

MSC Frequently Asked Questions 2017 (FAQ)

Q: What's the primary value of being a MSC library?

A: By working in partnership with other MSC libraries, you will have the opportunity to more efficiently provide higher value services and better quality content to your library's users.

Q: Who is the Montana Shared Catalog?

A: The Montana Shared Catalog is a voluntary consortium comprised of 177 libraries and branches. MSC libraries are found in 99 Montana communities, serving a combined population of approximately 550,000 and nearly 450,000 registered users.

The MSC currently includes 5 academic libraries, 90 public libraries or public library branches, 71 school libraries, and 11 special (law, medical, government, and museum) libraries, stretching across the state from Troy to Ekalaka and Plentywood to Lima.

Q: Where are these libraries located?

A: 105 are in Western Montana (61%), 32 in Central Montana (17%), 24 in Eastern Montana (14%), and 16 (8%) on the Hi-Line.

There are several other shared catalogs in Montana: OMNI headquartered at MSU, the University of Montana and Affiliated Libraries headquartered at U of M, and the Kalispell, Billings, Bozeman, Helena, and Great Falls public school districts.

Q: How many librarians are employed in MSC libraries?

A: Nearly 500. MSC librarians work together on MSC-related issues; in many ways you are gaining a large virtual staff at the same time as you and your staff becomes part of the consortium.

Q: How is the MSC governed and what is the role of the MSC Support Staff?

A: MSC support staff are employees of the State Library and they work to make the MSC the best shared online library catalog it can be.

- Policies and By-Laws are set by the MSC Executive Board, with approval by the membership and in partnership with the State Library.
- Budgets are prepared by the MSC Director and submitted to the MSC Executive Board for review and then discussed and voted on by the membership during their annual, Spring membership meetings.
- MSC support staff provide training resources and ongoing technical support. MSC members can and are expected to provide assistance and training to new members. Members providing this training will have travel expenses reimbursed by the MSC.
- Decisions about the system functionality and catalog content are made by the MSC Content Management Committee in conjunction with the MSC support staff. The MSC Executive Board and membership has final approval.

Q: On what application and computer hardware does the MSC run?

A: We use SirsiDynix Corporation's Symphony¹ integrated library system (ILS). The software is state-of-the-art and is routinely updated with fixes and enhancements. The patron or student uses the online, web-based interface called "Enterprise". Library staff have a workstation based client called "Workflows" that interacts with the Helena based servers. BLUEcloud Analytics is a cloud-based application allowing library directors and staff to query the system's history logs for statistical information on circulation, cataloging, acquisitions and user activity.

The "production" Symphony server runs on an IBM p520 Express (AIX) server with attached, external, high-speed SCSI data storage. The test server is an IBM p650 and is attached to an I/O drawer containing 6 mirrored hard drives for data storage and backup. The database for the system on both servers is Oracle version 11g. The servers are accessed through the State of Montana's wide

¹ <http://www.sirsi.com/symphony>

area network and are connected to redundant battery UPS and emergency generator backup. The "Enterprise" public search interface and the BLUEcloud Analytics applications are hosted remotely by SirsiDynix.

The MSC server and data communications environment is designed to be as up to date and industrial strength (in terms of speed, reliability, robustness, and recovery in the event of a problem) as we can afford to make it. This costs money and requires a fair amount of expertise to maintain and operate. MSC support staff have that expertise in partnership with the State Library's IT Department and with the state's Information Technology Services Division (ITSD). All system hardware, with the exception of Enterprise and Analytics, is hosted at the State of Montana Data Center.

Q: Who fixes the MSC when there are technical issues?

A: MSC Support staff monitors the system, performs system upgrades, fixes technical issues and makes configuration adjustments as necessary. Your library won't need on-site staff people to keep your staff interface and online catalog functioning. If the MSC Staff can't resolve software problems, they have direct line with priority access to the vendor's customer support department. The server equipment is under warranty with IBM and our maintenance contract with them guarantees 24/7 access to their support personnel. The system percentage of up-time since April, 2006 is 99.47%.

Our goal is that the MSC is available to your staff and users, except for scheduled downtime for upgrades, large record loads, and maintenance.

For scheduled and unscheduled downtimes, MSC libraries have access to the Symphony system's Offline feature, to circulate materials if the server becomes unavailable.

The systems up and down times are tracked and available for viewing at:

http://msl.mt.gov/Statewide_Projects/Montana_Shared_Catalog/For_Members/Incident_Tracker/default.asp. You may need on-site staff people to keep your local area network running smoothly and your workstations and related peripheral equipment online.

Q: Why should my library join? What's the best part of being a MSC consortium member?

A: The good company you keep and what it lets you do for the users you serve. Membership in the consortium is a great opportunity for Montana libraries to improve their quantity, type and quality of library materials and services through collaboration, resource sharing, and cooperation. The MSC facilitates library development and frees library staff from dealing with locally hosted servers and system software.

Some MSC members have formed "Partner" sharing groups that not only share their patrons and collections, but also work together in ways that help each other stretch their materials purchasing budgets. Perhaps most significantly, MSC members share their smarts and imagination—can you imagine having nearly 500 brains to pick when you have a problem or a bright idea?

Q: What are some of the drawbacks of being part of the MSC?

A: Once you join the MSC, the library has made a long-term commitment. The expense of exiting the MSC is fairly substantial and would be borne by the library requesting to do so.

This is a shared integrated library system and bibliographic database, used by 177 member libraries. It must work for all. Belonging to a consortium requires that your library commits to communicating with other MSC members, committees and the support team. You may need to make operational and financial compromises and share the consequences of decisions that lack immediate benefit for your library.

Q: How is the MSC financed?

A: In FY2016, 52% of the funds came from member libraries. The other 48% was provided from the state general fund and LSTA grants. The State Library provides start-up financial assistance to

libraries joining the MSC, hosts the servers and staff workspace, and pays the salaries of 2.33 operational staff. The other 2.66 staff salary is paid by the membership.

Q: What is the MSC budget?

A: The budget fiscal year is July 1 thru June 30. The budget is broken down by operational and administration costs. The current MSC budget is available at http://msl.mt.gov/Statewide_Projects/Montana_Shared_Catalog/For_Members/Budget/budget.pdf

Q: Is there a MSC Strategic plan?

A: The MSC Strategic Plan was approved by the membership during their 2015 Spring members meeting. It can be viewed here: <http://docs.msl.mt.gov/pdfs/SharedCatalog/StratPlan2016-18.pdf>

Q: How are MSC-related decisions made?

A: Consortium members make every effort to reach decisions by consensus and in the spirit of cooperation. In the event that consensus does not occur, a majority of the membership present at a members meeting or voting electronically is required. The MSC Executive Board and the Content Management Committee attend to operational and procedural decisions, and present suggestions to the membership for approval. The Montana State Library Commission makes some funding decisions, with advice from the State Librarian and the Network Advisory Council.

Your library, regardless of size or type, has an equal voice in all the policy and financial decisions affecting the consortium.

Q: How much does it cost to join the MSC?

A: Start-up costs range from \$900 for small, un-automated libraries and up to \$30,000 for large, automated library systems that migrate their data. Montana-specific start-up costs have been negotiated with SirsiDynix, toward the goal of making the MSC affordable for all but the very smallest of Montana's libraries. A competitive MSC-start-up assistance program helps libraries afford the initial license and data-related expenses of joining the MSC. Start-up costs not associated with direct vendor costs such as; peripheral equipment (mobile devices, receipt printers, barcode scanners and/or barcodes) and new library training are paid by the library and included in the start-up cost estimate. The MSC Director will supply your library with two cost estimates: a start-up and an ongoing cost estimate.

The MSC is a bargain if you compare the costs of being a MSC library versus running and maintaining your own system. The initial and ongoing out-of-pocket and capital costs, combined with the time it takes to run a local system, and the value of librarians' time spent on computers instead of users, all add together to make owning your own system an expensive proposition.

A careful accounting reveals that the costs of being a MSC member are equal to or less than the costs for having a standalone automated catalog and circulation system.

Q: What is the annual cost of remaining a MSC member library?

A: Annual ongoing costs range from \$800 for small non-circulating libraries to more than \$35,000 for the largest member libraries. Contact the MSC Director for an estimate of your library's anticipated annual costs. **MSC membership requires enrollment in OCLC Group Services which is an additional annual cost for the library if they are not already enrolled.**

All libraries pay as little as possible, given the costs of running the MSC. Libraries with larger collections, more users and higher yearly circulations pay more than libraries with smaller title, user and circulation counts. The smallest libraries receive an additional title, patron and cost share break. Our intent is to use a measure that equitably distributes the consortium's annual costs among MSC libraries, based on the record counts taken from the system on March 1, each year.

Q: What are the consortium's typical ongoing costs, and how much will they be in future years?

A: The consortium's typical ongoing costs include SirsiDynix software licensing, maintenance and support, enriched content such as cover art and reviews, hardware maintenance, authority maintenance, catalog cleanup, server replacement cost, training, meeting and conference costs, MSL indirect service costs and 2.66 of the cost for five MSL staff positions that administer and support the system. The total shared costs for FY2017 were \$465,457. Annual costs can be expected to increase by as much as 4% yearly due to inflation. The state also provides nearly \$100,000 per year to the MSC to help reduce the amount of shared, operational costs along with LSTA funds provided for 2.33 staff salaries and new library start-up cost grants.

Q: How is a library's ongoing cost calculated?

A: A library's individual contribution to the ongoing costs of the MSC is calculated based on a cost share formula that is established by group consensus; every library has an equal vote. MSC's primary concern is to keep prices fair and affordable for all participating libraries (big and small, but taking special care to keep smaller libraries enfranchised), while meeting its financial obligations.

The MSC ongoing cost formula is based on four measures. Those measures are: title record (30%), annual circulation (10%) and patron record (30%) counts that come directly from the system. The remaining 30% is divided equally among libraries. Title, patron and circulation record counts are done by system administrators on March 1 each year in order to create the next fiscal year's ongoing cost formula. Member libraries are invoiced by mid-May of each year for the next fiscal year (Jul 1 to Jun 30).

The following breaks are included:

- i. Title record break – libraries with under 10,000 titles records receive a 5,000 title break
- ii. Patron record break – libraries with under 3,000 patron records will not be charged for patron records
- iii. Equal share of 30% - libraries with under 8,000 title records AND under 1,000 patron records will pay \$200 less than the other libraries sharing the remaining balance equally.

The price structure strives to provide all libraries with a good deal, but takes exceptional care that it doesn't price large, medium or small libraries out of the catalog. It is a delicate balance that is annually re-examined by the group.

Q: How is the MSC staffed?

A: Federal LSTA funds pay for the MSC Director position and an Information Specialist position. The MSL Commission has agreed to pay 1/3 the cost of an additional position with the MSC membership. That position is the MSC Systems Technician. This person provides operational support to existing members, and has primary responsibility for adding new MSC libraries. Two other MSC technical support positions are fully funded by the MSC membership. One of these positions focuses on providing training materials and support to new and existing members. The other focuses on monitoring and maintaining the quality of the MSC's bibliographic and item records.

Staff from MSC member libraries often work with one another to solve problems, and train and assist staff at other member libraries. While they are not MSC or State Library paid staff, their voluntary contributions are a vital part of the mix.

- Q: Can libraries form sub-groups within the MSC?
A: Yes. Public libraries with branches can present their library system catalog to their users. County-wide systems present a multi-type 'visage' to their users. School and agency libraries have the option of displaying their district's holdings as their default catalog.

Thirty-one libraries are part of the Partners Resource sharing group and another 12 are part of the 4-Rivers sharing group while five others make up the Gallatin County Libraries sharing group. These groups share their collections and patrons. They stitch their partnership together with special system configuration and whatever courier/delivery services that can be arranged. The Partners sharing group also offers floating collections of new materials to their patrons. These items remain on the receiving library's shelf until needed elsewhere, giving the local libraries a "new" set of materials to offer their users on a rotating basis. This has made their patrons very happy.

- Q: Must we join a resource sharing group when we join the MSC? Can we join these groups later?

A: While joining a sharing group when you join the MSC is not required, libraries are strongly encouraged to consider the benefits of resource sharing for their patrons. If you decide you wish to join a group or groups later, your library must explore this first with the respective group.

- Q: Can my library customize the public web view of the MSC online catalog?

A: The MSC catalog is available to anyone, anywhere, anytime, through internet access and a web browser. Our desire to customize the catalog to your library's unique needs and preferences is tempered by finite staff resources and the capabilities and limitations of the SirsiDynix *Symphony* software along with the Enterprise online catalog. Users with mobile devices can also access the catalog using the BookMyne application to search the catalog, place holds, view their online accounts, renew items and manage book lists. Patrons can also directly access the catalog through your library's Facebook page.

The "Enterprise" discovery interface has replaced the aging "eLibrary" interface. The friendly, user-centric interface includes search suggestions, "did you mean" functionality, and "facets" to easily scope search results to the desired materials. It also includes enriched content (such as book jackets, table of contents, excerpts, and book reviews). This content is licensed from Bowker Syndetic Solutions, Inc., and your library's share of this consortium-wide cost is part of your ongoing expenses.

Some of the Enterprise screens and options can be customized for your library; other aspects are determined by consortium-related requirements and cannot be changed to meet your library's needs.

- Q: What data can I migrate from my existing system?

A: Bibliographic and item level data migrates well if it is in standard MARC format. Patron information can be migrated. Some libraries use this opportunity to re-register their patrons in the new system. Patron data in standard flat-text files from student-data or similar systems can usually be migrated. Circulation, serials control and acquisitions data is problematic and we do not attempt to migrate that data except for very large public libraries or school library districts.

Selected libraries will begin a three to six month process of adding their records to the MSC. This process will include testing and training timed to meet the needs of new libraries coming online. Within three to five months of joining the system, selected libraries' catalogs will typically be available over the web, and libraries will begin to circulate items using the MSC system.

- Q: Can we use the MSC to build our bibliographic and patron data files? We have no electronic data files; instead we use a card catalog.
- A: Yes, the MSC is a great tool to use to create an electronic duplicate of your card catalog. We can help you estimate how long it might take to get the job done. Libraries not migrating bibliographic data are required to manually enter 80% of circulating collection no later than one year after joining the MSC.
- Q: Why is a collection management policy required?
- A: Collection management policies are a prerequisite to maintaining a useful collection. Accordingly, the Montana State Library Commission requires grant seeking libraries to have a current (less than 3 years since the last formal revision/update) collection management policy, approved by the library board/school board or principal or administrator.

APPLICATION

Montana Shared Catalog Start-up Assistance Program

Application Deadline: Feb 3, 2017, 5:00 PM MST

Complete application must be received at MSL on or before this deadline.

Instructions

- Use the forms provided, answer each question in context and as it is posed on the form, and answer each question completely. Failure to do so makes it difficult to score the application and therefore will disqualify the application.
- Attach supplemental pages and materials as requested or required
- To be considered, libraries must reply to the affirmative to all questions in the Pre-qualifying Questions section AND select an appropriate Implementation Schedule (end of Library Information Questions section).
- While electronic submissions are required, completed paper applications must also be signed, dated and sent to:

MSC 2017 Startup Assistance Program
Montana State Library
PO Box 201800
Helena, MT 59620-1800

Applications sent via fax will not be accepted as accuracy and completeness cannot be ascertained.

- Additionally, completed applications must include an *electronic copy* in MS/Word or PDF format. Electronic copies must be supplied by the deadline stated above on either a compact disc (sent to the address above) or e-mailed as an attached document(s) to the MSC Director at jgoodwin@mt.gov. Please clearly label any electronic media submitted with the name of your library, school, or organization and indicate that this media is part of your MSC application.
- The application has pre-set forms with shaded check boxes and text fields . Simply click in the appropriate check box to select it or inside the text field to begin entering text. Text fields will expand as you enter your answers. You can move from one field to the next by simply pressing [Tab].

Application Checklist

- Application
 - Paper copy, Library Information and questions 15 thru 43 attached together.
 - Signature Page 14, printed out, signed and dated
 - Response to essay questions 44 thru 48
 - Electronic Copy (email attachment)
 - A recent, approved Collection Management Policy on file at the library.
 - If applicable (un-automated libraries): Retrospective Cataloging Plan, signed by the Librarian and the Board Chair, Principal or equivalent

Library Information

Questions about your library (form fields will expand as you enter text)

1. Library
2. Mailing Address

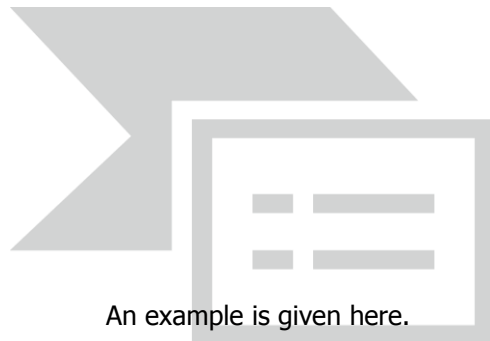
3. Contact
4. Contact phone E-mail
5. Number of branches, if any, in addition to the headquarters library

Questions about your collection and patrons

6. How many titles are currently in the library collection?
7. How many registered borrowers does your library have?
8. Is your circulation automated? Yes No
If Yes, what is your library automation system & version ?
9. Is your library currently an OCLC member? Yes No *Note that annual enrollment in OCLC is a requirement for all MSC member libraries.
10. Are your holdings in OCLC? Yes No
11. Do you wish to migrate your patron records by having them transferred to the MSC electronically, or will you prefer to manually key-in your patron database? Migrate or Manual
12. Does your library use barcodes? Yes No

The MSC required barcode standard is:

- Codabar Mod 10
- 14 digit
- Final check-digit
- All numeric
- Starting digit of 2 for users and 3 for items



What barcode schema does your library use?

NOTE: If your library uses a different barcode format, please be aware that you will have to re-barcode your circulating collection and patron records upon joining the MSC.

Are you requesting funding?

Please check all the sentences below that best describe your library's intentions and situation.

Does your library need financial assistance?

13. My library wants to join the MSC and is applying for financial assistance.
14. My library wants to join the MSC; we are applying for assistance, but will find other funding if we are not selected to receive financial assistance.
15. My library wants to join the MSC, but without financial assistance we will have to wait for funding.
16. My library wants to join the MSC; we have our own funding, and are not applying for financial assistance.

Large, Medium, or Small Library?

17. My library is a Large Library, that is, we have both 100,000 or more bibliographic records, *and* 25,000 or more registered patrons.
18. My library is a Medium Library, that is, we have both 35,000 to 100,000 bibliographic records, *and* 10,000 to 24,999 registered patrons.
19. My library is a 'Small Library', that is, we are not a Large or a Medium Library.

No automated catalog; no MARC records

20. My library has no electronic bibliographic records, but would create its database within the MSC Symphony catalog using the Workflows interface. I understand my library cannot go live until at least 80% of our collection is entered into the MSC database. I further agree to enter at least 80% of my library's items by Sept 30, 2017. Basic "copy-cataloging" training will be provided before beginning to add your records to the MSC database.
21. (If #20 is checked otherwise, leave blank): I have attached a retrospective cataloging plan that enables my library to meet the twelve month requirement for entering my bibliographic items in the catalog. This plan has been signed by the Librarian and the Board Chair, Principal or equivalent.
22. MY LIBRARY REQUESTS THE IMPLEMENTATION SCHEDULE SELECTED BELOW. The library staff and library board understand that this selection is final and there is not the option to switch to another implementation schedule following our confirmation of acceptance into the MSC (See Implementation Option details on [Page 1](#) of the application). Libraries migrating their data from automated systems must check their preference of one of the two following implementation schedules. Actual scheduling and final "go-live" dates will depend upon the number and size of the automated libraries joining coupled with MSC and library staff availability:
- IMPLEMENTATION SCHEDULE 1 Sept-Dec 2016
- IMPLEMENTATION SCHEDULE 2 Jan-Mar 2017

Non-automated libraries can begin retrospective cataloging as early as August, 2016 but must be completed by September 30, 2017.

Pre-Qualifying Questions

The following are requirements for joining the Montana Shared Catalog. Your Library Must Review and Confirm Statements 23 thru 43.

23. I have read and agree to the conditions of the MSC By-Laws:
http://msl.mt.gov/Statewide_Projects/Montana_Shared_Catalog/For_Members/Legal/Bylaws.pdf
24. I understand that the MSC has a limited number of circulation options that govern check out periods and fines and fees, and that my library's circulation policies will need to be in alignment with these policies.
25. I have received and agreed to price quotes received from the MSC Director for start-up costs as shown in the table below:

Paid to SirsiDynix, LSTA Money	Paid to Montana Shared Catalog, own money	Paid to Others, own money	Total Paid (LSTA plus own money)
\$	\$	\$	\$

26. I have received and understand the cost estimate received from the MSC Director for ongoing costs.
27. My library has a current Collection Management Policy. This policy has been approved by your library or school board/principal. For more information, go to the MSL website at:
http://libraries.msl.mt.gov/library_development/consulting/standards/colleval
28. My board, superintendent, or other governing body has reviewed and approved this application. They have reviewed the conditions of the MSC Members Contract and will sign it if we join the MSC.
29. My library will work with other MSC libraries toward improving the quality of library materials and services.
30. My library will share bibliographic records.
31. I understand that when joining the MSC, my library will add its holdings to existing bibliographic records in the system. In the event that we add unique records, I understand that others will attach their holdings to this new master record.
32. My library will actively contribute catalog records following the accepted best practices of the consortium; I have read and agree to the current version of the MSC Standard Cataloging Procedures:
<http://docs.msl.mt.gov/pdfs/SharedCatalog/SCP102015.pdf>
33. I have conferred with the MSC Staff and we have agreed that either 1) our bibliographic and user records are of sufficient quality to electronically import into the MSC, or 2) we will by hand, rebuild our bibliographic database using the MSC's standard cataloging procedures.
34. I understand the MSC assists other member libraries cooperatively; my library agrees to voluntarily provide training, guidance and consultation to other member libraries.
35. My library will be represented at all regularly scheduled membership meetings of the MSC consortium.
36. My library is an OCLC member, or will become one no later than July 1, 2017 and will maintain enrollment while a member of the MSC. I understand that OCLC enrollment is required and that it is an additional cost not included in annual MSC membership cost.

37. My library has, or will have by July, 2017: stable, high-speed internet access with a static IP address with sufficient bandwidth for current and future needs engendered by joining the MSC. We understand that dial-up Internet access is insufficient and that broadband internet is an ongoing requirement. My library is responsible for securing and maintaining adequate data communications.
38. My library has or will have at least one online catalog workstation or kiosk for patrons.
39. We have or will have at least one staff workstation dedicated to circulation, cataloging, print notices and reports. We are able to support staff workstations running Windows operating systems (7, 8 and 10) or the Apple Macintosh operating system. The current version of the staff interface (Java Workflows) runs under Windows 7, 8x, 10 or a Macintosh OS X 10.4 or higher version.
40. We understand that at least one barcode scanner must be purchased if a compatible scanner is not already available. Peripheral equipment purchases are part of the start-up costs borne locally. Contact the MSC Staff to help determine if the current scanner is compatible or for recommendations for scanner purchase. We prefer scanner standardization as it helps us provide better and faster technical support. In addition to the required bar code reader, your library may purchase *optional standard receipt printers* and *optional standard report printers*. To receive our support for the receipt and report printers, it is requested you follow the [MSC peripheral equipment](#) recommendations. If your library plans to use mobile devices for circulation, those devices and related peripherals are part of the start-up costs borne locally. Contact the MSC Staff for questions concerning mobile devices.
41. My library has, or will begin conversion to the MSC standard bar code format, from the time of our notification of acceptance in the MSC:
- 14 digit "Codabar mod 10"
 - Unique library identifier (contact the MSC Staff to reserve an identifier if not already reserved)
 - Final check-digit
 - All numeric characters
 - Prefixes of "2" for patrons, "3" for item
42. My library appears with its current information in the online Montana Library Directory: http://msl.mt.gov/Library_Development/Library_Directory/default.asp
43. I understand the MSC will continue to grow and add new libraries in the foreseeable future and to the maximum of system capability.

Essay Questions

Please attach pages as necessary to answer the following questions. Number each response with the corresponding question number. Each question must be answered separately. Your response should be as succinct as possible. Responses will be scored using the following guidelines:

Questions #44, #45 and #46 will be scored according to the extent that your library meets or works to meet, the following standards and goals:

- ✓ Furthers the process of libraries-helping-libraries
- ✓ Increases collegial interaction between participating librarians
- ✓ Improves the delivery of library materials and services to library users
- ✓ Promotes collaborative and consortium behavior in general
- ✓ Further MSL's goal of developing libraries through networked services
- ✓ Understands that the MSC is primarily a tool for library development and not just an integrated library system.
- ✓ Supports and improves the resource sharing concept of the Montana Shared Catalog.

Question #47 will be scored according to the library's current and future budget capability to pay MSC and OCLC annual membership costs.

Question #48 will be scored according to the library's willingness to participate or consider participating in one of the patron sharing groups (Partners, 4-Rivers, Gallatin County) within the MSC.

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44. Why do you want to join the Montana Shared Catalog? Does joining the MSC fit into your library's development and long-range plan? 20 maximum points
 45. Describe how your library will be an active member of the MSC consortium. Please describe previous cooperative, collaborative, or consortium experiences that you, your staff members, or your library has been a part of. How will your staff participate within the consortium? (20 maximum points)
 46. Describe your library's current resource sharing activities. Please include, in addition to a description of your activities, interlibrary borrowing and lending statistics from the last complete fiscal year. (20 maximum points)
 47. On-going expenses vary with collection size, number of users and annual circulation. These costs currently range from \$900 to \$35,000 per year. Please describe your library's ability to meet these ongoing costs. Keep in mind the library must also pay OCLC annual enrollment costs. (25 maximum points)
 48. Is your library interested in joining a resource sharing group (Partners, 4-Rivers or Gallatin County)? Some members of the MSC share patrons, that is, while patrons remain associated with their home library, these patrons have reciprocal borrowing rights in other libraries within the group(s). For instance, a Flathead County patron can place a hold on a book owned by the Glendive Public Library, and vice versa. Sharing patrons has the effect of hugely increasing your library's collection, as well as the number of customers that you serve. 15 maximum points

Questions? Contact MSC Director Jessie Goodwin at jgoodwin@mt.gov or 406-444-3004