

NORTH STATE COOPERATIVE LIBRARY SYSTEM
Council of Librarians Meeting
October 19, 2007

CALL TO ORDER:

The Librarians Council of the North State Cooperative Library System (NSCLS) met this date at the Trinity County Library in Weaverville, California with Chair Betsy Emry presiding. The meeting convened at 11:01 a.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	Kitty Yancheff for Victor Zazueta
	X	Lassen Library District	John Flaherty
	X	Modoc County Library	Cheryl Baker
X		Orland Free Library	Marilyn Cochran
X		Plumas County Library	Margaret Miles
X		Shasta Libraries	Joy Sentman-Paz
X		Siskiyou County Library	Betsy Emry
X		Tehama County Library	Caryn Brown
X		Trinity County Library	Oresta Esquibel
	X	Willows Public Library	Cha Mee Yang
	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		GUEST: Media Program Consultant	Lore Ayre
X		GUEST: Media Program Consultant	Lucien Kress
X		SAB MEMBER – Tehama County Library	Sue Gallagher
X		SAB MEMBER – Plumas County Library	Laura Ashkin
X		SAB MEMBER – Trinity County Library	Jan Mountjoy
X		NSCLS System Headquarters – Exec. Dir.	Annette Milliron
X		NSCLS System Headquarters – Asst. Dir.	Patty Hector

1. INTRODUCTIONS:

Introductions were made.

2. PUBLIC INVITED TO ADDRESS BOARD:

No public was in attendance.

3. APPROVAL OF AGENDA:

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

4. APPROVAL OF MINUTES OF MAY 11, 2007 COUNCIL MEETING:

A Motion to approve the May 11, 2007 meeting minutes was made by Derek Wolfgram and seconded by Marilyn Cochran. The Motion passed unanimously.

5. APPROVAL OF EMAIL PERSONNEL BALLOT OF AUGUST 27, 2007

A Motion to approve the emailed personnel ballot dated August 27, 2007 was made by Marilyn Cochran and seconded by Margaret Miles. The Motion passed unanimously.

6. SYSTEM ADVISORY BOARD REPORT

Laura Ashkin reported that the System Advisory Board (SAB) isn't able to send anyone to the CLA Conference. Ms. Ashkin was the only member of the SAB who was able to give a report to her county's Board of Supervisors. The SAB members discussed ways to approach their Board of Supervisors next year. Ms. Ashkin asked the Council members who don't currently have a SAB member, to start recruitment efforts because only 7 of the 12 SAB slots are filled. She stressed that SAB members are great advocates for the libraries. At their meeting this morning, the System Advisory Board voted to fund the purchase of bookmarks and posters for Children's Book Week for each library. The Board also decided to try to increase attendance at future meetings by using teleconferencing or videoconferencing for a few meetings. The Board would like to meet in person at least once or twice a year. Discussion ensued.

7. COMMITTEE REPORTS/NEW BUSINESS

A. REFERENCE COMMITTEE

1. CLSA REFERENCE DISCUSSION

Ms. Milliron reported that there has been no news from the State Library regarding the statewide reference changes. At the Library of CA board meeting in August, Susan Hildreth stated there won't be anything to report until a person is hired to direct that program. She did say that the CLSA money currently being used to purchase databases for systems won't be redirected by the State. NSCLS used about \$50,000 for databases last year. Ms. Milliron reminded the directors that Susan Hildreth would welcome their recommendations of suitable people to head the program as the State Library is still recruiting.

Betsy Emry asked Ms. Milliron to resend the information about how to submit reference questions to North Bay. Ms. Milliron told the Council that the library branches should submit their reference questions directly to the NBCLS Reference Department rather than going through NSCLS headquarters. Discussion ensued.

2. DATABASE PROMOTION MATERIALS

Ms. Milliron had asked the Council to bring samples of promotional materials that their library uses regarding the database. Betsy Emry reported that Siskiyou County used a press release which she also sent out to County staff. Margaret Miles brought the flyers that her staff had put together for Plumas County and reported that they are planning on putting them out in the collection area near the testing and Chilton's books. The flyer is attached to the minutes. Kitty Yancheff reported that Humboldt County is planning on having some of the library's computers default to the Testing Databases. Derek Wolfgram stated that Butte County has bookmarks which he will share.

B. AUTOMATION COMMITTEE

1. OCLC CALIFORNIA CATALOG
No report.

C. MEDIA DEVELOPMENT COMMITTEE

1. LISTEN-IN REPORT
2. VIDEO/DVD REPORT
3. MEDIA STUDY PROGRESS REPORT

The Council discussed the possibility of creating rotating DVD and Book on CD collections that would be owned by one library so TBR could be collected. It would be not be as labor intensive if the bib records went with the collection for upload by the library. Or, the collection could be split between each library as a permanent owner and then it could be shared through ILL, but libraries would have to be willing to lend their media collections. A compromise would be to give the rotating collections to libraries that don't want to loan items and give materials to libraries who are willing to share. Lori Ayre mentioned that having a true floating collection would be where an item stays with whatever library ends up with it. Ms. Ayre also mentioned that the cheapest, most cost effective method of delivery is to have the materials warehoused with easy-to-use online browsing and delivery through the U.S. postal service for \$2.13. Marilyn Cochran suggested giving the Listen-In collection to Butte College if they would be willing to loan it to public libraries. The TBR could be redirected to the College instead of North State and the VHS collection could be put up for grabs amongst the libraries. Ms. Ayre suggested VDX, a product that is used to search various library vendor platforms and could be used to promote easy access. Illiad is another OCLC product that could be explored. Ms. Ayre determined that each VHS and DVD title is being circulated 2 times while the books on CD are being circulated over 4 times apiece. She thought that a quick search of Netflix (in a batch file) would reveal which titles are readily available and which would be worth keeping. Ms. Cochran and Ms. Miles discussed the possibility of each taking a collection, DVDs to Orland Free Library and Books on CD to Plumas County Library, but there would still need to be a way for patrons to browse easily.

D. BUDGET COMMITTEE

1. FY 2007/08 BUDGET

The Budget Committee reviewed the current financial situation and discussed closing down the Video Center and Listen In earlier than the June 30th deadline set by the State Library. The Budget Committee recommended NSCLS discontinue the purchasing of new media for the Video Center and Listen In. No second was needed and the Motion passed unanimously.

A Motion authorizing Annette Milliron to notify the NSLCS staff and landlord that the North State office and Listen-In will be closed down by January 31st was made by Marilyn Cochran and seconded by Russell Long. The Motion passed unanimously.

The Council discussed when the System should stop circulating materials. There was consensus to keep the materials circulating until the last possible moment. A Motion to sell the surplus van was made by Russell Long and seconded by Derek Wolfgram. The Motion passed unanimously.

The Budget Committee recommended approval of the revised budget for FY 2007/08. No second was needed and the Motion passed unanimously.

E. CHILDREN'S SERVICES

The Children's Service report was presented in written form and is attached to the minutes.

F. PROGRAM & SERVICES/NETWORKING

1. RURAL INITIATIVE FY 2007/08

No report.

2. ARSL CONFERENCE

The ARSL conference was held in Columbus, Ohio this year. The next conference will be held in Sacramento in 2008 and the directors were encouraged to send staff.

3. WEB 2.0 WORKSHOPS

Margaret Miles reported that only one workshop has been scheduled so far and it will be in November. She asked the Council how they felt about having the Web 2.0 and the Petting Zoo workshops back to back. Discussion ensued.

G. PERSONNEL COMMITTEE

No report.

8. NEW BUSINESS

A. ANNUAL REPORT FY 2006/07

A Motion to approve the Annual Report for FY 2006/07 was made by Marilyn Cochran and seconded by Margaret Miles. The Motion passed unanimously.

B. JOINT MEETING OF SYSTEM REPRESENTATIVES

Ms. Milliron explained that the Steering Committees from NBCLS and MVLS would like to hold a joint meeting to discuss how things are going with System administration and would like to include NSCLS. Since NSCLS doesn't have a Steering Committee, Ms. Milliron is seeking volunteers to attend on either November 16th or 30th. Discussion ensued.

C. RESOURCE SHARING SUMMIT

The MVLS Steering Committee would like to hold a resource sharing summit with NBCLS and NSCLS because they don't have one resource sharing tool. They would like to invite the major vendors to come and demo their products. Sacramento Public Library volunteered to be the host. The Committee envisions each library director bringing one key staff person with them. They also talked about piggybacking this meeting on Legislative Day in April. Ms. Milliron asked for a volunteer to serve on the planning committee for the summit and Margaret Miles volunteered.

D. STRATEGIC PLANNING SESSION FOLLOW-UP

This item will be placed on the agenda for the meeting in December.

9. REFERENCE COORDINATOR'S REPORT

The Reference report was included in the meeting packet.

10. SYSTEM ADMINISTRATOR'S REPORT

The System Administrator's report was included in the meeting packet.

11. ANNOUNCEMENTS

None.

The Council of Librarians meeting schedule is as follows:

<u>DATE</u>	<u>LOCATION</u>
December 14, 2007	Chico
March 14, 2008	Willows
May 16, 2008	Redding.

ADJOURNMENT:

The meeting adjourned at 3:00 p.m.

Betsy Emry
Chair of the Board
October 19, 2007

Annette Milliron DeBacker
Clerk of the Board
October 19, 2007



Butte County
Library

LIBRARY
www.buttecounty.net/bclibrary/

Testing &
Education
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Butte County
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Testing &
Education
Reference Center

Career Search: Search occupations, build a resume, take an assessment test.

College, Graduate and Specialty Searches: Search for colleges, graduate programs, and specialty training nationwide.

Test Preparation: Prepare for the GED, SAT, ASVAB, TOEFL, licensing exams, civil service tests, and many more.

To access **Testing & Education:**

- Go to the Library web page at www.buttecounty.net/bclibrary/
- Click on **Online Resources.**
- Scroll down and click on **Testing & Education Reference Center.**

☞ **Access *this database* from any Internet computer !**

Your library card number is your password.

Career Search: Search occupations, build a resume, take an assessment test.

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
ChiltonLibrary.com

Automotive Repair Information
for Do-It-Yourself People

Chilton Library contains repair and maintenance information on all makes and models of cars and light trucks from 1985 to the current year, and selected makes back to 1954.

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
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
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Butte County
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www.buttecounty.net/bclibrary

Looking for magazine articles?



For one-stop access to articles in

- general interest magazines
- academic journals
- business & trade periodicals
- newspapers & wire services.

To access **INFOTRAC**:

- Go to the Library web page at www.buttecounty.net/bclibrary
- Click on **Online Resources**.
- Click on **INFOTRAC**, then click on **General Reference Center Gold**
- To do a basic subject search, type a search term in the box.
- In **Advanced Search** you may limit searches to full text, or limit by date or magazine title.
- To **print**, click on the **Print** button at the top of the page.

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- Cooperative Entrance Exam (COOP)
- General Educational Development (GED)
- High School Placement Test (HSPT)
- Independent School Entrance Examination (ISEE)
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- Secondary School Admission Test (SSAT)

State Assessments

- Florida's Comprehensive Assessment Test (FCAT)
- Texas Assessment of Knowledge and Skills (TAKS)
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- ACT Assessment®
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- Graduate Management Admission Test (GMAT)®
- Law School Admissions Test (LSAT)®
- Medical College Admissions Test (MCAT)®
- Miller Analogies Test (MAT)®

Nursing

- NCLEX Exams

Civil Service and Licensing

- Accountant/Auditor Exams
- American Foreign Service Officer Exam
- Case Worker Exam
- Civil Service Exams
- Clerical Exams
- Corrections Officer Exam
- Court Officer Exam
- EMT Exams
- Firefighter Exams
- Law Enforcement Exams
- Parole Officer Exam
- Police Officer Exam
- Police Sgt, Lt., Capt. Promotion Exams
- Postal Exams
- Praxis Exams™
- Probation Officer Exam
- Real Estate Exams
- State Trooper Exam
- Treasury Enforcement Agent Exam
- U.S. Citizenship Test

Military Entrance and Career Placement

- Air Force Officer Qualifying Test
- Armed Services Vocational Aptitude Battery (ASVAB)
- Military Flight Aptitude Tests
- Officer Candidate Tests

Basic Skills

- Academic Skills Question Bank

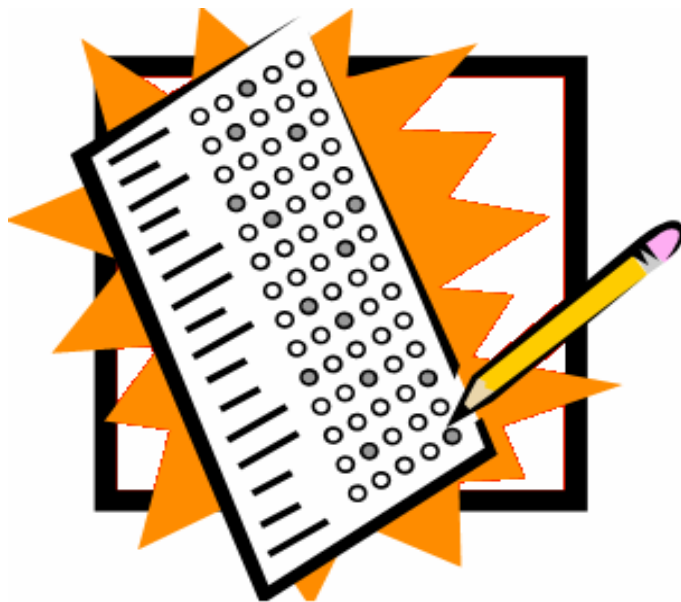
Job Skills Assessment

- ACT WorkKeys: Applied Mathematics
- ACT WorkKeys: Reading for Information

Call Portola Library 832-4241 for more information

It's online; go to: <http://www.plumaslibrary.org/> then click databases button, then type in library bar code, then scroll down the page to the testing link.

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Specialty & Career Program Search Search vocational schools, career colleges, information technology programs, executive education programs, and private secondary schools.



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1. FIRST: Set up an account by following these steps:
 - a. Go to www.plumaslibrary.org and click on the library homepage button:



- b. Scroll down to:



The North State Cooperative Library System Catalog
Search for materials in the far Northern counties
[To access the catalog from home click HERE](#)

- c. Click on the above words: The North State Cooperative Library System Catalog
 - d. Click "[My Account](#)" on the right side of screen.
 - e. Click "[New User Registration](#)" on the right side of screen.
 - f. Enter your user name (at least 9 characters).
 - g. Enter a 9 digit password of your choice.
 - h. Enter your name, address and phone number.
 - i. Click "register."
 2. Search for book(s).
 3. Click on title of book of your choice.
 4. Scroll down to click on: "Ask to borrow this book from another library".
 5. Click submit.

Note: For future searches, you will need to follow steps a-d, then log in before searching.

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To Access the North State Library Thomson Gale Databases

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(Where you can find articles from newspapers, reference books, and periodicals, many with full-text and images.)

3. Type in your library card bar code number here:

4. Click the button.

5. Select the database (s) you wish to search.

Databases:

1. General Reference Center Gold
2. Student Edition
3. Health Reference Center Academic
4. Gale Virtual Reference Library
5. Junior Edition K-12
6. Kids Info Bits
7. Kid's Edition K-12
8. Chilton Library.com
9. Testing and Education Reference Center