PROCESSING & FINISHING

Prioritizing for service, planning for results
Service: Processing & Finishing

We will discuss:

- Processing & Finishing – what is the service we offer & why
- What is the cost?
- What do other Public Library Systems do?
- What do private vendors offer & at what cost?
- What is the future of processing & finishing for members?
Service: Processing & Finishing

Why do we process library materials?

- Cheapest option
- Centralized receiving
- Highest quality

Why are we discussing the service?

- Costs have been driven down
  - Speed of delivery
  - Broader options available
# Service: Processing & Finishing

<table>
<thead>
<tr>
<th></th>
<th>2015 (avg/month)</th>
<th>2016 (avg/month)</th>
<th>2017 (avg/month)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Labor cost</strong></td>
<td>$2,085</td>
<td>$2,383</td>
<td>$2,780</td>
</tr>
<tr>
<td><strong>Material cost</strong></td>
<td>$343</td>
<td>$499</td>
<td>$458</td>
</tr>
<tr>
<td><strong>Total Cost</strong></td>
<td>$2,428</td>
<td>$2,882</td>
<td>$3,238</td>
</tr>
<tr>
<td><strong>Income from membership</strong></td>
<td>$1,546</td>
<td>$1,492</td>
<td>$1,345</td>
</tr>
<tr>
<td><strong>Items processed/Finished</strong></td>
<td>2,146</td>
<td>2,128</td>
<td>2,102</td>
</tr>
<tr>
<td><strong>Items handled</strong></td>
<td>3,102</td>
<td>2,984</td>
<td>2,928</td>
</tr>
<tr>
<td><strong>% of membership using the service</strong></td>
<td>65%</td>
<td>65%</td>
<td>63%</td>
</tr>
</tbody>
</table>
Service: Processing & Finishing

What are other public library systems doing?

- No processing in house; no shared third party contract
- Processing in house for a per item fee; all fee structures are different
- No processing in house; shared third party contract (Bro-Dart)
## Service: Processing & Finishing

### What are vendors offering?

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Basic Package Options</th>
<th>Basic Cost</th>
<th>Added Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baker &amp; Taylor</td>
<td>Attached Mylar jacket, spine label, barcode, pocket (1 genre label) No quote for A/V processing</td>
<td>$1.15 ($1.30)</td>
<td>Laminate for pb $2.05 Theft strip $.50</td>
</tr>
<tr>
<td>Brodart</td>
<td>Attached Mylar jacket or lamination, all labels available, barcode, pocket</td>
<td>Bid dependent</td>
<td>Full customization of both processing and cataloging</td>
</tr>
<tr>
<td>Ingram</td>
<td>Attached Mylar jacket or up to 2 label protectors; spine label; barcode (+pocket) A/V processing range</td>
<td>$.99 ($1.20) $2-$6</td>
<td>Property stamp $.15 Theft strip $.50 Clam Cases</td>
</tr>
<tr>
<td>STLS</td>
<td>Laminated cover or taped spine, spine label, select genre labels, pocket, property stamp (break even cost) A/V processing</td>
<td>$.75 ($1.65) $.50</td>
<td>Capacity to offer: Theft strip Round ownership stickers on A/V Discs</td>
</tr>
</tbody>
</table>
Service: Processing & Finishing

What are our members’ options?

- Keep the service as is, at an annual negotiated per item cost that breaks even
- Increase the cost of the service and add customization options
- Phase out the service with STLS assistance in working with vendors
- Phase out the service with STLS assistance in cooperative bid with a single 3rd party vendor
Questions?
And for good news!

- No More RUBBERBANDS!
- No More YELLOW SLIPS!

HOORAY!!!!