

Catamount Library Network (CLN):

Board of Directors: Lynne Fonteneau-McCann, President (Bennington) Jill Tofferi, Treasurer (Ludlow/Fletcher), Holly Hall, Secretary (Jericho/DRawson) Deb Higgins (Rutland),

Regular Attendees: Wendy Sharkey (Bennington), Chris Bloomfield (Springfield), *Denotes by phone

New Attendees: Milde Waterfall, Library Board Member Reading

Not Present: Mary Kasamatsu, Vice-President (Waterbury)

CLN Board Meeting January 28th, 2016 @ Rutland Free Library, Rutland, VT

Called to Order by President Lynne: 9:58 am

Additions to the agenda: Courier service

Public comment(s):

Minutes:

Motion by Deb and seconded by Lynne to accept the Catamount Library Network Minutes of October 22, 2015 as written. Unanimous

Treasurer's Report: Jerry(1/1/15 to 12/31/15) Jill T. (January 28, 2016 Balance sheet) See Attached

- Jill T will check on paying bills annually
- Deb will find the name of the Bywater contact person to discuss billing.
- Peoples United Bank will be the new bank to have our account. Lynne and Holly will be signers. Checks will only require on signature. There will be no fees and checks are free with this account
- Deb will check on setting up an email account to be used for banking.
- Jill T is doing a 1099

New Member Update:

- **Brigham** – Wendy - Test & production server ready. Barcodes and scanners ready. Patron and bib records training will take place as soon as a date is set.
- **West Rutland** – Deb – The director has resigned. Interim is Rene Mayer. March 29th is the Go Live date. Training will take place 2 weeks before.
- **Reading** – Weeding is done. They are getting barcodes and scanners. Ready for the next step
- **North Bennington** – Wendy – The new director worked at Bennington Library so familiar with KOHA. They need to be sent an official invitation letter. Lynn will contact Russ about the procedure for interested libraries contact.

By Water Updates (weekly call/and misc.): Wendy /Deb reported

- Meetings no longer weekly – every two weeks or as needed
- Bywater will continue to work on duplicate notices issue. Blocked emails will probably continue to be a problem on and off.
- Tickets are quickly being well handled.

- Videos and training for the next upgrade will be available soon. No fixed date yet for the upgrade.
- Reminder to clear the cache before using after the upgrade occurs.

Loans Group : No Dec Meeting:

- Meeting will be coming up. A new facilitator will be chosen.
- Courier – Jill T will contact Mara about state funding portion. The form to order more bags is now online.
- Discussion was held about possibly dropping the transport matrix and ranking libraries instead now that we have the courier system. Wendy will investigate.

Catalog Group : No Dec Meeting:

- Jill T will send a copy of the de-duping contract to board members.
- On the next Bywater call Wendy will ask if any progress is being made on the work around for dup records when a new automated library is added.
- New items are still being added as new records instead of attaching to existing records.
- A mandatory cataloguer meeting will be held sometime the week of March 7-11 in Rutland. This will be a training meeting to go over the correct procedure to add records into the system. Lynne will send a letter to all member library directors informing the directors of the meeting and inviting them to attend with the cataloguer if they wish.

Next Meeting:

- **Next meeting is Tuesday , February 23rd at Rutland Free 10:00am**

11:48 am *Motion to adjourn Holly and seconded by Deb. Unanimous*