



*City of Arts & Innovation*

# Board of Library Trustees

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**TO: BOARD OF LIBRARY TRUSTEES** **DATE: AUGUST 24, 2020**

**FROM: RIVERSIDE PUBLIC LIBRARY**

**SUBJECT: CALIFORNIA STATE LIBRARY GRANT AWARD OF \$20,000 FOR ZIP BOOKS PROJECT, AN ALTERNATIVE TO TRADITIONAL INTERLIBRARY LOAN SERVICES - PARTICIPATION THROUGH JUNE 30, 2021**

## **ISSUE:**

Receive an update on the Riverside Public Library participating in the California State Library Zip Books Project through June 30, 2021 and a grant award in the amount of \$20,000.

## **RECOMMENDATION:**

That the Board of Library Trustees receive an update on the Riverside Public Library participating in the California State Library Zip Books Project through June 30, 2021 and a grant award in the amount of \$20,000, through a Califa Amazon Prime Corporate Credit Line Account from the California State Library.

## **BACKGROUND:**

In December 2016, the California State Library approved a thirty-month grant to the NorthNet Library System for \$1 million in one-time funds from Fiscal Year 2016-2017 California Library Services Act (CLSA) for expansion of the Zip Books Project (Project) statewide. The new grant cycle is July 20, 2020 and will run through June 30, 2021.

Zip Books is an alternative model to traditional interlibrary loan that has been tested in 30 California public libraries over the past four years, through a multi-year Library Services and Technology Act (LSTA) demonstration grant project. Through the Project, the State Library provides funds to participating libraries to order requested materials the library does not already own. Materials are shipped directly to the patrons using Amazon Prime's shipping service. When patrons are finished with the materials, they return them to the lending library.

Documented benefits of the project include:

1. Providing customers with speedy access to materials that would otherwise not be obtainable through the library.
2. Ease of administration for library staff. Since Amazon ships materials directly to the customer, it saves the effort and cost of packaging and mailing materials, or the need to require customers to return to the library to pick up their requested materials.
3. Providing a customer-driven collection development approach to a library's usual

selection process, resulting in a collection more closely attuned to the needs of the local community.

4. Significant cost savings based on library staff time (a Zip Books transaction costs between \$6.92 and \$8.60, and an interlibrary loan transaction cost between \$27.11 and \$29.79).

## **DISCUSSION:**

The California State Library selected the Riverside Public Library to participate in the Zip Books Project and awarded a grant for \$20,000 through a Califa Amazon Prime Corporate Credit Line Account from the California State Library. The Project term is July 20, 2020 through June 30, 2021. Due to an increase in participation by libraries across the State of California, participating jurisdictions received less funds than in prior years.

Zip Books will be offered to the Riverside Public Library customers as an alternative to the interlibrary loan program. There are a number of items that lending libraries are unwilling to loan via interlibrary loan, including materials published within the last year, reference materials, newspapers in original format, rare materials, large print books, DVDs, and audiobooks. Zip Books will allow customers to request and receive some of these difficult to acquire items including materials published within the last year, large print books, and audiobooks.

To use Zip Books, Library customers in good standing (less than \$5 in fines or fees) will place a request for a title the Library does not own. Library staff will order books available in a tangible format such as regular print, large print or audiobook (up to \$35) via Amazon and have it directly delivered to the customer's home. Once the customer receives the item, the customer will have three weeks to use the materials and return it to the Library. Customers may have one Zip Book request at a time with a maximum limit of five Zip Books per customer per month.

The Library will regularly monitor its Zip Books purchases, to stay within its allocated funds for the project year and follow purchasing policies, procedures and guidelines as outlined on the Califa Zip Books Project website <http://califa.org/zip-books>.

## **FISCAL IMPACT:**

There is no direct fiscal impact associated with participating in the Project as the Library is not receiving funds directly and there are no matching funds required.

A grant award was received by the Library Department in the amount of \$20,000, through a Califa Amazon Prime Corporate Credit Line Account from the California State Library.

Prepared by: Erin Christmas, Library Director  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Moises Lopez, Deputy Assistant City Manager

Attachment: Certification of Funding