

VIRTUAL MEETING
RAILS CONSORTIA LLSAP SUSTAINABILITY WORKING GROUP

Monday, September 20, 2021
125 Tower Drive
Burr Ridge, IL 60527

MINUTES

1. Welcome

Paul Mills RAILS Consortia Committee LLSAP Sustainability Working Group Chair, welcomed everyone at 10:00 a.m. and called the meeting to order. Mills read the following statement:

In accordance with the government emergency administrative Act PA100-0640, the RAILS Board of Directors finds an in-person meeting is not practical or prudent and believes it is in the best interest of RAILS to hold a virtual meeting to perform essential business. This meeting will be recorded as per the statutory requirements.

2. Roll Call of Members

Rubel called roll of the working group members.

Burr Ridge: Rebecca Malinowski, Paul Mills, Scott Pointon, Alex Vancina

East Peoria: Kendal Orrison, Thomas Stag

Telephone/Zoom: Dawn Bussey

Absent: Carolyn Coulter

3. Introductions of Guests; Announcements

Burr Ridge: Deirdre Brennan, Jody Rubel, Anne Slaughter

Telephone/Zoom: Leslie Bednar, Karen Goyer, Greg McCormick, Cassandra Thompson

4. Public Comment

No public comments.

5. Adoption of the Agenda

Pointon moved, and Orrison seconded, that

THE RAILS BOARD CONSORTIA LLSAP SUSTAINABILITY WORKING GROUP AGENDA ADOPT AS AMENDED TO MOVE NEW BUSINESS TO ITEM 7.

Roll call:

Ayes: Dawn Bussey, Rebecca Malinowski, Kendal Orrison, Scott Pointon, Thomas Staff, Alex Vancina, Paul Mills.

6. Approval of the RAILS Consortia LLSAP Sustainability Working Group August 30, 2021 Minutes

Malinowski moved, and Bussey seconded, that the

THE RAILS BOARD CONSORTIA LLSAP SUSTAINABILITY WORKING GROUP APPROVE THE AUGUST 30, 2021 MEETING MINUTES AS PRESENTED.

Ayes: Dawn Bussey, Rebecca Malinowski, Kendal Orrison, Scott Pointon, Thomas Staff, Alex Vancina, Paul Mills.

7. New Business

a. IHLS SHARE funding and budget

Mills welcomed IHLS Executive Director Leslie Bednar and IHLS Share Director Cassandra Thompson to the meeting. Bednar and Thompson reflected on the important factors that contributed to the success of IHLS catalog consortium, SHARE. Factors included a fee formula based on real usage, active governance with member input, general fund support from system area per capita grant, multi-type membership, and delivery working hand-in-hand with SHARE to improve efficiencies. SHARE emerged from four legacy systems' LLSAP merging. As a result there was improved patron experience, leveraged economies of scale, streamlined ILS workflows and functionality, and shared expertise.

The current fee formula was last revised in 2019 and is evaluated every 3-5 years. It takes into consideration public library revenue, school and academic enrollment, and a separate formula for specials. Average fee is \$2,475, minimum fee starts \$730 and \$44,991 is the maximum fee. SHARE membership is made up of 65% of IHLS agencies or 337 agencies. IHLS does not have membership level for union list libraries. Total IHLS population served is about 2.25 million residents.

Governance model includes representatives from different types and sizes, and IHLS staff explained the executive council's role in policies and decision making. The executive council meets annually with IHLS finance and policy committee to make suggestions about the budget.

Support to SHARE stems from the IHLS general fund that is broken up into direct transfer of cash funds, support for two IT staff, and in-kind support from all departments. IHLS does not track in-kind support, but shared key budget categories. Three biggest budget categories are salaries, payroll, taxes, and benefits, and expenses for the ILS and other technology. Revenue from member fees represents on average about 85% of total SHARE revenue, but varies from year to year.

Bednar explained delivery is the backbone of the system and all IHLS libraries receive functional 5-day-a-week delivery. The ILS routing tables are designed to make delivery more efficient by filling items within the hub's geographical area first. In some instances that allows for same day delivery.

For clarity, Brennan noted differences between RAILS and IHLS. Each of the RAILS' LLSAPs have different member fee structures and service levels compared to SHARE. RAILS allocates more than 20% of its budget to support LLSAPs. In RAILS, 31% of its libraries participate in a LLSAP or 386 libraries. IHLS does offer fee-based additional services for acquisitions or SIP2, for example.

IHLS staff expressed interest in partnering with RAILS LLSAPs on future projects. An invitation was extended for IHLS staff to join future working group and Consortia

Committee meetings. IHLS has an ex officio representative assigned to the Consortia Committee.

b. Reschedule February 21 meeting

Due to the February meeting date falling on a legal holiday, the group agreed to move the meeting to Tuesday, February 22, 2022.

8. Unfinished Business

a. Discuss ideas generated by brainstorming session

The conversation started with thoughts on “what does success look like to library patrons?” It was the opinion that patron’s experience varies due to whether the library is a member of a consortium and success may look differently. Patrons essentially want to find material, discover new material, efficiently access it, and probably not pay additional funding for it.

Brennan shared establishing a centralized cataloging service is an example where RAILS could help LLSAPs reduce costs and improve efficiencies. Group discussed barriers that exist in the cataloging landscape; lack of expertise, inaccuracies, subpar training on popular cataloging platforms, and limited cataloging support.

Malinowski added CCS is looking at remote workforce barriers and possible solutions in ways to reduce costs. Other ideas such as standardizing common items like contracts, or LLSAP mergers, could be considered for reducing costs. One member noted a new LLSAP library membership fee structure would require a transitional phase. Mills brought the discussion back to what does the ideal future look like and shared his thoughts. Mills envisions a supported efficient delivery system and the ability to have access to material not available locally. Malinowski suggested identifying merger obstacles, benefits, changes in membership participation, and determine if it should be done, and “yes it can be done” scenarios. The group felt it would be beneficial to see the OCLC cost breakdown by LLSAP and how the RAILS Find More Illinois service could play a pivotal role in reducing OCLC costs. RAILS would invite representatives from Auto-Graphics, the vendor for Find More Illinois for a better understanding of the platform. Group briefly shared thoughts on establishing a school consortium and pondered the impact of not being part of a multi-type consortium. Brennan explained RSA legacy practices that all schools are included the LLSAP membership and larger libraries subsidize the school membership fee because participation is cost prohibitive due to limited budgets.

b. Identify priorities for further analysis and investigation, and next steps

- RAILS would invite representatives from Auto Graphics to attend the next meeting to talk about Find More Illinois
- View OCLC costs by LLSAP, library, and by system. Determining costs paid per library vs. the actual OCLC fees may be difficult because several LLSAPs receive a group bill and distribute the costs through their fee formula.
- Both RAILS and ISL research Indiana State Library’s Evergreen project and plaque card program.
- Share in-kind support costs to LLSAPs
- Explore pricing for using OCLC only for cataloging services only.

- RAILS to share patron per capita data
- LLSAPs to share more information about membership fee structure

9. Adjournment

At 12:07 p.m. Mills adjourned the meeting.