UHLS ad hoc Committee on E-Content Collection Development

Meeting minutes - Approved

10/26/11

Members in Attendance: Amy Peker (CAST) - Chair, Jo-Ann Benedetti (UHLS), Richard Naylor (COLN), Barbara Nichols-Randall (GUIL), Julie Zelman (BRUN), Tim Burke (UHLS) - ex officio non-voting

Note - Tasks are highlighted in bold

1) A. Peker called the meeting to order at 9:13am.

2) The committee reviewed the draft minutes from the 9/28/11 meeting. R. Naylor made a motion to approve the minutes as presented, J. Benedetti seconded the motion. The motion passed unanimously - minutes approved.

3) T. Burke distributed the proposed 2012 Central Library Budget. He reminded the group that this was only CLAC's recommendation and that the UHLS Board considers the CL budget for approval. He pointed out that the proposed budget includes a significant increase in the amount allocated for e-content.   R. Naylor and J. Zelman, who both serve on the CLAC, further explained how CLAC developed the proposed budget and that one of the primary objectives of the committee was to devote more CL funds to e-content purchases for use by all of the member library users.

4) The committee reviewed the recommendations on e-content collection development that had been submitted earlier this year by the Adult Service Advisory Committee and the Youth Services Advisory Committee.   Some common elements were identified in these documents that should be reflected in this committee's recommendations. These include:

- All UHLS member libraries should contribute to the development of this truly shared collection
- E-content collection development should be assisted by using standard lists of popular titles (ie. NY Times, award winner lists, school reading lists, book discussion lists, etc.)
- Titles should be purchased in the most popular formats
- Audio titles should only be purchased in unabridged format

5) There was a wide ranging and energetic general discussion about e-content collection development and how best to structure the committee's recommendations. The points made during this discussion were:
- The committee should recommend both principles and procedures to make it easier for the UHLS libraries to build the System's e-content collection.
- It is not productive to have 29 libraries selecting titles, especially in fiction
- We may be able to share subjects among the libraries for non-fiction selection
- Along with the "must have" lists, we should plan to back fill series and popular author titles
- We need to create a mechanism that ensures that the needed material is being ordered, both by the Central Library and by the member libraries
- We should investigate the options Overdrive can offer for patron purchase requests for e-content titles - either direct or mediated through the member library or through UHLS
- All member libraries need to recognize that they are all selecting for a communal collection for all UHLS users and that there is "no geography"

The committee agreed upon two principles that would be included as part of the committee's recommendations:

1) *The e-content collection of UHLS is a communal collection so every library will contribute to its development.*
2) *E-content will be purchased for all segments of the UHLS community based on demand - library users and library staff should shape the collection.*

6) There was a discussion of possible ways to determine a libraries minimum contribution to the e-content collection. The YS recommendations suggested that the UHLAN fee structure could serve as one model. The ad hoc committee members discussed the idea of using each library's % of the total UHLS circulation as a starting point for determining contributions. It was also suggested that we could use each library's % of total e-content circulation. **T. Burke said that he would put together a simple spreadsheet with that information and share it with the committee members for their review.**
The group also discussed how much the total annual contribution should be for e-content collection development. R. Naylor suggested the idea of matching the Central Library aid $ that is budgeted for e-content purchase to use as a starting point.

7) The group discussed possible actions if a member library did not contribute to the e-content collection development. The suggestions included blocking non-complying library cards from Overdrive use and the creation of an agreement similar to the UHLAN Agreement that each library would sign to pledge their contribution to e-content.

8) Next meeting Tuesday 11/15 9:00am in the LARGE MEETING ROOM at UHLS.