PRESENT:
Christine Painter (at large), President
Peggy Martin (public libraries), Vice-President
Valerie Horton (academic libraries)
Steve Scroggins (school libraries)
Sherry Taber (library systems)
Joel Robinson (ex officio), Executive Director

ABSENT:
Sherry Taber (library systems)

ALSO ATTENDING:
Robin Magee, San Miguel County Library

President Painter called the meeting to order at Noon and called the roll to establish that a quorum was present for the conducting of business.

The prepared Agenda was accepted.

The Minutes of the November 13, 2001 Executive Board Meeting were approved upon motion by Peggy Martin and second by Steve Scroggins.

Joel Robinson reported the following:

The search to fill the Member Services Manager position is underway with seven applications received, one informal interview completed, and three interviews scheduled during the next two weeks.

We have joined the Education and Institutional Cooperative discount contract purchasing program and are awaiting the final paperwork to distribute to the members. The administrative cost for purchases was discussed, including a flat fee or sliding scale, or combination of both.

The photocopier is not repairable and a new one has been ordered under the E&I program.
Health insurance rates are increasing approximately 38% again this year, so other companies are submitting proposals for our coverage.

The USF forms are being completed and ATM service is anticipated to Steamboat with the assistance of the Northwest Colorado Beanpole project.

A toll free number has been instituted for the help desk. It is 800-680-0199.

Member billing is being updated.

A format has been established for staff evaluations.

Grand County Library is progressing toward implementation.

The staff is conducting weekly troubleshooting/training meetings.

Committees are being reactivated and new ones are being created. Standing committees will be data base maintenance, OPAC, circulation, system development, and user's groups will be formed for serials and acquisitions. The members will be asked to nominate people to serve on the committees.

NoveList utilization is being improved.

Building level scopes have not yet been completed, but Keith Dedman will be working on them.

III is scheduled to work on our re-indexing the first week of March.

Melinda Chesbro gave a Millennium update as follows:

\textit{Acquisitions training is completed and Bud Werner Library, Mesa County Public Library District and Eagle County Library have placed their first orders.}

\textit{Millennium Cataloging (MilCat) is now available and Keith has begun training members to use it.}

\textit{Circulation and Cataloging modules are working better. The Holds bug appears to be fixed.}

Deleting bibliographic records was discussed. In the future, members of the data base committee may be trained to do this.
Valerie Horton moved for approval of the Agreement with Mesa County Public Library District for extended technical services. Steve Scroggins seconded the motion and it carried unanimously.

Peggy Martin moved for approval of the Letter of Agreement and Service Agreement with Grand County Library. Valerie Horton seconded the motion, which was unanimously adopted.

Valerie Horton reported for the consortia committee that our strength lies in the area of technology, providing quality value added technological services to its members. Our network does not have the criteria that are present in other successful cooperatives: geographic proximity, similar institutional missions, and external funding.

Areas identified for pursuing include authority control and additional services on a pay-as-needed basis, such as extended technical services, web development and cooperative data base purchasing. Shared training opportunities were also discussed.

Don Moreland delivered and discussed the contents of the audit for the three years ended December 31, 2001. The report will be available at the annual Council meeting.

The Board members discussed the revised price schedule at length during both days of the meeting. Several scenarios were discussed. Their suggestions and concerns were to be incorporated into the schedule and distributed to them within one week. Following a conference call on January 28th, the draft will be sent to the membership, seeking broad member input to the price schedule before the next meeting. Joel Robinson will visit as many members as possible and Board members will discuss it with their colleagues.

The next meeting will be held on

April 12, 2002, 10:00AM - 4:00PM, in Grand Junction. The major topics for the meeting will be the new pricing schedule and planning for the Council meeting.

The spring Council meeting was set for May 9-10, 2002, at Mesa Verde. It was decided to have an update and demonstration of the Reports function in Millennium by Ronnie Storey, a report from the executive director, and a facilitated session on the new long range plan. Nancy Bolt will be asked to be the facilitator.

President Painter adjourned the meeting at Noon.