

Catamount Library Network (CLN) Board of Directors February 21, 2014 GoTo phone meeting:

Present: Paula Baker & Deb Higgins (Rutland), Russ Moore & Chris Bloomfield (Springfield), Mary Kasamatsu (Waterbury), Jerry Carbone (Brattleboro), Jill Tofferi (Ludlow), Wendy Sharkey, Lynne Fonteneau McCann (Bennington), Tom McMurdo, Sheila Kearns, and Jeremiah Kellogg (VT Lib)

Meeting called to order by Pres. Russ Moore 10:30 AM - a GoTo phone meeting:

No public comments – no requests from public for access to join the meeting

Minutes:

January 27th, 2014 minutes:

It was suggested by Jerry, that we place a link on our webpage for anyone that may wish to request draft minutes.

Motion made by Mary and seconded by Paula to accept the minutes as corrected to read Christine rather than Christa. Unanimous vote.

Treasurer's Report:

Russ and Jill opened the CLN bank account at the Springfield branch of the Brattleboro Savings and Loan Bank on 12/19/13 with a balance of \$25.

Jerry gave an overview of the format which includes expenditures and income. Jerry explained that he keeps a notebook with invoices and any other financial information.

Suggestions:

- Once a year present an accounting report
- On-line banking?
- Add monthly transaction report

Jerry will follow up

Motion made by Jill and seconded by Paula to accept the treasurer's report. Unanimous vote

IRS 501 (c) 3:

Via Sheila, Marty would like to see the CLN board take over and become active in the implementation of this. Paula will follow up with Rob. Jerry has been assisting with some financials. CLN board is in agreement that this is our task.

New Member Update: We are now a 6 member consortium, Bennington, Brattleboro, Ludlow, Rutland, Springfield and Waterbury.

- Tom – South Royalton's board has officially requested a CLN agreement to join.
Motion made by Paula to send the agreement, seconded by Jerry. Unanimous vote.
Work needs to be done on their barcodes. Sheila and Jeremiah are developing a pre-migration check list and will share when completed. No dates for Go Live.
- Morristown/Morrisville Library – Tom met with them to see what they need to do for migration. They need to re-barcode. A tentative date for Go Live is September 15th, 2014.
- Milton - Tom spoke with Scott Murphy last month. No new movement. CLN welcomes Milton as a potential CLN member. The CLN board requests that Milton formally notify Vokal of their desire to leave and specifically, CLN did not recruit their membership.

- Deborah Rawson – Tom – They are the most eager to join. Sheila and Jeremiah will reach out as soon as their pre-migration check list is finalized
- With signed agreements in hand and the interest of a few more libraries, CLN will have 12 members within a year.

DE-duplication of CLN catalog discussion:

- Bywater offers a service which Tom just learned about and it is free. The Cataloger and Management groups have concerns as to how this will be performed, ISBN matches, people intervention or just computer program, have other consortia used this service and what was their experience?
- A possible Vokal program is being investigated
- Marcive is being vetted as well
- Tom suggests we should fully explore the Bywater de-dup service. They will not perform a service that would destroy our catalog. Try a sample and see?
- Sheila and Tom – we could explore the records that need de-dup, isolate them and clean the records at about 1/3 of the cost, but this probably will not work
- Jerry – Is there a possibility of hiring a position in-house to do this for us?
- Sheila – significant process, need to do a time study. Practical? Cost effective??
- Where has Bywater performed this service – we should contact them and see if it met the need. We need to do our due diligence.
- We should be able to preserve our Marcive records
- Cooperation on all fronts throughout this process is essential

General consensus: wait for more info from Tom. We need to run this by the cataloger group for their input.

Holds/Transfers:

- Russ - Any VTlib budget for a delivery service?
- Sheila – inquiry on going. VTlib has investigated with Green Mountain Courier - the same results that Russ has received.
- Tom- economical for the larger libraries at \$15 per stop, not so much for the smaller libraries
- There is a labor and packaging savings to consider as well
- Russ will follow up with Green Mountain Courier again and perhaps call VT Transit for possibilities
- Perhaps we could do a pilot project for 2 months and see how it works

Check-in Problems:

- Bywater is aware of the error. Sheila has requested the bug# and will follow-up.
- Koha sounds are enabled – should turn off scanner beeps
- Jill will try to determine what actions have a sound
- Sheila will investigate changing the sounds and try to give directions on how to do that

Off-Line Circulation:

- Deb posted directions on basecamp. Works well.

- Wendy will submit a support ticket to VTlib, once received they will send a request to Bywater to set-up CLN with off-line circ consortium wide
- Rutland sees no problem with this module

Check-out to non-Home Patron:

Deb – concerned that there is the ability to check-out to non-home library patrons. Can this be blocked?

3.12 Improvements:

- OPAC item location – Ed Veal needs to make this happen
- OPAC separate holdings – Home library on its own tab (if patron signs in)
- Separate Holdings – we will see in staff client
- Renewal send notice – generic is fine, patron needs to have “Check-in” notices on in order to generate renewal notices

Tom has requested for time at the VT Library Conference in May. He, Sheila and Mary would like to give an overview of CLN. Great idea!!! Tom is waiting for a response.

Next Meeting is March 27th, 2014 @ Fletcher Memorial Library, Ludlow 9:30 AM

Homework – please continue to keep CLN postage records to share

12:50 PM Jerry made a motion to adjourn, seconded by Mary. Unanimous vote.