

RESOLUTION NO. 05-02-12

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA APPROVING THE SIGNATURE OF A CONTRACT AGREEMENT BETWEEN SOUTHEAST FLORIDA MUNICIPAL LIBRARIES DIGITAL CONSORTIUM MEMBER LIBRARIES AND EBOOK VENDOR, OVERDRIVE FOR ANNUAL RENEWABLE SERVICE TO PROVIDE E-BOOKS TO LAKE PARK LIBRARY PATRONS FROM THE LAKE PARK LIBRARY WEBSITE, PROVIDING THE REQUIRED ASSURANCES; AUTHORIZING THE MAYOR AND TOWN MANAGER TO SIGN THE AGREEMENT ON BEHALF OF THE TOWN.

WHEREAS, the Town of Lake Park ("Town") is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, in order to meet the requirements for reduced rate for ebook subscription membership in the Southeast Florida Municipal Libraries Digital Consortium (SEFMLDC) is required, and the Town Commission of the Town of Lake Park is required to approve the signature on the Contract Agreement (a copy of which is attached as Exhibit "A") which is incorporated herein and make the certifications provided herein;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA THAT;

- Section 1. The foregoing recitals are adopted as true and correct findings of act by the Town Commission and are incorporated by reference herein. The Town of Lake Park, Florida is apolitical subdivision, eligible to participate as member of SEFMLDC .
- Section 2. The Town Commission of the Town of Lake Park hereby authorizes the Mayor to execute signatures on behalf of the Town and its participation in the Cooperative.
- Section 3. This Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by Commissioner Stevens who moved its adoption. The motion was seconded by Vice-Mayor Rumsey and upon being put to a roll call vote, the vote was as follows:

	AYE	NAY
MAYOR JAMES DUBOIS	<u>/</u>	—
VICE-MAYOR KENDALL RUMSEY	<u>/</u>	—
COMMISSIONER STEVEN HOCKMAN	<u>/</u>	—
COMMISSIONER JEANINE LONGTIN	—	<u>/</u>
COMMISSIONER TIM STEVENS	<u>/</u>	—

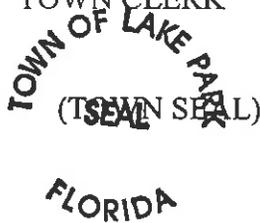
The Town Commission thereupon declared the foregoing Resolution NO. 05-02-12 duly passed and adopted this 1 day of February, 2012.

TOWN OF LAKE PARK, FLORIDA

BY: 
JAMES DUBOIS
MAYOR

ATTEST:


VIVIAN LEMLEY
TOWN CLERK



Approved as to form and legal sufficiency:

BY: 
THOMAS J. BAIRD
TOWN ATTORNEY

Overdrive
Consortial Pricing Information Southeast Florida Group –
If Managed by SEFLIN

SEFLIN Member Libraries

Overdrive Tiers	Library Service Area	System Fee	Content Fee	SEFLIN Fee	Total Annual Fees
Tier1	Legal Service Area Population Under 5,000	\$500	\$1,000		\$1,500
Tier2	Legal Service Area Population 5,001 – 35,000	\$1,000	\$2,000		\$3,000
Tier 3	Legal Service Area Population 35,000 – 70,000	\$2,000	\$4,000		\$6,000
Tier 4	Legal Service Area Population 70,001 – 100,000	\$3,000	\$6,000		\$9,000

SEFLIN Non-member Libraries

Overdrive Tiers	Library Service Area	System Fee	Content Fee	SEFLIN Fee	Total Annual Fees
Tier1	Legal Service Area Population Under 5,000	\$500	\$1,000	\$75	\$1,575
Tier2	Legal Service Area Population 5,001 – 35,000	\$1,000	\$2,000	\$150	\$3,150
Tier 3	Legal Service Area Population 35,000 – 70,000	\$2,000	\$4,000	\$300	\$6,300
Tier 4	Legal Service Area Population 70,001 – 100,000	\$3,000	\$6,000	\$450	\$9,450

General Information from Overdrive

1/3 of fee supports the system

2/3 of fee supports content

\$1500 one-time fee for new libraries to join *after "go-live" date*

Overdrive marketing Information

<http://www.overdrive.com/Solutions/Libraries/Public/>

OverDrive Advantage 2.0

Enrollment Form



Shared Collection/Consortium Information			
Name of Shared Collection or Consortium:			
URL of Shared Collection or Consortium:			
Member Library Information			
Member library name:			
Member Library Accounting Contact			
Name:		Email:	
Telephone:		Fax:	
Address:		City	State ZIP
Member Library Collection Development Contact			
Name:		Email:	
Telephone:		Fax:	

Terms and Conditions:

- Must be a current OverDrive customer and member of an OverDrive consortium or shared collection.
- The ability to authenticate library patrons as part of an individual library separate from the consortium is required.
- The Advantage member library must set up a separate account with OverDrive and will be invoiced separately for their titles and selections.
- Library must pay a one-time enrollment fee of \$1,000, which includes a collection credit of \$500 (and access to purchase additional content at any time as long as account is in good standing).
- Library acknowledges fees or costs related to MARC records, SIP or similar protocol for patron authentication are not included and shall be at Library's own expense.

Acknowledgement and Acceptance:

- Library will be invoiced in the amount of **\$1,000** for the OverDrive Advantage Member Enrollment Fee and agrees to be bound by the OverDrive Advantage Terms and conditions.
- **In addition to the \$1,000 Enrollment Fee**, Library requests to be invoiced in the amount of \$ _____ for a deposit on account with OverDrive for future content collection purchases.

(Member Library Name)

Date: _____

By Signature: _____

Name (Print): _____

Title: _____

Telephone: _____

Email: _____

Please complete this Enrollment Form and return by fax or email:

- Fax to OverDrive at +1 216-573-6888 or
- Email to sales@overdrive.com

Description of OverDrive Advantage 2.0:

- ***Custom collections for your library within the shared collection website.*** OverDrive Advantage is a program that enables members of OverDrive-powered shared collections or consortia to add a custom collection exclusively for their patrons. These individual libraries, upon enrolling in OverDrive Advantage, may purchase digital titles in formats that their shared collection supports (e.g., audiobooks, eBooks, music and/or video) and make them available to their patrons within their shared collection's OverDrive-powered "virtual branch" website.
- ***Benefits.*** Advantage members may reduce waiting lists by purchasing additional copies of popular titles and making them available only to their patrons. Advantage members may also create custom collections by purchasing titles that are not in the shared collection but are of interest to their community. The Advantage member library's titles will appear on the same OverDrive-powered website their patrons have always used, eliminating the need for additional URLs and links.
- ***Advantage 2.0 Titles and Materials.*** All material purchased by participating Advantage library are for the exclusive use of the Advantage library patrons. Advantage materials will not be visible to other consortia members. Advantage library patrons will be asked to sign into their library accounts in order to see the additional titles and to check out advantage material.

For more information on OverDrive Advantage, please visit:

<http://www.overdrive.com/products/dlr/advantage.asp>

Schedule "C"
Library Participation Form – Southeast Florida Municipal Libraries Digital Consortium

1. In consideration of participation in the Southeast Florida Municipal Libraries Digital Consortium ("Consortium"), lending digital materials, Participating Library agrees to abide by the terms and conditions of the Agreement.
2. Participating Libraries shall pay OverDrive an Annual Participation Fee for joining and ongoing services provided to Consortium. The Participation Fee shall include any and all services relating to use of the Application Services including the Digital Library Reserve (DLR) System License, configuration and customization of website services, third party software licenses, hosting, bandwidth, and maintenance of the application services and staff training. The Annual Participation Fee shall be based upon Participating Library's Legal Service Area Population as reported by the then current information available at the Institute of Museum and Library Services (<http://harvester.census.gov/imls/search/index.asp?&LibraryName>).

Annual Participation Fee for 2011 - 2014*

			Please check one:
Tier 1	Legal Service Area Population up to 5,000	\$1,500 per year	_____
Tier 2	Legal Service Area Population of 5,001 – 35,000	\$3,000 per year	_____
Tier 3	Legal Service Area Population of 35,001 – 70,000	\$6,000 per year	_____
Tier 4	Legal Service Area Population of 70,001 – 100,000	\$9,000 per year	_____

*After the initial term of two (2) years, the Annual Fee is subject to change. The Annual Fee shall be due and payable within thirty (30) days of receipt of invoice.

3. Florida Public Libraries that are in the service area of the Southeast Florida Library Information Network ("SEFLIN") with Legal Service Area Populations under 100,000 shall be eligible to join Consortium, on a quarterly basis. Any current OverDrive customer (standalone system) shall not be eligible to join Consortium. Notwithstanding the foregoing, OverDrive shall have sole discretion to approve any and all new libraries that seek to join Consortium. Non-SEFLIN Participating Libraries may be subject to an administrative fee levied by SEFLIN.
4. The Annual Participation Fee collected during each year shall be allocated as follows: one-third (1/3) towards configuration, system fees, and maintenance, and two-thirds (2/3) toward selection of Content for the shared collection. At any time during the term of this Agreement, Consortium and/or Participating Libraries may select additional Content subject to standard terms and pricing. Consortium and/or Participating Libraries shall make payments to OverDrive for Content selections within thirty (30) days of receipt of invoice.
5. DLR is for remote use only (outside of the Participating Library). Without the use of OverDrive Download Station software, Patrons and all other users of DLR cannot download Digital Content to any Participating Library computers or devices. Participating Library shall have the option to purchase an OverDrive Download Station Software license for each of its public workstations at all of its branch locations.
6. Participating Library shall be eligible to enroll in the OverDrive Advantage program, at the then-current rate for enrollment.
6. Participating Library shall include a direct hyperlink and/or logo linked to the DLR service from Participating Library's home page and other appropriate sub-pages. Such link or logo shall be featured no less prominently than other electronic resources or services including but not limited to EBSCOhost, Recorded Books, Ingram and 3M.
7. Participating Library acknowledges it may incur additional license fees or costs related to MARC records, SIP or similar protocol for patron authentication. All such fees shall be at Participating Library's own expense, and are not included in the Participation Fee.
8. Participating Library acknowledges that if Participating Library withdraws from Consortium prior to the expiration of Agreement with OverDrive, all content, products, and services that have been licensed with the Participating Library's monetary and in-kind contributions to Consortium shall remain with Consortium.

[signature page follows]

Accepted and agreed this _____ day of _____ 2011 by:

(“Participating Library”)



By (signature): _____

Name (Print): James DuBois

Title: Mayor

Please fill out the following with the appropriate contacts:

Billing Contact(s)

Name(s), email address, and billing address of contacts to receive billing:

Primary:
Name: Jeannette Smithee

Local Library:
Name: _____

Email: smithee@seflin.org

Email: _____

Address: SEFLIN, Office 452, Wimberly Library, FAU
777 Glades Road, Boca Raton, FL 33431

Address: _____

Phone: 561-208-0984 ext 226

ILS Change Contact(s)

Names(s) and email address of contacts allowed to request ILS changes for your library:

Name: _____

Name: _____

Email: _____

Email: _____

Collection Contact(s)

Name(s) and email address of contacts who will work on collection management:

Name: _____

Name: _____

Email: _____

Email: _____

Promotional Materials Contact(s)

Name(s) and email address of contacts to work with our Partner Services Team on promotion:

Name: _____

Name: _____

Email: _____

Email: _____

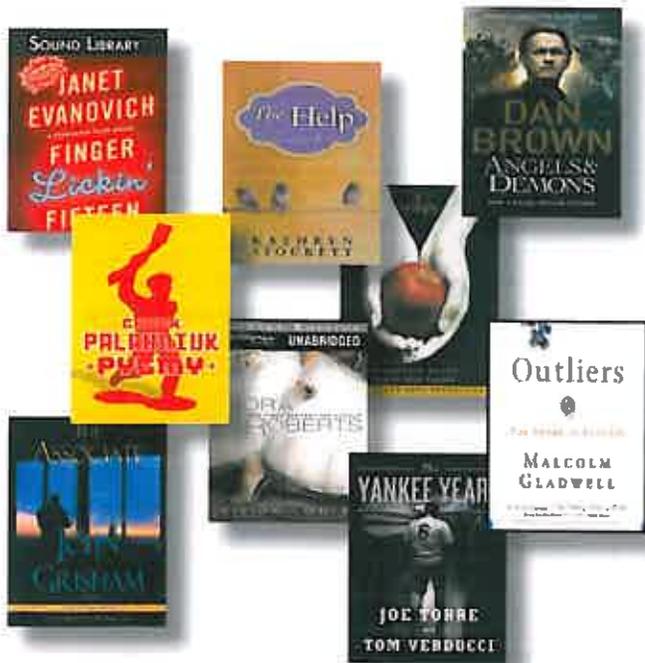
OverDrive Advantage

For Members of OverDrive Shared Collections

Create a custom collection exclusively for your patrons on your shared collection website

Take full advantage of your OverDrive-powered shared collection with the OverDrive Advantage plan. This service feature gives libraries that are members of a shared collection the ability to offer patrons additional popular titles to reduce waiting lists, as well as a custom collection of titles not currently available in the shared collection.

This custom collection will be integrated with the same single download website that patrons already use. Plus, OverDrive Advantage libraries will have access to OverDrive's catalog of 200,000 digital titles, including the largest collection of iPod-compatible audiobooks for libraries.



Become an **OverDrive Advantage** member and offer your patrons:

- reduced waiting lists on popular audiobooks, eBooks & more
- a custom catalog of titles developed specifically for your community
- continued access to titles you share with other libraries

...all within the same, single download website they already use!

"This new service will permit our individual members to expand and enhance the digital media titles available to their patrons, while using the same download service they have been successfully using for the last three years."

Robert Hubsher, Executive Director RCLS (NY)

(see reverse for more details)



OverDrive Advantage (cont.)



What are the benefits of becoming an OverDrive Advantage library?

- **Reduced waiting lists:** Add more copies of popular titles to reduce waiting lists for your patrons.
- **Custom collection:** Develop a collection of titles that is not part of your shared collection.
- **Continued access:** Provide access to both the shared collection and the custom collection on the same website patrons already use.

How does the plan work?

- OverDrive Advantage libraries receive their own account in OverDrive's collection development portal, Content Reserve.
- A library's custom collection of titles will be integrated into the existing download website, but only patrons of individual OverDrive Advantage libraries can check out these titles.
- Libraries can only add titles in the format(s) that are currently available in the shared collection. They can also add an 'always available' Maximum Access subscription or download standing order plan.

- Loan periods and lending rules established by the consortium remain the same for the OverDrive Advantage plan titles. For example, if the loan period for audiobooks is 21-days in the consortium, then titles in your library's custom collection will also have a 21-day loan period.
- All titles purchased under the OverDrive Advantage plan can be transferred. If a library decides to leave the consortium, OverDrive Advantage plan titles are transferable to a new OverDrive-powered download website.
- Libraries can purchase MARC records for their OverDrive Advantage titles.
- Libraries can track the success of their custom collection with Content Reserve's real-time reports.

Who can participate?

Any library that is currently a member of an OverDrive-powered shared collection can become an OverDrive Advantage library. The plan is designed for single libraries to create their own collection of digital media. The ability to authenticate library patrons apart from the consortium is required.

Contact us today!

OverDrive, Inc.
8555 Sweet Valley Drive • Cleveland, OH 44125 USA
+1 216.573.6886 main • +1 216.573.6888 fax
sales@overdrive.com • www.overdrive.com



Karen Mahnk

From: Karen Mahnk
Sent: Friday, January 27, 2012 12:54 PM
To: 'Baird, Thomas J.'; 'tbaird@jonesfooster.com'
Subject: FW: REMINDER: Overdrive Participation Agreement Form due November 30
Follow Up Flag: Follow up
Due By: Friday, November 18, 2011 3:30 PM
Flag Status: Flagged

Tom, I'm fairly certain you've seen these but I cannot find any confirmation in my email - I may have sent interoffice (?)

Can you review today & let me know today? -
(These are the documents for the Overdrive Ebook contract.)

Thanks much!

Karen Mahnk, MLIS
Director
Lake Park Public Library
529 Park Avenue
Lake Park, Fl 33403
561 881-3330 Fax: 561 881-3336
kmahnk@lakeparkflorida.gov

<http://www.lakepark-fl.gov>

-----Original Message-----

From: Jeannette Smithee [mailto:smithee@seflin.org]
Sent: Monday, November 14, 2011 10:05 AM
To: heidib@OAKLANDPARKFL.ORG; rsterling@wiltonmanors.com; susan.sandness@CITYNMB.COM; clarkc@bbfl.us; alan.kornblau@DELRAYLIBRARY.ORG; Karen Mahnk; vjoslin@LAKEWORTH.ORG; bsammis@VILLAGE-NPB.ORG; eromeo@VPSLIBRARY.NET; ccobb@RIVIERABCH.COM; ecarranza@rivierabch.com; ehernandez@cityofparkland.org; elitakalma@SEMTRIBE.COM; librarian@manalapan.org; puhekm@bellsouth.net; lgonzalez@northmiamifl.gov; mancuso@boyntonlibrary.org; NaughtonM@bbfl.us; watsa@bbfl.us
Cc: dgauthier@lighthousepointlibrary.com; canthony@lighthousepointlibrary.com; msbml@YAHOO.COM; ssloan@CI.BOCA-RATON.FL.US; sidpatchett@YAHOO.COM; msuarez@highlandbeachlibrary.org; Tom Scott; Mike Kertesz (mkertesz@overdrive.com)
Subject: REMINDER: Overdrive Participation Agreement Form due November 30
Importance: High

This is a reminder that the Participation Form for the OverDrive South Florida Municipal Libraries Digital Consortium is due by **November 30**. As of last Thursday (November 10) I have received only the Agreement from Oakland Park. If you need additional time to get approval, please let me know so we don't submit an incomplete participation list.

If your library is also interested in the OverDrive Advantage program to purchase additional titles for your library, please return that enrollment form also.

SEFLIN experienced some email problems in October, so if I have not responded to email sent to me, please accept my apologies and resend. Thank you.

To everyone interested in the Southeast Florida Municipal Libraries Digital Consortium:

The OverDrive Agreement and the **Participant Registration Form** are revised. The agreement is for a 2-year initial term with the option to renew for successive terms of twenty four (24) months upon written 1/27/2012

agreement between the Parties. The Participation Form is attached. Please return it to me by **November 30, 2011** – in the week following Thanksgiving. If your library will not participate at this time, please let me know that also.

- 1) On page 2, SEFLIN is entered as the primary Billing Contact for the Consortium, but a billing contact for your library should also be entered.
- 2) On page 2, enter contact information for 1 or 2 people for questions about your online library catalog, collections management and orders, and for marketing information.
- 3) Please send a copy of your library's tax exempt information with the Participation form.
- 4) The SEFLIN OverDrive price list is attached with applicable fees for Non-SEFLIN member participating libraries.

OverDrive Advantage Program is the optional add-on that will allow the library to purchase additional titles to be available for your library that will be billed separately.

- 1) There is a flyer describing the Advantage program and an Enrollment Form. Both are attached.
- 2) If interested, you may return the Advantage Program Enrollment Form with the Consortium Participation Form.
- 3) If you have questions about the Advantage Program, you may contact Tom Scott, tscott@overdrive.com

If you have questions about the Southeast Florida Municipal Libraries Digital Consortium or the Participant Registration, you may contact me, Smithee@seflin.org

Thank you for your patience.

Jeannette Smithee, Executive Director
SEFLIN, Inc. Office 452, Wimberly Library
Florida Atlantic University, 777 Glades Road
Boca Raton, FL 33431
Toll Free: 1-877-733-5460 ext 226
FAX 561-208-0995
smithee@seflin.org