

**NORTHNET LIBRARY SYSTEM**  
**STEERING COMMITTEE MEETING**  
**July 27, 2011**

**CONVENING:**

The NorthNet Library System (NLS) Steering Committee met virtually this date via WebEx with Chair Wendy Burke presiding. The meeting convened at 10:00 a.m.

**ROLL CALL:**

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
x		Colusa Public Library	Wendy Burke - Chair
	x	Modoc County Library	Cheryl Baker – Vice Chair
	x	Dixon Public Library	Gregg Atkins -
x		El Dorado Public Library	Jeanne Amos
x		Marin County Free Library	Gail Haar
x		Orland Free Public Library and Willows Public Library	Jody Meza
x		Shasta Public Libraries	Jan Erickson
x		St. Helena Public Library	Jennifer Baker
x		Tehama County Library	Jessica Hudson
	x	Woodland Public Library	Heather Muller
x		Yolo County Library	Patty Wong
x		NLS System Headquarters – Executive Director	Annette Milliron
x		California State Library Representative	Linda Springer
x		California State Library Representative	Darla Gunning

**1. WELCOME & INTRODUCTIONS:**

Everyone introduced themselves as this was the first meeting of the FY 2011/12 NLS Steering Committee.

**2. PUBLIC INVITED TO ADDRESS THE COMMITTEE**

No members of the public were present.

**3. APPROVAL OF THE AGENDA**

A Motion to approve the agenda was moved by Jeanne Amos and seconded by Patty Wong. The Motion passed unanimously.

**4. CONSENT CALENDAR**

**A. APPROVAL OF MINUTES FROM JUNE 29, 2011 MINUTES**

A Motion to approve the agenda was moved by Jessica Hudson and seconded by Gail Haar. The Motion passed unanimously.

**5. CLSA FUNDING ISSUES UPDATE**

It will not be known if state funding for CLSA Systems is available until December 15<sup>th</sup>. Notice has been given to the NLS landlords that NLS must terminate the lease by December 31, 2011 at the earliest or by mid to late January 2012 at the latest date. Any change in delivery plans due to funding requires 60 day notification. Direction from the Steering Committee and Council will be

required by late October if changes are to be made January 1<sup>st</sup>. The copier contract has proven to be most challenging as the contract lacks a government funding clause which is a California legal requirement. The local sales force is working with the financing company to address the issue.

## **6. MEMBERSHIP DUES ISSUE**

Invoices for dues from 7/1 – 12/31/2011 have been sent to all members. Many members have already issued checks but one member has indicated an issue with paying. NLS does not have a policy statement or bylaws statement about delinquency on paying dues. Discussion ensued.

Key points from the discussion were:

- to add dues to the items for discussion at the sustainability retreat.
- Ms. DeBacker will ask other CLSA Systems for clarification about handling this issue in their organizations.
- Ms. DeBacker clarified that CSL certification of PLF is the source of the population figures used in population based formulas. The figures used for FY 2011/12 are the figures that were issued around February 2011. A revised set of figures were released in June 2011 after the dues schedules were approved by the NSCLS Council on May 23, 2011 and accepted as part of the NLS budget by the NLS Council on June 9, 2011.

A motion to send a memo to all North State region members stating thanks to members who have paid dues and offering clarification of costs of providing existing services to those who have not yet paid was moved by Jeanne Amos and seconded by Jan Erikson. Motion passed unanimously.

Ms. DeBacker will draft a memo with Wendy Burke and Jessica Hudson serving as a review committee.

## **7. SUSTAINABILITY RETREAT PLANNING**

After quite a bit of polling and discussion September 30<sup>th</sup> has been selected as the date of the Sustainability Retreat. A two day retreat was not possible to schedule. A follow up retreat day will be determined once a consultant has been selected.

Stacey Aldrich convened a conference call with the chairs of the three regional councils to discuss the intent and timelines for a System Sustainability Retreat. Patty Wong was invited to attend as she volunteered to help keep the planning process moving while NLS staff undertook learning how to assume the essential tasks of the laid-off staff members such as closing the fiscal records for 2010/11.

Patty Wong and Jeanne Amos have been calling and emailing all NLS member to urge commitment to the September 30<sup>th</sup> meeting date. Results so far have been very good, but there still are several members that have not responded. Ms. Wong and Ms. Amos asked for assistance on contacts if there is a personal connection that might be used. Ms. Haar offered to follow up with Marin County area libraries. Ms. Wong offered to call Solano County.

Ms. DeBacker and the Committee members thanked Ms. Wong and Ms. Amos for the efforts on seeking commitments.

A meeting with the Retreat Planning Committee will be scheduled for Friday, July 29, 2011. Time will be confirmed by Chairperson Burke following this meeting. Conference calls will be scheduled

with the two consultants during the week of August 1<sup>st</sup>. The Planning Committee will work on development of the background information to be given to the consultants prior to the calls. Also development of questions for the consultants will address in the committee meeting.

**8. ADJOURN**

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

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Annette Milliron DeBacker  
Clerk of the Committee  
June 9, 2011