

EXECUTIVE BOARD MEETING

July 24-25, 2003

123 North 7th Street, Suite 302, Grand Junction, CO

MINUTES

PRESENT:

Robin Magee (At-large), President
Dianne Machado (Academic libraries)
Charlyn Canada (At-large)
Terry Pickens (Public libraries)
Steve Scroggins (School libraries)
Joel Robinson (ex officio), Executive Director

ABSENT:

None

ALSO ATTENDING:

Penny Shiel, Data Base Task Force
Mary Katherine Johnson, Member Service Manager

President Robin Magee called the meeting to order at 1:00pm and the roll was called to establish that a quorum was present to conduct business.

Terry Pickens moved the Agenda be approved as presented with moving the task forces report earlier. Di Machado seconded the motion and it carried.

Corrections to the Minutes of the April 10 and May 9 meetings were made and they were approved upon motion by Steve Scroggins and second by Di Machado.

Penny Shiel and Mary Katherine Johnson reported for the task forces. The Data Base Task Force has been discussing the need for cataloging standards consortia-wide. Authority Control has been a priority of the task force and is included in our Innovative contract. The task force has discussed the pros and cons of both name authority and subject authority control and feels name authority would benefit library users the most. The Board expressed their desire to implement subject authority control.

Clearing the database of duplicate bibliographic records is also a major concern. After researching several vendors and receiving estimates, the task force recommended not

sending the database to an outside vendor for clean up at this time. The other alternative discussed was retaining temporary staff to manually de-duplicate.

The Circulation Task Force met earlier in the year and the Board approved their recommendation concerning holds. They have not met since.

The Serials User's Group met once last fall and has not needed to meet since.

The OPAC Task Force has met and will be meeting again in the near future to discuss changes to the OPAC screens.

Joel Robinson gave his report. Items not included in the written report included the effect of the Supreme Court's ruling on Internet filtering, Marmot staff returning to a flat organization rather than department supervisors, the Mesa State College implementation of INNReach. Valerie Horton will discuss INNReach with the Board at their next meeting. In the context of the shut down of Juniper and Tri-Path, the Board also discussed the possibility of creating a new membership level and fee for libraries not using the shared automated system.

The Board reviewed the evaluations from the May Council meeting. In planning for the 2004 conference to be held in Alamosa May 13-14, it may be possible to invite vendors to make presentations on new technologies, self-check stations, and security systems. Also discussed were having round tables by type of library, an open forum, possibly updates from the state library and regional library systems, review and revision of the Strategic Plan, and discussions of implementing Millennium modules and what Marmot can do to help libraries with continuing education and other issues they are facing in light of budget cuts and the demise of the regional systems.

The fiscal year 2004 Budget draft was reviewed and discussed. The proposal is "hold the line" due to the 3% price increase and overall financial situation. Additionally, the draft accomplishes the objective of preserving E-Rate funds for additional functionality to benefit all members, rather than funding operational expenses. The draft will be updated for approval at the September meeting.

The meeting was recessed until the next day.

When the meeting re-convened, the Strategic Plan draft was reviewed and discussed. It was decided to seek member feedback and devote the first day of the next meeting, September 4th, to finalizing the Plan for approval.

The Board discussed the process they would use to evaluate the director this year. The review will be based on the year's performance objectives and input from member

library directors. Each Board member will contact directors. Steve Scroggins will contact Aspen, Steamboat, and Plateau Valley schools; Charlyn Canada will contact Basalt, Garfield, Summit and Pitkin libraries; Di Machado will contact Mesa State, Western State and Colorado Mountain colleges; Robin Magee will contact Gunnison and Steamboat libraries; Terry Pickens will contact Vail and Grand County libraries. The evaluation will be conducted as part of the next regular meeting.

The Agenda and sessions for the Staff Development Conference September 18-19 were reviewed and discussed. The Board complimented the work done by the planning committee.

The Board reviewed the draft of the Maintenance Agreement attachment to the member contracts for libraries that have their workstations maintained by Marmot staff. The draft had been updated from the one distributed at the Council meeting. It was agreed to send the draft to the member directors for feedback and approve it at the next meeting.

Joel Robinson distributed a new draft of the proposed Merit Pay Policy. Suggested changes were made to the draft. Terry Pickens moved approval of the Policy with the stipulation that the Board would review and have input to the process developed by the staff annually. Charlyn Canada seconded the motion and it was unanimously approved.

There being no further business, the meeting was adjourned at 12:00pm.

Respectfully Submitted,

Executive Secretary