**DRAFT**

**Catamount Library Network (CLN):**

**Board of Directors:** Starr LaTronica, President (Brooks), Jennie Rozycki, Vice President (No. Bennington), Sue Dowdell, Treasurer (Springfield), Holly Hall, Secretary (Jericho/DRawson), Cathi Wilken (Guilford),

**Attendees:** Wendy Sharkey (Bennington), Rachel Muse (Waterbury), Jill Tofferi (Fletcher Ludlow), Virginia Moran (Winhall), Sarah Wiles (Putney School), Emily Zervas (Putney Public)

**CLN Board Meeting Friday April 7, 2023 Zoom Meeting**

**Called to Order by President Starr: 9:02 AM**

**Additions to the agenda:** None.

**Public comment(s):** Starr commented on the recent tragic death that occurred in Brattleboro of a vibrant community member and how staff has been impacted by the death as well as the community.

**Minutes:**

*Motion by Jennie and seconded by Sue to accept the Catamount Library Network Board Minutes of February 3, 2023 as written. Motion passed unanimously.*

**Treasurer’s Report: Sue**

* The treasurer’s report is posted on Basecamp.
* All membership dues have been paid.
* Jennie and Starr need to get the bank account set with signers.
* A Zoom account has been purchased through Tech Soup for online meeting and the Go-To account has been closed. Meeting facilitators will be given the access information. It was 50% off through Tech Soup.
* Square has bought out Weebly which CLN used for the website. A higher plan had to be purchased to keep the website working as it was.

**New Member Update: Jennie**

* Manchester – has committed. They need to complete the survey. They are already a stand alone Koha library so hopefully the transition into CLN will go well.
* Solomon Wright in Pownal has completed the survey. They would like a cost estimate and a timeline.
* Wendy helps onboarding libraries. It is important that she sees any completed surveys.
* Sue reminded that cost estimates now need to include the cost of Aspen.

**ByWater Call and Aspen Update: Wendy**

* Wendy had a call with 4 members of ByWater. They discussed an Aspen changeover from Zebra to an elastic search. This will help users have greater success with there searches. They talked about affordability for larger consortiums. There are a lot of add-ons but each one adds to the cost.
* They went through the tickets.
* Wendy brought up the issue with the board the issues of system preferences are being changed which changes the set up for the whole consortium, not just the library that made the change. She recommends that we limit access to super librarian powers.

*Motion made by Sue and seconded by Holly to lock down the system preferences more with Wendy and Sue having full access to make changes as needed. Motion passed unanimously.*

* Wendy will change permissions for current CLN libraries.

**Loans Group Report:**

* Loans group met briefly. Wendy was hosting but Bennington lost power due to a storm.

**Catalogers Group Report:**

* Jill T will take over as the facilitator for now. Catherine had sent out a doodle poll asking for best day of the week and most replies indicated Tuesdays. Catalogers and loans will alternate months for meetings.

**Long Range Planning group survey: Emily Zervas**

* Emily presented a quick look at the survey results.
* The next step is a SWOT analysis. Emily will send out a doodle poll asking for help with it.
* Sue remarked how impressed she is with everything the committee has done so far! Thanks to Jennie for the kickoff of the Long Range Plan idea.

**Continuing Business:**

* Documents on Basecamp still need some cleaning up. Each person can do a my documents search to find all their files. If no longer relevant they can delete them. If important they should be tagged/ labeled so that they can be found. Wendy showed how to do this so watch the meeting recording to see how to label. Jennie has the super power in Basecamp so she will work on the files from people that are no longer on Basecamp.

**New Business :**

* Wendy’s changing of staff permissions should take care of the recent issues with the system preferences being changed.

Friday June 2, 2023 at 9 AM.

Motion to adjourn made by Sue, seconded by Holly.

Adjourned 10:00 AM