

NORTH STATE COOPERATIVE LIBRARY SYSTEM
System Advisory Board Meeting
October 19, 2007

CALL TO ORDER:

The System Advisory Board of the North State Cooperative Library System (NSCLS) met this date at the Trinity County Library in Weaverville, California with Chair Laura Ashkin presiding. The meeting convened at 8:48 a.m.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
	X	Butte County Library	Patricia Koskinen
	X	Del Norte County Library District	Vacant
	X	Humboldt County Library	Vacant
	X	Modoc County Library	Jan Romero
	X	Orland Free Library	Vacant
X		Plumas County Library	Laura Ashkin
X		Shasta County Library	Pat Bunnell
	X	Siskiyou County Library	Vacant
	X	Susanville District Library	John Flaherty
X		Tehama County Library	Sue Gallagher
X		Trinity County Library	Jan Mountjoy
	X	Willows Public Library	Vacant
X		Tehama County Library – Director	Caryn Brown
X		NSCLS System Headquarters – Executive Director	Annette Milliron
X		NSCLS System Headquarters – Asst. Director	Patty Hector

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

A correction on page 1, Item 3. Announcements, paragraph 3, the following sentence needed to be corrected to “Representative Doolittle”. A Motion to approve the corrected minutes as noted was made by Jan Mountjoy and seconded by Pat Bunnell. The Motion passed unanimously.

2. INTRODUCTIONS:

No introductions were needed.

3. ANNOUNCEMENTS:

Jan Mountjoy turned in a written report that is attached to the minutes.

Laura Ashkin reported that Plumas County experienced budget cuts this year. The County eliminated all unfilled positions so the library lost a full time library technician position, but they haven’t had to cut hours or the book budget as of yet. Plumas County received an ELF grant as well as an Early Discovery Program grant, which gave the library a few additional hours for the literacy and children’s staff. One of the branches received a donation for new carpet. Director Margaret Miles received a fellowship to attend the Association for Rural and Small Libraries where she presented a program on the Maintain IT program. Ms. Ashkin reported that the system wasn’t able to build the library building in Sierra, which resulted in the loss of the grant from the State Library.

Pat Bunnell noted that she has a written report at home. She reported that Shasta Public Libraries has a new director, Joy Sentman-Paz. There was a lot of participation in the Summer Reading Program, and story hour was increased as a result. Shasta did anticipate more participation than was realized.

The Friends' bookstore raises about \$5,000 a month and internet sales average about \$1,800 a month. They are participating in the Big Read and have held activities all month. Ms. Bunnell noted that the meeting rooms at the library are in almost constant use by community.

Sue Gallagher reported that Tehama County has a new director, Caryn Brown. Tehama's October book sale was cancelled due to a lack of volunteers and they hope to hold the sale in February. The Los Molinos branch has inadequate cooling in the summer and they would like to have a new facility.

4. ACTION ITEMS:

A. CLA ATTENDANCE IN LONG BEACH

Ms. Milliron reported that the CLA conference, which alternates between northern and southern California, usually falls during Veteran's Day weekend. This year, it is being held October 26-29 in Long Beach and NSCLS has the funds to pay for the registration and travel for one SAB member to attend. Discussion ensued.

B. REPORTS TO APPOINTING AUTHORITIES

Laura Ashkin reported that she was able to make a report to the Plumas County Board of Supervisors on July 17th. The timing was good as it was one week before the Board finalized the County budget. The Supervisors were interested in the new databases that had just been purchased by NSCLS. Ms. Ashkin wrote a letter to the Board and a copy of it is attached to the minutes.

C. SAB MEMBERSHIP RECRUITMENT

Ms. Milliron expressed her concern over the long term vacancies on the System Advisory Board and feels that it's important to find ways to make it easier for members to meet, such as teleconferencing. Laura Ashkin reported that she does not find teleconferencing to be useful if you aren't familiar with the people involved in the meeting. The intangible benefits of meeting, like getting to know other SAB members and your librarian, wouldn't be possible via phone. Ms. Milliron was thinking the SAB members would attend the Council meeting, just not have a separate meeting prior to each quarterly Council meeting. Jan Mountjoy stated that teleconferencing can be difficult, but would support having a combination of both live and phone meetings. Ms. Mountjoy also suggested that it would be nice to have input from the host library on where to stay, places to eat and activities that are going on in the meeting locale. The Board discussed changing the bylaws so that a quorum is easier to achieve. A Motion to keep the SAB meeting dates consistent with Council meetings and to verify the SAB attendance prior to each meeting, and if attendance is low, use teleconferencing or videoconferencing was made by Jan Mountjoy and seconded by Pat Bunnell. The Motion passed unanimously.

D. ANNUAL REPORT

The Annual Report was included in the SAB meeting packet.

E. CHILDREN'S BOOK WEEK MATERIALS

The Children's Services Committee recommended purchasing bookmarks and posters for Children's Book Week in November. The cost would be \$941.00. A Motion to confirm the recommendation of the Children's Services Committee was made by Jan Mountjoy and seconded by Sue Gallagher. The Motion passed unanimously.

5. BUSINESS OF THE DAY

A. REPORT ON NSCLS WORKSHOPS ATTENDED

None.

B. REPORT ON COMMITTEE MEETINGS ATTENDED

None.

6. ADMINISTRATOR'S REPORT

A. MEDIA PROGRAM STUDY

Ms. Milliron advised the System Advisory Board on the funding issues facing NSCLS' programs. NSLCS has been subsidizing the Video Center and the Listen In program and the TBR funding will not be enough to fully fund the two programs. Circulation is dropping as is the TBR rate. The State Librarian attended the May Council meeting and told the Council that a system cannot receive TBR so a consultant was hired to figure out what to do with the program and collections by June 30th. Now, with the cut to TBR funding, NSCLS won't have enough money to keep the programs going until June. Discussion ensued.

B. REFERENCE DATABASE TIP SHEETS

Laura Ashkin passed around the tip sheets that Plumas County Library uses for the reference database. Patty Hector will e-mail the tip sheets to the SAB members.

7. AGENDA BUILDING/NEXT MEETING

The next SAB meeting will be held on December 14, 2007 in Chico. The System Advisory Board will review the SAB Bylaws to prepare an amendment regarding a change in the quorum number

Additional meeting dates for 2007/08 are:

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

8. ADJOURNMENT

The meeting adjourned at 10:49 a.m.

Laura Ashkin
Chair of the Board
October 19, 2007

Annette Milliron DeBacker
Clerk of the Board
October 19, 2007