

## **TexShare Advisory Board Meeting**

Tocker Learning Center, 2<sup>nd</sup> Floor  
Lorenzo de Zavala State Archives and Library Building  
1201 Brazos Street  
Austin, TX

May 13, 2016

### **Minutes**

The TexShare Advisory Board may deliberate on and/or take action on any of the following agenda items, as authorized by the Open Meetings Act, Government Code Chapter 551.

#### **1. Welcome and Introductions**

Meeting called to order at 10 AM by Kara Spitz.

#### **2. Public Comment**

Bonnie Juergens from Amigos Library Services gave an update on the TExpress Courier service. Amigos has made two enhancements to the courier service since January: they created a listserv for participating libraries, and they've created a new program for generating courier labels which should reduce the occurrence of errors on the delivery side. Amigos recently conducted a tracking survey and will share the data at the next TexShare Advisory Board meeting. She also noted that their statistics show that delivery errors and misdirected items constitute less than 1% of the total transactions.

#### **3. Approve Minutes from February 5, 2016 meeting**

Larry Ringer moved to approve the minutes, and June Koelker seconded. The motion passed.

#### **4. Discuss and Recommend Action on TexShare Databases Medical Participation Fee**

At its December 2015 meeting, TexShare Advisory Board approved a plan to implement a new fee formula for medical libraries in TexShare. This fee was based on the percentage of academic library usage that the Libraries of Clinical Medicine constituted, which was estimated to be 2-4%. A closer look at the usage data suggests that actual usage is closer to 1.15% of academic library usage. The formula used to create the fees no longer functions properly when based on this lower usage amount.

After reviewing options for floors and different methods to determine the total amount to be collected, the Database Cost Sharing Working Group voted to make the following recommendations:

- Continue to recommend that the fee be determined by 30% population served and 70% information resource expenditures, as previous approved by the TexShare Advisory Board.
- Set the total amount to be collected from academic medical libraries and libraries of clinical medicine at 2% of the total to be collected from academic libraries, regardless of actual usage.
- Set the floor for academic medical libraries and libraries of clinical medicine at \$1,000.
- Inform academic medical libraries and libraries of clinical medicine that this is an interim fee for FY17 and may be revised as part of a look at the overall structure of the TexShare Databases Participation Fee formula.

Texas State Library and Archives staff also intend to evaluate all medical libraries to determine that they're considered a completely separate entity from the related university, according to the state budget.

Gretchen Pruett moved to accept the recommendations of the Database Cost Share Working Group. Mark Dolive seconded. The motion passed.

## **5. Working Group reports**

### **a. TexShare Card Working Group**

At a meeting on March 3, 2016, the TexShare Card Working Group took the following action:

- To rescind the TexShare Card participation agreement for UT Southwestern Medical Center in Dallas based on the fact that UT Southwestern does not maintain a circulating collection.

The working group also made the following recommendations to the TexShare Advisory Board:

- That public libraries offer a minimum TexShare Card expiration period of three months whenever possible.
- That the Texas State Library require statistics from both public and academic libraries to 1) provide statistics to the state and 2) demonstrate the value of the Card program. Reporting would be incentivized by

adding a restriction that after one non-reporting period, libraries would be placed on probation in the program and after a second non-reporting period libraries would be suspended from the program. Probation would place no restrictions on the library but libraries would be periodically notified that a second non-report will lead to suspension. Cards issued by a library whose participation has been suspended would no longer be honored as of the date of suspension.

One concern raised about the TexShare Card expiration date recommendation was that some libraries base their TexShare Card expiration on set dates, such as the end of the fiscal year or the home library card's expiration date. It was explained that the three month period was a recommendation, not a mandate. The intent is to encourage libraries issuing cards to offer a long enough period of time for the TexShare Card to be of use to library patrons.

Larry Ringer moved to accept both recommendations from the working group. June Koelker seconded. The motion carried.

#### **b. TexShare Electronic Information Working Group**

New resources for TexShare have been procured through the competitive bid process. Contracts for the following resources were signed at the Commission Meeting which was held at the TLA Conference in Houston on April 19, 2016. The following resources will be available for TexShare and TexQuest member access beginning on June 15, 2016:

- *TeachingBooks.net*
- *Gale Science in Context*

The following resources will be available for TexShare members' access beginning on July 1, 2016:

- *EBSCO Legal Information Reference Center*
- *Gale Legal Forms*
- LearningExpress | an EBSCO Company: *PrepStep College Edition (2 & 4 year)*
- *ProQuest Science and Technology (ProQuest SciTech Collection, Science & Technology Ebook Subscription, E-Libro Premium, DASH!)*

There were remaining funds after all of the contract negotiations. Due to the amount remaining in the TexShare budget, two more bids have been prepared to be submitted in time for review before the end of the FY16 fiscal year: one for a language learning resource, and one for a digital magazine service.

## **6. Update on agency Strategic Plan and Legislative Appropriation Request**

The operational goals of the Texas State Library and Archives Commission, decided upon at the agency's 2016 Strategic Planning Meeting, are as follows:

- To articulate and advance the value of Texas libraries as essential to our communities and state.
- To recruit and retain the knowledge-based workforce necessary to discharge the agency's duties.
- To safeguard, preserve, and provide access to informational and historical assets such as the Regional Historical Resources Depositories and the Talking Book Program.
- To acquire the technology necessary to effectively, securely, and efficiently manage agency resources.
- To secure the state's official records by addressing the immediate need for additional archival storage and provide for the growth of Texas records.
- To support efforts to ensure digital inclusion for Texas.
- Continue to refine our response to the informational needs of the increasingly diverse Texas population.
- Continue to develop the Texas Digital Archive as a vital information resource for all Texans.

TSLAC staff are looking ahead to the next biennium's budget and possible exceptional item requests. One exceptional item under consideration is a request for funds to add ebook resources to TexShare. An item for expanding broadband access across the state is also being considered.

## **7. Administrative Report**

### **TexShare Consortium**

E-resources – an e-resources strategic planning discussion was held on March 7, 2016, at the University of Texas Thompson Conference Center. Forty-three participants from around the state participated in the discussion. A full report will be published to the TSLAC website in May.

Training and Outreach – A session on "The TexShare Playbook" was offered at the TLA Annual Conference in April. Staff have also done in-person trainings in Sachse and Cleburne. A webinar on the TexShare Card program was offered on April 27, with 67 participants. A recording of the webinar is available for libraries interested in or new to the program to view. A full schedule of in-person and online training focusing on the

new content added to the TexShare Database program will be announced soon, with sessions to begin this summer.

Database Participation Fee invoicing – The total to be collected from all TexShare members participating in the database program will be the same as last year. However, individual library participation fees are based on the population of their legal service area and on their collection expenditures, as well as changes in these figures by other libraries. Fees will be announced in late August, and invoices will be sent out on August 31. Fees will be due October 31.

Courier Program – The amount of the courier subsidy is expected to increase slightly for FY2017 in response to an overall 1% increase in the cost of the program.

TexShare Value Report - TexShare members received the TexShare Value Report in April 2016 by email; current reports have been added to the Find-A-Library search tool on the TSLAC website. The report is an update of the former TexShare Participation Summary. Data used in the report was drawn from FY2015 and FY2016 information.

### **TexQuest.**

New content for the TexQuest program has been approved and will be available to schools beginning June 15, 2016. In addition to the two products available to both TexQuest and TexShare participants, TexQuest participants will also gain access to two non-fiction and reference e-book collections, Britannica E-STAX and EBSCO eBooks, and to ProQuest SIRS Discoverer.

### **SFY 2017 Competitive grants.**

TSLAC received 20 applications in the TexTreasures Grant category — 5 Basic and 15 Original — totaling \$362,670. By comparison, in 2016, TSLAC only received 12 TexTreasures Original applications totaling \$288,668; 6 were awarded. Recommendations for funding are scheduled to be released in the first week of June. The Commission will review and approve grants at their August 1 meeting.

## **8. Recognize outgoing members**

Nancy Hill of the University of Texas at El Paso has completed her initial term on the TexShare Advisory Board and plans to leave the board at the end of August. Nancy joined the TexShare Advisory Board in September 2013.

## **9. Discuss next Advisory Board meeting date**

The board plans to meet next in mid-October to early November. A poll will be sent to all members to determine the best date.

**Larry Ringer motioned to adjourn. Kara Spitz seconded. The motion carried.**

**Attendees:**

**Board Members (in person):**

June Koelker, Texas Christian University  
Jeanne Standley, University of Texas at Tyler  
Larry Ringer  
Gretchen Pruett, New Braunfels Public Library  
Mark Dolive, Tarrant County College  
Kara Spitz, Longview Public Library  
Karen Blankenship, San Jacinto College

**Board Members (phone):**

Nancy Hill, University of Texas at El Paso  
Gretchen McCord, Digital Information Law  
Stephanie Fulton, UT MD Anderson Cancer Center

**Texas State Library and Archives Staff:**

Mark Smith, Director and Librarian  
Deborah Littrell, Library Development and Networking  
Danielle Plumer, Library Development and Networking  
Russlene Waukechon, Library Development and Networking  
Ann Griffith, Library Development and Networking  
Stacey Malek, Library Development and Networking  
Katharine Reagor, Library Development and Networking

**Other:**

Bonnie Juergens, Amigos  
Paivi Rentz, Texas State University  
Alexia Thompson-Young, University of Texas