

SDLN Executive Committee Minutes

January 10, 2013

9:00am – 12:00pm CT

Attendance: Patty Andersen, Ethelle Bean, Daria Bossman Sam Gingerich, Elvita Landau, Nancy Sabbe, Ronelle Thompson, Warren Wilson

Also in attendance:

Approval of December 19, 2012 minutes: Patty moved approval. Nancy seconded the motion. All in favor voted Aye. Motion Carried. Minutes will be posted.

Migration Project Management

Budget Forecasting:

Reviewed the last 5 years of SDLN expenditures. Ronelle commented that from FY07 to FY12, there was a 30% increase in expenditures (actually it was 26%). The largest increase was a new line item to cover Minitex ILL and courier services. Personnel also increase because in FY07 there were several vacancies that did not fully get filled until FY08 and FY12 was the first year that there were no openings. (Note added by Sam Gingerich: To ensure a complete record, FY08 expenditures were \$925,757. FY12 expenditures were \$1,031,463. However, SDLN had picked up Minitex charges of \$128,637. To do a direct comparison for comparable services, FY12 expenditures were \$902,826, a 2.5% **decrease** from FY08.)

Staff responsibilities were also reviewed.

The current list of full and remote member libraries was also reviewed. Daria commented that she and her staff would like this list on a regular basis.

The cost of services, in the OCLC WMS proposal, included all cataloging costs that individual libraries currently pay directly to OCLC. In the future, they would likely be billed to SDLN.

Future Funding Formula

Several people remembered that when SDLN went onto Aleph, a new funding formula was not developed for a year, until we knew what data could be collected and used in a funding formula. This will likely be true for WMS also.

One model discussed was to charge member libraries for the services used, such as email or web hosting. Also libraries could be charged for each question asked of SDLN. Some larger libraries feel that small libraries are getting all the help.

Timing of Renewals

Warren stated that the AquaBrowser license comes up for renewal in April. The Ex Libris software comes up for renewal in August 1. We can go with annual contracts or with longer contracts to decrease our costs.

Gain a Consensus

There was a lot of discussion about how to move this project forward and to get the Regental Libraries to get to a consensus. Wilson was directed to talk with OCLC references that were as close to our environment as possible, given that there are no comparable consortium up on WMS at this time. Information that is gathered should identify OCLC responsibilities in the “cloud, what OCLC will do centrally and what will need to be done decentrally, what OCLC will expect of South Dakota libraries (and from SDLN), and then estimate the staffing needs to support this new environment. SDLN is also to review the “other” non-Aleph duties to see which of them need to be continued or are there other options for providing those services. SDLN will combine this information and then estimate the total costs to support member libraries in WMS.

Next Meetings: January 31st 9-11 CT, February 21st 9-11 CT, March 21st 9-11 CT, April 18th 9-11 CT, May 16th 9-11 CT

Meeting adjourned at 12:35 PM CT

DRAFT