

# Minutes MontanaLibrary2Go Executive Committee Meeting

July 10, 2018 2:00 pm

## Attendees:

Cara Orban (ex officio)  
Susie McIntyre  
Stef Johnson  
Kit Stephenson (not yet a voting member)  
Gavin Woltjer (not yet a voting member)  
James Parrot and John Finn (guests)

## Executive Committee Members not attending:

Annie Alger  
Rachel Rawn  
Jonna Underwood

Meeting started at 2:01 pm

Susie asked if anyone wanted to add any items to the agenda. No items were suggested.

## FY2019 Budget:

Susie noted that we did not have a quorum of executive committee members present so no items could be voted upon. (Kit and Gavin are elected to the executive committee but their terms start in October. This is a relic in the by-laws from when the annual membership meeting was held in the Fall. We may want to change the by-laws and align the executive committee terms with the annual meeting being held in the spring as part of the Montana Library Association Conference.)

Cara gave an overview of the content budget for FY2019. The budget had changed slightly from the MontanaLibrary2Go membership meeting due to several donations. THANK YOU to those who donated.

## Subcommittee Updates:

Stef gave an update on the Baker & Taylor subcommittee. Both she and Rachel met with Jan Anderson the Baker & Taylor rep last week. He gave them further information about the Baker & Taylor offer. Stef and Rachel will send the information out to the other committee members and have a meeting soon. Susie mentioned that Jan had also come to the Great Falls Public Library. He gave her information on the offer (and other things.) Susie stated that in her opinion, the Baker & Taylor “offer” was an effort for us to have a second contract for content. She didn’t see how we could fund purchasing of material on another platform or how we could do the selecting for a second collection.

Cara gave an update on the Cost-Share Formula subcommittee. She has recruited enough members and has a date for the first meeting (September 7<sup>th</sup>, 2018 at 10:00 am). She hopes to have their work complete before the end of the calendar year.

## **Adding remaining public libraries:**

Cara has recently learned that Overdrive is no longer charging a fee to add libraries to a consortium. There are very few public libraries that are not members of MontanaLibrary2Go. We held a discussion and decided to reach out to those libraries and encourage them to join the consortium. (They may decide to wait until the cost-share formula committee has finished its work.)

## **Community Needs Assessment:**

Susie gave some background on the idea of conducting a Community Needs Assessment. She feels that more data on patron needs would be beneficial in several ways, including making decisions on how to spend the budget, judging the qualities desired in a vendor for the RFP in 2020, and pursuing alternative funding sources.

We discussed the pros and cons of spending money on an assessment. It was suggested that individual libraries could obtain feedback from users. It was also suggested that a survey could be placed on the MontanaLibrary2Go website/app.

We agreed that more data is helpful, but there were concerns about spending money when we could get a great deal of data from Overdrive statistics and talking to patrons.

We couldn't hold a vote on whether or not to ask the Network Advisory Committee (NAC) to provide LSTA funds for a community needs assessment, but Susie asked each person in attendance to state their preference.

*Cara:* did not state her preference

*Susie:* In favor of asking the NAC to provide LSTA funds for a community needs assessment

*Stef:* In favor of asking the NAC to provide LSTA funds for a community needs assessment

*Kit:* In favor of asking the NAC to provide LSTA funds for a community needs assessment

*Gavin:* NOT in favor of asking the NAC to provide LSTA funds for a community needs assessment

*James & John:* In favor of asking the NAC to provide LSTA funds for a community needs assessment

We need to provide information to Tracy Cook by Friday July 13<sup>th</sup> in order to get on the next agenda for the NAC. We will have an online vote for an official committee decision.

If we decide to request the funds, we need to provide information on what we would like to learn from the assessment. Cara has set up a MontanaLibrary2Go data needs spreadsheet. You should be able to edit:

<https://docs.google.com/spreadsheets/d/1bgXKAwwRK78f6LjJ6Y7IPmGfA4NsoDQtFVggfyvlot4/edit?usp=sharing>

Please add questions and suggestions to the spreadsheet by Friday July 13<sup>th</sup>.

**Designation of New Chair:**

We did not have a quorum so we did not designate the new chair. It was decided that the first order of business in the October meeting will be to elect a chair.

Susie asked if there were any other questions or items to discuss.

Several people kindly thanked Susie for her service as this was her LAST executive committee meeting.

Susie thanked everyone for the opportunity to work with a great group of people. She especially thanked Cara for all her work and her ability to make it seem like Susie was organized. Susie also encouraged everyone to contact her with any questions or documents needed by the committee.

The meeting was adjourned at 2:40 (?? Not sure of exact time.)