

NORTH STATE COOPERATIVE LIBRARY SYSTEM
System Advisory Board Meeting
November 6, 2006

CALL TO ORDER:

The System Advisory Board of the North State Cooperative Library System (NSCLS) met this date at the Tehama County Library in Red Bluff, California with Chair Pat Bunnell presiding. The meeting convened at 9:55 a.m.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Butte County Library	Patricia Koskinen
	X	Del Norte County Library District	Linda Koreski
	X	Humboldt County Library	Vacant
	X	Modoc County Library	Jan Romero
	X	Orland Free Library	Judith Schmidt
X		Plumas County Library	Laura Ashkin
X		Shasta County Library	Pat Bunnell
	X	Siskiyou County Library	Patricia Williams
	X	Susanville District Library	John Flaherty
	X	Tehama County Library	Vacant
	X	Trinity County Library	Jan Mountjoy
X		Willows Public Library	Cindy Shipley
X		NSCLS System Headquarters	Annette Milliron

1. APPROVAL OF MINUTES OF MAY 13, 2006 COUNCIL MEETING:

The agenda was approved as presented. The approval of the May 13, 2006 minutes was deferred to the December SAB meeting as there was not a quorum for approval.

2. INTRODUCTIONS:

The new SAB members were introduced to the System Advisory Board and Executive Director Annette Milliron. Patricia Koskinen was introduced as the new representative for Butte County. Ms. Koskinen was a special education teacher. She noted that she has lived in many places, but moved to Oroville three years ago. She is very impressed with the Oroville library. Cindy Shipley was introduced as the new representative for Willows Public Library. Ms. Shipley once ran a school library before she was credentialed and became an elementary school teacher. Ms. Milliron explained that she currently oversees three systems; North Bay, North State and Mountain Valley. She explained that there has been no new funding for California Systems in over twenty years and that the consolidation of Systems assists with leveraging the money of the Systems. Discussion ensued. Ms. Milliron reported that she had hired an Assistant Director to assist her with the administration of the three systems; Patty Hector, who currently is the Director of Del Norte County Library. Discussion ensued.

3. ANNOUNCEMENTS:

Laura Ashkin reported that she was in the local newspaper twice; once for giving a report to the County Supervisors and the other for attending Legislative Day. She reported that Plumas County's four libraries had a successful summer reading program, whose theme was Paws, Claws, Scales and Tales. Many of the libraries brought in live animals in support of that theme. The Chester branch library received \$3,200 of donations in memory of past residents and that money was used to purchase children's books. The Greenville branch library received a grant from the Libri foundation and purchased children's books. Ms. Ashkin reported Plumas County Library received \$10,500 from the Gates Foundation to purchase new computers. Eleven computers were purchased to replace the public use computes in the four libraries and Discovery Systems software will be installed. She further reported that the Library Director for Plumas County, Margaret Miles, is the CLA President this year and that this is the first time that a rural librarian has held this position. The CLA Conference is November 11 -13, 2006.

Patricia Koskinen reported that Butte County library has a strong weekly children's reading program and the summer

reading program last year was even stronger. The library has two very active book club in the box clubs; one in the morning and one in the afternoon. An Erle Stanley Gardner mural was donated to the library by the Oroville Downtown Association. Erle Stanley Gardner grew up in Oroville and wrote the Perry Mason books. Brenda Crotts has started a movie of the month program that is held the first Wednesday of each month where the movie has been made from a book. The library is also holding shelf reading parties and providing lunch for the volunteers. Discussion ensued.

Cindy Shipley reported that Willows Public Library has hired a part-time Children's librarian who is highly motivated and did a great job promoting the summer reading program. Unfortunately, the library is unable to make the position full-time. Discussion ensued. Ms. Shipley noted that Don Hampton has retired and moved to South Carolina.

Pat Bunnell noted passed out her written report. *See the attached written report.* She reported that Shasta County received a \$13 million dollar grant from the State and the library raised \$7 million for a total of \$20 million dollars to go towards a new building. Shasta County Library Director Carolyn Chambers is retiring December 15th. The new library building will be finished on schedule on December 31, 2006. Discussion ensued. The Friends of the Library are selling books online at Amazon.com and ABE. The project is so successful that they have to rent space, as there is not enough room in the library building to accommodate this venture. Through this venture, the Friends Group is able to donate \$3,000/month to the library for the purchase of new books. Discussion ensued.

The scheduling and attendance of SAB meetings were discussed.

4. ACTION ITEMS:

A. SAB LINE ITEM BUDGET/TRAVEL FUND FOR NSCLS FINAL BUDGET

The upcoming CLA Conference will be held in Sacramento this year. System Advisory Board travel to the conference was discussed. North State will reimburse SAB attendees their registration fee and mileage. The conference program was discussed. Cindy Shipley stated that she will try to attend and Pat Bunnell will also try to attend. The conference schedule and speakers were discussed.

B. SYSTEM ANNUAL REPORT FOR FY 2005/06

Ms. Milliron referred the SAB to the System Annual Report for FY 2005/06 that was included in the meeting packet. She noted that the Council had approved the report and it was mailed to the State. The System Annual Report was reviewed and discussed. Ms. Milliron explained the system Plan of Service is written in April/May of each year and then submitted to the Council at their May meeting for approval. It is then submitted to the State by June, which is the deadline. The annual report details the System's activities for the FY 2005/06 and is submitted by September 1st. Discussion ensued.

C. REVIEW OF NSCLS COMMITTEES AND GOALS; SAB MEMBERS

Ms. Milliron referred the SAB to the NSCLS Committees and Goals list that was included in the meeting packet. She explained the selection process of the Council for committee chair and members. She asked the SAB to review the list of committees and see if they are interested in serving on any of the committees. Discussion ensued. At the next SAB meeting, members will advise Ms. Milliron of which committee they would like to serve on. Members can also send an email to Ms. Milliron with their selection.

D. STATE LIBRARY BOARD – NEWS AND ACTIVITIES

Ms. Milliron gave an update on the State Library and the State Librarian. Second level reference has changed significantly over the past several years; the number of reference questions has decreased, but the difficulty/expertise level required of the remaining reference questions has increased. The State gives a large amount of money to the library systems to answer what is becoming an insignificant number of reference questions. Therefore, the State is exploring various cost effective ways of managing the reference programs. A consultant has been hired, who has extensive library credentials, to review the CLSA reference program and make recommendations to the State Library in February/March 2007. The goal is to roll out a new CLSA reference program July 1st. Discussion ensued.

Ms. Milliron reported that the Rural Library Initiative (RLI) grant was reduced this year. North State normally received \$300,000, but that amount was reduced this year to \$225,000. She noted that part of the problem is that

North State is not generating the large turn-out numbers needed for the workshops. There is more interest in online workshops; but not all subjects work in that format. Discussion ensued.

Ms. Milliron reported that this is the last year that the book club in a box will be funded by the RLI grant. It was a very successful project so the System might need to come together and share the cost of continuing to run it. The grant money is viewed as "seed money" for starting the program. Then, once it is up and running, it falls to the libraries and system to continue it. Discussion ensued.

Ms. Milliron reported the RLI grant also provides a minimal amount of money to help train the Trustees and Board members through CALTAC. The new chair of CALTAC, Alan Smith, is going to start a new campaign to increase PLF money and will most likely be contacting the SAB for their support. Discussion ensued.

E. REPORTS ON NSCLS WORKSHOPS ATTENDED

None attended. Ms. Milliron reported that a disability workshop and a cataloging workshop had been held. Both workshops were almost cancelled due to low attendance. Discussion ensued.

F. REPORTS ON COMMITTEE MEETINGS ATTENDED

No Committee meetings to report.

G. ADMINISTRATOR'S REPORT

Ms. Milliron reported that some of the delivery routes have been changed. When MVLS closed their office and NBC begin administering the system, MVLS delivery was contracted with NBCLS' current delivery service. Therefore, there is a touch point in Dixon for MVLS and NBCLS deliveries to meet. NSLCS has contracted with the same delivery service for their coast route; routes 4a and 4b. Now all three systems have touch points and deliveries can be made via the delivery service rather than have the items shipped via UPS or US mail. Discussion ensued.

H. AGENDA BUILDING/NEXT MEETING

A SAB orientation tour will be held on Thursday, November 30th starting at NSCLS Headquarters in Willows. A orientation packet will be sent out via email. The next SAB meeting will be held on Friday, December 1st at the Chico Public Library. The meeting will begin at 8:30 a.m. with hospitality starting at 8:00 a.m. The Council of Librarians meeting will also be held following the SAB meeting at 11 a.m.

5. ADJOURNMENT

The meeting adjourned at 12:10 p.m.

Pat Bunnell
Chair of the Board
November 6, 2006

Annette Milliron DeBacker
Clerk of the Board
November 6, 2006