

NORTHNET LIBRARY SYSTEM

**Council Meeting
December 5, 2011**

CONVENING:

The Council of the NorthNet Library System (NLS) met this date via WebEx with Chair Wendy Burke presiding. The meeting convened at 3:06 PM.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	NAME
x		Colusa County Library	Wendy Burke, Chair
x		Modoc County Library	Cheryl Baker, Vice-Chair
X		Alpine County Library	Rita Lovell
x		Belvedere-Tiburon Library	Debbie Mazzolini
x		Benicia Public Library	Diane Smikahl
	x	Butte College Library	Luozhu Cen
x		Butte County Library	Jan Christofferson
	x	College of the Redwoods Library	Rachel Anderson
	x	College of the Siskiyous Library	Dennis Freeman
	x	CSU Chico Library	Sarah Blakeslee
	x	CSU Sacramento Library	Tabzeera Dosu
	x	Del Norte Co. Library District	Linda Kaufmann
x		Dixon Public Library	Gregg Atkins
x		El Dorado County Library	Jeanne Amos
	x	Feather River College Library	Tom Davis
	x	Folsom Public Library	Greta Galindo
x	x	Humboldt County Library	Victor Zazueta
	x	Humboldt State Univ. Library	Wayne Perryman
x		Lake County Library	Susan Clayton
	x	Larkspur Public Library	Frances Gordon
	x	Lassen College Library	Stephaney Stuart
	x	Lassen Library District	Jeff Hawkins
	x	Lincoln Public Library	Jon Torkelson
x		Marin County Free Library	Gail Haar
	x	Mendocino County Library	Mel Lightbody
x		Mill Valley Public Library	Anji Brenner
		Modoc County Library	Cheryl Baker
x		Mono County Free Library	Bill Michael
x		Napa City-County Library	Danis Kreimeier
	x	Napa Valley Comm. College	Rebecca Scott
x		Nevada County Library	Mary Ann Trygg
x		Orland Free Library	Jody Meza
x		Placer County Library	Mary George

	x	Plumas County Library	Dora Mitchell
	x	Roseville Public Library	Natasha Casteel
	x	Sacramento Co. Pub. Law Lib.	Coral Henning
x		Sacramento Public Library	Rivkah Sass
x		San Anselmo Public Library	Linda Kenton
	x	San Rafael Public Library	David Dodd
	x	Santa Rosa Junior College	Cherry Li-Bugg
x		Sausalito Public Library	Abbot Chambers
	x	Shasta College Library	Janet Albright
x		Shasta Libraries	Jan Erickson
	x	Simpson University Library	Larry Haight
x		Siskiyou County Library	Michael Perry
	x	Solano Comm. College Library	Jeffery Lamb
x		Solano County Library	Bonnie Katz
x		Sonoma County Library	Sandy Cooper
		Sonoma Dev. Center	Vacant
x		St. Helena Public Library	Jennifer Baker
x		Sutter County Library	James Oschner
x		Tehama County Library	Jessica Hudson
	x	Trinity County Library	Oresta Esquibel
x		UC Davis	Sandra Vella
x		Willows Public Library	Jody Meza
x		Woodland Public Library	Heather Muller
x		Yolo County Library	Patty Wong
	x	Yuba County Library	Sandeep Sidhu
x		California State Library	Gerry Maginnity
x		NLS System Headquarters	Annette Milliron DeBacker
x		Butte County Library	Maureen Jeffers
x		Belvedere-Tiburon Public Library	Jason Duran
x		Belvedere-Tiburon Public Library	Jackie Shafer
X		Placer County Library	Lisa Dale

1. WELCOME AND ROLL CALL:

The meeting was called to order by Council Chair Wendy Burke at 3:05 PM. Chair Burke welcomed all Council members and guests. The Council members introduced their staff members that were attending the meeting.

2. PUBLIC INVITED TO ADDRESS THE COUNCIL:

No members of the public were present.

3. APPROVAL OF AGENDA:

A motion to approve the agenda as presented was made by Linda Kenton, seconded by Debbie Mazzolini. Motion passed unanimously.

4. CONSENT CALENDAR

A motion to approve the consent calendar with clarification that the June 9, 2011 Council minutes correctly reported the NSCLS election of officers and NLS Steering Committee representatives was made by Cheryl Baker, seconded by Danis Kreimeier. The resignation of Margaret Miles as NLS Chair required the addition of new Steering Committee representatives and a new Vice-Chair of NLS that were appointed in July 2011. Motion passed unanimously.

5. NEWS FROM THE STATE LIBRARY

Gerry Maginnity reported that it is very quiet while everyone waits for the news on the activation of the trigger bill. There are many rumors and most are saying trigger cuts will happen. Staff is working on the development of the 5 year State plan for LSTA. The preparation of the annual LSTA report is underway. The *Understanding California's Demographic Shifts* studies were distributed to the Legislature as well as to all public libraries. The Legislature is responding with good comments and appreciation for ease of access to valuable data. The deadline for PLF was last week. Only 5 or so libraries had not filed by the deadline. The certification requests are under review and staff is noting a lot of requests for waivers. Rivkah Sass asked how the library community and NLS can help with the funding situation. Mr. Maginnity responded that CLA is leading a campaign. He suggested that all supporters should work with CLA. The Governor's budget is due out January 10th which will give libraries a sense of the funding picture for 2012/13.

6. POSSIBLE WITHDRAWAL OF NORTH BAY COOPERATIVE LIBRARY SYSTEM

Jennifer Baker reported that the NBCLS had a regular Board meeting to handle personnel issues and to discuss possible withdrawal from NLS. The Board decided to continue participation and monitor progress on the transition. The issue most probably will come up again for discussion prior to September.

7. Plan for operations January 1, 2012

A. Plan of Service

1. Goals for Council Meeting December 5, 2011

Ms. Burke proposed appointing a transition team. The team will work on refining budgets, developing an RFP for long-term management services and delivery, recommending grant ideas, and devising a plan for moving workload to members – e.g. taking meeting minutes, updating the webpage, etc.

2. Programs: Delivery, OverDrive, Administration

Delivery will continue as it currently operates as will the OverDrive program. Administration will be scaled back to half time as a maximum. There is a need to decide what to do with administrative files for MVLS, NBCLS, and NSCLS. Ms. Milliron DeBacker and Ms. Burke will send an email detailing the amount of linear feet needed to house the "keep forever" files for each of those three Systems. Past year fiscal files will remain in the InfoStor facility in Santa Rosa where the files are destroyed on a pre-determined retention schedule. The NSCLS puppet collection will be sent to either Modoc County or Shasta Public Libraries in Redding. The traveling puppet shows in a box will also need a new home.

B. Budget 1/01/2012 – 6/30/2012

Ms. Milliron DeBacker conducted a walk through of the budget. The budget includes an estimate of what fees will be charged to each member. The budget includes cost recover of current delivery costs and collection of dues at currently authorized schedules.

C. Preliminary Proposed Budget 2012/13

Ms. Milliron DeBacker conducted a walk through of the budget. The budget includes cost recover of current delivery costs with a 10% increase for the MVLS area delivery costs and collection of dues as shown on a proposed budget based dues schedule. There was some objection to the proposed dues schedule. The dues schedule is an issue that the Transition Team will carefully review and offer revisions.

Gregg Atkins moved to endorse plan of service as described under goals as proposing a transition team, to work on budget, to develop an RFP for management services and delivery, to recommend grant ideas, and to plan the transfer of workload to members; to adopt the January 1 – June 30, 2012 with funding for half- time contract staff with proviso that position be offered to offer to Annette Milliron first; to adopt preliminary budget 12/13 with knowing that there will be a revision by transition team and brought back to council. Diane Smikahl seconded. Discuss ensued about if the contract for staff should be 6 month or should be month to month. It was pointed out Ms. Milliron DeBacker's knowledge of the legal obligations of each of the systems, budgets, statistics, and fiscal records will move the transition team's planning process along in an efficient manner. A friendly amendment suggested by Cheryl Baker is to offer a contract for 3 months thereafter month to month as needed at the pleasure of the Council. Mr. Atkins accepted the amendment and Ms. Smikahl accepted the amendment. Additional discussion ensued about the length of time needed for a contract. Wendy Burke will appoint personnel committee to handle development of a contract. The contract rate will be negotiated by the personnel committee.

Motion carried: Yes 17 No 13 Abstain 2: Butte County and UC Davis

8. NEXT DATE AND AGENDA BUILDING

The Council will meet again as soon as needed. A meeting will be scheduled when a contract is prepared.

9. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:50 p.m.