

Montana Shared Catalog Executive Committee Meeting  
July 30, 2009 9:00 a.m.– 11:00 a.m., by phone

In attendance: Sarah McHugh, Jemma Hazen, Ken Adams, Bob Cooper, Cheryl Hesel, Becky Mosbacher, Ann Rutherford, Kim Crowley, Joanne Erdall

- Meeting officially started at 9:10
- Minutes of the June 4, 2009 meeting were approved
- Timeline for introducing simplified circulation policies and simplified item types/home locations:

After much discussion regarding special circumstances such as school library schedules, special libraries' "strange" I-Types, etc., it was decided that the week of August 10, Kim, Ann and Jemma will begin work to come up with an introductory e-mail to send to the entire group. The e-mail will first describe the need for streamlined circulation rules, and will be followed by a flow chart, designed by Jemma, depicting the process of collapsing the I-Types. The e-mail will be sent to the entire MSC group on September 1. After the e-mail has been sent, Exec members will have personalized discussions with their constituents. Further discussion will ensue at Birds of a Feather gatherings. The Members' Council will have an opportunity to voice their support or concerns at the Fall Membership Meeting. If 75% of membership agrees to the process of streamlining circulation rules and I-Types/home locations, then library directors will be able to present the new rules to their boards for approval.
- By-laws committee update:

Ann looked at other organizations' by-laws and found Colorado's to be most helpful. She tried to implement changes that were agreed upon during the spring meeting. There was discussion about changing wording in Article IV, and Ann will add those changes to her already revised by-laws document. Becky had found a few typos and posted them to the wiki. There will be continued discussion of the by-laws on e-mail and we will vote next week to accept the changes.
- Catalog clean-up update:

Seven temporary catalogers have been hired, and there are 25 spreadsheets of titles to fix. Work will begin once the spreadsheets are given to the workers.
- Budget update:

Ken closed out the FY09 budget and rolled over \$4139.70 to the reserve fund. The budget documents are available on the wiki.
- NAC recommendation:

Bob recommended to the NAC that current ILL monies should be distributed to offset ongoing costs (as opposed to start up costs) for the operation of the MSC. The NAC has proposed allocating 50% of the funds (approximately \$100,000) for reduction of OCLC costs and the other 50% to the MSC to reduce the cost of membership in the catalog. The NAC will take comments until November 3, 2009 and will make its recommendation to the State Library Commission in December. The State Library Commission will adopt its new admin rules in January and will implement them in March.

NAC reserved the right to revisit the allocation of funds in two years. Supporting a courier service is high on its priority list. Sarah updated us on the pilot program, which the NAC looked over. The focus will be on North Central Montana: Butte, Great Falls, Havre, Sidney and Lewistown. An RFI has been sent to NAC. A courier will hopefully be selected in November and the program would be launched in January 2010.

- New position hiring update:  
There is an August 15 target date for announcement of the position with hopes to begin interviews on September 1, 2009. Also, Jemma will soon begin working 1/3 of her time at the office and 2/3 of her time from home.
- Fall meeting arrangements:  
The meeting is scheduled for October 2, 2009. Ken has reserved the Supreme Court Chambers in the Capitol building. He will also reserve three meeting rooms at the state library for afternoon breakout sessions. Ken also will get a block of 60 rooms for those who need to spend the night in Helena.  
  
The Exec committee will meet October 1, 2009, 1:00-3:00 at the state library. Ken will send an e-mail with details.  
  
Next meeting of the Exec committee will be either August 17 or August 25.  
Kim will send a meet-o-matic so we can vote on the date/time for the meeting.
- Adjournment: 11:00