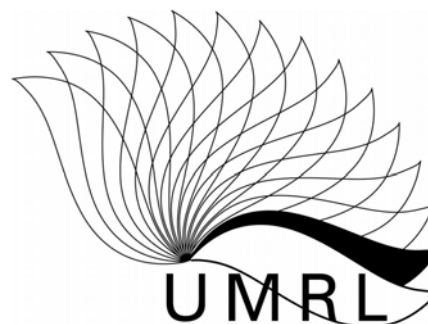


K n o w l e d g e i s
p o w e r



Policy Name:	Book Club Policy	Version Number:	1
		Produced by:	Branch & Customer Services
Approved by:	CEO	Date Approved:	1 st February 2008
Contact:	Inter Library Loans & Liaison Library Officer	Date to be reviewed:	1 st February 2009

1. Membership requirements

- 1.1 Any member of Upper Murray Regional Library Service is eligible to join one or more of the libraries book clubs
- 1.2 Any person wanting to join a book club must first be a member of Upper Murray Regional Library.
- 1.3 The number of members per book club will be limited to ten, this restriction is in place to match the number of titles that we are currently purchasing
- 1.4 An annual fee will be payable by each member of the book club, as outlined in the schedule of fees and charges, by the end of January each year. This fee will entitle each member of the book club to eleven titles per year.

2. General information

- 2.1 A list of available titles will be circulated to the book club facilitator each January. This list will include the title, author and also a blurb for each book. Book clubs can then nominate their preferred titles for the upcoming year. Books will be allocated to each book club by Branch and Customer Services team.
- 2.2 All titles are to be returned to Upper Murray Regional Library at the end of the loan period. This is to ensure equity of access to all book club members.
- 2.3 All suggestions for purchase from book clubs will be considered. The final decision on whether to buy a title will be made by Branch and Customer Services Team and Collection Development team. The Collection Development Policy will guide selection.

- 2.4 Members are encouraged to provide book reviews either as individuals or as a group these can then be passed onto other book club groups and also be posted on the UMRL website.

3. Management of book clubs

- 3.1 Management of the Upper Murray Regional Libraries book clubs will be undertaken by the UMRL Branch and Customer Services team.
- 3.2 Facilitators are to provide UMRL with a list of current book clubs at the commencement of each year.
- 3.3 Book club loans will be for a maximum of six weeks. Books not returned by the end of the six weeks will incur overdue charges as per the fees and charges schedule.
- 3.4 The Branch and Customer Services team will keep a record of what title has been sent to which book club.
- 3.5 Once a title has been “read out” by our UMRL book clubs, that title will then be available for Inter library loan to other library services book clubs.

4. Review

- 4.1 This policy document will be reviewed within a three year cycle, or as deemed necessary by the Chief Executive Officer/Library Manager.

5. Variation

- 5.1 UMRL reserves the right to alter, vary or revoke this policy.