

MID-HUDSON LIBRARY SYSTEM
Central Library / Collection Development Advisory Committee Meeting

Date: April 21, 2017

Location: MHLS Auditorium

Committee members attending:

Emily Chameides (Columbia)
 Carol Fortier (Dutchess)
 Daniela Pulice (Dutchess)
 Maureen Garcia (Greene)

Michele Capozzella (Putnam)
 Margie Menard (Ulster)
 Tracy Priest (Ulster)
 Merribeth Advocate (MHLS)

Staff Attending: Tom Lawrence (PPLD), Casey Conlin (PPLD), Deb Weltsch (PPLD), Tom Sloan (MHLS)

Minutes from February 14, 2017 meeting reviewed and approved by Michele Capozzella seconded by Daniela Pulice.

Discussion Items:

1. 2018 eResources cost-share chart:

- a. Draft chart is a best case scenario, keeping in mind that 2018 funding has some uncertainty with potential cuts to IMLS/LSTA affecting NYS aid.
- b. In case of worst case scenario, noted that only JobNow, Tumble Books, and Encore are the only products on multi-year contracts.
- c. Consensus to recommend [2018 draft E-Resources cost-share](#) chart to DA for discussion at May meeting and vote at the June meeting.

2. OverDrive:

- a. **Automatic Checkout Option:** Suggestion from Dutchess County libraries via Daniela to consider turning off automatic checkout option in OverDrive to help reduce wasting checkouts on metered items. Merribeth will check with OverDrive to see if automatic checkout can be turned off globally for the MHLS collection and if so, if hold-shelf time can be set to 7 days. This will also more closely mirror our resource sharing of print collections.
- b. **Draft revision of OverDrive Collection Development Guidelines:** to update areas that were no longer applicable.
 - i. For fiction (funded through eResource cost-share), committee reviewed chart showing copies/costs over time to reach certain holds ratio thresholds on fiction eBooks and eAudio (4.5:1, 7:1, 10:1, 13:1, 15:1, 17:1, 19:1) noting that the 2017 fiction cost-share funds support a 17:1 hold ratio.
 - ii. For non-fiction (funded through Central Library Development Aid and Central Books Aid) the wording will be "Additional copies of titles will be purchased when the holds ratios are above 5:1 depending on availability of funds."

- iii. Consensus to recommend updated OverDrive Collection Development Guidelines to DA for vote at May meeting.
 - c. **New options with Advantage Plus accounts.** MHLS needs to enable 2 settings in OverDrive to enable the new models in the Advantage Plus accounts.
 - i. Advantages of 'Share' model: titles remain owned by Advantage Plus members, mimics local preference, enhanced reporting. Consensus is that the 'Share' model and to 'have consortium set up a plan that applies to all members', most closely reflects our resource sharing of physical collections. Consensus to recommend these settings to DA for vote at May meeting.
 - d. **OverDrive metered titles with no copies available:** Committee recommends:
 - i. For any metered access title with zero checkouts left or zero days left, MHLS will remove the title from the OverDrive collection and delete the bibliographic record from the MHLS catalog and cancel the existing holds as of June 15. Any patron notification is the responsibility of the local library.
 - ii. Ongoing, for any metered access title with zero checkouts left or zero days left, MHLS will remove the title from the OverDrive collection and delete the bibliographic record from the MHLS catalog and cancel the existing holds monthly. Any patron notification is the responsibility of the local library.
 - e. **Trends Affecting Sustainable OverDrive Service, Funding and Operations:** Recommendation from the committee to attach this report to the minutes from the meeting, with a footnote of clarity added to section D that the source of the holds projection information is from analysis by OverDrive.
3. **MHLS Winter 2017 Weeding Project:**
- a. 48 packets sent out.
 - b. Tom L. will follow up with member libraries that haven't requested their packet yet.
 - c. Discussion at County Library Association level is encouraged.
 - d. Lists will be run again in September to evaluate progress.
4. Reviewed amendment of timeline of committee work

Motion to adjourn made by Carol Fortier and seconded by Margie Menard.
Next meeting June 12, 2017

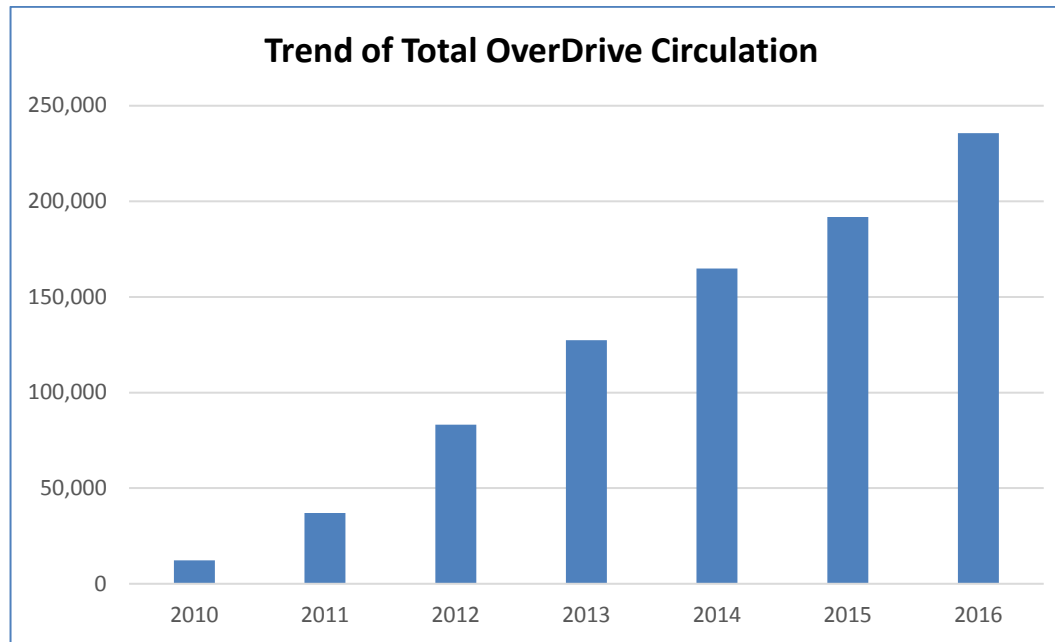
Trends Affecting Sustainable OverDrive Service, Funding and Operations

updated 4/25/2017

1. Working Assumptions

a. Patron Use

- i. The OverDrive service as established in 2010 has proved highly successful as measured by patron demand.



ii. Annual increase in circulation for 2010-2016

	Total eBook circulation	Percent increase in eBook circulation	eAudio circulation	Percent increase in eAudio circulation	Total OverDrive circulation	Percent increase in total circulation
2010	1,058 ⁱ		11,490		12,548	
2011	24,070 ⁱⁱ	2175%	17,722	54%	41,792	233%
2012	67,573 ⁱⁱⁱ	181%	20,265	14%	87,838	110%
2013	105,450 ^{iv}	56%	25,997	28%	131,447	50%
2014	134,896 ^v	28%	32,871	26%	167,767	28%
2015	149,563 ^{vi}	11%	44,871	37%	194,434	16%
2016	171,162 ^{vii}	14%	64,677	44%	235,839	21%

iii. Current collection development policy for cost share funds identifies patron use primarily as:

1. eBook and eAudio formats
2. Bestselling and popular adult fiction, purchased on an ongoing proactive basis through:
 - a. Referencing resources for development of popular collections (ex: NYT Bestseller list, EarlyWord)
 - b. Monthly searches in the OverDrive catalog of new popular titles available.
3. Additional copies of titles purchased when the holds ratios are above 4.5.
4. Patron-driven acquisition model for titles that have timed out (in collection & 0 days remaining, or in collection & 0 checkouts remaining) - only repurchase those with holds.

b. Funding

i. Sources contributing to OverDrive that passed through MHLS

	Member Libraries eResources cost-share		Central Library eResources cost-share ^{viii}		MHLS Funds		County Associations		Member Library donations		NYS Outreach		Grant Funds		Other ^{ix}		Total
	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	
2010	\$29,300	59%	\$18,000	36%		0%		0%	\$500 ^x	1%		0%	\$2,063	4%		0%	\$49,863
2011	\$32,600	57%	\$20,403	36%		0%		0%		0%		0%	\$3,454	6%	\$300	1%	\$56,757
2012	\$30,304	39%	\$27,509	35%		0%	\$5,993 ^{xi}	8%	\$4,874 ^{xii}	6%	\$2,000	3%	\$6,627	9%	\$416	0%	\$77,722
2013	\$27,013	40%	\$20,191	30%		0%	\$3,500 ^{xiii}	5%	\$6,700 ^{xiv}	10%	\$6,000	9%	\$3,540	5%	\$40	0%	\$66,984
2014	\$26,850	32%	\$31,033	36%		0%	\$8,002 ^{xv}	9%	\$5,365 ^{xvi}	6%	\$10,223	12%	\$3,518	4%	\$174	0%	\$85,164
2015	\$33,967	30%	\$31,033	28%	\$11,374	10%	\$17,501 ^{xvii}	16%	\$3,833 ^{xviii}	3%	\$11,000	10%	\$2,368	2%	\$471	0%	\$111,547
2016	\$28,401	29%	\$26,773	28%	\$12,000	12%	\$13,322 ^{xix}	14%	\$4,076 ^{xx}	4%	\$10,000	10%	\$2,596	3%	\$133	0%	\$97,300
2017	\$28,104		\$26,332								\$0		\$0				
2018																	

ii. Amounts spent on OverDrive purchases

	MHLS Direct Purchasing		Central Library Direct Purchasing ^{xxi}		Library & County Direct Purchasing		Advantage Accounts ^{xxii} purchasing		Total	% Change
	\$	%	\$	%	\$	%	\$	%		
2010	\$40,836	100%	\$0	0%	\$0	0%			\$40,836	
2011	\$42,230	100%	\$0	0%	\$0	0%			\$42,230	3.41%
2012	\$54,140 ^{xxiii}	90%	\$0	0%	\$6,334 ^{xxiv}	10%			\$60,474	43.20%
2013	\$68,880	96%	\$0	0%	\$3,206 ^{xxv}	4%			\$72,086	19.20%
2014	\$64,869 ^{xxvi}	72%	\$596	1%	\$24,240 ^{xxvii}	27%			\$89,705	24.44%
2015	\$89,063 ^{xxviii}	61%	\$23,929	16%	\$33,868 ^{xxix}	23%			\$146,859	63.71%
2016	\$88,190 ^{xxx}	59%	\$22,347	15%	\$37,161 ^{xxxi}	25%	\$1,764 ^{xxxii}	1%	\$149,462	1.77%
2017										
2018										

c. To provide a sustainable OverDrive service that meet the needs of library patrons, MHLS must plan, implement, and evaluate a more comprehensive structure for funding and operations.

d. Comparison of circulation, wait time and funding:

	Total OverDrive Circulation	Percent increase in total circulation	Wait time	Total amount spent on OverDrive purchases
2015	194,434		15 day average	\$146,859
2016	235,839	21%	31 day average	\$149,462
2017	304,232 projected ^{xxxiii}	29% projected ^{xxxiv}		

e. Projected amount to spend on OverDrive purchases

i Total eBook circulation is made up of circulation of 815 OverDrive eBooks + 243 Gutenberg eBooks
 ii Total eBook circulation is made up of circulation of 19,420 OverDrive eBooks + 4,650 Gutenberg eBooks
 iii Total eBook circulation is made up of circulation of 62,966 OverDrive eBooks + 4,607 Gutenberg eBooks
 iv Total eBook circulation is made up of circulation of 101,975 OverDrive eBooks + 3,475 Gutenberg eBooks
 v Total eBook circulation is made up of circulation of 132,821 OverDrive eBooks + 2,075 Gutenberg eBooks
 vi Total eBook circulation is made up of circulation of 147,812 OverDrive eBooks + 1,751 Gutenberg eBooks
 vii Total eBook circulation is made up of circulation of 170,942 OverDrive eBooks + 220 Gutenberg eBooks
 viii Includes platform fee
 ix Includes OverDrive Content Credit and funds from Foundation for Hudson Valley Libraries
 x Highland Library \$500

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- xi Greene County Libraries Association \$2,000; Ulster County Library Association \$3,993
- xii Kinderhook Memorial Library \$500; Kingston Library \$4,000; PPLD \$374
- xiii Columbia County Directors Association \$500; Greene County Libraries Association \$3,000
- xiv Highland Library \$500; Howland Public Library \$1,000; Kingston Library \$4,000; Pine Plains Free Library \$1,200
- xv Ulster County Library Association \$8,002
- xvi Catskill Library \$1,365; Kingston Library \$3,000; Pine Plains Free Library \$1,000
- xvii Greene County Libraries Association \$4,000; Ulster County Library Association \$13,501
- xviii Chatham Public Library \$261; East Fishkill Community Library \$21; Highland Library \$500; Kingston Library \$2,000; Pine Plains Free Library \$1,000; Roeliff Jansen Community Library \$51
- xix Columbia County Directors Association \$3,322; Greene County Libraries Association \$10,000
- xx Kingston Library \$3,000; Pine Plains Free Library \$1,076
- xxi Poughkeepsie Public Library System Billing Account used for purchasing through NYS Central Library Development Aid funds, NYS Central Book Aid funds, and PPLD funds.
- xxii Greater Poughkeepsie Library District, Saugerties Public Library, East Fishkill Public Library District
- xxiii Includes Billing Account: Foundation for Hudson Valley Libraries \$349
- xxiv Billing Accounts: Highland Library \$345; UCLA Portal \$5,989
- xxv Billing Accounts: Beekman Library \$1,196; Highland Library \$369; PCLA (Putnam County Library Association) \$1,641
- xxvi Includes Billing Account: Foundation for Hudson Valley Libraries \$54
- xxvii Billing Accounts: Beekman Library \$3,346; Grinnell Public Library District \$168; Highland Library \$282; Kent Public Library \$2,127; LaGrange Association Library \$973; Marlboro Free Library \$953; Millbrook Free Library \$360; Pawling Free Library \$141; PCLA (Putnam County Library Association) \$11,189; UCLA Portal \$4,369; West Hurley Public Library \$333
- xxviii Includes Billing Account: Foundation for Hudson Valley Libraries \$52
- xxix Billing Accounts: Beekman Library \$1,410; Brewster Public Library \$137; Cairo Public Library \$176; Chatham Public Library \$247; Desmond-Fish Library \$121; East Fishkill Community Library \$349; Grinnell Public Library District \$700; Heermance Memorial Library \$54; Highland Library \$1,054; Hyde Park Free Library \$401; Kent Public Library \$1,578; LaGrange Association Library \$783; Mahopac Public Library \$1,025; Marlboro Free Library \$1,351; Millbrook Free Library \$932; Patterson Library \$102; Pawling Free Library \$292; PCLA (Putnam County Library Association) \$7,237; Pleasant Valley Free Library \$607; Sarah Hull Hallock Free Library \$124; Saugerties Public Library \$2,689; Stone Ridge Library \$40; Town of Esopus Library \$117; UCLA Portal \$11,817; West Hurley Public Library \$419; Woodstock Public Library District \$106
- xxx Includes Billing Account: Foundation for Hudson Valley Libraries \$50
- xxxi Billing Accounts: Beekman Library \$1,575; Cairo Public Library \$59; Chatham Public Library \$1,266; Claverack Library \$91; D.R. Evarts Library \$56; Desmond-Fish Library \$50; East Fishkill Community Library \$548; Grinnell Public Library District \$252; Heermance Memorial Library \$128; Highland Library \$1,102; Kent Public Library \$1,867; Mahopac Public Library \$2,963; Marlboro Free Library \$1,182; Millbrook Free Library \$1,588; Olive Free Library Association \$24; Pawling Free Library \$1,003; PCLA (Putnam County Library Association) \$6,187; Phoenicia Library \$388; Pleasant Valley Free Library \$66; Sarah Hull Hallock Free Library \$290; Saugerties Public Library \$1,929; Starr Library \$57; Stone Ridge Library \$77; Tivoli Free Library \$722; Town of Esopus Library \$341; UCLA Portal \$10,882; West Hurley Public Library \$1,255; Woodstock Public Library District \$1,114
- xxxii Billing Accounts: Greater Poughkeepsie Library District \$912 ; Saugerties Public Library \$852
- xxxiii Through a holds forecast run by OverDrive, based on MHLS 2015-2016 use, they provided MHLS with a projection that we can anticipate a 29% increase in the total number of MHLS holds in 2017.
- xxxiv Ibid.