M E M O

TO: LibraryLinkNJ Membership
FROM: Kathy Schalk-Greene, LibraryLinkNJ Executive Director
DATE: 5/28/19
RE: Delivery Cost Share for FY20

The LibraryLinkNJ Delivery Service supports multi-type library resource sharing within New Jersey. Its goal is to provide a statewide Delivery Service with a policy that is sustainable, cost-effective, efficient, and equitable.

The LibraryLinkNJ Delivery Task Force members are:

> Brian Auger, Somerset County Library System;
> Phillip Berg, Morris Automated Information Network (MAIN);
> Ralph Bingham, Gloucester County Library System;
> Arlen Kimmelman, Clearview Regional High School;
> Robert Lackie, Rider University;
> Luca Manna, PALS Plus;
> Eileen Palmer, Libraries of Middlesex County Consortium (LMxAC);
> Courtenay Reece, Millville Public Library; and
> Kathy Schalk-Greene, LibraryLinkNJ.

The Task Force recommended for FY20 a single rate of $3.82 per stop statewide as a more equitable way to assign costs. The LibraryLinkNJ Executive Board approved this as policy at their meeting on May 15, 2019.

This rate was determined by looking at the total of funds needed from the cost share ($191,493) divided by the total number of LibraryLinkNJ paid stops per year (50,190) resulting in a cost per stop ($3.82).

This Equitable Formula also accounts for factors such as:

- Number of delivery stops received per week by a library
- Number of stops per week paid for by LibraryLinkNJ
- Differential for K-12 schools (with service for 40 weeks per year) and all other libraries (service for 50 weeks per year).

This results in delivery cost share prices ranging from $191 to $955 per year (July 1, 2019 - June 30, 2020), depending on the level of service a library receives. For a library receiving the maximum service of 5 days a week service, it represents a cost to the library of just $19.10 a week.

LibraryLinkNJ will invoice all delivery libraries by this fall.

A spreadsheet is available which details the cost per library based on the recommended Equitable Formula.