

**MOUNTAIN VALLEY LIBRARY SYSTEM  
ADMINISTRATIVE COUNCIL MEETING  
October 9, 2009**

**CONVENING:**

The Mountain Valley Library System (MVLS) Administrative Council met this date with Chair Bill Michael presiding. The meeting convened at 10:09 a.m.

**ROLL CALL:**

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Mono County Free Library	Bill Michael – Chair
	X	Alpine County Library	Laura Einstadter
	X	CSU Sacramento Library	Tabzeera Dosu
X		Colusa County Library	Wendy Burke
X		El Dorado County Library	Jeanne Amos
X		Folsom Public Library	Katy Curl
X		Lincoln Public Library	Darla Wegener
X		Nevada County Library	Mary Ann Trygg
	X	Placer County Library	Mark Parker
	X	Roseville Public Library	Rachel Delgadillo
	X	Sacramento Co. Public Law Lib.	Coral Henning
	X	Sacramento Public Library	Rivkah Sass
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
		<b>OTHER:</b>	
X		California State Library	Linda Springer
X		MVLS System Headquarters	Annette Milliron
X		MVLS System Headquarters	Patty Hector

**WELCOME & INTRODUCTIONS:**

Ms. Milliron introduced Linda Springer, a representative from the California State Library, to the Council and welcomed her to the meeting. Ms. Springer explained that the State Library is trying to promote a better connection between it and the libraries in the field so she will be attending the MVLS meetings to help facilitate that connection.

**1. PUBLIC INVITED TO ADDRESS THE COUNCIL**

No public were present.

**2. APPROVAL OF THE AGENDA**

A Motion to approve the agenda was moved by Katy Curl and seconded by Sandra Briggs. The Motion passed unanimously.

### **3. APPROVAL OF MINUTES – JULY 16, 2009**

A Motion to approve the minutes of the July 16, 2009 Administrative Council meeting was moved by Wendy Burke and seconded by MaryAnn Trygg. The Motion passed unanimously.

### **4. CONSENT CALENDAR**

#### **A. FINANCIAL STATEMENT**

Ms. Milliron referred the Council to the financial statement that was included in the meeting packet. She noted that at the end of the year, the reserve will most likely be around \$250,000. A Motion to approve the Consent Calendar was moved by Loren MccRory and seconded by Roxanna Parker. The Motion passed unanimously.

### **5. NEWS FROM THE STATE LIBRARY**

Linda Springer reported that the word about a new state librarian is that someone could be appointed at any time now. State library staff are on furlough three Fridays each month. They haven't had to layoff any workers, but they did lose a number of vacant positions so staff will be realigning and prioritizing their duties. Ms. Springer reported that 200 broadband grant applications are being reviewed at the State level first and will be sent to the Federal office in a week to 10 days. No one knows when the broadband grants will be awarded. The Gates Summit will be held December 14 and 15. Ms. Springer noted that those who are eligible for the grant must attend the meeting. If you're not on the eligibility list, she feels it is still important for you to attend. The State Library will prepare the application after the Summit as they will be looking at the importance of broadband access for all libraries in the state. Ms. Springer noted that directors should bring a decision-maker to the summit, not an IT person.

Ms. Springer reported that Transforming Life After 50 now has Facebook, Twitter and Ning accounts.

Ms. Springer asked the directors that if they're not involved in the *Get Involved: Powered by Your Library* volunteer program, to please consider it as it has been hugely successful. She noted that a training will be held in March 2010.

Ms. Springer reported that Richard Hall is gathering 2009 information on ballot measures that will occur this Fall. She asked directors to please let him know if you are planning any ballot measures. She also passed out a brochure about the PLSEP program (Public Library Staff Education Program).

Ms. Milliron asked if the State Library has scheduled a meeting with Sacramento Public concerning their decision to stop loaning through OCLC. Ms. Springer reported that the issue is still on the radar of the State Library. Ms. MccRory asked if a decision has been made concerning FirstSearch support. Ms. Springer promised to check into these issues.

### **6. NEW REFORMA CALIFORNIA GOLD CHAPTER – ROBERTO DELGADILLO**

Mr. Delgadillo, of UC Davis, has been working to establish a Northern California chapter of Reforma. A student chapter has already been established in partnership with Drexel University. He hopes to have a meeting after CLA. They also intend to have scholarships, financial aid, and trainings in the future. Ms. Milliron asked about partnering on a Spanish language book fair. The Council noted that they liked the idea. Patty Wong encouraged everyone to go back and publicize this information to library staff. Discussion ensued. Bill Michael thanked Mr. Delgadillo for coming and explaining the new program.

## **7. COORDINATOR'S REPORT**

### **A. TRAINING FUNDS AND PROGRAMS**

Ms. Milliron referred the Council to the spreadsheet included in the meeting packet. The money is for libraries to send staff to training that will improve reference services. Infopeople is putting more emphasis on online training this year instead of on-ground. There is a list of upcoming trainings. There will be a WebEx online training session coming up that Ms. Milliron encouraged everyone to attend. Infopeople is willing to let the System use WebEx. The System only has to pay for the connection fees. Ms. Milliron has also asked Paul Signorelli to provide a best practices and equipment list as we have found that virtual meetings are more effective if everyone is attending virtually instead of some being on-ground and some virtual.

### **B. NORTHNET LIBRARY SYSTEM UPDATE**

The NorthNet Library System (NLS) Finance Committee has looked at the dues structure and after much time and many models, decided that 2010-2011 is not the year to make any changes. There wasn't a formula that would not cause some library to pay more. Therefore each system will need to decide whether to help pay their members' share as they did last year. There will not be an increase in member share so the amount will be the same as 2009-2010. Ms. Milliron is also hoping to save money in this year's budget and roll that forward to next year. The NLS Finance Committee will meet again in December. The Finance Committee is trying to make up approximately \$40,000 for administration costs that are not covered by CLSA funds and the member share from the three separate systems. Ms. MccRory asked if the CLSA funding formula will be changed. The CLSA money distribution between Administration, Reference and Delivery is based on a 30-year-old model. The State Library is aware of this, but it will require a change of the regulations. Ms. Milliron explained that the State Department of Finance controls the budget that the State Library submits and you have to be invited to submit a change. The Council asked Linda Springer if having a letter from the Council would be a help for the State Library. Discussion ensued.

Ms. Milliron reported that the NLS Steering Committee is working on a logo and strategic plan. They hope to have something to present at the meeting at CLA.

Ms. Milliron referred the Council to the Reference Coordinator's report included in the meeting packet.

### **C. COMMITTEE STRUCTURE AND LIAISONS**

The Council viewed the social networking space that has been set up on PLA's website. It was set up for the Children's Community of Practice and will be presented to the Children's staff at the November 5<sup>th</sup> Summer Reading program training.

There are two Executive Committee slots that need to be filled. Ms. Parker reported that she will be the MVLS Board liaison on the Communities of Practice (CoP), and the two other representatives will be the children's librarian in Auburn and a staff member from Yolo County.

Wendy Burke volunteered to serve on the Technology and Resource Sharing CoP. Two frontline staff people also need to serve.

After discussion, it was decided to combine representatives on the Information Services and Technology Resource Sharing CoP for this first year of operation. Wendy Burke will serve as the Council representative for both CoPs. NLS staff will check with Yolo, Sutter and Placer counties to recruit staff volunteers for the CoP duties. Ms. Milliron will report the names of the 6 people who will represent MVLS on the NLS Community of Practices at the next meeting.

#### **D. WIKI PROJECT**

Ms. Milliron reported that Kelli Logasa and Jen DeMuth from Roseville Public Library have been working to get the wiki up and running. Each library will be able to post their policies and then decide if it is something that should be shared with other NorthNet members.

#### **E. RESOURCE SHARING WITHIN MVLS**

The Council discussed resource sharing issues within the system.

### **8. FY 2008/09 ANNUAL REPORT**

Ms. Milliron referred the Council to the Annual Report included in the meeting packet. A Motion to recommend to the Council the adoption of the Annual Report at their next Council meeting was moved by Darla Wegener and seconded by MaryAnn Trygg. The Motion passed unanimously.

### **9. DELIVERY**

Ms. Milliron referred the Council to the delivery statistics that were included in the meeting packet. Discussion ensued.

### **10. FY 2009/10 REVISED BUDGET**

Ms. Milliron referred the Council to the revised budget that was included in the meeting packet. The corrections were simply to bring the budget line items in line for the County. A Motion to adopt the revised 2009/2010 budget was moved by Loren MccRory and seconded by Roxanna Parker. The Motion passed unanimously.

### **11. BYLAWS AND STANDING RULES**

The bylaws and standing rules were discussed. Mr. Michael asked for some volunteers to work on bringing the bylaws up to date to reflect MVLS' participation in NorthNet. Patty Wong and Darla Wegener volunteered.

### **12. EXECUTIVE COMMITTEE APPOINTMENTS**

Mr. Michael discussed the need to have two more people serve on the Executive Community. Mr. Michael appointed Wendy Burke and Sandra Vella to serve.

### **13. COMMITTEE REPORTS**

#### **A. REFERENCE COMMITTEE**

Ms. MccRory informed the Committee that since she does not serve on the NLS Executive Committee, that she should be replaced as the Reference Committee liaison. She also expressed her view that the NLS reference coordinator position could be more involved in the System's communities of practice and less involved in actual question handling since the number of questions is declining, but the need for help in establishing the CoPs is great. Ms.

Milliron reported that the North Bay Board is also interested in redefining that position, which the Council thought was a good idea. The North Bay Board has also put together an ad hoc committee to review the use of databases and whether the return on investment is valuable. The Council would like to be included in the ad hoc committee meetings.

#### **B. CHILDREN'S SERVICES**

Roxanna Parker reported the Summer Reading workshop is scheduled for November 5<sup>th</sup> and includes both children's and adult information. There will also be time after the training for a business meeting. There was a suggestion of having a facilitator at the children's meeting. Discussion ensued.

### **14. COUNCIL MEMBER ITEMS**

Ms. Trygg invited everyone to the Infopeople Technology Petting Zoo being held at the Nevada County Library on November 18<sup>th</sup>. She reported that the workshop is open to library staff in the morning and the public in the afternoon. Ms. Milliron reminded the Council that Infopeople lowered the price of their workshops this year to \$1,000 and noted that this is a great workshop for libraries and their communities. The Council expressed interest.

Ms. Trygg notified the Council that Nevada County will be issuing an RFP for outsourcing the library in the next week. She reported that their sales tax is lower than anticipated and they have been using reserves to keep things going. She reported that her staff member who attended ARSL had very positive things to say about it. She also had a staff person attend the Infopeople training with Edmond Otis and reported that it was excellent.

Ms. Wegener reported that Lincoln Public Library lost another staff position and their staff levels are now so low that she is spending 10-12 hours per week manning the public desk. Lincoln is considering having a ballot initiative and she is going to be part of the process as she has experience from her time in Salinas. She also reported that her library is just finishing up celebrating their 100 year anniversary. It was very successful but frustrating that the local media ignored the library events. Ms. Wegener is also planning an American Girls program which has been very popular in the past.

Mr. Michael reported that Mono County Library has a status quo budget. The City of Mammoth Lakes is experiencing financial problems, but the library's funding does not come from the city.

Ms. Parker reported that Sutter County Library's RFID self-check machines were installed last June in the main library and are working well. They will now be adding RFID machines in the branches as well. The library's budget is status quo.

Woodland Public Library is looking at an additional 30% reduction in funds for the next year. The City is offering golden-handshakes which Ms. Briggs believes several of her staff will take. The Library's Board is looking at alternatives such as establishing a special district library.

Patty Wong reported that Yolo County Library has added hours through the Measure K sales tax in the city of West Sacramento. They are opening a new branch building in West Sacramento on Saturday, October 10<sup>th</sup> and are also remodeling the Davis Branch. The library is also undergoing a salary survey and are hiring staff.

Katy Curl reported that Folsom Public Library is holding steady after undergoing budget cuts last year. The library was able to keep their Youth Services Librarian position and hopes to fill it soon. They have a joint-use library with the school although the school has experienced lay-offs and the library has had to train the school staff person. Work furloughs are in place.

Sandy Vella reported that the UC Davis library has also experienced cuts. They lost quite a bit of student help, but didn't have to cut any other library staff. The library has reduced their hours and have given up one of their branches in an Engineering Building. They've also just found out that they have to make another \$280,000 cut to their budget this year and are currently looking for new ways to save money.

**15. NEXT MEETING DATE**

The next meeting was not scheduled.

**16. ADJOURN**

There being no further business, the meeting was adjourned at 1:12 p.m.

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Annette Milliron DeBacker  
Clerk of the Board  
October 9, 2009