


## MEMORANDUM

To: Mayor Don Keil  
Seguin City Council Members  
Douglas Faseler, City Manager

From: Jacki Gross, Library Director 

Copy To: Tammy Garcia, Director of Human Resources

Subject: Library Building Project – Opening Day Collection

Date: April 5, 2016

The bond package for Seguin's new public library facility includes \$231,200 in funding to purchase additional materials for the library collection. This amount will enable us to add an estimated 15,500 additional titles to our existing collection. We have allocated the collection funds as follows:

- Adult fiction and nonfiction print materials \$ 96,500
- Youth fiction and nonfiction print materials \$103,500
- Spanish Adult and Youth print materials \$ 11,500
- Adult and Youth Audiobooks and DVD's \$ 19,700

The library primarily purchases print materials from two book jobbers on the Texas State Contract – Baker and Taylor and Ingram Library Services. The State of Texas has negotiated contracts with these companies that offer libraries substantial discounts on print resources. Ingram Library Services also offers a free Opening Day Collection (ODC) service. This service helps streamline the selection and ordering of Opening Day Collection materials by utilizing the skills of degreed librarians on Ingram's Collection Development staff to generate selection lists for the various areas of our collection. The selection lists are based on professional review sources, as well as other criteria we set. Once the lists are received, we choose titles from the lists that we want to purchase for our Opening Day Collection.

It is now time for library staff to begin selecting materials to ensure what we order is on the shelves and available to the public when we open the new library. Therefore, staff requests Council approval to purchase the library's Opening Day Collection from Ingram Library Services.