

MOUNTAIN-VALLEY LIBRARY SYSTEM

1585 Terrace Way #244, Santa Rosa, CA 95404-3066, 800-479-6733 voice

ADMINISTRATIVE COUNCIL WebEx

AGENDA

Tuesday, June 19, 2012

10:00 AM – 10:20 AM

Meeting Number: 576 746 700

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

To start or join the online meeting

Go to <https://infopeople.webex.com/infopeople/j.php?ED=204055362&UID=489649202&RT=MiMO>

You will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended.

Audio conference information

Call-in toll-free number (US/Canada): 1-877-668-4490

1. Enter your name and email address.
2. Click "Join"

Presiding: Wendy Burke, MVLS Chair

Welcome and introductions

1. Public invited to address the public.
2. Plan to take minutes Wendy Burke
3. Approval of the Agenda Wendy Burke

**ACTION
ACTION**

4. **Consent Calendar** Annette Milliron
A. Approval of the minutes of June 12, 2012 Council meeting

ACTION

5. **Preliminary Budget for FY 2012/13**

Suggested motion: Move approval of the preliminary 2012/13 budget for Sonoma County as fiscal agent and to adjust restricted accounts to equal character 320 (unrestricted/undesignated fund balance) and to authorize all necessary budgetary adjustment to close out funds at Sonoma County Treasurer's office

ACTION

6. OCLC Group Service Contract
7. Adjourn

Bold indicates document included

Support materials for agenda available for review at MVLS Headquarters Office

Section 54953

Meetings to be public; attendance by phone

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public.

A reminder for all Council members: All votes must be by roll call. If a member is not in a location that provides access to the public the member may not participate or vote.

Meeting Locations

Alpine County Library, 270 Laramie Street, Markleeville, CA 96120
Colusa County Library - 738 Market Street Colusa, CA 95932
El Dorado Public Library - 345 Fair Lane Placerville, CA 95667
Folsom Public Library – 411 Stafford St., Folsom, CA 95630
Lincoln Public Library – 485 Twelve Bridges Dr., Lincoln, CA 95648
Mono County Library – 400 Sierra Park Rd., Mammoth Lakes, CA 93546
Nevada County Library – 980 Helling Way, Nevada City, CA 95959
NorthNet Library System – 1700 Fourth St., Suite 100, Santa Rosa, CA 95404
Placer County Library – 350 Nevada Street, Auburn, CA 95603
Roseville Public Library – 225 Taylor Street, Roseville, CA 95678
Sacramento Public Library – 828 I Street, Sacramento, CA 95814
Sutter County Library – 750 Forbes Ave., Yuba City, CA 95991
Woodland Public Library – 250 First Street, Woodland, CA 95695
Yolo County Library – 226 Buckeye, Woodland, CA 95695
Yuba County Library – 303 Second Street, Marysville, CA 95901

**CONSENT CALENDAR
June 19, 2012**

- A. Minutes of June 12, 2012 Council Meeting.

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MINUTES
MOUNTAIN-VALLEY LIBRARY SYSTEM - ADMINISTRATIVE COUNCIL
WebEx Meeting
Tuesday, June 12, 2012

WELCOME AND INTRODUCTIONS

Meeting called to order at 10:05 AM.

Attendance:

Present	Absent	Member Library	Representative
	X	Alpine County Library	Rita Lovell
	X	CSU Sacramento Library	Tabzeera Dosu
X		Colusa County Library	Wendy Burke
X		El Dorado County Library	Jeanne Amos
X		Folsom Public Library	Greta Galindo
X		Lincoln Public Library	Jon Torkelson
X		Mono County Library	Bill Michael
X		Nevada County Library	Jessica Hudson
X		Placer County Library	Mary George
X		Roseville Public Library	Natasha Casteel
	X	Sacramento County Law Library	Coral Henning
X		Sacramento Public Library	Nina Biddle
	X	Sutter County Library	James Ochsner
	X	UC Davis	Sandra Vella
	X	Woodland Public Library	Patty Lakie
	X	Yolo County Library	Patty Wong
X		MVLS System Headquarters	Annette Milliron
X		California State Library	Darla Gunning
X		Peninsula Library System	Linda Crowe, Terry Jackson

1. **Public invited to address the Council.** No one choose to speak.
2. **Approval of Agenda:** Natasha Casteel moved to approve the agenda as presented.; seconded by Jeanne Amos. Motion passed unanimously.
3. **Plan for minute taking:** Jeanne Amos volunteered to produce action minutes for the meeting.
4. **Consent Calendar:** Jeanne Amos moved to approve the Consent Calendar as presented, second by Jessica Hudson. Motion passed unanimously.
5. **Election of new Vice President and at-large NLS Steering Committee member:** Jeanne Amos reported that the Nominating Committee presented the following slate of officers for 2012/13:

Jeanne Amos – Chair
 Jessica Hudson – Vice Chair
 Natasha Casteel - NLS Representative at Large

 The Chair asked for nominations from the floor. None were received. Natasha Casteel moved approval of slate of officers; seconded by Greta Galindo. Motion passed unanimously.
6. **Contracts for Approval: A. Delivery contract with BeavEx; B. OCLC Group Services Contract for 3 years; C. Gale Database Contract.**

Jeanne Amos moved approval to use up to \$5,500 of MVLS reserves to support on-ground delivery to CSUS, UC Davis, the California State Library and to share the cost o f the Dixon drop off/intercept stop equally with North Bay Cooperative Library System for 2012-13; seconded by Jon Torkelson seconded.

Motion passed unanimously. (NOTE: MVLS will need to evaluate statistics of on ground delivery vs. electronic delivery to colleges and State Library for consideration of continuance of delivery in following year.

Greta Greta Galindo moved to approve contracts with BeavEx delivery system and Gale Databases at the amounts stated (with adjustment of number of delivery stops to 29 for BeavEx); Jessica Hudson seconded. Motion approved unanimously. (NOTE: After discussion, OCLC Contract was not renewed at this time pending discussions between PLS and OCLC for justification and clarification of costs. To be continued until a later date.

7. **LSTA Grant to NLS to Digitize Files:** The Chair described a project to digitize the most important files for NLS, MVLS, NBCLS and NSCLS, which is being coordinated by Jennifer Baker of St. Helena Public Library and PLS. No action was taken.

8. **PERS Actuarial Study:** No action taken. MVLS will not pursue PERS termination options at this time and will continue to meet any financial obligation on an annual basis. This might be pursued again in a few years when the economy is better and quoted costs might be significantly lower.

9. **Council Member Items:** Members shared information about budgets, programs and renovation projects.

10. **Next Meeting Date:** Mid-July meeting if needed to approve the final budget.

9, **Meeting adjourned** at 11:30 AM.

BudgetMVLS12/13
rev:

MOUNTAIN VALLEY LIBRARY SYSTEM
Budget 2012/13
Presented June 12, 2012

REVENUES

		LSTA	REF	C&D	SAB	ADMIN	LSTA Telehealth	CAT	PROJECTED BUDGET
	Rev Carried Forward		0	0	0	0	0	0	0
320	Fund Balance	0	0	0	0	215,948	0	0	215,948
1700	Interest Earned	0	0	0	0	0	0	0	0
	TOTAL INTEREST	0	0	0	0	0	0	0	0
2560	CLSA Reference	0	0	0	0	0	0	0	0
2562	CLSA SAB	0	0	0	0	0	0	0	0
2563	CLSA TBR-ILL	0	0	0	0	0	0	0	0
2564	CLSA Data Base	0	0	0	0	0	0	0	0
2565	CLSA Comm. & Del.	0	0	0	0	0	0	0	0
	TOTAL CLSA	0	0	0	0	0	0	0	0
2803	LSTA	0	0	0	0	0	0		0
3480	Member Share	0	0	0	0	0	0	0	0
4040	Miscellaneous	0	0	0	0	0	0	0	0
4102	Donations/Reimb	0	0	0	0	0	0	0	0
4157	Member Reimb	0	0	0	0	0	0	0	0
	TOTAL LOCAL	0	0	0	0	0	0	0	0
	Equip. Reserve								0

GRAND TOTAL REVENUES		0	0	0	0	215,948	0	0	215,948

BudgetMVLS-SCL 12/13
 rev:

MOUNTAIN VALLEY LIBRARY SYSTEM
 Budget 2012/13
 Presented June 19, 2012
 To Close Sonoma County Treasurer's Office Account
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EXPENDITURES

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							0
5921	Retirement Contribution	0	0	0	0	0	0
TOTAL	SAL & BENEFITS	0	0	0	0	0	0
Services and Supplies							
6040	Comm-E Mail	0	0	0	0	0	0
6045	Comm- Tphone	0	0	0	0	0	0
6100	Insurance	0	0	0	0	0	0
6140	Maint. of Equip	0	0	0	0	0	0
6280	Memberships	0	0	0	0	0	0
6400	Office Expense	0	0	0	0	0	0
6410	Postage	0	0	0	0	0	0
6461	Purchases for Members	0	0	0	0	0	0
6500	Other Prof Services	0	0	0	0	0	0
6516	Data Proc'ing Service	0	0	0	0	0	0
6517	Online Serv, OCLC	0	0	0	0	0	0
6521	CountyServices	0	0	0	0	0	0
6540	Contract Services	0	0	0	0	0	0
6800	Dup/Photocopy	0	0	0	0	0	0
6820	Rental of Equip	0	0	0	0	0	0
6840	Bldg. Rent/Lease	0	0	0	0	0	0
7000	Special Dept. Exp.	0	0	0	0	215,948	215,948
7120	In-Service Training *	0	0	0	0	0	0
7302	Conf. & Travel	0	0	0	0	0	0
7303	Private Car Expense	0	0	0	0	0	0
TOTAL	SERVICE & SUPPLIES	0	0	0	0	215,948	215,948
FIXED ASSETS							
8640	Operational Transfer						
GRAND TOTAL	EXPENDITURE	0	0	0	0	215,948	215,948