**Governing Membership Application**

The members of the Consortium of Academic and Research Libraries in Illinois serve primarily the students, faculty and staffs of degree granting academic institutions. CARLI comprises public and private schools, with two-year, four-year, and specialized programs of instruction. Any institution that is incorporated in the state of Illinois, is recognized by the Illinois Board of Higher Education, and is a member of ILLINET, is eligible for CARLI membership upon submission of a signed CARLI Membership Agreement (https://www.carli.illinois.edu/sites/files/memagree.pdf).

Libraries that serve non-academic institutions that have a primarily educational and research mission may also be accepted for membership by action of the CARLI Board of Directors. Such institutions include museums, historical societies, and private research libraries.

Institutions applying for Governing Membership should complete and submit the following application for membership, along with a signed Membership Agreement (<https://www.carli.illinois.edu/sites/files/memagree.pdf>) to Margaret Chambers, [mchamber@uillinois.edu](mailto:mchamber@uillinois.edu).

Upon receipt of the application materials, CARLI staff will contact you to arrange a library visit.

**General Information**

Full name of the institution:

Name of the library:

Library mailing address:

URL of the Parent Institution’s home page:

URL of the Library’s home page:

Name of Library Director:

Email address:

Phone number:

**About the Organization**

Please state the educational, research and/or service mission of the library’s parent organization.

What is the primary mission of the library within the parent institution?

Describe the primary user population of the library. Include the number of individuals currently authorized to borrow materials from the library’s circulating collection. Indicate how library patron records are created and managed.

What is the total number (FTE) of professional and support staff in the library?

URL of the library’s staff list, if one exists:

Is the library willing and able to encourage and support staff to participate actively in the work of CARLI committees, task forces and working groups?

Yes  No

If no, please comment:

Provide examples of the library’s current support for its staff’s participation in consortial and professional activities:

**Library-Specific Information**

How many hours per week is the library open? What is the general weekly schedule for the library?

Do you allow the public to walk in and use library resources? If not, explain the process for gaining access to the library and its resources.

Indicate the total size of the library collection:

Print monographs:

Electronic monographs:

Print serial subscriptions:

Electronic database subscriptions:

Please describe any particular collection subject strengths or special collections, including digital or image collections and archival collections held by the library.

What percentage of the total overall collection circulates (tangible formats only)?

0-10%

11-25%

26-50%

51-75%

76-90%

91-100%

How many resource sharing/interlibrary loan transactions did the library complete last year?

If your library is automated, do you maintain a standalone integrated library system (ILS)?

Yes Product name:

No

Not automated; the library uses a manual circulation system

If automated, but not standalone, do you belong to a shared ILS?

Yes Shared ILS name:

No

**Your Interest in Joining CARLI**

Which CARLI programs and services will be of the most value to your library?

*Check all that apply:*

Databases provided at no cost to Governing Members

Database brokering program (central negotiation, contract, and billing management)

CARLI Digital Collections (CONTENTdm)

ILDS

I-Share participation

Education/training opportunities

Other (please specify)

Describe what you believe your organization can contribute to CARLI to make it a better membership consortium and a stronger statewide resource.

Other general comments: