

MSC Executive Committee Meeting – Minutes
September 16, 2010

Attending : Kim Crowley, Donna Worth, Ann Rutherford, Tori Koch, Honore Bray,
Roberta Gebhardt

MSL Staff: Ken Adams, Bridgett Johnson, Sarah McHugh, and Bob Copper

1. Agenda for Fall Meeting –
Thursday meeting times
Partner Meeting – 10:30-12:30 – UGF Founders Room (lunch brought in)
Training (Reports) – 1:00 – 4:00 – Great Falls Public Library Meeting Room
Executive Committee – 4:00 – 5:30 UGF Founders Room
Birds of a Feather dinners – 6:00 –

Friday

Matt Goldner and Al Cornish are set to speak in the afternoon. We need to add in time for a brief (2 minute) report from Gale Bacon, the MSC rep on the NAC. Gale also wanted to mention the Ready to Read Gone Wild trunks that will be moved around the state via the courier. Sarah should give an update on the courier (5 minutes). We need to introduce the Marketing Committee and let everyone know that we prepared a charge for the committee. We should also report on approving funding for the committee. We need to mention the Content Management Committee and the document that was prepared to help define what the committee does. After much discussion it was decided that we would not have packets at this meeting. People need to print out what they want to bring from the website. We will send out several reminders to the membership regarding this. If we only take a 45 minute lunch we should be able to get everything into the 9-4 timeslot. (See agenda that was posted on September 17, for specific times for these items).

2. Staffing/Salary Increases
Ken and Bob are working on job descriptions. Ken sent out a sample cost estimate. Ken feels that we have enough money right now to cover a salary increase, and rehire in November and moving the temp hire to a permanent position in April. He will prepare a cost formula to show libraries what they will have to pay next year with the new salaries in place. Cherie has been working on this with Bob, so she will introduce to the membership.
3. Circ Policy Update – Bridgett
Circ Rule changes are rolling in. There are only 5-10 libraries that have not yet complied with the new circ rules. Kim will send a message to those directors reminding them that the changes need to be made before Oct. 1. At the Fall Meeting we will introduce the next area of work to the membership. This includes Item Types and Home Locations. Bridgett mentioned that some libraries have already been sending in refinements for their item types and home locations.

4. Honore offered to have the Spring Meeting in Missoula, May 5-6, 2011
5. Consortia Sig meeting – We are sending Melody Condron and Bridgett Johnson. Missoula Public is also sending Elizabeth Jonkel. Melody and Elizabeth may be able to work out travel arrangements. Bridgett is paying her own way to the conference.
6. Membership meetings – Ken mentioned that two membership meetings a year are creating a strain on him and on libraries. We might want to consider having 1 face to face meeting and 1 virtual meeting a year. Bob mentioned that within a year the state should have fairly good video conferencing software in place and we should be able to utilize that for the virtual meeting. He also suggested maybe having more meetings, quarterly, but having them last an hour or two instead of all day. Things to think about as we move forward.
7. Meeting adjourned at 3:35 pm.