

Montana State Library Commission Policy

DRAFT Talking Book Institutional Policy

The Montana State Library provides access to the Braille and Audio Reading (BARD) service and loans a circulating collection of recorded books and equipment to institutions or organizations which provide services to individuals who are eligible for Talking Book services.

Requirements

All organizations or institutions interested in having a Montana Talking Books Account must meet the following requirements:

1. Complete the application for institutions service.
2. Provide a specific, secure physical location for any books or equipment on loan.
3. Designate one person to be responsible for materials to assure the following:
 - Books and equipment are made accessible to qualified users
 - Books and equipment are kept in good condition
 - The book collection and equipment will be returned if no longer being used by qualified individuals.

Eligible Montana institutions include, but are not limited to:

1. Residential centers providing services to qualified Montanans;
2. Medical facilities with patients receiving long-term care lasting a month or more;
3. Centers providing day activities for qualified Montanans;
4. Montana Public Libraries;
5. Schools serving qualified students.