

# North Bay Cooperative Library System

Administrative Council Meeting Agenda

Marin County Library – Novato Branch

Wednesday, January 30, 2013

Draft Minutes

## Welcome and Roll Call.

Jennifer Baker called the meeting to order at 2:00 and called roll.

### Roll Call

Present	Absent	Member Library	Representative
x		St. Helena Public Library	Jennifer Baker, Chair
x		Benicia Public Library	Diane Smikahl
	x	Belvedere-Tiburon Library	Debbie Mazzolini
	x	Dixon Public Library	Vanessa Christman
	x	Dominican University	Gary Gorka
	x	Lake County Library	Susan Clayton
	x	Larkspur Public Library	Frances Gordon
x		Marin County Free Library	Gail Haar
x		Mendocino County Library	Mindy Kittay
	x	Mill Valley Public Library	Anji Brenner
x		Napa County Library	Danis Kreimeier
	x	Napa Valley Community Library	Rebecca Scott
	x	San Anselmo Public Library	Linda Kenton
x		San Rafael Public Library	Sarah Houghton
	x	Santa Rosa Junior College	Cherry Li-Bugg
	x	Sausalito Public Library	Abbott Chambers
x		Solano County Library	Lynne Williams
x		Sonoma County Library	Sandy Cooper
	x	Sonoma Developmental Center	Vacant
x		PLS	Jane Light

## Volunteer to take minutes.

Jennifer asked for help with taking minutes: Diane Smikahl volunteered.

## Public invited to address the committee.

No public were present to address the committee.

## Approval of the agenda.

The agenda was approved as presented. Sandy Cooper moved, Danis Kreimeier seconded.

## Minutes.

The minutes from June 19, 2012 were corrected: Jennifer Baker's presence in the roll call had been noted with her present both as Chair and as the representative from St. Helena. Diane Smikahl moved, Sandy Cooper seconded: approved as corrected.

**JPA update and report** -- Jane Light provided a report on behalf of PLS.

Fifteen libraries presented proposals for the Innovation grants, requesting a total amount of \$200,000. \$120,000 is available for these grants. They have been reviewed and are due back at PLS by Monday. The scores will be compiled by next week and applicants will be informed of the results.

Staff development grants have been going fast. There is approximately \$21,000 - \$22,000 remaining in this fund of the \$30,000 approved by the NorthNet Administrative Council.. Jane suggested that anyone interested in applying for one of these grants do so soon, even if the program is some time from now, to make sure there is money to fund your request. The grant is made to the library, so local rules for expenditures (per diem, etc.) apply. Libraries can request up to \$3,000.

The Joint Powers Agreement for NorthNet (NLS) is in the process of being changed so that individual libraries, rather than legacy systems, may join. Since all financial obligations remain with the legacy systems, there will not be any new financial obligations created by an individual library. PLS is working with a lawyer on amending the bylaws, and the current Joint Powers Agreement may be amended to keep things simple. Once the changes are made, the amended version will be submitted to the Secretary of State.

**CalPERS and retiree healthcare status report.**

North Bay is still showing as active in Cal Pers, and PLS is moving forward with closing the account. An actuarial report is being prepared to indicate how much it will cost to buy out the contracts, or how much the annual amount would be. (MVLS and North State received bills this year and the cost was approximately \$15,000 to \$17,000 annually for these payments.) CalPERS will recalculate the amount of payment as needed.

The greatest liability we have is for retirement health care. Some retirees are getting both Medicare and retiree health insurance. Jane is looking for information on what NBC is obligated to provide through contract or resolution, but has been unable to locate the information. NBC members will need to re-evaluate this again in the spring with the budget.

**News from the State Library.**

Jennifer Baker had hoped to have news from the State Library, but there was no official report. General information from the group is that LSTA Pitch an idea grants have been reviewed and applicants will be notified of the results either this week or next. Also, the Library Director's Forum is scheduled for March 6 & 7, and the majority of the Directors attending today's NBC meeting will attend.

**Steering Committee appointments.**

Steering Committee appointments were discussed. The majority of the responsibility on Steering committee members is to serve on NLS. Technically, we should have three members + the Chair (when the Chair is a member of NBC). Jennifer is serving as Chair, with Michael Perry, Siskiyou County, serving as Chair-elect. Sarah Houghton is one steering committee member. For the one or two remaining positions, Sandy Cooper and Diane Smikahl will serve if needed. No action was taken on these appointments.

**Authorization for NLS to deposit NBCLS funds in LAIF.**

Sandy Cooper moved approval, Mindy Kittay seconded. Unanimously approved.

### **Resource Sharing Subcommittee Report.**

David Dodd and Lynne Williams presented a history of the resource sharing dilemma that NBC is now experiencing. The ideal system for our members is a multi-ILS compatible system. Sonoma County has implemented patron initiated OCLC searching, but requests are still staff mediated. One interesting element is that patrons can see all holdings, but cannot place a hold on items that the patron's library owns. AV items are not eligible for loan through the system yet, as staff feel they would be overwhelmed with requests.

Solano County Libraries are ready to get their holdings into OCLC, and hope to complete the project within the next few months.

Fulfillment is designed to work like Supersearch used to, and Sonoma will test a connector linking Horizon to the libraries in San Mateo, Los Gatos, and Santa Cruz libraries (all these libraries use different ILS) as soon as the connector is available. The connector is scheduled to be completed by the end of February, and hopefully Sonoma will be able to connect to SNAP libraries as early as March.

TLC (Carl) is ready, willing, and able to build the connector for Fulfillment. Lynne needs a contact at Equinox to get this process started. Sandy Cooper and David Dodd said Mark Cooper and Jamie at Sonoma would both be able to help.

Mindy Kittay thought the Ohio State Libraries might be using Fulfillment.

The pilot grant will end June 30, so Sonoma is pushing this through. The results of the pilot program will help determine next steps for consortium members.

### **Value of NLS to MarinNet libraries—discussion.**

Gail and Sarah discussed the position of the MarinNet libraries. Since these libraries are now using Link Plus on a triple I system, the value of NBC has decreased. Link Plus meets MarinNet's and is popular with their communities. If or when Fulfillment becomes viable, the members will need to do a pro-con analysis on whether to change from Link Plus.

Gail Haar mentioned that when Supersearch died, the loyalty and need for the MarinNet members to participate in NBC went away. Currently, three members are considering pulling out of NBC and the rest have adopted a wait and see attitude.

Ability to receive Federal grants may be a motivator for these libraries to remain in the system.

The problem for the Solano Napa and Partners (SNAP) members and the Sonoma Lake and Mendocino (SLAM) members is that it is difficult to get a quorum without having representation from Marin.

Gail said she would mention these things at the MarinNet retreat on Thursday.

### **Committee Member Items.**

Several items were discussed.

### **Adjourn.**

There being no further business, the meeting was adjourned at 4:00 PM