



## **POLICY - Establishing Bookmobile Service Locations**

### **I. Purpose**

Goal II of the Library's Plan for Service is "to provide direct library service to residents of areas taxed by the county for library service." Since its inception in 1968, the bookmobile has provided continuous service to areas that do not support permanent library facilities.

### **II. Context**

The service provided by the bookmobile is, of necessity, limited because of the singular vehicle involved. This simple fact requires that, in order to maximize service, the bookmobile schedule must be designed to provide service in the locations where it is most needed, at times when it is most convenient, while at the same time, minimizing the amount of time devoted to travel.

### **III. Criteria for Establishing and Continuing Bookmobile Service Locations**

- A. Service points in Dane County will have priority in establishing the Bookmobile schedule.
- B. Stops which cannot be integrated into the travel pattern of existing stops in an efficient way will be discouraged.
- C. Discontinuation of service will be considered for stops with less than 5 borrowers.
- D. If bookmobile use no longer justifies the time period spent at a particular location, the stop will be discontinued or the time period reduced.
- E. Attempts will be made to schedule visits to communities when school-age children are available and able to visit.
- F. Extenuating circumstances may justify the continuance of service at a location which does not meet the above general requirements. Such exceptions will be brought to the attention of the library board.

Adopted September 19, 1988. Amended December 7, 2000. Reviewed and confirmed without change March 7, 2002. Amended March 31, 2005. Reviewed and confirmed without change August 7, 2008. Amended September 5, 2013. Amended May 2, 2016.