0 SEP08'23 PM 3:12 RCU

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

104

August 22, 2023

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

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources, New Hampshire State Library, to **Retroactively** pay the Online Computer Library Center (OCLC) (VC #167995), Cincinnati, OH, in the amount of $144,434.95 for Fiscal Year 2024 membership dues effective upon Governor and Council approval for the period July 1, 2023 through June 30, 2024. 100% Federal Funds.

Funds are available in account, Federal Library Programs, as follows:

	FY 2024
03-035-035- 353010-25540000-026-500251- Organizational Dues	$144,434.95

EXPLANATION

This request is **retroactive** due to oversight during turnover of staff. The New Hampshire State Library (State Library) is requesting permission to renew its membership with the Online Computer Library Center (OCLC), 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 NHSL 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 56 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 belong 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 years.

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,

Sarah Stewart

Sarah L. Stewart
Commissioner

OCLC

hvoice #02209

Invoice Date: 7/1/2023

Total Amount Due

$144,434.95

Due Date: 8/15/2023

OCLC Inc
6565 Kilgour Pl
Dublin OH 43017-3315
United States
Phone 1 800-848-5878 Int +1 614-764-6011
Federal Tax ID 31-0744115
DUNS 06-358-7745
UEI F2CMCKN6DAD7

OCLC Symbol
HSA

Terms
Net 45

Customer Account ID
38036

Bill To

Mary A Russell
NHSL Catalog
20 Park St
Concord, NH 03301
US

Customer	Item Code	Item	Amount
38078 New Hampshire State Library Symbol: NHS			
	3000030	Cataloging and Metadata Subscription	19,505.32
		Service dates: 7/1/2023 - 6/30/2024	
	3000065	WorldShare ILL	596.62
		Service dates: 7/1/2023 - 6/30/2024	
			20,101.94
38036 NHSL Catalog Symbol: HSA			
	3000030	Cataloging and Metadata Subscription	124,333.01
		Service dates 7/1/2023 - 6/30/2024	
		SUBTOTAL	$144,434.95
		TAX TOTAL	$0.00
		TOTAL	$144,434.95

Remit Address:
OCLC Inc
PO Box 714746
Cincinnati, OH 45271-4746

For Electronic Payment:
Account Name OCLC Inc
Bank Name and Address: KeyBank National Association
127 Public Sq Cleveland OH 44114
FOR ACH (US Only)
[redacted]
Type: Checking

We also accept payment by major credit card. For a credit card payment, we may impose a surcharge of up to 3.50%. The actual surcharge will not be greater than our cost of acceptance.

This transaction is subject to the relevant OCLC Framework Agreement ("FA") and the Schedules related to each product listed on this notice, found at: [illegible], unless a signed agreement governing the transaction has been entered into by the parties. OCLC's acceptance of Customer's order is expressly conditional on Customer's assent to such terms and conditions, which Customer will manifest through its acceptance of OCLC Products and/or Services.

For questions regarding your invoice or payment please contact [illegible]

PO # _____ Ln# _____ $ _____

Signature _____ Date ___/___/___

Statement Of Open Items

Statement Date: 9/1/2023

6565 Kilgour Pl
Dublin OH 43017-3315
United States
Federal Tax ID: 31-0734115
DUNS: 06-358-7745

OCLC Symbol
HSA

Customer Account ID
38036

Billing Address
NHSL Catalog
20 Park St
Concord NH 03301
United States

Date	Description	Check Number	Invoice Amount	Credit Amount	Balance
7/1/2023	Invoice #02209		$144,434.95		$144,434.95

Current	1-30 Days	31-60 Days	61-90 Days	Over 90 Days	Amount Due
$0.00	$144,434.95	$0.00	$0.00	$0.00	$144,434.95

(For questions regarding your invoice or payment please contact:: acctsrec@oclc.org)