

**NORTHNET LIBRARY SYSTEM**  
**Administrative Council Meeting**  
**May 8, 2009**

**1. WELCOME AND CALL TO ORDER:**

The Administrative Council of the NorthNet Library System (NLS) met this date at the Upper Valley Campus of the Napa Valley College in St. Helena, California with Chair Derek Wolfgram presiding. The meeting convened at 10:23 a.m.

**ROLL CALL:**

PRESENT	ABSENT	SYSTEM	MEMBER LIBRARY	NAME
X		Mountain Valley Library System	Alpine County Library	Laura Einstadter
	X	Mountain Valley Library System	Colusa County Library	Wendy Burke
	X	Mountain Valley Library System	CSU Sacramento Library	Tabzeera Dosu
X		Mountain Valley Library System	El Dorado County Library	Jeanne Amos
	X	Mountain Valley Library System	Folsom Public Library	Katy Curl
X		Mountain Valley Library System	Lincoln Public Library	Darla Wegener
X		Mountain Valley Library System	Mono County Free Library	Bill Michael
X		Mountain Valley Library System	Nevada County Library	MaryAnn Trygg
X		Mountain Valley Library System	Placer County Library	Mark Parker
	X	Mountain Valley Library System	Roseville Public Library	Rachel Delgadillo
	X	Mountain Valley Library System	Sacramento Co. Public Law Lib.	Coral Henning
	X	Mountain Valley Library System	Sacramento Public Library	Phil Batchelor
X		Mountain Valley Library System	Sutter County Library	Roxanna Parker
	X	Mountain Valley Library System	UC Davis	Sandra Vella
	X	Mountain Valley Library System	Woodland Public Library	Sandra Briggs
	X	Mountain Valley Library System	Yolo County Library	Patty Wong
	X	Mountain Valley Library System	Yuba Community College Library	Elena Heilman
X		Mountain Valley Library System	Yuba County Library	Loren MccRory
X		Mountain Valley Library System	System Advisory Board member	Inger Price
X		Mountain Valley Library System	System Advisory Board member	Peggy Townzen
	X	North Bay Cooperative Library System	Belvedere-Tiburon Library	Deborah Mazzolini
X		North Bay Cooperative Library System	Benicia Public Library	Diane Smikahl
X		North Bay Cooperative Library System	Dixon Public Library	Gregg Atkins
X		North Bay Cooperative Library System	Lake County Library	Susan Clayton
	X	North Bay Cooperative Library System	Larkspur Public Library	Frances Gordon
X		North Bay Cooperative Library System	Marin County Free Library	Gail Haar
	X	North Bay Cooperative Library System	Mendocino County Library	Melanie Lightbody
	X	North Bay Cooperative Library System	Mill Valley Public Library	Anji Brenner
X		North Bay Cooperative Library System	Napa City-County Library	Danis Kremeier
X		North Bay Cooperative Library System	Napa Valley College Library	Bonnie Thoreen
	X	North Bay Cooperative Library System	San Anselmo Public Library	Sara Loyster
X		North Bay Cooperative Library System	San Rafael Public Library	David Dodd
	X	North Bay Cooperative Library System	Sausalito Public Library	Mary Richardson
	X	North Bay Cooperative Library System	Solano Comm. College Library	Jay Field
	X	North Bay Cooperative Library System	Solano County Library	Ann Cousineau
	X	North Bay Cooperative Library System	Sonoma County Library	Sandy Cooper
	X	North Bay Cooperative Library System	Sonoma Developmental Center	Vacant
	X	North Bay Cooperative Library System	SRJC – Plover Library	Will Baty
X		North Bay Cooperative Library System	St. Helena Public Library	Jennifer Baker
X		North Bay Cooperative Library System	System Advisory Board member	David Fickbohm
X		North Bay Cooperative Library System	System Advisory Board member	Lori O'Conner

PRESENT	ABSENT	SYSTEM	MEMBER LIBRARY	NAME
X		North State Cooperative Library System	Butte County Library	Derek Wolfgram
	X	North State Cooperative Library System	Butte College Library	Luozhu Cen
	X	North State Cooperative Library System	College of the Redwoods Library	Jason Leppaluoto
	X	North State Cooperative Library System	College of the Siskiyou Library	Dennis Freeman
	X	North State Cooperative Library System	CSU Chico Library	Carolyn Dusenbury
X		North State Cooperative Library System	Del Norte County Library District	Linda Kaufmann
	X	North State Cooperative Library System	Feather River College Library	Tom Davis
X		North State Cooperative Library System	Humboldt County Library	Victor Zazueta
	X	North State Cooperative Library System	Humboldt State Univ. Library	Ray Wang
	X	North State Cooperative Library System	Lassen College Library	Rosanna Brown
	X	North State Cooperative Library System	Lassen Library District	Jeff Hawkins
X		North State Cooperative Library System	Modoc County Library	Cheryl Baker
	X	North State Cooperative Library System	Orland Free Library	Jody Meza
X		North State Cooperative Library System	Plumas County Library	Margaret Miles
	X	North State Cooperative Library System	Shasta College Library	Janet Albright
X		North State Cooperative Library System	Shasta Libraries	Jan Erikson
	X	North State Cooperative Library System	Simpson University Library	Larry Haight
	X	North State Cooperative Library System	Siskiyou County Library	Betsy Emry
	X	North State Cooperative Library System	Tehama County Library	Caryn Brown
	X	North State Cooperative Library System	Trinity County Library	Oresta Esquibel
X		North State Cooperative Library System	Willows Public Library	Sandie Hobbs
X		North State Cooperative Library System	System Advisory Board member	Sue Gallagher
X		California State Library	California State Library	Jon Torkelson
X		NorthNet Library System	Executive Director	Annette Milliron
X		NorthNet Library System	Assistant Director	Patty Hector
X		NorthNet Library System	Administrative Assistant	Kelli Logasa

**2. INTRODUCTIONS:**

Derek Wolfgram welcomed everyone to the first meeting of the NorthNet Library System. Ms. Milliron thanked everyone for their hard work in getting to this point. Introductions were made.

**3. TEAM BUILDING:**

A team building event conducted by Margaret Miles and Danis Kremeier was held..

**4. ADOPTION OF JPA, BYLAWS, STANDING RULES:**

A copy of the revised JPA was passed out. Mr. Wolfgram noted that on the fourth page, article 16 there was an addition of one sentence regarding workers compensation insurance; North Bay has employees so they will carry the workers' compensation insurance, therefore NLS does not need to. Discussion ensued.

The bylaws were discussed. Mr. Wolfgram explained that there was a change to the bylaws, which had included the option of proxy voting. Upon the advice of the attorney, and taking into consideration the Brown Act, it was decided to remove the option of proxy voting. Also, Mr. Wolfgram noted that on page 12 of the meeting packet, Section 7 of the Bylaws in the third paragraph, the quorum will be changed from a "simple majority" to "2/5<sup>th</sup> majority".

A Motion to approve the revised NorthNet JPA, Standing Rules for the Administrative Council and the NorthNet Bylaws as amended was moved by David Dodd and seconded by Gail Haar. The Motion passed unanimously

**5. ELECTION OF OFFICERS AND STEERING COMMITTEE:**

The Consolidation Task Force recommends the following slate of officers for the upcoming year:

NLS Chair: Bill Michael  
NLS Vice Chair: Gregg Atkins  
NLS Steering Committee Members:  
MVLS Representatives: Jeanne Amos, Darla Wegener, Roxanna Parker  
NBCLS Representatives: Diane Smikahl, Danis Kremerier, Gail Haar  
NSCLS Representatives: Margaret Miles, Cheryl Baker, Sandi Hobbs

A Motion to approve the slate of officers as recommended by the Consolidation Task Force was moved by Bonnie Thoreen and seconded by Loren MccRory. The Motion passed unanimously.

## **6. PLAN OF SERVICE:**

The NorthNet Plan of Service for FY 2009/10 was discussed. The completed plan must be sent to the State Library by June 1<sup>st</sup>. Once the document is completed, an entire copy will be posted online. Currently NLS doesn't have it's own website, but [www.mvls.org](http://www.mvls.org) is hosting NLS webpages. Discussion ensued.

Ms. MccRory questioned 2D on page 28 of the meeting packet regarding Guy Wired. Discussion ensued. It was decided to not list specific reference vendors in the plan but to change the verbiage to "information brokers". Ms. MccRory further stated that she feels an oversight committee should be formed and that also should be built into the Plan of Service. Discussion ensued.

Gregg Atkins noted that on page 17 of the meeting packet, the fiscal agent is listed as NorthNet and Ms. Milliron noted that it should be NBCLS for the first year and she will change that before sending the plan to the State. Discussion ensued.

A Motion to approve the NorthNet Plan of Service for FY 2009/10 with the changes noted above was moved by Gregg Atkins and seconded by Bonnie Thoreen. The Motion passed unanimously

Ms. Milliron will send the NLS Council the letter from the State that acknowledges NorthNet and details the actions of the Library Board. She will also send out the organizational chart. Ms. Milliron noted that these documents can help the directors explain to their boards, employees and patrons what has been done and why.

Ms. MccRory asked if NorthNet would qualify for the rural library stimulus money that's coming directly from the Federal government. It was noted that libraries would not apply for it through the State, but would actually need to go directly through the federal government. Discussion ensued.

## **7. BUDGET AND MEMBERSHIP FEES 2009/10:**

The NorthNet Budget and Membership Fees for 2009/10 were discussed. It was noted that one of the tasks the NLS Council has before them for the upcoming year will be to continue to review the member fee structure and funding. Ms. Milliron reported that each system approved the proposal for the funding of NorthNet with the fee structure as presented by the Consolidation Task Force so NLS has the approval from all three of the systems to move ahead.

A Motion to approve the NorthNet Budget and Membership Fees for FY 2009/10 as revised was moved by Diane Smikahl and seconded by Margaret Miles. The Motion passed unanimously

## **8. MANIFESTO REVIEW AND MEMBER PRIORITIES:**

Ms. Milliron discussed the results of the NLS Priorities survey that were based on the NLS manifesto that was completed last year by the Consolidation Task Force. The top vote getters were:

- 1 - Benefits all the people we serve
- 2 - Enables us to do things we cannot do on our own
- 3 - Provides a better means of resource sharing and delivery
- 4 - Works for all members; large and small, rural and urban, special, academic and school
- 5 - Is affordable

- 6 - Is successful and seamless in the provision of services (to constituents and staff)
- 7 - Gives us a stronger voice with the state, vendors, etc.

Additional comments from survey:

- All the listed priorities are worthy. I want it all! But since we have been asked to prioritize, I am submitting these difficult choices.
- Representatives should be a mixture of large and small library systems.
- Enables actual delivery of material system-wide. Provides libraries with new forms of media to offer patrons eg. downloadable items
- Networking opportunities?
- Concentrate this first year on getting the organization in place and working, laying the groundwork for next steps. Concentrate on the public libraries and CLSA funding first as a base, so that works before addressing other libraries.
- Sharing of resources across library systems along the lines of the Oregon Digital Consortium or the Peninsula Library System consortium. We want Overdrive at consortium pricing.
- None. The list covers things well.
- \*Biggest priority needs to be defining the membership fee structure. Also: \*Benefits our staff through networking and communities of interest \*Keeps members informed and solicits their opinions -- has a staff and a governance structure with a strong communication element that works to keep all members "in the loop."  
\*Farther down the list, but still important: investigating grant opportunities for improved resource sharing.
- all of the items on the list are very positive. Difficult to prioritize.

The survey was discussed and it was noted that some of the items were "do" things and some were more conceptual. A revised survey that narrows down the questions will be sent out to the NLS Council.

Loren MccRory stated that she would like to gain better networking opportunities through the creation of the NLS; specifically community of practice such as opportunities to do social networking; any and all that can be explored such as Second Life, blogs, Twitter and online trainings. The Council discussed the need to create a mission statement which is part of the reason why the manifesto is being reviewed. The Council noted that as they continue to work on the list of priorities, the mission statement should become apparent. The Council agreed that the system's focus during this first year will be to get things up and running. Discussion ensued.

Ms. Milliron noted that the NLS Steering Committee needs to set a meeting date to review the contract with NBCLS to provide staff. She and AnneMarie Gold have begun reviewing what should be included in the contract. NBC will create the contract and present it to the NLS Steering Committee. NBC is meeting electronically on Thursday, June 11<sup>th</sup>. Ms. Milliron will send out a Doodle Survey for a meeting date for the next Steering Committee. Items for the Steering Committee agenda are: Contract, Mission Statement, Manifesto and Goals. It was noted that these items must be in place by the end of June.

## **9. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 11:48 a.m.

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Annette Milliron DeBacker  
Clerk of the Council  
May 8, 2009