

MEMORANDUM OF UNDERSTANDING

Service: Overdrive Reciprocal Lending Arrangement

Partners: Finger Lakes Library System, Pioneer Library System and Southern Tier Library System

General Understanding and Preferences

The following *Memorandum of Understanding* is made between partnering library systems, Finger Lakes Library System, Pioneer Library System and Southern Tier Library System for enhancing digital library material offerings to residents of the library systems.

The *Understanding* recognizes that all three systems will work together in partnership utilizing their existing contracts with Overdrive, Inc. to participate in the company's *Reciprocal Lending Arrangement* whereas residents within all three systems who maintain current library cards may borrow materials offered by each library system through the systems' Overdrive platforms regardless of where the resident resides within the three library systems' service areas.

The library systems will enable this *Reciprocal Lending Arrangement* by completing Overdrive's *Enrollment Form*, and establishing the following systems-wide preferences:

PREFERENCES FOR VISITORS

Below, please indicate your RLA group's preferred settings for visitors:

1. Allow visitors to place holds Yes No
2. Allow visitors to recommend titles for purchase Yes No
3. Allow visitors to borrow titles that are Metered Access by checkout Yes No
4. Allow visitors to borrow titles that are Metered Access concurrent use Yes No
5. Allow visitors to borrow titles that are Metered Access by the earlier of time or checkout Yes No
6. Allow visitors to borrow titles in the Cost Per Circ lending model Yes No
7. Allow visitors to have access to Lucky Day titles Yes No
8. Library wishes to prioritize holds for its home users Yes No

Visitors will not have access to Simultaneous Use content (including Magazine subscriptions and Database Subscriptions).

Visitors will not have access to streaming media in the Cost Per Circ lending model.

Visitors will have access to all one copy/one user titles and Metered Access By Time titles in Library's collection.

Investing

As part of this *Understanding*, all three systems will work together to maintain financial parity as it relates to investing in each library system's Overdrive collection. Library systems are responsible for working with their member libraries to maintain current investment levels in their Overdrive collections as presented at the time this original *Understanding*, communicate investment levels with partnering library systems on an annual basis, and try to increase investments in Overdrive collections taking into consideration current demand for services.

Term

This *Understanding* remains in effect until one library system chooses to no longer participate. At such time, the remaining two library systems can decide to continue the *Understanding* based on its current conditions, or abandon the *Understanding*. All three library systems are responsible for informing Overdrive, Inc. if one or more systems choose to no longer participate in the *Reciprocal Lending Arrangement* program.

Communication

Library system administrators and designated staff will communicate on a reoccurring basis to assess the effectiveness of the *Understanding* relative to providing quality services to residents. This communication includes emails, phone calls and meetings as needed. The library systems and their designated staff will also meet annually (December of each year) to evaluate usage statistics, collection investments along with lending preferences. All three systems can revise preferences during these meetings and determine the future direction of the *Understanding* in partnership with, and on behalf of their member libraries.

Signatures

This *Understanding* takes effect on the date it is signed by all library system Executive Directors, and remains until all three library systems agree to revise the terms of the *Understanding*.

Finger Lakes Library System

Sarah Glogowski, Executive Director

Signature: Sarah Glogowski

Date: 2/7/22

Pioneer Library System

Ron Kirsop, Executive Director

Signature: Ron Kirsop

Date: 02/07/2022

Southern Tier Library System

Brian Hildreth, Executive Director

Signature: Brian Hildreth

Date: 2/7/22