

Beyond Books:

Launching, Expanding, and Marketing a Successful Library of Things

Ellen Anderson & Margaux Morrone

Starting Your Collection

- Digitization Tools (that's what Geneva started with)
- Board Games & Puzzles
- Accessibility Items
- Gaming Systems
- Tools

Sourcing:

- Amazon
- Donations
- Other online retailers?

Budgeting:

- 60/20/20 rule
 - 60% Initial investment
 - 20% Replacement costs
 - 20% Additional copies

Processing

Packaging:

- Hard clear boxes
- Uniformity, visibility

Labeling:

- Instruction Sheets & Content Cards
 - Laminated
 - Instruction sheets available online
 - Contents cards maintained by Collection Management staff
- Outer labels and tags include:
 - Item barcode
 - Bullet list of everything included

Shelving & Storage

- We have found that the most effective way of getting high circulation on this collection is to have as much of it on-shelf as possible, so patrons can interact with the items.

- Larger and more expensive items are in locked storage with a DVD case on the open shelving, so patrons ask for staff assistance retrieving the item.

Circulation

Counting items:

- Decide what's best for your staff and energy
- GPLD does not count every item

Counting alternatives:

- Patron feedback forms: patrons self-report if the item is missing pieces or if the piece of technology is not working.
- Staff feedback forms: allow our staff to inform patrons what is missing

Backup Materials:

- Extra game pieces
- Extra cables
- Specific pieces saved from replaced games

Marketing

- Makerspace
 - We try to purchase as much of the makerspace equipment for patrons to check out from the LOT as possible
- Programming
- Branding
- Email blasts
 - Our weekly GPLD email always includes a recommended LOT item
- Social Media
- Visibility—Open shelving
- Displays
- Puzzle Table

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Expanding Your Collection

Circulation-driven growth:

- Track circulation and buy more of what checks out
- Buy additional copies of items with wait lists

Collection gaps:

- Accessibility needs
- Patron requests
- Other library collections
- Latest version of current equipment

More categories:

- A/V items
- Computers & Devices
- Crafting & DIY
- Digitization Equipment
- Electronic Accessories
- Recreational Equipment
- Board Games & Puzzles
- Experience Kits

Adding LOT items to other collections:

- Aging Well Collection
 - Memory Kits
 - Puzzles with less than 100 pieces
 - 3D printed accessibility items
 - Page Magnifiers
 - Board games for seniors, low-vision, and dexterity aids

Sustainability & Maintenance

Repair vs. replace:

- Sometimes budgets decide this for you
- Repair as staff time allows, and budget for replacements

Annual refresh:

- Budget for the newest version of your current items
 - Laptops, digitizers, cameras etc...
 - Cables, cables, cables!

Changing technology

Workflows

- **Order Item**
- **Unpack, list contents and price** for cataloging purposes
- **Catalog item**
- **Process item**—Small baggies, labeling, laminating, RFID, tagging
- **Double check** with a second staff member

Favorite Things

Websites:

- Board Game Geek
- Amazon
- Product Websites
- Penworthy

Amazon List:

