

NLS Special Executive Committee Meeting

February 26, 2018

1. **Welcome and Roll Call** –Chair, Mel Lightbody, Butte County, called the meeting to order at 12:02 p.m. Also present were NLS Executive Committee members Todd Deck, Tehama County, Suzanne Olawski, Solano County Library, James Ochsner, Sutter County Library, and Kathryn Hunt, Lincoln Public Library. Also attending, Tom Poure, Library Systems & Services, Carol Frost, Pacific Library Partnership, and Jacquie Brinkley, NorthNet Library System Coordinator.
2. **Public Invited to Comment** – Tom Poure, LS&S was introduced and welcomed by Lightbody. Poure thanked NLS Executive Committee for allowing him to speak later in the Agenda (Item 5. A.)
3. **Motion to adopt Agenda.** Brinkley noted an error in Attachment 4 – staff recommendation of amount for contract of LINK+ Delivery Study. Correct amount should be “not to exceed \$20,000.” With correction, Hunt moved; Olawski seconded. Motion carried.
4. **Motion to Approve Minutes of 2/2/2018 Executive Committee Meeting.** Deck moved; Ochsner seconded. Motion carried.
5. **Old Business**
 - A. Tom Poure of LS&S presented to the Executive Committee in support of the LS&S response to the NLS Request for Proposal to contract for administrative services. No additional questions from the Executive Committee to Poure.
 - B. Carol Frost of Pacific Library Partnership presented to the Executive Committee in support of the PLP response to the NLS Request for Proposal to contract for administrative services. No additional questions from the Executive Committee to Frost.

Olawski stated that she supported the renewal of contract services with PLP.
 - C. The NLS ad hoc Committee recommended awarding the contract for NLS Fiscal and Administrative Services to Pacific Library Partnership in the amount of \$124,000.

Motion to award the contract for NLS Fiscal and Administrative Services to Pacific Library Partnership in the amount of \$124,000. Ochsner moved; Olawski seconded. Motion carried.

Frost thanked the Executive Committee for their confidence in PLP’s administrative and fiscal management of NLS, and stated that she and staff look forward to continued service to NLS.

D. 1) Frost presented the draft Scope of Work for approved LINK+ Delivery Study.

Motion to approve Scope of Work for LINK+ Delivery Cost and Implementation Analysis. Deck moved; Hunt seconded. Motion carried.

2) Frost presented the draft contract in amount not to exceed \$20,000 for above Scope of Work and recommended NLS contract with Galecia Group to perform services as detailed in draft Scope.

Motion to approve draft contract for LINK+ Study and to award contract to Galecia Group in amount not to exceed \$20,000. Olawski moved; Ochsner seconded. Motion carried.

Olawski commented that because the delivery component of LINK+ is a significant factor, NLS will need to determine the cost for delivery to all interested libraries and that if NLS is committed to pursuing LINK+ for members, this information is necessary to know. Deck agreed. Lightbody agreed.

6. NEW BUSINESS

A. Lightbody discussed past history among and between CLSA Systems and described that at times Systems had not worked together or worked at cross-purposes. She stated that, at the invitation of NLS, Systems' Chairs met in November 2017, and again in February 2018 to discuss how to work together more effectively and to improve communications with the State Library and the California Library Services Board. Lightbody stated that all Chairs agreed that the Systems can all benefit by working together.

Motion to authorize Lightbody, as NLS Chair, to sign the Final Joint Letter of nine Cooperative Systems' Charis to the State Librarian.

Ochsner commented that with no substantial changes to the two versions of attached letter, he supported this motion.

Ochsner moved; Deck seconded. Motion carried.

Meeting Adjourned at 12:35 p.m.