

**NORTH STATE COOPERATIVE LIBRARY SYSTEM**  
**COUNCIL OF LIBRARIANS MEETING**  
**October 16, 2009**

**CONVENING:**

The North State Cooperative Library System (NSCLS) Council of Librarians met this date via teleconference call with Chair Margaret Miles presiding. The meeting convened at 9:03 a.m.

**ROLL CALL:**

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Butte County Library	Linda Mielke
X		Del Norte County Library District	Linda Kaufmann
X		Humboldt County Library	Victor Zazueta
X		Lassen Library District	Jeff Hawkins
X		Modoc County Library	Cheryl Baker
X		Orland Free Library	Jody Meza
X		Plumas County Library	Margaret Miles
X		Shasta Libraries	Elizabeth Kelly for Jan Erikson
X		Siskiyou County Library	Betsy Emry
	X	Tehama County Library	Caryn Brown
X		Trinity County Library	Oresta Esquibel
	X	Willows Public Library	Sandie Hobbs
	X	Butte College Library	Luozhu Cen
	X	CSU Chico Library	Sarah Blakeslee
	X	College of the Redwoods Library	Rachel Anderson
		College of the Siskiyous Library	Dennis Freeman
		Feather River College Library	Tom Davis
X		Humboldt State University Library	Wayne Perryman
X		Lassen College Library	Rosanna Brown
	X	Shasta College Library	Janet Albright
	X	Simpson University Library	Larry Haight
X		California State Library	Linda Springer
X		Butte County Library	Deborah Holmes
X		NSCLS System Headquarters – Exec. Dir.	Annette Milliron
X		NSCLS System Headquarters – Asst. Dir.	Patty Hector

**1. INTRODUCTIONS:**

The Council introduced themselves to Linda Springer, a consultant for the State Library.

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

No public were in attendance.

**3. APPROVAL OF THE AGENDA**

A Motion to approve the agenda was moved by Cheryl Baker and seconded by Oresta Esquibel. The Motion passed unanimously.

**4. APPROVAL OF MINUTES – JULY 17, 2009**

A Motion to approve the July 17, 2009 minutes was moved by Jeff Hawkins and seconded by Cheryl Baker. The Motion passed unanimously.

## **5. CONSENT CALENDAR**

### **A. FINANCIAL STATEMENT**

Ms. Milliron advised the Council that the budget can be adjusted as needed. Over the summer the County Auditor worked with Ms. Milliron to create a new budget in their preferred format. A Motion to approve the consent calendar was moved by Wayne Perryman and seconded by Jody Meza. The Motion passed unanimously.

## **6. ADMINISTRATOR'S NOTES**

Ms. Milliron referred the Council to her notes that were included in the meeting packet.

## **7. COMMITTEE REPORTS/NEW BUSINESS**

### **A. COLLECTIONS, TECHNOLOGY AND SERVICES COMMITTEE**

#### **1. DATABASE PURCHASE**

Ms. Milliron and Joe Cochrane have been working with Victor Zazueta on reviewing the Northern CA Digital Library database. One thing that was revealed is that it would help if the libraries would purge patron files out of their database because some contracts may be based on the number of patrons; not necessarily population. The Gale contract comes up for renewal this December. Joe Cochrane is working very hard to keep the pricing the same and is even negotiating to try for a decrease. Discussion ensued.

#### **2. RURAL INITIATIVE LIBRARY GRANT**

##### **A. URSA RESOURCE SHARING POSSIBILITY**

Ms. Milliron reported that the grant has \$8,000 left over from 2008-09. She had hoped to use any remaining funds to acquire some type of ILL solution. Ms. Milliron asked the North Bay Board if NSCLS libraries could be added to the URSA platform. They agreed, but the State Library didn't want to use the leftover grant money towards this project. Discussion ensued.

##### **B. CONSULTANT STUDY ON DELIVERY/RESOURCE SHARING**

Ms. Milliron reported that another option for the leftover grant money was to ask for a consultant to help find a solution to make NSCLS funding sustainable. It would be a great demo grant because other small systems are in the same situation. Discussion ensued. Ms. Milliron will continue to work on this issue.

##### **C. RURAL INITIATIVE UPDATE**

No on-ground workshops have been scheduled; instead, there will be a circuit rider who will work with individual libraries on technology issues. Cheryl Gould of Infopeople will be the circuit rider. The program is still being developed. Of course she will not get to every library in this first year. A list of online workshops can be found at [www.rurallibraries.org](http://www.rurallibraries.org). Ms. Miles pointed out that most of the workshops being offered right now are geared toward management and not staff training. Ms. Milliron reported that there is still money in the grant to pay for substitute staffing. Discussion ensued. The Rural Initiative offered grants to eight library staff, mostly from tribal libraries, to attend the Tribal Archives, Libraries and Museums Conference in Portland, OR October 18-22, 2009.

## **B. PERSONNEL AND BUDGET COMMITTEE**

### **1. DELIVERY UPDATE**

The Personnel and Budget Committee met to discuss the delivery issue. Sprint, the system's courier service, is having difficulty running the North State delivery route at the current pricing and has asked for more compensation. The Committee asked Ms. Milliron to meet with Sprint and ask how much it would cost if delivery was only to the library's headquarters. Sprint asked for one week to determine what service they could provide for the money North State currently has budgeted for delivery instead of artificially cutting delivery back to just headquarters. Some of the delivery routes have branch buildings on the way to the headquarters but some are 50 or more miles out of the way. Discussion ensued.

Ms. Milliron spoke about North State's delivery statistics. When compared to the interlibrary loan numbers, it shows that most of the delivery was intra-library not interlibrary. Ms. Miles asked if there was a way to use CLSA money from other categories when needed. Ms. Milliron explained that State regulations don't allow the systems that flexibility. The State Library has talked about changing the regulations so they are aware of the problem. Linda Springer reported that Interim State Librarian, Stacey Aldrich, has asked libraries to gather specifics on what needs to be changed and what impact that would have on library users. This would assist her when the State Library begins the process of changing the regulations. Directors should send the data to Ms. Milliron.

Several directors talked about using their local transit to move materials between branches. Ms. Milliron relayed that she has a vendor source for bins that are lockable. Mr. Perryman asked how the NSCLS libraries are using electronic sources. Ms. Milliron responded that she would like to have a consultant research the print on demand in the North State area to analyze what type of material is being borrowed and whether that model would work here. The other problem is bandwidth for e-books. Ms. Springer encouraged everyone to attend the Gates Summit being held on December 14 and 15 where the statewide broadband will be discussed. Ms. Milliron commented that a grant for using Kindles in rural systems would be a great innovative idea for the next RLI grant.

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

Ms. Milliron reported that she met with the County Auditor over the summer and subsequently changed the structure of the budget so it needs to be voted on again. The majority of the changes are from the RLI grant that had to be transferred to this year because of the grant extension. There was also a transfer of \$100,000 to NLS for operations. Ms. Milliron noted that typically, the CLSA money doesn't arrive until November or December. This will give NLS money to operate on until the State check arrives. A Motion to adopt the revised budget was moved by Linda Mielke and seconded by Wayne Perryman. The Motion passed unanimously.

## **C. YOUTH SERVICES**

Ms. Milliron reported that Siskiyou County Library will no longer be able to house and circulate the NSCLS puppet collection. Both Shasta Libraries and Tehama County Library have offered to take it. The space required to house the collection will be the deciding factor for the hosting library. Ms. Milliron reported that NLS is putting together a puppet

show in a box that includes a puppet stage, a CD with sound effects and scripts. There will be a couple of different stories that can be used with the puppets. The puppet show in a box will be unveiled at CLA during the Talk Tables. Ms. Milliron hopes to garner feedback from the NLS CLA attendees. Based on the outcome, North State can then take their current puppets and turn them into the "show in a box" format. Ms. Miles noted that she may have some puppets from her library to add to the collection as well. Discussion ensued.

#### **D. CLSA ANNUAL REPORT FY 2008/09**

Ms. Hector reported that North State met most of the objectives on the annual report. A Motion to approve the CLSA Annual Report for FY 2008/09 was moved by Cheryl Baker and seconded by Betsy Emry. The Motion passed unanimously.

#### **E. NORTHNET LIBRARY SYSTEM UPDATE**

The NLS Steering Committee met yesterday and chose a logo for the new system. It will be unveiled at the NLS Council meeting at November 2<sup>nd</sup> at CLA. The Committee also reviewed NLS' Mission, Values and Goals and will present them for discussion at the November 2nd meeting.

#### **F. BYLAWS AND STANDING RULES**

NSCLS needs to revise its bylaws and standing rules to bring them into accord with NorthNet's. Ms. Miles asked for volunteers to work on this virtually. It was noted that this is not something that has to be done immediately. Cheryl Baker and Jeff Hawkins volunteered to assist Ms. Miles with the revision of the documents. Ms. Hector will post them on GoogleDocs.

### **8. ANNOUNCEMENTS**

#### **LINDA SPRINGER – UPDATE FROM STATE LIBRARY**

Linda Springer explained that part of her job duties is to convey to the libraries of Northern California the happenings at the State Library and keep that line of communication open. Ms. Springer will attend System Council meetings and be available to answer any questions directors might have. If she doesn't have the information, she will endeavor to get the answers and/or connect the directors to the right people.

Ms. Springer reported that the State Library hasn't cut any positions or staff but they do have three work furlough days per month and it's starting to take its toll. She noted that the State Library did have 22 vacant positions that went away. The Library staff are regrouping and determining how they can best direct their energies and resources. Ms. Springer stressed that the Library appreciates the directors' patience, but needs to know if they're not getting the response from the State that they need.

The broadband initiative was discussed. Ms. Springer reported that the California Broadband Initiative group is currently reviewing over 200 applications. The Gates Summit is being held on December 14 and 15 in Sacramento and is for library directors to attend. She noted that it's important that decision makers for the library attend and not IT staff. Ms. Springer stated that the entire State needs broadband connectivity, not just the libraries that the Gates group has selected and feels it is important that the Gates group hears library directors speak to that. Ms. Springer will send out the information.

Ms. Springer reported the Transforming Life After 50 program has set up accounts with Facebook, Ning and Twitter. Directors can visit that program's webpage for more information.

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 asked the Council if they were familiar with E-clips, which are short snippets about library news from the State compiled by Ira Bray. She noted that it was a good tool for directors and would forward that information to Kelli Logasa who can send it out to the Council listserv.

Disaster awareness workshops are scheduled for October, November and December. Richard Hall is conducting a survey on library ballot measures. She reported that the State Librarian position remains vacant. Once the appointment has been made, Ms. Springer feels the library staff will be told rather quickly. It is in the Governor's hands on when the appointment is made.

Ms. Milliron attended an InfoPeople advisory board this past Tuesday and reported that the ability to apply for grants online should happen soon. Ms. Springer will leave her business cards for the directors so they can contact her. Her email address is: [lspringer@library.ca.gov](mailto:lspringer@library.ca.gov)

Ms. Milliron asked the group to think about what day of the week works best to hold Council meetings since the meetings are now being held virtually. She will send out a Doodle survey.

Jody Meza reported that Orland Free Library received a \$2,000 target grant to extend the ELF program.

**ADJOURNMENT**

A Motion to adjourn the meeting was made by Linda Mielke and seconded by Jeff Hawkins. The Motion passed unanimously.

There being no further business, the meeting was adjourned at 10:45 a.m.

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Annette Milliron DeBacker  
Clerk of the Board  
October 16, 2009