BOIR Data Points

1. Library Information
   a. Library Name
   b. Year Started
   c. Library Website
   d. Library Telephone
   e. Library Funding Source
   f. Number of Staff
   g. Number of Branches
   h. Circulation System
   i. Annual Circulation
   j. Annual Budget
   k. Service Area
      i. Population
      ii. Type (urban, rural, suburban)
      iii. Area (square miles)

2. Outreach Department Information
   a. Outreach Department Name
      i. Formal
      ii. Informal
   b. Year Started
   c. Budget
   d. Number of Staff
      i. Staff Educational Requirements
   e. Operating Days/Hours
   f. Rotation Period: Weekly/Bi-Weekly/Monthly/other
   g. Annual Circulation
   h. Average Number of Public Service Hours per week
   i. Outreach Department Contact 1
      i. Name

        ii.   Address

        iii.   Telephone

        iv.   E-Mail

j. Outreach Department Contact 2

        i.   Name

        ii.   Address

        iii.   Telephone

        iv.   E-Mail

k. Do you offer Home Delivery?

        i.   Delivery vehicle(s) used:

        ii.   Books By Mail

        iii.   Staff

        iv.   Volunteers

        v.   Approximate number served monthly

        vi.   Length of Loan

l. Past Outreach Services

        i.   Photos

        ii.   Historical articles, stories, promotions, etc. (hyperlinks)

m. Best Aspect of Department

3. Outreach Vehicle Information

a. Year Mobile Services Began

b. Current Number of Outreach Vehicles

        i.   On-board Browsing

        ii.   Roll-off Browsing

        iii.   Personal Vehicle

c. Materials Offered

d. Services Offered

        i.   Lobby stops

        ii.   Homebound

        iii.   Mobile Branch

        iv.   Special Events

e. Programs Offered

f. Collection

        i.   Dedicated

        ii.   Shared with Main/Branches

g. Average Number of Stops per Week

h. Average Length of Stops

i. Types of Stops Served

j. Typical Number of Staff On-board

k. Fines Collected

l. Current Vehicle(s) Make/Model/Year/Length: (may include personal vehicles)
    i. CDL Required
    ii. ADA Accessible
    iii. Number of Patron Doors
    iv. On-board Browsing
    v. Generator:/Power Source Information
    vi. Type of Connectivity
        1. Cellular
        2. Satellite
    vii. Circulation System
    viii. On-board Technology
        1. WiFi
        2. Laptops
        3. Tablets
        4. RFID
        5. Bar Code Scanners
    ix. Special Equipment
    x. Photos
    xi. Associated Articles, Press Releases, Promotions, etc. (hyperlinks?)
m. Past Vehicle(s) Make/Model/Year/Length (multiple entries allowed)
    i. Photos
    ii. Historical articles, stories, promotions, etc. (hyperlinks?)