

Highlands Regional Library Cooperative
FY2010: NextReads



Letter of Agreement

Deadline for commitment is August 17, 2009
Deadline for payment is October 30, 2009

Highlands Regional Library Cooperative Responsibilities:

- The Highlands Regional Library Cooperative (HRLC) will coordinate the project and payment to NextReads on behalf of the participants.
- HRLC agrees to provide participants the opportunity annually to continue participation in the project or to discontinue participation.

Participant Responsibilities:

- The Library agrees to participate in the *HRLC* NextReads Initiative.
- The Library agrees on the timeframe for the project which is projected to begin/renew service on November 30, 2009 for a 12-month period.
- The Library agrees to pay the discounted console fee of \$550 and the discounted rate of \$25 per 1000 library card holders. *Note: this is an annual fee and third year costs have not increased.*
- The Library agrees to communicate the availability of Next Reads newsletters with a link on the Library's home page, through other communications mechanisms and through printed PR provided by HRLC.
- The Library agrees to use the capability provided to link titles recommended in NextReads Online Newsletters to the library's web-based catalog. Note: There is flexibility to use a mix of NextReads and locally selected titles.
- The Library agrees to adhere to the policies determined jointly by HRLC and group participants.
- The Library agrees to participate in an evaluation of this project.

A signed letter of agreement and payment in full of Year Three cost makes the library eligible to participate fully in the project. *Highlands Regional Library Cooperative (HRLC)* is the fiscal agent for this project. The Library agrees to pay HRLC the full amount of Year Four costs by October 30, 2009. *(Please make check payable to HRLC. Send payment to HRLC, 400 Morris Ave, Suite 202, Denville, NJ 07834)*

Library Name _____

Library Director _____

Signature: _____ Date: _____

This Library has _____ (number) of library card holders (adult and juvenile).

Based on the current number of total card holders and the fee of \$25 per thousand card holders, in addition to the \$550 console fee, the Library commits to the Year Four cost of _____