



MCNAUGHTON SUBSCRIPTION ADULT PLAN PROPOSAL Chatham County

Overview

Since 1939, Brodart has focused on one thing – Libraries. Building relationships and offering solutions, Brodart has developed a strong presence in the library community. In the 1950s, McNaughton became the first subscription program in the library industry, resulting in one of Brodart's most popular "solutions" to date. While technology has improved the means of implementing the program, the basic tenet of McNaughton has remained the same – offering easy access to popular titles to ensure libraries can serve their patrons.

Summary

In order to keep McNaughton Subscriptions easy to manage while simplifying annual budget requirements, Brodart has developed an "Allowance Based" exchange program which credits a library with a pre-determined inventory of allowances at the start of each year (when billed annually) which allows a library to exchange them for titles they choose. The number of books a library receives in exchange for these allowances is related to the publisher's list price (see below for details).

With McNaughton, libraries can fill holds faster, build temporary stockpiles of individual high demand titles, create "browsing collections" to increase visits to a branch location, supply multiple copies to book clubs and one-city/one-book reading programs, ease space constraints by returning older items in exchange for newer, or simply budget more accurately with a fixed annual cost. McNaughton offers the flexibility to work with any library's requirements.

McNaughton Subscriptions operate under one fixed annual cost. Which means all costs associated with your collection development including sourcing, cataloging/processing, shipping both to and from your library are included. No surprises surcharges or unscheduled add-ons.

Also built into the subscription service is free lost/stolen copy protection as well as retention options to build your library's permanent collection (see below for details).

Selections

MONTHLY SELECTION LISTS

Brodart's McNaughton selection committee has earned the reputation of providing the very best pre-publication selections and title/author information. Curated lists are made available to customers 3-4 months prior to the scheduled publication date, but orders can be placed at any time. Similar to the robust title metadata made available through Brodart's traditional purchasing programs, titles within the McNaughton program will include Annotations, Reviews, print runs, genre/classification, series information and more. Bibz offers dynamic advanced search features as well as sophisticated filters to assist you in building the best acquisition list possible. (Note – Bibz training is available for free upon request).

Monthly lists include hardcover editions of bestselling adult authors and high-demand selections in a variety of popular genres including Romance, Mystery, Urban Fiction, Christian Fiction, Popular Non-Fiction, and more. The committee works to provide a balanced list that includes a mix of well-known series as well as debut authors who will become the standards of the future. A curated collection of Large Print titles will also be made available through the monthly selection lists.



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McN Bound – making a hardcover edition of popular trade paper titles

Since many popular titles, including travel guides and large print titles, are published only in paperback, McNaughton developed an alternative solution which allows these titles to perform better in a high circulating environment – McN Bound. McN Bound is a pre-bind service which converts select, first edition trade paperbacks into hardcovers utilizing the same cover artwork as the original edition. NOTE – as a result of this conversion, the finished product is assigned a unique ISBN. You will be asked if you would like the marc record to reflect this unique number or the original trade paper ISBN in your shipped record.

Ordering Options

McNaughton orders can be transmitted via EDI or submitted online through the Bibz online ordering portal. Your choice will be recorded at the time you set up your program, but changes can be made to this decision at any time.

Subscription Features

MCNAUGHTON INVENTORY AND PROCESSING

McNaughton maintains a separate inventory of titles that have been selected for the monthly annotated pre-pub selection lists. Back list titles are typically stocked or available for back order for 18 months.

McNaughton's dedicated processing department is located adjacent to the McNaughton inventory ensures that titles are picked, processed and shipped in a timely manner.

CATALOGING AND PROCESSING

Standard cataloging and processing is included in the price of your McNaughton subscription and offers a full-level MARC record with item records and barcodes, mylar jacket (glued or taped), a paper insert which includes McN identification, spine information and a 4-line customized message of your choosing.

Optional processing services include special "Hot Off the Press" or "My Lucky Day" inserts and the application of an RFID tag.

ALLOWANCES

As indicated above, the management of the McNaughton subscription allows a library to exchange allowances for books of your choosing, and the number of allowances you need is based on the publisher's suggested list price.

For your proposal, I am suggesting an allowance value of \$30.

What that means is the for any book you order which retails for \$30.00 or less, you will use ONE allowance.

If a book's list price is HIGHER than that, you will need to use ADDITIONAL allowances to obtain that title. Each additional allowance covers an additional \$10 increment. As a result, a book retailing for between \$30.01 and \$40.00 would cost your library TWO ALLOWANCES, etc.



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DEFECTIVE ITEMS

No-charge replacements will be provided for items received with publisher defects at any time during the subscription period. Simply contact customer care for a replacement copy.

DAMAGED, LOST OR STOLEN ITEMS

Libraries are not penalized for lost or stolen items - simply advise your customer care associate when applicable - the titles can count toward your annual retention amount. Please note, we reserve the right to limit the allowable lost claims to a maximum of 10% of your inventory per year.

INVENTORY

The library is permitted to retain leased items for as long as desired. However, as a guide for optimum inventory levels, we recommend retaining no more than twice the number of materials covered in your annual lease plan at any given time.

You may wish to purchase items that continue to circulate. Items can be purchased for as little as \$1.50 each, based on the quantity purchased.

RETENTION

The McNaughton Subscription allows your library to KEEP a certain percentage of the titles that are shipped to you within a subscription year at no extra charge. This arrangement is made on an on-going basis and is reflected on your monthly management reports. See the Proposal specifications for your suggested retention total.

SHIPPING

In-stock titles are typically shipped within 48 hours. Our standard practice is to use "best means" freight, which analyzes each package for the most efficient way to send the individual shipment. Shipments may be delivered via USPS using bound/printed matter rate, UPS, or FED EX Ground.

All shipping costs to and from your library are included in the subscription price. We provide prepaid labels for the return of leased materials.

If your library is part of a consortium or system, or if you have a single plan large enough to accumulate a shipment of 200 items or more, you may prefer the convenience of returns via motor freight, which can be arranged by your Brodart Customer Care Associate.

Management Reports

Our monthly McNaughton report outlines current activity on your subscription within the previous reporting period. Details include a record of shipments made to your library, returned titles received from your library and an ongoing inventory count to compare to your own record keeping. While the number of available allowances will also be reflected on this report, it is recommended that you use on the real-time, online tracking of your allowances for more accurate record keeping.



MCNAUGHTON SUBSCRIPTION ADULT PLAN PROPOSAL Chatham County

McNaughton Subscription Terms & Conditions, v25.1

THIS AGREEMENT to be effective January 1, 2026, between MCNAUGHTON, A DIVISION OF BRODART CO., ("Company") and Chatham County ("Customer").

1. Allowance usage and allotment

1.1 Allotment of Credits

1.1.1 For Book Allowance Plans, each item supplied will be charged as one allowance unless the book retails for more than the cutoff subscribed to, in which case the charge will be higher.

1.1.2 For Point Allowance Plans, the number of items supplied will be determined by the point values corresponding to the list price of the item(s), provided in each monthly selection list.

1.2 Allowances (or Points) will be allotted in accordance with the Customer's Invoice schedule. That is, if the Customer elects to receive and pay invoices monthly, allowances will be allotted monthly; if the Customer elects to receive and pay invoices semiannually, allowances will be allotted semiannually; if the Customer elects to receive and pay invoices annually, allowances will be allotted annually.

1.3 Unused allowance will 'roll over' into the next subscription year as long as the respective subscription is renewed at the same or greater cost and points/allowances. For subsequent renewals (as outlined in 6.1), no more than one year's worth of allowances can 'roll over' each year.

2. Returning leased items

2.1 The Customer shall return to the Company any leased items in excess of the Allowable Inventory subscribed to.

2.2 The Return shipping expenses will be paid by the Company, using Company supplied shipping labels. Return shipments made without Company supplied labels may be subject to shipping charges.

2.3 Returning leased items does not affect the number of items available to order.

2.4 The number of items to be returned per shipment may be subject to a minimum or maximum number of items.

3. Purchasing leased items

3.1 If the subscription includes leased materials, the Customer will have the privilege of transferring leased items to its permanent collection by purchasing them at the volume discount sale prices.

3.2 Purchasing leased items does not affect the number of items available to order.

4. Lost or Stolen leased items

4.1 The Customer shall report, at least twice annually, any items lost or stolen from the leased collection received in the last twenty four months.

4.2 Up to 10% of the Customer's annual Allowance for leased items lost or stolen in circulation will be adjusted at no cost. Any item beyond that amount will be invoiced according to the current McNaughton inventory purchase price.

5. Payment

5.1 Payments made annually, will be allowed a discount of 2%, provided payment is made within 30 days from the date of receipt of invoice. * *Not applicable if payment made via credit card.*

5.2 In situations where the customer has received permission for monthly or quarterly billing cycles, the Customer shall make payment to the Company the monthly amount agreed to, plus applicable taxes, within 30 days from date of receipt of invoice and receive no additional payment discount.

6. Term

6.1 This Agreement to be in effect for a period of 12 months (~~from 1.1.26 to 12.31.26~~)

6.2 Requests for changes in plan, including size, cutoff, etc, when agreed to by the Company will become effective at the start of the next subscription period and will require a newly signed agreement thereby starting a new period per 6.1. In cases of reductions in plan sizes, the Company reserves the right to adjust the number of allowances and inventory totals which carry over into the new subscription.

6.3 The Company reserves the right to negotiate pricing with the customer, when needed, with 90-day notice before the start of a new one year subscription period without requiring a new agreement time (per 6.1).

6.4 The Company has the right to change the Terms & Conditions at the subscription's renewal period

7. Termination

7.1 This agreement may be canceled by the Customer at the expiration of specified contact period, with the provision of 90 days' written notice.

7.2 The Customer will return and/or purchase all leased materials in inventory within 90 days after the effective date of termination. Subject to 2.4 above.

7.3 Any items still on backorder at the time the subscription period ends will be canceled and allowances utilized for those items will be forfeited. In addition, all unused allowances as of the end of the subscription period will be forfeited

7.4 The Company reserves the right to cancel service to the Customer with the provision of 90 days written notice and to approve or disapprove any large purchases of leased materials at the time of termination.



MCNAUGHTON SUBSCRIPTION
ADULT PLAN PROPOSAL
Chatham County

Submitted on 12/11/2025

Subscription Term	12 months
Requested Start Date	1/1/2026

Chatham Community Library

Number of Annual Allowances	1200
Annual Subscription Cost	\$22,740.00
*initial purchase of starter allowances	None
Branch Invoice Total	\$22,740.00

Wren Branch

Number of Annual Allowances	600
Annual Subscription Cost	\$11,370.00
*initial purchase of starter allowances	None
Branch Invoice Total	\$11,370.00

Goldston Branch

Number of Annual Allowances	300
Annual Subscription Cost	5,685.00
*initial purchase of starter allowances	None
Branch Invoice Total	5,685.00

Initial Invoice Total All Branches	\$39,795.00
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specifications

Allowance Cut-Off	\$30
Annual Retention	20%
Standard Cataloging/Processing	Included
Shipping (best means)	Included
Additional Services	n/a

Notes:

- The above figures do not include applicable taxes.
- This proposal includes the standard McNaughton Terms & Conditions v25.1
- For Annual Billing – McNaughton provides a 2% prepay discount if paying within 60 days (invoice will reflect actual total, simply short pay the invoice by 2% to receive the discount)
- This proposal is not transferable and is valid for 90 days



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ADULT PLAN PROPOSAL
Chatham County

PROPOSAL ACCEPTANCE


Signature

Bryan Thompson
Printed Name

County Manager
Title

12/19/2025
Date

bryan.thompson@
email ChathamCountyNC.gov

Bennett Wilder

Brodart Signature

Bennett Wilder
Printed Name

Library Services Rep
Title

12/4/2025
Date

Bennett.Wilder@Brodart.com
email

To accept this proposal electronically, please attach this file in a return email and indicate your approval of the attachment in the text of the email. If you wish to print and sign the document, you can return it as a scan, or fax it to 800-999-6799

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Roy Lynch
Roy Lynch, Finance Officer