

MHLS Directors Association

Business Meeting of Tuesday, June 11, 2019

Action Item #2: 2020 Tentative Member Assessment Table

Background: Annually a Tentative Member Assessment Table is provided to library directors for budgeting purposes.

Issue: The System Services Advisory Committee met on May 22nd, 2019 to review, discuss and recommend the 2019 Tentative Member Assessment Table. The proposal includes a 1% increase to the assessment to assist with the increased costs related to the delivery service. This is the first proposed increase in eight years.

Recommendation: The SSAC recommends approving the 2020 Tentative Member Assessment Table available at: http://da.midhudson.org/wp-content/uploads/2014/01/2020-DRAFT-Assessment-Chart-with-1-Increase_5.2.19.pdf

Status: Discussed at March 6, 2019 SSAC; Discussed at March 20, 2019 CL/CD; Discussed at April 9, 2019 DA; Discussed at May 1 Delivery Services Funding Task Force meeting; Discussed at May 6 CL/CD; Discussed at May 22 SSAC; Action Item at June 11 DA meeting.

Action Item #3: Revised Members Capital Fund Policy

Background: The Members Capital Fund Policy states the terms and conditions for the collection, administration, and expenditure of the members' capital funds. The current Members Capital Fund Policy was approved by the DA in October 2016 and by the MHLS Board of Trustees in December 2016.

Issue: Given the February 20, 2019 vote of the DA and March 2019 vote of the MHLS Board of Trustees to collapse the expenditure categories of the fund into one general fund to reflect the future environment the System will be operating in with our new subscription-based ILS contract the policy should be updated to reflect this and edited for clarity.

Recommendation: The System Services Advisory Committee recommends adopting a revised version of the Members Capital Fund Policy: <https://midhudson.org/wp-content/uploads/2012/11/Members-Capital-Fund-Policy-Revised-2019-1.pdf>

Status: Discussed at the 1.17.2019 and 5.22.2019 SSAC meeting; Action Item at June 11 DA meeting.

Action Item #4: 2020 Estimate of E-Resources: Digital Content, Databases, Catalog Enhancement Cost Shares

Background: Annually an Estimate of E-Resources is provided to library directors for budgeting purposes. The Central Library/Collection Development Advisory Committee reviews usage of system-wide collectively purchased databases to insure they are cost effective and being used enough to be worthy of renewal. The Committee also reviews the Central Library Development Aid (CLDA)/Central Book Aid (CBA) Program Budget that provides cost-share funds to underwrite some E-Resources in conjunction with member library funds.

Issue: Each year, the DA votes to approve the “Estimate of E-Resources: Digital Content, Databases, Catalog Enhancement Cost Shares” for the coming year. This is intended to be the “worst-case scenario” for member library budgeting purposes, so each library knows the maximum they will pay in 2020 for cost-share E-Resources.

- A reminder that as of 2019 member libraries no longer contribute centrally to the OverDrive shared collection, each library is responsible for purchasing their own OverDrive content just as they are responsible for funding their print collection.

Recommendation: The CL/CD Advisory Committee recommends approving the “2020 Estimate of E-Resources: Digital Content, Databases, Catalog Enhancement Cost Shares” available at: https://midhudson.org/wp-content/uploads/2019/05/2020-E-resources-Billing-Chart_5.30.19-1.pdf

Status: Discussed at 1.16.2019, 3.20.2019 and 5.6.2019 CL/CD meetings; Action Item at 6.11.2019 DA meeting.

Action Item #5: ILS Road Map

Background: The new 5-year contract with Innovative provides a number of new features to benefit the patron and staff experience with Sierra. An ILS Road Map meeting was convened with members of the SSAC, county library association chairs and the chairs of the CL/CD and RS Advisory Committees.

Issue: After an overview and Q&A period reviewing five potential implementation projects: DecisionCenter, Mobile Worklists, Program Registration, a mobile app and text notices, the group prioritized the implementation of three items for an 18-month implementation plan called the ILS Road Map.

Recommendation: The SSAC And RSAC recommend the adoption of an ILS Road Map that prioritizes the implementation of

- 1) Text Messages sends text messages to patrons when notices are triggered.
- 2) Decision Center: a comprehensive collection management and analytics solution that provides timely and focused action recommendations for budgeting, selection, weeding, floating collections and more. Decision Center helps libraries match supply and demand to delivery optimized service. By using current and complete data – about circulation, holds, transits, patrons and acquisitions – while streamlining collection management workflows.
- 3) Mobile Worklists provides a mobile interface to manage collections int the stacks, allowing staff to reduce the back and forth between the stacks and the desk, cut down on repetitive materials handling, and decrease reliance on paper reports.

Status: Discussed at the April 4 ILS Road Map meeting; reported at the April 9 DA meeting; discussed at the May 22 SSAC; discussed at the May 23 RSAC meeting; Action Item at June 11 DA meeting.

Action Item #6: Idea Lab Swarm

Background: The Innovative user group is a source for enhancement requests of the Sierra ILS and other Innovative products. Users vote on enhancements. In the past there was a single vote per IUG member to cast

a ballot annually. A new interface is now available, Idea Lab, which offers an open forum and open voting on enhancements.

Issue: Currently, anyone can join. MHLS is actively recruiting member library staff to join the IUG's Idea Lab and participate in the MHLS "Crowd Source" method of voting. MHLS Staff will provide a link to ideas that need support.

Recommendation: The resource sharing Advisory committee endorses the system wide participation in the Idea Lab and requests that each library enroll at one staff member. An Action memo will be created by MHLS to confirm participation and enroll users in a mailing list.

Status: at the May 23 RSAC meeting; Action Item at June 11 DA meeting.

Action Item #7: Additions to the Shared Catalog & Evolving Formats

Background: As per the System's Free Direct Access Plan [<https://tinyurl.com/y5g39xog>], the Resource Sharing Advisory Committee and the DA have worked to limit circulating items in the shared catalog to only those that were available to all library cardholders. Limited special items like museum passes have been overlooked. Libraries who wish to grow their collection with new formats that have licensing issues, including streaming and cost per circ purchasing, are finding this approach limiting.

Issue: Libraries who do offer opportunities at a cost per circ are not able to pay for access beyond their own communities. Until a system wide option or alternative is available there is a need to include records in the catalog.

Recommendation: Authorize MHLS to load Bibliographic records for resources acquired by individual libraries regardless of who can access the resource. Items not available to all patrons must be labeled as such.

Status: at the May 23 RSAC meeting; Action Item at June 11 DA meeting.