



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: {{24-201224}}

Agenda Date: August 8, 2024

In Control: City Council A Session

DEPARTMENT: Library

DEPARTMENT HEAD: Kathy Donellan

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

San Antonio Public Library Interlibrary Loan Reimbursement

SUMMARY:

This ordinance authorizes the submission of an application and the acceptance of funds upon award for reimbursement of a portion of costs for Interlibrary Loan services offered by the San Antonio Public Library (SAPL). The reimbursement amount is contingent on both the number of items loaned to other library systems by the San Antonio Public Library and the reimbursement rate set by the Texas State Library and Archives Commission (TSLAC). TSLAC will reimburse the City an estimated \$6.00 per item loaned under this program prior to June 10, 2024. On June 10, the San Antonio Public Library will migrate to a new ILL management platform provided by TSLAC. After SAPL migrates to the new ILL platform, the reimbursement rate will increase to \$9.00 per loan due to the anticipated increase in staff labor per loan transaction. The San Antonio Public Library estimates that over 9,100 items will be loaned for the one-year reimbursement period, resulting in a reimbursement of approximately \$58,000.00. This ordinance authorizes the acceptance of all reimbursement funds from TSLAC in connection with this program. The program period is August 1, 2023, through July 31, 2024.

BACKGROUND INFORMATION:

The San Antonio Public Library has provided SAPL materials to public, school, and academic libraries since 1972 as part of the Interlibrary Loan Program. Under the program, San Antonio Public Library customers can borrow materials from participating libraries throughout the United States. Participating in the statewide Interlibrary Loan Program is a requirement for State accreditation status which allows the San Antonio Public Library to apply for specific reimbursements such as e-rate.

ISSUE:

This action is consistent with City Council guidance to accept appropriate State/Federal funds to defray the cost of services for area residents. The primary benefit to Bexar County residents is access to additional library materials that are not owned by San Antonio Public Library. Library customers have access to a variety of materials through partner libraries that support activities such as scholarly research, business and economic support, leisure pursuits, and education. In this way, highly specialized materials valuable to individual customer needs can be borrowed in an efficient and cost-effective manner. The Library will coordinate with the Finance Department to ensure proper accounting of all reimbursements under this program

ALTERNATIVES:

No other funding is available to support reimbursement of a portion of the cost of this service. If reimbursement funds are not to be accepted, the City of San Antonio's General Fund will assume the full costs associated with the Interlibrary Loan program rather than recovering a portion of the program cost.

FISCAL IMPACT:

This ordinance authorizes the submission of an application and the acceptance of funds upon award for reimbursement of a portion of costs for Interlibrary Loan services offered by the San Antonio Public Library (SAPL). There is no fiscal impact created by the acceptance of funds to the City's General Fund. Estimated cost for the Interlibrary Loan program is \$140,000, of which approximately an estimated \$58,000 would be reimbursed by TSLAC under this program.

RECOMMENDATION:

Staff recommends approval to accept the reimbursement, as awarded by the State of Texas, for the Interlibrary Loan program.