

MORE Directors Council meeting information

May 21, 2021

9. Bibliographic Records and Standards Committee

Committee chair Madeline Page (Hudson Area Public Library) will provide a report from the Bib Committee, including an overview of the committee's Centralized Cataloging in MORE report. Here is a link to the report:

<https://docs.iflsweb.org/more/files/administration/Centralized%20Cataloging%20in%20MORE%202021%20final.pdf>

10. MORE Bylaws review and recommendation

Revised bylaws as recommended at the February 5 MORE Executive Committee meeting were distributed to all directors on Monday, February 8:

<https://docs.iflsweb.org/more/files/administration/Participation%20Agreement%20-%20Appendix%20C%20DRAFT%2020210205.pdf>

The revised section is in Section 1 of Article VI: Voting (p. 3).

Because budget- and bylaws-related decisions already require a higher threshold for approval (75% approval by library and by weighted vote), the proposed revision applies to "votes on all other motions."

The proposed revision recognizes the value of discussion across multiple meetings while allowing Directors Council to make decisions with very high levels of support in the course of one meeting.

The bylaws stipulate "the text of the amendment(s) is made available to all member institutions forty-five (45) days prior to the meeting at which the amendments are to be decided." Thus, the bylaws revision can be voted on at the May 21 Directors Council meeting.

11. Library app purchase recommendation

MORE's App Workgroup recommends MORE proceed with the purchase of BiblioApps without implementing the self-checkout function at this time.

App Comparisons document:

<https://docs.iflsweb.org/more/files/administration/app%20comparisons%20202105.pdf>

Minutes from the February 22 workgroup meeting:

<https://docs.iflsweb.org/minutes/more/2021/appworkgroup-minutes20210222.pdf>

Minutes from the May 3 workgroup meeting:

<https://docs.iflsweb.org/minutes/more/2021/appworkgroup-minutes20210503.pdf>

12. Unified MORE Circulation Policy recommendation

The MORE Operations Committee has recommended a unified MORE Circulation Policy for Directors Council approval: <https://docs.google.com/document/d/1inGCETt-1eSzs8H-6L4K1bMKtoDHVSVz2YTvJZF54YY/edit?usp=sharing>.

At this time, the recommended policy codifies current practice and can be used as a starting point for future modifications. Some elements of the recommended policy are not widely practiced but not codified. This proposed policy was previously discussed at the March Directors Council meeting.

13. Approve timeline for Durand Community Library to join MORE

Per the [MORE Bylaws](#), "The MORE Directors Council must approve the timetable and schedule of payments for adding each new MORE member before a Participation Agreement shall be issued." (Article III. Section 2)

A 2021 LSTA grant was awarded for start-up costs; Durand would like to go live as early as Jan 2022.

14. MORE server upgrade

To update beyond Sierra 5.2, MORE's servers need to be updated at a cost of \$9,000. This will include an update to Sierra 5.3 (the current Sierra release). In order to stay on track with Sierra upgrades, this update should be completed this summer. The MORE Administrator recommends the charge be paid from MORE carryover funds. The MORE Executive Committee also made this recommendation at their May 7 meeting.

15. 2022 MORE Budget preview

2022 Preliminary MORE Budget:

<https://docs.iflweb.org/more/files/administration/2022%20Preliminary%20MORE%20Budget.xlsx>

This budget draft includes the same MORE products and services included in the 2021 MORE budget, but incorporates estimated expected cost increases. The preliminary budget includes:

- A 5% annual inflationary increase on all products licensed or purchased from Innovative Interfaces (III), our Sierra vendor. All maintenance agreements with (III) operate on a year-to-year basis, which entails a 5% annual inflationary increase. III has offered multi-year maintenance agreements associated with lower annual inflationary increases:
 - 5 year agreement = 3% inflationary increase
 - 4 year agreement = 3.5% inflationary increase
 - 3 year agreement = 4% inflationary increase
- MORE could opt for a multi-year agreement for all III products, or for Sierra and SIP2 license maintenance only (with Decision Center, iTiva, and Content Café continuing as year-to-year subscription products)

- The use of \$50,000 in carryover funds. MORE's carryover includes unspent funds from prior years, as well as start-up payments for two new MORE-member libraries: Fairchild Public Library and Durand Community Library. MORE has a significant level of carryover funds.
- A total IFLS subsidy of \$120,000, an 8.3% increase over 2020's subsidy. The IFLS subsidy is applied in 3 ways:
 - Off the top, to reduce the overall costs billed to libraries (\$25,216)
 - Per library, to reduce each library's cost (\$1,500 per library)
 - To Cataloging Partner libraries: Chippewa, Eau Claire, and River Falls (\$20,000 divided proportionally)
- A proposed change to MORE's annual membership fee formula (see below)

All directors and staff are invited to attend the MORE budget hearing on June 11 at 10a. Following the budget hearing, MORE Executive Committee will meet to recommend a 2022 MORE budget to be revised as needed and approved at the July 16 MORE Directors Council meeting.

16. Proposed change to MORE Annual Membership Fee

MORE's annual membership fee formula is described in [Appendix B of the MORE Participation Agreement](#). Because libraries' 2020 "total number of items in the database plus its total circulation" were irregular compared to all prior years, the MORE Administrator recommends adjusting the membership fee calculation for the 2022 MORE budget, at least. The proposed adjustment uses each library's average of the prior 3 years' total number of items and total circulation (2018, 2019, and 2020), rather than the prior year only (2020). Using the average of the past 3 years serves to flatten changes in MORE costs to libraries for 2022 compared to prior years.