

**NORTH STATE COOPERATIVE LIBRARY SYSTEM**  
**Administrative Council Meeting**  
**June 11, 2013**

**1. WELCOME AND ROLL CALL:**

The meeting was called to order by Michael Perry at 11:07 AM.

**ROLL CALL OF ATTENDEES:**

PRESENT	ABSENT	MEMBER LIBRARY	NAME
	X	Butte College Library	Luozhu Cen
X		Butte County Library	Mel Lightbody
	X	College of the Redwoods Library	Rachel Anderson
	X	College of the Siskiyous Library	Nancy Shepard
	X	CSU Chico Library	Sarah Blakeslee
	X	Del Norte Co. Library District	Rebecca Tipton
	X	Feather River College Library	Tom Davis
X		Humboldt County Library	Victor Zazueta
	X	Humboldt State Univ. Library	Wayne Perryman
	X	Lassen College Library	Marita Dimond
X		Lassen Library District	Jeff Hawkins
X		Modoc County Library	Cheryl Baker
	X	Orland Free Library	Jody Meza
	X	Plumas County Library	Dora Mitchell
	X	Shasta College Library	Janet Albright
	X	Shasta Libraries	Jan Erickson
	X	Simpson University Library	Larry Haight
X		Siskiyou County Library	Michael Perry
X		Tehama County Library	Sally Ainsworth
X		Trinity County Library	Oresta Esquibel
	X	Willows Public Library	Jody Meza
X		Peninsula Library System	Donna Truong

WITH 7 OF 12 VOTING MEMBERS PRESENT A QUORUM WAS ESTABLISHED.

**2. PUBLIC INVITED TO ADDRESS THE COUNCIL:** THERE WERE NO MEMBERS OF THE PUBLIC PRESENT.

**3. PLAN FOR TAKING MINUTES:** JEFF HAWKINS VOLUTEERED TO RECORD THE MINUTES OF THE MEETING

**4. APPROVAL OF AGENDA:** MEL LIGHTBODY MOVED; SALLY AINSWORTH SECONDED; MOTION CARRIED UNANIMOUSLY.

**5. APPROVAL OF DECEMBER 20, 2012 MEETING MINUTES:** SALLY AINSWORTH MOVED; JEFF HAWKINS SECONDED; MOTION CARRIED UNANIMOUSLY.

**6. APPROVAL OF NSCLS RETIREMENT COSTS FOR RETIREES FOR FY12/13:** AS OF JANUARY 1, 2013 NSCLS OWES \$16,792 TO MAKE UP THE UNFUNDED DIFFERENCE IN OUR FY12/13 LIABILITY FOR COVERING THE RETIREMENT COSTS OF FORMER NSCLS EMPLOYEES. THE PROPOSED "FAIR SHARE" ALLOCATION FORMULA TO BE APPLIED FOR THE RETIREE LIABILITY IS THE SAME AS THAT APPROVED BY THE COUNCIL IN DECEMBER 2012 FOR THE RETIREE HEALTH INSURANCE LIABILITY.

THE AMOUNTS TO BE PAID ARE AS FOLLOWS: BUTTE Co \$2,623.75; HUMBOLDT COUNTY \$2,623.75; SHASTA \$2,099.00; ORLAND \$1,574.25; PLUMAS Co \$1,574.25; TEHAMA Co \$1,574.25; MODOC Co \$1,049.50; TRINITY Co \$1,049.50; WILLOWS \$1,049.50; DEL NORTE Co \$524.75; LASSEN LIBRARY \$524.75; SISKIYOU Co \$524.75.

PLS WILL INVOICE THE LIBRARIES.

MEL LIGHTBODY MOVED; SALLY AINSWORTH SECONDED; MOTION CARRIED UNANIMOUSLY

**7. APPROVAL OF NSCLS MEDICAL AND RETIREMENT COSTS OF RETIREES FOR FY13/14:** ASSUMING THE SAME LEVEL OF LIABILITY FOR COVERAGE OF RETIREE RETIREMENT AND HEALTH INSURANCE BENEFITS FOR FY13/14 AS WAS ASSESSED FOR FY12/13 THE MEMBERS ARE TO APPROVE THE ASSESSMENT OF FAIR SHARE ALLOCATION OF THE LIABILITY USING THE SAME BASE RATE PLUS VARIABLE RATE FORMULA AS WAS PREVIOUSLY USED.

THE AMOUNTS TO BE PAID ARE AS FOLLOWS: BUTTE Co \$3,317.75; HUMBOLDT COUNTY \$3,277.75; SHASTA \$2,652.00; ORLAND \$1,897.25; PLUMAS Co \$1,904.25; TEHAMA Co \$1,923.25; MODOC Co \$1,265.50; TRINITY Co \$1,266.50; WILLOWS \$1,264.50; DEL NORTE Co \$643.75; LASSEN LIBRARY \$644.75; SISKIYOU Co \$650.75.

PLS WILL INVOICE THE LIBRARIES.

JEFF HAWKINS MOVED; CHERYL BAKER SECONDED; YEA: 5; NO: 0 ABSTAIN: 2 (MEL LIGHTBODY, ORESTA ESQUIBEL); MOTION CARRIED.

**8. APPROVAL OF NSCLS BUDGET FOR FY13/14:** THE NSCLS BUDGET FOR FY13/14 WAS PRESENTED FOR APPROVAL. INCOME AND EXPENSES ARE ONLY THOSE REQUIRED TO MEET THE RETIREE LIABILITIES PREVIOUSLY APPROVED TOTALING \$20,708.

CHERYL BAKER MOVED; SALLY AINSWORTH SECONDED; MOTION CARRIED UNANIMOUSLY.

**9. APPROVAL OF OCLC FEES FOR FY13/14.** THE FEE STRUCTURE FOR OCLC SERVICES FOR THOSE MEMBER LIBRARIES THAT ARE PARTICIPATING PRESENTED IN THE AGENDA WAS MODIFIED TO DELETE DEL NORTE WHICH DECIDED NOT TO PARTICIPATE.

MICHAEL PERRY MOVED AS MODIFIED; MEL LIGHTBODY SECONDED; MOTION CARRIED UNANIMOUSLY WITH CHERYL BAKER ABSENT DUE TO TECHNICAL PROBLEMS.

**10. NOMINATION AND APPROVAL OF CHAIR FOR NSCLS FOR FY13/14.** MICHAEL PERRY ANNOUNCED THAT AT THE NORTHNET LIBRARY SYSTEM ADMINISTRATIVE COUNCIL MEETING ON MAY 31, 2013 IT WAS ANNOUNCED THAT ORESTA ESQUIBEL WOULD NOT BE ABLE TO ASSUME THE CHAIR RESPONSIBILITIES AND THAT DURING THE CONVERSATION MICHAEL WOULD VOLUNTEER TO REMAIN AS CHAIR AND MEL LIGHTBODY NOMINATED HERSELF TO BE VICE-CHAIR.

JEFF HAWKINS MOVED TO APPROVE THE NOMINATIONS; SALLY AINSWORTH SECONDED; MOTION CARRIED UNANIMOUSLY.

**11. ANNOUNCEMENTS:** THERE WERE NO ANNOUNCEMENTS BY THE MEMBERS.

**12. ADJOURNMENT:** THE MEETING WAS ADJOURNED AT 11:35 AM.