

Memo

To: Montana State Library Commission

From: Christie Briggs, Supervisor, Montana Talking Book Library
Darlene Staffeldt, State Librarian

Date: July 22, 2011

Re: Final Approval Request for **BARD Institution Policy**

This policy was submitted for review at the June, 2011, MSL Commission meeting. Proposed corrections were submitted on the attached final policy. The Commission is asked to take action to approve the following State Library policy.

Montana Talking Book Library (MTBL) BARD Policy - Review

The Montana Talking Book Library, in conjunction with the National Library Service (NLS), now provides a Braille and Audio Reading Download (BARD) website that enables eligible readers to download any of the thousands of titles recorded by NLS for its readership. MTBL can now provide BARD to institutions meeting eligibility requirements. NLS requires that MTBL have a policy to provide for eligibility criteria for institutions who wish to use the BARD service.

Instructions on how to download and play the audio books are available on the NLS BARD website <http://nlsbard.loc.gov/mt1a>. Once logged on to the web site, users will find a help section containing links to instructions on how to download audio books as well as answers to Frequently Asked Questions. The Montana Talking Book Library staff is also available to assist BARD users 1-800-332-3400.