

Catamount Library Network (CLN):

Board of Directors: Russ Moore, President (Springfield), Lynne Fonteneau-McCann, Vice-President (Bennington) Jerry Carbone, Treasurer (Brattleboro/Brooks), Jill Tofferi, Secretary (Ludlow/Fletcher), Mary Kasamatsu, Director (Waterbury) by Phone

Regular Attendees: Wendy Sharkey (Bennington), Deb Higgins (Rutland), Chris Bloomfield (Springfield), Jill Chase (Waterbury), Greg Tischer (So. Royalton), Holly Hall (Jericho/DRowson), Mary Lemieux (Morrisville/MCentennial) *Denotes by phone

New Attendees: Catherine Goldsmith (Starksboro) **Guests:** Tony Pikramenos, and???? (Reading)

Not Present: Greg Tischer, Jill Chase, Mary Lemieux, Holly Hall, Greg Tisher

CLN Board Meeting July 30, 2015 @ Fletcher Memorial Library, Ludlow, VT.

Called to Order by President Russ: 9:45 am

Additions to the agenda: N/A

Public comment(s):

Minutes:

Motion by Jerry and seconded by Lynne to accept the Catamount Library Network Minutes of May 21 & 28, 2015 as amended. Unanimous vote.

Treasurer's Report: Jerry

- On target except for Deduplication costs – an increase in budget – we have funds to cover cost
- The CLN credit card has been added to our Weebly account (web site and name) replacing Jerry's personal account. The card will be used for the annual Weebly fee as well as for Base Camp and Go To fees. Perhaps each of these can be set as an annual fee rather than monthly
- New OCLC contract is up 3%. This is a fee only to the participating CLN libraries
- OCLC is open to all member libraries

New Member Update:

Mary mad a motion that upon a new library's "Go Live", they will have a 6 day grace period of "no holds" being processed, seconded by Lynne. Unanimous vote

- Guilford training August 26 – 28. Go Live date September 14th. Training with Brattleboro and Jerry will ask CLN for assistance as needed
- Bakersfield have a membership agreement with no further communication – Russ will contact
- Starksboro would like to be included in an Administration Training
- CLN needs to develop New Member minimum requirements. Lynne will chair the committee to include Chris and Jill
- New member libraries will NOT be required to fill holds for the first 7 days that they are open

A discussion followed with representatives of the Reading library about CLN, who and what we are, advantages of joining CLN, our support system and everything CLN. They will get back to us following their next board meeting with their interest or not in joining CLN.

By Water Updates (weekly call/and misc.): Wendy and Deb are CLN reps and lead discussion

- Call – Went over open tickets with By Water & miscellany and some resolution i.e. tabbing back in cataloging. The calls are going great with Melissa and very productive.
- New Book quirk – in Koha barcodes are chosen using “fuzzy” logic (if they look alike or similar to search they are chosen) Deb/Wendy will look into preferences and possible change. Brooks may have examples to share
- Chris is testing a Holds patch
- Transportation matrix has been tweaked for Starksboro and Ludlow – waiting for test results
- When running Annual Report dates should be July 1, 2014 – July 1, 2015 (example) to get 365 days of stats

Loans Group (Jill T.):

- Holds are always a topic of discussion. Further discussion on writing the procedure for “Check In” of any items and what to do when there is a hold or a CLN return
- Discussed tweaking of the transportation matrix

Catalog Group (Wendy):

- Regular meetings have been set for the 3rd Tuesday of the month
- The 942 field was again discussed with it being forwarded to the board for direction.
- Catalogers request that the item type “Kits” be changed to “Home Library Only”

Motion made by Lynne to the change in the item type “Kits” to be “Home Library Only” and seconded by Mary. Unanimous vote.

- During this report the CLN board agreed that ALL bib records are to include the 942 field. Koha uses this field in searching for results. The 942 is only to be populated with the forever default Item Type i.e. book, audio, video, book child – NEVER with “New”. It was suggested and directed that this will become part of the Cataloging Procedures.
- The CLN board requested that the Catalogers Group take under consideration and advise the board on the request by Fletcher Free Library wanting to have access via Z39.50 to our records for and as a source of reciprocal bib records in VT

Budget 2016 Discussion: Russ prepared a draft budget for discussion

- Currently there are 12 live CLN members with 3-4 joining in 2016
- By Water contract is \$14000 for the first 10 members and then \$700 for each additional
- Ebsco cost is slightly increased
- Deduping projected as 10 hours a week – increase to our budget to 10K
- Contingency fund slight increase
- Budget now includes Base Camp annual fee (\$240), Weebly annual fee (\$40) and Go To annual fee of (\$250)
- Russ will revise the draft and resend for further discussion and consideration

Misc.:

- Discussion of the need for a nominating committee to be formed, should the board be expanded to 7 members
- Jerry suggested that the facilitators of the Loans and Cataloging Groups become directors
- **Nominating Committee: Russ Moore, Jerry Carbone, Jill Tofferi**
- CLN Annual Meeting is October 22nd @ 9:30 at Fletcher Memorial Library, followed by the October CLN board of directors meeting
- Russ will develop the agenda for the Annual Meeting and post to Base Camp

Next Meeting:

The regular meetings of the CLN Board of Directors will meet in Rutland on the following 4th Tuesday of the month; **August 25th, September 22, and November 24th @ 9:30 AM**

2:35 pm: *Motion to adjourn Lynne and seconded by Jill T. Unanimous vote.*