

Digital Library Advisory Group
Monday, January 10th, 2022 - 1:00pm

Digital Library Meeting

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Attendance:

1. Erika Jenns, STLS
2. Karen Smith, Whitesville
3. Kelly Povero, Watkins
4. LeighAnn Rumsey, Bath
5. Bridget Marshall, Avoca
6. Linda Nichols, Dundee
7. Lois Phillips, Canaseraga
8. Linda Reimer, SSCL
9. Tina Dalton, Cuba
10. Jess Westlake, Montour Falls

Agenda:

1. OverDrive End of Year Checkout Highlights
2. OverDrive Reciprocal Lending Arrangement Update
3. For Selectors - How to accommodate OverDrive end-of-year sales when funds are out?
4. Selector Budgets for 2022
5. New Databases: JobNow & Peterson's Test Prep
6. 2022 Meeting Dates

Minutes:

1. OverDrive End-of-Year Checkout Highlights
 - a. **Here:** <https://docs.google.com/presentation/d/1XM-zxU5UAG9xCKml1cMyp5HorBLZ3EFZkqjJ3m1vF6s/edit?usp=sharing>
2. OverDrive Reciprocal Lending Arrangement
 - a. Anticipated start date: 2/1/2022
 - b. Waiting on Pioneer Library System to finalize discussions with library directors and sign off
3. For Selectors - How to accommodate OverDrive end-of-year sales when funds are out?
 - a. This year, OverDrive offered a "Friday Frenzy" on 12/3. Most selectors had wrapped up 2021 spending by this point, and so had no funds left to spend on a purchase this late in the year. STLS cannot back-bill libraries for items purchased as part of the sale (purchase now, wait to bill in 2022) because it creates a discrepancy in our accounting.
 - b. Also concern about staying within Digital Library Contribution Guidelines. The membership approves the overall spending amount each year through the contribution schedule. While we could borrow from 2022 to take advantage of savings in 2021, this will leave us with less to spend in 2022 because we overspent in 2021. We want to honor what the DAC approved.
 - c. How should we approach this going forward?
 - i. Are selectors able to save some funds for a sale opportunity like this in December of each year?
 - ii. Selectors have voted to pass on a sale offered this late in the year. Most need to be finished placing orders by Oct/Nov so that OverDrive invoices can be paid before 12/31 and libraries can balance their accounts.

4. Selector Budgets for 2022:

	Contribution Amount	Additional Funds (From Digital Library Contributions)	2022 Totals
CCLD	\$ 27,095.00	\$ 12,000.00	\$ 39,095.00
Cuba	\$ 2,989.00	\$ 1,462.00	\$ 4,451.00
SSCL	\$ 26,327.00	\$ 12,000.00	\$ 38,327.00
STLS	\$ 10,000.00	\$ 26,000.00	\$ 36,000.00
Whitesville	\$ 672.00	\$ 358.00	\$ 1,030.00

- a. Total 2022 Digital Library Cost Share Contributions: \$108,903
Additional \$10,000 investment from STLS (after dropping Freegal)
Total DAC-approved OverDrive investment for 2022: \$118,903
- b. Selectors include:
CCLD: Connie, Doris Jean, Caroline, and Amanda
Cuba: Tina
SSCL: Linda
STLS: Erika
Whitesville: Karen
- c. Guidelines review:
 - i. 55:45 ratio - 55% of titles in each cart should be ebooks, 45% audiobooks. Can also place orders with two separate carts to meet ratio.
 - ii. 20% of the total number of titles in each cart should be titles which highlight the perspectives of people with disabilities, and non-white, BIPOC (black, Indigenous, and people of color), LGBTQIA+ authors. Send a spreadsheet with diverse titles highlighted, separate them into their own cart, or send a list in body of email to Erika.
 - iii. Keep holds ratio at 7:1 or less
 - iv. Purchase recommended titles at 3+ recommendations/title

5. New Databases: JobNow & Peterson's Test Prep

- a. As part of an Appalachian Regional Commission federal workforce development application, STLS has secured 3 years of funding for two job-seeking/job prep databases: JobNow from Brainfuse and Peterson's Test Prep from Gale.

- b. JobNow's biggest draw is the offer of live coaching. Users will have access to a live coach from 2pm-11pm ET. There is a live interview coach, live resume help along with the resume lab and resume builder, and a wealth of passive resources.
 - c. Peterson's Test Prep offers access to the GED and other tests like the SAT, ACT, AP tests, and career test prep (real estate, firefighter, postal service, cosmetology, CDL exam). Peterson's also has a resume building tool, exams for younger grades like basic writing & math review, as well as Microsoft Office tutorials and scholarship searching. Users can create an account with their email address, which allows them to save progress, see exam scores, etc. They also get simultaneous use to Peterson's test prep books in PDF form for various tests like the EMT exam.
 - d. We will be encouraging local libraries to contact guidance counselors and other contacts at local schools to let them know we have this database.
 - e. There are MARC records for the ebooks in Peterson's, and there are also MARC records for the subject hubs/topics, so these will be added to STARCat.
 - f. Link to resources for both databases:
https://drive.google.com/drive/folders/1wp129OIBhjiQ_ba3ha2GU10b5K0xef0G?usp=sharing
 - g. JobNow access link:
<https://landing.brainfuse.com/index.asp?u=main.stls.ny.jobnow.brainfuse.com>
 - h. Individual library links for Peterson's Test Prep:
https://docs.google.com/spreadsheets/d/1MMieHggNbPF_VNr5-3rKxkMeFfZIS2TbQzOXUTbcOWQ/edit?usp=sharing
 - i. Erika will be connecting with all member libraries to get these links up on library websites. Please stay tuned.
6. 2022 Meeting Dates
- a. March 14
 - b. May 16
 - c. June 27
 - d. September 19
 - e. November 21