

MontanaLibrary2Go Executive Committee

Friday, March 15, 2019 at 11:00 am

Online via GoToMeeting

Present: Stef Johnson, Cara Orban, Rachel Rawn, Kit Stephenson, Jonna Underwood

Minutes

Scope of MontanaLibrary2Go Executive Committee work discussion

Question: is this committee focused on e-content generally, or only OverDrive/current contract vendor specifically?

There is an RFP (request for proposal) process coming up next year. Looking into other options would not be a bad idea.

However, we do not want the committee to be overwhelmed. The execs cannot take on everything themselves. It would be good to get more people in the membership involved. How do we engage the membership in pilots and working groups, etc? The Executive Committee is interested in looking at pilots that are connected to MontanaLibrary2Go's goals, but we absolutely need the help of the membership

This topic should be on the agenda for the membership meeting in April.

Baker & Taylor subcommittee update

The B&T subcommittee has not been active recently. At this point, perhaps it would be best to wait for the RFP process.

FY20 budget and cost formula planning process

The committee discussed the current year cost formula and what their FY20 recommendation would be. The Selection Committee sets the budget percentages for monthly spending, but the Executive Committee makes a cost formula recommendation to the membership which sets the total amount to be collected and applied to the selection budget.

Considerations for the current cost formula: does the committee feel comfortable with the existing tiers and cost per circ, or would they like to see this constructed differently?

The committee asked Cara to create the following draft options for review:

1. Freeze costs
2. Cost per circ only

3. How much it has cost (last year's cost divided by overall use): metric for cost per circ
4. Flat percentage increase 3%

Cara promised to send these to the committee by Friday, March 22. It was also noted that the committee could present more than one option to the membership for the vote.

MLA meetings schedule and agendas

The committee discussed what was necessary for the agenda and the timing of having meeting materials prepared. As long as the membership has an adequate amount of time to review materials, the current meeting schedule should be fine.

DPLA ebooks memo

Cara briefly described the DPLA pilot that the State Library will be developing and asked for the committee's input on the questions posed to the Network Advisory Council regarding success measures. Cara will send out additional information following the meeting. Stef said that Butte would likely be interested in participating in the pilot.

Training materials

The State Library now has a knowledge base as part of its Zoho online help desk, and it would be nice to add resources that are useful to members as we begin to use this system for MontanaLibrary2Go support questions. However, we do not want to duplicate efforts if most of what they need can be found on OverDrive Help.

The committee was encouraged to make suggestions for Montana-specific training needs for MontanaLibrary2Go as they come to mind.

Community assessment update

The community assessment description is ready to go, but we need at least three contacts for a limited solicitation process. As soon as the solicitation contact list is in place then the solicitation will be sent out. The Network Advisory Council approved funding for this evaluation project.