

## **Catamount Library Network (CLN):**

**Board of Directors:** Lynne Fonteneau-McCann, President (Bennington) \*Mary Kasamatsu, Vice-President (Waterbury) 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:**

**Not Present:**

**CLN Board Meeting February 23, 2016 @ Rutland Free Library, Rutland, VT**

**Called to Order by President Lynne: 10:04 am**

**Additions to the agenda:** Vote on giving Chris Kirby access to ByWater account for SIP

**Public comment(s):** Lynne thanked Holly Hall and Jill Tofferi for their first reports in their new positions last month.

### **Minutes:**

*Motion by Deb and seconded by Jill T to accept the Catamount Library Network Minutes of January 28, 2016. Unanimous*

### **Treasurer's Report: Jill T.**

- Jill T is still waiting to receive annual payment for Starksboro that is due the end of February.
- Jill T will order 200 checks with duplicate copy and deposit slips.
- Lynne will meet with Russ to discuss the billing formula used when adding new libraries to Catamount. Also to discuss the process for adding in libraries in general.

### **New Member Update:**

- **Brigham** – Wendy/Holly – Holly and Constance did a cataloging training March 8<sup>th</sup>. Four records were entered on the test server then and none have since been added. Wendy will be in touch with Cheryll to see if any more help is needed. They did not have patron barcodes yet so the process for adding patron records was discussed but none were entered.
- **West Rutland** – Deb – Official training will take place on March 14 & 15 2016.
- **Reading** – Wendy – Reading in now on both the test server and the production server.
- **North Bennington** – Wendy – Other Catamount library contacts were given to the director if she would like to visit another Catamount library for a behind the scenes look at the system.

### **Bi-Weekly By Water Updates :** Wendy /Deb reported

- Calls are going smoothly.
- The transportation matrix was discussed. Now that we are using the courier we can switch to a pure list of biggest to smallest libraries for requests thus relieving some of the burden smaller Catamount libraries have had with requests.
- *Jill T made a motion that Catamount changes the transportation system to a descending list, biggest to smallest. Deb seconded. Motion passed Unanimous*
- Wendy asked about a de duping process and is waiting to hear back. Can ByWater run a script to de-dup? Discussion was held at the meeting about possibly trying a merger of records on the test server to see what happens. Wendy will look into it more.

- There was still an authority ticket out but Wendy will close that because her question has been answered.

**Other discussion not part of the ByWater call:**

- Deb has created an inventory report that Rutland has been using. A future workshop on using different reports was suggested. No future date was set.
- Abby, director at Rutland, has a friend that just received a grant that would cover the transportation cost to come give a workshop to teach cataloging. VOKAL could also be invited to attend with priority being given to Catamount libraries if space is limited. Various types of workshops were discussed including basic and advanced instruction. Deb will get more details about what might be available.

**Loans Group** : Deb reported

- The loans group has a new facilitator. Greg Tischer volunteered to take over as long as others are willing to help him.
- The group has set a date for a regular monthly meeting. They will meet either the 2<sup>nd</sup> or 3<sup>rd</sup> Tuesday of every month depending on which Tuesday that Catalogers have picked for their monthly meeting.
- The courier service is helping. Libraries are using different methods to collect the statistics that VTLIB is asking for us to keep.
- It was requested that the ticketing procedure be explained a bit more.
- No procedures were discussed because they are trying to keep the meetings to one hour and the meeting started late because of some technical difficulties getting the GoTo meeting running.

**Catalog Group** : No Jan Meeting:

- The mandatory catalogers meeting will be Weds. March 9<sup>th</sup> from 9-3 in Rutland. Joining by a GoTo meeting will not work because of the audio and visual presentations that Wendy will be doing. Lynne will send out a message to directors that it really needs to be attended live. It was suggested that the word mandatory be used.
- De-duping discussion was held. Is it cost effective to continue as we are now when some new records added are still showing up with duplicates? With libraries entering thousands of items de-duping will never catch up.

*Jill T made a motion that Catamount suspends the de-duping services as of May 1<sup>st</sup> as it is not cost effective. Holly seconded. Motion passed unanimous.*

**The board would like to thank Jess Weitz for her dedication and suggestions. The board truly appreciates all her hard work. We hope that she will continue the de-duping service until May 1<sup>st</sup>.**

*Deb H made a motion to give Chris Kirby permission to work with ByWater on Catamounts behalf on the Overdrive SIP authentication for the sole purpose of this project only. Jill T seconded. Motion passed unanimous.*

Wendy posted on base camp the schedule for upcoming webinars to be held on the next Koha upgrade.

**Next Meeting:**

- **Next meeting is Tuesday , March 22nd at Rutland Free 10:00am**

11:30 am *Motion to adjourn Deb and seconded by Jill T. Unanimous*