**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), Erica Shott (Dorset), Rachel Muse (Waterbury), Carrie Gutbier (Manchester), Deborah Hansen (Manchester)

**CLN Board Meeting Friday August 4, 2023 Zoom Meeting**

**Called to Order by President Starr: 9:00 AM**

**Additions to the agenda:** Jill requested someone take over the contact list and a discussion about what Basecamp board messages are posted to.

**Public comment(s):** None

**Minutes:**

*Motion by Cathi and seconded by Sue to accept the Catamount Library Network Board Minutes of June 2, 2023 as written. Motion passed unanimously.*

**Treasurer’s Report: Sue**

* The treasurer’s reports for May and June are posted on Basecamp.
* Sue has a proposed budget that she will post on Basecamp. The Board will meet 9/1/23 at 9 AM to vote on proposed budget to be presented at the annual meeting for member approval.
* Money has been received from Manchester.

**New Member Update: Jennie**

* Manchester – They are live! Matthew Wojcik and Jennie spent part of their GoLive day with them.
* Solomon Wright library in Pownal - at this time they do not meet CLN’s membership standards

**ByWater Call and Aspen Update: Wendy**

* Wendy went over everything for Catamount she has been doing lately such as getting Manchester on board, fixed the issue with Clover, fixed Fast add, and currently working on the holds issue plus much more. Wendy has put in many, many years supporting the CLN and she let us know she is ready to be done. It is time to find a replacement! She will help train the new person and has a lot of notes and information for them. Ideally it would be a couple of people. **Who wants to take this on?** You don’t need to be a computer expert but having a curious mind is a big plus!
* The board and everyone on the meeting gave Wendy a huge thank you for everything she has done for us!

**Loans Group Report: Bridget**

* Loans met on July 18th. No one sent in agenda items so they went over the minutes from the last meeting and the meeting was over in about 10 minutes. The next meeting is Sept. 19th at 9 AM.

**Catalogers Group Report:**

* They had a very busy meeting. The minutes are posted on Basecamp. They covered empty records, on order records, 008 and 003 fields. 008 must always be filled in and Wendy fixed it so that 003 no longer auto fills with Catamount. Wendy also did a demo on how to attach to a record.
* The next meeting is Tuesday August 15th at 9 AM.

**Long Range Planning group: Rachel**

* Rachel presented the document with recommendations that the group put together from the SWOT analysis.

*Sue made a motion and Cathi seconded to accept the report and recommendations. Motion passed unanimously.*

* Rachel will contact Emily and will work on 1d, forming a committee to create job descriptions.
* Budget implications were discussed for number 2. Sue will look at it but we will need other information so that we will know the budget impact. There is a CLN manual but it needs to be updated. The manual does not have a section on reports.
* Wendy will bring up 4b at the next catalog meeting.
* Jennie will do 3a which is contacting VTLIB.
* 5 &6 will be discussed at the annual meeting.

**Continuing Business:**

* Jill requested that questions only be posted on Basecamp under the appropriate project to avoid confusion and incorrect answers. Catalogers have a catalog project. Loans has the loans project etc.
* Jill asked for a volunteer to take over the contact list. Erica Shott volunteered to do that.

**New Business :**

* New Member Procedure – Holly requested that we go over the document to update it if needed. The deposit amount needs to be changed from $350 to $500. The minimum to join Catamount is now $1100 due to the addition of Aspen. Anyone speaking to libraries about joining CLN should make that known. While $500 is the minimum it could be actually be more based on the formula that CLN uses.

*Sue made a motion and Holly seconded to change the deposit amount from $350.00 to $500.00. Motion passed unanimously.*

* A nominating committee is needed for the annual meeting. Sue’s term and Starr’s term are ending. Jennie volunteered to form the committee. Anyone is interested in helping her please let her know. Also anyone interested in serving on the board please contact Jennie!

Next meeting is Friday September 1, 2023 at 9 AM.

Motion to adjourn made by Holly, seconded by Jennie.

Adjourned 10:12 AM