



CITY OF DECATUR · ILLINOIS

707 EAST WOOD STREET

DECATUR, ILLINOIS 62523

Data Services Memorandum

77-5

Memo To: Decatur Public Library Board
From: Director of Data Services
Subject: Library Costs

In the near future you, as members of the Library Board, will be making a decision. Whether to pursue a contract with Rolling Prairies Library on a time sharing basis, or to continue to have the City Data Services Department process your circulation using the same basic concept as that used by Rolling Prairies and CLSI.

As cost is one of the criteria used for making your decision, I would submit the following breakdown of the \$35,000 presently being charged:

Personnel	\$4,150
Accounting	3,750
Treasurer	3,000
Purchasing	750
	<u>\$11,650</u>

This means that the present charge for library circulation system is \$23,350 per year.

To make a further comparison I submit the following statistics. The costs and times stated are for an average month. Total year times are in ().

Keypunch & verify 72.2 hrs @ \$ 6.50/hr= \$ 482.30
(867.0 hrs)

Clerical 5.3 hrs @ 5.00/hr= 26.50
(64.0 hrs)

Computer 68.4 hrs @ 50.00/hr= 3420.00
(821.2 hrs)

\$3928.80
per month

\$3,928.80 X 12 months = \$47,145.60 per year

I hope these costs will help in your determination as to which system will be best suited to your needs. If you have any questions please ask.