

NorthNet Library System

Steering Committee Agenda

WebEx Meeting

Wednesday, July 27, 2011
10:00 AM – Noon

To join the online meeting:

1. Go to 1. Go to

<https://infopeople.webex.com/infopeople/j.php?ED=177680982&UID=0&RT=MIMO>

2. Enter your name and email address.

3. Click "Join".

To join the audio conference only

Call-in toll-free number (US/Canada): 1-866-699-3239

Meeting Number: 577 211 981

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|---|--------------------|
| 1. Welcome and Introductions | Wendy Burke, Chair |
| 2. Public invited to address the Committee | |
| ACTION 3. Approval of the Agenda | Wendy Burke |
| ACTION 4. Consent Calendar | Wendy Burke |
| a. Approval of Minutes from June 29, 2011
Steering Committee Meeting | |
| 5. CLSA Funding issues Update | Annette DeBacker |
| 6. Membership Dues issue | Wendy Burke |
| 7. Sustainability Retreat Planning | Wendy Burke |
| 8. Adjourn | |

*Ralph M. Brown Act
Section 54953*

Meetings to be public; attendance by phone (3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and

NorthNet Steering Committee Meeting

July 27, 2011

ADMINISTRATIVE NOTES

4. CONSENT CALENDAR

- A. Minutes of the June 29, 2011 Committee meeting.

5. CLSA FUNDING ISSUES UPDATE

As we all have learned CLSA Systems will not know if state funding is available until December 15th. 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 1st. 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. Only one member has indicated an issue with paying. A letter sent via an e-mail from Linda Meilke at Butte County Library is attached. Two other NSCLS members have asked for clarification about dues. Humboldt County Library indicated that paying dues as approved by the NSCLS and NLS Councils was possible this year, but requested an examination of the dues structure to lessen the financial burden of the four larger libraries in the North State region.

7. SUSTAINABILITY RETREAT PLANNING

After quite a bit of polling and discussion September 30th 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 Kelli and I undertook learning how to close the fiscal records for 2010/11. The notes from the conference call detail the next steps to selecting a consultant and developing materials for the retreat. A meeting with the Retreat Planning Committee will be scheduled for Thursday, July 28 or Friday, July 29, 2011.

NORTHNET LIBRARY SYSTEM
STEERING COMMITTEE MEETING
June 29, 2011

CONVENING:

The NorthNet Library System (NLS) Steering Committee met this date virtually via WebEx with incoming Chair Wendy Burke presiding. The meeting convened at 9:18 a.m.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Dixon Public Library	Gregg Atkins - Chair
X		Colusa Public Library	Wendy Burke
X		Humboldt County Library	Victor Zazueta
	X	El Dorado Public Library	Jeanne Amos
X		Folsom Public Library	Katy Curl
	X	Marin County Free Library	Gail Haar
X		Modoc County Library	Cheryl Baker
X		Napa City-County Library	Danis Kreimeier
	X	Orland Free Public Library	Jody Meza
X		St. Helena Public Library	Jennifer Baker
X		California State Library	Linda Springer
X		Former Plumas County Library Director	Margaret Miles
X		NLS System Headquarters – Executive Director	Annette Milliron
X		NLS System Headquarters – Assistant Director	Patty Hector
X		NLS System Headquarters – Admin. Assistant	Kelli Logasa

1. WELCOME & INTRODUCTIONS:

Ms. Burke welcomed everyone to the meeting.

2. PUBLIC INVITED TO ADDRESS THE COMMITTEE

No public were present. Margaret Miles stated that she enjoyed serving on the Steering Committee and felt they did good work and that she enjoyed working with everyone. Danis Kreimeier stated that it was a pleasure to work with Ms. Miles.

3. APPROVAL OF THE AGENDA

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

4. CONSENT CALENDAR

- A. APPROVAL OF MINUTES FROM JUNE 9, 2011**
- B. APPROVAL OF MINUTES FROM JUNE 9, 2011 COUNCIL MEETING**
- C. APPROVAL OF REVISED FY 2010/11 BUDGET**
- D. APPROVAL OF THE PRELIMINARY FY 2011/12 BUDGET**

A Motion to approve the Consent Calendar was moved by Katy Curl and seconded by Victor Zazueta. The Motion passed unanimously.

5. APPOINTMENT OF CHAIR-ELECT AND VICE-CHAIR DUE TO RESIGNATION OF CHAIR-ELECT

Due to the resignation of Margaret Miles, director of the Plumas County Library who is the Chair-

Elect for the NLS Steering Committee for the 2011/12 year, there is a vacancy on the Steering Committee. Ms. Milliron explained the bylaws to the Committee as they pertain to this issue. Wendy Burke was willing to step into the Chair role with Gregg Atkins mentoring her along the way. A Motion to appoint Wendy Burke as Chair-Elect and Cheryl Baker as Vice-Chair elect to be confirmed by the NLS Council at their next meeting was moved by Danis Kreimeier and seconded by Jennifer Baker. The Motion passed unanimously.

The NLS Steering Committee wanted to thank Patty, Joe and Myra for their hard work over the years and that they and their services will be missed.

6. ADJOURN

A Motion to adjourn the meeting was moved by Danis Kreimeier and seconded by Katy Curl. The Motion passed unanimously and the meeting was adjourned at 9:49 a.m.

Annette Milliron DeBacker
Clerk of the Committee
June 29, 2011

constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public.

Meeting Locations

Colusa County Library - 738 Market Street Colusa, CA 95932

Dixon Public Library - 230 North First Street Dixon, CA 95620

El Dorado Public Library - 345 Fair Lane Placerville, CA 95667

Marin County Free Library – 3501 Civic Center Drive, #414 San Rafael, CA 94903

Modoc County Library - 212 W. 3rd Street Alturas, CA 96101

Orland Free Library - 333 Mill Street Orland, CA 95963

St. Helena Public Library - 1492 Library Lane, St. Helena, CA 94574

Shasta Public Libraries - 1100 Parkview Avenue, Redding, CA 96001-0418

Tehama County Library – 645 Madison St., Red Bluff, CA

Woodland Public Library – 250 First Street, Woodland, CA 95695

Yolo County Library – 226 Buckeye, Woodland, CA 95695

July 13, 2011

Annette Milliron DeBacker, Executive Director
NorthNet Library System
55 E Street
Santa Rosa, CA 95404

Dear Annette:

The Butte County Library has received your invoice for membership dues for services. In the event, PLF is fully funded the Butte County Library will fulfill its obligation to pay membership dues. If not fully funded, the Butte County Library will be unable to pay membership dues, and will drop out of North Net. Let this letter be notification of our intention to drop out. PLF funding news will be available in January, 2012.

The timing of your invoice is troubling since the Council voted to shut down NorthNet at the end of the calendar year, 2011 if State funding is reduced or eliminated. I regret the unfortunate series of events that have all but eliminated funding for our California networks, and also regret that the Butte County Library cannot continue to remain a member of NorthNet without PLF funding.

Sincerely,

Linda Mielke, Director
Butte County Library

Minutes from North Net Sustainability Planning Conference Call – July 20, 2011, 4-5 p.m.

Present: CA State Library: Stacey Aldrich, Gerry Maginnity, Darla Gunning, Linda Springer

NorthNet: Annette Milliron DeBacker, Gregg Atkins, Wendy Burke, Jody Meza, Patty Wong

1. CA State Library intent and goal:
 - a. NorthNet represents 1/3 of the state of CA and a high percentage of the state's most rural and geographically and economically isolated communities.
 - b. The viability of NorthNet's survival is critical to the ongoing library service to these communities.
 - c. To that end, the State Library will provide support for and opportunity to create a platform (sustainability retreat) to engage all NorthNet members or as many as possible in conversation and planning for NorthNet's immediate and foreseeable future and to affirm the value of being part of a cooperative system, with or without the current CLSA funding – or with alternative funding from other sources.
 - d. Funding is not the issue at hand. How can we develop sustainable strategies of service to ensure that NorthNet not merely survive, but thrive?
 - e. The State Library offered support in terms of \$\$ and advice on structure. Retreat costs should be inclusive of member travel and other costs in addition to consultant fees, etc.
2. NorthNet staff and members:
 - a. Scheduling has been difficult due to variety of member needs, etc.
 - b. We will try new communication plan to achieve higher participation, focusing on September 30, all day, location to be announced. Both Harry Christiansen and Pat Wagner are available and acceptable to all parties as potential consultants. Jeanne Amos and Patty Wong will call all NorthNet members who need encouragement to attend.
 - c. Original NorthNet Planning members: Wendy Burke, Linda Mielke, Jennifer Baker, Jessica Hudson, Patty Wong will participate in working with both consultants to develop agenda and get ideas on how to best prepare, second date of meeting to advance next steps. This may or may not include Asset Assessment and comparison of services from other consortium systems in CA as indicated in NorthNet Council priorities for potential next steps
 - d. Secondary NorthNet team: Rivkah Sass, Heather Muller, Mary George, Jeanne Amos, Linda Mielke, Patty Wong and perhaps others will be asked to provide support for taking on some of the tasks that the consultant recommends to move forward on.
3. Questions to consider reviewing with consultant and to share with NorthNet members to engage and commit to coming on September 30:
 - a. Why are we together?
 - b. What are the benefits of consolidation?
 - c. What can we do better together than separately?
 - d. Are there new ways of working better together?
 - e. What new or different services would we like to see?

4. End goal, we want to work together because it's healthy for CA library services and for our communities and because we want to.
5. Next steps: Annette to communicate list of respondents and responses to Jeanne and Patty for their work to encourage participation among all NorthNet members
6. Next NorthNet Steering meeting is 7/27 at 10 a.m.
7. Recommendation to have a check in, mid August, with CSL staff.