UHLS ad hoc Committee on E-Content Collection Development

Meeting minutes - Approved

11/15/11

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

1) A. Peker called the meeting to order at 9:10am.

2) The committee reviewed the draft minutes from the 10/26/11 meeting. R. Naylor made a motion to approve the minutes as presented, J. Zelman seconded the motion. The motion passed unanimously.

3) T. Burke distributed the 2012 Central Library Budget and reported that the budget that the Central Library Advisory Council had proposed was approved by the UHLS Board at their 11/9/11 meeting. He pointed out that the approved budget allocates $77,893 e-content (both fiction and non-fiction).

4) The committee discussed recommending a formula for member library contributions to the e-content collection. The group reviewed spreadsheets for 2 possible e-content collection development contribution formulas. Both formulas were based on the premise that the total UHLS member library contribution for 2012 should equal the 2012 Central Library allotment for e-content ($77,893) as was discussed at the 10/26 meeting. The formulas divided the total member library contribution based on 1) the libraries *% of total material circulation* AND on 2) the library's *% of total e-content circulation*. The committee discussed this information.

   - J. Benedetti made a motion to recommend using the Central Library allotment of $77,893 for 2012 as the amount to match for the member library contribution in 2012. B. Nichols-Randall seconded the motion. The motion passed unanimously.
   - R. Naylor made a motion to recommend using member library's e-content circulation from calendar year 2011 to determine the contribution % for 2012. B. Nichols-Randall seconded the motion. The motion passed unanimously.

5) There was a wide ranging and energetic general discussion about e-content collection development. The points made during this discussion were:
   - E-content collection development must be based on statistical data about e-content user patterns
   - It is imperative that we educate member library staff about how to do effective e-content collection development, because it is different than print collection development

- We should investigate the models for patron driven acquisition in Overdrive. J. Benedetti described two - the Overdrive client (UHLS) puts a pot of $ in an account with Overdrive and patrons can directly order titles for the collection which are paid for from this account OR patrons can submit requests for purchase and those requests are reviewed and approved/disapproved by a designated person at the System or at the member libraries. The committee members were in favor of patron driven acquisitions, but felt that all patron requests for purchase should be filtered though a library/UHLS staff member for review and approval.
- A requirement for a quarterly report of e-content collection statistics (including acquisitions, use, holds, time on shelf, etc.) to the member library directors from UHLS should be instituted. This report would be delivered as an e-mail message with opportunity for questions from the member libraries.
- UHLS and the member libraries should be encouraged to use social media (blog, twitter, etc.) to share current information regarding the e-content collection (ie. hot titles, request activity, etc.).

The committee reaffirmed its agreement on the 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 is obligated to contribute to its development.***

2) ***E-content will be purchased for all segments of the UHLS community based on patron demand.***

6) The group discussed the report it will deliver at the 12/2 Director's Association meeting. It was determined that the report will consist of:
   1. Recommendation of the two principles for e-content collection development in UHLS
   2. Recommendation of the e-content contribution chart as described in 4) above (using 11/1/10 - 10/31/11 as the time period for this presentation - the final chart will use 2011 calendar year e-content circulation to determine the contribution)
   3. Announce a workshop on "Trends and Statistics in E-Content for Collection Development" which will be held at UHLS on Friday February 3, 2012 immediately following the Director's Association meeting.
   4. Announce that a set of guidelines/procedures for e-content collection development will be prepared by the committee and recommended to the Director's Association at the January 6, 2012 meeting.

7) Next meeting **Thursday 12/15 9:00am** in the GREEN CONFERENCE ROOM at UHLS.

8) The meeting adjourned at 11:00am.