



June 24, 2022

Dear Board President,

It is with great excitement that RCLS presents to you the final RCLS ILS Agreement and the RCLS IT Services Contract. These two documents describe the RCLS IT Services *Path Forward*, designed to manage legal compliance/risk, focus on customer service, and promote future innovations. The *Path Forward* was introduced to member library directors on October 21, 2021, and to member library trustees on February 3, 2022, informing member libraries that the current ANSER Agreement which ends on December 31, 2022, will not be renewed.

Accompanying the RCLS IT Services Contract, you will find two options RCLS developed for member libraries that participated in the IT Audit process. One option details the cost of a Hybrid Library model; the other represents the price of a Fully Supported Library model. The cost summaries include one-time equipment costs.

Electronic versions (PDFs) of the documents enclosed in this package will be emailed to you. Upon receipt of the PDFs, please forward the emailed materials to your Board.

The RCLS ILS Agreement 2023 cost will be provided to you separately by August 1, 2022.

A fully executed (signed) copy of the RCLS ILS Agreement and/or RCLS IT Services Contract with a completed Menu of IT Services are due to RCLS administration on or before October 1, 2022.

Please review all documents carefully and consider attending one of the four information sessions we have scheduled to help you make the best financial decision for your library. We encourage you to ask your full board to participate as they are available. All sessions will be held online, and registration is required; please register via the [RCLS Calendar](#) to receive the link to attend.

- Tuesday, July 19 at 6:30 pm
- Wednesday, July 20 at 10:00 am
- Monday, August 1 at 10:00 am
- Tuesday, August 2 at 6:30 pm

This is an excellent opportunity for your library to evaluate its IT infrastructure and ensure that the RCLS IT Services is the best choice for your organization. RCLS anticipates every member library will sign the ILS Agreement but may consider alternatives for their IT Services. Please call the following RCLS Team members at (845) 243-3747 with any questions you may have:

- John Hurley Ext. 228 for any IT infrastructure and Network needs
- Ryan Smith Ext. 230 for any inventory and PC/Laptop functionality needs
- Stephen Hoefer Ext. 223 for any financial or cost questions
- Grace Riario Ext 233 for any legal or contractual concerns

The goal of the RCLS *Path Forward* is to maintain the most secure system-wide network for member libraries in the most cost-effective manner. To accomplish this goal, we ask that member libraries make their preferred choice between the Hybrid or Fully Supported model and sign and return their IT Services Contract by October 1, 2022. If your library prefers to go forward independently with an IT Services provider other than RCLS, please inform us of your intention via a letter signed by the President of the Board of Trustees on or before October 1, 2022.

If you would like to review the full trajectory of the *Path Forward* process from its inception, please visit the [Directors Association Archive IT & ILS Services](#) page on the RCLS website. It contains all previous contract drafts, FAQ documents, and information session videos.

I look forward to learning about your IT plans and continuing to work with you as we embark on the *Path Forward* together.

With warm regards,

A handwritten signature in black ink, appearing to read "Grace Riario". The signature is fluid and cursive, with a large initial "G" and "R".

Grace Riario
Executive Director

Cc: Library Director