



Peterborough Public Library

To: Peterborough Public Library Board of Trustees

From: Jennifer Jones, Library CEO

Meeting Date: November 5, 2019

Subject: Report PPL19-047
Reserves Request – Kiosk Pilot Project

Purpose

A report to request the use of Library Reserves to fund the purchase of a book vending machine for a Kiosk Pilot Project.

Recommendations

That the Library Board approve the recommendations outlined in Report PPL19-047, dated November 5, 2019, of the Library CEO, as follows:

- a) That \$50,000 from the Library Reserves be approved for the purchase of a NovelBranch Kiosk (includes start up costs); and,
- b) That the Peterborough Sport & Wellness Centre be the location for the kiosk pilot project.

Budget and Financial Implications

There is one exclusive vendor of this product in Canada, so a non-standard procurement process would need to be approved.

The purchase price of a NovelBranch Kiosk was quoted at \$31,000. A data line would need to be installed at the host location, which is approximately \$1,000. There is an add-on option of a 'holds pick-up locker' available for an additional \$16,000.

Background

The Library has been exploring innovative ways to provide Library services to the Peterborough community. One of the options we would like to investigate is providing pop-up programming and kiosk borrowing services at another City facility. The use of another City facility reduces costs and potential challenges with regards to insurance and legal agreements. Having already established a partnership through work on the café project, we would like to further explore providing additional Library services at the Peterborough Sport & Wellness Centre (PSWC). They have agreed to act as a host location for a library book kiosk pilot project.

There are few choices for this type of kiosk, most of which as a locker style system for holds pick up. The Library would prefer to have a system that is browsable and allows for item discovery, which leaves only one option – NovelBranch (Appendix A).

This kiosk would provide visitors to the PSWC with the option of using their Peterborough Public Library card to borrow and return materials from the onsite kiosk. Library staff would arrange for marketing and promotion of this new service and host "get carded" events at the PSWC. There are further opportunities for pop-up programming, partnerships with PSWC staff and overall growth of library services to a different area of our community.

As a pilot project, this kiosk would give the library the opportunity to test out a new underserved area of the community. If successful, there would be further opportunities to add to the kiosk network or move the kiosk to another area in the city to pilot services there.

Submitted by,

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Library CEO

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Attachments
Appendix A : NovelBranch Kiosk