

**EXECUTIVE BOARD MEETING**  
**August 25-26, 2005**  
**123 North 7th Street, Suite 302, Grand Junction, CO**  
**MINUTES**

**PRESENT:**

Dianne Machado (Academic libraries), President  
Beth Avery (At-Large)  
Charlyn Canada (At-large)  
Donna Miller (School libraries), Vice President  
Jaci Spuhler (Public libraries)  
Joel Robinson (ex officio), Executive Director

**ABSENT:**

None

**ALSO ATTENDING:**

None

President Dianne Machado called the meeting to order at 1:30pm and called the roll to establish that a quorum was present to conduct business.

The Agenda was approved as amended to include an informal orientation for the new Board members.

The Board approved the Minutes of the April 14 and April 30 Board meetings upon motion by Donna Miller and second by Charlyn Canada.

Joel Robinson discussed his report. He previewed the new Web calendar that the Marmot office staff and Mesa County Public Library District managers are testing. Steve Lindemann can set up a Web calendar for member libraries that need it.

The Board reviewed and discussed the Financial Reports.

The Board reviewed and discussed the Agenda for the upcoming Marmot Users Group workshop. Additional vendors were suggested for the exhibits. Beth Avery serves on the planning committee and pointed out the logistics of the meeting.

The Board reviewed the recommendations of the Data Base Task Force concerning de-duping the data base and implementing authority control. After discussion, Donna Miller moved to approve going ahead with these two activities. Jaci Spuhler seconded the motion and it carried.

OCLC has increased the cost of transmitting bibliographic records, necessitating a change in the Price Schedule to reflect that increase. Jaci Spuhler moved, seconded by Beth Avery, to amend the Price Schedule, increasing the cost of loading OCLC records from \$.33 to \$.35. The motion carried.

The IRS has changed the rules for flexible benefit plans. It is now possible to incur reimbursable expenses 2 months beyond the calendar year. Beth Avery moved to amend the Flexible Benefit Plan to comply with IRS Notice 2005-42. Charlyn Canada seconded the motion and it carried.

The Board reviewed the first draft of the fiscal year 2006 Budget. The Board will approve the final draft at the August meeting.

President Di Machado recessed the meeting at 5:00pm.

The meeting reconvened 9:00am Friday.

The Board will conduct the director's evaluation at the August meeting. Each Board member will contact member library directors to obtain their input.

The Board discussed a theme for next year's Marmot Council meeting. One idea that emerged was branding. How do you brand the library in the context of the larger organization's brand, i.e. college, town, city, county? Additionally, how does the Marmot Library Network brand itself? The Board will discuss this further and other potential themes at the next meeting.

The Board reviewed the process for updating the Strategic Plan.

Joel Robinson previewed his presentation and slides of the librarian's delegation to Russia.

There being no further business, the meeting adjourned at 11:00am.

Respectfully Submitted,

Joel M. Robinson  
Executive Secretary