

**NORTH BAY COOPERATIVE LIBRARY SYSTEM**  
**Board of Directors Meeting**  
**May 1, 2008**

**1. CONVENING:**

The Board of Directors of the North Bay Cooperative Library System (NBCLS) met this date at the Upper Valley Campus of Napa Valley College in St. Helena, California with Chair Sandy Cooper presiding. The meeting convened at 10:33 a.m.

**ROLL CALL:**

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
	X	Belvedere-Tiburon Library	Deborah Mazzolini
X		Benicia Public Library	Diane Smikahl
	X	Dixon Public Library	Gregg Atkins
X		Lake County Library	Kathleen Jansen
X		Larkspur Public Library	Frances Gordon
	X	Marin County Free Library	Gail Haar
	X	Mendocino County Library	Melanie Lightbody
X		Mill Valley Public Library	Anji Brenner
X		Napa City-County Library	Danis Kremerier
X		Napa Valley College Library	Bonnie Thoreen
	X	Petaluma High School Library	Nancy Sieck
X		St. Helena Public Library	Jennifer Baker
	X	San Anselmo Public Library	Sara Loyster
X		San Rafael Public Library	David Dodd
	X	SRJC – Plover Library	Will Baty
	X	Sausalito Public Library	Mary Richardson
	X	Solano Community College Library	Jay Field
X		Solano County Library	Ann Cousineau
X		Sonoma County Library	Sandy Cooper
	X	Sonoma Developmental Center	Vacant
	X	Travis Air Force Base – Mitchell Memorial Library	Vacant
X		Lake County Library	Susan Clayton
X		Marin County Free Library	Scott Bauer
X		Solano Community College Library	Erin Duane
X		NBCLS/MVLS System Headquarters – Exec. Dir.	Annette Milliron
	X	NBCLS/MVLS System Headquarters – Asst. Dir.	Patty Hector
X		NBCLS/MVLS System Headquarters – Secretary	Kelli Logasa

**2. INTRODUCTIONS:**

The Board reintroduced themselves to each other.

**3. PUBLIC INVITED TO ADDRESS BOARD:**

None.

**4. APPROVAL OF AGENDA:**

A Motion to approve the agenda was made by Kathy Jansen and seconded by Ann Cousineau. The Motion passed unanimously

**5. APPROVAL OF 4/03/08 MINUTES:**

Under Item 11: BOARD MEMBER ITEMS:, Kathy Jansen asked that the last sentence of her Lake County Library report be

changed to read "Ms. Jansen reported that two of the branches in Lakeport have wireless internet." A Motion to approve the April 3, 2008 minutes as corrected was made by Ann Cousineau and seconded by Diane Smikahl. The Motion passed unanimously.

#### **6. APPROVAL OF CONSENT CALENDAR:**

A Motion to approve the consent calendar was made by Danis Kreimeier and seconded by David Dodd. The Motion passed unanimously

#### **7. CORRESPONDENCE: ADMINISTRATOR'S REPORT:**

Ms. Milliron passed out the Sonoma County Treasurer's report on the statement of expenditure and revenue for March 31, 2008. She noted that Sonoma County's pooled investment program earned 4.298% before fees and 4.198% after fees.

#### **8. ADMINISTRATOR'S REPORT:**

Ms. Milliron handed out the 3<sup>rd</sup> quarter delivery statistics and referred the Board to the 2<sup>nd</sup> quarter statistics that were in the meeting packet. She noted that ILL materials to and from Travis AFB will no longer be sent via UPS as the current interim library director has agreed to have a library staff person meet the Sprint Driver at the gate. Hopefully NBC will now experience more activity with Travis.

Ms. Milliron noted that NSCLS and MVLS council meetings are also this month as well as the joint systems meeting in Redding.

Tom Anderson starts his new position at the State Library on Monday, 5/5. The State has not backfilled his position as of yet.

#### **9. PLAN OF SERVICE FY 2008/09:**

Ms. Milliron handed out the reference portion of the 2008/09 Plan of Service and noted that there are no radical changes in the plan. Patty Hector, Joe Cochrane and Ms. Milliron are still trying to determine how the reference department is going to work. She noted that they would like to keep Mr. Cochrane as mobile as possible, but still have a reference voice that members can talk to as needed. The purchase of a cell phone for Mr. Cochrane was discussed. The new tax laws regarding a work phone were discussed. The State System Population stats were also discussed.

A Motion to approve the 2008/09 Plan of Service was made by Ann Cousineau and seconded by Danis Kreimeier. The Motion carried unanimously.

#### **10. CONSOLIDATION RESEARCH PROGRESS REPORT:**

Ms. Milliron reported that attorney John Shupe has completed his initial research and concluded 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. There may be an issue as to how the State Library views this approach and it may have damaging fiscal effects. 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 would not be necessary as a JRA has the authority to operate for the benefit of its 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 assured Ms. Milliron that JRA resolutions are not as difficult to craft and pass as are JPA resolutions. There would be 50 members of our JRA and each member would need to bring a resolution from their governing authorities. Both MVLS and NSCLS are JRA and Ms. Milliron noted that she believes it would require less paperwork and be easier to administer. 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. Mr. Shupe has asked Tom Andersen for his review of having MVLS and NSCLS join NBC. Apparently Tom Anderson has commented favorably on the suggestion when it was presented for the MCLS/SLS/SSCLS consolidation solution. Ms. Milliron noted that she has alerted Mr. Anderson of the systems' meeting dates in hopes of having an opinion to discuss. The Board directed

Ms. Milliron to research the JRA option.

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 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. Discussion ensued. 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 16<sup>th</sup>. 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.

Calculating membership fees for the consolidated system were discussed. Ms. Milliron reported that MCLS has agreed on a \$1,500 base fee for everyone then a pro-ration by population and noted that NBC needs to discuss how to approach the merger from a financial aspect. NSCLS has never paid member dues, but gives all of their TBR to the system; NBCLS pays less dues, but more money for additional services. System governance also needs to be discussed as both NSCLS and MVLS have stated that they would like to retain their regional meetings. The Systems need to revisit how to approach regional and executive meetings. A suggestion was made for the regional meetings to be held quarterly and then have the Executive and Steering Committees meet twice a year. Discussion ensued.

Ms. Cousineau stated that the Steering Committee needs to start with the end in mind and focus on services and not the bureaucracy. An agenda needs to be set for the joint systems meeting. In addition to Jon Torkelson, Ms. Milliron will invite either Sandy Habbestad or Gerry Maginnity to attend the meeting as well. Discussion ensued. It was determined that the following items need to be decided at the next joint systems meeting:

- which systems are merging ; all three or 2/3 merge
- understand the current CLSA law and current LoC formula.
- letter to Board regarding merger
- what services should the system offer
- financials
- governance
- systems' recommendation for calculating new formula

2008/09 would be the planning year since the State's budget has already been set and can't be changed. If the State recommends the systems do the JRA, then 2008/09 would be spent with each member going through the process of joining the JRA. Discussion was held on the implications of retiree obligations, etc. if the NBCLS JPA was dissolved. 2009/10 would be the implementation year.

It was noted that the Steering Committee had determined that they should re-read CLSA and familiarize themselves with it. It was further noted that CLSA only covers public libraries and that all three systems include academic libraries as

members. Discussion ensued.

Ann Cousineau noted that she thought NBC should have a discussion with the State library re: CLSA and whether it should be eliminated or remodeled since they have a good sense of which way the political winds are blowing. If NBC is going to use 2008/09 as a planning year, then this should be one of the things on the list. The Board set the 08/09 September Board date as September 11, 2008 and will invite Susan Hildreth and Gerry Maginnity to attend the meeting. The meeting will be held at the Cordelia Branch of the Solano County Library.

#### **11. JOINT STEERING COMMITTEE MEETING:**

Ms. Milliron reported that she is going to speak with an attorney that has worked for MVLS in the recent past regarding the joint resolution approach.

The Board directed Ms. Milliron when she makes her request to the State Library for the current CLSA calculation that she also ask for a template on for the merger request letter so we can know what specifically what needs to be stated in the letter.

#### **12. RESOURCE SHARING CONVOCATION:**

Ms. Milliron asked the Board their thoughts on the resource sharing convocation. The Board expressed interest in seeing another OCLC demonstration. It was noted that the SirsiDynix presenter was extremely defensive and didn't demonstrate anything new in regards to their software. Another board member thought their presentation was terrible. The Board noted that they were not sure if SirsiDynix was even worth exploring one more time. Triple I's dual platform was not very user friendly and their fees seemed excessive. The Autographics and Triple I product didn't seem to suit the systems' needs.

Jennifer Baker reported that she had attended an Evergreen/OpenSource conference in Dallas and was very impressed. She reported the stats of the Evergreen program and explained that it was designed by librarians and library users. The following URLs are test sites for the product: [www.open-ils.org](http://www.open-ils.org) [www.demo.gapines.org](http://www.demo.gapines.org) Another system that appears to be very intuitive and easy to use can be found at [www.koha.org](http://www.koha.org) Ms. Baker noted that she didn't know much about koha as her focus at the conference was on Evergreen. She reported that Evergreen is putting together a national conference for November or December of 2008 and that it might be beneficial for some NBC Board members to attend.

It was noted that if NBC stayed with URSA for one more year while we researched other software, would cost \$41,000. It was noted that we haven't paid URSA for several years as they have never delivered the new release that they had promised to us. Anji Brenner asked if NBC could negotiate a monthly contract with maybe 6-months free. Discussion ensued. The Board directed Ms. Milliron to have a discussion with SirsiDynix to find out what they're willing to offer us.

David Dodd noted that MariNET also needs to decide what they are going to do regarding ILL systems as they have spent the last year exploring their options. It was noted that NBC will hold off on scheduling another demonstration of the OCLC product at this time.

#### **13. BOARD MEMBER ITEMS:**

No items.

#### **14. ANNOUNCEMENTS:**

The date of the first Board meeting in FY 2008/09 will be Thursday, September 11, 2008 and will be held at the Cordelia Branch of the Solano County Library.

The Steering Committee determined that a centrally generated communication regarding the reference changes at NBC needs to be sent out. Ms. Cooper will write the communication on behalf of the Board, summarizing the decision and the reasons for it; what impact it will and won't have on the member libraries. It will be sent to all member libraries and ask them to share the information with their staff. The libraries will be reassured that they will continue to receive the

same level of service.

**15. NEXT MEETING:**

The next meeting will be held on Thursday, June 5, 2008 at the Petaluma Regional Branch of the Sonoma County Library in Petaluma.

**16. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 11:40 a.m.

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Annette Milliron DeBacker  
Clerk of the Board  
May 1, 2008