

Catamount Library Network (CLN) Membership Meeting:

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

Attendees: Lynne Fonteneau-McCann and Wendy Sharkey, (Bennington), Erica Shott (Dorset), Jill Tofferi and Michelle Stinson (Ludlow/Fletcher), Bridget Stone-Allard (Georgia), Leah Gessner (Guilford), Kendra Aber-Ferri (Morrystown), Emily Zervas(Putney), Janet Clapp (Rutland), Rachel Muse and Michelle Willey (Waterbury), Lise Cavanaugh and Rachel Cohen (Westminster West), Rene Cressy (West Rutland), Carrie Gutbier (Manchester), Pat Meulemans (Winhall) Clare McFarland (Norman Williams), Amanda Whiting and Matthew Wojcik (Brooks), Tony Pikramenos (Reading), Catherine Goldsmith (Starksboro)

Libraries Not Present: Brigham, Ainsworth, Royalton, Putney School,

**CLN Annual Meeting: October 24, 2023 in Waterbury and via Zoom
Called to Order by President Starr LaTronica : 10:06 am.**

Additions to the agenda: None

Public comment(s): None

Minutes:

Motion made by Sue Dowdell to accept the Catamount Library Network Minutes of October 25, 2022 Annual Meeting as written. Bridget Stone-Allard seconded. Motion passed unanimous.

Treasurer's Report: Sue Dowdell

Monthly Treasurer's summaries and reports are posted on Basecamp. There will be two more bills paid in October for basecamp. December 31st is the end of the fiscal year.

Nominating committee report: Starr LaTronica

The nominating committee recommended Rachel Muse and Erica Shott be elected to the Board of Directors for a first term.

Election of Directors

No nominations from the floor.

Sue made the motion to accept the above slate of directors. Holly seconded. Motion passed unanimously.

Ratify Membership agreement 2023

Janet made a motion to ratify the membership agreement with the code of ethics appended, Bridget seconded. Motion passed unanimously.

Presentation of the 2023 proposed budget: Sue Dowdell

Sue presented the budget. Asked if there were questions. There were none.

Adoption of the 2023 Budget

Thank you Sue!

Janet moved to approve the proposed 2023 budget. Jennie seconded. Motion passed unanimously.

Conflict of Interest annual statement

Members of the Board of Directors need to sign the agreement. The agreement is on Basecamp. All Board members must read, sign, scan and send it to Holly to include in the Secretary's board book.

Other Business:

Training for liason to Basecamp and troubleshooting Koha

Ask questions on Basecamp then send a ticket to CLN. From there if a solution isn't found Bywater will be contacted by the person/s taking over that role. Also remember that Koha documentation is on the first page of your CLN homepage on the left side of the screen under News. Sometimes answer can be found there. The CLN support form is also in that same column at the bottom.

Volunteer Positions

A subcommittee of the long-range planning committee created a document titled CLN volunteer roles. The committee looked at the roles and time commitments then assigned different roles to different tiers based on skill and time needed levels. Bridget suggested changing the title webmaster to website coordinator, all agreed to the change. The next step is to look at creating a formula to give libraries credit for volunteering based possibly on size and tier of the job. A training task force was discussed because training for the roles is important especially for the higher tiers. The board asked the committee for a solid draft for the Dec. board meeting. Wendy is stepping down from all her current volunteer roles and several of those roles are important for the success of CLN so replacements will need to be found so that training can begin soon.

Long Range Planning for Consortium

The board thanks the committee that has been working on a long range plan. The board has adopted many of the suggestions and will continue to review the plan and suggestions.

Communication Strategies

Documentation is needed for volunteer trainers. Wendy has step by step notes to share with the volunteers that will be taking over her roles.

The catalogers thinking it is valuable to have an annual in person meeting. Everyone agrees and will revisit in the spring to schedule.

Reports training would be very beneficial as well as admin training. Questions can always be posted on Basecamp and ByWater has several training videos on their webpage, www.bywatersolutions.com

There is also a protocol on basecamp for the correct form of identifying your profile so that other member know your positions and what library you are from as well as your name.

Next Meeting:

Next Annual meeting of the Catamount Library Network, Inc. will be Tuesday, October 22, 2024 in Springfield. We hope to meet in person so meeting will start at 11 AM.

Janet made a motion to adjourn. Jennie seconded. Motion passed unanimously.
Adjourned at 11:59 PM.