

## Montana Shared Catalog

Fiscal Year 2022 (July 1, 2021 – June 30, 2022) budget notes

### REVENUE

**Estimated FY22 revenues from member libraries – shared costs:** The amount to be collected from MSC member libraries, per the proposed cost share formula. Our FY22 budget goal is \$458,296, pending legislative action that will determine the amount of Resource Sharing funds available from the State Library. Cost formula projections are for shared expenses and do not include a library's individual opt-in fees.

**State General Fund/Coal Severance Tax ARM Resource Sharing Subsidy:** As established in the Administrative Rules of Montana (ARM) 10.102.4001, half of the state funds allocated for Resource Sharing are provided for the Montana Shared Catalog budget.

**The final amounts for these FY22 revenue estimates are to be determined, pending legislative action.**

### EXPENSES

#### SOFTWARE AND ADMINISTRATIVE EXPENSES

**MSL Indirect Services:** As a state agency, the Montana State Library is required to pay indirect costs incurred through the operation of state government and allocated to agencies according to the Statewide Cost Allocation Plan (SWCAP). Montana Code Annotated 17-1-106 requires that *an agency receiving nongeneral funds shall, in accordance with all applicable regulations, guidelines, or grant rules governing those funds, negotiate indirect cost reimbursement amounts and methodologies so that the agency may recover indirect costs.*

**SirsiDynix annual invoice:** This is the total cost of the SirsiDynix renewal invoice for shared costs, including the BLUEcloud Mobile app for consortia. This amount increased by 13% from last fiscal year due to the addition of BC Mobile and our increase in library membership.

**COSUGI (Customers of SirsiDynix Users Group, Inc.) membership fees:** annual institutional membership fee for COSUGI, which insures against the potential loss of software and provides professional development for MSC staff.

**MSC staff Zoho help desk software (2 licenses):** Zoho Desk is the web-based software behind the Montana State Library help desk ticket system and knowledge base. Three of the licenses are paid by the State Library for the MSL-funded positions, and three are to be paid by the MSC membership for those member-funded positions.

#### TRAINING, TRAVEL, OPERATIONS, and MEETINGS

**MSC Members Council 2022 spring meeting:** Funding to cover the cost of the room reservation, catering, and materials for the spring 2022 Members Council meeting which usually takes place in Helena.

**MSC training events:** Funding to cover the cost of meeting space, snacks, and meeting materials for in-person trainings taking place in FY22.

**Staff operations for 2.5 FTE:** This covers costs for 2.5 MSC staff's phone, office supplies, travel, professional development, and equipment and is aligned with MSL's standard operating expenses for FTE. The other 3.5 FTE operational costs are covered by state and federal funds provided by the State Library.

**MSC personnel contribution:** This covers the salary and benefits for 2.5 FTE on MSC staff. Salary and benefits for the other 3.5 FTE are covered by state and federal funds provided by the State Library.

#### **FY22 cost formula models:**

The Montana Shared Catalog Executive Board recommends that the Members Council accept a flat percentage increase for FY22. At maximum, this flat percentage increase will be 7% **but may decrease to 5%, pending legislation.**

The Executive Board, in collaboration with the Network Advisory Council, will prepare alternative cost formula models for the membership to review at the 2021 fall Members Council meeting.