ATTACHMENT NO. XIII-G: Resolution and Intergovernmental Agreement Regarding PrairieCat

Potential motion: Move to approve the Resolution Providing for the Execution of an Intergovernmental Agreement Establishing PrairieCat and Authorizing Membership in PrairieCat

Recommended action: Approve the Resolutions and Intergovernmental Agreement.

Due to the lack of funding for Regional Library Systems (PALS), the Prairie Area Library System previously took proactive steps to ensure that the shared catalog survived in the event the system dissolved. In order to do that, the catalog (PrairieCat) needed to become its own legal intergovernmental entity separate from PALS. On October 25, 2010, the Board of Education approved the following:

1) Resolution Providing for the Execution of an Intergovernmental Agreement establishing PrairieCat and Authorizing Membership in PrairieCat

2) Resolution Providing for the Dissolution of Palsgroup and the Termination of the Agreement between Palsgroup Members and the Prairie Area Library System for an Automated Library System

3) Intergovernmental Agreement Establishing PrairieCat and Authorizing Membership in PrairieCat

Since that time, PrairieCat has added a new level of membership. Although it is recommended that North Boone stay with its current level, the additional level requires that our Resolution with them be approved again.

Attached is the Resolution, a list indicating that the membership level of North Boone CUSD #200 is still Union Listing, and a checklist of the PrairieCat options available for the different levels.

RESOLUTION PROVIDING FOR THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT ESTABLISHING PRAIRIECAT AND AUTHORIZING MEMBERSHIP IN PRAIRIECAT

BE IT RESOLVED by the Board of Education of <u>North Boone CUSD #200</u> (hereinafter referred to as the "District") as follows:

1. **AUTHORITY:** This Resolution is adopted pursuant to the Intergovernmental Cooperation Clause of the Constitution of the State of Illinois, the Intergovernmental Cooperation Act, and the Illinois Public Library District Act (or the Illinois Local Library Act where applicable). The Board has the authority to enter into intergovernmental agreements for the provision of library services.

2. **FINDINGS:** The Board has reviewed the Second Amended Intergovernmental Agreement Establishing PRAIRIECAT and Authorizing Membership in PRAIRIECAT, a copy of which is attached hereto as Exhibit A and made a part hereof, and has determined that it is in the best interests of the Board to join PRAIRIECAT as a member library and that it approves the Agreement.

3. **AUTHORIZATION:** That the President and Secretary of this Board are, therefore, authorized and directed to execute the Intergovernmental Agreement For Library Computer Services.

Adopted this 6th day of May 2013 by the Board of Education pursuant to a roll call vote as follows:

      AYES:

      NAYS:

      ABSENT:

APPROVED by the Board of Education of <u>North Boone CUSD #200</u> this 6th day of May 2013.

By: _____
    President

ATTEST:

By: _____
    Secretary

IGA Exhibit A - PrairieCat Member List

Sierra Agency Code	Agency Name	Membership Tier
	FP = Fully Participating; UL = Union List	
AA	Annawan-Alba Township Library	UL
AL	Alleman High School	UL
AM	Amboy CUSD #272	UL
AN	Andalusia Township Library	UL
AS	Annawan CSD #226	UL
BC	Boylan Central Catholic High School	UL
BD	Bourbonnais Public Library District	FP
BG	Byron CUSD #226	UL
BH	Black Hawk College	FP
BM	Bertolet Memorial Library District	UL
BR	Bradley Public Library District	FP
BV	Bureau Valley SD #340	UL
BY	Byron Public Library District	FP
CC	Coal City Public Library District	FP
CF	CUSD #2 - Serena	FP
CL	Colona District Public Library	FP
CN	Cortland Community Library	FP
CO	Cordova District Library	FP
CP	Charles B. Phillips Public Library District	FP
CR	Creston-Dement Public Library District	UL
CT	Clinton Township Public Library	FP
CY	Chadwick/ Milledgeville CUSD #399	UL
DB	Dakota CUSD #201	UL
DK	DeKalb Public Library	FP
DS	Durand CUSD #322	UL
EA	Earlville Public Library District	FP
ED	East Dubuque CUSD #119	UL
EJ	Ella Johnson Memorial Public Library District	FP
EL	Elizabeth Township Library	UL
EO	Eastland CUSD #308	UL
EP	East Dubuque District Library	UL
ER	Erie Public Library District	FP
FE	FHN Health Science Library	UL
FG	Franklin Grove Public Library	FP
FL	Flagg-Rochelle Public Library District	FP
FO	Forreston Public Library	UL
FP	Freeport Public Library	FP
FR	Fossil Ridge Public Library District	FP
GA	Galena Public Library District	FP
GE	Genoa Public Library District	UL
GI	Genesis Medical Center	UL
GK	Genoa-Kingston CUSD #424	UL
GL	Galena USD #120	UL
GP	Geneseo Public Library District	FP
GV	Graves-Hume Public Library District	FP
HC	Highland Community College	FP

IGA Exhibit A - PrairieCat Member List

Sierra Agency Code	Agency Name	Membership Tier
HD	Homer Township Public Library District	FP
HI	Moore Memorial Library District	UL
HK	Hinckley Public Library District	FP
HN	Hanover Township Library	UL
HO	Hononegah CUSD #207	UL
HV	Harvard CUSD #50	UL
HW	Hiawatha CUSD #426	UL
IH	Illinois Veterans Home - Manteno	FP
IL	Illinois Veterans Home - LaSalle	UL
JC	Joliet Township High SD #204	FP
JH	Julia Hull District Library	FP
JO	Johnsburg Public Library District	UL
KI	Kirkland Public Library	UL
KK	Kankakee Public Library	FP
KW	Kishwaukee College	UL
LE	Lena Community District Library	UL
LI	Limestone Township Library	FP
LN	Lanark Public Library	UL
LS	LaSalle Public Library	FP
MGLY	Mineral-Gold Public Library District	UL
MI	Mills & Petrie Memorial Library and Gymnasium	UL
MK	Mokena Community Public Library District	FP
ML	Malta Township Public Library	FP
MM	Mount Morris Public Library	UL
MN	Manteno Public Library District	FP
MO	Mount Carroll Township Public Library	UL
MP	Maple Park Public Library District	FP
MR	Morris Area Public Library District	FP
MS	Meridian CUSD #223	FP
MT	Manhattan-Elwood Public Library District	FP
MV	Moline SD #40	UL
MY	Mazon-Verona-Kinsman Elementary SD #2C	UL
NB	North Boone CUSD #200	UL
NL	New Lenox Public Library District	FP
OD	Odell Public Library	UL
OG	Oglesby Public Library District	FP
OK	Rochelle Elementary District #231	UL
OR	Oregon Public Library District	FP
OW	Orangeville SD #203	UL
PB	Polo CUSD #222	UL
PD	Plano Community Library District	FP
PE	Peotone Public Library District	FP
PF	Princeton Township High SD #500	FP
PK	Pankhurst Memorial Library	UL
PL	Pearl City CUSD #200	UL
PO	Polo Public Library District	FP
PP	Pearl City Public Library District	FP

IGA Exhibit A - PrairieCat Member List

Sierra Agency Code	Agency Name	Membership Tier
PR	Princeton Public Library	FP
PS	Pecatonica CUSD #321	UL
PT	Pecatonica Public Library District	FP
PU	Peru Public Library	FP
PX	Plano CUSD #88	FP
RA	Raymond A Sapp Memorial Township Library	UL
RC	RAILS	FP
RG	Rockford Lutheran Schools	UL
RH	River Bend CUSD #2	UL
RI	Rock Island/Milan SD #41	UL
RL	Reddick Public Library District	FP
RO	Robert W. Rowe Public Library District	FP
RV	River Ridge CUSD #210	UL
RW	Rochelle Township High SD #212	UL
RY	Rockridge SD #300	UL
SA	Sandwich District Library	FP
SB	South Beloit Public Library	FP
SC	Schmaling Memorial Public Library District	UL
SE	Seneca Public Library District	FP
SH	Sheffield Public Library	UL
SK	Stockton Township Public Library	UL
SM	Scales Mound CUSD #211	UL
SN	Somonauk Public Library District	FP
SR	Streator Public Library	FP
SV	Savanna Public Library District	UL
SY	Sycamore Public Library	FP
TC	Three Rivers Public Library District	FP
TR	Trinity Medical Ctr Library	FP
TW	Prophetstown-Lyndon-Tampico CUD#3	FP
UA	US Army Corps of Engineers Technical Library	FP
UC	Putnam County SD #535	FP
UE	Putnam County Public Library District	FP
UT	United Township High School SD #30	FP
WA	Walnut Public Library District	UL
WC	Warren CUSD #205	UL
WD	Western District Library	FP
WI	Western ILL Area Agency Aging	UL
WL	Wilmington Public Library District	FP
WN	Winnebago CUSD #323	UL
WR	Warren Township Public Library	UL
YK	Yorkville Public Library	FP

IGA Exhibit B
PrairieCat Functionality by Membership Level

	Union List	Basic Online	Fully Participating
ENCORE – the public online catalog for PrairieCat	X	X	X
AIR PAC/MOBILE ENCORE – the mobile version of the public online catalog that can be used on smart phones and other devices	X	X	X
CATALOGING – access to the cataloging module to add, edit and withdraw library holdings	X	X	X
CHECKOUT/IN/RENEWAL – access to basic circulation functions to circulate materials; Union List libraries use this functionality only for resource sharing, not daily circulation	X	X	X
CIRCULATION NOTICES – centrally generated overdue and hold notices	X	X	X
STAFF INITIATED HOLDS – the ability for staff to place holds on behalf of patrons in Sierra; for Union List libraries this is for their ILL barcode patron only	X	X	X
CENTRAL SITE GENERATED REPORTS AND STATISTICS – standard reports and circulation statistics generated centrally either daily, monthly or annually	X	X	X
KIDS CATALOG – the graphic-based kid's version of the public online catalog		X	X
PATRON REGISTRATION – the ability to add individual patron records to the database and fully track and manage circulation activity and library usage, generate individual notices, reports by patron characteristics		X	X
PATRON INITIATED HOLDS – the ability for patrons to place their own holds via Encore (the OPAC)		X	X
PATRON ACCOUNT– the ability for patrons to login to their account in the OPAC and view checkouts, renew materials, manage holds, update their contact information, store their reading history		X	X
PATRON EMPOWERMENT – the ability for patrons to add reviews and ratings, create lists, participate in community discussion		X	X
WEBPACPRO – the ability for staff to use the classic version of the catalog, particularly for browse and call number searching		X	X

	Union List	Basic Online	Fully Participating
FINES/BILLS/MANUAL CHARGES – access to accounting functionality which tracks fines, bills for unreturned materials and allows staff to add manual charges to an individual patron's account; bill notices are generated centrally		X	X
OFFLINE CIRCULATION – access to the product that can be used as a backup when online circulation is not available; transactions can then be transferred to the system once online access is restored		X	X
SERIALS CONTROL – the module used to manage magazine subscriptions and display in Encore		X	X
PATRON API – software that allows for patron authentication for third party products such as ebooks, pc reservation systems, etc.		X	X
EPAY (INTEGRATED) – a direct interface in the patron's account in Encore to pay bills via Illinois EPay through the Illinois Treasurer's Office		X	X
E-COMMERCE (OTHER VENDORS) – the ability to interface with other E-Commerce vendors from the patron's record (e.g., PayPal) for online payment of bills		X	X
TEXT MESSAGING – the ability to send text reminders to individual patrons when a hold is available or an item is overdue		X	X
TELEPHONE NOTICES FOR HOLDS/OVERDUES – a server that calls patrons when they have holds available for pickup or items overdue		X	X
PHONE RENEWAL – a server that allows patrons to call in and renew materials		X	X
TEST SYSTEM – PrairieCat's locally hosted test system that is used for training, barcode testing and testing implementation of new services and settings		X	X
SIERRA REPORTER – web-based reporting with tools to analyze circulation and collection costs and trends without requiring complex Boolean queries. The seamless integration of circulation, patron, acquisitions, e-resource, and other data ensures complete and accurate reporting of all aspects of the library's operation. The web-based report interface provides a variety of pre-configured circulation, collection, and holdings reports with tools for exporting to a spreadsheet for further manipulation and analysis.		X	X

	Union List	Basic Online	Fully Participating
HOMEBOUND – the module that allows a library to manage circulation to patrons that are unable to visit the library, managing their reading lists, longer checkouts, etc.			X
MATERIALS BOOKING – the module that allows special materials to be booked or circulated differently – typically used for equipment, but could be used for meeting rooms or other items that need to be reserved to be used at a specific time			X
COLLECTION AGENCY – the module that allows libraries that are customers of Unique Management Services to interface fully with their system for sending patrons to collection; notices and status are fully automated in Sierra			X
RESERVE BOOK ROOM – the module usually used by academic members to manage items placed on reserve and circulated for shorter loan periods; could be used by other libraries for equipment, etc			X
CIRCA INVENTORY CONTROL – the module that allows members to inventory their collection using a wireless hand-held device, update status in real-time, and produce reports of missing items			X
ILL MODULE – the module that allows staff to manage outside PrairieCat ILL requests; this module allows ILLs to be checked out in Sierra, with Sierra-generated overdue notices, patrons able to see their ILLs in My Account, etc			X
PROGRAM REGISTRATION – the module that allows libraries to enter library programs in Sierra and manage registration lists, resources; patrons can register online via My Account			X
ACQUISITIONS – the module that allows libraries to manage their acquisitions via Sierra including full fund accounting if interested; Quick Click acquisitions allows for easy transfer or orders from vendor systems into Sierra			X
CREATE LISTS – the ability to create lists and output information via Sierra of any record type – bibliographic, item, orders, patrons, etc.			X

	Union List	Basic Online	Fully Participating
SIERRA STATISTICS – the module that allows staff to query the database for a real time report on a user-specified set of records; the values are simply totals without reference to dates. There is no ability to limit counts like Total Checkout or YTDCIRC by date in reports			X
WEB MANAGEMENT REPORTS – a web-based product that provides a selection of transaction-based reports, meaning that the system is reporting from stored information gathered as a result of circulation transactions; can specify a time period; can display information as a pie chart, bar graph, table, or all three at once			X