



## North Country Library System Book Recycling

Thanks to a partnership with the Development Authority of the North Country (DANC), NCLS now provides a book recycling service to our members. The program's goal is to help strengthen library collections by encouraging weeding and making the process of book recycling easier for the libraries.

Below are the details and instructions on how the service works for libraries who wish to participate.

### NCLS will...

- **Provide member libraries with additional two recycling totes.** These totes are blue and will only be used for book recycling.
- **Pick up recycling totes and deliver recycled books to the appropriate recycling centers.**
- **Replace full recycling totes with empty recycling totes at each pick-up.**

### Libraries will...

- **Use the two blue recycling totes for discarded books that are no longer in condition for donations or book sales.** Recycling should be the library's last resort to get rid of discarded books.
- **Separate books by hardcover and paperback.** Libraries could use one tote for hardcovers, one for paperbacks, OR use both totes for hardcovers one week and the both for paperbacks the next week.
- **Label the totes.** Place a delivery flag with library's three-letter code **INSIDE** the loaded recycling totes. The new totes do not have pockets attached to the outside, so a flag will need to be placed inside the bin. Please write the number of books that are in each tote under the three-letter code. Example: **WAT**  
35
- **Arrange for pick-up on your scheduled delivery day.** Recycling will be coordinated with the normal delivery schedule and will be limited to two totes. Contact the Delivery Manager Dylan Reed at [dreed@ncls.org](mailto:dreed@ncls.org) to arrange for pick-up when the two recycling totes are full. Pick-up days may vary based on volume, weather or other circumstances.