

EXECUTIVE BOARD MEETING
November 19, 2003
Conference Call
MINUTES

PRESENT:

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

ABSENT:

Terry Pickens (Public Libraries)

ALSO ATTENDING:

None

President Robin Magee called the meeting to order at 2:00pm and the roll was called to establish that a quorum was present to conduct business.

The Agenda was approved by consensus.

The Minutes of the September 4-5, 2003 meeting were approved upon motion by Charlyn Canada and second by Di Machado.

Joel Robinson presented and discussed his report.

The Financial Reports as of October 31 were reviewed and discussed. The annual audit will be presented at the next meeting.

The Western State College of Colorado Agreement with Marmot was approved upon motion by Di Machado and second by Charlyn Canada.

Joel Robinson reviewed the progress of the Data Base and Circulation Task Forces. The Data Base Task Force has resolved issues with initial articles in foreign titles, and is discussing who has the training and authority to edit bibliographic records, re-indexing the data base again, de-duping the data base, cataloging standards, and functional enhancements.

The Circulation Task Force is considering eliminating retention of the patron information for last check out due to privacy concerns. This will be discussed further and the member libraries will be polled for their input.

The discussion of INNReach was postponed because information about the cost for Marmot libraries joining was not yet available from Prospector or Innovative.

The Museum of Western Colorado is asking Marmot to host their bibliographic records and the Board discussed having a reduced membership fee at the "associate" level for institutions not using the automated system for circulation. Issues raised included the cost of Marmot personnel, benefits of access to holdings, competence in maintaining the data base, and impact on existing members. This item will be discussed at the next meeting with additional information on the cost benefit of proceeding.

The Board decided resource sharing among members should be reconsidered. Steve Scroggins moved, seconded by Charlyn Canada, that the Circulation Task Force, along with other interested members, be asked to consider consortium-wide holds and make a recommendation to the Board at their April meeting for final consideration at the May Council meeting.

Steve Scroggins moved to amend the Price Schedule by reducing the charge for OCLC record loads from \$.38 to \$.32 each. Di Machado seconded the motion and it carried unanimously.

The 2004 contract with Mesa County Public Library District for extended technical support was discussed. There were concerns expressed about equity for all consortium members. Charlyn Canada moved the contract approval. Di Machado seconded the motion and it carried.

The Board discussed amending the Employee Handbook by adding a Sick Leave Bank policy. After review of the proposed policy, Steve Scroggins moved, seconded by Di Machado, its adoption. The change was unanimously approved.

It was decided to initiate an e-mail discussion of the program and topics to be addressed at the next Council meeting. The meeting is scheduled for May 13-14, 2004, in Alamosa.

There being no further business, the meeting was adjourned at 4:00pm.

Respectfully Submitted,

Executive Secretary