

Montana Shared Catalog

Fiscal Year 2022 (July 1, 2021 – June 30, 2022) budget notes

REVENUE

Estimated FY 2022 revenues from member libraries – shared costs: The amount to be collected from MSC member libraries, per the proposed cost share formula. The FY22 budget goal for MSC member contributions is \$436,872.42. *Cost formula projections are for shared expenses and do not include a library's individual opt-in fees.*

State General Fund/Coal Severance Tax ARM Resource Sharing Subsidy: As established in the Administrative Rules of Montana (ARM) 10.102.4001, half of the state funds allocated for Resource Sharing are provided for the Montana Shared Catalog budget.

FY 2021 budget surplus: The MSC membership approved these funds in the FY2021 budget to cover meeting and operational expenses which were not spent in the past year due to the pandemic. These funds have been added to the revenue section to help cover the cost of indirect services and potential committee travel in FY 2022.

EXPENSES

SOFTWARE AND ADMINISTRATIVE EXPENSES

MSL Indirect Services: As a state agency, the Montana State Library is required to pay indirect costs incurred through the operation of state government and allocated to agencies according to the Statewide Cost Allocation Plan (SWCAP). Montana Code Annotated 17-1-106 requires that *an agency receiving nongeneral funds shall, in accordance with all applicable regulations, guidelines, or grant rules governing those funds, negotiate indirect cost reimbursement amounts and methodologies so that the agency may recover indirect costs.*

SirsiDynix annual invoice: This is the total cost of the SirsiDynix renewal invoice for shared costs, including the BLUEcloud Mobile app for consortia. This amount increased by 13% from last fiscal year due to the addition of BC Mobile and our increase in library membership.

COSUGI (Customers of SirsiDynix Users Group, Inc.) membership fees: annual institutional membership fee for COSUGI, which insures against the potential loss of software and provides professional development for MSC staff.

MSC staff Zoho help desk software (2 licenses): Zoho Desk is the web-based software behind the Montana State Library help desk ticket system and knowledge base. Three of the licenses are paid by the State Library for the MSL-funded positions, and three are to be paid by the MSC membership for those member-funded positions.

TRAINING, TRAVEL, OPERATIONS, and MEETINGS

MSC Members Council 2022 spring meeting: Funding to cover the cost of the room reservation, catering, and materials for the calendar spring 2022 Members Council meeting which usually takes place in Helena.

MSC training events: Funding to cover the cost of meeting space, snacks, and meeting materials for in-person trainings taking place in FY 2022.

Staff operations for 2.5 FTE: This covers costs for 2.5 MSC staff's phone, office supplies, travel, professional development, and equipment and is aligned with MSL's standard operating expenses for FTE. The other 3.5 FTE operational costs are covered by state and federal funds provided by the State Library.

MSC personnel contribution: This covers the salary and benefits for 2.5 FTE on MSC staff. Salary and benefits for the other 3.5 FTE are covered by state and federal funds provided by the State Library.

FY 2022 cost formula models:

The Montana Shared Catalog Executive Board recommends that the Members Council accept a flat percentage increase of 2% for FY 2022.

The Executive Board, in collaboration with the Network Advisory Council, will prepare alternative cost formula models for the membership to review at the calendar 2021 fall Members Council meeting.