

**FEDLINK Advisory Council Meeting
Library of Congress Adams Building
LA218 (FLICC Meeting Room)
Thursday, October 14, 2004
1:00 p.m. – 3:30 p.m.**

FAC Present (by teleconference)

Vicky Crone
Marybeth Dowdell
Bob Mohrman
Carla Pomager
Jane Sessa
Wynne Tysdal
Paula Vincent
Cheryl Thomas

FLICC/FEDLINK Present

Lynn McDonald
Susan Tarr
Joe Banks

FAC Absent

Judy Bullwinkle

FLICC/FEDLINK Absent

1. Review agenda – WynneTysdal, Chair, conducted meeting.
2. FAC Issues and Topics
 - a. Minutes: Minutes from 8/26 were incomplete due to computer error. Adjournment time was omitted. New business included change of FAC meeting to 10/14 p.m. Joe Banks was not present. Minutes were then approved as supplemented and revised.
3. Budget Update : Large Accounts – Susan Tarr, Lynn McDonald and Joe Banks
 - a. Approval of fees: A question was raised about fees based on percentages. For the largest accounts, the fees can run into thousands of dollars but does this really require that much additional work? The two-tiered system had been implemented to help alleviate this discrepancy, but the issue has been raised again. A third tier has been proposed for customers with accounts in excess of \$1 million with a single vendor. The potential loss of these accounts appears to be greater than the loss of some of the fee revenue, and the potential gain of additional million dollar customers could increase fee revenue overall. It was moved, seconded, and passed unanimously that Susan Tarr pursue this option with the Budget and Finance Working Group and the FEB, and that the FAC would support the decisions of these groups. Cheryl Thomas recommended that the overall FEDLINK fee structure be re-examined at the next opportunity, in light of the previous discussion over fees for Fedlink Training payment options. Susan Tarr suggested that an updated cost analysis study might be prudent,

once the new financial management system is implemented. The new financial management system may affect costs. Vendors also have changed their fee structures and billing mechanisms that may have affected FEDLNK's costs. Susan will also initiate discussions of these issues with pertinent groups.

4. Fiscal Report – Joe Banks

- a. FEDLINK continues to function with SYMIN until an anticipated April 1, 2005 changeover to the new system already in use by the Library of Congress.
- b. Did not make our forecast revenue (about \$100K short) but costs were contained within the revenue actually earned. This was due to delaying expenditures for the new financial management system as well as having unfilled staff positions.

5. FAC topics continued:

- a. Debriefing FEDLINK membership meeting
 - ii. Juggling the agenda to compensate for the speaker being late worked well.
 - iii. Might want to have a licensing specialist speak at the Spring membership meeting to follow up on this one.
 - iv. Lynn will explore the proposal of putting the model license agreement in a prominent place on the FEDLINK website to assist members in this area.
 - v. Jane suggested that FEDLINK could “broker” a mentoring program within the FEDLINK membership to help each other with dealing with vendors. For instance, some libraries are particularly familiar with dealing with Westlaw and could assist libraries interested in establishing relations with them.
- b. Meeting dates for 2005 – review these proposed dates and call or email Lynn with suggestions, comments, or problems. (May 23/24 is a Monday/Tuesday...)

6. FNO Update

- a. Contracts Update – Faulkner is a potential FEDLINK vendor; Carla Pomager completed a trial and had positive comments.
- b. OCLC
 - ii. Let Eleanor know if you have any comments
 - iii. OCLC told networks on short notice that ILL transactions done through FirstSearch would be billed differently since last week, at the FirstSearch rate and not the ILL rate previously contracted for. Lynn notified OCLC they cannot raise prices mid-term. The FAC takes exception to this change being introduced over a weekend, and questions the legality of this change in fee structure without adequate

notice (60 days) and discussion. ILL will be by subscription only starting July 1 and these glitches should be worked out by then but need to be addressed in the meantime.

c. Marketing Projects –

- ii. An internal FEDLINK team is working on developing new marketing materials for contracting officers, that point them to the library.
- iii. LC will have a booth at FOSE, so FEDLINK may piggyback on that.

7. Committee Reports - none

8. Old Business – none

9. New Business –

- a. Cheryl Thomas expressed appreciation for FLICC FEDLINK’s efforts at coordinating IT, content management, and records management issues.
- b. Carla Pomager suggested that FEDLINK not send out past years’ statements when there has been no activity.

10. Next meetings:

Dec 2: 9:30 – Noon FLICC Quarterly Meeting
Noon – 1:30 Farewell Luncheon
1:30 – 3:30 FAC

11. Meeting adjourned at 3:15 p.m.