

2021 Next Search Catalog Automation Service Participation Agreement Northeast Kansas Library System

The _____ Library hereby agrees to participate in Next Search Catalog (Next), the shared library automation service of the Northeast Kansas Library System, from January 1, 2021 through December 31, 2021. The library affirms that this participation agreement has been reviewed and approved by a vote of the library board or other governing board. Following is information about Next, and the conditions and commitments of participation.

Next Search Catalog (formerly called NExpress) began service in 2004 with 9 participating libraries and a goal of providing convenient, rapid, and direct access to the shared collections of participating libraries. Next is not a local library automation system but an open regional resource sharing system. Through Next Search Catalog, library users can easily and rapidly obtain library materials that may not be available in their local library collections. Next has also led to the creation of the interlibrary courier service which has evolved into the Kansas Library Express service.

In the past 16 years Next has grown to include 44 library participants with 52 service locations. Next now provides a shared collection of over 1 million items, and an annual circulation of over 1.4 million, including over 190,000 loans of materials between libraries

Next Search Catalog Costs and Fees: The Northeast Kansas Library System is committed to and substantially subsidizes the ongoing cost of Next. The 2021 Next budget is \$417,257 which includes Koha costs, Hoopla, LinkedIn and Flipster. The largest items in that budget are the fees paid to our hosting and support vendor, ByWater Solutions, and the personnel costs for Next technical support staff. In addition, the courier service fees to Next libraries for 2021 will cost \$46,375. Of that combined cost of \$463,632., NEKLS pays \$362, 632. The 2021 courier rates have been greatly reduced due to reduced costs from Henry Industries for 2020 and a State Library one-time grant.

Participation fees are determined by the Executive Board of the Northeast Kansas Library System. The fee formula is subject to change, but has not been increased since 2008. Annual fees for 2021 will be based on library funding according to the following formula:

Public and Academic Libraries:

| Library Funding* | Next Fee |
|-----------------------|----------|
| Less than \$50,000 | \$450 |
| \$50,000 - \$99,999 | \$675 |
| \$100,000 - \$249,999 | \$1,500 |
| \$250,000 - \$499,999 | \$3,300 |
| \$500,000 or more | \$5,000 |

* A public library's fee calculation is based on a public library's total income or total operating expenditures in the latest year's State statistical report, whichever amount is less.

An academic library's fee calculation is based on the academic institution's total expenses for library services as reported in that institution's most recent year's IPEDS survey. Unusual variations in funding may be excluded from the calculation of fees at the discretion of the NEKLS Director.

School Libraries:

| ADM* | Next Fee |
|---------------|----------------|
| Less than 450 | \$450 |
| Over 450 | \$1.00 per ADM |

* A school library's fee calculation is based on the lowest Average Daily Membership (ADM) as reported to the Kansas State Department of Education in the previous 5 years of available data. Unusual variations in ADM may be excluded from the calculation of fees at the discretion of the NEKLS Director.

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Next Search Catalog policies and commitments. The library agrees to follow Next policies and conditions, including the following:

1. Next libraries agree to freely share library materials with the users of other Next libraries with a minimum of lending restrictions, and to operate within overall Next policies (the policy manual is available online at <https://staff.nextkansas.org/cgi-bin/koha/catalogue/detail.pl?biblionumber=801505>).
2. Next libraries will only be able to place restrictions on items of which they purchase multiple copies. Such holds restrictions for local use may be placed on a maximum of 50% of the copies of the restricted item. For example, if a library purchases 4 copies of a book or movie it can reserve two copies for local use only. Restriction may remain in effect for a maximum of 60 days for print and audio books, and 30 days for movies and TV series. The item type will automatically be changed to an unrestricted item type after that period.
This approach may be revised as needed.
3. The order in which libraries receive requests from other libraries is randomized.
This approach may be revised as needed.
4. Next public libraries will meet the NEKLS library accreditation standard for materials expenditures.
5. Next libraries will purchase items that are most in demand in their community, including multiple copies and print and non-print materials as needed.

6. Next libraries will review its collection development practices with NEKLS staff at least annually to help develop the best possible collection to meet local needs.
7. The director of each Next library is responsible for ensuring that all staff and volunteers at their library follow all Next policies including, but not limited to, the policies described in the Next Patron Privacy and Confidentiality Statement.
8. Next libraries wishing to withdraw from Next will follow the policies for withdrawal stated in the Next policy manual (available online at <https://staff.nextkansas.org/cgi-bin/koha/catalogue/detail.pl?biblionumber=801505>)
9. NEKLS as Next administrator will determine required policies and procedures (but will defer to local policies on issues that do not require consistent system-wide policies).

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Northeast Kansas Library System**

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| <u>Draft – do not sign</u> Library Director | <hr/> Date |
| <u>Draft – do not sign</u> Library Board President, School Superintendent or other Administrative Official | <hr/> Date |
| <u>Draft – do not sign</u> Director, Northeast Kansas Library System | <hr/> Date |