

NORTH STATE COOPERATIVE LIBRARY SYSTEM
Council of Librarians Meeting
April 24, 2009

CALL TO ORDER:

The Librarians' Council of the North State Cooperative Library System (NSCLS) met this date at the Tehama County Library located in Red Bluff, California with Chair Derek Wolfgram presiding. The meeting convened at 1:04 p.m.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Butte County Library	Derek Wolfgram
X		Del Norte County Library District	Linda Kaufmann
X		Humboldt County Library	Victor Zazueta
		Lassen Library District	Jeff Hawkins
X		Modoc County Library	Cheryl Baker
X		Orland Free Library	Marilyn Cochran
X		Plumas County Library	Margaret Miles
X		Shasta Libraries	Jan Erikson
X		Siskiyou County Library	Betsy Emry
X		Tehama County Library	Caryn Brown
X		Trinity County Library	Oresta Esquibel
X		Willows Public Library	Sandie Hobbs
	X	Butte College Library	Luozhu Cen
	X	CSU Chico Library	Carolyn Dusenbury
	X	College of the Redwoods Library	Jason Leppaluoto
	X	College of the Siskiyous Library	Dennis Freeman
	X	Feather River College Library	Tom Davis
	X	Humboldt State University Library	Ray Wang
	X	Lassen College Library	Rosanna Brown
	X	Shasta College Library	Janet Albright
	X	Simpson University Library	Larry Haight
X		State Library	Jon Torkelson
X		NSCLS System Headquarters – Exec. Dir.	Annette Milliron
X		NSCLS System Headquarters – Asst. Dir.	Patty Hector

1. INTRODUCTIONS:

Introductions were made. Marilyn Cochran introduced Jody Meza, who will be replacing her as director of the Orland Free Library after Ms. Cochran's retirement. The Council welcomed Jody Meza.

2. PUBLIC INVITED TO ADDRESS BOARD:

No public was in attendance.

3. APPROVAL OF AGENDA:

Derek Wolfgram reported that he would like to add an item to the agenda under 7A for a LSTA grant application on behalf of the System. A Motion to approve the revised agenda was moved by Cheryl Baker and seconded by Betsy Emry. The Motion passed unanimously.

4. APPROVAL OF MINUTES OF MARCH 20, 2009 COUNCIL MEETING:

A Motion to approve the March 20, 2009 meeting minutes was moved by Marilyn Cochran and seconded by Sandie Hobbs. The Motion passed unanimously.

5. CONSENT CALENDAR:

The Council reviewed the first nine months of the year. Discussion ensued. A Motion to approve the consent calendar was moved by Jan Erikson and seconded by Caryn Brown. The Motion passed unanimously.

6. CONSOLIDATION TASK FORCE:

A. RESOLUTION TO JOIN NORTHNET LIBRARY SYSTEM

A Motion to approve the JPA agreement was moved by Marilyn Cochran and seconded by Sandie Hobbs. The Motion passed unanimously.

7. COMMITTEE REPORTS/NEW BUSINESS:

A. COLLECTIONS, TECHNOLOGY AND SERVICES COMMITTEE

1. RURAL INITIATIVE LIBRARY GRANT

Jon Torkelson referred to the document he had emailed that summarized the current status of the RLI grant. (The report is attached to the minutes.) He noted that no one responded with any big changes to the summary. The consensus was that the RLI grant has been successful. The only thing that has been challenging is the Infopeople training. The System has reviewed ways to improve the workshop process and have discussed having an Infopeople staff person, possibly Cheryl Gould, be a circuit rider/trainer who could travel around and do training that is targeted for each library. The System will use video conferencing less for meetings and more for archiving trainings and conferences. Mr. Torkelson noted that he believes the grant will have enough money to send some people to Tennessee for the ARSL conference. He reported that an effort has been made this year to include Tribal Libraries in the grant and an effort will be made to try and build on that for next year. Victor Zazueta thanked Mr. Torkelson for his report and informed him that Susan Hanks is a great asset. He also reported that the Bear River Rancheria is the first tribal library to move to an Open Source catalog (Evergreen). Mr. Torkelson reported that Acting State Librarian Stacey Aldrich is very interested in supporting leadership training for rural libraries. Mr. Wolfgram suggested a leadership program that incorporates an assignment piece that designs something online that would be sustainable for the future. Discussion ensued.

2. LSTA GRANT APPLICATION

Mr. Wolfgram discussed the idea that came up at the last Council meeting to write an LSTA grant application for a resource sharing system to increase the System's libraries' ability to collaborate. Ms. Milliron spoke with Ms. Aldrich and was encouraged to apply. Ms. Milliron has also talked to OCLC and Sirsi Dynix about their resource sharing software. Mr. Zazueta stated that he was very interested in this concept, but wondered about the cost. Some part of it would need to be innovative; maybe have books delivered directly to the patron. Betsy Emry mentioned that Siskiyou Library had thought about writing a grant to buy Kindles for their homebound patrons. A Motion to direct the NSCLS staff to finish a grant application on this subject was moved by Sandie Hobbs and seconded by Jan Erikson. The Motion passed unanimously.

Ms. Milliron reported that she spoke with Ms. Aldrich about a grant to explore how to conduct virtual meetings in NorthNet Library System and the State Library was not very receptive. Discussion ensued.

B. PERSONNEL AND BUDGET COMMITTEE

1. RETIREE'S HEALTH INSURANCE COVERAGE RESOLUTION

Mr. Wolfgram discussed the unfunded liability the System has for retiree health insurance. At the last

Council meeting the Council talked about freezing the employer contribution to the premium cost at the current level for 2009/10 the starting a 25% reduction each year until reaching the minimum allowable by PERS. The total over the five-year period would be \$85,764. The System needs to approve a resolution for the freezing of the employer contribution and then new resolutions each year for each subsequent reduction. The System would have to write a check to the retirees who are under 65 years old in order to keep the same benefits for all PERS is unable to distinguish by age and thereby allow different contribution values. Ms. Milliron will revise the personnel manual to reflect this change. A Motion to approve the PERS resolution was moved by Marilyn Cochran and seconded by Caryn Brown. The Motion passed unanimously.

2. DELIVERY PROPOSAL

Sprint's delivery proposal was discussed. (The delivery proposal is attached to the minutes.) Ms. Milliron noted that to fund the proposed schedule as it is now, it would take an additional \$43,108 above the \$88,296 in the bid of one day of delivery to all currently served locations. The bid eliminates the third day of delivery on the Valley run and the Hwy 299 route and has the coast run end in Santa Rosa. Materials from the coast libraries would go through Santa Rosa and out the next day to the Valley. Ms. Milliron estimates the reserves will be \$230,000 by the end of the year after taking care of retiree benefits and paying the 2009-10 NLS dues. Margaret Miles stated that she felt the delivery is the greatest service provided by NSCLS and she would rather use reserves than see the service be reduced. Ms. Erikson and Ms. Esquibel voiced their agreement. Member libraries on Route 1 voiced their concern that the routes were changed to Tues/Thurs so there would be only one day in between the delivery and then five days until the next delivery. It wouldn't be a deal breaker, but the arrangement wouldn't be optimal. A Motion for NSCLS to adopt the proposed delivery schedule as presented with a possible change of delivery days for Route 1 with a commitment up to \$45,000 from reserves for one year while monitoring the situation throughout the year was made by Cheryl Baker and seconded by Caryn Brown. The Motion passed unanimously.

3. BUDGET FY 2009/2010

The FY 2009/10 budget was discussed. A Motion to approve the FY 2009/10 budget with adjustments for delivery costs was moved by Sandie Hobbs and seconded by Jan Erikson. The Motion passed unanimously.

C. YOUTH SERVICES

No report.

8. NEW BUSINESS

A. LEGISLATIVE DAY APPOINTMENT FEEDBACK

Mr. Wolfgram reported that the visit with Assemblyman Neilsen's staff member Chris Norden was very positive and noted the assemblyman is very supportive of libraries. Ms. Erikson felt very positive about the visit with Chris Norden as well. The visit with Senator Aanestad's staff was not very productive. Ms. Milliron reported on her meeting with Senator Wes Chesbro, which she found to be very encouraging as he has been a library supporter in previous years. Ms. Milliron discovered that the ARRA funds that have been given to the State so far have all been used on backfilling the State's deficit. She also reported on the meeting with Noreen Evans' staff person who stated that Ms. Evans would try to protect library funding. Discussion ensued.

B. ELECTION OF NORTH STATE CHAIR/VICE CHAIR AND NORTHNET COUNCIL MEMBERS

Derek Wolfgram reported for the Nominating Committee. Margaret Miles is nominee for President; Cheryl Baker for Vice-Chair and Sandie Hobbs for the NLS Council Member. A Motion that the slate of officers take office June 1st since the president and vice-president will be leaving their libraries in May was moved by Marilyn Cochran and seconded by Caryn Brown. The Motion passed unanimously.

9. ANNOUNCEMENTS

Cheryl Baker reported that she has applied for the “We the People” grant from ALA for the first time this year. The Modoc County Library has received three sets of bookshelves and one set of artwork. One of the library’s staff members is an artist and will be working with Ms. Baker on the programming of the grant. She noted that the grant application process was easy and encouraged everyone to apply. Ms. Baker also reported that her county’s new CEO is a library supporter and she is really encouraged about that as she has been having to draw from her reserves to balance her budget and those reserves will be used up by 2010. Ms. Baker hopes that the County will help to support the library in the future.

Betsy Emry reported that Julie Mitchell applied for an ALA grant and is doing a book club for incarcerated youth. She said it has been well received by the community.

Derek Wolfgram said his report isn’t any different from the last meeting.

Marilyn Cochran reported that nothing has changed from the last meeting as well.

Jan Erikson reported that since Shasta County library is run by LSSI, they have not experienced the cuts that other libraries have. She recently gave a report to the County Library Board and was really pleased to see how much the library has accomplished. Her library advisory committee is recommending that the entire library campus be smoke free and that cell phones be restricted to certain areas.

Caryn Brown reported that Tehama County Library had the “We the People” grant for Lincoln’s Birthday and their program in February was very well received. The library is now setting up a teen area in the library. They partnered with PALS to have a bunko night and raised \$500 for the summer reading program. They also held a penny drive that raised money for the library. Ms. Brown has also been using a digital picture frame at the front desk with different community pictures and advertising for upcoming events that patrons are enjoying. She noted she got the idea from the ARSL conference in Sacramento.

Margaret Miles reported that Plumas County Library was awarded a Libri Grant at three of it’s branches for children’s books. The library’s literacy program has also started a Raising a Reader program and recently started tutoring in the jail. Plumas County’s CAO has recommended submitting a status quo budget for next year and she noted that she feels incredibly lucky. The library also used some Friends money to update their website.

Derek Wolfgram thanked Marilyn Cochran for all her years of service to NSCLS.

The Council also thanked Mr. Wolfgram for his leadership on the Council and wished him luck in his new position.

ADJOURNMENT

The meeting adjourned at 3:50 p.m.

Derek Wolfgram
Chair of the Board
April 24, 2009

Annette Milliron DeBacker
Clerk of the Board
April 24, 2009

The Rural Library Initiative Summary

The Rural Library Initiative (<http://rurallibraries.org/>) provides training and program services available to libraries in rural areas so that they may serve the needs of their local, often isolated, library users. The project objectives were developed based on the input of a planning team of California rural library directors at a strategic planning meeting held in April 2007. The Rural Initiative improves library service in rural California communities by providing access to training and resources to rural libraries, respond to the needs, strategic goals, and activities expressed in the California State Library *Rural Library Initiative Strategic Plan, 2007/08 through 2009/10*.

The current RLI objectives are:

- Objective #1: Provide support for training for Library Support Groups
- Objective #2: Provide access for rural libraries to meetings and training through virtual methods – webcast, videoconference and archived training events.
- Objective #3: Expand and evaluate the Rural Initiative Electronic Clearinghouse – www.resourceroundup.net.
- Objective #4: Provide access for rural library staff to Infopeople training by delivering high need workshops to geographically isolated areas, supporting access to online courses, and by funding reimbursement for travel and substitutes when needed.

The Rural Library Initiative has:

- Utilized trained CALTAC volunteers to deliver “Board Effectiveness Training” workshops to local library boards throughout the state.
- Produced virtual workshops on top priority topics.
- Delivered programs or meetings (statewide or regional) via remote access technologies.
- Published the quarterly electronic newsletter to market electronic clearinghouse resources to more than 1,000 Clearinghouse registered users.
- Added materials that respond to the current information needs of rural libraries.
- Delivered workshops in remote locations, including training for rural libraries.
- Provided scholarships to rural library staff to take online courses.
- Developed and delivered training to help rural libraries use the Public Library Association Advocacy Toolkit, the “Telling the Community Your Story” class that combined webinars and an online class.
- Provided scholarships for California Rural Library and Tribal Library staff to attend the Association for Rural and Small Libraries Annual Conference in Columbus, Ohio in 2007 and Sacramento in 2008.

For Fiscal Year 2009-2010:

- Tribal Library Objective
- Leadership Program
- ARSL Conference
- Training Scheduling and Delivery
- Communication Strategy

Proposed Schedule

Stand Alone

Cost \$\$\$ Group Cost

<u>Route #1 (Sacramento Valley Loop)</u>		Tuesday	Wednesday	Thursday	Friday	Per Day	Per Day
Butte County	Oroville	Yes		Yes		\$58.50	\$23.00
Paradise Branch Library	Paradise	Yes		Yes		\$73.50	\$23.00
Bayliss	Glenn	Yes				\$65.00	\$23.00
Willows PL/City Hall	Willows	Yes		Yes		\$65.00	\$23.00
Orland Free Library	Orland	Yes		Yes		\$73.50	\$23.00
Shasta County Library	Redding	Yes		Yes		\$165.00	\$23.00
Tehama County Library	Red Bluff	Yes		Yes		\$96.50	\$23.00
Los Molinos	Los Molinos	Yes		Yes		\$85.00	\$23.00
Chico Branch Library.	Chico	Yes		Yes		\$67.50	\$23.00
CSU Meriam Library	Chico			Yes		\$73.50	\$23.00
Durham Branch	Durham	Yes		Yes		\$65.00	\$23.00
Sutter County/Yuba City	Yuba City	Yes				\$52.00	\$23.00
SUBTOTAL						\$940.00	\$276.00

<u>Route #3 (Plumas/Lassen)</u>		Tuesday	Wednesday	Thursday	Friday	Per Day	Per Day
Butte County	Oroville		Yes			\$58.50	\$34.50
Feather River College Library	Quincy		Yes			\$172.00	\$34.50
Plumas County Library, Quincy	Quincy		Yes			\$172.00	\$34.50
Portola Branch Library	Portola		Yes			\$215.00	\$34.50
Chester Branch Library	Chester		Yes			\$215.00	\$34.50
Greenville Branch Library	Greenville		Yes			\$215.00	\$34.50
*Taylorsville Station			Yes				
Plumas County Library, Quincy	Quincy		Yes			\$172.00	\$34.50
Butte County	Oroville		Yes			\$58.50	\$34.50
SUBTOTAL						\$1,278.00	\$276.00

<u>Route #2 (Siskiyou)</u>		Tuesday	Wednesday	Thursday	Friday	Per Day	Per Day
Shasta County Library	Redding	Yes		Yes		\$59	\$21.00
Dunsmuir Branch Lib.	Dunsmuir	Yes		Yes		\$86	\$21.00
Mt. Shasta Branch Lib.	Mt. Shasta	Yes		Yes		\$105.00	\$21.00
College of Siskiyou Lib.	Weed			Yes		\$115	\$21.00
Weed Branch Library	Weed	Yes		Yes		\$130	\$21.00

Proposed Schedule

Stand Alone

Cost \$\$\$ Group Cost

Siskiyou County Library	Yreka	Yes		Yes		\$182	\$21.00
Weed Branch Library	Weed	Yes		Yes		\$150	\$21.00
College of the Siskiyous	Weed			Yes		\$130	\$21.00
Mt. Shasta Branch Lib.	Mt. Shasta	Yes		Yes		\$105	\$21.00
McCloud Branch Library	McCloud	Yes		Yes		\$125	\$21.00
Dunsmuir Br.	Dunsmuir	Yes		Yes		\$86	\$21.00
Shasta Co.	Redding	Yes		Yes		\$65	\$21.00
Anderson Branch Lib,	Anderson	Yes				\$52	\$21.00
Shasta Co. Library	Redding	Yes				\$65	\$21.00
SUBTOTAL						\$1,455	\$294.00

Route #5 (Shasta/Modoc)

		Tuesday	Wednesday	Thursday	Friday		
Shasta County Library	Redding		Yes			\$65	\$27
Burney Branch Library	Burney		Yes			\$104	\$27
Lookout Branch Library	Lookout		Yes			\$175	\$27
Adin Branch Library	Adin		Yes			\$175.00	\$27
Modoc County Library	Alturas		Yes			\$250.00	\$27
Adin Branch Library	Adin		Yes			\$175.00	\$27
Lookout Branch Library	Lookout		Yes			\$175.00	\$27
Burney Branch Library	Burney		Yes			\$104.00	\$27
Shasta College Library	Redding		Yes			\$65.00	\$27
Simpson College	Redding		Yes			\$65.00	\$27
Shasta County Library	Redding		Yes			\$65.00	\$27
SUBTOTAL						\$1,418.00	\$297

Route # 4 (Humboldt Del Norte)

		Tuesday	Wednesday	Thursday	Friday		
Humboldt County Library	Eureka	Yes				\$52.00	\$37
McKinleyville Branch Library	McKinleyville	Yes				\$68.00	\$37
Trinidad Branch Library	Trinidad	Yes				\$85	\$37
Del Norte County Library	Crescent City	Yes				\$158.00	\$37
COR - Crescent City	Crescent City	Yes				\$158.00	\$37
Humboldt State Univ. Library	Arcata	Yes				\$52.00	\$37
COR - Eureka Library	Eureka	Yes				\$52.00	\$37
Humboldt County Library	Eureka	Yes				\$52.00	\$37

Proposed Schedule

Stand Alone

Cost \$\$\$ Group Cost

SUBTOTAL		\$677.00	\$296
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Route # 4 (Humbolt)

		Tuesday	Wednesday	Thursday	Friday		
Humboldt County Library	Eureka		Yes		Yes	\$52.00	\$37
Arcata Branch Library	Arcata		Yes		Yes	\$73.50	\$37
Willow Creek	Willow Creek		Yes		Yes	\$85.00	\$37
Blue Lake Branch Library	Blue Lake		Yes		Yes	\$85.00	\$37
Arcata Branch Library	Arcata		Yes		Yes	\$73.50	\$37
	Eureka		Yes		Yes	\$52.00	\$37
Humboldt County Library	Santa Rosa		Yes		Yes	\$66.00	\$37

SUBTOTAL		\$487.00	\$259
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TOTAL		\$6,255.00	\$1,698.00
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TOTAL for YEAR		\$325,260.00	\$88,296.00
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