

INCOL Directors' Meeting  
Unofficial Minutes of Friday, May 18, 2007

**Call to order:** at 9:50 AM at the Clark House, Hayden, Idaho, by Kristie Kirkpatrick

Present: Kristie Kirkpatrick (Whitman County) ; Ann Johnston (NIC) ; Bob Pringle (WSU Intercollegiate College of Nursing & Cooperative Academic Library Services at EWU and WSU Spokane) ; Hans Bynagle (Whitworth) ; John Hartung (Kootenai-Shoshone Area Libraries) ; Joe Reis (Post Falls Public) ; Bette Ammon (CDA Public) Pat Partovi (Spokane Public) ; Pat Kelley (EWU) ; Mary Carr (SCC) ; Eileen Bell-Garrison (Gonzaga) ; Janet Lyon (Pend Orielle County) ; Mike Wirt (Spokane County Library District) ; Cindy Kaag (WSU) ; Andriette Pieron (Neill Public) ; Ann Cheadle (Latah County), Jennifer Ashby (Asotin County), Amanda McKeraghan (Stevens County Rural Library)

**Minutes:** Pat Kelley moved, John Hartung seconded to approve the minutes from October 20, 2006. Spelling errors were pointed out and the minutes were unanimously approved.

Joe Reiss suggested moving the courier service report directly after the treasurer's report.

**Treasurer's report:** Hans Bynagle distributed the treasurer's report and discussed the Revenue and Expense Detail October 18, 2006 – May 17, 2007 and the INCOL General Fund 2006-07. The INCOL continuing education workshop in May included lunch for speakers and \$400 for filming the presentation. We're going into next FY with slightly less money because we've expended more for Board retreats. Continuing education expenses are a little less than the revenue (spent about \$100 less than last year) resulting in a slight gain.

The courier fund for 2006 – 07 has a positive balance of \$579.65 because there were more days in December (mostly) when libraries were closed and there was no courier service.

**Courier Service:** November 2006 courier "conference" at GU (WIN & CIN primary participants). Members met with various couriers and developed a prospectus on service. Current INCOL service participants will become part of the ORBIS/Cascade service and stop running a separate INCOL drop site. This transition is planned to happen by the end of June. The courier fund for INCOL will disappear. If libraries are owed money, the checks will be delivered to them. Hans Bynagle passed out copies of the INCOL courier prospectus.

CIN voted to hire a new person to perform their courier services. Leaving out EWU and UI will decrease shipment time. The Hayden branch may become an ORBIS drop site.

**Broke at 10:15 and reconvened at 10:45.**

Guest speaker Tim Ely spoke and this was followed by lunch at noon.

1:30 – 2:45 – guest speaker Terry Bain.

**Reconvened at 2:45**

**Budget:** Hans Bynagle. The directors' twice-yearly meetings are taking some money out. We bring in \$1,050 in annual dues. Continuing Education is increasing, but it's done on a billed-back basis. Hans feels comfortable about drawing the reserve down to \$5,000-6,000 . We may want to run the directors' retreats on a bill-back basis. Continuing Education has a \$5,000 guideline, but they can ask for more. They spent about \$3,200 this year. We'll have about \$11,900 to carry over to the next FY.

Bob Pringle moved, Bette Ammon seconded to approve next year's budget for \$11,900. Unanimously approved.

**Strategic Plan:**

Mary Carr moved, Pat Kelley seconded to remove all objectives from the strategic plan with the understanding that INCOL's long term goals were enough of a guiding article.

Unanimously approved.

**New Officers for 2007/08:** Joe Reiss was appointed chair and Amanda McKerughan secretary.

Adjourned at 3:30.