

NORTH STATE COOPERATIVE LIBRARY SYSTEM
Council of Librarians Meeting
December 1, 2006

CALL TO ORDER:

The Librarians Council of the North State Cooperative Library System (NSCLS) met this date at the Butte County Library in Chico, California with Chair Patty Hector presiding. The meeting convened at 11:05 a.m.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Butte County Library	Nancy Brower
X		Del Norte County Library District	Patty Hector
	X	Humboldt County Library	Cindy Denbo
	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 County Library	Carolyn Chambers
X		Siskiyou County Library	Betsy Emry
X		Tehama County Library	Ray Schroff
X		Trinity County Library	Oresta Esquibel
	X	Willows Public Library	Don Hampton
	X	Butte College Library	Luozhu Cen
X		CSU Chico Library	Carolyn Dusenbury
	X	College of the Redwoods Library	John Mayeski
	X	College of the Siskiyous Library	Dennis Freeman
	X	Feather River College Library	Tom Davis
	X	Humboldt State University Library	Sharmon Kenyon
	X	Lassen College Library	Rosanna Brown
	X	Shasta College Library	Janet Albright
	X	Simpson University Library	Larry Haight
X		GUEST: California State Library Consultant	Carla Lehn
X		GUEST: SAB Member – Butte County	Patricia Koskinen
X		GUEST: SAB Member – Shasta County	Pat Bunnell
X		GUEST: SAB Member – Tehama County	Sue Gallagher
X		GUEST: SAB Member – Trinity County	Jan Mountjoy
X		NSCLS System Headquarters – Exec. Dir.	Annette Milliron

1. INTRODUCTIONS:

No introductions were required.

2. PUBLIC INVITED TO ADDRESS BOARD:

No public was in attendance.

3. APPROVAL OF AGENDA:

A Motion to approve the agenda was moved by Ray Schroff and seconded by Cheryl Baker. The Motion passed unanimously.

4. APPROVAL OF MINUTES OF SEPTEMBER 8, 2006 COUNCIL MEETING:

A Motion to approve the September 9, 2006 meeting minutes was moved by Nancy Brower and seconded by Marilyn Cochran. The Motion passed unanimously.

5. SYSTEM ADVISORY BOARD REPORT

Pat Bunnell, Chair of the System Advisory Board, introduced two new SAB members Pat Koskinen of Butte County and Sue Gallagher of Tehama County. Ms. Bunnell reported that Trinity County passed a Hospital tax. The SAB approved a resolution requesting full funding of the Public Library Foundation (PLF) by the Legislature. The resolution was presented by CalTAC to all CLSA Systems for consideration.

6. COMMITTEE REPORTS/NEW BUSINESS

A. REFERENCE COMMITTEE

1. 24/7 UPDATE

Carolyn Chambers reported that 24/7 is in limbo due to a lack of leadership within California. Margaret Miles asked about the "Shop for the Library"; Ms. Chambers suggested checking with Dan Theobald. The new Butte County Librarian, Derek Wolfgram, was involved in AskColorado. Discussion ensued. A suggestion was made to hire Cheryl Cruz to work for 24/7 from her home as NSCLS is required to supply 10 hours per week. Currently one hour is provided by Butte County and a couple of hours are provided by Ray Van Diest, a Redding High School Librarian. The other NSCLS hours are covered by colleges and that coverage will end December 31st. A Motion to hire extra help using the Reference salary savings was made by Carolyn Chambers and seconded by Margaret Miles. The Motion passed unanimously. Ms. Chambers will contact Cheryl Cruz to see if she is interested and will then advise Ms. Milliron.

It was announced that a Reference Committee Chair is needed. Ms. Miles will check with Jeannette Legg and Ray Schroff will check with Scott Sherman. Cheryl Baker stated that she is willing to serve on the committee, but does not wish to be chair.

B. AUTOMATION COMMITTEE

1. OCLC CALIFORNIA CATALOG

Nancy Brower reported that the OCLC webinar was well attended. Everyone learned how to use all three cataloging products. Libraries can use the TLC software to create a record and send updates to OCLC. Ms. Milliron reported that MOBAC used an ILL tech savvy CSU staff person to help set up their ILL connections in all their libraries and paid for that person's work hours. She suggested that NSCLS might be able to do the same. Carolyn Dusenbury recommended calling Joan Bradley, the lead ILL person at Chico State, to see about setting up the ILL subsystem. A suggestion was made to schedule three regional meetings about setting up ILL – coast, north area and south area. Betsy Emry will be the new Automation Chair. It was noted that 3 more workshops need to be scheduled for RLI and that the RLI point person is Margaret Miles.

C. BUDGET COMMITTEE

1. FY 2005/06 AUDIT

Ms. Milliron reported that NSCLS has \$226,080 in miscellaneous reserve. The Auditor wants contacts with Infopeople and others. Pay Dan for subs-contractors. She further reported that the auditor contract is up for renewal. A Motion to issue a request for proposal for an auditor was made by Carolyn Chambers and seconded by Cheryl Baker. The Motion passed unanimously. It was noted that the auditor was critical of the actuarial study as not good. A Motion to approve the audit was made by the Budget Committee; as no second was needed, the Motion passed unanimously.

2. F 2006/07 BUDGET

Mr. Schroff reported that in the FY 2006/07 budget, money was saved on the Listen In furniture and that savings is available to use for the ILL Access for OCLC project. The budget also shows a salary saving for Laura Salisbury's position. Communication & Delivery will not purchase a van this year, so that also saved money. NSLCS will also have a higher fund balance because of the salary saving and increased TBR. Increased usage of

video and Listen In will also generate more revenue. A Motion to approve the budget was made by the Budget Committee; as no second was needed, the Motion passed unanimously.

As Carolyn Chambers is leaving the Budget Committee, Marilyn Cochran volunteered to serve on it and will also continue to serve on the Personnel Committee as well.

D. CHILDREN'S SERVICES

The Children's Services Committee directed Ms. Milliron to purchase "A to Zoo". The Council also directed her to combine the Young Adult and Children's Services budget. A memo on a list of resources is available for posting on the Webpage.

E. PROGRAMS & SERVICES/NETWORKING

1. RURAL INITIATIVE FY 2006/07

Carla Lehn reported that 16 workshops have been scheduled and she would like to see more. The Clearinghouse will be putting out a newsletter. The Eureka! training video conference is free to everyone; it is an on ground workshop that can be attended using scholarship money. CalTAC will offer a Train the Trainers workshop sometime before June. We need to increase the pool of trustees that can conduct the workshops. Ms. Lehn attended an Association of Small and Rural Libraries (ASRL) conference in Columbus, Ohio as a presenter where the workshops were on webcast and pod cast. She had dinner with WebJunction, Bernie Vavrick and a PLA representative to help them form a relationship with each other. Ms. Lehn was asked to serve on the ASRL Board and will serve as an organization consultant. Two training sessions will be held in the spring. She encouraged the Board to invite Susan Hildreth to one of their meetings. She suggested that the Board consider RLI sponsor a conference with ARSL; it's a possibility for an IMLS Leadership grant for this type of project. She reported that the Irvine Foundation has provided a great study on rural foundations. The report shows that Glenn, Colusa, Tehama, Lake, Lassen, and 31% of counties in California are represented as lacking services due to very little funding. The reports can be found online at http://www.irvine.org/publications/by_topic/philanthropy.shtml

2. RURAL INITIATIVE FY 2007/08

Ms. Lehn discussed planning for 2007/08 and ask the group if they would like to keep on-ground workshops. It was noted that some ground workshops should still be offered but definitely keep online workshops and offer more of them. It was suggested that more video conference opportunities should be added. There is a webcast available from CLA that shows their programs. CLA will be at Long Beach next year. Sue Negreen, CLA Executive Director, is okay with this. It was suggested to replace the Book Club in a Box with PlayAways from BWI. The whole device is checked out. A rotating collection will be proposed in the grant. Discussion ensued.

Ms. Lehn noted that she would like to do some publicity or create some materials through the RLI grant for the 2009 Centennial of County Libraries. Everyone agreed that would be a good project.

F. PERSONNEL COMMITTEE

Cheryl Baker volunteered to serve on the Personnel Committee as Ms. Brower is retiring. There was no report from the Committee at this time.

G. MEDIA DEVELOPMENT COMMITTEE

1. LISTEN IN 1ST QUARTER REPORT

2. VIDEO/DVD 1ST QUARTER REPORT

Ms. Milliron noted that the Listen In and Video/DVD 1st Quarter reports were included in the Council's meeting packet.

A suggestion was made to create a rotating DVD collection. Discussion ensued.

7. NEW BUSINESS

A. ELECTION OF VICE-CHAIR FOR REMAINDER OF FY 2006/07

A Motion to elect Betsy Emry as Vice-Chair for the remainder of FY 2006/07 was made by Marilyn Cochran and seconded by Nancy Brower. The Motion passed unanimously.

B. MEETING DATES AND LOCATIONS FOR REMAINDER OF FY 2006/07

The next Council meeting will be on March 16th in Tehama County. The Redding Library will be the site for May's meeting, which will be held on either the 4th or 18th. The room can't be booked until January 2007.

8. REFERENCE COORDINATOR'S REPORT

Reference questions have decreased dramatically and currently are at half of what was asked last year; 76 questions to date. Ms. Milliron reported that Susan Hildreth has stated that next year will be a year of transition for the CLSA Reference program. It was noted that if NSCLS no longer offers question handling because of the new statewide reference program, Butte County would be willing to take over the maintenance of the Song Index. It was noted that delivery should be cancelled for December 26th.

9. SYSTEM ADMINISTRATOR'S REPORT

Ms. Milliron referred the Council to her report included in the Council's meeting packet.

10. RETIRING MEMBERS

Margaret Miles described the gifts that were purchase for the two retiring Council Members. Nancy Brower has served the library for 33 years and can be reached at booklady@comcast.com. Carolyn Chambers served the library for 22 years.

11. ANNOUNCEMENTS

Marilyn Cochran reported that Orland Free Library now has a full-time Children's librarian. She noted they currently are undergoing an automation project. The library also received, through the Gates grant, Discovery Station computers.

Carolyn Chambers reported that the Redding Library is nearly finished; RFID and tagging inventory are well underway. Ice storage for summer air conditioning is a demonstration project. Is usually underground but this one is above ground with window in Children's Room. LSSI takes over January 1st. The library will close January 20th and will re-open March 3rd. The library lost half of their staff during this management transition. The library also received a website improvement grant.

Nancy Brower reported that Derek Wolfgram, of Denver, Colorado, will start work as the new director at Butte County Library on Monday. Mr. Wolfgram was very active in AskColorado and his top priorities are reference and customer service. He is the first male director librarian in Butte County in 93 years. Once she retires, Ms. Brower is planning to write about the history of Butte County libraries. She reported that the Big Read will still happen even though NEH didn't fund it.

Margaret Miles reported that Plumas County purchased Dell PCs and found that the Discovery software has compatibility issues. Ray Schroff mentioned that the Microsoft Internet Tool Kit worked well in Tehama County. The library's Literacy Coordinator, who serves both Sierra and Plumas counties, has resigned. The Sacramento Bee ran an article about Sierra County's need for a building fund of \$500,000 by June 2007. The County is trying for an appropriation from Senator Doolittle. The library is considering a gap loan. Mobile Lab – free lesson plans for teaching computer labs. Check out www.gcflearnfree.com It has tutorials and lesson plans for learning basic computer skills. One of the branch staff is using it to teach computer skills to patrons.

Oresta Esquibel reported that Trinity County has reorganized as part of a new government structure and the library is now part of the County Clerk's office. The library has hired a consultant for help with the E-rate application. Ms. Esquibel reported that two people are now cataloging at the library and that the Children's collection is being enhanced quite nicely through grants.

Betsy Emry of Siskiyou County Library reported that the Dorris branch building is being dedicated in November. Postcards with the picture of building and containing a specially created cancellation stamp which notes the date of the

dedication have been created. The library received an ELF grant and also a Homework Help grant.

Cheryl Baker reported that Modoc County received a website improvement grant. The library Book Club is still going strong. One of the book clubs group topic was which three books would you want when you are marooned on a desert island. The library also started a Spanish language story time. The library received \$20,000 from an anonymous donor. The City of Alturas is building a new Fire Department building and the library would like the Fire Departments old space; the metal building could be used for Literacy and a meeting room. The library is currently weeding its collection. The Friends book sale raised \$1,100. The library is holding their third annual winter event on Feb 10th and 11th. The library also received a Libri grant

Ray Schroff reported that Sally Ainsworth is back to work at the Tehama County Library. He reported that he has attended several good Infopeople workshops; disabilities and Chuck O'Shea's session on how to set up public access computers. The library also received a webpage grant. The Friends group has placed a truck by the circulation desk with a lock box and it's earning \$100 a month.

Carolyn Dusenbury reported that CSU Chico Library bought an Innovative system with one time money. The library will also replace the 2nd floor carpet, which will cost \$225,000. The library received \$100,000 additional money for additions to the collection. The library recently weeded the Reference collection. The Library has lost \$800,000 in funding since 1999. Card index of White and Indians. Bleyhl maintains a special collections page on their website. <http://www.csuchico.edu/lbib/spc/bleyh/index.htm> which is being used by researchers from other countries as a collection that is very unique. Rod Herberg is running for the ALA Treasurer position and he has a lot of fiscal experience.

Patty Hector reported that as she has accepted the position of Assistant Director with North Bay Cooperative Library System, Kelley Nolan will be interim director for Del Norte County Library. Ms. Nolan is also the Literacy Director. Del Norte is actively recruiting for the director position..

Carla Lehn informed the Council that the Book Club in a Box surveys are needed. The surveys should be sent to Ms. Lehn. Discussion ensued.

ADJOURNMENT:

The meeting adjourned at 3:05 p.m.

Patty Hector
Chair of the Board
December 1, 2006

Annette Milliron DeBacker
Clerk of the Board
December 1, 2006