

BOOKMOBILE 101

Bookmobile Basics....scheduling, operating, promoting, etc.

Rhonda Kendziorski – McCreary Co. Public Library



This is me...



Hi! I'm Rhonda Kendziorski.

I work at the McCreary County Public Library.

I've been with MCPL for 12 years

Bookmobile Librarian for the last 9 years

Currently the Assistant Librarian

rhonda.mcpl@gmail.com



MCCREARY COUNTY

- Located in Southeastern KY
- Population 17,408
- In the Daniel Boone Nat'l Forest
- Rural Area



MCCREARY COUNTY PUBLIC LIBRARY

6 North Main Street
Whitley City, KY 42653
(606) 376-8738

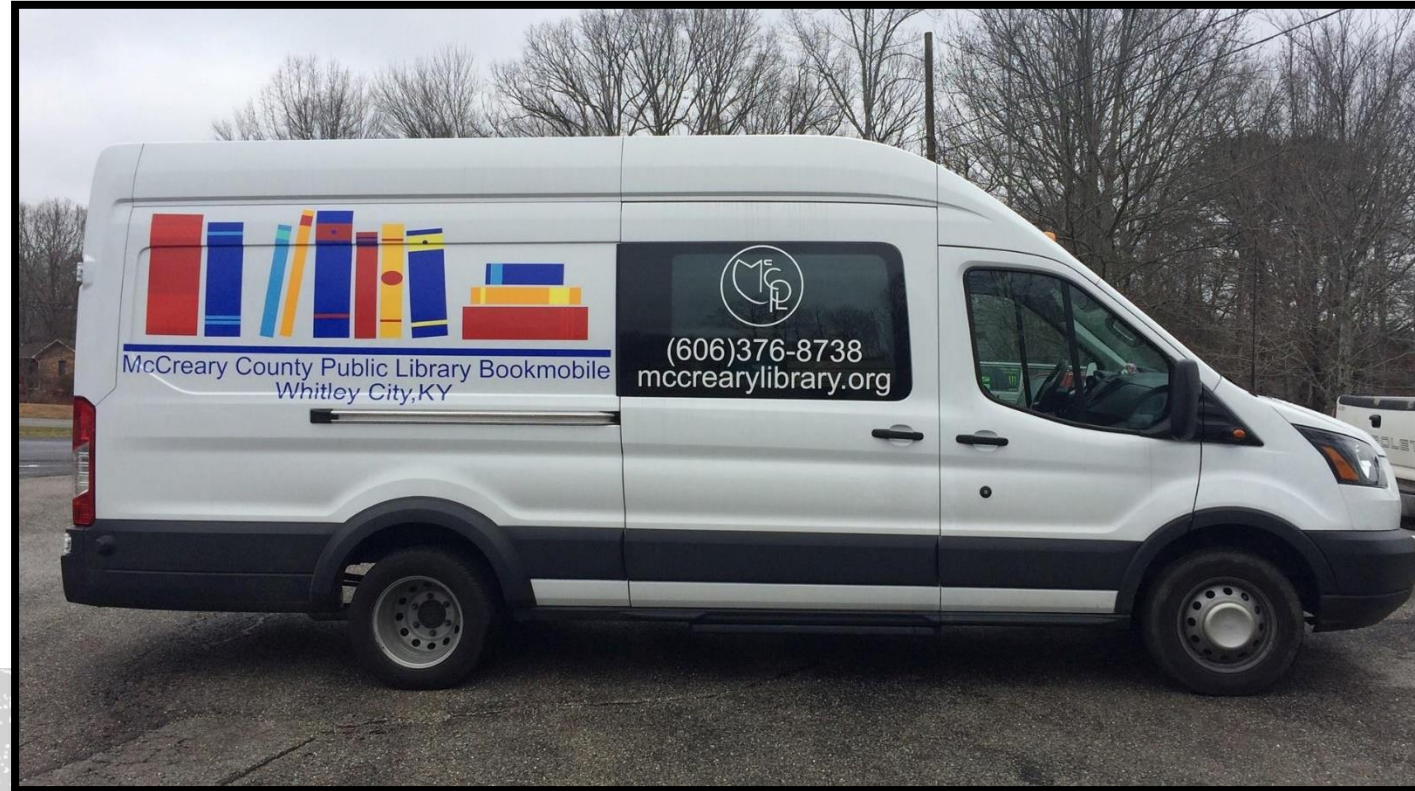
mccrearylibrary.org



Established in 1976



THE BOOKMOBILE



2017 Ford Transit 350

Heavy Duty Dual Rear Wheels

Extended Length – High Roof Van



INSIDE THE BOOKMOBILE

- Adjustable metal shelves
- Extra lights
- Laminate flooring
- Wooden desk/cabinet
- Rear door windows



SO, YOU'RE A BOOKMOBILE DRIVER NOW...

You've actually won the jackpot because being a bookmobile driver, in my experience, is an awesome and incredibly rewarding job.

You get to make meaningful connections with your patrons. For many of them, bookmobile visits are truly a highlight.

We are "the library" for bookmobile patrons.



Taking on the bookmobile position can be overwhelming....but you'll get the hang of it.



WHO DO WE SERVE?

Adults Children Senior Citizens Daycares
Schools Adult Care Centers Nursing Homes Businesses

Free bookmobile service is available to all residents of our county.

The majority of our stops are individual homes.

We will take the bookmobile to any location we can safely get to and where there is room to park it. If there isn't room at the home, we can arrange a meeting place close by with adequate parking space.

Bookmobile service is requested by calling the library. You can also add a checkbox for bookmobile service on your library card application forms.



WHAT DOES THE BOOKMOBILE OFFER?

Library Card Sign Ups

Books for all ages

Audio Books

Magazines

DVDs for all ages

Readers' Advisory

Info about KY Talking Books

Library Calendar of Events

Special Programs



SPECIAL PROGRAMS

Summer Reading Program – individual families, daycares, housing complexes

(for more info on SRP, check out our archived webinar
“Summer Reading in a Rural County”)

Storytime Outreach Programs – weekly during the school year at preschool and Headstart,
year-round at daycares.

1,000 Books Before Kindergarten – individual families and daycare centers.





*Ever feel
like this?*

HOW TO KEEP UP WITH IT ALL...

These tools helped me (and my patrons) keep up with where I would be ...most of the time.

- *Monthly Route Calendar* – shows which routes on which days
– we have 6 bi-weekly routes
- *Daily Route Sheet* – shows me who is on each route and details about each stop
- *Reminder Card* – lets the patron know when the next bookmobile visit is



Monthly Calendar

Copies of the calendar are kept:

- on the bookmobile
- at the front desk in the library



The Bookmobile route schedule is published/announced:

- on the library's activity calendar
- in the local newspaper
- on the local radio station

November 2019 – Bookmobile & Outreach				
Monday	Tuesday	Wednesday	Thursday	Friday
<p>♦ Eagle dates TBD</p>				<p>1 9-1</p> <p>9:15 Giving Tree 10:00 Heavenly Gifts 10:40 Little Lambs</p>
<p>4 off the road</p>	<p>5 9-5:30</p> <p>12:00 PKE Preschool</p> <p><i>Strunk Route:</i> Hwy 1470, 3-C Rd</p>	<p>6 9-6:00</p> <p>10:00 Headstart 11:30 Horizon 12:00 Senior Citizen 12:30 Quest</p> <p><i>Parkers Lake Route:</i> Hwy 90, Day Ridge</p>	<p>7 9-5:30</p> <p>9:20 WCE Preschool</p> <p><i>Pine Knot Route:</i> PK Nursing Meadows Grove PK Manor Parkhurst PK Housing S. Hwy 1651</p>	<p>8 9-1</p> <p>9:15 Giving Tree 10:00 Heavenly Gifts 10:40 Little Lambs</p>
<p>11 off the road</p>	<p>12 9-5:30</p> <p>12:00 PKE Preschool</p> <p><i>Stearns/Hilltop Route:</i> Main Street (Hwy 1651) Coal Pit Rd., Hilltop</p>	<p>13 9-5:30</p> <p>10:00 Headstart</p> <p><i>Whitley City Route:</i> Sandhill, Williamsburg St</p>	<p>14 9-5:30</p> <p>9:20 WCE Preschool</p> <p><i>Holly Hill Route:</i> Bethel Rd., East Hwy 92, New Stephens Mill Rd., Old Stephens Mill Rd., Fed Stephens Rd.</p>	<p>15 9-1</p> <p>9:15 Giving Tree 10:00 Heavenly Gifts 10:40 Little Lambs</p>
<p>18 off the road</p>	<p>19 9-5:30</p> <p>12:00 PKE Preschool</p> <p><i>Strunk Route:</i> Hwy 1470, 3-C Rd</p>	<p>20 9-6:00</p> <p>10:00 Headstart 11:30 Horizon 12:00 Senior Citizen 12:30 Quest</p> <p><i>Parkers Lake Route:</i> Hwy 90, Day Ridge</p>	<p>21 9-5:30</p> <p>9:20 WCE Preschool</p> <p><i>Pine Knot Route:</i> PK Nursing Meadows Grove PK Manor Parkhurst PK Housing S. Hwy 1651</p>	<p>22 9-1</p> <p>9:15 Giving Tree 10:00 Heavenly Gifts 10:40 Little Lambs</p>
<p>25 off the road</p>	<p>26 9-5:30</p> <p>12:00 PKE Preschool</p> <p><i>Stearns/Hilltop Route:</i> Main Street (Hwy 1651) Coal Pit Rd., Hilltop</p>	<p>27 9-5:30</p> <p>10:00 Headstart</p> <p><i>Whitley City Route:</i> Sandhill, Williamsburg St</p>	<p>28 CLOSED</p> <p><i>-Thanksgiving Day-</i></p>	<p>29 CLOSED</p>



Parkers Lake (Wed)

Date _____

Outreach:

10:00 Headstart

Route:

11:30 Horizon

12:00 Senior Citizens

12:30 Just Family

Falls Road

Whitney Jones P 1000 90 Howard Thompson Rd 555-0199 (2 kids 1000 books)

John Perry P 1200 Mom can pull books for her if she's not home

Pat Smith P 7300 6900 Hwy 897 555-2723

Frances Noss P 2000 810 Hwy. 897 555-8824

Bridget Jones P 1001 Terry Perry P 1700 Hwy 897 (1,000 BKS)

Thressa Flynn P 11900 (Emry & Justin Tate) 590 Hwy 897 (park at Bridget's) 555-0567

Sally Peters P 1600 1115 Kiltron Rd. 555-8743

Tina Vanover (Lukas P 12411 & Ethan Hooper P 1702) 23 Kilburn Rd. 555-3537

Kendra West P 5000 270 Bob Vanover Rd. 555-6502

Shelly Jones P 1600 (Ryan) 790 Vanover Ridge 555-0219

Adrienne Moore P 10028 743 Vanover Ridge 555-1281

Kolton Reed P 12111 Kyle Vaughn P 12000 3330 Vanover Ridge 555-9365, 555-5145

Day Ridge

Brittany Brooks P 1300 605 Day Ridge Rd. 555-7258, 555-8233

Jesse Long P 800 2001 Day Ridge Rd. 555-2505

Notes: |

Daily Route Sheet



This is for the bookmobile driver's use. I include notes on the back about each customer's book preferences, special directions, etc.

McCreary County Public Library
BOOKMOBILE (606) 376-8738

-Bringing the library to you-

The next Scheduled
day for your area is



Thank you!

Jodi Watson
Bookmobile & Outreach Services



**Reminder
Card**

This is given to
customers or left
on their door.



Warning...you might start stashing bags and boxes.

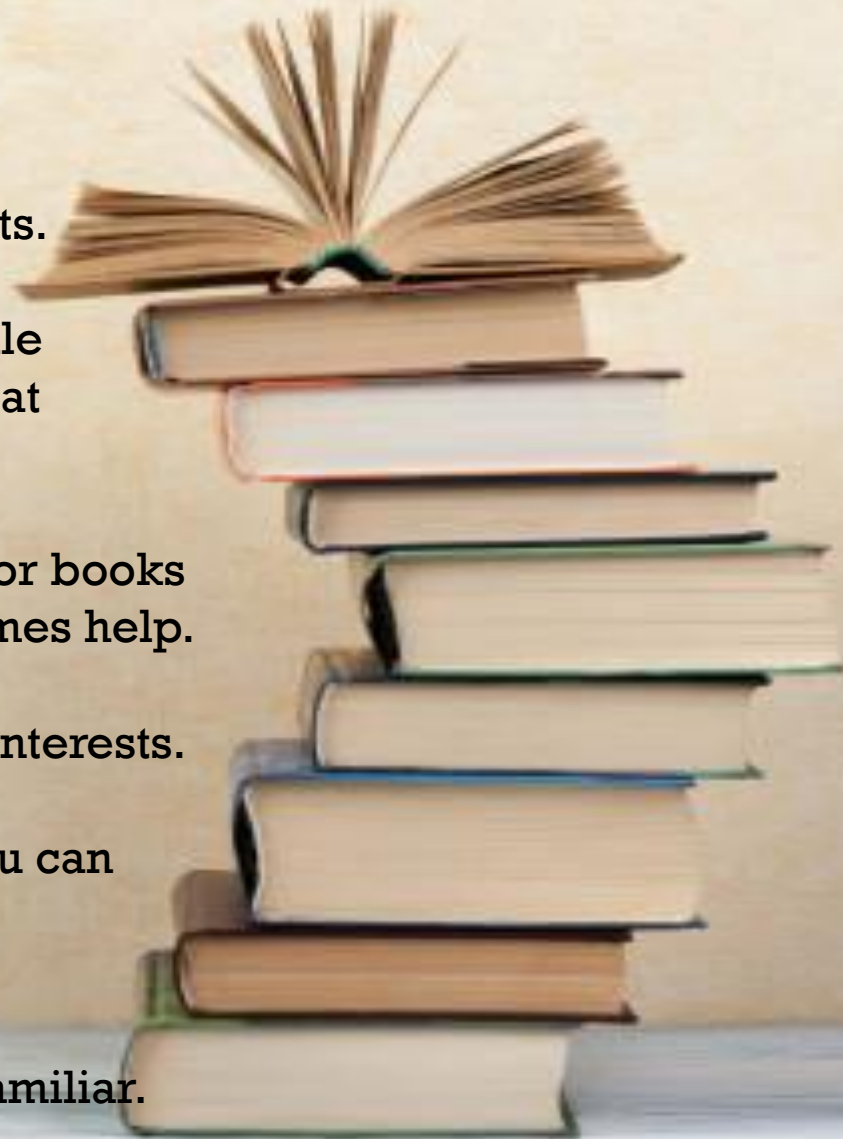


Book bags, cube containers, and cardboard boxes are great for carrying books in and out and for holding returns.



Selecting Materials

- Carry a variety of books and movies but tailor your collection to what your customers want. Be open to requests.
- Rotate a large portion of your collection on the bookmobile at least every few months. Especially the children's books at the beginning of summer.
- You will learn your customer's preferences and look out for books they would like. Circulation or cataloging staff can sometimes help.
- Pass your books around amongst customers with similar interests.
- Mark the inside cover of books with patron's initials so you can quickly see if they've had them before.
- Coworkers are excellent resources for readers' advisory assistance, especially for genres with which you are less familiar.



PROMOTING SERVICES & RECRUITING PATRONS

Distribute flyers at local businesses....grocery stores, medical offices, etc.



Take the bookmobile to school events such as open house, literacy night, etc.

Arrange bookmobile tours in the schools. We do tours at preschool and headstart near the end of the school year to promote summer reading.

Make sure the bookmobile is included in your library's promotional info, such as pamphlets, library card application form.

Consider adding a checkbox on your library's card application asking if they're interested in bookmobile services.

Word of mouth is still the best way to get new customers. Ask your patrons if they know of anyone who might be interested.

Participating in local parades is a great way to display your bookmobile and show community involvement.



Celebrate National Bookmobile Day in April!



Offer bookmobile services to...

individual homes

nursing homes

adult day centers

daycare centers

senior citizens centers

youth correctional facilities

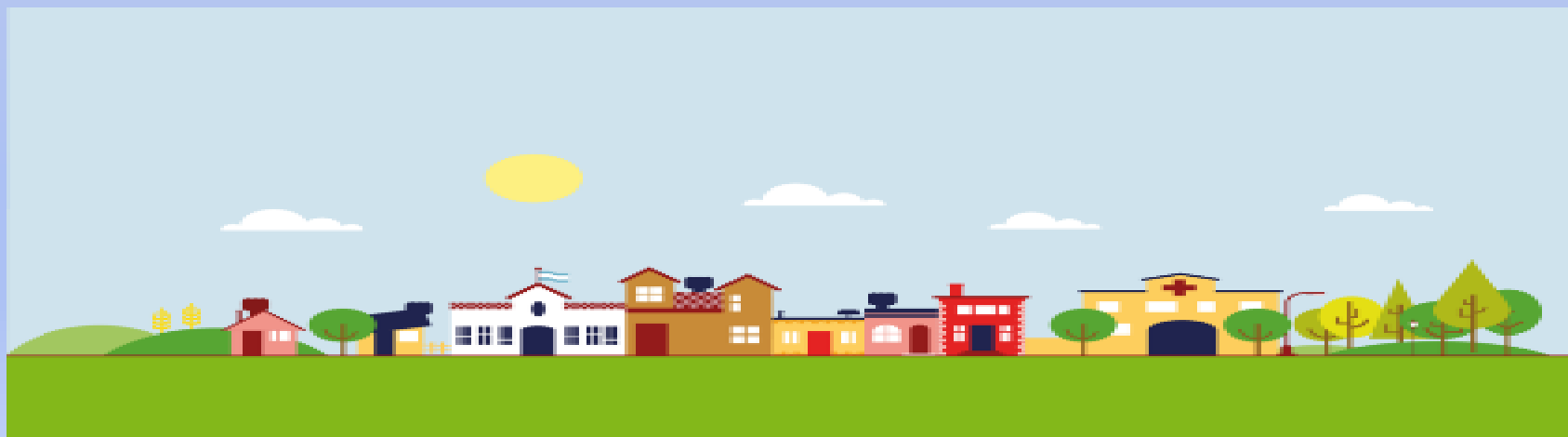
public schools

private schools

factories

business offices

housing complexes



BOOKMOBILE MAINTENANCE

Be sure to stay up to date on maintenance...oil change, fluids checked, brakes checked, etc.

Check your owner's manual for maintenance schedule recommendations.

Have the phone numbers handy for your mechanic and local towing company.

Walk around your bookmobile to check your tires before each route.

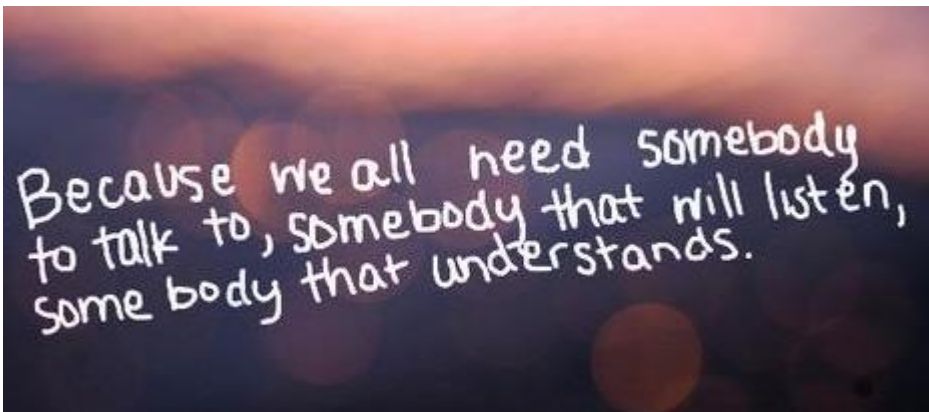
Check tire pressure as the weather changes.



SUPPORT

Interact with bookmobile and outreach staff from other libraries. No one understands your job better than other bookmobilers.

- Attend regional bookmobile & outreach meetings.
- Join KDLA's bookmobile & outreach listserv.
- Attend conferences and training sessions when possible.



Central Region Bookmobile & Outreach



RANDOM TIPS

When setting up a new stop, ask if UPS/FedEx can get their trucks there.

Don't rely on GPS in rural areas! Get detailed directions.

Call or text patrons ahead of time if they are **really** far away or if they have a tendency to not be home.

Watch for bugs (bedbugs, roaches, lice, etc.) in your returns. Carry large ziploc bags to place contaminated items in.

You will get attached and when you lose patrons it's gonna hurt.

Pack snacks and get up and stretch.

Become familiar with places to make restroom stops on your routes.

Keep incident report forms on your bookmobile and inform your supervisor/director of any issues you encounter.



In conclusion...

Bookmobile & Outreach Librarians are special people who do an incredibly important job!

Many patrons appreciate the interaction as much as the library materials. Your interactions with them shape their opinions of the library.

Keep up the great work!



“Bertha”

Feel free to contact me if I can be of any assistance with bookmobile questions.

*Rhonda Kendziorski, Assistant Librarian
McCreary County Public Library*

rhonda.mcpl@gmail.com (606) 376-8738





This is where we purchased our bookmobile.



This is the person who did our subfloor, LED lighting, power inverter, upholstery panels, metal shelving, etc.

We used a local contractor to install the laminate flooring.

The vinyl artwork on the outside was done by Superior Signs in Somerset.

P.S.

Vendors we used for our new bookmobile



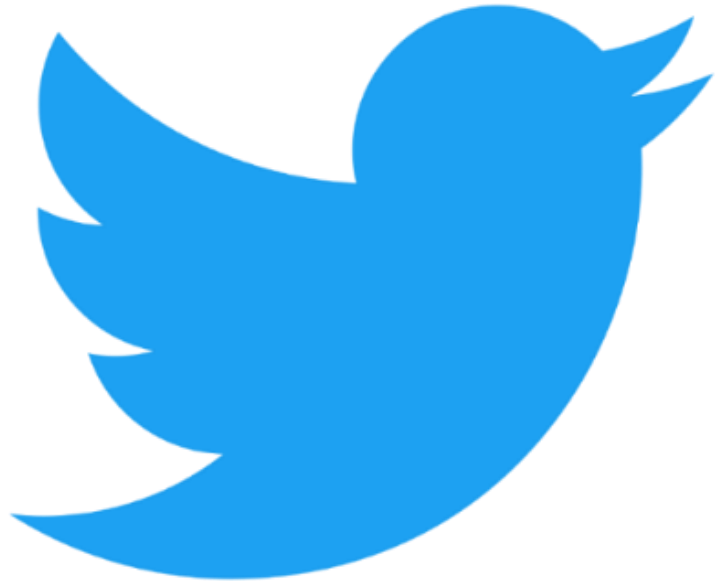


**Thank you to the
Institute of Museum and Library Services (IMLS)
for sponsorship of this webinar.**



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SAVE THE DATE

Register on the [KDLA CE Events Calendar](#)

Navigating the Intersections between Libraries & the First Amendment

Thursday, October 31, 2-3 pm ET (1-2 pm CT)

Oral History 101: A Beginner's Guide to Creating Community Projects & Conducting Interviews

Thursday, November 7, 10-11:30 am ET (9-10:30 am CT)

E-rate Form 470 for Category Two: Funding Year 2020

Thursday, November 7, 2-3:30 pm ET (1-2:30 pm CT)

More webinars are available on our [Archived Webinars](#) page:

<https://kdla.ky.gov/librarians/staffdevelopment/kdlaarchivedwebinars/Pages/default.aspx>



THANK YOU FOR ATTENDING!

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Kentucky Department for
Libraries and Archives

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