

AGENDA

NSCLS COUNCIL OF LIBRARIANS January 12, 2012

WebEx Virtual Meeting 1:00 PM – 2:00 PM

Meeting Number: 575 196 200

Meeting Password: (This meeting does not require a password.)

To start or join the online meeting

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Access code: 575 196 200

Call to order: Jody Meza, Chair

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| | 1. | Roll Call |
| | 2. | Public invited to address the Board |
| ACTION | 3. | Approval of Agenda |
| ACTION | 4. | Consent Calendar |
| | | A. Minutes of June 9, 2011 Council meeting |
| | | B. Financial Statement ending November 30, 2012 |
| ACTION | 5. | NLS System Operations – Annette Milliron |
| . | | A. 1/01 – 6/30/2012 Membership/Delivery Discussion –Annette Milliron |
| | | B. Re-location of NSCLS Keep Forever Files |
| | | C. NLS Steering Committee Representative |
| | 6. | Announcements (if time is available): Council Members |

Adjournment

Bold indicates document included

Support materials for agenda available for review at NSCLS Headquarters Office and Website
http://www.northnetlibs.org/NSCLS_Meetings

**CONSENT CALENDAR
January 12, 2012**

- A. Minutes of June 9, 2011 Council of Librarians meeting
- B. Statement of Revenue, Expenditures & Encumbrance for FY 2011/12. Period ending November 30, 2011.

NORTH STATE COOPERATIVE LIBRARY SYSTEM
COUNCIL OF LIBRARIANS MEETING
June 9, 2011

CONVENING:

The North State Cooperative Library System (NSCLS) Council of Librarians met this date in a break-out session during the NorthNet Library System Council Meeting at the Arthur F. Turner in West Sacramento with Chair Cheryl Baker presiding. The meeting convened at 11:15 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 Kelley for Jan Erickson
X		Siskiyou County Library	Jon Torkelson
X		Tehama County Library	Jessica Hudson
	X	Trinity County Library	Oresta Esquibel
X		Willows Public Library	Jody Meza
Other Meeting Attendees			
	X	State Library Representative	Linda Springer
	X	State Library Representative	Darla Gunning
	X	NSCLS System Headquarters – Exec. Dir.	Annette Milliron

1. INTRODUCTIONS

Council Chair Cheryl Baker welcomed the Council Members to the meeting.

2. PUBLIC INVITED TO ADDRESS THE COUNCIL

No members of the public were present.

3. APPROVAL OF THE AGENDA

A Motion to approve the Agenda was moved by Jon Torkelson and seconded by Jessica Hudson. The Motion passed unanimously.

4. APPROVAL OF MINUTES – MAY 23, 2011 COUNCIL MEETING

A Motion to approve the minutes of the May 23, 2011 meeting was moved by Jessica Hudson and seconded by Linda Kaufmann. The Motion passed unanimously.

5. PERS MEDICAL INSURANCE FOR RETIREES RESOLUTION

Ms. Baker explained that although the NSCLS Council had approved a resolution at its May 23, 2011 meeting, Ms. Milliron was notified that the language required by PERS has changed somewhat, and that a new resolution with the current required language needed approval. A Motion to approve

the resolution presented at today's meeting was moved by Jon Torkelson and seconded by Jessica Hudson. The Motion passed unanimously.

6. RESOLUTION OF INTENT TO TERMINATE PERS RETIREMENT CONTRACT

Ms. Baker explained that this action is needed to start the process for getting an actuarial study from PERS on the cost of "buying out" existing contracts; this process takes about one year, there is no cost to NSCLS to have the study done, and there is no obligation to proceed further once the study is done. A Motion to approve the resolution was moved by Linda Kaufmann and seconded by Victor Zazueta. The Motion passed unanimously.

7. ELECTION OF NSCLS CHAIR, VICE CHAIR AND REPRESENTATIVE AT LARGE TO NLS STEERING COMMITTEE

Ms. Baker listed the slate recommended by the Nominating Committee:

Chair, Jody Meza

Vice Chair, Jan Erickson

Representative at large to NLS Steering Committee, Jessica Hudson.

There were no other nominations. A Motion to approve the recommended slate was moved by Jon Torkelson and seconded by Elizabeth Kelley. The Motion passed unanimously.

8. ANNOUNCEMENTS

Jessica Hudson reported that the Tehama County Library is building a bookmobile from a 17' used 2001 diesel bus. She also reported that the Library is partnering with the Tehama County Department of Education in training school library staff, generating about \$10,000 in revenue for the Library.

Jon Torkelson reported that Siskiyou County Library is recruiting for a County Librarian, and he distributed recruitment information.

Victor Zazueta reported that Humboldt County Library will not have to cut any staff at this time because of savings due to two retirements.

Elizabeth Kelly reported that Shasta Libraries is being sued by both the Tea Party and the ACLU because of the Library's limited public forum policy for outside the Redding Library. She also reported that Shasta Libraries is migrating to a Polaris ILS, as all libraries operated by LSSI are doing.

Linda Kaufmann reported that Del Norte Library received \$13,000 from its Foundation and purchased public access computers with the funds.

Cheryl Baker reported that the Friends of the Modoc County Library's 7th Annual June Jamboree is scheduled for June 25th. The fundraising event will include train rides, barbecue lunch, live entertainment, cultural demonstrations, historical displays, book sale and silent auction, and a live auction. She distributed flyers to Council members from neighboring libraries.

9. ADJOURNMENT

A Motion to adjourn was moved by Jessica Hudson and seconded by Jon Torkelson. The Motion passed unanimously. There being no further business, the meeting was adjourned at 12:10 p.m.

Annette Milliron DeBacker
Clerk of the Board
June 9, 2011

North State Cooperative Library System
General Ledger
For the Five Months Ending November 30, 2011

Revenues	YTD Budget	YTD Spent/Rec'd	YTD Balance	Remaining %	Current Month
1700-Interest Earned	\$ 500.00	\$ 59.53	440.47	88.09	\$ 0.00
2563-CLSA TBR-ILL	0.00	0.00	0.00	0.00	0.00
4102-Don/Reimb	0.00	0.00	0.00	0.00	0.00
4109-Outdated/Cancelled Warran	0.00	0.00	0.00	0.00	0.00
Total Revenues	500.00	59.53	440.47	88.09	0.00
2803-LSTA	0.00	0.00	0.00	0.00	0.00
Total LSTA	0.00	0.00	0.00	0.00	0.00
4645-Trust to General Fund	15,629.00	0.00	15,629.00	100.00	0.00
Total Trust to General Fund	15,629.00	0.00	15,629.00	100.00	0.00
Grand Total Revenues	\$ 16,129.00	\$ 59.53	16,069.47	99.63	\$ 0.00

North State Cooperative Library System
General Ledger
For the Five Months Ending November 30, 2011

	YTD Budget	YTD Spent/Rec'd	YTD Balance	Remaining %	Current Month
Salaries & Benefits					
5911-Extra Help	\$ 0.00	0.00	0.00	0.00	0.00
5922-FICA Retirement	0.00	0.00	0.00	0.00	0.00
5924-Medicare	0.00	0.00	0.00	0.00	0.00
5930-Health Insurance	13,379.00	2,967.31	10,411.69	77.82	0.00
5940-Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
Total Salaries & Benefits	13,379.00	2,967.31	10,411.69	77.82	0.00

North State Cooperative Library System
General Ledger
For the Five Months Ending November 30, 2011

	YTD Budget	YTD Spent/Rec'd	YTD Balance	Remaining %	Current Month
Services & Supplies					
6040-Communications	0.00	0.00	0.00	0.00	0.00
6140-Maint. of Equipment	0.00	0.00	0.00	0.00	0.00
6280-Memberships	0.00	0.00	0.00	0.00	0.00
6400-Office Expense	0.00	0.00	0.00	0.00	0.00
6410-Postage	0.00	0.00	0.00	0.00	0.00
6415-Prof. Literature	0.00	0.00	0.00	0.00	0.00
6461-ChildBks & Puppets/Dbs	0.00	0.00	0.00	0.00	0.00
6500-Other Prof Services	2,000.00	0.00	2,000.00	100.00	0.00
6517-OCCLC ILL/Catalog Access	0.00	0.00	0.00	0.00	0.00
6521-Fiscal Agent Fee	750.00	0.00	750.00	100.00	0.00
6540-Contract Services	0.00	0.00	0.00	0.00	0.00
6800-Duplicating / Photocopies	0.00	0.00	0.00	0.00	0.00
7000-Special Dept. Expense	0.00	0.00	0.00	0.00	0.00
7120-Workshops/Prof Literature	0.00	0.00	0.00	0.00	0.00
7302-Conference & Travel	0.00	0.00	0.00	0.00	0.00
7303-Private Car Expense	0.00	0.00	0.00	0.00	0.00
Total Services & Supplies	2,750.00	0.00	2,750.00	100.00	0.00
Fixed Assets					
8620-Undesignated reserve fund	0.00	0.00	0.00	0.00	0.00
8640-Operational Transfer	0.00	0.00	0.00	0.00	0.00
Total Fixed Assets	0.00	0.00	0.00	0.00	0.00
Grand Total Expenditures	\$ 16,129.00	\$ 2,967.31	13,161.69	81.60	\$ 0.00

North State Cooperative Library System
General Ledger
For the Five Months Ending November 30, 2011

	YTD Budget	YTD Spent/Rec'd	YTD Balance	Remaining %	Current Month
Grand Total Expenditures	16,129.00	2,967.31	13,161.69	81.60	0.00
Grand Total Revenues	16,129.00	59.53	16,069.47	(99.63)	0.00
Difference	\$ 0.00	\$ (2,907.78)	2,907.78	\$	0.00
Net Change in Journals	\$ 0.00	\$ (2,907.78)	2,907.78	\$	0.00