

Frequently Asked Questions: Enrollment, Eligibility, Fees

Updated April 2016

1. What's included in LiLI Unlimited?

LiLI Unlimited Resource Sharing: The resource sharing portion of the project includes unlimited cataloging using any of OCLC's cataloging services (CatExpress, Connexion, and Batchloading). In addition, a participating library will have access to unlimited use of the OCLC Interlibrary Loan. Unlimited ILL also includes serials union listing and OCLC's ILL Fee Management. Idaho libraries that choose to participate in resource sharing activities using the LiLI Unlimited online cataloging and ILL tools will need to enroll. Costs for LiLI Unlimited Resource Sharing access can be found at <http://libraries.idaho.gov/files/FeeSchedule2015.pdf>.

2. Why would I need to enroll in LiLI Unlimited Resource Sharing if I have free access to WorldCat through FirstSearch?

The access to the database through FirstSearch will allow a user to search for an item and determine its location, but it does not provide MARC records, nor does it provide access to the online ILL tool used for requesting and loaning library materials. Cataloging and ILL access are available at a low, flat-rate fee by enrolling in LiLI Unlimited Resource Sharing.

3. Is my library eligible?

Any library in Idaho can participate in LiLI Unlimited resource sharing activities provided they meet the basic [eligibility requirements](#).

4. When can I enroll?

Open enrollment takes place each Spring. Invitations for enrollment are distributed each Spring by mailing to eligible libraries and posting on the ICfL website. The deadline to enroll is usually in May. After the Participation Agreement Form is received by ICfL staff, it will be processed and accounts created. Your services will officially begin on July 1st.

5. What if I don't enroll now, but change my mind later?

An open enrollment period is offered each year, with services to begin July 1st following the enrollment. Notice of open enrollment will be announced statewide to offer the opportunity to all libraries.

6. Who should sign the Resource Sharing Services Participant Agreement?

The library director must sign the agreement. It is also necessary to have signature from the person with the authority to obligate funds on behalf of the library: board chair, school district superintendent, etc.

7. What happens after I send the Participant Agreement to the Commission for Libraries?

After the agreement is received by the Idaho Commission for Libraries, OCLC staff will create authorizations for cataloging, ILL, and FirstSearch(WorldCat) for the library. The Commission for Libraries will provide you with your login information by mail.

8. Are volunteers counted in determining FTE employees?

No. The number of FTE employees does not include volunteer hours. The definition of FTE employees is the same as that used for reporting Idaho's annual public library statistics. One FTE is defined as equal to one paid employee working 40 hours per week. If an employee works anything less than 40 hours per week, then that employee is working at some fraction of one FTE.

9. Will I pay the Idaho Commission for Libraries or OCLC?

Libraries will be billed by OCLC and payment will go directly to OCLC.

10. What happens if my library decides not to participate any longer?

Should your library choose to cease participation in LiLI Unlimited resource sharing services, a simple, written notification should be sent to the Idaho Commission for Libraries to be received no later than April 31st. This date may vary from year to year to coincide with the open enrollment deadline. There are no penalties for withdrawing from the program, but services will continue through the annual subscription with no refunds for mid-year withdrawal. Libraries may choose to join again at a later date during the annual open enrollment period.