

Anticipated ***ESTIMATED*** costs associated with joining MINERVA.

Please Note that these costs may vary wildly for any given library based on a number of factors.

It is anticipated that any library looking to join Minerva will incur expenses related to their migration in to this shared system. Some costs are one-time in nature, others are ongoing. The following list of possible expenses is to be used for initial planning purposes only and libraries must be aware that their specific costs may be different than those outlined.

I. Possible initial estimated costs for libraries looking to join Minerva¹

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|---|--|
| Catalog record cleanup services (ensuring good marc records) | \$0.27/record |
| Data migration services of records from their existing ILS to Innovative | \$9,500 or higher depending on scope and scale |
| 14 digit barcodes for existing items in collection | Typically \$.03-\$.10 per item |
| New patron library cards with 14 digit barcodes | varies |
| Barcode scanners and receipt printers compatible with Millennium (if not currently owned) (contact Maine InfoNet if your library has questions) | varies |
| Minimum of 1 day per week delivery by the delivery service. | Currently \$15/day/week or \$780/day/year ² |
| Collection scoping services (to create a sub-catalog for an individual library's collection) – required but can be shared by multiple libraries | \$2,950 |
| SIP2 license for a self-check machine (if in use by library) | \$2,500 + \$300/year thereafter ³ |
| Any additional licenses required for other interactions with Millennium (contact Maine InfoNet if your library has questions) | varies ⁴ |
| Staff training and /or shadowing at another Millennium library | Staff Time and Travel |
| Costs for any infrastructure upgrades if needed. ⁵ | varies |

¹ Many costs are dependent on scope and scale of the work to be performed. Libraries should contact the Minerva Membership Committee for contact information for vendors who can perform these services to receive more accurate quotes for the work to be performed.

² Each Minerva library is required to individually subscribe to a minimum of 1 day per week of the delivery service. From dues paid, Minerva pays for an additional day. Through this arrangement all libraries will have a minimum of 2 days per week of delivery service. Furthermore, the State Library covers the cost of one day per week for many public libraries, resulting in 3 days per week of service (the State Library subsidized day, if received, is to be used for an additional day of delivery, not to substitute for the library paid day).

³ A SIP2 license will incur an annual "maintenance fee".

⁴ Some special licenses will incur an annual "maintenance fee".

⁵ Technical considerations: robust internet connection (MSLN, Road Runner); computers robust enough to run Millennium; interior building CAT5or Cat6 cabling.

II. Possible annual estimated costs for libraries once live with Minerva

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|---|---|
| Annual membership fee | Currently \$4000/year |
| Participation in online training and webinars | Staff Time and Travel |
| Barcodes for new items | Typically \$.03-\$.10 per item |
| Van delivery service – minimum one day per week | Currently \$15/day/week or \$780/day/year |
| Maintaining the collection budget at current or increased levels | varies |
| Staff participation in circulation, cataloging, and statistics training sessions | Staff Time and Travel |
| Required attendance at Circulation and Cataloging Roundtables (or the equivalent viewing of recorded sessions and associated costs for substitutes and mileage) | Staff Time and Travel |
| Possible increased staffing due to greatly increased ILL services – space issues also may arise due to management of incoming and outgoing totes of books | varies |
| Reimbursement to other Minerva libraries for lost ILL items | varies |