

# Collection Size and Materials Budget Report – Prescott Valley Public Library

## Breakdown of PVPL Materials Budget Sources

\$ 53,000 from Yavapai County Free Library District (YCFLD)  
 \$ 5,000 from an ongoing donor  
 \$ 2,500 from Friends of the Library  
 \$ 10,000 Budget Increase FY 2014-15

	Prescott Valley Public Library	Prescott Public Library	Sedona Public Library
Collection Size:	100,513 items	177,535 items	83,896
Materials Budget:	<b>\$ 70,500</b> (See breakdown at left for sources.)	<b>\$ 185,000</b> (Yavapai County Free Library District Funds)	<b>\$ 124,500</b>

## Marketing the Collection

- Newsletter: items are highlighted in articles in the monthly newsletter.
- Displays and tri-fold brochures are designed to draw attention to materials.

## Withdraw Procedure

- How many times has an item been checked out?
- If an item has not been checked out for two years, removal is considered.
- If an item is in bad condition it is replaced, if possible.

## Selectors

- Adult Division – Fiction
- Adult Division – Media
- Adult Division – Nonfiction
- Teen Division
- Children’s Division

## Collection Purchasing Procedure

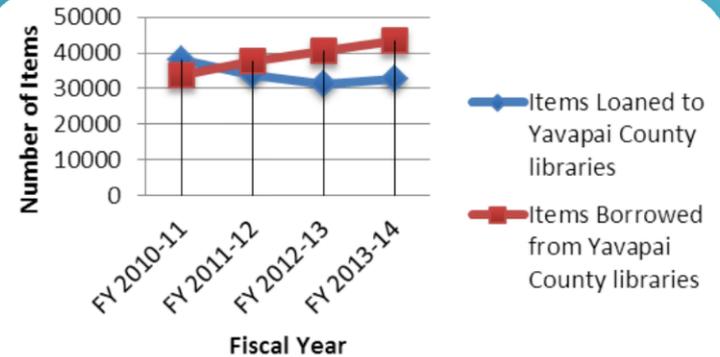
- Selectors review reports generated by Yavapai Library Network showing items with the most holds
- Items with the most holds are purchased in multiple copies/formats
- Areas with high circulation are augmented with more purchases
- Items purchased per customer request
- Selectors consult trade journals, NYT Bestseller lists, Book TV, etc. to guide purchase decisions
- Multiple vendors are used to get the best prices

## Vendors

- Baker & Taylor
- Midwest Tape
- Amazon
- Ingram

## Prescott Valley Public Library:

### Number of Items Borrowed vs. Number of Items Loaned



## Electronic Media

- OverDrive: Online downloadable electronic materials collection in all selector categories
- eReader check out: Four preloaded Kindles with 10 titles each

## Periodicals

- Online titles available in YLN databases
- Prescott Valley Public Library purchases 84 hardcopy titles