

**Catamount Library Network (CLN):**

**Board of Directors:** Russ Moore, President (Springfield), Jerry Carbone, Treasurer (Brattleboro), Jill Tofferi, Secretary (Ludlow), Paula Baker (Rutland), Mary Kasamatsu (Waterbury)

**Regular Attendees:** Wendy Sharkey, Lynne Fonteneau McCann (Bennington), Deb Higgins (Rutland), Chris Bloomfield (Springfield) and one member of VT Department of Libraries(VTLib) either – Sheila Kearns, Jeremiah Kellogg or Tom McMurdo.

**Meeting attendee adjustments:** Mary Kasamatsu was absent and in her place was Jill Chase; Sheila Kearns was the VTLib representative

**CLN Board of Directors July 10, 2014 @ Fletcher Memorial Library, Ludlow, VT 9:30 AM:**

**Meeting called to order by Pres. Russ Moore 9:50 AM:**

**No public comments**

**Minutes:**

**June 10<sup>th</sup>** – *Motion made by Jerry to accept the minutes as drafted and seconded by Paula.*

*Unanimous vote*

**June 26<sup>th</sup>** – *Motion made by Paula to accept the drafted minutes with amendment noting that Jerry was absent from this meeting and therefore abstained from the vote. Seconded by Russ*

General discussion followed about changes in format and posting and the new Open Meeting Law

- Moving forward, board members not in attendance at meetings will be listed as such
- Go To meetings must provide a space where the public could gather to participate in the meeting Sheila will be sure to reserve the VTLib conference room as the Public physical site. Meeting notices and agenda will include the public location.
- Motion passed 4-0 with one abstention.

**Treasurer's Report:**

- Funds dispersed to EBSCO
- Funds dispersed for de-duplication
- Waiting for contract bill from VTLib to pay Bywater Support the second half of 2014
- Account is looking good with a balance of \$19244.80 as of June 30, 2014
- Note – the Springfield branch of the Brattleboro Savings and Loans is being purchased. In the future we will need to change out bank account to the Brattleboro branch.

**Host Support Update:** Jerry

- Jerry emailed Nate at Bywater with our counter offer to reduce the fee for each of the initial libraries to \$1200 from \$1800. This would be the original 6 and new additions to include the first 10 members. They are playing phone tag. CLN will call now as we are all here.
- Jerry sent a request for support pricing from Equinox as well. No response to date. 7/10/14 per phone conversation with Nate-
- Bywater has agreed to reduce the cost of the first 10 members to \$1400. Each additional library will have a fee of \$800 assessed.
- Migration costs will remain at .08 per record

- No training is involved and our fees may be applied to the cost of hosting rather than support
- Nate will send Jerry the contract template and we are to fill-in
- The board was thrilled, thanked Nate

Russ will use these new figures to draft a budget for the CLN fiscal year 2015 to be presented and discussed at our next meeting

**OCLC Update:** Tom McMurdo (VTLib) joined us by phone

Wendy initiated contact with the OCLC representative to inquire about the cost and downsizing our group use. Wendy received a figure of \$5543 as the cost for a 4 library member contract.

Jerry initiated email exchanges with OCLC to get a contract drawn up. Thanks to Wendy and Jerry for their hard work on this.

**Motion made by Jerry** to accept the OCLC contract in the amount of \$5543 for the year July 1, 2014 – June 30, 2015 to include four Catamount Library members; Bennington, Brattleboro, Rutland and Springfield. This cost is outside of the CLN yearly membership fees and will be billed directly by CLN to the named libraries and seconded by Paula. Unanimous vote.

**IRS Status:** Paula

- There was a delay by our lawyer in sending our application in for approval as he has a couple of questions about check boxes
- Paula will follow-up to get this completed and mailed in a timely manner
- Per lawyer, we may continue to operate as an approved 501 (c) 3

**Loans Group:** Deb

- Consensus of the group to retain our current OPAC view with one change – drop the “Location” information as it is confusing to patron. We will need to revisit the display as we grow. Sheila will follow-up
- Refundlostitem – needs more research, we should all test this and see what happens with “Lost and Paid for”
- Holds and problem with the queue order - Bottom line – Do Not Mess with the Priority List. Sheila will post to Basecamp things we need to look for with holds/bugs. Perhaps we may request patches to be applied before our upgrade to 3.16
- Loans group will draft a formal policy for paying loaning library for lost item(s)
- Russ – would like “AV Equipment” item type to be hidden. If so, it will be hidden from all CLN library patrons. Best scenario would be for Springfield to use one of the following item types as they are already hidden. ILL, On the Fly or Withdrawn
- Jill requested that the item types “Young Adult” & “Graphic Novel” have their circulation rules changed to match “Book Child”. Group consensus was yes. Sheila will do.

**Catalogers Group:** Jill C.

- Thrilled that the item type list is re-ordered to keep all book types together
- The in person meeting was a great working session. Leslie explained diacritics and gave a demo of de-duping procedure we may all use
- Discussed that we should all remove empty bib records when we come across them
- Talked about Batch Item Modification
- Jerry suggested that we need a serial policy – Tom will assist with this

**Vokal:** Tom

- Tom met with the Vokal group about 2 weeks ago to discuss the potential interest in merging our two Koha systems
- The state sees a lot of duplication in the efforts of the two groups
- There are opportunities for greater cooperation between the two groups i.e. joint meeting with our Catalog and Loan groups (An invitation will go out to Vokal)
- A joint group means a larger group for problem solving and discussing Koha issues
- Cooperation between Vokal and CLN - Tom is happy to be the liaison
- CLN appreciates the VTLib's role in creating the opportunity for the two groups to communicate

**New Member Update:** Sheila

- Morristown – delivered its first data, Go Live 9/15/14
- Jericho/Deborah Rawson – Go Live 10/20/14
- Bristol – Go Live 12/2014
- So. Royalton – Go Live 1/2015
- Guilford and Starksboro – Go Live in further in 2015
  
- Sheila, for VTLib support, is requesting that CLN members assist with the training of Deborah Rawson staff for Go Live

**Privacy/Circulation:**

Cron job for anonymity is on / why the modification log saving?

Last patron saved – is in the works for a bug fix

Jerry will follow up with a posting on the Koha listserv asking if any library has concerns about this situation and if anyone has a work-around.

**General Discussions:**

- Russ – where are all of our User ID's and Passwords kept, should we have a central place for all account information to include contacts, user/pass info etc.?
- Yes – the secretary
- Should also keep a copy of all executed contracts and legal documents

**3:00 PM:** Motion to adjourn by Jerry *seconded by Paula*

*Next Meeting August 26<sup>th</sup>, 2014 @ 9:30 Fletcher Memorial Library, Ludlow, VT*