

NSig

Possibilities for Denver

Amstr

- Shared storage of older journals
- Shared bibliographic search time -- manual searches, in house and at other centers
- Direct patron use of member libraries
- Document delivery (by car?)
- Coordinate binding times of mutually held titles (*diff. vols. staggered in binds*)
- Exchange of contents lists of fringe journal titles
- Shared meeting attendance
- Exchange of services (CAS for ILL)
- Union lists and updates
- Extend coverage through cooperative buying of journal and books---
 - exchange want lists
 - exchange acquisition lists
 - Newsletter

Activities of the CIR*

Allen

- Library consultation to develop individual libraries
- Frequent librarian *vs* meetings
- Inventory development (union lists of books, journals, and audiovisual materials).
- Interlibrary loan through an inter-hospital delivery system
- Reference referral
- Cooperative cataloging
- Collection development
- Development of policies and procedures
- Development of special information files
- MEDLINE feasibility study to determine the usefulness of a shared terminal
- Current Awareness packets for administrators and other groups
- Extensive evaluation of the total project

*From Moulton, B., "Components for Consideration by Emerging Consortia," BMLA 63:23-8, Jan. 1975.

Structural Activities of a Consortium*

1. Identify an institutional cluster and establish membership.
2. Develop communication channels within the membership.
3. Soliciting and obtaining financial and philosophical support of the institutions involved.
4. Defining objectives for the cooperative effort.

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Phases and steps involved in library consortium development, as outlined by Ruth J. Patrick in Guidelines for Library Cooperation: Development of Academic Library Consortia (Santa Monica: System Development Corporation, 1972) as cited in Dynamics of Hospital Library Consortia, p.14.

EXPLORATORY PHASE

- Step 1. Find out if there are any existing consortia that could provide the desired benefits. If there are, contact them and explore the possibility and desirability of joining.
- Step 2. Identify potential members for a consortium and attempt to generate interest among them.
- Step 3. Hold a meeting or series of meetings to discuss with potential members the desirability and feasibility of establishing a consortium.
- Step 4. Consider the implications of being a component of a higher education consortium.

PLANNING PHASE

- Step 1. Identify the objectives of the consortium.
- Step 2. Decide upon the organizational structure of the consortium and draft by-laws.
- Step 3. Develop tentative program plans.
- Step 4. Determine the amount of financial support needed.
- Step 5. Devise a plan for obtaining funding and other support.
- Step 6. Make any legal or other agreements necessary to establish a consortium.
- Step 7. Appoint a library consortium director.
- Step 8. Locate facilities for centralized headquarters, if desired.

DEVELOPMENT PHASE

- Step 1. Develop a detailed design of each activity to be undertaken.
- Step 2. Assign personnel and committees to specific developmental tasks.
- Step 3. Establish implementation schedules.
- Step 4. Develop policies to guide the ongoing functions.
- Step 5. Make frequent progress reports to the consortium director, advisory committees, member institutions, etc., on developmental tasks being undertaken.
- Step 6. Define a methodology for operational system/project evaluation.
- Step 7. If necessary, modify goals and objectives based on current knowledge and results of the planning effort.

OPERATION AND EVALUATION PHASE

- Step 1. Implement each activity in a trial operational mode.
- Step 2. Evaluate the effectiveness of each activity.
- Step 3. Make design modifications indicated by the evaluation.
- Step 4. Implement the fully operational mode.
- Step 5. Evaluate the consortium and its activities.

POSSIBLE OBJECTIVES

Short-Range Objectives - (Year 01)

1. To institute immediately monthly library meetings to discuss current activities, common problems and future programs.
2. To develop a union list of serials of participating hospitals during the first four months of operation.
3. To implement, on an informal basis prior to the completion of the union list and on a systematic basis thereafter, an interlibrary loan request system which would require participating hospitals to utilize each other's resources before seeking interlibrary loan service from the regional library.
4. To expand by the end of the second month of operation walk-in borrowing privileges to hospital employees at all participating libraries.
5. To assess the library users' needs for information services and resources. Collection and analysis of data and written report to be completed by the end of the ninth month.
6. To explore the possibility of shared delivery service among participating libraries and to develop a set of recommendations by the end of the first year of operation.
7. To develop a policy and procedures manual for the consortium by the end of the first year.
8. To review every six months the statement of objectives in order to evaluate progress, to assess the appropriateness and feasibility of the objectives, and to consider additional objectives.

Long-Range Objectives - (Years 02 and 03)

9. To develop a union catalog of books by the end of the second year.
10. To purchase a temporary binding machine during the second year.
11. To explore the possibility of a network of reference services employing various communication systems such as TWX, WATS, MEDLINE, CATLINE, SERLINE, SUNY, etc., pooling resources and union lists of reference materials. A set of recommendations to be developed by the end of the second year.
12. To develop and implement by the third year a system for sharing cataloging activities to eliminate duplication of effort and cost.