

DALNET BOARD MINUTES

June 9, 1994

Oakland Community College, Royal Oak Campus

Present:	Gloria Ellis	Walsh	Jean Curtis	DPL
	Phyllis Jose	OCC	Margaret Auer	UDM
	Francis Young	WCC	Peter Spyers-Duran	WSU
	Suzanne Frankie	OU	Judy Murray	OCC
	Kul Gauri	MCC	Deborah Adams	BH
	Joan Smith	BR	Michele Klein	CH
	Sandra Martin	HH		
Guests:	Louise Bugg	WSU		
	Robert Harris	WSU		

The Meeting was called to order by S. Frankie, Chair, at 10:10 a.m. at Oakland Community College, Royal Oak Campus. She announced that Dick Beer would be able to join the members during lunch to receive his awards of appreciation for service to DALNET as a member of the Board.

1.0 MINUTES - M. Auer moved and F. Young seconded approval of the minutes as distributed.

ACTION: minutes approved as distributed.

2.0 MDAS PRICE PROPOSAL: L. Bugg distributed copies of the allocation of database costs and Current Contents Usage reports. R. Harris explained the methodology for distributing the costs among the DALNET libraries. The Board was asked to approve the methodology and costs. Board members discussed the proposed allocation of subscription fees; asking for clarification of certain areas including the source of the figures quoted. WSU staff would like to be able to consolidate negotiations for databases. They asked for a commitment of a maximum dollar amount figure from each member which they could use in negotiations.

ACTION: DALNET members are to notify R. Harris of which databases they wish by July 7, 1994. The databases to be considered are: Current Contents, Wilson, ERIC, and CINAHL. Members are also required to indicate the maximum dollar amount they are willing to pay.

ACTION: R. Harris will revise the Allocation of Database Costs chart based upon the July responses.

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ACTION: Members will advise L. Bugg of any additional databases WSU should investigate for MDAS or include in negotiations.

ACTION: L. Bugg and R. Harris were commended for their work in obtaining MDAS databases and contract negotiations.

3.0 CENTRAL SITE: L. Bugg reported that upgrades to system controller and CPU capacity with installation of CACHE memory and the IBM 9221 will improve system performance by approximately 80%. The new CPU will be installed June 25, 1994 and June 26, 1994. System staff projects no major interruptions in service. However, they are allowing about seven days to fine tune the CPU. They estimate that this upgrade will be sufficient for at least two years.

4.0 MRLT PACLink: L. Bugg distributed copies of minutes from the DALNET Access Task Force (DATF). The Board discussed the impact of the Michigan Research Libraries Triangle project, the appearance of LCAT (MSU) and MCAT (U of M) in DALNET's system, and implementation of PACLink and PACLoan. Board members also discussed the major issues and Task Force recommendations.

ACTION: ITEM 1 - Should the display of LCAT/MCAT be optional on an institution by institution basis? DATF Recommendation, yes. The DALNET Board voted agreement with the recommendation. LCAT/MCAT display will be an institution option.

ACTION: ITEM 2 - Should existing institution ILL policies/procedures be kept in tact? DATF Recommendation, yes. The Board agreed that it was inappropriate to take action on the question, which must be addressed by each institution individually.

ACTION: ITEM 3 - Should the Access Directory be distributed to U of M and MSU? DATF Recommendation, yes. The DALNET Board approved distribution. The Access Directory will be distributed to U of M and MSU.

ACTION: ITEM 4 - Should ILL statistics be re-compiled for U of M Dearborn and U of M Flint? DATF Recommendation, yes. The Board approved re-compiling the statistics.

ACTION: ITEM 5 - Should signs be developed to publicize PACLink? DATF Recommendation, yes. The Board approved development of new signs. WSU agreed to distribute signs that they have developed.

ACTION: ITEM 6 - Should other statistics be kept to evaluate the increase of use of our collection as a result of PACLink? DATF Recommendation, yes. The Board voted approval. Statistics will be kept to evaluate collection use resulting from PACLink installation.

- 5.0 PLANNING FOR FUTURE SYSTEMS:** L. Bugg reported activities and planning sessions held by WSU Systems Office staff and DALNET project managers to discuss the future of NOTIS, what will be the system requirements, and what institutions need to do to prepare. She reviewed the major issues and options for the Board. The Board also discussed Internet access as a key component of system upgrade. Questions concerning current Michnet membership, and DALNET institutions options were addressed.

ACTION: The Board approved use of the DALNET name in negotiating with MICHNET.

ACTION: L. Bugg will answer the following: how will the addition of non-MICHNET libraries affect current DALNET/MICHNET members?

- 6.0 BORROWING AGREEMENTS BETWEEN WSU AND DALNET LIBRARIES:** WSU staff proposed a prepayment option for DALNET libraries. ILLs from WSU will cost \$5.00 per transaction with a deposit account of \$1,000 (minimum).

ACTION: Members should inform R. Harris if they are interested in opening an ILL deposit account.

- 6.1 WSU/OAKLAND PROJECT:** L. Bugg provided the Board with an update of the WSU and Oakland University pilot project which gives students guest borrowing privileges. The universities are evaluating the success of the project including costs. No additional DALNET institutions will be asked to participate at this time.

- 6.2 U of M SERVICE TICKETS:** L. Bugg described a "service ticket" program in place at U of M in which the University subsidizes a portion of those ILLs which are requested in support of research. She asked if the Board was interested in investigating a similar program.

ACTION: Board members were very interested in the Service Ticket program and requested further investigation for DALNET.

7.0 REPORTS:

- 7.1 FIRST SEARCH:** L. Bugg reported group rates for OCLCs First Search and asked if DALNET would be interested. There was no interest in pursuing a group option.

- 7.2 DALNET - NEW MEMBERS:** WSU has no additional requests for membership. The DIA contract, however, has been signed.

- 7.3 WSU SEARCH FOR DEAN OF LIBRARIES:** P. Spyers-Duran described activities surrounding the announcement of his retirement. He has agreed to stay on through November/December until the University has found his replacement. He briefly described the interview process and invited the DALNET Board to participate and meet with the final candidates during the second round of interviews. S. Frankie thanked him for the offer. P. Spyers-Duran will send the schedule to the Board as soon as it is available.

- 8.0 NEXT MEETING:** The next meeting of the Board was scheduled for Thursday, October 13, 1994 at Oakland University.

9.0 ANNOUNCEMENTS

J. Curtis announced that McGregor Library, Highland Park, will be added to DALNET in conjunction with DPL holdings.

LIBRARY PRACTICES: M. Auer polled the Board about their ideas and practice in a situation in which a library finds a patron has a book from another library which has not been charged out. She specifically wanted to know if institutions kept the book and sent it back to the home library.

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ACTION: The question will be forwarded to the DALNET Circulation Committee for discussion and recommendations. Members also discussed general practice of suspending borrowing privileges for those clients with large fines at other DALNET libraries.

The meeting adjourned at 12:12 p.m.

Respectfully submitted,

Sandra I. Martin

DALNET BOARD MEETING
Thursday, June 9, 1994, 10:00 a.m. - 1:30 p.m.
Oakland Community College, Royal Oak Campus
Conference Rm. B117

AGENDA

1. Approval of minutes (attached)
2. MDAS price proposals for DALNET (attached)
3. Central Site Upgrades
4. MRLT PACLink Project -- recommendations from DALNET Access Committee
5. Planning for future systems
 - Client/server architecture
 - Windows-based software
 - PC's to replace terminals
 - Ethernet/TCP.IP communication
6. Borrowing agreements between WSU and DALNET libraries
 - ILL prepayment option
 - Direct borrowing using home library card
 - Direct borrowing vouchers concept
7. Reports
 - OCLC First Search subscription
 - New member prospects
 - DALNET Task Forces
 - WSU search for Dean of Libraries/Library Science
8. Next meeting

L. Bugg/cmz
5/27/94

**DALNET OPERATING BUDGET
FISCAL YEARS 90 Through 96**

	<u>FY 90</u>	<u>FY 91</u>	<u>FY 92</u>	<u>FY 93</u>	<u>FY 94</u>	<u>FY 95</u>	<u>FY 96</u>	<u>% Incr.</u>
Personnel								
Salaries	\$381,270	\$406,985	\$451,731	\$478,116	\$508,146	\$530,711	550,666	3.76%
Fringes	91,825	97,676	108,415	114,748	121,955	127,371	135,683	6.53%
Total Personnel	<u>\$473,095</u>	<u>\$504,661</u>	<u>\$560,146</u>	<u>\$592,864</u>	<u>\$630,101</u>	<u>\$658,082</u>	<u>\$686,349</u>	4.30%
Other								
Maintenance	\$264,503	\$305,605	\$326,274	\$429,820	\$509,060	\$534,264	556,025	4.07%
Supplies	26,250	26,250	27,500	28,941	30,389	31,908	30,000	-5.98%
Travel	8,250	8,250	8,500	8,925	8,500	8,925	9,000	0.84%
Total Other	<u>\$299,003</u>	<u>\$340,105</u>	<u>\$362,274</u>	<u>\$467,686</u>	<u>\$547,949</u>	<u>\$575,097</u>	<u>\$595,025</u>	3.47%
Overhead	169,862	185,849	202,933	233,322	259,171	271,300	281,902	3.91%
Total Expenses	<u>\$941,960</u>	<u>\$1,030,615</u>	<u>\$1,125,353</u>	<u>\$1,293,872</u>	<u>\$1,437,221</u>	<u>\$1,504,479</u>	<u>\$1,563,275</u>	3.91%
Budget Increase		9.41%	9.19%	14.97%	11.08%	4.68%	3.91%	

**DALNET BUDGET
FISCAL YEAR 1995
ALLOCATION OF OPERATING COSTS**

	%	FY 90	FY 91	FY 92	FY 93	FY 94	FY 95	FY 96	INCREASE AML	%
WSU	47.94%	479,671	526,577	574,983	631,228	688,933	721,174	749,358	28,184	3.91%
Oakland University	5.20%	42,145	46,112	50,351	67,248	74,698	78,194	81,250	3,056	3.91%
William Beaumont Hospital	0.56%	5,273	5,769	6,299	7,242	8,044	8,420	8,750	329	3.91%
Botsford General Hospital	0.37%	3,478	3,805	4,155	4,777	5,306	5,554	5,771	217	3.91%
Wayne County Community Colleg	1.66%	15,591	17,058	18,626	21,415	23,788	24,901	25,874	973	3.91%
Detroit-Associated Libraries	23.15%	218,091	238,617	260,552	299,569	332,758	348,331	361,944	13,613	3.91%
Children's Hospital of Michigan	0.35%	3,268	3,576	3,905	4,490	4,987	5,220	5,424	204	3.91%
University of Detroit Mercy	5.98%	56,090	61,594	67,256	77,327	85,894	89,914	93,428	3,514	3.91%
Oakland County Law Library	0.47%	4,426	4,843	5,288	6,080	6,754	7,070	7,346	276	3.91%
Macomb Community College	5.20%	49,864	53,565	58,489	67,248	74,698	78,194	81,250	3,056	3.91%
Harper Hospital	0.56%	5,264	5,759	6,288	7,230	8,031	8,407	8,735	329	3.91%
Oakland Community College	6.15%	58,798	63,339	69,161	79,518	88,328	92,462	96,075	3,613	3.91%
Walsh College	2.44%	941,959	1,030,614	1,125,353	1,293,872	35,000	36,638	38,070	1,432	3.91%
	100.00%		1,030,614	1,125,353	1,293,872	1,437,219	1,504,479	1,563,275	58,796	

**DALNET
SUMMARY OF MEMBER COSTS
FY 96**

	<u>Operating Costs</u>	<u>MDAS</u>	<u>Data- Base</u>	<u>Equip. Repl.</u>	<u>Total</u>
WSU	749,358	33,354	25,172	50,000	857,884
Oakland University	81,250	3,493	7,777	7,254	99,774
William Beaumont Hospital	8,750	376	614	1,116	10,856
Botsford General Hospital	5,771	248	430	744	7,193
Wayne County Community College	25,874	1,112	664	3,162	30,812
Detroit Associated Libraries	361,944	15,560	26,893		404,397
Children's Hospital of Michigan	5,424	233	523		6,180
University of Detroit Mercy	93,428	4,016	6,947		104,391
Oakland County Law Library	7,346	316	703	930	9,295
Macomb Community College	81,250	3,493	6,041	7,254	98,038
Harper Hospital	8,735	376	801	837	10,749
Oakland Community College	96,075	4,130	9,197	8,510	117,912
Walsh College	38,070				38,070
	<u>1,563,275</u>	<u>66,707</u>	<u>85,762</u>	<u>79,807</u>	<u>1,795,551</u>

DALNET BUDGET
FISCAL YEAR 1995
ALLOCATION OF DATABASE COSTS

	Op. Exp. %	% Allocation	Current Contents	Wilson	ERIC	CINAHL (1)	Total
WSU	N/A	N/A	\$53,802	\$16,348	\$3,050		\$73,200
Oakland University	5.20%	10.83%	5,829	3,403	330		9,563
William Beaumont Hospital	0.56%	1.17%	628	367	36		1,030
Botsford General Hospital	0.37%	0.77%	414	242	23		679
Wayne County Community College	0.00%	0.00%	0	0	0		0
Detroit Associated Libraries	23.15%	48.26%	25,965	15,161	1,472		42,598
Children's Hospital of Michigan	0.35%	0.72%	389	227	22		638
University of Detroit Mercy	5.98%	12.46%	6,702	3,914	380		10,996
Oakland County Law Library	0.47%	0.98%	527	308	30		865
Macomb Community College	5.20%	10.83%	5,829	3,403	330		9,563
Harper Hospital	0.56%	1.16%	627	366	36		1,028
Oakland Community College	6.15%	12.81%	6,892	4,024	391		11,307
Walsh College	0.00%	0.00%	0	0	0		0
	<u>47.97%</u>	<u>100.00%</u>	<u>\$107,604</u>	<u>\$47,763</u>	<u>\$6,100</u>	<u>\$0</u>	<u>\$161,467</u>
Database Cost			\$88,200	\$39,150	\$2,000		\$129,350
Loader					3,000		3,000
Overhead @ 22%			19,404	8,613	1,100	0	29,117
Total			<u>\$107,604</u>	<u>\$47,763</u>	<u>\$6,100</u>	<u>\$0</u>	<u>\$161,467</u>

(1) Consortium pricing for CINAHL is not yet available.

(2) Wilson loader costs previous distributed with MDAS budget.

**MDAS Licenses for DALNET Libraries
October 1994**

1. Wilson

Wilson requires one-time payment for those libraries using data prior to January 1989. They are willing to accept payment for these costs over 3 years.

Currently, the Wilson database is a single file from 1982/83 to date. The only way to enable libraries to opt out of the backfile payment is to split the database into two segments, which involves more system resources.

ACTION REQUESTED: Decision as to which libraries will license Wilson.

2. ERIC

Costs have been allocated to those DALNET libraries interested in ERIC.

ACTION REQUESTED: Decision to proceed.

3. Cinahl

Costs have been allocated to those DALNET libraries interested in ERIC.

ACTION REQUESTED: Decision to proceed.

4. Current Contents

Oakland University has licensed this database. No other DALNET libraries are participating at this time.

**DALNET BUDGET
FISCAL YEAR 1995
ALLOCATION OF DATABASE COSTS**

	Wilson		ERIC		CINAHL		Total
	%	Bk. Files	%	Total	%	Total	
WSU	N/A	\$16,348	N/A	\$3,050	N/A	\$4,575	\$23,973
Oakland University	5.20%	1,742	10.72%	327	36.14%	1,653	\$7,489
William Beaumont Hospital	0.56%	188	0.00%	0	0.00%	0	593
Botsford General Hospital	0.37%	124	0.76%	23	0.00%	0	415
Wayne County Community College	1.66%	0	3.42%	104	11.54%	528	632
Detroit Associated Libraries	23.15%	7,753	47.70%	1,455	0.00%	0	25,981
Children's Hospital of Michigan	0.35%	117	0.72%	22	2.43%	111	504
University of Detroit Mercy	5.98%	2,003	12.32%	376	0.00%	0	6,711
Oakland County Law Library	0.47%	157	0.97%	30	3.27%	149	677
Macomb Community College	5.20%	1,742	10.72%	327	0.00%	0	5,836
Harper Hospital	0.56%	188	0.00%	0	3.89%	178	771
Oakland Community College	6.15%	2,060	12.67%	387	42.74%	1,955	8,857
Walsh College	0.00%	0	0.00%	0	0.00%	0	0
	<u>49.65%</u>	<u>\$16,073</u>	<u>100.00%</u>	<u>\$6,100</u>	<u>100.00%</u>	<u>\$9,150</u>	<u>\$82,441</u>
Database Cost		\$16,073		\$2,000		\$7,500	\$67,473
Loader		0		3,000		1,650	3,000
Overhead @ 22%		0		1,100		1,650	11,968
Total		<u>\$16,073</u>		<u>\$6,100</u>		<u>\$9,150</u>	<u>\$82,441</u>

**DALNET BY-LAWS
VOTING SCENARIOS**

	<u>Budget</u>	
	<u>%</u>	<u>Cummulative</u>
CHM	0.35%	0.35%
Botsford	0.37%	0.72%
Oakland Co Law	0.47%	1.19%
Harper	0.56%	1.75%
Wm Beaumont	0.56%	2.31%
Wayne Co CC	1.66%	3.97%
Macomb CC	5.20%	9.17%
<u>Oakland</u>	<u>5.20%</u>	<u>14.37%</u>
U of D	5.98%	20.35%
Oakland CC	6.15%	26.50%
DAL	23.15%	49.65%
WSU	<u>50.35%</u>	100.00%
	<u>100.00%</u>	

	<u>Budget</u>	
	<u>%</u>	<u>Cummulative</u>
WSU	50.35%	50.35%
DAL	23.15%	73.50%
Oakland CC	6.15%	79.65%
U of D	5.98%	85.63%
Oakland	5.20%	90.83%
Macomb CC	5.20%	96.03%
<u>Wayne Co CC</u>	<u>1.66%</u>	<u>97.69%</u>
Wm Beaumont	0.56%	98.25%
Harper	0.56%	98.81%
Oakland Co Law	0.47%	99.28%
Botsford	0.37%	99.65%
CHM	<u>0.35%</u>	100.00%
	<u>100.00%</u>	