VPL Bookmobile Policy

Date Effective: 03/24

Revision Date(s): 08/24

Date(s) Reviewed by Library Board: 03/24

Policy Maintenance Performed By: Library Director

PHILOSOPHY: The bookmobile is an outreach of the Vinton Public Library, extending its services to the community. Outreach includes delivering the collection and programs to sites outside the building, participating at parks and other events.

 DEFINITIONS: The Vinton Public Library Bookmobile is dependent on library resources available and including the volunteers and staff available.

REGULATIONS:

* Community Events
	+ Outreach will be available at designated parks and stops, which can be found at the Vinton Public Library Website and/or social media sites.
	+ The bookmobile will be used to promote library events and general use.
	+ Outreach is extending library services to members of the Vinton community who are unserved or underserved due to physical, economic, social, transportation, geographic, or other barriers.
	+ Outreach programs are directed at the community's younger members but may include events for adults.
	+ At each event, Bookmobile patrons are given the same level of service as the main library.
	+ Bookmobile stops will be located at parks maintained by VPRD and inside Vinton's city limits. Vinton Public Library will contact VPRD depending on the event.
* Cancellations
	+ Weather, illness, or mechanical issues may result in a cancellation.
	+ Check social media announcements regarding the cancellations.
	+ Vinton Public Library will not be rescheduling the stop/visit for the Bookmobile.
* Staffing
	+ Designated staff and/or volunteers operating the Bookmobile will receive training.
	+ Only Library staff/designated volunteers may drive the Bookmobile; staff will be responsible for routinely checking the bike for safety purposes.
	+ Library staff and volunteers are eligible for mileage reimbursement at the rate established by City Hall.
* Material Checkouts
	+ A current Vinton Public library card will be needed to check out library materials. A card can be requested at bookmobile stops.
	+ Patrons must have a photo ID or proof of address to apply for a library card.
	+ A maximum of two materials may be checked out from the bookmobile.
	+ Material can be checked back into the Bookmobile or VPL.
	+ For other regulations, see VPL Circulation Policy.