

**MTLib2Go membership meeting minutes
4/8/16, 7:15 am**

Called to order 7:15 by Susie McIntyre

Attending for Executive Committee: Susie McIntyre, KellyAnne Terry, Stef Johnson, Annie Alger & Cara Orban. Membership attendance attached.

Approval of minutes from 2015 meeting- action: Motioned by Nancy Royan, Wedsworth Memorial Library /seconded Dale Alger, Roundup, passed without opposition.

Discussion of results of 'Request for Information': McIntyre reported 2 applicants met the criteria and were given further consideration & testing. At this time, no switch is recommended due to support considerations for older equipment & logistics of moving materials. We are unhappy with the sharp increase in costs with Overdrive but not cost effective to change this year.

Options for future; intention of Exec. Comm. to submit RFI every 2-3 years in future; Kansas consortium moved from Overdrive and some lessons learned from conversation with them.

Question: where do we stand with Overdrive? Are we a large customer?

Answer: Orban: We are a large customer for them.

Reminder to members that not all titles are available for Library purchase and pricing for private purchases [ex: Amazon Kindle pricing on most titles] is significantly lower than Library pricing Metered titles are one of purchase models, 26 checkouts then item must be repurchased. Expiring items must have 3 or more holds to be considered for repurchase.

Change bylaws to reflect new Overdrive guidelines [remove "academic libraries & special libraries" from eligibility to join consortium] - action: Nancy Royan, Wedsworth Memorial Library/ S. Woods, Miles City Public; passed without opposition.

Orban provided reports: Donations for FY2017= \$5895.00;
Circulations per year: FY16 = 650,000 circs, FY15= 587,000, FY14=465,000
Avg. wait for titles on hold = 19 days [see attached spreadsheets].

Discussion of budget distribution by % to spend in each category [Adult Fiction audio, Adult Fiction ebook, etc]; comment to purchase more juvenile chapter books; Orban reported that juvenile circulation is 11% & purchasing is 5%; comment that kids may have more access to readers as they become more commonly used, comment to possibly move 5% from nonfiction budget to juvenile fiction, comment that audio nonfiction is popular with her users.

Johnson reported that many juvenile items are significantly less expensive than adult titles, Terry reported that nonfiction category covers all age groups [due to limitations in ordering process with Overdrive], including juvenile.

Accept distribution of FY17 funds by percentage – action: Stacy Moore, Fallon Co./ Debbie Wellman, Chouteau County; passed without opposition.

Membership annual costs – McIntyre reported that Exec. Comm. proposes flat 5% increase for all members based on their population tier [see attached] & reported that circulations have increased by 26% last year.

Q: Does the info sent out include audio circs? Y

Discussion of current expenses, where are we currently and plans for future; McIntyre reminded membership of the platform fee increase this year and informed membership that MT State

Library Commission had just voted to cover the increase with Federal FY16 LSTA funds for FY17, allowing consortium to spend greater percentage on materials.

Q: Where are donations coming from? Orban listed libraries & federations who have donated over past months [see also attached], also acknowledged that Great Falls Library Foundation covered the increased platform fees last year.

Approve 5% cost increase for FY17 – action: Honore Bray, Missoula / Nancy Royan, Wedsworth Mem. Library; passed without opposition.

McIntyre opened discussion of cost-share planning for future FY [see attached]. Some formulae based on total Library budget, some based on base rate plus per circulation charge [this option will likely impact larger libraries more than smaller libraries]. Discussion of options and impacts. McIntyre introduced incentivizing Selection Committee by offering a discount to libraries expending staff time for reviewing & purchasing duties.

Comment that this was not needed since most selectors are from larger libraries with concurrently larger staff, also comment that it should be considered part of volunteering [with your Director's approval] for selection committee. Discussion of time expended for rotating purchasing duties as well as monthly review of carts, no action taken.

Comment of thanks to selectors for their work.

Comment that cost projection may be too conservative? Orban answered that the variance was from \$.20 - \$.30 per circ. to show a spread, but our hope is to plan for expansion room in future.

McIntyre reiterated request to contact Exec. Comm. with any questions or recommendations for future.

Elections to Exec. Comm. – action: McIntyre reviewed current committee and structure:

- Large Library [based on number of patrons registered] representative
- Medium Library representative
- Small Library representative
- (2) At-Large representatives from any member library

Currently serving:

Large Library = Annie Alger, Missoula Public

Medium Library = KellyAnne Terry, Lewistown Public

Small Library = Debbie Kramer, Three Rivers Public

At Large = Susie McIntyre, Great Falls Public & Stef Johnson, Butte-Silver Bow Public

Expiring terms are Large Library and one At-Large Library, retirement vacates Small Library representative (3 positions open).

Nominees: Jonna Underwood, Sheridan Co. Library for Small Library (unopposed candidate); Kit Stephenson, Bozeman Public for either Large or At-Large vacancy. Paper ballots distributed & collected for count by Dale Alger, Roundup Library & C. Orban, Exec. Comm.

McIntyre reviewed the new procedure & form proposed for materials challenges from patrons. As a consortium, we should have a policy and procedure in addition to those for our individual libraries.

Materials review process & procedures for consortium – action; Nancy Royan, Wedsworth Mem. Library / Deb @Chouteau County; passed without opposition

Q: Can we add items for use by individual libraries only? McIntyre: No, consortium bylaws state materials purchased will be for use by consortium. Individual libraries wishing to purchase for their use patron's use only are required to negotiate to purchase outside the consortium contract.

Election results: Jonna Underwood, Sheridan Co. Library was elected as Small Library representative, McIntyre & Alger re-elected to At-Large & Large Library, respectively, with thanks to Kit Stephenson for her willingness to serve and hopes that she may be available for future service.

Adjourned 8:30am.