PrairieCat Finance Committee
Minutes
Thursday, June 20, 2019
2:00 p. m. – 3:30 p.m.

Registration URL: https://attendee.gototraining.com/r/2051679192763873282

1. Call to Order, introductions
   Present via GoToMeeting: Carolyn Coulter (PrairieCat), Michael Skwara (HC), Elizabeth Smith (PrairieCat), Nick Weber (WO), Jennifer Ryder (WD), Bryon Lear (MX)

   Absent: Jay Kalman (UE), Maria Meachum (WL), Charm Ruhnke (PU), Angela Campbell (RP), Cindy Bahr (FO)

   Skwara (Chair – HC) called the meeting to order at 2:03 p.m.

2. Welcome new members
   Bryon Lear (MX) and Jennifer Ryder (WD) were approved as new members by the Administrative Council. Lauren Offerman (TC) is the new Administrative Council Treasurer and will Chair the Finance Committee starting July 1, 2019.

3. Introduction of Guests and Public Comment
   There were no guests or public comments.

4. Approve minutes of March 21st meeting
   Postponed until next meeting due to quorum.

5. Discussion and appointment of hot team to consider potential alternate fee structures
   Coulter (PrairieCat) said the committee discussed that they should exercise their due diligence in reviewing the PrairieCat fee structure. The committee reviewed the fee formulas from CCS and SWAN. These consortia use revenues and subtract the bonds and debt. Coulter explained it is difficult to do a test because we cannot figure the fees without considering the whole membership. Coulter said she would like to form a hot team to decide what data points to gather to analyze the fee structure. Weber (WO) and Campbell (RP) volunteered for the hot team. Coulter said she will send an email to the committee to see if anyone else on the committee would like to join the hot team.

   The group agreed reviewing the fee structure was worthwhile to ensure it is the best set up for PrairieCat. Lear (MX) clarified that we are discussing the fee formula that uses the circulations, users, and items that is shown in Appendix A of the budget. SWAN and CCS use circulations but the core number is revenue. The committee needs to discuss if those metrics make the most sense. There are also flat fees such as DA/PUG Day as well as the hosting fee.

6. Discussion of expenses on the horizon, and budget ramifications in years to come
   Coulter (PrairieCat) said this is very tentative but important to discuss. One of
   the main goals for PrairieCat this year is to write an IT infrastructure plan. Some
   of the support from RAILS is shifting faster than anticipated. RAILS will no longer
   support the website in FY21. There are other services that PrairieCat will need to
   start supporting such as Zimbra and print servers.

   Skwara (HC) asked if grant funding will increase as RAILS decreases in kind
   services? Coulter (PrairieCat) said not necessarily. She explained this is the first
   year RAILS granted funds to some other consortia since RAILS expanded the
   definition of an LLSAP, so more consortia are applying for the funds.

7. Adjournment

   Next meeting: September 12, 2019, 3:00 – 4:00pm via Zoom.

   The group was okay with meeting on September 12 instead of the third
   Thursday.