DALNET Finance Committee
Meeting Minutes May 8, 2000
Botsford Hospital Library

Present: M. Auer, UDM; J. Bosler, MCC; B. Harris, WSU; B. Holley, WSU; A. Walaskay, OCC.
Guests: L. Bugg, WSU; D. Callaway, WSU; P. Jose, OCL.

1. Call to Order
The meeting was called to order at 4:25p.m., after the scheduled DALNET Board meeting.

Because this was a special meeting of the DALNET Finance Committee, an agenda had been sent out on email. The topics for the meeting agenda were identified as: a) the Archdioceses of Detroit High Schools - Membership in DALNET: A Financial Proposal and b) the Ameritech Grant. No minutes from previous meetings were available.

2. Archdiocese of Detroit High Schools - Membership in DALNET: A Financial Proposal.
D. Callaway, the DALNET Outreach Office, has been in conversation with representatives of the Archdiocese of Detroit High School Libraries. A pilot project has been suggested with Mercy High School and Loyola Academy. The Archdiocese Central Office has indicated that other high schools are interested but they have concerns about the cost of Horizon implementation. The matter has been referred to the DALNET Finance Committee with a request for a financial proposal.

Questions were considered: How many records do the high schools have individually and as a group? How will their record or volume count affect pricing? What is the best offer that could be made?

It was determined that it would probably be better for *epixtech*, DALNET and the Archdiocese if the libraries were considered as a group not as individual libraries. Ideally, loading their library holdings could be done at one time or in a minimal number of batch imputs. The DALNET Systems Office would be less burdened by a single, group migration or with a minimal number of batch migrations. A single Board seat would be better than multiple seats. An archdiocese implementation would solidify the high school library group. Hopefully, a joint project, like Horizon activation, would begin to pull the high school libraries together so that they might rely on each other as a preliminary step to library networking within DALNET. Most importantly, the cost advantage to a single implementation was apparent. It is assumed that the combined Archdiocese high school libraries would exceed 50,000 volumes or records. Consequently, the *epixtech* licensing cost would be $10,000 plus a record loading cost of at least $6,000 as well as DALNET capitalization and annual maintenance costs. It was projected that there could be as many as 43 high school libraries involved. Some of these libraries may be converting to automation for the first time. Other libraries may have automated records that they wish to migrate.

The Archdiocese high school libraries may not have a need to implement all of the Horizon modules. These libraries have a need for the cataloging, opac, circulation and RSS modules. The remaining Horizon modules may not be used. The total volume / record count is unknown. Before an implementation cost can be given in a formal proposal, more technical and planning information is needed in order to give an accurate projection of the costs. Committee members noted that an Option III financial proposal may be appropriate. For this proposal, the more libraries that come into DALNET at the same time, the better the shared cost. M. Auer will make a contact. D. Callaway will make a contact. The team that will follow-up with the Archdiocese are: D. Callaway, M. Auer, B. Harris, and Louis Bugg or S. Muir.

The Ameritech Grant
Over one year ago DALNET received an Ameritech grant of $100,000 to market Horizon to other libraries and information providers. DALNET is in the second year of the two year grant. At the Board meeting, just previous to the Finance Committee meeting, the Board approved the concepts outlined in the "Executive Summary of the Information Hub Development Committee" with four new Task Forces. Implementation of new information databases is the next phase.

There was some concern as to whether the grant money had to be spent or encumbered by the November deadline for the expiration of the grant. D. Callaway will investigate.

Because the Board expedited the Information Hub projects, it may be that the summer provides the necessary time for implementation. The Board was clear that no additional funds were to be allocated for these projects without previous approval. However, there was support to proceed to utilize the grant money. There was some discussion as to whether a request for an extension of the reporting deadline for the grant was necessary. While the projects are in progress, there is a question as to whether they will be completed on time for the report. Committee members agreed to monitor the progress of the projects over the summer and to reevaluate in August before asking for an extension.

Next Meeting
Bosler asked whether more regularly scheduled meetings were in order to structure activities and events. Committee members were comfortable with the current pattern.
The next meeting of the Finance Committee will be scheduled previous to the next scheduled Board meeting, Monday, June 26, 2000.

Adjournment
The meeting adjourned at 5:10 p.m.

Respectfully submitted,
J. Bosler, Chair