

**NORTHNET LIBRARY SYSTEM**  
**Steering Committee Meeting**  
**June 25, 2009**

**1. CONVENING:**

The Steering Committee of the NorthNet Library System (NLS) met this date via teleconference with Chair Bill Michael presiding. The meeting convened at 10:04 a.m.

**ROLL CALL:**

PRESENT	ABSENT	SYSTEM	MEMBER LIBRARY	NAME
X		Mountain Valley Library System	El Dorado County Library	Jeanne Amos
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	Sutter County Library	Roxanna Parker
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	Marin County Free Library	Gail Haar
X		North Bay Cooperative Library System	Napa City-County Library	Danis Kreimeier
	X	North State Cooperative Library System	Modoc County Library	Cheryl Baker
X		North State Cooperative Library System	Plumas County Library	Margaret Miles
X		North State Cooperative Library System	Willows Public Library	Sandie Hobbs
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. WELCOME AND INTRODUCTIONS:**

Annette Milliron introduced Linda Springer who has been with California State Library for nine years and has been assigned to our system as the consultant from Library Development Services. The Steering Committee members expressed their appreciation and said they value the participation of a consultant at System meetings.

**3. PUBLIC INVITED TO ADDRESS THE COMMITTEE:**

No public was present.

**4. APPROVAL OF AGENDA:**

A Motion to approve the agenda was moved by Danis Kreimeier and seconded by Diane Smikahl. The Motion passed unanimously.

**5. APPROVAL OF MAY 8, 2009 COUNCIL MINUTES:**

A Motion for the Steering Committee to recommend the approval of the May 8, 2009 Council minutes to the full Council was moved by Gregg Atkins and seconded by Roxanna Parker. The Motion passed unanimously. The Committee directed staff to check into the legality of an email note to approve minutes. It would be helpful to the Council to approve minutes via email rather than wait up to one year for another meeting.

**6. APPROVAL OF CONTRACT WITH NORTH BAY COOPERATIVE LIBRARY SYSTEM FOR STAFF SUPPORT AND SERVICES:**

Margaret Miles asked if grant writing was listed in the Scope of Services. Ms. Milliron suggested adding another letter under Section 2 “to seek and develop grant opportunities, and administer successful grants for NLS”. Margaret Miles also wondered if the old systems need a contract for the services that North Bay is still providing them. There will still be a need for NLS to provide fiscal services for NSCLS, NBCLS and MVLS. Ms. Milliron will work with the three systems to develop those contracts. Roxanna Parker voiced her concern that NLS Administrative Council is listed as serving only as liaisons to the standing committees as she feels that without a stronger tie, the committees will not function. Ms. Parker suggested “coordinator” instead of “liaison”. Discussion ensued. The Steering Committee made further corrections to the document. Gregg Atkins suggested developing a communications strategy to be part of the mission and goals.

A Motion to approve the contract as amended was moved by Danis Kreimeier and seconded by Margaret Miles. The Motion passed unanimously. The polled vote was as follows:

- |          |  |           |  |
|----------|--|-----------|--|
| Amos:    | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Absent | Wegener:  | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Absent |
| Michael: | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Absent | Parker:   | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Absent |
| Smikahl: | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Absent | Atkins:   | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Absent |
| Haar:    | <input type="checkbox"/> Yea <input type="checkbox"/> Nay <input checked="" type="checkbox"/> Absent | Kremeier: | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Absent |
| Baker:   | <input type="checkbox"/> Yea <input type="checkbox"/> Nay <input checked="" type="checkbox"/> Absent | Miles:    | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Absent |
| Hobbs:   | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Absent |           |  |

**7. STANDING RULES REVISION:**

A Motion to approve the changes made to Section 6: Electronic Meeting Participation was moved by Gregg Atkins and seconded by Margaret Miles. The Motion passed unanimously.

**8. MISSION STATEMENT:**

The mission statement was not discussed.

**9. MANIFESTO AND GOALS:**

The manifesto and goals were not discussed.

**10. NEXT MEETING DATE:**

Per the Bylaws, Diane Smikahl, Bill Michael and Gregg Atkins will serve on the Finance Committee. Mr. Michael asked for another volunteer specifically from NSCLS and Ms. Miles volunteered. The Finance Committee will work on the formula for membership fees. Ms. Smikahl reminded the Committee that originally they had agreed to include representation from one of the large libraries like Sacramento Public. The new director of the Sacramento Public Library, Rivkah Sass, won’t be on board until the end of August. Discussion ensued. Roxanna Parker also volunteered to serve on the Finance Committee. The Committee will meet late August/early September.

The next Steering Committee meeting will be held after the Finance Committee meets in September on

either the 16, 17 or 18.

**11. AGENDA BUILDING:**

Items for the next Steering Committee Agenda are as follows:

- Report from Finance Committee
- Logo for NLS
- Discussion of ARRA grant
- Mission Statement
- Goals and objectives

**12. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 11:17 a.m.

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Annette Milliron DeBacker  
Clerk of the Council  
June 25, 2009