

Marmot Library Network Inc.
Executive Board Meeting
March 4, 2011

Present: Betsy Brodak, Jimmy Thomas, Di Herald, Eve Tallman, Amelia Shelley, Kathy Chandler.

Also attending: Mary Vernon

President Betsy Brodak called the meeting to order at 10:50am.

1. Approval of January 4, 2011 Executive Board minutes.

Motion: Di Herald moved to approve board minutes of January 4, 2011, motion second by Amelia. The motion passed unanimously.

2. Prospector progress report:

Jimmy reviewed the LSTA Mid-year report that was co-produced by Drew Brookhart (Pitkin County Library). Jimmy suggested Drew present the full report at the May 2011 Directors' Council Meeting.

- Prospector Project 2011 – Implementations for Prospector are on schedule.
- Orders were taken at CLiC for Prospector posters to be paid by Marmot.

3. Prospector billing policy

Jimmy commented that Prospector produces a report every year for lost items and sends it to libraries to search for lost items. Kathy noted that a motion for bi-annual reconciliation for book loans was passed at the 01/04/11 board meeting.

Motion: Amelia moved to discontinue item by item reconciliation billing between libraries for lost items requested via Marmot system holds and move toward a quarterly reconciliation until it can be determined that an annual reconciliation will meet the needs of Marmot libraries. An analysis of this process will be completed and presented at the 2012 Council meeting. Di seconded the motion and it passed unanimously.

Motion: Eve moved that we recommend to Directors at Council that the public and academic libraries stop using Marmot system holds ("PIH") in favor of exclusive use of Prospector holds. Amelia seconded the motion and it passed unanimously. [This motion will not necessarily be a recommendation to Council, but is intended to promote discussion and an informed decision one way or the other. -jt]

4. Journal Discovery Task Force recommendation. Jimmy reviewed the JDTF report with board members.

Motion: Eve moved that Marmot go into Summon at the \$81,000 level and terminate the 360 Search subscription. Kathy seconded the motion and it passed unanimously.

5. Technology Advisory Committee: Eve presented the ILS evaluation progress report.

Questions or concerns should be sent to Shana Wade. Betsy recommended that ILS options or bigger questions be discussed at the May 2011 Council Meeting.

Action item: Jimmy will ask for updated quotes before the Council Meeting.

6. Executive Session – Jimmy Thomas and Mary Vernon were dismissed for this session.

7. Policy Committee: Kathy presented policy updates and changes to the employee handbook.

Motion: Amelia moved to approve changes to handbook as written, provisionally, as long as there are no changes with a final vote one week from today. Di Herald seconded the motion. It passed unanimously.

Motion: Amelia moved to accept the Internet safety policy as written. Eve seconded the motion. It passed unanimously.

Web Site Hosting and Email Use policy were tabled.

Motion: Eve moved to approve the Conflict of Interest Policy as written, provisionally, as long as there are no changes with a final vote one week from today. Betsy seconded the motion. It passed unanimously.

8. Finance Committee: Price updates & Investment plan. Eve presented the Finance Committee minutes Feb 23, 2011.

Action item: Jimmy will move funds from the investment account to savings to cover expenses for VuFind, member price reduction, Prospector, and equipment orders.

Betsy proposed that members pay 50% down at time of order for equipment.

Eve posed the question “Would canceling email and web support save Marmot money?”

9. Agenda for Council Meeting May 10-11.

Action item: Eve will work on a preliminary agenda for the May 2011 Council Meeting.

Executive Session 3:50pm – Mary Vernon was dismissed. Jimmy continued with the Board

Meeting adjourned at 4:25PM

Minutes by Mary Vernon and Jimmy Thomas