

CSUL Remote/Joint Storage Facility: Planning Group matrix

Planning for usage of the Remote/Joint Storage Facility (RJSF) will require one or more task forces with representation from the CSUL libraries involved. General topics that need to be addressed fall into the following five categories:

Category	Governance, Administration and Management	Access, Public Service	Cataloging	Collections	Government Documents
Functions	<ul style="list-style-type: none"> • Need a Board of Directors • Sustainability • Mission/Vision • Set overall policy • UF compensation • Reporting • Reading Room • Fees 	<ul style="list-style-type: none"> • Delivery options, Dilli, FedEx, etc. • Rush • Number of circulations • Turn around time • Patron interactions 	<ul style="list-style-type: none"> • Act like a 12th library OR act like a sublibrary, collection of UF • Level of cataloging required • Accuracy of cataloging required • Statistics • Transfers 	<ul style="list-style-type: none"> • Analyze immediate needs of CSUL • Formats accepted to facility • Is one copy of a title enough? Any cases when 2 would be good? • Best copy policy • Mold or Bugs 	<ul style="list-style-type: none"> • Cataloging • Deduping • Relation to other Federal depository Libraries