

To: Montana State Library Commission  
 From: Karen Strege  
 Re: OCLC Group Catalog & Remainder of LSTA 2004 budget  
 Date: March 8, 2004

I have good news. OCLC reduced the price for the group catalog and it looks certain, with your consent that we can enter into a contract for the group catalog for 2005. To remind you, this contract would cover all libraries in Montana and be renewable for four additional years at a 4% increase per year.

Here is a summary of the expected revenues and costs:

FY05 Expected Revenues

Montana libraries	399,656
MLN WorldCat	22,979
(These LSTA funds were previously spent to provide access to OCLC's WorldCat)	
LSTA Group Catalog	34,770
<b>TOTAL REVENUES</b>	<b>457,405</b>
 FY05 Expected Costs	 457,405

As you see, the additional funds required from LSTA 04 are \$34,770, which is substantial decrease from the amount that we discussed at your February meeting. To meet the contract amount, we also had to raise the costs to libraries called copy-cataloging libraries. These libraries comprise the majority of project participants. We attempted to keep the increases as low as possible. Even with the increase, these prices are thousands of dollars lower than what libraries would pay for these services without our statewide contract. Included in the contract are the following services: access to cataloging services; centralized links to individual Montana libraries' catalogs; access to OCLC's WorldCat; batch cataloging service; and interlibrary loan services.

Price 2004	Price 2005
1,200	1,545
1,000	1,275
800	995
600	735
400	485
200	240

At your February meeting, from the total LSTA award of \$889,652, you approved \$763,000 of LSTA projects and expenses for 2004, leaving an unallocated balanced of \$126,652. At your teleconference meeting, please consider the following budget for approval.

Unallocated LSTA 04 funds	126,652
OCLC Group catalog	57,749
2004 Fall Workshop	8,500

During the past five years, the average attendance at the fall workshop has been 89 participants. The workshop draws the larger audience of any MSL training event. The trainings are open to participants from all types of libraries and topics are selected from requests from the filed. Workshop participants rate the event as relevant and useful.

Marketing 8,594

The addition of these funds to the marketing budget of \$23,406 already allocated will allow MSL to fund another statewide campaign designed to promote library use in the state. The funds would be used to pay ¼ of the marketing coordinator salary and benefits of \$12,000. \$20,000 would be used for campaign materials, including public service announcements.

Trustee Training 31,000

These funds will be used to sponsor two trustee training events and funding for "train the trainer" instruction for interested trustees. MSL would hire a professional speaker to develop a daylong trustee training in two locations. The second component of the project is to reach individual boards with training directly from other Montana trustees. MSL would train trustees to provide this education, thereby increasing our resources and ability to reach interested library boards. Costs included in the second phase includes funds for trustees to travel to California State Library's Train the Trustee" training, to Helena to receive Montana-specific education, and to local library board meetings.

05 Summer Institute 10,000

This allocation will allow us to make preparations, including deposits, for the summer institute for 2005. Additional funds from the FY 2005 LSTA grand award will be needed to fully fund the institute.

Adding one small library to MSC 10,809

The Commission approved funding for the addition of five libraries to the Montana Shared Catalog at the February meeting. This additional funding will allow one more library to join.

Total Request 126,652