



**CITY of CALABASAS**

**LIBRARY COMMISSION AGENDA REPORT**

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**DATE:** APRIL 25, 2022  
**TO:** LIBRARY COMMISSION  
**FROM:** BARBARA LOCKWOOD, CITY LIBRARIAN *BL*  
**SUBJECT:** CALIFORNIA STATE LIBRARY ZIP BOOKS PROGRAM  
**MEETING DATE:** MAY 2, 2022

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**BACKGROUND:**

The Zip Books program sends books directly to patrons' homes from Amazon. The service is free to patrons and is funded by a \$3,000 grant from the California State Library. We started the program in early February. The program was advertised on our website, on the Library social media, through in-house flyers and an article in the Acorn newspaper.

**DISCUSSION:**

Currently published print titles that are not in the Calabasas Library collection or on order, and priced at \$50 or less on Amazon can be requested. The publication date must be at least 6 months old although we have ordered some newer non-fiction that were not bestsellers. The item must be a printed book or Large Print book.

Books are shipped directly to the patron's home from Amazon. After reading the book, the patron returns it to the Calabasas Library Circulation Desk where it may be added to the collection. The Zip Book must be returned no later than 10 weeks

after it is received. The 10-week period is based on the usual three renewals plus a week grace period. If the book is not returned, it is considered lost and must be replaced before library privileges are reinstated. There is a limit of three requests per month. All Zip Books must be returned to the Library before requesting more titles. Patrons must have a valid Calabasas library card with current address and phone number to participate and they can call or visit the Library reference desk to request a book.

As of April 25, we have ordered 45 books for 36 patrons. The cost was \$723.32.

**ATTACHMENT:** Zip Book flyer

**REQUESTED ACTION:**

This is an informational item only and requires no action.