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STATE OF NEW HAMPSHIRE  
DEPARTMENT of NATURAL and CULTURAL RESOURCES  
NH STATE LIBRARY

20 Park Street Concord, New Hampshire 03301  
Phone: 271-2397 Fax: 271-6826

April 21, 2021

His Excellency, Governor Christopher T. Sununu  
and the Honorable Executive Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Authorize the Department of Natural and Cultural Resources, New Hampshire State Library, to pay the Online Computer Library Center (VC #167995), Cincinnati, OH, the amount of \$132,266.78 for Fiscal Year 2022 membership dues effective upon Governor and Executive Council approval for the period July 1, 2021 through June 30, 2022. 100% Federal Funds.

Funding is available in account, Federal Library Programs, as follows:

03-035-035-353010-25540000-026-500251 - Organizational Dues	<u>FY 2022</u> \$132,266.78
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**EXPLANATION**

The New Hampshire State Library (State Library) is requesting permission to renew its membership with Online Computer Library Center (OCLC) which is a global library cooperative that provides shared technology services for our NH libraries through this membership. This membership allows the State Library to obtain catalog records and metadata for State Library collection organization, provide cataloging and metadata for the statewide public library NHU-PAC shared catalog, as well as, the ability to request items from other libraries around the world through the WorldShare ILL subscription.

Following is a completed questionnaire developed for organizational dues and membership requests. A copy of the invoice is also attached.

1. **How long has this organization been in existence and how long has this agency been a member of this organization?** OCLC has been in existence for 54 years and the State Library became a member in 1980.
2. **Is there any other organization which provides the same or similar benefits which your agency belongs to?** No, OCLC is the only global library cooperative.
3. **How many other states belonging to this organization and is your agency the sole New Hampshire state agency that is a member?** Government agencies in all 50 states are members, along with many public, school, and academic libraries across the US. New Hampshire Law Library (Judicial Branch) is the only other NH state agency that is a member of OCLC.
4. **How is the dues structure established?** Each library's membership fee is based on average monthly cataloging activity for the previous 2 year period.

5. **What benefit does the state receive from participating in this membership?** OCLC provides connection to a global network of libraries for learning, communication and collaboration, as well as, access to WorldCat – the most comprehensive global network of data about library collections and services with 2.9 billion holdings and growing.
6. **Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.** Yes. Training is provided throughout the year to members regarding cataloging and metadata protocols.
7. **Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams?** Membership is not required to receive any federal grants or to participate in licensing or certification exams.
8. **Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.** No. There is no travel included with the membership fee.
9. **Which state agency employees are directly involved with this organization? Indicate if they are members, voting members, committee members, and/or officers of the organization.** There are no state agency employees directly involved with OCLC governance.
10. **Explain in detail any negative impact to the State if the Agency did not belong to this organization.** If the State Library did not belong to the organization we would not have ability to obtain standardized cataloging metadata that ensures consistency in searching and recovery of materials requested by the public and state agencies from our collections.

Respectfully submitted,



A handwritten signature in cursive script that reads "Sarah L. Stewart". The signature is written in black ink and is positioned above a horizontal line.

Sarah L. Stewart  
Commissioner



A circular stamp or mark, possibly a date stamp, containing the number "15/12". The stamp is slightly faded and is located to the right of the signature.



OCLC Symbol  
HSA  
Customer ID  
38036

Currency  
USD  
Renewal Period  
7/01/2021 to 6/30/2022

**Renewal**  
Renewal Order  
# 1000066314  
**4/20/2021**

**NHSL Catalog**  
Michael York  
Library Director  
20 Park St  
Concord NH 03301  
United States

**Participant Library**

**NHSL Catalog**  
  
20 Park St  
Concord NH 03301  
United States

Item Code	Item	Amount
3000030	Cataloging and Metadata Subscription	\$113,856.11
<b>Total</b>		<b>\$113,856.11</b>

*THIS IS NOT AN INVOICE. An invoice will follow in the usual billing cycle.*

We appreciate your subscription to OCLC services and hope you are pleased with the service and the support you have received during the past year. Your subscription(s) will automatically renew on 7/1/2021.

If you wish to continue your subscription as is, with no changes, no action is required by you at this time. If you wish to change or cancel your subscription(s) please contact OCLC Order Services at orders@oclc.org. Your renewal order number is 1000066314. Please note that we require written confirmation for cancellation requests before your invoice is processed. If your institution requires a PO, please provide the new details to OCLC prior to your renewal date.

If you have any questions about this service or need help using it, please contact OCLC support in your region at <http://oc.lc/support>.

Thank you  
OCLC Order Services

\* Please note prices are current as of the date of this notice and are subject to change.

This transaction is subject to the relevant OCLC Master Services Agreement ("MSA") and the Schedules related to each product listed on this notice, found at: <http://oc.lc/service-agreements>, unless a signed agreement governing the transaction has been entered into by the parties.



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Michael York  
Library Director  
20 Park St  
Concord NH 03301  
United States

**Participant Library**  
**New Hampshire State Library**

20 Park St  
Concord NH 03301  
United States

Item Code	Item	Amount
3000030	Cataloging and Metadata Subscription	\$17,861.71
3000065	WorldShare ILL	\$548.96
<b>Total</b>		<b>\$18,410.67</b>

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