



DRAFT

Addison Library Cards Policy

Purpose:

~~To provide Addison residents access to quality library services while being fiscally responsible. Addison has determined that the expense of operating our own library is a major expense that does not need to be incurred when we the residents of Addison have the opportunity to use excellent libraries in neighboring communities. Addison currently offers residents library services to either the City of Farmers Branch or the City of Dallas Libraries.~~

~~two library options; the Manske Library on Webb Chapel Road in Farmers Branch and the Dallas Public Library system. Dallas has three libraries within a 4 mile radius of the East side of Addison:~~

~~Timberglenn Branch Library~~

~~18505 Midway Road~~

~~Fretz Park Branch Library~~

~~6990 Belt Line Road~~

~~Renner Frankford Branch Library~~

~~6400 Frankford Road~~

~~All four libraries are approximately 4.5 miles from the city center (Addison Circle Park). The Dallas Libraries are closer for those residents living on the East side of Addison while the Manske Library is closer for residents on the West side of Addison.~~

Residency Requirements

Current Addison residents will be eligible to receive ~~a one~~ library card per household. Residency will be demonstrated by showing:

1. A valid Texas Driver's License or Texas Identification Card with Addison home address; and/or-
2. Current (last 30 days) bill with your name and address on it. Examples may include: water bill, electric bill, vehicle insurance, toll tag statement, cable bill, bank statement, gun permit, telephone bill.

Those people with an Addison business address or hotel address are not eligible for a library card.

Library Card Costs and Use

Library cards are issued at no expense to the resident, however, Addison pays an annual fee for each library card issued to a resident. Residents are limited to one card per household for either the City of Dallas Libraries or the City of Farmers Branch Library. The fee for library cards will be established independently by each City through resolution or ordinance. ~~Residents are encouraged to have one card per household to be shared by all family members. Residents are also encouraged to have a card from either the Farmers Branch library or the Dallas library. In both of these instances if a resident requests~~

~~multiple cards or cards from both libraries we accommodate the request.~~ Below ~~are~~ is the current costs ~~to~~ Addison pays for each card issued.:

Library	Cost Per Card <u>to Addison</u>
Farmers Branch Library	\$200
Dallas Library	\$250

3-Year Annual Cost of Library Cards and Number of Cards Issued

Library	FY 12-13		FY 13-14		FY 14-15	
	Spend	# Cards	Spend	# Cards	Spend	# Cards
Farmers Branch	\$150,200	751	\$126,400	632	\$136,000	680
Dallas	\$54,750	219	\$50,750	203	\$55,250	221
Total	\$204,950	970	\$177,150	835	\$191,250	901

Farmers Branch Library Usage Fiscal Year 2015

Apartments	72.4%
Houses	27.6%

Number of Duplicate Cards per Household for Farmers Branch

Duplicate Cards	72
Value of Cards	\$14,400

Over the years we have tracked more detail related to the Farmers Branch library cards than the Dallas cards. We track name, address and number of cards issues for the Dallas cards thus we have less detailed statistics.

Proposal

~~As part of the cost savings measures Council asked staff to look at the library card program and come up with some cost saving measures. In looking at the library card program staff found that cost savings could be realized by offering access to the less expensive Farmers Branch Library and not offering a Dallas card which is \$50 more than the Farmers Branch Card. In addition, if the residents participated in the cost of the card with a minimal card fee we would defray some of the card costs and reduce the number of duplicate cards and one time users of the libraries.~~

~~To help offset the cost of the cards residents would be charged a \$25 fee for the first card in the household with each additional card at a \$10 price point. This is a nominal fee that should not prevent most people from purchasing a card but high enough that they would not purchase the card for a single use. For those individuals who would like to use the library but could not afford the expense they could receive a free card if they met a hardship requirement.~~

~~Library cards would be sold to residents at the Athletic Club through their RecWare system. This would give residents a central location to purchase their cards at a facility they are familiar with. All fees collected would go back into the library account to defray the cost to the Town.~~**Process for Obtaining a Library Card**

~~In order to~~To obtain a library card, Addison residents ~~are required to~~shall follow the process ~~identified below:-~~

- ~~Residents are required to visit the Addison Athletic Club and fill out~~complete a Library Card Application and Terms of Agreement for the Library System of their choice.
- Staff will review proof of Residency Requirements to determine eligibility.-
- If eligibility requirements are met, the resident will be provided a voucher to the Library System of their choice.
- The resident can then take the voucher and redeem it at one of the following libraries listed below:

Cost to Addison Residents

<u>Cost of First Card</u>	<u>Cost of Each Additional Card</u>
\$25	\$10

Hardship Card	Additional Hardship Cards
No Charge	No Charge

Manske Library (City of Farmers Branch)

13613 Webb Chapel Road
Farmers Branch, TX 75234

Timberglenn Branch Library (City of Dallas)

18505 Midway Road
Dallas, TX 75287

Fretz Park Branch Library (City of Dallas)

6990 Belt Line Road
Dallas, TX 75254

Library Card Renewal

Library cards are good for one year from the date of activation. In order to renew library cards, residents are required to follow the same process identified above ("Process for Obtaining a Library Card).

TexShare Program

Addison residents can request a TexShare Card from the Farmer's Branch or City of Dallas libraries. The TexShare program allows access to other participating libraries across Texas. Please note: many libraries restrict the type or number of materials that a visiting TexShare Card user may borrow.

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Hardship Application

~~The library card fee may be waived for individuals or families who fall below the household income to household size below. This is the same household income table used by CFBISD to determine eligibility for the free lunch program. To receive this benefit an individual or family must provide documentation that they 1) fall below the income level outlined in the below chart through a tax return 2) can demonstrate that their children are participating in the free or reduced cost lunch program through a school district 3) are receiving SSI benefits for a disability 4) are receiving benefits as a Disabled Vet 5) have a Medicare card.~~

~~With proof of one of the above, the initial card fee will be waived. All other library fees shall be the full responsibility of the cardholder. Any fees incurred by a child are the responsibility of the parent or guardian.~~

Carrollton/Farmers Branch ISD School Lunch Program
For School Year 2015-2016

<u>Household size</u>	<u>Yearly</u>	<u>Monthly</u>	<u>Weekly</u>
1	\$21,775	\$1,815	\$419
2	\$29,471	\$2,456	\$567
3	\$37,167	\$3,098	\$715
4	\$44,863	\$3,739	\$863
5	\$52,559	\$4,380	\$1,011
6	\$60,255	\$5,022	\$1,159
7	\$67,951	\$5,663	\$1,307
8	\$75,647	\$6,304	\$1,455

Three Options

Option 1

Remain Status quo and find the savings in property or sales tax

May get a card from Farmers Branch or Dallas

No fee for cards however, residents are encouraged to get one card per family at one library

Option 2

Single library system (Farmers Branch or Dallas)

Charge \$25 for first card and full price (FB \$200, Dallas \$250) for additional cards

Option 3

Dallas or Farmers Branch cards available

First Card is \$25, \$10 for each additional card