

MEETING DATE: January 28, 2025

ITEM NUMBER: 7.A

SECOND READING:

{{customfields.ResoOrdNumber}}

TYPE OF ITEM: Special Reports/Presentations

PRESENTED BY:

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SUBJECT/AGENDA TITLE:

Library Hold Pick-up Lockers

EXECUTIVE SUMMARY:

On January 14, 2025, Mayor Pro Tem Hidalgo-Fahring introduced a successful motion to direct staff to bring back information on Library Hold Pick-Up Lockers so that Council could consider funding these from Council Contingency funds. This item fulfills that direction to staff.

Included below is information about hold pickup lockers for library patrons. Also included is information about book vending machines, which is also a new service the library would like to implement to expand library service in other areas of Longmont. While the hold pickup lockers would allow library patrons to place holds on materials and set the locker as a pickup location (as opposed to the library itself being the only option), the book vending would allow patrons to browse a small collection of materials which they could check out on the spot.

Hold Pickup Lockers:

The hold pickup lockers would be something which many people are already familiar with, as these work almost exactly the same way as Amazon pickup lockers. Patrons who place holds on library books and other materials would be able to select the locker as a pickup location. When the hold is ready, they would simply scan their library card at the locker, and the appropriate door would open for them to collect their materials.

The lockers are designed to be either inside or outside, so there is potential for 24/7 access, depending on where it would be placed. To initiate a new service like this, one thought would be to install it on a city-owned property to avoid agreements/contracts which might be needed were we to place a locker at a shopping center, for example. Centennial pool comes to mind as it is also in an area of town where library services are greatly needed. There are many options we could discuss; this is just one example to help illustrate the concept.

Attached is a product sheet with more a more detailed description. You can also take a look at [Arapahoe Libraries](#) who have implemented this service already.

A locker system with 20 lockers is approximately 30K which includes installation, a graphical wrap, and a year of maintenance. Starting in year 2 the annual maintenance is around \$2,500/year. We would be responsible for setting up required network connectivity.

Book Vending:

Book vending would allow a small collection to be placed somewhere in town where library patrons could browse and instantly borrow library books and other materials (DVDs, etc.). This would be a great way to get our great collection to other areas of town. The specific product we are interested in is a cabinet with shelves and clear glass, so patrons can view everything that is in the cabinet. A product sheet of this is attached, and [Arapahoe Libraries](#) also has this implemented.

The cabinet is RFID-based. The way it works is the library patron would scan their library card at the cabinet, then the doors unlock. Anything they take out of the cabinet gets automatically checked out to them. These cabinets are designed to be inside only, so while 24/7 access is likely not an option, it would certainly expand a library service to another area of town.

The cabinet is approximately 30K as well, which also includes installation, graphical wrap, and a year of maintenance. Starting in year 2 the annual maintenance is a little over \$2,000/year. The Library would also be responsible for network connectivity.

[Click or tap here to enter text.](#)

COUNCIL OPTIONS:

1. Fund \$30,000 for Library Lockers out of the Council Contingency;
2. Do not Fund the Library Lockers;
3. Provide other direction.

RECOMMENDED OPTIONS:

Fund \$30,000 for Library Lockers out of the Council Contingency.

FISCAL IMPACT & FUND SOURCE FOR RECOMMENDED ACTION:

\$30,000

BACKGROUND AND ISSUE ANALYSIS:

N/A

ATTACHMENTS:

1. Lyngsoe Library Locker Information
2. Lyngsoe Library Cabinet Information