

NORTH STATE COOPERATIVE LIBRARY SYSTEM
Council of Librarians Meeting
May 15, 2008

CALL TO ORDER:

The Librarians Council of the North State Cooperative Library System (NSCLS) met this date at the Redding Public Library in Redding, California with Chair Betsy Emry presiding. The meeting convened at 1:00 p.m.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Butte County Library	Derek Wolfgram
	X	Del Norte County Library District	Russell Long
X		Humboldt County Library	Victor Zazueta
	X	Lassen Library District	John Flaherty
		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	Sandra 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		California State Library Representative	Jon Torkelson
X		Tehama County – SAB Representative	Sue Gallagher
X		NSCLS System Headquarters – Exec. Dir.	Annette Milliron
X		NSCLS System Headquarters – Asst. Dir.	Patty Hector

1. INTRODUCTIONS:

The Council introduced themselves to Sandra Hobbs, the new director at Willows Public Library and Jan Erikson, the new director at Shasta Libraries. Ms. Milliron advised the Council that Ms. Hector recently underwent surgery for breast cancer and will be having one more surgery and then will begin radiation therapy. Discussion ensued. The Council asked Ms. Milliron to send on their behalf an edible arrangement.

2. PUBLIC INVITED TO ADDRESS BOARD:

No public was in attendance.

3. APPROVAL OF AGENDA:

A Motion to approve the agenda was moved by Marilyn Cochran and seconded by Margaret Miles. The Motion passed unanimously.

4. APPROVAL OF MINUTES OF MARCH 14, 2008 COUNCIL MEETING:

It was noted that on Page 5 C. LIBRARY OF CALIFORNIA BOARD UPDATE "PLF did not experience any cuts." should read "PLF experienced a 10% cut.". Also, on Page 6 - 5. LISTEN-IN COLLECTION UPDATE, LINE 4 "In Plumas' catalog, DVDs will be listed..." should read "In Plumas' catalog, the items will be listed..."

A Motion to approve the March 14, 2008 meeting minutes as corrected was moved by Derek Wolfgram and seconded by Victor Zazueta. The Motion passed unanimously.

5. SYSTEM ADVISORY BOARD REPORT

Ms. Milliron reported on behalf of Sue Gallagher, the SAB Vice-Chair. The System Advisory Board reviewed the FY 2008/09 Plan of Service and recommend their approval. They also have put on hold any recruitment for their numerous SAB vacancies until the State budget has been approved. Ms. Milliron explained that the SAB did not want to recruit new members until they were sure the SAB funding wasn't cut. Pat Bunnell reported to the SAB that the Friends group in Shasta generates over \$5,000 a month in book sales from the bookstore in the Redding Library and Ms. Milliron was amazed at their efforts.

6. COMMITTEE REPORTS/NEW BUSINESS

A. REFERENCE COMMITTEE

1. DATABASE/E-BOOKS PURCHASE

Victor Zazueta, the Reference Committee Chair, reported that the committee is exploring the use of the money that is available to them, approximately \$26,000. They are interested in a shared e-book reference book collection and Mr. Zazueta will try to connect with Califa. They are interested in a legal collection. Margaret Miles asked Mr. Zazueta to define what the ebooks are exactly. He explained that an example is the books are available through Nolo Press. They would be available online and there would be an authentication process. Califa would host the items on their server and Califa makes their money by charging for hosting, 5-10% of the total cost. Califa's platform allows multiple users. Ms. Milliron noted that the one-time e-book funds will be rolled forward into the 08/09 budget so the Reference Committee doesn't feel like to have to rush to a decision. Mr. Zazueta would like to have a pilot program with some selection, e.g. 20-50 core collection to use as pilot. The committee is also interested in Overdrive for downloadable audio. Mr. Zazueta belongs to another library system as well and they pay \$15,000 per year in replacing cases for its audio books collection, which they would rather spend on a product like Overdrive. Jan Erikson recommends using the Oregon Digital initiative as a resource. Discussion ensued.

2. STATEWIDE REFERENCE THINK TANK UPDATE

Derek Wolfgram reported that he was one of eleven people that was invited to be one of the Think Tank creators brought together by the State Library to discuss how to use LSTA money for a new statewide reference program. The purpose of the meeting was to frame the discussion to develop various scenarios to take to a larger "builder" group this summer. The first meeting was an orientation of sorts for the facilitators to familiarize themselves with the issues libraries are facing in order to frame the think tank experience. Issues discussed where what reference would look like in self-service library, what work is being done by tools rather than people. The first Think Tank meeting has been scheduled for late August where they will

be asked to come up with three scenarios to what reference will look like. The focus is on the future and will be something transformational. The actual “builders” of these ideas will consist of separate groups, but will have a common thread running through all. Mr. Wolfgram passed around his personal notes on the Think Tank meeting. Discussion ensued.

3. CLSA PLAN OF SERVICE

The 2008/09 Plan of Service was discussed. Ms. Milliron noted that there are no radical changes in the plan this year. If NSCLS decides to move forward with MVLS and North Bay in forming a mega-system, then 2008/09 will be spent creating a service plan that fits the needs of all members. Ms. Milliron noted that there needs to be a correction to number under the delivery portion of the plan. Also, the fiscal agent needs to be changed from the City of Willows to North Bay Cooperative Library System. Further discussion ensued. The NSCLS website was discussed and the Council felt that a sub-committee should be formed to review the website and discuss how it can become more functional. Betsy Emry and Margaret Miles volunteered to serve on the sub-committee - Automation Committee review. Ms. Milliron advised the Council that the new website URL is <http://nscls.chillco.com> The SAB approved their section of the plan at their meeting earlier today. It was noted that some of the fiscal year header dates need to be corrected as well. A Motion to approve the 2008/09 Plan of Service as corrected was moved by Margaret Miles and seconded by Marilyn Cochran. The Motion passed unanimously.

B. AUTOMATION COMMITTEE

1. OCLC CALIFORNIA CATALOG

It was reported that Plumas County’s catalog is finally set but Orland is still struggling with TLC. Discussion ensued. NSCLS will pay all OCLC costs for the public library members for FY 2008/09. A copy of the costs per member is included in the packet for information purposes. The Group Service Catalog contract expires on June 30, 2009 so NSCLS will be negotiating a new contract at some point in the year.

C. MEDIA DEVELOPMENT COMMITTEE

1. DOWNLOADABLE AUDIOBOOKS

Ms. Milliron reported that Overdrive is undertaking a very aggressive marketing campaign. They are offering an MVLS/NSCLS joint collection for \$66,500 for 48 months with a core collection at \$9,500 for titles. Sacramento Public Library has their own platform of Overdrive materials and reciprocal borrowing could be put into place between the two platforms. The MVLS Council met on May 8th and expressed an interest in investigating the offer if North State is interested as well. North State could use the one time found reference money to fund their portion of the base cost for the reconfigured 4 years. This could be a way of keeping the audio collection up to date. Discussion ensued. Ms. Milliron reported that Bill Barrs of Lake Oswego Public Library contacted her regarding developing a collection. This proposal will be revisited at the September Council meeting.

The email address to request DVDs through ILL is orlib@yahoo.com. The Council discussed how the system could build the DVD circulation. Netflix was discussed and it was asked if anyone know of any California libraries using Netflix. Discussion ensued. It was suggested that the Media Committee review TBR to see what the amount is and possibly tie ordering new materials to a percentage of TBR. Margaret Miles, Marilyn Cochran, Brenda Crotts and Patty Hector will serve on the new Media Development Committee.

D. PERSONNEL AND BUDGET COMMITTEE

1. FY 2007/08 BUDGET

Ms. Milliron reported that the FY 2007/08 budget is doing okay. The 3rd quarter TBR stats are in and TBR was \$8,100. The TBR return is not as good as hoped, but it is not unexpected given the difficulties the system experienced with the transfer of cataloging records and setting up access to the Orland and Plumas catalog for holds. The system will need to pull about \$185,000 from the Miscellaneous fund to cover operations for FY 2007/08. To date, NSCLS has collected \$143,715 with quarter 4 interest and TBR yet to be collected so we may not have to pull too much from the miscellaneous fund in the long run. The Council requested that the database contracts be renewed. A Motion to renew the database contracts for 2008/09 was moved by Derek Wolfgram and seconded by Margaret Miles. The Motion passed unanimously.

2. OCLC CATALOGING FEES FOR FY 2008/09

The OCLC cataloging fees for FY 2008/09 were discussed and Ms. Milliron reminded the Council that the system will pay for the fees for the upcoming year. Discussion ensued. A Motion for each library to begin paying 25% of cataloging fees starting in July 2009 with a subsequent 25% increase each year until the full amount is paid by member libraries in July 2011 was moved by Margaret Miles and seconded by Derek Wolfgram. The Motion passed unanimously.

3. MANAGEMENT AND REFERENCE SERVICE CONTRACT WITH NBC FOR FY 2008/09

Ms. Milliron noted that there were several corrections needed on the contract. She combined the reference and management contract but neglected to correct the numbers on page 2. Ms. Milliron handed out a revised contract. The cost for the management portion should have increased by 3.8%, which is what NBCLS is using as the CPI for the Bay Area. This increase was passed on to MVLS as well. It was used for the NBCLS staff. The administrative contract increased by \$1,000 and the reference amount was reduced so more money could be put towards databases. Ms. Milliron kept the travel and office support expenses at the same rate as the past four years. The Council was advised that the State allocates North State \$42,677 for administration. The remaining \$25,000 of the administration contract amount will come out of TBR money. The contract price for reference was scaled to fit what the State allocates, so the database purchases and NBCLS question answering price totals \$67,400, the State allotment. Discussion ensued. Currently, the member libraries pool their TBR money in lieu of paying membership fees and Ms. Milliron noted that this is something the Council might want to review. During the merger discussion, NSCLS has always voiced concern over having to pay membership fees in the new consolidation configuration. Ms. Milliron advised the Council, that by pooling their TBR, they are in effect paying membership fees and not only that, but they are paying more than MVLS and NBCLS pay for membership fees. Further discussion ensued.

A Motion to approve the management and reference service contract with North Bay Cooperative Library System for FY 2008/09 as corrected was moved by Derek Wolfgram and seconded by Marilyn Cochran. The Motion passed unanimously.

4. FY 2008/09 BUDGET

Ms. Milliron reported that she based the FY 2008/09 budget on generating about the same amount of revenue for the miscellaneous fund as is needed to balance the expenses. The budget also includes contracting the delivery service to Sprint Courier Service as of July 1, 2008. The 2008/09 was discussed. A Motion to approve the FY 2008/09 budget was moved by Marilyn Cochran and seconded by Oresta Esquibel. The Motion passed unanimously.

E. CHILDREN'S SERVICES

Ms. Hector spoke with the co-chairs of the Children's Services Committee: Sally Ainsworth and Jody Meza. They have not spent all of the children's money budgeted for this year and would like to roll that money

forward into next year's budget. Because NSCLS is trying to build a reserve fund, typically the children's money has not been rolling forward. The committee would like to increase their budgeted amount so they can hire a speaker and hold a children's staff development workshop next year. Ms. Milliron looked at the numbers and found that \$7,000 could be used for their program next year, if the remaining balance for the current year is rolled forward. The Council would need to make a motion to roll that money forward. The caveat is that money, which was slated for the reserves, would not be placed there. Discussion ensued. Mr. Zazueta asked if all NSCLS children's librarians will be surveyed on what they'd like to see in such a program. Ms. Hector advised that the committee has been surveyed to see what they're interested in. Mr. Zazueta advised Ms. Hector to check with Humboldt County's children's librarian as they have worked with the local PBS station on the Ready to Learn campaign. It was mentioned that the Redding Library and local PBS should be contacted as well. The children's funding issue will be revisited at the Fall Council meeting.

F. PROGRAM & SERVICES/NETWORKING

1. RURAL INITIATIVE FY 2007/08

Jon Torkelson reported that CALTAC originally had four objectives: provide training for libraries, provide access for libraries in rural areas for trainings and meetings, continue the expansion and evaluation of Rural Libraries Initiative Clearinghouse, and provide access to rural library staff for InfoPeople training in their libraries and rural areas. A fifth objective is to partner with ARSL to hold a conference in Sacramento in September. The 2007/08 budget for the RLI was \$236,000.

2. RURAL INITIATIVE FY 2008/09

Jon Torkelson reported that the RLI budget for FY 2008/09 will be \$176,000. He noted that the decrease in funding shouldn't be seen as a negative since RLI is spending a significant amount of money to send rural library staff to attend the ARSL conference. Over 100 people will attend the conference using scholarships provided by the RLI. Mr. Torkelson noted that some of the scholarship recipients will be from tribal libraries. Portions of the ARSL meeting will be archived for later viewing. The number of workshops held will also decrease next year in compensation for RLI providing the scholarships. Discussion ensued.

7. NEW BUSINESS

A. ELECTION OF OFFICERS

The Nomination Committee recommends Derek Wolfgram as Chair and Marilyn Cochran as Vice-Chair of Council for the 2008/09 year recommendation. The recommendation was approved by acclamation.

B. RESOURCE SHARING SYMPOSIUM

A resource sharing symposium was held at the Sacramento Public Library on April 17th, the day after legislative day. Members from all three systems were invited to send their staff to view ILL resource sharing software demonstrations by automation vendors: OCLC, SirsiDynix, Autographics and Innovative Interfaces. 65 people attended and all three systems were very well represented. So far, MVLS and NBCLS are interested in two different vendors. Ms. Milliron asked the Council if any of the demonstrations appealed to them. Margaret Miles and Jeannette Legg attended and Ms. Miles compiled a list of their observations and handed it out to the Council. The idea is that this could be a joint project among the three systems. Discussion ensued.

Redding and Siskiyou County liked the Autographics demonstration. It was noted that TLC is not NCIP compatible and a large number of NSCLS libraries are TLC. However, Ms. Milliron advised that SirsiDynix and TLC are currently testing NCIP and that six of the eight needed messages have been completed. Discussion ensued.

A library staff member who attended the symposium recommended that vendors be asked to complete

evaluation forms. They also recommended that an ad hoc committee comprised of ILL and technical services staff be formed to help with making decisions. Discussion ensued.

In the Council is interested in viewing another demonstration by Autographics and OCLC, the vendors can be invited back to provide another demonstration, after which NSCLS could request an Request for Quote (RFQ). Conducting the demonstrations via webinar sometime in the Fall was discussed.

MVLS is primarily interested in Autographics but is also interested in OCLC. NBCLS is sticking with Sirsi/Dynix for one more year while exploring an open source options. It was reported that Santa Cruz Public Library is buying Koha software. Discussion ensued.

C. SYSTEM CONSOLIDATION MEETING

Ms. Milliron reminded the Council that the system consolidation meeting is being held tomorrow, May 16th at Redding Library. The facilitator, Maureen Sullivan, missed her flight connection at LAX to Redding due to bad weather between Maryland and Los Angeles so she will need to facilitate via conference phone. Discussion ensued.

Ms. Milliron reported that John Shupe, the attorney working on the tri-system merger, has completed his initial research. There are three alternatives that could be used to form a consolidated organization. The best approach, in his opinion would be to have MVLS and NSCLS Councils vote to join NBCLS. MVLS and NSCLS are joint resolution agencies and have the power to join other agencies if joining will benefit their members. Resolutions from MVLS and NSCLS governing authorities authorizing this action are not necessary as a JRA has the authority to operate for the benefit of its members. The State Library felt this method would be financially damaging as MVLS and NSCLS would be counted as only 2 new members to NBC rather than 26 new members. **OR** NBCLS, MVLS, and NSCLS could form a new joint resolution agency but this would require a resolution from each governing authority of each member. However, Mr. Shupe feels that JRA resolutions are not as difficult to craft and pass as are JPA resolutions. The third and final option is to form a 501 C 3 non-profit public benefit agency that would hire NBCLS as the fiscal agent and staff for the agency. The State Library recommends the formation of a new agency as a Joint Resolution Agency. They feel that a JRA gives the systems the greatest flexibility. Ms. Milliron will check to see if the existing JPA and JRAs have to be dissolved and how that would work.

The possible damaging fiscal effects are grim. Rosario Garza received an estimate for CLSA budget figures for a consolidated MCLS in 2009/10 and was shocked to discover that the group would lose \$90,000. It seems that the CLSA formula punishes consolidation. Discussion ensued. Ms. Milliron reported that stated that she was told that the systems will have approximately the same amount of money to work with and distribution will be based on population. The base amount will be divided among the 15 systems which after the pending consolidations will be pared down to seven systems. She noted that there had been a suggestion that the State “hold harmless” all systems for 2008/09 while they are in the midst of planning their consolidation. Ms. Milliron spoke with Sandy Habbestad at the State Library and found that the current formula was a LoC Board action and not listed in the regulations. It is important that the Systems find out what the current formula is and then contribute our input in formulating the new calculation/formula. Ms. Milliron noted that geography and population are definitely part of the current calculation. Ms. Milliron will contact the State Library to request the current formula calculation and will bring it to the Joint Systems meeting in Redding on May 16th. At the LoC August meeting, the systems will submit their merger request and the Board to hold all systems contemplating a merger harmless while holding funding at current levels. Further discussion ensued.

Ms. Milliron reported on the discussion she held with Jeanne Goodrich regarding her thoughts on system consolidation. Ms. Goodrich offered to work with NBC in a discussion approach, much the way that Liz

Gibson offered. She has some valid suggestions that are so vast that all the systems and the State Library should be involved in the discussion and development of the ideas. She feels that the CLSA model is so out of date that systems need to return to a zero base system planning approach. Furthermore, there is merit in the idea that the "Mega-Systems" could work in a library development manner, but only as long as it was in concert to move the agenda of the State Library. Her concern is that the systems will never have the funding to "provide" services to libraries and should not even attempt to do so. North State is a prime example of how giving service to the libraries didn't foster them to grow their local services. The NBC delivery program is another example of how the System could never give delivery to the members. Ms. Goodrich also suggests that new legislation to structure the new approach would be more beneficial than patching up CLSA.

8. ANNOUNCEMENTS

Betsy Emry reported that Siskiyou County Library held a staff training day yesterday. Part of the training was watching archived InfoPeople webcasts to demonstrate to the smaller branches how easy it is to do.

Jon Torkelson reported that there are two things the RLI will most likely do next year. One is to distribute the CSL Public Library Advocacy Kit to RLI participants and hold a training on remodeling libraries for RLI libraries.

Victor Zazueta reported that Elizabeth Murguia from Humboldt County Library was appointed to the Library of California Board. He further reported that a wireless network is being installed in his main library in conjunction with a community network. The library also held a fundraiser to purchase some equipment and ended up raising \$16,000.

Derek Wolfgram reported that Butte County Library will install wireless in their Chico branch. He noted that the Friends' purchased equipment for the library.

Sandy Hobbs reported that Willows Public Library has three new computers for both public and staff use.

ADJOURNMENT

The meeting adjourned at 4:00 p.m.

Betsy Emry
Chair of the Board
May 15, 2008

Annette Milliron DeBacker
Clerk of the Board
May 15, 2008