above, signed by the minor, with the same force in effect as if executed by me.

SIGNATURE OF PARENT OR GUARDIAN: _____
(DATE)

ADDRESS: _____

Image Release and Assignment Form Effective from _____ to _____

Child's Name (first and last): _____



Reading Check List

Please answer each question (Y) Yes or (N) No

- _____ My child can listen closely to books read aloud.
- _____ My child knows all the letters of the alphabet.
- _____ My child knows the sound of each letter of the alphabet.
- _____ My child knows how to de-code or sound out words.
- _____ My child can break a word into syllables. (pen/guin-2 kan/ga/roo-3)
- _____ My child knows some punctuation marks and understands where sentences begin and end.
- _____ My child can tell when he/she is not understanding what they are reading.
- _____ My child frequently has trouble with comprehension.
- _____ My child asks for help frequently when reading.
- _____ My child reads very slowly.
- _____ My child reads too fast.
- _____ My child resists reading and does not look forward to it.
- _____ My child has a negative attitude about reading.
- _____ My child does not like to read aloud.
- _____ My child has trouble speaking up while reading aloud, and usually speaks softly.
- _____ My child is often hard to understand when reading aloud due to speech difficulties.
- _____ My child is reading below grade level.
- _____ My child has been receiving below average grades in reading. (D's & F's)
- _____ My child has been receiving average grades in reading. (C's)
- _____ My child often suffers from low self-esteem.
- _____ My child becomes frustrated and/or bored and gives up easily while reading.
- _____ My child skips words, makes up words, and mis-reads words often while reading.
- _____ My child is able to read smoothly with few pauses.

PLEASE TURN OVER

What are your child's strengths?

What are your child's weaknesses?

Does your child have any behaviors we should be aware of while working with him/her?

Does your child have a physical disability or learning disability that we should be aware of? Providing this information will help us to better adjust our program to fit your child's needs.



Welcome to Reading with Rover!

Welcome to the Reading with Rover program. Henderson Libraries wants to ensure that your child's experience in our literacy program is a successful one. In order for us to accomplish this please observe the following:

- Always arrive 10 minutes prior to your child's reading time. This will give your child time to catch up with his/her reading coach, time for you to select books, and it ensures that we will be able to begin your child's program on time.
- Encourage your child to write in their journal. Journal writing is required, and it will improve your child's reading skills. At least one entry is required per week. For children having difficulty writing, three to four written sentences is acceptable. Make sure your child brings their journal to Reading with Rover each week.
- 15-20 minutes of reading is required at least five days a week. Your child can not improve unless they also work on skills at home. All reading should be done aloud, since this allows children to hear their mistakes, and it aids in comprehension.
- Allow your child to participate in library programs, all are literacy based! Library staff work very hard to make children's programs fun and engaging, but know our primary goal is to share great books, and to encourage an interest in reading.
- Find time during your weekly library visits to check out reading material with your child. Allow him/her to select books on their own. Surrounding your child with a variety of books is one way to encourage an interest and love for reading.
- You have committed to an approximately 6 week session of the Reading with Rover program. However, we are aware that emergencies and sickness does occur. Please notify the library **(702) 492-6581 Ex. 4** as soon as you know that your child can not attend a program. Not contacting the library could lead to your child's removal from the program.

Remember, daily reading practice at home is critical for the development and improvement of your child's reading skills. We hope the Reading with Rover program will help your child find confidence, success, and enjoyment in reading. Should you have any questions on the program, or on your child's progress, please feel free to contact me anytime.

Happy Reading!

Kari Jensen
Reading With Rover Coordinator
Henderson Libraries
702-492-6586
kljensen@hdpl.org

Reading with Rover's 10 Minute Rule



Reading time is precious time. Our volunteers go to great lengths to work with your child. Some drive across town or must hurry from work. *Please be courteous and arrive when you are expected.*

All families are expected to arrive 10 minutes prior to their child's assigned reading time. Arriving early allows your child time to settle in, catch-up with their reading coach, and select reading to check out.

Reading sessions will be canceled if families arrive 10 minutes past their assigned reading time without calling. We realize emergencies and the unexpected can happen. If you are running late please call. Avoid cancellation of your child's reading session.

**Day of/Last minute calls:
(702) 492-7252**

**Any other time:
(702) 492-6586**





Reading with Rover Home Reading Log

Name _____

Week of _____

Weekend	Title _____ Pages _____ Summary _____ _____ _____ _____	Reading Minutes _____
		Parent Signature _____
Monday	Title _____ Pages _____ Summary _____ _____ _____ _____	Reading Minutes _____
		Parent Signature _____
Tuesday	Title _____ Pages _____ Summary _____ _____ _____ _____	Reading Minutes _____
		Parent Signature _____
Wednesday	Title _____ Pages _____ Summary _____ _____ _____ _____	Reading Minutes _____
		Parent Signature _____
Thursday	Title _____ Pages _____ Summary _____ _____ _____ _____	Reading Minutes _____
		Parent Signature _____