

Cape May County Library Commission (CMCLC)
Digital Audiobook Consortium Letter of Agreement for Continuing Participants

Participant Responsibilities:

- The Library agrees to continue participation in the Digital Audiobooks Consortium during the period January 1, 2011 to December, 31, 2011.
- The Library agrees to pay an annual participation cost of \$1000 and an annual audiobook collection fee based on the library customers' use of the shared Audiobook collection as invoiced in July, 2010. A signed letter of agreement and payment in full of annual fees makes the library eligible to participate in 2011.
- The library agrees to pay the Cape May County Library Commission the full amount of 2011 costs by November 15, 2010.
- The Library agrees to adhere to the policies determined jointly by the eligible group participants.
- The Library understands that if the institution withdraws, the content remains the property of the group.
- The Library agrees to publicize the service to its customers.

Cape May County Library Commission Responsibilities:

- The CMCLC will manage the project with Overdrive on behalf of the participants, as follows:
 - Receive the balance of audiobooks consortium funding from SJRLC .
 - Act as fiscal agent, paying Overdrive invoices for content, maintenance, and MARC records through December 31, 2011.
 - Act as primary contact for Overdrive, and act as liaison between audiobooks consortium libraries and Overdrive.
 - Receive and account for fees from audiobooks consortium libraries for 2011.
 - Track and account for audiobooks consortium separately from Cape May funds.
 - Place monthly orders for new content as selected by Anne Frontino (with an option to supplement Anne's selections with selections from a selector on Cape May staff) through December 31, 2010.
 - Continue to place content orders from Jan 1, 2011-December 31, 2011 in a manner chosen by Cape May in consultation with consortium libraries.
 - Share information regarding new content orders and share MARC records with consortium libraries.
 - Continue as manager and fiscal agent for the audiobooks consortium beyond December, 2011 or work with consortium libraries to transition to a new manager or system of management and fiscal agency.
- The CMCLC will provide participants the opportunity annually to continue or discontinue participation in the project.

Library Name _____

Total 2011 Cost (see letter of agreement) _____

Library Director _____

Email address _____

Signature _____

Date _____

Deadline to return letter of agreement: October 1, 2010.
Deadline for payment: November 15, 2010

Return agreements and payments to: Deborah Poillon, Director
Cape May County Library, 4 Moore Rd., DN 2030, Cape May Court House, NJ 08210