

**Montana Shared Catalog (MSC)
BridgerNet & 4Rivers Sharing Group Meeting
May 1, 2014 Red Lion Colonial Inn Helena, Montana**

Present: Sarah McHugh, MSL; Cara Orban, MSL; Susan Gregory, Bozeman; Gale Bacon, Belgrade; Jodi Smiley, Boulder; Adam Kish, Twin Bridges; Jack Albrecht, Thompson-Hickman County; Trudy Dundas, Debbie Kramer, Three Forks; Holly Harper, Whitehall Schools; Melody Condron, MSC; Amy Marchwick, MSC; Ken Adams, MSC; Carly Delsigne, North Jefferson County.

Absent: Donna Worth, Bruce McPherson, Debbi Kramer, Molly Aagard, Bill Talbott, Marie Habener.

Meeting convened at 1 p.m. Carly Delsigne, North Jefferson County, was appointed to record minutes.

Sharing Group Item Types (Reorganization Update): Melody Condron, MSC System's Technician, and Amy Marchwick, MSC Technical Services Assistant, gave a brief history of the reorganization and the sharing groups progress. Amy reported that the first weeks in June (hopefully before Mike's vacation) the Shared Catalog would begin tackling the shared item types in batches. Though it is a technical and complicated process for MSC, the libraries involved should only notice that their items have been moved to the approved types and the circulation periods will change. Melody reiterated that there would only be two check out periods—either 14 or 28 days and only one “new” universal item type. For more information and the most current timeline, please see website: <http://libraries.montanastatelibrary.org/statewide-projects/montana-shared-catalog/reorganization/>

Courier Discussion: The group decided to move up the courier discussion so that expected (but not yet present) BridgerNet members could weigh in on SOP and annual meetings. Sarah McHugh and Cara Orban explained that the State Library, with the approval of the NAC, had LSTA funding available (\$5,000 FY13 [must be spent before September 2014] and \$10,000 FY14 [must be spent before September 2015]) to help the Courier Project in three possible ways. The first involved the State Library running a Request for Proposals to initiate a centralized contract for courier services, reducing the overall cost to participating libraries with approved LSTA funding, and developing a cost share formula to help participating libraries bear the remaining cost equitably. The second was to invest in developing an interstate courier contract in cooperation with regional groups like Orbis Cascade Alliance Courier Program or Minitex. The third option would be to build the intrastate courier through hubs and connecting local courier systems (volunteer or otherwise) to the larger Courier Project. The first two options would require the State Library to enter an RFP process, but the advantages of having a single contract with the security, leverage, and legal safe guards of the state procurement process were attractive. The third was ruled to be the least cost effective.

Carly moved that both partner groups ask the State Library to pursue the first option in the hopes that a strong intrastate courier system would lead to the development of an interstate courier contract. Holly seconded. Motion passed unanimously.

Standard Operating Procedures and Meetings: The group discussed visions of the future (possibly combining and in the future joining Partners) as well as current hurdles to overcome. BridgerNet reported great strides in developing an SOP. They feel they need to finish their work and get their feet under them before they consider more changes. Both groups expressed a desire to get through the Item Type and circulation period changes before addressing longer term issues. The question was asked whether individual libraries could move among partner groups on their own (i.e. Three Forks as a member of two sharing groups) or if the whole group had to move as one. MSC staff responded that, though Three Forks would remain as it is now, from here on out the whole partner group must move as one. The two groups agreed to meet the day before the Shared Catalog's Fall Meeting with possible meetings over the summer if necessary but postponed the decision about whether to meet together or separately as well as deciding a governance structure.

Meeting adjourned at 2:40 pm.