RAILS CONSORTIA LLSAP SUSTAINABILITY WORKING GROUP
Monday, October 18, 2021
125 Tower Drive
Burr Ridge, IL 60527

MINUTES

1. **Welcome and Call to Order**
   Paul Mills RAILS Consortia Committee LLSAP Sustainability Working Group Chair, welcomed
   everyone at 1:04 p.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: Paul Mills, Scott Pointon, Alex Vancina
   East Peoria: Kendal Orrison, Tom Stagg
   Zoom: Dawn Bussey, Carolyn Coulter, Rebecca Malinowski

3. **Introductions of Guests; Announcements**
   Burr Ridge: Deirdre Brennan, Jody Rubel, Anne Slaughter
   Telephone/Zoom: Eric Bain, Leslie Bednar, Paul Cope, Albert Flores, Nincy George, Karen Goyer,
   Maureen Graham, Greg McCormick, Cassandra Thompson, Debra Wischmeyer

4. **Public Comment**
   There were no public comments.

5. **Consent Agenda**
   Coulter moved, and Orrison seconded that,

   THE LLSAP SUSTAINABILITY WORKING GROUP APPROVE THE OCTOBER 18, 2021 CONSENT AGENDA
   AS PRESENTED.

   Roll call vote:
   Ayes: Dawn Bussey, Carolyn Coulter, Rebecca Malinowski, Paul Mills, Kendal Orrison, Scott Pointon,
   Tom Stagg, Alex Vancina

   Motion carried.

6. **New Business**
   6.1. **FY23 LLSAP Support Grant**
   Slaughter updated that the FY2023 LLSAP Support Grant applications are in the review process.
   As part of the review process, staff are calculating the cost of the services in addition to the
   financial raw numbers. It was announced that service costs would not be deducted from the

FY2023 support award but phased in beginning with FY2024. This change applies to PrairieCat, RSA, and SWAN where service costs would be deducted from the support award. Note deductions for RSA personnel costs are still applicable. At the November working group meeting, Slaughter will report on total RAILS costs for services to LLSAPs. LLSAP representatives expressed appreciation of the changes to the FY2023 support award.

6.2. Find More Illinois and cataloging opportunities

Slaughter referred to meeting packet documents ECHWG excerpt and the Statewide resource sharing and cataloging opportunities draft memo. The documents provided context for the OCLC discussions and the Auto-Graphics' presentation. Slaughter summarized Find More Illinois purpose is to expand resource sharing in Illinois and be an alternative solution to OCLC membership. Auto-Graphics was invited to speak to the group about SHAREit cataloging features as it relates to conversations on the dollars spent on resource sharing and strategies to support LLSAPs. Auto-Graphics President Paul Cope pointed out that Find More Illinois does not take advantage of SHAREit's MARCit cataloging utility that could connect to out of state resources for cataloging records. Key search features include locating cataloging records in the union database, Z targets, and WorldCat where applicable. At the local ILS level, cataloging records can be added, edited, or merged. Cope clarified in other states for example, the state library may be the clearinghouse or final resource provider and hold the OCLC license. Libraries within the state are then able to copy the OCLC cataloging records. He also added libraries are the owners of the cataloging records and can be freely shared with other libraries. Brennan referred to the OCLC Member Rights and Responsibility Statement and its statement that libraries own the cataloging records and are transferable in keeping with OCLC's purpose within the community norms. Flores shared Auto-Graphics has been a source of MARC records for 35 years and highlighted a reciprocity agreement with Kansas to obtain records as an example. He also shared that sources of the cataloging records vary. Some sources may be from OCLC depending historical practices and others not. Flores noted that Auto-Graphics has high quality cataloging records and a ranking system that indicates the quality of the record. Auto-Graphics supports a Windows based cataloging tool, AGCat, along with open-source cataloging tools and if need be, has the capability to build a tool to download records seamlessly into the ILS. AGCat features include a cart where other contributors add to a cart and downloaded once or if needed, download a single record on the fly.

Slaughter summarized the RAILS perspective and how Auto-Graphics MARCit product may meet RAILS' needs. RAILS goals are to become interlibrary loan lender of last resort, increase the value of Find More Illinois with the MARCit utility, and to roll out a Find More Illinois growth plan. RAILS would announce a Find More Illinois incentive program soon. Flores added the Auto-Graphics lender of last resort functionality launched in 2001 and uses the ISO protocol. Brennan reminded the group the goals are to reduce LLSAP costs and open to other possibilities. Mills summarized the takeaways from the presentation and discussion.

- Cataloging records can be shared freely including OCLC records even if not an OCLC member.
- RAILS facilitates obtaining material for patrons as a lender of last resort through Find More Illinois from OCLC.
- Explore interlibrary loan options with neighboring states and other states that use Auto-Graphics SHAREit

The working group expressed interest in having their catalogers speak with Auto-Graphics about MARCit and AGCat features. Input from LLSAP catalogers is valuable in identifying any workflow

barriers and or improvement to current tools available in the market. It was clarified that MARCit does not create authority records but has an authorization function that validates records with LC records.

7. **Unfinished Business**
   7.1. **Working group priorities**
   Slaughter asked if there were any working group priorities missing and how does the list translate into the work of the group. It was raised that is important to find ways to reduce costs, but also important to discuss potential revenue streams that do not place LLSAPs in competition with regional library systems for funding. Brennan reassured the group that RAILS is invested in supporting LLSAPs but needs a plan for the future. Mills reminded the group, RAILS receives funding from the Illinois State Library area and per capita grant to provide equitable services geographically. He also stated robust LLSAP services are crucial to the libraries to effectively serve the community. The working group should find equitable ways to support LLSAPs in order to serve the community. Thoughts were expressed that a self-sustaining plan should be mindful to ensure the LLSAPs thrive five and ten years down the road beyond the day-to-day operations. The current structure allows LLSAPs to plan to anticipate future needs like replacing an ILS. The conversation segued into LLSAP membership and thoughts on which libraries are best served by joining a consortium or participate in resource sharing through Find More Illinois. RAILS staff were tasked with pulling delivery statistics on the number of items transported from standalone libraries versus LLSAP libraries. The conversation returned to library funding and how many libraries are underfunded. Possible areas to explore: service tiers, draft advocacy message, and creating sustainable library district.

   The group identified next steps and data that would be beneficial to collect.

   - Explore Find More Illinois new capabilities and financial impact
   - Identify a LLSAP support model not necessarily based on percentage of budget
   - Examine LLSAP service costs and expenditures (personnel costs, ILS costs, technology, software, etc. based on Zillane categories)
   - Barriers to LLSAP mergers
   - Investigate alternative revenue streams in other states and RAILS to provide mechanism
   - Tiers of service model
   - Identify LLSAP base service included with the membership fees

8. **Next steps and recap action items for November 15, 2021 meeting**
   - Delivery statistics – LLSAP versus non-LLSAP
   - Per capita funding by library
   - Per capita spending per library
   - Examine LLSAP service costs and expenditures (personnel costs, ILS costs, technology, software, etc.)
   - Find More Illinois update
   - RAILS LLSAP service costs

9. **Adjournment**
   Mills thanked everyone for attending and at 2:55 p.m. adjourned the meeting.