August 23, 2021

**TO:**    **RAILS Consortia Committee – LLSAP Sustainability Working Group**

**FROM:**    **Anne Slaughter, RAILS Director of Technology Services**

**SUBJECT:**    **Illinois Administrative Rules concerning LLSAPs**

**Section 3030.215  Standards for Core Services to Members**

c)    Bibliographic Access Standards

1)    Encourage full member libraries to participate in a Local Library System Automation Program.  Only full member libraries are eligible for Local Library System Automation Program participation; developmental libraries and non-system members cannot participate.  Systems should work collaboratively to eliminate existing restrictions on participation by full members in shared automation programs. The Local Library System Automation Program resource sharing plan shall be in compliance with the system resource sharing plan.

2)    Explore the potential of emerging integrated library system software and other automated discovery tools that facilitate resource sharing and the creation of a regional and/or statewide Local Library System Automation Program.

3)    Develop and strengthen the ability of member libraries' staffs to implement and use currently available and emerging resource discovery tools.

4)    Work with member libraries in building and maintaining library collections that meet the primary needs of their patrons.

5)    Work with member libraries in organizing library collections using accepted bibliographic methods for cataloging and classification of library materials.

6)    Facilitate the development of expertise in the use of resource description, including cataloging and metadata, among member library staffs.

7)    Assign a professional staff member to be responsible for the system's bibliographic access activities.

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8)      Identify how automated online access to unique holdings in member libraries can be provided, including a timetable for achieving access.

9)      Work with system members in developing plans for how new acquisitions of all members will be exposed and maintained via a Local Library System Automation Program or a shared bibliographic database as specified in Section 3030.200(a)(2)(N).

## Section 3030.200  Membership in a Multitype Library System

2)      Once membership status is approved, the following requirements apply to all full members except when otherwise specific in this subsection (a):

M)      The library shall consider participation in a Local Library System Automation Program in order to readily expand access to resources for the library's patrons.  A library participating in a shared integrated library system shall be responsible for all policy and assessed financial requirements associated with participation in the program.

N)      The library shall, within seven years from the effective date of this Part, evaluate and report to the library system regarding the library's plans to provide and maintain access to its new acquisitions via a Local Library System Automation Program or a shared bibliographic database, if such access is not already available via a shared database.