

**Marmot Library Network, Inc.**  
**EXECUTIVE BOARD MEETING**  
CMC Glenwood Springs, Colorado  
April 9, 2009

**MINUTES**  
DRAFT

PRESENT:

Mary Anne Hanson-Wilcox (Public Libraries), President  
Lauren Cassatt (School Libraries)  
Kathy Chandler (At-Large)  
Amelia Shelley (At-Large)  
Mindy White (Academic Libraries), Vice-President  
Joel Robinson (ex officio), Executive Director

ABSENT:

None

ALSO ATTENDING:

None

President Mary Anne Hanson-Wilcox called the meeting to order at 1:30PM and the roll was called to establish that a quorum was present to conduct business.

The Agenda was approved upon motion by Amelia Shelley and second by Mindy White.

The Minutes of the February 12-13, 2009 meeting were approved as amended upon motion by Lauren Cassatt and second by Kathy Chandler.

Joel Robinson highlighted points in his written report and answered questions from the members.

The Financial Reports for the period ending March 31, 2009 were reviewed and filed for audit upon motion by Amelia Shelley and second by Lauren Cassatt.

The Board convened in Executive Session at 2:00PM and reconvened in regular session at 3:00PM.

Joel Robinson highlighted items discussed at the recent Maintenance Task Force meeting and said there will be quarterly meetings. Questions were raised about how information was disseminated from Task Forces to the membership. It was suggested that minutes from the Task Force meetings be placed on the Marmot Web presence for access by the membership.

Prior to the meeting, President Mary Anne Hanson-Wilcox distributed an outline (attached) of the goals for the new advisory committees to the Executive Board. Joel Robinson suggested Marmot staff to serve on each. Mary Anne asked the Board members to convene an organizational meeting of their Respective committees prior to the Council meeting in May. Both she and Joel indicated that they would like to be included in any communication with the committee members.

After discussion, Kathy Chandler moved, seconded by Amelia Shelley, to rebate excess revenue from fiscal year 2008 to each member library. The motion carried unanimously.

The Installation and Equipment Price List and Annual Fees effective July 1, 2009 – June 30, 2010 were approved upon motion by Kathy Chandler and second by Mindy White. Additionally, the Board discussed revising the cost of Extended Technical Support to account for travel expenses and level of expertise.

The Board reviewed the final draft of the 2009-2012 Strategic Plan. Mindy White moved, seconded by Amelia Shelley, to approve the Plan. The motion carried. Lauren Cassatt agreed to give it one last proof reading. Joel Robinson will prepare an introduction and timeline, and send it to the Board for approval before the final document is e-mailed to the Marmot Council members prior to the Council meeting and printed.

The Board made final adjustments to the Agenda for the Council meeting in May.

Lauren Cassatt moved to amend the Employee Handbook, adding a section on travel reimbursement. Kathy Chandler seconded the motion and it passed.

The Board reviewed the Marmot Council By-laws and recommended the Council amend them to add a Treasurer and include the option of appointing community members to committees.

There being no further business, the meeting adjourned at 5:45PM.

Respectfully Submitted,

A handwritten signature in black ink that reads "Joel Robinson". The signature is written in a cursive, flowing style.

Executive Secretary