

NLS Executive Committee Meeting

Friday, April 21, 2017
10:00 a.m. – 12:00 noon
Colusa County Library
738 Market Street
Colusa, CA 95932

- | | | |
|---|-------------|----------------------|
| 1. Welcome and Roll Call | Lear, Chair | |
| 2. Public Invited to Comment | Lear | |
| 3. Adoption of Agenda (Action Item) | Lear | |
| 4. Consent Calendar: Approve Minutes of 2/03/2017
(Action Item) | Brinkley | Attachment 1, pg. 3 |
| 5. Old Business | | |
| A. ILL & Delivery (Link+) RFP – Update | Brinkley | |
| B. Nominating Committee – Slate for FY 2017/18
Report back by Committee | Brinkley | |
| C. CalPERS ad hoc Committee Update | Perry | |
| 6. New Business | | |
| A. Review FY 2017/18 NLS Draft CLSA Plan of Service & Budget (to be distributed prior to meeting) | | |
| B. Approve FY 2016/17 NLS Budget Adjustment and
Administrative Contract Amendment with PLP (Action Item) | | Attachment 2, pg. 7 |
| C. Approve FY 2017/18 Administrative Contract with PLP (Action Item) | | Attachment 3, pg. 10 |
| D. Review Draft NLS Budget FY 2017/18 | | Attachment 4, pg. 11 |
| E. Discussion of Califa Membership for NLS (Action Item) | | Attachment 5, pg. 14 |
| F. Annual Meeting Planning – Approve Meeting Agenda | | Attachment 6, pg. 15 |

7. Next Meeting

A. Annual AC Meeting: May 19 – Solano County Library, Fairfield Cordelia Library, 5050 Business Center Dr., Fairfield, CA 94534

8. Adjournment

Brown Act: The legislative body of a local agency may use teleconferencing in connection with any meeting or proceeding authorized by law. Cal. Gov't Code § 54953(b)(1). A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." Cal. Gov't Code § 54953(b)(4). A local agency may provide the public with additional teleconference locations. Cal. Gov't Code § 54953(b)(4).

The teleconferenced meeting must meet the following requirements:

- (1) it must comply with all of the Act's requirements applicable to other meetings;
- (2) all votes must be taken by roll call;
- (3) agendas must be posted at all teleconference locations and the meeting must be conducted in a manner that protects the statutory and constitutional rights of the parties or public appearing before the body;
- (4) each teleconference location must be identified in the notice and agenda and each location must be accessible to the public;
- (5) during the teleconferenced meeting, at least a quorum of the members of the legislative body must participate from locations within the boundaries of the body's jurisdiction; and
- (6) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Code § 54953(b).

Meeting Locations

NLS Admin office, 2471 Flores Street, San Mateo, CA 94403
 Butte County Library, 110 Oak Grove Parkway, Oroville, CA 95966
 Colusa County Library, 738 Market Street, Colusa, CA 95932
 Mono County Free Library, 400 Sierra Park Road, Mammoth Lakes, CA 93546
 Napa County Library, 580 Coombs Street, Napa, CA 94559
 Roseville Public Library, 225 Taylor Street, Roseville, CA 95678
 Shasta Public Library, 1100 Parkview Avenue, Redding, CA 96001
 Solano County Library, 1150 Kentucky Street, Fairfield, CA 94533
 Sonoma County Library, 211 E Street, Santa Rosa, CA 95404
 Sutter County Library, 750 Forbes Avenue, Yuba City, CA 95991

Conference Call Information

US: 1-888-850-4523
 Participant Code: 337190

To join the meeting:

<http://infopeople.adobeconnect.com/nlsec042117/>



2471 Flores Street, San Mateo, CA 94403
650-349-5538 Fax: 650-349-5089

www.northnetlibs.org

DRAFT MINUTES

NLS Executive Committee Meeting

February 3, 2017

1. **Welcome and Roll Call** – Chair Brett Lear called the meeting to order at 10:00 a.m. Also present were NLS Executive Committee Members Ana Danielson, Mono County; Danis Kreimeier, Napa County, Nancy Wilson as proxy for Suzanne Olawski, Solano County; James Ochsner, Sutter County. Also attending, Carol Frost, Executive Director, PLP and Jacquie Brinkley, System Coordinator, NorthNet Library System.
2. **Public Invited to Comment** – Carol Frost announced the CA State Library’s Pitch An Idea process is open and she welcomed collaborative proposals between PLP and NLS.
3. **Adoption of Agenda** – Brinkley noted that time of meeting was incorrectly noted at top of Agenda and should read 10 a.m. to 12:00 p.m. Edit will be made. Also, Brinkley asked to add item to New Business regarding new member to the CalPERS task group to replace Patty Wong. New member on this group will be Chris Crist, Yolo County Library Administrator. With edits, motion to approve Agenda was moved by Danielson. Seconded by Ochsner. Approved unanimously by voice vote.
4. **Consent Calendar** - Motion to Approve Draft Minutes of EC Meeting of 1/6/2017. Moved by Danielson. Seconded by Ochsner. Approved unanimously by voice vote.
5. **Old Business**
 - A. Brinkley and Frost provided update on 3D Printer project. Two 3D printers will rotate through the NorthNet libraries, based on survey response to interest. Printers are intended for staff training purposes. Rotation will be for one month. Training information and supplies are provided with each printer. Project objectives include developing Best Practices and 3D Printer Policies from the participating libraries. Each library will complete a survey released late Spring 2017.
 - B. Frost presented the draft Link+ RFP/Scope of Service and reviewed revisions made with the NLS edit team. This revised Scope now includes both academic and public libraries. Also, the Scope is written with focus only on Link+ and examples of existing delivery – what libraries pay now for delivery and what would be their options if joining Link+. Attachments to the RFP were shared and discussed. Frost noted that re: Attachment

3, the 5-year ILL data, while not perfect (discrepancies in data was noted by EC members) is provided as information for the consultant and is best available (data obtained from California State Library, Library Annual Statistics - https://ca.countingopinions.com/index.php?page_id=3)

Wilson noted that corrections were made to the Attachment 1 at January 6th EC meeting, but were not included on this copy. Brinkley confirmed that edits did not get updated, but would make those changes and submit revised and corrected copy for EC review and comment.

Frost asked the EC members for their suggestions as to how best to distribute the RFP to provide broad reach as requested by EC.

Suggested vendors included Kipu, 3rd Chapter. Kreimeier noted that the distribution need not be limited to library consultants and suggested using a variety of consultant networks including ALA, CLA, Management Partners, BALis (?). Lear added that CALIX also be used and agreed that the RFP should be posted broadly.

Frost and Brinkley will draft a list of consultants using suggested resources and submit with final RFP for EC review and comment.

With corrections to Attachment 3 and Consultant List to be added for review and to finalize Link+ RFP, Motion to approve Link+ RFP/Scope of Service. Moved by Ochsner. Seconded by Danielson. Approved unanimously by voice vote.

- C. Finance Committee –Lear reported on meeting of NLS Finance Committee meeting of January 17th to discuss member dues and fees structure. After discussion on how current dues & fees structure was developed, that it took a great deal of time to create, and that it was unanimously agreed upon at the time to implement, the Finance Committee agreed that the current structure works for NLS and is keeping expenses in line with revenue. Moving forward, the NLS Finance Committee instructed PLP staff to use the Consumer Price Index factor (month of December) to adjust annual member dues and fees and present these adjustments for EC member review and approval. NLS Members will be notified of changes every January with adjustments taking place at the beginning of the next fiscal year. Will begin using CPI in January 2018, for FY 18/19.
- D. NLS Broadband Funds – Brinkley asked EC members to consider request of Alpine County to participate in Broadband reimbursement program of \$5,000 per library to offset costs of installing new Broadband equipment. Alpine was unable to contract with CENIC due to prohibitive required costs, but has found alternative provider to enable the upgrades to be implemented and within budget for Alpine County. Danielson commented that she understood issues of Alpine County. Lear and Ochsner agreed. Motion to approve Alpine County Library’s participation in the NLS Broadband reimbursement program. Motion approved.

6. New Business

- A. Zip Books – Brinkley reported on NLS/CALIFA/PLP Agreement with California State Library

and CLSA funds to expand the current Zip Books project. The California Library Services Board approved \$1million to fund an expansion of the statewide project to bring in additional rural libraries and to include low per capita funded libraries, as well as developing sustainability in this project for long-term continuance. Project and funding began January 1, 2017 and will expire June 30, 2019. An Advisory Group will be formed with current users, new rural libraries and urban/low per capita funded library representation to review current structure and develop more efficient ways to manage this project as it scales up with additional participating libraries. NLS/PLP will provide administrative oversight of the Zip Books Statewide Expansion, while Califa will continue to manage the operations and implementation of this project.

- B. NLS Fund Balance. Lear reported that NLS currently has no policy on maintenance or use of the fund balance held by NLS. The Peninsula Library System Fund Balance policy document (Attachment 3) was provided for EC to review and consider if agreed that NLS should create a similar policy.

Members discussed pros and cons of developing an NLS Fund Balance policy.

Lear reported that Sonoma County Library uses a % of their annual operating budget, i.e. 2 1/2% to establish fund balance. Lear noted that it is a good practice to set a target for creating and maintaining a fund balance.

Kreimeier agreed that it was a good idea and are developed to cover costs for closing operations, should the need arise. She continued that if developed, a Fund Balance policy should be clear on how it is to be used, it's purpose and when it would be utilized, and not to be used to fund operations in any way. Kreimeier recommended that a fund balance cover six months of operating costs.

Ochsner agreed and commented that three months was too short and that policy should specify in the text that funds are not to be used for operations (define "operations" in the text).

Danielson agreed that a policy should clearly define eligible use of fund balance and all restrictions.

Brinkley directed to draft a Fund Balance Policy for next EC meeting. Contact Napa and Sonoma for their policies to use as templates.

Kreimeier suggested draft language, such as "Funds are identified" and requests that language be tighter regarding one-time use and policy re: replenishing & to be specific as to time and amount of replenishment.

Suggestion to create two reserve funds and two policies – one to be more liquid and one to be a 3-6 month reserve for worst case/disaster/ and /or emergency use.

Also suggested, a "Designated" and "Non-designated" set of reserves. Designated requiring Board Approval and two signatures. Non-Designated for opportunities that may come up quickly and require more nimble decision-making & /or action.

- C. Nominating Committee – Lear requested a Nominating Committee be formed to create the slate for FY17/18 Executive Committee. Three members are terming out June 30, 2017. (EC members terming out are Casteel, Kreimeier, and Ochsner).

Kreimeier, Ochsner and Mary George volunteered for Nominating Committee.
Motion to approve Nominating Committee. Wilson moved. Danielson seconded.
Approved unanimously by voice vote.

- D. CalPERS Task Group – Lear requested approval by EC to replace Patty Wong with Chris Crist as member from Yolo County/MVLS on the ad hoc task group to review CalPERS issues for legacy systems. EC approved this replacement.

Lear, Frost and Brinkley gave update on CalPERS situation. Ad hoc task group met on Jan 31. No report available at this time.

PLP received notice from CalPERS of an audit on NLS legacy systems to be conducted at PLP offices on Feb 14. Audits are made randomly and are intended for active CalPERS employers. Legacy systems are not active employers, so this audit is only for purpose of establishing non-active status and not related to payment status of NorthState. A notice of collection was received by PLP that is directly related to the NorthState payment status and makes demand to bring payment current immediately or to submit a payment plan by Monday, 2/6 for CalPERS review.

Discussion re: NorthState and arrears payment status and proposed payment plan to be submitted for CalPERS review.

Kreimeier reported that she found the original Napa County Library JPA to North Bay Cooperative Library System (NBCLS) and took that documentation to Napa County's legal counsel for their review and in preparation for what NBCLS will be facing in the near future (when the NBCLS fund balance, that has been source of NBCLS CalPERS payments, runs out).

Move to adjourn meeting. Ochsner moved. Kreimeier seconded. Approved unanimously.

Meeting adjourned at 11:00 a.m.

FY 2016/17 NLS Budget Adjustment

COMMUNICATION & DELIVERY

	FY 16/17	Change	Revised Amount	
3667 CLSA State Library from CLSA 14/15	339,635	314,593	654,228	
		180,099	180,099	
3674 Reimbursable Costs	150,000		150,000	from NBCLS & MVLS members for deliveries
TOTAL REVENUES	489,635	494,692	984,327	
4212 Communication	900		900	conference calls, listserves,
4220 Contractual Services	485,735	314,593	800,328	\$100,000 Zinio, \$100,000 OverDrive, \$114,593 for Link+
		180,099	180,099	for Broadband Delivery for MVLS and NBCLS, Website support, CLSA Allocation for members
4230 Office Supplies	1,200		1,200	
4233 Postage	1,800		1,800	postage, UPS
TOTAL EXPENDITURES	489,635	494,692	984,327	

ADMINISTRATION

	FY 16/17			
3510 Interest Earned	1,200		1,200	
3661 Membership Fees	110,270		110,270	
3667 CLSA-State Library	84,909	78,614	163,523	CLSA indirect
3668 LSTA-Indirect	4,297		4,297	for PLSEP grant FY 15/16 0 (Public Library Staff Education Program) 0 for strategic planning
3000 Fund Balance				
TOTAL REVENUES	200,676	78,614	279,290	
4219 Other Prof Serv	11,000		11,000	audit
4220 Contractual Service	176,126	78,614	254,740	\$21,600 Coordinator, \$2300 for CLSA Knowledge Base \$50,000 Link+ Study PLS Contract: \$124,654 other projects/staff development \$51,472
4301 Insurance	2,500		2,500	Liability insurance
4303 Travel & Meeting	11,000		11,000	annual meeting
4373 Service Fees	50		50	bank fees
TOTAL EXPENDITURES	200,676	78,614	279,290	

FY 2016/17 NLS Budget Adjustment

LSTA GRANTS FY 16/17

PUBLIC LIBRARY STAFF FY 16/17
EDUCATION PROGRAM (PLSEP)

3668 LSTA 43,859

GRAND TOTAL REVENUES **43,859**

4220 Contractual Services 43,859

GRAND TOTAL EXPENDITURES **43,859**

COMMUNITY ENGAGEMENT & FY 16/17
FACILITATION SKILLS FOR NLS ANI

3668 LSTA 100,000

GRAND TOTAL REVENUES **100,000**

4220 Contractual Services 89,800

4230 Office Supplies 10,200

GRAND TOTAL EXPENDITURES **100,000**

CLSA ZIPBOOKS STATEWIDE FY 16/17
EXPANSION PROJECT 17-19

3667 CLSA Fund 100,000

GRAND TOTAL REVENUES **100,000**

4220 Contractual Services 14,000

4238 Library Materials 86,000

GRAND TOTAL EXPENDITURES **100,000**

NORTHNET-PLP CONTRACT FY 16/17
REVISED

Original Amount Increase

Staff	Administration	78,605.96		
Executive Director	9 hours/month @\$99.41/hr		10,736	
Consultant	4.16 hours/month @ \$100/hour <i>pursue funding opportunities and strategic initiatives</i>	5,000.00		
Coordinators	about 72 hours/month at \$75/hour <i>Distribute legislative, CLSA and other State Library Correspondence, prepare agenda together with Executive Council committee, take Council and Executive minutes, work with CalPERS related issues Prepare plan of service and annual reports</i>	43,128.00	21,600	Additional workload due to increase in CLSA fund
Office Manager	36 hours/month @ 57.47hour <i>manage website, listservs and rosters. Point of contact for System Delivery and PLSEP grant. Prepare and distribute agenda packets and minutes, manage UPS accounts, set up conference calls for committees.</i>	24,827.04		
Secretary	6 hours/month @49.75/hour <i>prepare system contracts, open mails, mail ILL materials coordinate form 700s, annual summer reading program</i>	3,582.00		
Database/Building Man:	3 hours/month @57.47/hour <i>prepare CalPERS reports, prepare document for liability insurance</i>	2,068.92		
.3 FTE	Accounting	34,149.12		
Finance Director	18 hours/month@92.21/hour <i>prepare/monitor budget, authorize and approve payments prepare reports/paperwork for audit, prepare financial reports for State and local government. Coordinate database renewal, review delivery contracts/services</i>	19,917.36		
Account Clerk	17 hours/month@42.44/hour <i>Process payables weekly, prepare invoices, prepare deposits,</i>	8,657.76		
Accountant	6 hours/month \$43.17 <i>Prepare invoices and deposits, reconcile bank statements</i>	3,108.24		
Administrative Assist:	11 hours/month @18.68/hour <i>Filing, prepare Holiday Schedule, mail Summer reading materials, mail checks and invoices</i>	2,465.76		
	Mileage	567.00		
	7 trips @150 mile@.54 per mile			
	Total	113,322.08	32,336	145,658.08
	10% Overhead	11,332.21	3,234	14,565.81
	Grand Total	124,654.29	35,570	160,223.89
				Total Contract Amount

NORTHNET-PLP CONTRACT FY 17/18

Staff	Administration	99,675.00
CEO	2 hours/week at \$104.56/hour	10,874.00
Coordinators	about 14 hours/week at \$75/hour <i>Distribute legislative, CLSA and other State Library Correspondence, prepare agenda together with Executive Council committee, take Council and Executive minutes, work with CalPERS related issues Prepare plan of service and annual reports</i>	55,000.00
Office Manager	7 hours/week @ 58.67/hour <i>manage website, listservs and rosters. Point of contact for System Delivery and PLSEP grant. Prepare and distribute agenda packets and minutes, manage UPS accounts, set up conference calls for committees.</i>	21,356.00
Secretary	1.25 hours/week @50.66/hour <i>prepare system contracts, open mails, mail ILL materials coordinate form 700s, annual summer reading program</i>	3,293.00
Database/Building Manager	3 hours/week @58.67/hour <i>prepare CalPERS reports, prepare document for liability insurance</i>	9,152.00
	Accounting	55,705.00
Controller	9 hours/week at \$84.924 <i>prepare/monitor budget, authorize and approve payments prepare reports/paperwork for audit, prepare financial reports for State and local government. Coordinate database renewal, review delivery contracts/services</i>	39,744.00
Account Clerk	3.15 hours/week at \$43.09 <i>Process payables weekly, prepare invoices, prepare deposits,</i>	7,058.00
Accountant	2.25 hours/week at \$48.285 <i>Prepare invoices and deposits, reconcile bank statements</i>	5,649.00
Administrative Assistant	4 hours/week at \$15.64/hour <i>Filing, prepare Holiday Schedule, mail Summer reading materials, mail checks and invoices</i>	3,254.00
	Mileage	241.00
	3 trips @150 mile@.535 per mile	
	Total	155,621.00
	10% Overhead	15,562.10
	Grand Total	171,183.10

NorthNet Library System

Budget FY 2017/18
SUMMARY-GENERAL FUND ONLY

		LOCAL	COMMUNICATION & DELIVERY	ADMIN	TOTAL
3510	Interest Earned			3,000	3,000
3661	Membership Fees			110,270	110,270
3667	State Library CLSA		655,785	175,946	831,731
3668	LSTA-Indirect			4,368	4,368
3674	Reimbursable from Members	175,000	150,000		325,000
TOTAL REVENUES		175,000	805,785	293,584	1,274,369
4212	Communication		1,500		1,500
4218	Postage		1,800		1,800
4219	Other Prof Serv			11,000	11,000
4220	Contractual Service		801,285	273,034	1,074,319
4230	Office Expense		1,200		1,200
4301	Insurance			2,500	2,500
4303	Travel & Meeting			7,000	7,000
4373	Service Fees			50	50
4445	Reimbursable from Members	175,000			175,000
TOTAL EXPENDITURES		175,000	805,785	293,584	1,274,369

NorthNet Library System Budget FY 2017/18

LOCAL		FY 16/17	FY 17/18	
3674	Reimbursable Costs	160,000	175,000	Gale databases OverDrive Collection, Zinio
	TOTAL REVENUES	160,000	175,000	
4445	Reimbursable-Library Expenses	160,000	175,000	Gale databases OverDrive Collection, Zinio
	TOTAL EXPENDITURES	160,000	175,000	
COMMUNICATION & DELIVERY		FY 16/17	FY 17/18	
3667	CLSA State Library	339,635	655,785	
3674	Reimbursable Costs	150,000	150,000	from NBCLS & MVLS members for deliveries
	TOTAL REVENUES	489,635	805,785	
4212	Communication	900	1,500	conference calls, listserves,
4220	Contractual Services	485,735	150,000	Delivery for MVLS and NBCLS,
			1,000	Website support
			650,285	CLSA allocation for members & other C&D project
4230	Office Supplies	1,200	1,200	
4233	Postage	1,800	1,800	postage, UPS
	TOTAL EXPENDITURES	489,635	805,785	

ADMINISTRATION		FY 16/17	FY 17/18	
3510	Interest Earned	1,200	3,000	
3661	Membership Fees	110,270	110,270	
3667	CLSA-State Library	84,909	163,946	CLSA indirect
			12,000	CLSA indirect for Zip Books grant
3668	LSTA-Indirect	4,297	4,368	for PLSEPT grant FY 16/17
				(Public Library Staff Education Program)
	TOTAL REVENUES	200,676	293,584	
4219	Other Prof Serv	11,000	11,000	audit
4220	Contractual Service	176,126	273,034	
				PLS Contract: \$111,042
				Coordinator \$50,000 and other \$111,992
4301	Insurance	2,500	2,500	Liability insurance
4303	Travel & Meeting	11,000	7,000	annual meeting
4373	Service Fees	50	50	bank fees
	TOTAL EXPENDITURES	200,676	293,584	
ZIP BOOKS Statewide Expansion Project				
CLSA Grant 1/1/27-6/30/19				
REVENUES				
3667	CLSA State Library		388,000	
TOTAL EXPENDITURES				
4238	Library Materials		388,000	Materials for Year 2 (7/1/17-6/30/18)

Califa membership cost for NorthNet

NorthNet Member Name	FTE Staff	Califa Membership Fee
ALPINE COUNTY LIBRARY/ARCHIVES	3	\$200
BELVEDERE-TIBURON LIBRARY	17	\$400
BENICIA PUBLIC LIBRARY	19	\$400
BUTTE COUNTY LIBRARY	23.9	\$400
COLUSA COUNTY FREE LIBRARY	8.5	\$300
DEL NORTE COUNTY LIBRARY DISTRICT	2	\$200
DIXON PUBLIC LIBRARY DISTRICT	10	\$300
EL DORADO COUNTY LIBRARY	34	\$400
FOLSOM PUBLIC LIBRARY	12	\$300
HUMBOLDT COUNTY LIBRARY	29	\$400
LAKE COUNTY LIBRARY	12	\$300
LARKSPUR PUBLIC LIBRARY	9	\$300
LASSEN LIBRARY DISTRICT	3	\$200
LINCOLN PUBLIC LIBRARY	5	\$200
MARIN COUNTY FREE LIBRARY	90.1	\$400
MENDOCINO COUNTY LIBRARY	29.05	\$400
MILL VALLEY PUBLIC LIBRARY	20	\$400
MODOC COUNTY LIBRARY	4	\$200
MONO COUNTY FREE LIBRARY	9	\$300
NAPA COUNTY LIBRARY	52.3	\$400
NEVADA COUNTY LIBRARY	22	\$400
ORLAND FREE LIBRARY	4	\$200
PLACER COUNTY LIBRARY	39.22	\$400
PLUMAS COUNTY LIBRARY	8	\$300
ROSEVILLE PUBLIC LIBRARY	42	\$400
Sacramento Public Library	279.5	\$500
SAN ANSELMO PUBLIC LIBRARY	5	\$200
SAN RAFAEL PUBLIC LIBRARY	24	\$400
SAUSALITO PUBLIC LIBRARY	9	\$300
SHASTA PUBLIC LIBRARIES	26	\$400
SISKIYOU COUNTY FREE LIBRARY	4	\$200
SOLANO COUNTY LIBRARY	109	\$500
SONOMA COUNTY LIBRARY	130.34	\$500
ST. HELENA PUBLIC LIBRARY	11	\$300
SUTTER COUNTY LIBRARY	14	\$300
TEHAMA COUNTY LIBRARY	6	\$300
TRINITY COUNTY FREE LIBRARY	3	\$200
WILLOWS PUBLIC LIBRARY	4.28	\$200
WOODLAND PUBLIC LIBRARY	14.49	\$300
YOLO COUNTY LIBRARY	37.8	\$400
YUBA COUNTY LIBRARY	9	\$300

total for all \$13,400

with 10% discount **\$12,060**

(and waiver of \$150 system fee)

DRAFT NLS Annual AC Meeting Agenda

May 19, 2017

10:00 a.m. – 2:30 p.m.

Location:

Fairfield Cordelia Library
5050 Business Center Drive
Fairfield, CA 94534

Guest Speakers

Greg Lucas – confirmed – 10:30 to 11:00ish- needs to end by 11:15

Senator Dodd – Tentative – Ron Turner is contact

Needs Approval by AC:

- Approve NLS Slate of Nominees
- Approve Recommendation by Finance Committee (1/17/2017)
- Approve NLS FY2017/18 Plan of Service and Budget
- Approve FY2017/18 PLP Contract

New Business

- CalPERS and North State Cooperative Library System (NSCLS) update – Michael Perry
- CLA Leg Committee – Still need to confirm presenter
- NLS/PLP Libraries Lead the Way – 2 teams present (30 minutes)

Notes:

Keep NLS Member Dues and Fees at current level for FY17/18, but use Consumer Price Index (CPI) to review and adjust for future years. Consider using CPI in month of December on which to review and propose annual dues increase