Marmot Library Network

Executive Board Meeting Nov 20, 2013, 11am-2pm

At Marmot office and marmot.webex.com

Present: Jimmy Thomas, Mary Vernon, Gayle Gunderson, Lori Barnes, Joseph Sanchez, Sherri Holland, and Kevin Williams.

Meeting called to order by Gayle at 11:20 am

Agenda:

1) Approve this agenda – unanimous

2) Approve updated Financial Policy
Gayle moved to approve the updated financial policy. Second by Joseph. Approved unanimously.

3) Approve updated Investment Policy
Joseph moved to approve the updated financial policy. Second by Lori. Approved unanimously.

4) Approve Fund Allocation Recommendation by Alpine Trust
Joseph moved to approve the Fund Allocation Recommendation by Alpine Trust. Second by Sherri. Approved unanimously.
Action item: Jimmy will reply all to the finance committee in response to this.

5) Approve updated Employee Handbook
Action item: Jimmy will send the Board a copy of the draft Vehicle Policy
Action item: Jimmy will report back the real cost of part time benefits compared with Marmot member and IT industry practices

6) Approve Prospector price change 2014
Option A - members pay for what they are using
Option B - $1000 cap (2014)
Option C - $0 Cap (2014)

The goal of the Prospector price change is to get into Option A by 2015. In Option A or B, the cost of 2014 one-time credit is afforded by Marmot Investment account. The impact of this change will take effect July 2014.

Action item: Jimmy will describe this decision in a letter to the Marmot directors.
Joseph moved to approve Option C moving forward for the next fiscal year for Marmot. Second by Gayle. Approved unanimously.

7) Review Marmot Digital Library (OverDrive etc.) Budget 2014
Review accomplished.
Action item: Jimmy will send a letter to directors discussing the Marmot Digital Library Budget 2014

8) SkyRiver (III) and OCLC update by Jimmy
There will be more discussion within the Catalog Committee in order to provide a recommendation to the board before the next Board meeting.
Action items from July 15, 2013:

<table>
<thead>
<tr>
<th>Action items from Council – (a) Jimmy will compile new data regarding net lenders and borrowers; (b) Jimmy will create a report of OverDrive circulations by member and email it to all members.</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a) <a href="#">Marmot and Prospector Circulation Statistics</a> b) <a href="#">Marmot OverDrive Cost-Sharing Model</a></td>
</tr>
<tr>
<td>Jimmy will send notice to members of Rampart LD and Englewood Schools</td>
<td>Done</td>
</tr>
<tr>
<td>Jimmy will write a letter to members regarding changes in the new budget (ETS, OverDrive, Prospector, and number of hours to move workstations). Make sure price changes do not cause any member an increase &gt; 2%. Adopt annual cap for price increases.</td>
<td>Not started</td>
</tr>
<tr>
<td>Clarification of Board election process at Marmot Council – Kevin and Lori will review bylaws and report back to the Board in Nov</td>
<td>?</td>
</tr>
</tbody>
</table>

9) Action items from July 15, 2013
   (a) Jimmy provided data on lender/barrow ratios.
   (b) Jimmy sent the Marmot OverDrive Cost-Sharing Model

Report on election process – Kevin’s recommendation is revise language in the bylaws to make the election process clearer.

Action item – Kevin and Lori will revise Section 5.02 Election of the Marmot bylaws and send it to the Board
Action item – Jimmy will email changes to the Marmot directors and recommended changes will be voted on at the 2014 Council meeting.

Next Board meeting: 11am - 2pm Feb 19, 2014
Joseph moved to adjourn. Second by Kevin. Meeting adjourned by Gayle at 1:45.