|  |  |
| --- | --- |
| Collection Plan: eBooks and Downloadable Audiobooks | |
| **Collection:**  eBooks and Downloadable Audiobooks | **Date:**  February 2017 |
| **Collection Statement:**  PCLS subscribes to several vendor platforms that offer a variety of eBooks and downloadable audiobooks for lease. Collection Management Librarians strive to select, within budget constraints, a diverse variety of popular fiction and non-fiction that complements, rather than recreates, PCLS’s print collections. It’s not feasible to purchase all titles in every format offered. | |
| Audience: Who are the intended users of the collection?  All ages | |
| **Content**: What is the range and kind of content needed in the collection?  Fiction, non-fiction, and graphic novels for all ages are selected. | |
| Selection, Acquisition: How will the content be selected and acquired? What is the budgeted amount for purchasing the collection?  Content is selected in alignment with PCLS’s Board Administrative Policy 92-04, “Criteria for Library Materials Selection” and Board Policy 2.6, “Selection of Library Materials,” using the same parameters as for the physical collections. Selection is done based on publishing cycle, so certain times of the year will have more new titles purchased than other times. PCLS customers can aslo request titles to be added. Selection is also responsive to PCLS programs and initiatives. | |
| **Special Funding Consideration:**  Publisher price points for e-content vary widely (running as much as three or four times the list price for physical materials), impacting PCLS’s ability to purchase numbers of both titles and copies.  In addition, publishers’ varied, vendor-negotiated terms of use have resulted in numerous challenges for libraries. Many licensed titles expire after specific lease periods or a fixed number of circulations.  Other vendor-selected content is offered to PCLS via a cost-per-use model. This form of patron-driven circulation impacts the number of checkouts that PCLS can offer via the vendor platform.  PCLS continually monitors this challenging publishing marketplace, looking for opportunities to work with different models to benefit customers and affect the fiscal impact of offering e-content.  Funds for eBooks and downloadable audiobooks are budgeted in the following fund lines:  **53413 Electronic Services 53414 Electronic Collections** | |
| **Performance metrics:** What measures will be used when evaluating the collection’s performance?  Expiring e-titles are evaluated for repurchase based on cost, circulation, whether part of a series, and outstanding customer holds. Expired content not repurchased will be removed from the catalog.  When evaluating new and requested titles, the performance and cost-per-use of similar items are considered. Preference will be given to non-metered content.  Titles will not be purchased on multiple electronic platforms.  Holds ratio is 10:1 (holds:copy) with a cap of 20 which can be adjusted based on professional judgment regarding price and collection relevance.  Customers will be limited to three purchase requests per month.  The Library won’t purchase non-bestseller titles that cost 300% of retail if we own a physical copy.  Prepublication requests will only be considered three months before publication. | |
| **Maintenance/Cataloging Notes:** Specify which (if any) special processing, cataloging, ILS procedures, etc. should be used for this collection. (Leave blank if customary procedures for format type will be used.)  Brief bibliographic records are added to the Polaris catalog for econtent based on platform considerations. Not all platform content may be added. The records for expiring and weeded titles are removed from both PCLS’s vendor interface and the Polaris catalog. | |