

**Marmot Library Network  
Executive Board Meeting  
October 5, 2010  
Minutes**

Present: Betsy Brodak, Di Herald, Eve Tallman, Jimmy Thomas  
Attending by phone: Kathy Chandler, Amelia Shelley  
President Betsy Brodak called the meeting to order at 8:35 am.

**1. Minutes of August 26 meeting.**

Approved. And the Agenda for this Oct 5 meeting was rearranged to accommodate schedule constraints.

**3. Prospector next steps.**

Jimmy proposed a letter of agreement between Marmot, the Alliance, and III to state expectations for implementation schedule, payment schedule, and organizational responsibilities. He presented a draft already agreed in principal by Marmot and the Alliance, and asked the Board for comments or changes before forwarding the next draft to III.

Eve moved that Jimmy continue negotiations; finalize the agreement with III and the Alliance; and poll the Board for final approval by email. Amelia seconded, and the motion passed unanimously.

**4. Use of “Contingency” account in the FY2011 budget for telecom upgrades.**

Jimmy presented a spreadsheet itemizing new telecom costs, and a plan to cover these costs within the approved budget. E-rate funding skewed to the beginning of FY2010 led to a budget figure lower than appropriate for FY2011. Also, new telecom services now available from Mammoth Networks will save money in the long term but entail unbudgeted startup costs.

Eve suggested, and the Board agreed, that this sort of operational decision does not need Board approval, so the minutes simply show this report as “duly noted”.

Off topic, Eve noted David Willis’s departure from CMC, and proposed to recruit an academic librarian to replace him on the Finance Committee. [On Oct 13, she announced Nancy Gauss, WSC, agreed to fill the open position.]

**[Amelia left the meeting at this point.]**

**6. Auditor for FY2010.**

Jimmy described problems working with DW&C on the 2009 audit. Even though we did expect costs to exceed the \$7000 quote for audit + \$1000-1500 estimate for 990, it seemed excessive for the end-of-year total to reach \$20,959 (not including \$6,916 for two “procedural audits” performed in FY2009).

The Board agreed Jimmy should review the background of these concerns with Tara Jarvis (MCPLD Controller); and make an appointment with DW&C, Betsy, and Eve to discuss these concerns. [Jimmy talked with Tara 10/15. Jimmy and Eve met with Dennis, Pam, and Kat 10/18.]

**5. Alpine quarterly report.**

Jimmy noted that the first quarterly report by Alpine consisted of a letter from Adam Dentlinger, Aug 5, 2010, summarizing Marmot investments in two accounts at Alpine; and that the next quarterly report is expected in early November. [During the meeting, Jimmy emailed scanned images of the first statement from Alpine Trust itemizing a diversified portfolio of \$650k (separate from a CDAR portfolio of \$450k).]

## **2. MUG critique**

Board members agreed this was a good conference, a notable improvement over previous meetings. Jimmy promised to distribute survey results as soon as compiled.

**[Di left the meeting at this point.]**

## **Next Meeting**

The Board agreed to meet Nov 8 or 10 in case any of Amendments 60, 61, or Prop 101 pass. This conference call would be to consider impacts on member libraries, and indirect impacts on Marmot. [As of Oct 19, two time slots--1pm Nov 8 and 4pm Nov 10--are ok with Jimmy, Betsy, Eve, Di.]

Betsy adjourned the meeting at 10:10am  
Minutes by Jimmy Thomas