

# MOUNTAIN VALLEY LIBRARY SYSTEM

Administrative Council

May 17, 2016 Meeting

1:00-3:00

Woodland Public Library  
250 First Street  
Woodland, CA 95695

- |               |   |               |              |
|---------------|---|---------------|--------------|
|               | 1. Welcome and Roll Call  | George, Chair |              |
|               | 2. Public invited to address the committee                                      |               |              |
| <b>ACTION</b> | 3. Approval of the Agenda   | George        |              |
|               | 4. Volunteer for minute taking  | George        |              |
| <b>ACTION</b> | 5. Consent Calendar   | George        |              |
|               | A. Minutes from April 14, 2016 Meeting  |               | Attachment 1 |
|               | 6. Questions and Answers with OCLC Representative Michael Ahern                 | George        |              |
| <b>ACTION</b> | 7. Approve the OCLC Contract for FY 16-17                                       | George        | Attachment 2 |
|               | 8. Review the Am-Tran Delivery Contract with breakdown by library. Any issues?  | George        | Attachment 3 |
| <b>ACTION</b> | 9. Approve the FY 16-17 Budget  | George        | Attachment 4 |
|               | 10. Discussion of "Operating Rules"   | George        |              |
|               | 11. Results of California State Library Board Meeting on April 8 and next steps | George        |              |
|               | 12. Discussion of CalPERS obligation and options prepared by NorthNet Admin     | George        | Attachment 5 |
| <b>ACTION</b> | 13. Payment of FY 16-17 CalPERS Obligation of \$12,495                          | George        | Attachment 6 |
|               | 14. Sharing and Roundtable  | George        |              |
|               | 15. Adjourn   | George        |              |

**DRAFT MINUTES**

**MOUNTAIN VALLEY LIBRARY SYSTEM-  
ADMINISTRATIVE COUNCIL MEETING**

April 14, 2016, 1-3 p.m.  
Roseville Public Library

Meeting called to order at 1:08 p.m.

**1. Welcome and Roll Call**

Meeting was called to order at 1:08 p.m. by Vice Chair, Greta Galindo.

Members present: Greta Galindo (Woodland), Lori Easterwood (Folsom), Kathryn Hunt (Lincoln), James Ochsner (Sutter), Natasha Casteel (Roseville), Patty Wong (Yolo), Stacey Costello (Colusa), Jeanne Amos (El Dorado County), Jacquie Brinkley (NLS Administration).

**2. Public invited to address the Council**

No members of the public were present.

**3. Approval of the Agenda**

Galindo stated that there would be no Action take at this meeting on OCLC Contract, Item 7. Provided for review only at this time. Easterwood moved to approve, Casteel seconded. Approved unanimously

**4. Volunteer for minute taking**

Brinkley volunteered.

**5. Consent Calendar**

A. Minutes from May 11, 2015 Meeting

Galindo to provide corrected information on members present at 5/11/2015 meeting. With corrections, Amos moved to approve Minutes, Hunt seconded. Approved unanimously.

**6. Nominations and election of FY 16-17 officers**

Discussion of term limits. MVLS bylaws include no definition of officer terms. Nomination for officers made:

Chair, Mary George, Placer County  
Vice Chair, Greta Galindo, Woodland

Casteel moved, Hunt seconded. Approved unanimously.

**7. OCLC Contract for FY 16-17**

Galindo stated this contract is still under review and not ready for approval. George will contact OCLC to review pricing structure and will request meeting with MVLS membership. Wong requested this meeting date be set soon in order to review before contract date renews. Galindo requested that OCLC

provide information on what services MVLS is currently using and what is not being used. Discussion re: current use of OCLC primarily with cataloging and ILL. Group agreed to make this meeting a priority.

Galindo will talk with George to contact OCLC representative and set meeting date for in-person meeting with MVLS membership.

#### **8. Review of Am-Tran Delivery Contract**

Discussion of existing delivery service – reliable, no problems. Need to look at 14/15 contract to determine cost for each library. Brinkley offered to contact Donna Truong at NLS Administration to provide breakdown by library and then distribute that information to MVLS members for their review.

No other action taken at this time.

#### **9. Approve the FY 16-17 Budget**

Discussion of current fund balance exists to pay the CalPERS portion for MVLS.

Amos moved to approve budget, Ochsner seconded. Approved unanimously (contingent on approval of CLSA and State Budget).

#### **10. Review of MVLS Bylaws/History**

Galindo observed that current MVLS bylaws were no longer relevant and asked if there was interest to review/revise and/or simplify the current bylaws. Wong stated that any amendment to the current bylaws requires her to obtain approval from her County Counsel and recommended that MVLS retain and work with current bylaws with no changes. Amos suggested that current bylaws might be retained and to make instead a procedural change in order to identify current operating rules for MVLS within the NLS System. MVLS would identify services each library has in common, as well as shared obligations.

Hunt stated that as a new director it would be helpful to know current and relevant procedures if the bylaws are no longer relevant.

Galindo and George will draft “operating rules” document for MVLS membership to review. Galindo asked what the other Legacy Systems are doing about CalPERS. Brinkley reported that the other two NLS Legacy systems are reviewing current and future obligations at this time, as well. No information available with other systems in CA.

#### **11. Results of CA Library Services Board meeting of April 8 and next steps**

Hunt reported that the CLSB Board emphasized that resource sharing continue to be a priority for CLSA funds without incurring on-going maintenance costs. Board requested more information from Systems regarding the costs associated with the identified priorities. TBR language was reviewed by the Dillons and discussion of the need to broaden existing CLSA language re: definition of Communications & Delivery. Brinkley referred all members to the document of Key Action Items released by the State Library and reported that Systems would be meeting together soon to prioritize the items listed by each system in letters submitted to the Board. Estimated costs would also be determined and documented for highest priority items in order to provide Board with requested information.

#### **12. CalPERS Obligation and Discussion of Future Funding**

Discussion of history of the CalPERS obligation – MVLS hired staff and they retired. MVLS member libraries agreed to pay their portion of the PERS obligation. Within 5-7 years, the MVLS funds set aside for this payment will be depleted. Dixon left MVLS and no longer contributes to this payment (the only public library to leave MVLS and only public libraries have the obligation. Affiliate libraries were invited into MVLS with no requirement to pay any share of PERS.) The current MVLS members are left with this on-going obligation.

Wong stated that she was disappointed in how this process had been handled by NLS Administration as far as lack of counseling to members in how to deal with the obligation. An analysis at the system level re: who was in the system and their obligations would have been good to have at the time of divestiture. She remarked that it was not too late to work together to strategize how the system will meet the obligation, but currently MVLS is not dealing with it.

Discussion re: Dixon leaving MVLS and no longer contributing and should Dixon be contacted and if they could be held to the obligation.

Amos suggested that MVLS could request an annual payment from members, possibly an addition to current member dues or reserve, to contribute to and maintain the fund balance.

Galindo will recommend this additional member contribution to the NLS Exec Committee for review. MVLS would authorize NLS to pay on their behalf.

Brinkley will ask Donna Truong to create a spreadsheet of what *additional* dues each MVLS member would be required to pay (using same formula that member dues are determined) in order cover annual CalPERS obligation AND to maintain current fund balance. Requested that this information include a projection of 5-10 years of payments so that fund balance does not decrease any further than its current balance.

### **13. What's new in NorthNet, State Library, and CENIC**

NorthNet, in partnership with PLP, had pitched a proposal for an LSTA grant. NLS was also a partner in a PLP application. Received word at this meeting that both proposals had been invited to submit a full application. Other NLS libraries also received notice that their Pitch had been approved for full application. CLSB priorities were reviewed (see notes in Item 11 above).

### **14. Sharing and Roundtable**

Sutter reported that Broadband was making progress and going well. Now under County IT and equipment replacement will be on County's plan. Talking with Aspen Institute re: proposal of a 2016 Summer Public Dialog.

Colusa reported she completed her first budget! Public donations have increased 4x since Costello appointed director. Literacy coordinator is rebuilding the program.

Lincoln reported first RFP out for RFID system. Thanked Roseville for her help. Hunt is currently interim director. Next week is her review and she hopes to be appointed permanent.

Yolo County reported replacement of Yolo Branch library, a Carnegie library. Literacy is at forefront and in the County's strategic plan. In process of facilities master plan. Received a James Irvine Foundation 2 year grant to address homelessness. 3 positions currently open.

Folsom – reported learning lots!

Woodland – shared photos and renderings of MakerSpace. Out to bid for construction in early July – 1600 sq ft space. Public input process to develop list of equipment. Local partnerships with businesses to help with support and mentorship. Galindo attended 1 week MakerSpace Academy at TechShop in Redwood City.

Roseville – adopted retail service model. Staff with iPads assist and interact on the floor with customers. Increase in library marketing has seen results. City acquired property (Fiddymont Farm) – Casteel will work with city over next four years to design cultural and education center as living history/cultural museum on this property.

El Dorado County – reported historical museum and depot are now under library management. County Strategic Plan with priority on Healthy Communities. Library is now recognized as county and community hub under this initiative. Health workers will work out of the library to outreach to the community. Looking forward to CENIC connections.

**15. Motion to Adjourn.**

Casteel moved, Ochsner seconded. Approved unanimously.

Meeting adjourned at 2:48 p.m.



OCLC Group Services Pricing
Mountain Valley Library System

May 12, 2016

Mary George
Director of Library Services
Mountain Valley Library System
55 E Street
Santa Rosa, CA 95404-4728

Table with 3 columns: Summary, July 1, 2015 - June 30, 2016, July 1, 2016 - June 30, 2017. Rows include OCLC Cataloging and Metadata Subscription, Cataloging Credits\*, OCLC WorldShare ILL Subscription, WorldShare ILL Lending Credits\*, Access Subscription\*, and TOTAL GROUP SERVICES.

Subscription Renewal Date: July 1, 2016 - June 30, 2017

Billing Frequency for symbol JRS: Annual
Billing Frequency for all other libraries: Monthly
Billed To: Individual Libraries

NOTES:

Pricing is valid for 90 days. Please see Attachment 1 for list of participating libraries. OCLC Cataloging and Metadata, OCLC WorldShare ILL and Access have been incremented over the previous year at the rate of 3%. Credits are not incremented. At the request of the OCLC membership, OCLC is simplifying our invoices by consolidating the line items for Cataloging and ILL credits and Access services into the respective subscription prices. Additionally, the name of the OCLC Cataloging subscription is changing to OCLC Cataloging and Metadata subscription to reflect the expanded capabilities of the service. This change applies to all libraries in the Mountain Valley Library System FY17 renewal with the exception of Woodland Public Library. Please see notes below for more detailed information. ILL Fee Management (IFM) Libraries: please note that IFM is not included in the above subscription, as activity for IFM is tracked on a transaction basis and pricing is set by the libraries involved.

Woodland Public Library

\*Please note that Woodland Public Library is among a small number of libraries that receives credits in excess of 60% or more of their respective Cataloging and Metadata and Access related subscription. For this reason, FY17 credits and Access will continue to be invoiced separately for Cataloging and WorldShare ILL. In addition, Cataloging credits will be set at 90% of the Cataloging subscription and related Access subscription price. Please note that Woodland Public Library has credits on account with OCLC that they can apply for their FY17 invoice. For the exact amount that will be available July 1, please contact acctsrc@oclc.org In FY18, the Cataloging and ILL credits and Access for Woodland Public Library will be incorporated into the Cataloging and WorldShare ILL subscription prices. When the Cataloging credits are incorporated into the respective subscription pricing, the credit amount will be capped at 60% of your library's Cataloging and related Access subscription prices. In order to give your library a year to budget, we're notifying you now that this cap will be put in place for next year's FY18 subscription.



**OCLC Group Services Pricing**  
**Mountain Valley Library System**  
**Subscription Period: July 1, 2016 - June 30, 2017**

**Individual Library Subscriptions**

Symbol	Institution Name	OCLC					Total
		Cataloging and Metadata	Cataloging Credits	WorldShare ILL	WorldShare ILL Credits	Access	
APR	Placer County Library	\$15,910.02	Included in Cataloging Subscription	\$1,104.25	Included in ILL Subscription	Included in Cat/ILL Subscription	\$17,014.27
CUP	Colusa County Free Library	\$278.42	Included in Cataloging Subscription	\$370.72	Included in ILL Subscription	Included in Cat/ILL Subscription	\$649.14
FPQ	Folsom Public Library	\$4,504.35	Included in Cataloging Subscription	\$102.75	Included in ILL Subscription	Included in Cat/ILL Subscription	\$4,607.10
JQC	Alpine County Library	\$1,644.64	Included in Cataloging Subscription	\$488.19	Included in ILL Subscription	Included in Cat/ILL Subscription	\$2,132.83
JQP	El Dorado County Library	\$7,238.66	Included in Cataloging Subscription	\$1,663.31	Included in ILL Subscription	Included in Cat/ILL Subscription	\$8,901.97
JQZ	Lincoln Public Library	\$3,312.24	Included in Cataloging Subscription	-	Included in ILL Subscription	Included in Cat/ILL Subscription	\$3,312.24
JRC	Mono County Free Library	\$691.33	Included in Cataloging Subscription	\$110.14	Included in ILL Subscription	Included in Cat/ILL Subscription	\$801.47
JRS	Sacramento Public Library	-	Included in Cataloging Subscription	\$115.36	Included in ILL Subscription	Included in Cat/ILL Subscription	\$115.36
JTQ	Woodland Public Library	\$212.20	(\$355.91)	\$438.87	(\$164.88)	\$562.29	\$692.58
JTS	Yuba County Library	\$1,287.44	Included in Cataloging Subscription	\$341.79	Included in ILL Subscription	Included in Cat/ILL Subscription	\$1,629.23
NEV	Nevada County Library	-	Included in Cataloging Subscription	\$3,497.34	Included in ILL Subscription	Included in Cat/ILL Subscription	\$3,497.34
RSV	Roseville Public Library	-	Included in Cataloging Subscription	\$249.30	Included in ILL Subscription	Included in Cat/ILL Subscription	\$249.30
SUT	Sutter County Library	\$1,085.32	Included in Cataloging Subscription	\$896.06	Included in ILL Subscription	Included in Cat/ILL Subscription	\$1,981.38
YOL	Yolo County Library	\$28,390.25	Included in Cataloging Subscription	\$953.74	Included in ILL Subscription	Included in Cat/ILL Subscription	\$29,343.99
<b>Grand Total</b>		<b>\$ 64,554.87</b>	<b>\$ (355.91)</b>	<b>\$ 10,331.83</b>	<b>\$ (164.88)</b>	<b>\$ 562.29</b>	<b>\$ 74,928.20</b>

**Woodland Public Library**

\*Please note that Woodland Public Library is among a small number of libraries that receives credits in excess of 60% or more of their respective Cataloging and Access related subscription. For this reason, FY17 credits and Access will continue to be invoiced separately for Cataloging and WorldShare ILL. In addition, Cataloging credits will be set at 90% of the Cataloging subscription and related Access subscription price.

In FY18, the Cataloging and ILL credits and Access for Woodland Public Library will be incorporated into the Cataloging and WorldShare ILL subscription prices. When the Cataloging credits are incorporated into the respective subscription pricing, the credit amount will be capped at 60% of your library's Cataloging and related Access subscription prices. In order to give your library a year to budget, we're notifying you now that this cap will be put in place for next year's FY18 subscription.

**How Woodland Public Library's FY2017 Cataloging and Metadata subscription was calculated:**

FY2017 Cataloging and Metadata subscription:	\$212.20
Cataloging credits (at 90% of cataloging and Access subscription):	(\$355.91)
Cataloging portion of Access services:	\$183.26

**Total Cataloging and Metadata, Credits and Cataloging Access subscription:**

**How Woodland Public Library's FY2018 Cataloging and Metadata subscription will be calculated:**

FY2017 Cataloging and Metadata subscription:	\$212.20
Cataloging credits (at 60% of cataloging and Access subscription):	(\$237.28)
Cataloging portion of Access services:	\$183.26

**Total Cataloging and Metadata subscription before FY18 price increase:**

via e-mail: [mgeorge@placer.ca.gov](mailto:mgeorge@placer.ca.gov)

April 20, 2015

Mary George  
Director of Library Services  
Placer County Library  
350 Nevada Street  
Auburn, CA 95603



The world's libraries.  
Connected.  
6565 Kilgour Place  
Dublin, OH 43017-3395  
T 1-614-764-6000  
1-800-848-5878  
F 1-614-764-0740  
E [oclc@oclc.org](mailto:oclc@oclc.org)

RE: Amendment 8 to Group Services Agreement with a Start Date of January 1, 2007  
(the "Agreement")

Dear Ms. George:

OCLC Online Computer Library Center, Inc. ("OCLC") wishes to amend the Agreement between OCLC and the Mountain Valley Library System by:

- (i) replacing the Agreement's current Group Services Pricing schedule with the attached Group Services Pricing schedule dated March 30, 2015;
- (ii) replacing the Agreement's current list of "Participating Libraries" with the attached "Participating Libraries;" and
- (iii) replacing the Agreement's current list of Product Codes with the attached list of FY16 Product Codes.

If the Mountain Valley Library System agrees to this amendment, please so indicate by signing the enclosed letter and returning it to me. All other terms and conditions of the Agreement are ratified by the parties and remain unchanged.

Sincerely,

OCLC ONLINE COMPUTER LIBRARY CENTER, INC.

By:   
Bruce A. Crocco, Vice President

Agreed to and accepted this 11 day of May 2015.  
Mountain Valley Library System



By:   
Mary George, Director of Library Services

ISO 9001 Certified





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OCLC Group Services Pricing

Mountain Valley Library System (MVLS)

March 30, 2015

	July 1, 2015- June 30, 2016
OCLC Cataloging Subscription	\$ 59,721
OCLC Cataloging Subscription Credits	\$ (7,435)
OCLC WorldShare ILL Subscription	\$ 10,450
OCLC WorldShare ILL Subscription Lending Credits	\$ (2,945)
OCLC Access Subscription	\$ 11,712
<b>TOTAL GROUP SERVICES</b>	<b>\$ 71,502</b>

NOTES:

Pricing is valid for 90 days.

The renewal subscription period is July 1, 2015 - June 30, 2016.

Billing frequency is monthly and is billed to the individual libraries with the exception of JRS which is billed annually.

See attached list of libraries with individual pricing.

OCLC Cataloging, OCLC WorldShare ILL and OCLC Access have been incremented over the previous year at the rate of 3%.

Cataloging and WorldShare ILL Lending Credits are not incremented.

OCLC Confidential

Participating Libraries						
Mountain Valley Library System (MVLS)						
Inst Sym	Inst Name	July 1, 2015- June 30, 2016	July 1, 2015- June 30, 2016	July 1, 2015- June 30, 2016	July 1, 2015- June 30, 2016	July 1, 2015- June 30, 2016
		Catalog	WSILL	Access	Total	
APR	Placer County Library	\$ 11,392.20	\$ 762.42	\$ 4,320.35	\$ 16,474.97	
CUP	Colusa County Free Library	\$ 214.46	\$ 287.25	\$ 127.10	\$ 628.80	
FPQ	Folsom Public Library	\$ 3,951.56	\$ 88.49	\$ 418.96	\$ 4,459.01	
JOC	Alpine County Library	\$ 1,551.19	\$ 463.16	\$ 51.19	\$ 2,065.54	
JQP	El Dorado County Library	\$ 5,280.57	\$ 1,113.66	\$ 2,215.19	\$ 8,609.42	
JQZ	Lincoln Public Library	\$ 3,003.80	\$ -	\$ 201.96	\$ 3,205.76	
JRC	Mono County Free Library	\$ 578.92	\$ 93.80	\$ 103.49	\$ 776.20	
JRS	Sacramento Public Library	\$ -	\$ (96.41)	\$ 180.85	\$ 84.45	
JTQ	Woodland Public Library	\$ (1,119.29)	\$ 261.21	\$ 545.92	\$ (312.17)	
JTS	Yuba County Library	\$ 1,145.57	\$ 298.62	\$ 131.15	\$ 1,575.34	
NEV	Nevada County Library	\$ -	\$ 2,607.82	\$ 780.58	\$ 3,388.40	
RSV	Roseville Public Library	\$ -	\$ 90.43	\$ 147.89	\$ 238.32	
SUT	Sutter County Library	\$ 872.11	\$ 718.88	\$ 327.19	\$ 1,918.18	
YOL	Yolo County Library	\$ 25,414.29	\$ 815.63	\$ 2,160.18	\$ 28,390.10	
	<b>Totals</b>	<b>\$ 52,285.37</b>	<b>\$ 7,504.96</b>	<b>\$ 11,711.99</b>	<b>\$ 71,502.32</b>	

Effective with the July 1, 2012 - June 30, 2013 renewal, Woodland Public Library's fixed credits will be reduced to an amount that covers their Cataloging, WorldCat Resource Sharing and Access subscriptions in addition to the QuestionPoint 24/7 Ref Coop-Group Shared Renewal in the amount of \$300. The credit balance carried over for this institution will be grandfathered per the new credit policy to cover potential price increases in the out years.

Group Services FY16 Product Code List

WORLDSHARE ILL PRICING INCLUDES THE FOLLOWING  
 PRODUCT CODES:

PRODUCT CODE	PRODUCT DESCRIPTION
RSH6700	WorldCat Resource Sharing Search
RSH6701	WorldCat Resource Sharing Request
OTC4561	ILL Lending Credit
IFM4572	IFM Administration Fee
IFM8915	IFM Admin Fee Correction
ILL4505	ILL Direct Profiled Prod
ILL4506	ILL Direct Search & DH
IDH3571	DisplayHoldings UL
IDH3581	ILL Display Holdings
IDH3601	UL Holdings Display UL
IDH3611	ILL UL Display Holdings
OTC4562	ILL Consolidated Lending Crd
TOC4022	ULS LDR Deletion Credit

CATALOGING PRICING (INCLUDING CREDITS) INCLUDES THE  
 FOLLOWING PRODUCT CODES:

PRODUCT CODE	PRODUCT DESCRIPTION
CXP2054	CatExpress Custom Annual - Consortia
CXP2056	CatExpress Custom Monthly - Consortia
CXP2057	CatExpress 500
CXP2058	CatExpress 1000
CXP2059	CatExpress 2000
CXP2230	CatExpress Excess Usage
CXP2238	CatExpress 250
CXP2239	CatExpress 3000
CXP2240	CatExpress 4000
CXP2241	CatExpress 5000
CXP2242	CatExpress 6000
CXP2246	CatExpress 7000
AST1060	PCC Orig Input
AST1063	CAT Orig Input
AST1065	USNP Orig Input
AST1075	Orig Input Encl.v13
CCA1001	Catalog Cards
CCA1011	Card Rerun/Adjustment
CCA1021	Card Rerun-Out/Warranty
CCA1501	Accessions List
CCA2093	PromptCat Catalog Cards
CCA2655	GOVDOC Catalog Cards
CCA2677	Cat Card Offline Return
CRC3715	Export Bibliographic
CRC3727	Export Authority
CRC3728	Pathfinder
CTR3400	Search Key Sng Del
CTR3338	Batch Grp Record Cpy
CTR3376	Batch Sng Record Cpy
CTR3743	Group Retro Record Copy
CTR3744	Single Retro Record Copy
DSH3562	Cat Display Holdings
MLE2007	MARC Record Copy Charge
MLE2008	Multi-Institution MARC Copy Charge Copy
MLE2061	MARC Set-up Fee
MLE2081	MARC Records Selected
MLE2082	PromptCat Added Copy
MLE2083	PromptCat Shared Sys PDR
MLE2084	PromptCat Shared Sys No Rec
MLE2088	PromptCat Data Rec Unit
MLE2094	PromptCat MARC Record
MLE2096	PromptCat Add'l Record Copy
MLE2676	GOVDOC Record Copy Charge

CATALOGING PRICING (INCLUDING CREDITS) INCLUDES THE FOLLOWING PRODUCT CODES:

PRODUCT CODE	PRODUCT DESCRIPTION
ONT2025	Bib Record Notification
ONT2030	Bib Record Notification >7000 Records
ONT2565	CAT Database Enrichment
ONT2570	PCC National Enhance Cr
ONT2571	Enhance Credit
ONT2572	CONSER Upgrade Credit
OTC1071	CAT Online Hldgs Deletion
SBC0961	Cat Searches over 12,000
TAP2650	GOVDOC Retrieve Selhold
TAP3808	Batch Sng OCLC-Der Delete
TAP3812	Batch Sng OCLC-derived
TAP3813	Batch Sng OCLC-Der Adds
TAP3814	Batch Grp OCLC-derived
TAP3818	Batch Grp OCLC-Der Delete
TAP3823	Batch Grp OCLC-Der Add
TAP3833	Batch Sng PCC
TAP3843	Batch SngPCC Upgd/Add
TAP3911	Batch Sng Non-OCLC
TAP3915	Batch Sng Non-OCLC Delete
TAP3921	Batch Evaluation
TAP3845	Batch Evaluation discounted
TAP3928	Batch Grp Non-OCLC Delete
TAP3931	Batch Grp Non-OCLC
TAP3933	Batch Grp Non-OCLC Add
TAP3971	Batch Sng Non-OCLCAdd
TAP 3981	Batch Sng Retro
TAP 3983	Batch Grp Retro
TAP 3986	Batch Sng Retro Add
TAP 3987	Batch Grp Retro Add
TOC3491	CAT Minimal Rec Upgrade
ZCT6042	Z39.50 Batchload OCLC - Der
ZCT6058	Z39.50 Cat Search/Export
ZCT6059	Z39.50 FTU Online
SBL0131	CAT WorldCat Search
SCN0044	CAT WorldCat Scan
ONT2500	CAT Online FTU
TAP3819	Batch Single Institution OCLC-Derived Non-Bill
TAP3839	Batch Group OCLC-Derived Non-Bill
TAP3919	Batch Single Institution Non-OCLC Non-Bill
TAP3939	Batch Group Non-OCLC Non-Bill
TAP3949	Batch Group Retro Non-Bill
TAP3989	Batch Single Institution Retro Non-Bill
WKB2178	WC Knowledge Base Set Holdings
WKB2179	WC Knowledge Base Delete Holdings
WKB6294	WC Knowledge Base Record Output

ACCESS PRICING INCLUDES THE FOLLOWING PRODUCT CODES:

PRODUCT CODE	PRODUCT DESCRIPTION
CON6082	Internet Hourly Connect Charge
FIX6600	Monthly bill
FIX6601	Quarterly bill
FIX6602	Semi-annual bill
FIX6603	Annual bill
FIX6590	Cat only monthly

Am-Tran / K&L Trucking  
 3975 Pacific Blvd.  
 San Mateo, CA 94403  
 CA 330419  
 DOT 2128508

April 14 2015

Donna Truong  
 Pacific Library Partnership  
 NorthNet Library System  
 2471 Flores Street  
 San Mateo, CA 94403

Re: Northnet Library System Courier Services/Mountain Valley - Am-Tran FY 15/16

Dear Donna:

The following is a statement of services to be confirmed and executed by Northnet Library System for dedicated courier services for the Mountain Valley Library System with Am-Tran. Upon completion of review by both parties the new statement of services and standard agreement will take effect on the first day of the new fiscal 2015 and be in effect for 24 months.

#### Statement of Services

##### 1. Northnet Library System Scheduled Delivery Pricing:

Monday's – Sacramento Public Library, Woodland Public Library, Yolo County Public Library, Dixon, Sacramento Public Library (4.5 hours, 67 miles) \$162.62

Tuesday's – Sacramento Public Library, Folsom Public Library, Sutter County Library, Colusa County Library, Woodland Public Library, Sacramento Public Library (6 hours, 166 miles) \$227.96

Wednesday's- Sacramento Public Library, El Dorado County Library, Folsom Public Library, Roseville Public Library, Lincoln Public Library, Sutter County Library, Woodland Public Library, Yolo County Library, Sacramento Public Library (7 hours, 180 miles) \$252.41

Thursday's Sacramento Public Library, Folsom Public Library, Sutter County Library, Colusa County Library, Woodland Public Library, Sacramento Public Library (6 hours, 166 miles) \$227.96

Friday's – Sacramento Public Library, California State Library, CSU Sacramento Library, Folsom Public Library, Placer County Library, Sutter County Library, Sacramento Public Library - (6 hours, 137 miles) \$217.45

Weekly total (5 days of service) \$1,088.40

It is understood that standard service & sorting duties can take or exceed 15 minutes at selected libraries.

2. Tracking: All shipments will have a tracking number. Tracking information will be captured electronically and will be made available to you at your request. Am-Tran dispatch and customer service is available 24 hours a day.

No fuel surcharge for the duration of this agreement

3. Service area: Sacramento Region for the facilities listed above
4. Delivery time: Daily times will be customized to meet current delivery structure approved by Northnet/Mountain Valley Library Systems
5. Driver qualification: All drivers will be screened by Am-Tran prior to handling any Northnet deliveries.
6. Uniforms: All drivers wear an Am-Tran uniform with clear identification at all times.
7. Back up: Back up drivers will be trained to handle overflow, vacations, etc.
8. Am-Tran (Hobbs Investments Inc.) will maintain insurance during the term of the Agreement including General, Automobile, Workers Compensation and Employers liability including bodily injury and property damage insurance for all procedural tasks and vehicles used in connection with the performance of the services Am-Tran (Hobbs Investments Inc.) provides. Am-Tran agrees to provide Northnet/Mountain Valley with an insurance certificate evidencing the existence of such insurance as provided on (attachment 1) listing NorthNet Library System as additional insured.
9. Am-Tran contact information: Am-Tran customer service is available 24 hours a day to handle service related matters. Questions related to pricing or this Statement of Services should be directed to:

Ted Heller  
3975 Pacific Blvd.  
San Mateo, CA 94403  
email: [ted@am-tran.com](mailto:ted@am-tran.com)  
(415) 572-4417

An alternate contact for all matters:

Unna Enriquez  
email: [unna@am-tran.com](mailto:unna@am-tran.com)  
(415) 286-8655

10. Payment Terms: Am-Tran sends out invoices on a weekly basis. Payment due within 30 days of receipt. Past due invoices are subject to a late charge equal to 1.5% of the outstanding past due balance.

Invoices will be sent to the following contact who will be responsible for processing:

Name: Donna Truong, CFO  
Address: 2471 Flores Street, San Mateo CA 94403  
Phone: 650-349-5538  
email: [truong@plsinfo.org](mailto:truong@plsinfo.org)

Questions regarding invoices should be sent to the following person:

Name: Unna Enriquez  
email: [unna@am-tran.com](mailto:unna@am-tran.com)  
Phone: 877-243-8733

Term of Agreement: This revised agreement between Am-Tran (Hobbs Investments Inc.) and NorthNet Library System shall be in effect from the commence date of the first fiscal day covering the fiscal year commencing July/2015 through June/2017 and all services will be continuous with a 15 day cancellation request by both parties in writing.

As we proceed and courier services are executed updates pertaining to service and procedures will be added and confirmed.

This Agreement and Statement of Services shall become effective only when approved and signed by authorized representatives of both parties.

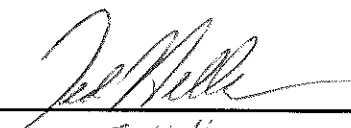
By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

By:  \_\_\_\_\_

Name: Ted Heller

Title: Business Development

Service Provider: Am-Tran

Date: 5/12/15

NorthNet Sacramento Region (Mountain Valley) Delivery Cost FY 15/16

Am-Tran

Quote 4/14/15

	Cost	Days/Wk	Cost/Wk	<b>Annual FY 15/16</b>	Last Year
CA State Library	43.5400	0		\$0.00	
Colusa	43.5400	2	\$87.08	\$4,528.16	\$4,396.08
CSU - Sacramento	43.5400	0	\$0.00	\$0.00	
Dixon	43.5400	0	\$0.00	\$0.00	
El Dorado	43.5400	1	\$43.54	\$2,264.08	\$2,198.04
Folsom	43.5400	4	\$174.16	\$9,056.32	\$8,792.16
Lincoln	43.5400	1	\$43.54	\$2,264.08	\$2,198.04
Placer	43.5400	1	\$43.54	\$2,264.08	\$2,198.04
Roseville	43.5400	1	\$43.54	\$2,264.08	\$2,198.04
Sacramento	43.5400	5	\$217.70	\$11,320.40	\$10,990.20
Sutter	43.5400	4	\$174.16	\$9,056.32	\$8,792.16
Woodland	43.5400	4	\$174.16	\$9,056.32	\$8,792.16
Yolo	43.5400	2	\$87.08	\$4,528.16	\$4,396.08
<b>Total Route Cost</b>	<b>566.0200</b>	<b>25</b>	<b>\$1,088.50</b>	<b>\$56,602.00</b>	<b>\$54,951.00</b>



<b>MOUNTAIN VALLEY BUDGET</b>		<b>FY 15/16</b>	<b>FY 16/17</b>
3000	Fund Balance	10,480	12,145
3510	Interest Income	350	350
<b>GRAND TOTAL REVENUES</b>		<b>10,830</b>	<b>12,495</b>
4105	Pension Fund/PERS	10,830	12,495
<b>GRAND TOTAL EXPENDITURES</b>		<b>10,830</b>	<b>12,495</b>
	Fund balance as of 6/30/15	196,647	
	Amount spent FY 15/16	(10,998)	
	<b><u>Fund balance as of 6/30/16</u></b>	<b><u>185,649</u></b>	Estimated



February 22, 2016

To: Mountain Valley Library System Member Directors  
 From: Jane Light, Pacific Library Partnership

**Subject: MVLS CalPERS Annual Valuation Report as of June 30, 2014 and FY 2016/17 Required Contribution for NBCLS**

The key information from the recently released CalPERS annual report is summarized below. The entire document will be attached to the email that transmits this memo. I encourage you to read and file the entire report. If you have questions, please contact me (lightj@plsinfo.org or 650-533-0548) and if I am unable to answer them, you can contact your plan's actuary, whose name is found on page 9 of 26.

As the report and its cover memo explain, CalPERS has changed some of its assumptions used last year, including greater life expectancies, and the required contribution is anticipated to increase significantly over the next five years.

**MVLS' fiscal year required contribution for FY2016/17 is \$12,495** (if full year is prepaid instead of monthly payments). **In FY2017/18 it is projected to be \$15,936.** The report includes projected annual contributions through FY2021/2022 and estimates that it will be \$23,214 at that time, assuming that CalPERS earns 7.5% annually on its investments going forward (see page 13 of 26 in the attached cover memo/report). In FY2015/2016 it was \$10,830.

As in past years, the MVLS fund balance will be budgeted for these expenses in the next fiscal year. The fund balance as of June 30, 2015 was \$185,505.

The funded status of the pension plan rose from 83.5% on June 30, 2013 to 86.8% on June 30, 2014.

The current estimated termination cost, if MVLS were to withdraw from CalPERS and pay its unfunded termination liability is as much as \$957,000, depending on the U.S. Treasury bond yields at the time of termination. If NBCLS were unable to pay all or part of this liability, pensions for current and future retirees would be reduced proportionally, potentially by 50% or more.

The actual termination costs are calculated only when an agency begins the termination process or fails to make required annual contributions for several years

leading to CalPERS taking legal action to terminate. Termination liability is based on CalPERS policy that the assets of terminated accounts will be invested in US Treasuries and earn substantially less than the 7.5% earnings that active accounts are projected to earn.

## MVLS-CalPERS Contribution FY 16/17

Library	%	Member Dues ***	Option #1 \$1000 each (or \$14,000 Per Year)	Option #2 \$500 each (or \$7000 Per Year)	Option #3 base on % of Membership Fees X \$14,000 Per Year	Option #4 base on % of Membership Fees X \$7,00 Per Year
Alpine	0.015	536.00	1,536.00	1,036.00	743.41	639.71
Colusa	0.029	1,040.00	2,040.00	1,540.00	1,442.44	1,241.22
El Dorado	0.102	3,680.00	4,680.00	4,180.00	5,104.03	4,392.02
Folsom	0.058	2,114.00	3,114.00	2,614.00	2,932.04	2,523.02
Lincoln	0.026	932.00	1,932.00	1,432.00	1,292.65	1,112.33
Mono	0.030	1,070.00	2,070.00	1,570.00	1,484.05	1,277.03
Nevada	0.069	2,512.00	3,512.00	3,012.00	3,484.06	2,998.03
Placer	0.134	4,866.00	5,866.00	5,366.00	6,748.97	5,807.49
Roseville	0.105	3,809.00	4,809.00	4,309.00	5,282.95	4,545.97
Sacramento	0.169	6,132.00	7,132.00	6,632.00	8,504.87	7,318.43
Sutter	0.063	2,284.00	3,284.00	2,784.00	3,167.83	2,725.91
Woodland	0.057	2,066.00	3,066.00	2,566.00	2,865.47	2,465.73
Yolo	0.123	4,453.00	5,453.00	4,953.00	6,176.15	5,314.58
Yuba	0.019	685.00	1,685.00	1,185.00	950.07	817.54
<b>Total</b>	<b>1.000</b>	<b>36,179.00</b>	<b>50,179.00</b>	<b>43,179.00</b>	<b>50,179.00</b>	<b>43,179.00</b>

MVLS Fund Balance as of 4/26

\$185,649

\*\*\*used Membership Fees FY 15/16