

NORTHNET LIBRARY SYSTEM
STEERING COMMITTEE MEETING
October 28, 2011

CONVENING:

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

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
x		Colusa Public Library	Wendy Burke - Chair
x		Modoc County Library	Cheryl Baker – Vice Chair
	x	Dixon Public Library	Gregg Atkins -
x		El Dorado Public Library	Jeanne Amos
	x	Marin County Free Library	Gail Haar
x		Orland Free Public Library and Willows Public Library	Jody Meza
	x	Shasta Public Libraries	Jan Erickson
x		St. Helena Public Library	Jennifer Baker
x		Tehama County Library	Jessica Hudson
x		Woodland Public Library	Heather Muller
x		Yolo County Library	Patty Wong
x		NLS System Headquarters – Executive Director	Annette Milliron
x		California State Library Representative	Darla Gunning
x		Consultant	Joan Frye Williams
x		Napa City-County Library	Danis Kreimeier
x		Benicia Public Library	Diane Smikahl

1. WELCOME & INTRODUCTIONS:

No newcomers were in attendance.

2. PUBLIC INVITED TO ADDRESS THE COMMITTEE

No members of the public were present.

3. APPROVAL OF THE AGENDA

A Motion to approve the agenda as amended was moved by Patty Wong, seconded by Jessica Hudson. The Motion passed unanimously.

4. APPROVAL OF MINUTES FROM OCTOBER 13, 2011 MINUTES

A Motion to approve the minutes as presented was moved by Jeanne Amos, seconded by Heather Muller. The Motion passed unanimously.

5. CONSENT CALENDAR

A. FINANCIAL STATEMENT ENDING SEPTEMBER 30, 2011

A Motion to approve the consent calendar as presented was moved by Jody Meza, seconded by Jeanne Amos. The Motion passed unanimously.

6. NEWS FROM THE STATE LIBRARY

Darla Gunning there is no new news. Darla reviewed the Sustainability Retreat grant application and is working with Annette to tweak the final version. The grant will be awarded very soon. When asked about an update on revenues vs. projected revenue and the trigger bill Darla responded that the State Library does not get any additional information other than that reported in the news. Overall revenues are lower than projected.

7. SUSTAINABILITY RETREAT

A. Grid and Small Group work

Joan has developed service alternatives based on design work, conversations with colleagues, state librarians, other systems. The service alternatives are sorted by the general three main approaches identified, CLSA (hub and spoke -- current arrangement), cafeteria, and barter/credit. The small group will look at the alternatives and then use the evaluation checklist to identify the best approach for development of services. The small group while conducting the evaluation has been asked to offer ways to strength the concept presented with comments. Also the group will assess the impact of the program at the local level. Need to have local implications recorded. What is needed for the meeting on the 15th is to have the potential ideas vetted as feasible.

The group will have two meetings; the first to have a brief discussion on how to approach completing the evaluation, the second to review the evaluations with Joan.

An agenda and the Alternative Service Models document will be sent to the Council next week to get people to start thinking about the November 15th.

B. Finalize November 15th Meeting Plans

With Joan's update and Annette's report that hotel/meal arrangements are in place, it seems that plans are on track and moving forward. Hotel reservations have been distributed to those members that require a hotel room.

Discussion moved on to the need for a follow-up meeting with the Council in December to make financial decisions. Concern was voiced that without fully developed budget a decision cannot be made. A WebEx Council meeting will be scheduled for December 5th to present a budget and plan of service for January through June 30, 2012.

8. UPDATE ON NLS STAFFING

Kelli Logasa, Administrative Assistant, has accepted a full time position with the County of Sonoma. Here last day on the job is November 4th. Given the potential change in programs and services and the lack of budget for January – June, 2012 replacing her with a temp seems to be the best approach. Annette and Kelli have interview potential candidates and have selected a candidate to start training.

Annette reported that she was excused from jury duty.

9. PLAN FOR OPERATIONS JANUARY 1, 2012

Gregg Atkins had asked to have this issue placed on the agenda. The current budget is authorized through December 31, 2011. The Committee will consider this issue after the November 15th meeting. The Committee will develop a budget at the late November committee meeting to present to the full Council on December 5th.

10. NEXT MEETING DATE

A meeting will be scheduled for the week of November 28th. A Doodle survey will be sent to set the date.

11. AGENDA BUILDING

Items for the next agenda:

Dues issue

Plan for operations January 1, 2012 including office space and delivery

There being no further business, the meeting was adjourned at 4.15 PM.

Annette Milliron DeBacker
Clerk of the Committee
October 28, 2011