

## **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/DRowson, Deb Higgins (Rutland)

**Attendees:** Wendy Sharkey (Bennington), \*Gizelle Guyette (Morristown), Amy Howlett (Springfield, \*Rene Cressy (West Rutland), \*Dave Sullivan & Amanda Merk (Norman Williams/Woodstock), \*Sarah Snow (Ainsworth)\*Chris Bloomfield (Springfield), Jennie Rozycki(No. Bennington)

\*denotes by GoTo meeting

**Not Present:** Cheryl LaRue (Bakersfield), Tony Pikramenos (Reading), Catherine Goldsmith (Starksboro), Cathi Wilkens (Guilford), Royalton

### **CLN Board Meeting July 25, 2017**

**Called to Order by President Lynne: 10:20 AM**

**Additions to the agenda:** Appoint a nominating committee, Purchase new audio equipment for GoTo meetings.

**Public comment(s):** Thanks Amy for suggesting that we not meet monthly and that we use GoTo meeting for the winter meetings.

### **Minutes:**

The minutes from the Catamount Board meeting held on April 25th, 2017 were reviewed.

*Motion by Deb and seconded by Jill to accept the Catamount Library Network Minutes Board meeting April 25<sup>th</sup>, 2017 as corrected. Motion passed unanimous.*

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

- Balance reported is 3,465.00

*Motion made by Jill and seconded by Holly to authorize Deb Higgins to spend up to 500.00 from the contingency fund for new audio equipment to use with GoTo meetings. Motion passed unanimous.*

### **2018 Budget Proposal (draft) – Lynne**

- The total proposed budget is 35,950.00
- 6,300.00 is an OCLC contract that 4 libraries use and pay for.
- Some libraries will see an increase. There is a 700.00 minimum membership fee which a few libraries were below. The board had voted previously to raise those libraries' fees in 100.00 increments each new budget until the 700.00 level is reached.

*Motion made by Mary and seconded by Jill to present the draft 2018 CLN budget to members to vote on at the October 26, 2017 annual meeting. Motion passed unanimous.*

### **New and Pending Member Update:**

- **Brigham** – Wendy – They have about 1/2 of their collection entered. No predicted Go Live date yet.
- **Reading** – Wendy – They expect to have their collection completely entered sometime in August. Their board has requested that they do not go live until it is completed. Wendy will continue to keep in touch to track their progress. Once they are ready a date with ByWater will need to be set as well as more training times and someone to be there on their Go Live date to assist.

### **ByWater Call Updates :** Wendy and Deb reported

- There will be another new staff contact person from ByWater.
- There continues to be an ongoing issue with holds. It was noted that it seems to of started after the last upgrade so that might be something to look into.

### **Loans Group :** Wendy and Deb reported

- There has not been a loans meeting since Greg left Royalton for a new position. Deb will call a meeting and have the group choose a new coordinator.

### **Catalog Group :** Wendy

- Wendy noted that the number of new dups decreased after an online cataloging training was held. It was a good refresher.
- The new de-dup tool is on the test server. So far it seems only Wendy and Jill have tried it. It seems to be able to do what was asked. All libraries are strongly encouraged to have their cataloger try it and give Wendy their input about it.

### **Other Business:**

- Lynne appointed to the nominating committee Deb, Jill and Amy. There will be two director positions on the CLN board of directors open that will need to be voted on at the Annual CLN meeting in October by the members. All nominations should be sent to one of the committee members before September 26<sup>th</sup>. Nominations can be from any CLN member library. Jill has reached her term limit and can no longer server on the Board of Directors.
- Amy asked about progress on SMS (text message). Dave had sent information that he had found after the last board meeting. It does seem to be an option however it needs more follow up. It was agreed that this needs to be sent to the loans committee to research and make a recommendation on. Several libraries have expressed a strong interest in having this available for their patrons.
- Reminder: Suggestions for changes to the bylaws, must be communicated to all CLN members by August 24th in order to meet the 60 day deadline.

**Next Meeting:**

- Board of Directors: Tuesday September 26 at 10 AM via GoTo Meeting
- **REMINDER: the annual CLN meeting is Thursday Oct. 26, 2017. Attendance by a representative of each member library, in person or via GoTo Meeting, is mandatory. Library directors may designate a proxy to attend and vote if there is a scheduling conflict.**

*Motion to adjourn Holly and seconded by Deb. Motion passed unanimous.*

Adjourned 11:30 AM