

MontanaLibrary2Go Executive Committee Meeting

Minutes

April 8, 2015 4:30pm

Montana Library Association Annual Conference, Bozeman

Present: Annie Alger, Susie McIntyre, KellyAnne Terry, Cara Orban (ex officio)

Chair Susie McIntyre called the meeting to order.

Cara Orban reported that the Selection Committee had a balance of \$36,651 for the remainder of FY15, excluding any donations that may come in between now and the end of the fiscal year.

**ACTION ITEM:** The Selection Committee proposed a budget based on the expected \$153,399 to be collected from the membership through enrollment fees for FY16:

Estimated Content Budget 2015-2016

Cost Share Funds from Member Libraries	\$ 153,399.49
Indirect Costs to Montana State Library	\$ -
<b>Total</b>	<b>\$ 153,399.49</b>

Holds = \$4,000/month * 12 months =		\$ 48,000.00
	MARC records	\$ 6,135.98
<b>Total for Monthly Purchasing</b>		<b>\$ 99,263.51</b>

AUDIO	
Audio 40% of Total	\$ 39,705.40
Standing Orders	\$ -
<b>TOTAL PURCHASING</b>	<b>\$</b>

E-BOOKS	
E-Books 60% of Total	\$ 59,558.11

	39,705.40		
Total Purchasing per month	\$ 3,308.78	Total Purchasing/ month	\$ 4,963.18

Fiction (60%)	\$ 1,985.27	Fiction (50%)	\$ 2,481.59
All Nonfiction (17.5%)	\$ 579.04	All Nonfiction (25%)	\$ 1,240.79
YA Fiction (12.5%)	\$ 413.60	YA Fiction (20%)	\$ 992.64
Juv Fiction (10%)	\$ 330.88	Juv Fiction (5%)	\$ 248.16
	\$ 3,308.78		\$ 4,963.18

Notable changes to this budget:

- Percentage allotted for MARC records was reduced to 4%.
- Holds ratio: Change to 10:1.
- No indirect costs fee to MSL necessary this year, since invoicing will be processed through OverDrive Marketplace.

KellyAnne Terry moved to recommend the proposed budget to the Governing Board at its annual meeting; Annie Alger seconded. The motion was approved.

**ACTION ITEM:** Metered access – weeding process

The Selection Committee revised their selection procedure to include weeding of expired metered access titles:

1. Once per week, Admin will run the weeding report and eliminate metered access holds with fewer than 3 holds
2. Send the list to catalog administrators so they can pull the records for weeded titles
3. Purchase with more than 3 holds at selector’s discretion
4. Admin will go back in and weed any expired titles that were not purchased
5. Send the list to catalog administrators so they can pull the records

Terry made a motion to approve selection procedure as presented. Alger seconded. The motion was approved.

**ACTION ITEM:** The Executive Committee reviewed the draft agenda for the Governing Board annual meeting. Cara Orban proposed to add a notification about the change to the holds ratio, and to add in the roll call.

Terry made a motion to approve the final agenda for the Governing Board annual meeting. Alger seconded. The motion was approved.

**ACTION ITEM:** McIntyre reminded the committee that bylaws require them to meet at least four times per year. She proposed that the committee meet virtually once again in July, and again, virtually, in September, to meet this requirement. Terry made a motion to approve the meeting schedule. Alger seconded. The motion was approved.

McIntyre adjourned the meeting.