

DALNET Cost Allocation Task Force (CATF)
January 17, 2006: 3:00-4:30 P.M.
University of Detroit Mercy McNichols Campus Library
Agenda

In attendance: Margaret Auer, Steven Bowers, Daria Drobny, James Flaherty, Robert Harris, Laura Mancini, George Marck Mary Ann Sheblé, Sandra Yee.

Meeting was called to order at 3:12 pm by M. Sheblé.

Tasks Assigned:

- Susan Pratt of the DALNET office will make arrangements for scheduling the meetings. The task force decided to meet once a month for February, March, April and May. UDM and WSU volunteered to host any meetings. M. Sheblé provided an annotated version of the task force's charge which outlined tasks to be accomplished at each meeting.
- M. Sheblé elected chair.
- S. Bowers to gather comparative formulas from other consortia. It was suggested that he consider the Greater Cincinnati Library Consortia and UPRLC among others.
- S. Bowers and G. Marck will compile a "laundry list" of the services that DALNET provides and send this list to the task force for review/additions.

Members of the CATF noted the following problems of the current Cost Allocation Formula:

- It is too difficult to figure out.
- No two institutions are the same so why should there be one formula to fit all?
- Negotiations have been made in the past so not every member institution fits into the current cost allocation formula.
- The current system does not provide equity between existing and new members since there is a separate formula for new members.
- Figures used in the current formula were not defined, for example what does "Serials" refer to in the current system?
- It seems that that more you offer to the consortium, the larger your institution is, and the more you have to pay.
- The formula does not take into account all modules of the Horizon system
- The review of the Cost Allocation Formula is scheduled for every three years instead of an annual review.

Members of the CATF noted the following benefit of the current Cost Allocation Formula:

- Having a formula to use helps in justification of costs at member institutions.

Members of the CATF noted/asked:

- What brings DALNET members together: sharing resources.
- "You can't put a value on having a library online system."
- DALNET members should be able to justify membership costs.
- DALNET members should not be penalized for using the system.
- In the future all figures used for a formula should be defined within the documentation for the formula.
- Figures used in a formula should be ones that can be obtained from Horizon or any other automated or non-automated system.
- Relatively stable data should be used.
- Non-library administrators should be able to understand the formula.
- It should be considered that not all members use all modules of Horizon.
- Figures for the formula should be updated every year.
- What does it cost to run Horizon?
- What does it cost to create/maintain digital projects?
- How much staff time is spent on Horizon or other areas?
- Should across-the-board percentage increases included the membership fee?
- Are across-the-board percentage increase equitable to members whose fees are substantially larger?
- Should institutional budgets be looked at to determine if members can sustain membership fees?
- A formula must have some flexibility since we are such a diverse group.
- Is the number of bibliographic records a good measure for a cost allocation formula? What about other figures currently used?
- How can we develop a stable formula?
- How does a major change at one institution impact pricing for all other members?

Meeting adjourned at 4:48 pm

Minutes submitted by S. Bowers