

**MOUNTAIN VALLEY LIBRARY SYSTEM
 Administrative Council Meeting
 September 12, 2008**

CONVENING:

The Mountain Valley Library System (MVLS) Administrative Council met this date at the Nevada County Library, in Nevada City, California with Chair Darla Wegener presiding. The meeting convened at 1:10 p.m.

ROLL CALL:

| PRESENT | ABSENT | MEMBER LIBRARY | REPRESENTATIVE |
|----------------|---------------|--------------------------------|-----------------------|
| X | | Lincoln Public Library | Darla Wegener - Chair |
| | X | Alpine County Library | Rita Lovell |
| | X | CSU Sacramento Library | Tabzeera Dosu |
| X | | Colusa County Library | Roger Pearson |
| X | | El Dorado County Library | Jeanne Amos |
| X | | Folsom Public Library | Katy Curl |
| X | | Mono County Free Library | Bill Michael |
| X | | Nevada County Library | MaryAnn Trygg |
| X | | Placer County Library | Mark Parker |
| X | | Roseville Public Library | Lisa Dale |
| | X | Sacramento Co. Public Law Lib. | Coral Henning |
| X | | Sacramento Public Library | Anne Marie Gold |
| X | | Sutter County Library | Roxanna Parker |
| | X | UC Davis | Sandra Vella |
| | X | Woodland Public Library | Sandra Briggs |
| X | | Yolo County Library | Patty Wong |
| | X | Yuba Community College Library | Elena Heilman |
| X | | Yuba County Library | Loren MccRory |
| | | OTHER: | |
| X | | MVLS System Headquarters | Annette Milliron |
| X | | MVLS System Headquarters | Patty Hector |

1. APPROVAL OF MINUTES – JUNE 6, 2008

A Motion to approve the minutes from the June 6, 2008 meeting was moved by Loren MccRory and seconded by Roxanna Parker. The Motion passed unanimously.

2. CONSENT CALENDAR

A. FINANCIAL STATEMENT

A Motion by the Executive Committee to recommend approval of the Consent Calendar passed unanimously.

3. COORDINATOR’S REPORT

A. LIBRARY OF CA BOARD MEETING REPORT

Ms. Milliron reported that the Library of CA Board was very supportive of the system’s activity in trying to consolidate and were in awe of the geography of the area that the three northern California systems are trying to tackle. The Department of Finance still has to approve the proposed TBR and direct loan reimbursement levels and the Board will seek full funding of TBR. It was noted that it most likely won’t be approved until after the budget has been approved. The library has prepared a budget change proposal (BCP) request but is unable to share the request with the libraries until the budget is passed.

B. THINK TANK REPORT

Patty Hector attended the two day Think Tank meeting. Ms. Hector handed out the materials from the Think Tank meeting and explained that each workgroup worked on a newspaper with three future trends. She explained that one of her group's trends was that libraries would no longer be a part of a city or county government, as since they're more about keeping information safe than getting it out to the public. What they didn't discuss regarding this trend was how libraries would then be funded. It was very nebulous thinking with the purpose to guess what our world would look like in 20 years. It wasn't until the last hour of the second day that libraries were discussed. The Think Tank attendees were comprised of different backgrounds; one attendee was from the Disney Company and discussion was held more on a global community rather than on just libraries. From here, the ideas generated by the Think Tank will be given over to "builders", a select group that will help focus on the issues. At this time, no one knows the identities of the builders. Ms. Milliron handed out the trends that were discussed at the Think Tank meeting. Council members that are interested in viewing the scenarios created by the Think Tank were invited to sign up with Ms. Hector so she can send invite them to join Ning. The trends list is attached to the minutes as Appendix A.

C. DELIVERY

The Executive Committee reviewed the delivery statistics and felt there are a few anomalies so the Council requested a second quarter delivery count be collected in October. Ms. Milliron will notify the libraries so they can do their own two week count of bins at the same time. Ms. Milliron will also speak with Sacramento Public Library's delivery manager to see if he has any recommendations for the collection of delivery stats.

Ms. Milliron received the numbers from Sprint Courier Service that demonstrates how much of the delivery service can be purchased using MVLS' money from the State. The State money pays for 3.18 days of delivery or approximately 65% of the cost of MVLS' current delivery schedule. MVLS uses local funds to pay for the other 35%. Discussion ensued. Roxanna Parker reiterated that the whole discussion should be held in a positive way as the Council is aware that the formula needs to be examined. Ms. Gold suggested looking at the current unmet needs in MVLS libraries. Ms. Wegener suggested MVLS use volume, distance, number of stops on a route and time at a stop as part of the evaluation of delivery cost. Discussion ensued. Ms. Milliron suggested MVLS contract with a consultant at some point to look at the delivery issue. It also may be productive to have a consultant review all three systems for consolidation planning.

4. RESOURCE SHARING SOFTWARE

Ms. Milliron reported that at the NBCLS meeting Gerry Maginnity announced the State Library is not going to fund FirstSearch and CalCat in the future. He did say that the State Library understood that MVLS, NSCLS and MOBAC had done a good job with CalCat and the group catalogs and they will most likely help with the systems' transition away from it.

The Council stated they are interested in obtaining a quote from AutoGraphics for the Verso program. Both with Sacramento Public Library and without their participation, AutoGraphics offered to present a webinar to anyone who is interested.

5. OPEN SOURCE PROJECTS

Ms. Milliron reported that PLS had put in a proposal for an LSTA grant for an Open Source development of an ILS. The State chose not to move forward with the proposal so Linda Crowe is asking several other systems to participate in the project and NBCLS is interested in participating. The project will be submitted to the State Library as a grant proposal again next year after some work has been done. The project would be less research oriented and more practical. Ms. Mccrory attended the NBCLS Board meeting and felt that it is still too early in the game to see a benefit to her library. Discussion ensued. Council members noted that at this time they were not ready to invest money in the project. A Motion for MVLS to not invest in the project at this time was made by Roxanna Parker and seconded by Loren MccRory. The Motion passed unanimously.

6. COMMITTEE REPORTS

A. STEERING COMMITTEE

1. CONSOLIDATION TASK FORCE

Ms. Milliron reported that the Consolidation Task Force had a very productive meeting in Marysville. Derek Wolfram was elected as Chair. A subcommittee was formed to review the bylaws of all three systems and create bylaws for the new consolidated system by the next Library of CA Board meeting in March 2009. The

task force also crafted additional questions to ask the attorney. The next meeting will be at the Mono County library in Mammoth Lakes. The group hopes to have something substantial to bring back to the December Council meeting.

Ms. Milliron reported that the consolidating group in San Francisco is going to be called Pacific Library Partners. She noted that SVLS and BALIS will be joining PLS as JPAs and that the systems in LA are also going to consolidate by joining MCLS as a JPA. Ms. Milliron will speak with the attorney regarding JPA vs. JRA and which is the better choice.

Representatives from the three different reference committees met yesterday and formed a consolidated reference committee to review the different plans of service and decipher how they can be meshed into one. Ms. Milliron noted that in 2008-09, we will submit only one Plan of Service for the new consolidated system. The newly formed consolidated reference committee is also setting up a wiki and will be sharing ideas on Google Docs.

2. ANNUAL REPORT 2007/08

A Motion to approve the 2007/08 Annual Report was moved by Anne Marie Gold and seconded by Mark Parker. The Motion passed unanimously.

3. FY 2008/09 REVISED BUDGET

Ms. Milliron reported that the system ended the year in good shape. Approximately \$600 is left over from the money allocated to Children's Services and can be reapplied to the 2008/09 budget. Also, there is approximately \$1538 of SAB money that can also be rolled over to this year's budget. The Executive Committee recommends that the \$1,538 left over from last year's SAB money be split among the jurisdictions to be spent on children's services programs. A Motion approving the 2008/09 revised budget with the Executive Committee's recommendation that the \$1538 SAB money be brought into the 2008/09 budget and split among the jurisdictions to be spent on children's services programs was moved by Anne Marie Gold and seconded by Loren MccRory. The Motion passed unanimously. A Motion to amend the previous motion to include the \$600 of unused Children's Services Committee funds from 2007/08 be included in the 2008/09 revised budget and be used for the Children's Services Committee was moved by Roxanna Parker and seconded by Patty Wong. The Motion passed unanimously.

4. TRAINING FUNDS AND PROGRAMS

Ms. Milliron discussed the results of the MVLS 2008/09 InfoPeople workshops survey compiled using Survey Monkey. The top contenders for the training workshops are:

- Communication Skills for Front Line Library Staff
- Dealing with Difficult People
- Free, Fast and Factual: Online Ready Ref
- Mastering Tough Public Service Situations

The Council asked Ms. Milliron to prioritize the trainings and include only the ones that MVLS can spend the reference money on. A Motion that Ms. Milliron be authorized to conduct another survey and use the first choice of that survey to schedule a Fall training was moved by Mark Parker and seconded by Patty Wong. The Motion passed unanimously.

A Motion to expend \$20,000 of CLSA Reference Program Funds for use by public library member staff for training as allocated on the attached spreadsheet was moved by Bill Michael and seconded by Roxanna Parker. The Motion passed unanimously.

5. MEETING DATES AND LOCATIONS

- December 5th at Folsom Public Library's new branch. The Executive Committee meeting will begin at 9:30 a.m. and the Council meeting will begin at 11 a.m.
- Feb 27th in Davis or Woodland
- May 15th at the Yuba City Branch of the Sutter County Library.

6. WIKI PROJECT

Mark Parker was working on the wiki project but stated that he is unable to fulfill his commitment and asked to be released. The Council will discuss the project at their next meeting. Lisa Dale and Katy Curl will review the project report at the next meeting.

B. REFERENCE COMMITTEE

The Reference Committee is working toward developing communities of interest in the new consolidated system. Ms. MccRory is interested in seeing the committee use push technology and more 2.0 technologies to encourage patrons to become more involved with the library. Ms. Wegener wondered if Second Life is a viable technology to be used by reference staff. Sandy Vella is an expert and has said that she is available to help people who are interested in trying Second Life. Ms. MccRory reported that there are several adequate tutorials on YouTube. Discussion ensued.

C. CHILDREN'S SERVICES

The Fall meeting is scheduled for October 8th at Nevada County Library and it will be an organizational meeting for the Spring workshop. Stacey Aldrich will be attend and it will mostly be a sharing of information meeting with a little business discussion. In the Spring, they will hold a workshop and bring in an outside speaker. On October 24th, a CLA workshop on the 2009 Summer Reading Program will be held. After the workshop, attendees will have time to talk about how children's services can be addressed within the consolidation. Ms. Parker queried whether money should be spent on underwriting author visits or put toward staff development. The Children's Services Committee has been investigating holding author visits, but the budget would limit it to only four authors which translates to four sites). The Council noted that they were more interested in staff development. Ms. Parker suggested doing a needs assessment of what each library director feels their children's staff needs in the training arena. Discussion ensued. A survey will be sent later this Fall.

7. COUNCIL MEMBER ITEMS:

Anne Marie Gold of Sacramento Public Library reported that the Non-profit Resource Center in Sacramento has offered to hold a webinar for MVLS. NBCLS and NSCLS will also be invited to attend. She reported that Drexel University is beginning graduate programs in Sacramento that include a library program. The center has scheduled a meeting for October 21st to discuss the new programs.

Patti Wong reported that Yolo County Library is having two groundbreaking simultaneously in her library system. She asked if any of the directors had strong feelings about automated handling and RFID. Discussion ensued.

Bill Michael asked the Council if they had heard any more information about Alpine County. It was noted that the State Library is sending a letter to Alpine County, advising them that their PLF monies are in danger as they are currently without a degreed County librarian.

Mark Parker reported that Placer County Library had six computers stolen from the Auburn branch. He noted that the library did receive a great amount of publicity on television about the importance of computers in libraries. Mr. Parker reported that Placer County Library will be reducing their hours of operation. The larger branches will have one shift, which should cut down on the amount of extra help they currently use.

Darla Wegener reported that Lincoln Public library received a digital storytelling grant and a homework help grant. Sutter County also received a digital structuring grant.

Annette Milliron announced that she will be off the month of October for shoulder surgery and that Patty Hector should be contacted if the Council needed anything..

8. NEXT MEETING DATE:

December 5th at Folsom Public Library's new branch. The Executive Committee meeting will begin at 9:30 a.m. and the Council meeting will begin at 11 a.m.

Feb 27th in Davis or Woodland

May 15th at the Yuba City Branch of the Sutter County Library.

9. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:40 p.m.

Annette Milliron DeBacker
Clerk of the Board
September 12, 2008