

	CITY OF PALM DESERT	
	<i>Subject</i>	Mobile Library Policy
	<i>Policy No.</i>	LIBR-009
	<i>Date</i>	Issued: June 27, 2024 Amended: N/A
	<i>Approved by</i>	Resolution No. {2024-XX}
	<i>Authored by</i>	Library Services

I. PURPOSE

A. This policy outlines the interlibrary loan policy for the Palm Desert Library.

II. SCOPE

A. The Palm Desert Library (PDL) will utilize a mobile library to increase access to library materials and amplify library services. The following is meant to provide staff with guidance on mobile vehicle operations and procedures

III. GENERAL POLICIES

A. Bookings

- i. Priority for bookmobile usage will go to PDL staff.
- ii. PDL Staff will evaluate community-initiated requests for the vehicle on a first-come, first-served basis. Requests should be directed to the Library Manager for Community Partnership & Engagement or the Library Manager for Education and Learning.
- iii. PDL staff will have full discretion on outreach vehicle usage depending on community needs, staff capacity, and alignment with library strategic priorities.
- iv. Examples of community-initiated requests can come from the city, schools, or non-profit community-based organizations, just to name a few.

B. Golf Carts and Electric Vehicles

- i. Electric vehicles that have a license plate are legal to operate only on streets that have a speed limit of 35 mph or less. Electric vehicles that do not have a license plate (i.e., golf carts) may be operated on designated streets, golf cart lanes or shared sidewalks. A map of designated routes is available from the Public Works or Code Compliance counters. All policies related to vehicle operation apply to the operation of golf carts and electric vehicles as well.