

# NORTH BAY COOPERATIVE LIBRARY SYSTEM

## Board of Directors Meeting Wednesday, October 14, 2015

### Adobe Virtual Meeting 2:00 PM – 3:00 PM

Adobe Connect Meeting.  
Meeting Name: NBCLS Board of Directors meeting  
To join the meeting: <http://infopeople.adobeconnect.com/nbcls101415/>  
Conference Number(s):  
US: 1-719-955-0562  
US: 1-888-205-5513  
Audio Conference Details:  
Participant Code: 759890  
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If you have never attended an Adobe Connect Meeting before:  
Test your connection:  
[https://infopeople.adobeconnect.com/common/help/en/support/meeting\\_test.htm](https://infopeople.adobeconnect.com/common/help/en/support/meeting_test.htm)

1. Enter your name  
2. Click "Enter Room"

- |        |   |              |
|--------|---|--------------|
|        | 1. Call to Order  | Linda Kenton |
|        | 2. Roll Call  | Linda Kenton |
|        | 3. Public invited to address the Council                            |              |
| ACTION | 4. Approval of Agenda   | Linda Kenton |
| ACTION | 5. <b>Approval of Minutes of October 2, 2014 Meeting</b>            | Linda Kenton |
| ACTION | 6. <b>Adoption of FY 2015/2016 Budget</b>                           | Jane Light   |
| ACTION | 7. <b>Setting 2016 system payments for Retiree Health Insurance</b> | Jane Light   |
| ACTION | 8. <b>Adoption of Resolution regarding Retiree Health Insurance</b> | Jane Light   |
| ACTION | 9. Election of Chair and Vice Chair FY 15/16                        | Linda Kenton |
|        | 10. Adjournment   | Linda Kenton |

**Bold indicates document included.**

Support materials for agenda are available for review at NBCLS Headquarters Office and online <http://northnetlibs.org/about-nls/nbcls/nbcls-meetings/>

**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**

|                                  |  |
|----------------------------------|--|
| Belvedere-Tiburon Library        | 1501 Tiburon Boulevard, Tiburon, CA 94920                    |
| Benicia Public Library           | 150 East L Street, Benicia, CA 94510                         |
| Dixon Public Library             | 230 North First Street, Dixon, CA 95620                      |
| Lake County Library              | 1425 N. High Street, Lakeport, CA 95453                      |
| Larkspur Public Library          | 400 Magnolia Avenue, Larkspur, CA 94939                      |
| Marin County Free Library        | 3501 Civic Center Drive, #414, San Rafael, CA 94903          |
| Mendocino County Library         | 105 North Main Street, Ukiah, CA 95482                       |
| Mill Valley Public Library       | 375 Throckmorton Avenue, Mill Valley, CA 94941               |
| Napa County Library              | 580 Coombs Street, Napa, CA 94559                            |
| St. Helena Public Library        | 1492 Library Lane, St. Helena, CA 94574                      |
| San Anselmo Public Library       | 110 Tunstead Avenue, San Anselmo, CA 94960                   |
| San Rafael Public Library        | 1100 E Street, San Rafael, CA 94901                          |
| Sausalito Public Library         | 420 Litho Street, Sausalito, CA 94965                        |
| Solano County Library            | 1150 Kentucky Street, Fairfield, CA 94533                    |
| Sonoma County Library            | 211 E Street, Santa Rosa, CA 95404                           |
| Dominican University             | 50 Acacia Avenue, San Rafael, CA 94901                       |
| Napa Valley Community College    | 2277 Napa-Vallejo Highway, Napa, CA 94558                    |
| Solano Community College Library | 4000 Suisun Valley Road, Bldg. 100, Fairfield, CA 94534-3197 |

# **NORTH BAY COOPERATIVE LIBRARY SYSTEM DRAFT**

Board of Directors Meeting Minutes  
Thursday, October 2, 2014  
Adobe Virtual Meeting

1. Call to Order  
Meeting was called to order by Chair Linda Kenton at 10 AM.
2. Roll Call  
Present were: Linda Kenton (San Anselmo Public Library), Jennifer Baker (St. Helena Public Library), Diane Smikahl (Benicia Public Library), Steven Arozena (Dixon Public Library), Christopher Veach (Lake County Library), John Thill (Napa County Library), Sarah Houghton (San Raphael Public Library), and Bonnie Katz (Solano County Library). Also present was Jane Light, Peninsula Library System.
3. Approval of Agenda  
Smikahl moved, Baker seconded approval of the agenda. Motion passed unanimously.
4. Approval of Minutes of July 18, 2013 Meeting  
Smikahl stated that she attended the meeting but her name was not included in the list of attendees. She moved approval with that correction, Arozena seconded. Motion passed unanimously.
5. Adoption of FY2014/2015 Budget  
Katz moved adoption, Smikahl seconded. Motion approved unanimously.
6. Actions regarding Retiree Health Insurance
  - a. Resolution regarding Retiree Health Insurance  
Resolution #533 was introduced by Houghton and seconded by Katz. It was adopted by unanimous vote. It states that the Board will annually determine when it adopts its budget if it will provide retiree health insurance for the upcoming calendar year. If it decides to provide such insurance, it will

decide when it adopts its annual budget how much it will pay toward the monthly premium and how much retirees will pay toward their monthly premiums.

- b. Smikahl moved and Arozena seconded that NBCLS continue offering the currently covered retirees health insurance for calendar 2015 with NBCLS paying the \$530 Single (Medicare supplement) rate for the EPO Plan and that retirees may elect to cover dependents at their own expense and must notify the System Office of their intent to do so by November 15, 2014 and make payment to the System prior to the first day of each month. Motion passed unanimously.
7. Information regarding NBCLS CalPERS pension contract.  
Light briefly reviewed the informational memo included in the meeting agenda packet.
  8. Election of Chair and Vice Chair  
Baker moved that Linda Kenton be elected Chair and Baker serve as Vice-Chair for FY2014/2015. Motion passed unanimously.
  9. Adjournment  
Kenton adjourned the meeting at 10:56 AM.

**2471 FLORES STREET, SAN MATEO, CA 94403  
650-349-5538**

**NorthNet Library System  
Budget FY 2015/2016**

**NORTH BAY BUDGET**

|  | FY 14/15              | FY 15/16      |   |
|--|-----------------------|---------------|---|
| 3000 Fund Balance                        | 26,354                | 21,484        |   |
| 3510 Interest Income                     | 400                   | 400           |   |
| 3674 Reimbursement-retires               | 3,346                 | 216           |   |
| <b>GRAND TOTAL REVENUES</b>              | <b>30,100</b>         | <b>22,100</b> |   |
| 4302 Membership Fees & Dues              | 100                   | 100           |   |
| 4105 Retiree Benefits                    | 30,000                | 22,000        | \$7,384 CalPers, \$14,400 health care costs + \$216 vision                  |
| <b>GRAND TOTAL EXPENDITURES</b>          | <b>30,100</b>         | <b>22,100</b> |   |
| Fund balance as of 6/30/14               | 301,343               |               |   |
| Amount spent/deposited FY 14/15          | 51,114                |               | Received fund from Sonoma Controller Office<br>\$68,010 for special account |
| <b><u>Fund balance as of 6/30/15</u></b> | <b><u>352,457</u></b> |               | estimated   |

## NORTH BAY COOPERATIVE LIBRARY SYSTEM

TO: NBCLS BOARD OF DIRECTORS  
FROM: JANE LIGHT  
SUBJECT: 2016 RETIREE HEALTH INSURANCE  
DATE: October 14, 2015

### **Background:**

NBCLS currently provides retiree health insurance for two former employees that retired directly from NBCLS. In the fall of 2014 the Board of Directors decided to annually approve continuing retiree health insurance and to pay only the rate set for single people receiving Medicare. The retirees have the option of selecting a different plan (for example to cover a dependent) at their own expense for the difference in cost.

One of the retirees is age 93 and has been retired for more than 30 years. The other retiree is a former executive who retired recently. For calendar 2015 both chose coverage only for themselves.

The health insurance is provided through an MOU between NBCLS and Golden State Risk Management Authority, an organization that provides services to small public agencies in California. GRSMA administers a program of the California State Association of Counties Excess Insurance Authority (EIA) called EIAHealth Program. GSRMA staff indicated that agencies are expected to pay for each covered retiree a minimum of the Single rate for the applicable plan.

Rates for 2016 have now been set. One retiree is in a plan that will cost \$483 per month. Additionally, per your direction the System reimburses her for the monthly cost of Medicare, slightly over \$100 per month. The second retiree is enrolled in a different plan at a monthly cost of \$580; she is not reimbursed for Medicare. The System's cost for 2016 will be approximately \$14,400, paid from the System's fund balance.

NBCLS can discontinue coverage by notifying GSRMA of a decision to do so. It can withdraw from the program (a step further than discontinuing coverage) by notifying both GSRMA and the EIAHealth Program of its intent to withdraw at least 180 days prior to July 1.

**Recommendation**

It is recommended that the Board of Directors adopt a resolution that states:

- (a) It will annually determine by Board action if it will provide retiree health insurance for the following calendar year, and
- (b) If so, it will determine how much the System will pay toward the monthly premium for each retiree during that calendar year.

It is further recommended that the Board of Directors pass a motion to continue offering the currently covered retirees health insurance for calendar 2016 with NBCLS paying per month \$580 for the EPO Plan and \$483 for the gold plan and that retirees may elect to cover dependents at their own expense and must notify the System Office of their intent to do so by November 15, 2015 and make payment to the System prior to the first day of January, 2016 and the first day of each month thereafter.

**NORTH BAY COOPERATIVE LIBRARY SYSTEM**  
**2471 FLORES STREET, SAN MATEO, CA 94403**  
**650-349-5538**

**RESOLUTION # 534**

It is resolved by the Board of Directors of the North Bay Cooperative Library system to annually determine if it will provide retiree health insurance for the upcoming calendar year.

And it is further resolved that if the Board of Directors determines that it will provide retiree health insurance for a given calendar year it will decide by motion how much the System will pay toward the monthly premium and how much the retirees will pay toward their premium for the upcoming year.

The foregoing resolution was introduced by Director \_\_\_\_\_ and seconded by Director \_\_\_\_\_ and adopted by (a unanimous vote OR an "aye" vote) of the following directors:

[List all aye votes here]

[Note any "no" votes and names of directors here]

WHEREUPON the Chairperson declared the foregoing resolution adopted and SO ORDERED.

Date:

Attested:

Signature \_\_\_\_\_  
Jane Light, Secretary

Signature \_\_\_\_\_  
\_\_\_\_\_, Chair  
NBCLS Board of Directors