

# **MOUNTAIN VALLEY LIBRARY SYSTEM**

Administrative Council  
Four Points by Sheraton Sacramento International Airport  
4900 Duckhorn Drive, Sacramento  
Phone 916-263-9000  
Meeting Room: Rivers East

Thursday, May 22, 2014  
8:45 AM

1. Welcome and Roll Call Dale, Chair
2. Public invited to address the committee
- ACTION** 3. Approval of the Agenda Dale
4. Volunteer for minute taking Dale
- ACTION** 5. Consent Calendar Dale  
    A. Minutes from May 31, 2013 Attachment 1
- ACTION** 6. Adopt the MVLS 2014/2015 Budget Dale Attachment 2
- ACTION** 7. Approve Amendment to OCLC Group Pricing for MVLS 2014/15. Dale Attachment 3
- ACTION** 8. Elect MVLS Chair and Vice-Chair for 2014/15. Dale
9. Adjourn

## Mountain Valley Library System

### Administrative Council Meeting Minutes

Sheraton Sacramento International Airport at 4900 Duckhorn Dr, Sacramento CA

Friday May 31<sup>st</sup>, 3:00 Pm

1. Welcome and Roll Call
  - a. Members present include Mary George (Placer), Jeanne Amos (El Dorado), Bill Michael (Mono), Rita Lovell (Alpine), Donna Truong (PLS), Rivkah Sass (Sacramento), John Torkelson (Lincoln), Nina Biddle (Sacramento), Natasha Casteel (Roseville), Patty Wong (Yolo), Jessica Hudson (Nevada), Darla Gunning (State Library), Lisa Dale (Folsom), and Jane Light (PLS). No representatives from CSU Sacramento, Colusa, Sacramento Co. Law Library, Sutter, UC Davis, or Woodland were present.
2. Public Invited to address the committee
  - a. No members of the public were present.
3. Approval of Agenda (Action)
  - a. **Moved by Mary George, seconded by Natasha Casteel. All ayes.**
4. Volunteer for Minute Taking
  - a. Jessica Hudson volunteered.
5. Consent Calendar –Minutes from December 2012 meeting (Action)
  - a. **Moved by Rita Lovell, seconded by Patty Wong. All ayes.**
6. News from the State Library
  - a. Darla deferred to later in the meeting, following the original item number 11 (Committee member news).
  - b. Darla shared several projects from the State level.
    - i. She made sure that everyone is aware of the Books4U funding, which needs to be expended by June 30<sup>th</sup>, 2013.
    - ii. She reported that the Pitch an Idea conference calls had been completed and there will be 36 projected funded this cycle out of 60 phone calls. Official information and invitations to apply will go out next week.
    - iii. There are two new consultants at the State Library: Janet Coles and Lena Pham.
    - iv. Zip Books (a project of Humboldt, Butte, and Shasta County through a previous granting cycle) will be expanded out into a more full testing phase through the consortiums NorthNet, 49-99, and Inland. Califa will administer this LSTA funded project which allows for a non-traditional delivery of InterLibrary Loan services: staff purchase used copies of books on Amazon and ship them to the patron's home instead of requesting items from other libraries. The State Library has preliminarily allocated \$300,000 to this project.

- v. CENIC's initiatives in broadband were briefly touched on, as there was a fully discussion following a presentation at a meeting earlier in the day.
  - vi. The State Library is working on a project to define the term "rural branch library". They are just starting this conversation which should help libraries define which types of services are needed at different types of libraries.
7. Adopt the MVLS 13/14 FY Budget (Action)
- a. Approximate \$209,000 fund balance.
  - b. There was concern in the group regarding unfunded liabilities from PERS annuitants. MVLS had an actuarial report drawn up not long ago and our current buy-out amount is \$2,000,000. There are believed to be five people currently living who may pull from these retirement accounts, none currently retired or drawing from PERS.
  - c. There was talk regarding the original MVLS paperwork, which is in the basement of the Placerville Library in El Dorado County. Jeanne Amos volunteered to hunt through the paperwork, to find the original PERS contracts for MVLS employees, and to share with the group.
  - d. Continuation of the discussion regarding unfunded liabilities and whether or not the group should pay the yearly charge (kicking the can down the road) or start looking seriously at the payoff amount.
  - e. A request was made for each jurisdiction to look for their original paperwork regarding the formation of MVLS as there were certain jurisdictions that have floated in and out of the collective group who still may be liable for part of the PERS contract. The document would be a Joint Resolution .
  - f. After we have lined up all of the documentation pieces, members have requested a one page "talking points" document regarding history of MVLS, NorthNet, contractual obligations, benefits, and how all the pieces fit together. No one has volunteered to create this document at this time.
  - g. Moved by Natasha Casteel, seconded by Rivkah Sass. All ayes.**
8. Approve Amendment to OCLC Group Pricing for MVLS 13/14 FY (Action)
- a. Moved by Lisa Dale, seconded by Bill Michael. All ayes.**
9. Approve delivery contract for 13/14 FY (Action)
- a. This item was mislabeled on the agenda as an action item-it is more of an informational item as PLS will actually sign any delivery contracts for MVLS>
  - b. Currently, BeavEX is used but there is fairly unanimous discontent with their service levels and feedback. Additionally, they are proposing to increase costs by 4%.
  - c. A second proposal is on the table from a group called Am-TRAN. Donna Truong has three references from this company and will call them to verify their services.
  - d. Members requested that we add "compliance" factors so that if we receive bad service in coming years, we can withhold payment.
  - e. No motion-Donna Truong will report back to the group after calling the three references.
10. Elect MVLS Chair and Vice-Chair for 13/14 FY (Action)

- a. Jessica Hudson, as the previous Vice-Chair, will serve as the Chair for the 13/14 FY
- b. Lisa Dale was nominated from the floor for the 13/14 FY Vice-Chair.
- c. **Moved forward by Rivkah Sass. All approved.**
- d. Jeanne Amos volunteered to be the “unofficial archivist” for the group, as many of the original MVLS documents currently reside in the basement level of one of her locations.

11. Committee Member Items

- a. Rivkah shared that their Design Lab 3-D printer Space launched in May 2013 at their Arcade branch. They have 2 Makers in Residence who are there to help the public. It has received great PR.
- b. Mary and Jeanne shared that they are dropping the \$50,000 in Innovation Grant funds awarded through NorthNet to research the open source ILS Evergreen conversion. Neither system has the staff or time to make it happen right now although it has helped with negotiations through their current vendors.
  - i. Sonoma’s ILL Fulfillment software is in the R&D stage and has mentioned that these types of open source projects and usages might work best in larger library systems with the staff and capacity to develop and use what open source has to offer.
- c. Natasha shared that Roseville was recently gifted with a full Mac computer lab from the company PowerOn which refurbishes computer and technology products. They will launch the lab on 6/27/13.
- d. Darla shared that Merced County Library recently pulled one of their Pitch an Idea grant requests for a computer lab because their County’s HHSA department is paying for it for them to benefit foster children.
- e. Rivkah also shared that Sacramento just recently adopted a policy which allows for Teen Library Cards. The cards allow for 3 checkouts and any lost items are paid for by the FOL. This process was inspired by Placer County, who also allow for teen cards without parental sign off.
- f. Bill asked Darla is the State Library was close to an appointment for State Librarian. Darla reported that there is no news yet.

12. Adjourn approximately 3:45 PM.

**Mountain Valley Library System  
Library System Budget FY 14/15**

		FY 13/14	FY 14/15
3000	Fund Balance	4,400	6,650
3674	Reimbursement-retires		
3510	Interest Income	600	350
<b>GRAND TOTAL REVENUES</b>		<b>5,000</b>	<b>7,000</b>
4105	Pension Fund/PERS	5,000	7,000
<b>GRAND TOTAL EXPENDITURES</b>		<b>5,000</b>	<b>7,000</b>
<b>PROJECTED ACTUAL FUND BALANCE:</b>		<b>\$204,451</b>	<b>\$197,801</b>

## OCLC Group Services Pricing

## Mountain Valley Library System (MVLS)

May 6, 2014

	July 1, 2014- June 30, 2015
OCLC Cataloging Subscription	\$ 58,472
OCLC Cataloging Subscription Credits	\$ (7,448)
<b>OCLC Cataloging Subscription Including Credits</b>	<b>\$ 51,023</b>
OCLC WorldCat Resource Sharing Subscription	\$ 11,068
OCLC WorldCat Resource Sharing Subscription Lending Credits	\$ (3,026)
<b>OCLC WorldCat Resource Sharing Subscription Including Lending Credits</b>	<b>\$ 8,042</b>
<b>OCLC Access Subscription</b>	<b>\$ 11,638</b>
<b>TOTALS</b>	<b>\$ 70,703</b>

## NOTES:

- >Pricing is valid for 90 days.
- >The renewal subscription period is July 1, 2014 - June 30, 2015.
- >Billing frequency is monthly and is billed to the individual libraries.
- >OCLC Cataloging , OCLC WorldShare ILL and OCLC Access have been incremented over the previous year at the rate of 3%.
- > Credits are not incremented.
- >**OCLC ILL Fee Management (IFM) Program:** OCLC is investing in the future development of IFM. Based on member feedback, planned enhancements include offering IFM for use beyond ILL for other purchases. In order to fund this expansion, a modest \$0.25 transaction fee will be added to each borrowing request filled through IFM beginning July 1, 2014.

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<b>Participating Libraries</b>					
<b>Mountain Valley Library System (MVLS)</b>		<b>July 1, 2014- June 30, 2015</b>	<b>July 1, 2014- June 30, 2015</b>	<b>July 1, 2014- June 30, 2015</b>	<b>July 1, 2014- June 30, 2015</b>
<b>Inst Sym</b>	<b>Inst Name</b>	<b>Catalog</b>	<b>WSILL</b>	<b>Access</b>	<b>Total</b>
APR	Placer County Library	\$ 11,022.42	\$ 734.45	\$ 4,194.52	\$ 15,951.39
CUP	Colusa County Free Library	\$ 207.50	\$ 278.16	\$ 123.40	\$ 609.06
FPQ	Folsom Public Library	\$ 3,823.30	\$ 85.18	\$ 406.76	\$ 4,315.24
JQC	Alpine County Library	\$ 1,939.55	\$ 449.67	\$ 64.23	\$ 2,453.45
JQP	El Dorado County Library	\$ 5,109.17	\$ 1,065.54	\$ 2,150.67	\$ 8,325.38
JQZ	Lincoln Public Library	\$ 2,906.30	\$ -	\$ 196.07	\$ 3,102.38
JRC	Mono County Free Library	\$ 560.12	\$ 91.07	\$ 100.47	\$ 751.66
JRS	Sacramento Public Library	\$ -	\$ (121.15)	\$ 175.59	\$ 54.44
JTQ	Woodland Public Library	\$ (1,086.69)	\$ 248.80	\$ 530.02	\$ (307.88)
JTS	Yuba County Library	\$ 1,108.39	\$ 287.30	\$ 127.33	\$ 1,523.02
NEV	Nevada County Library	\$ -	\$ 3,366.40	\$ 1,010.46	\$ 4,376.85
RSV	Roseville Public Library	\$ -	\$ 84.06	\$ 143.58	\$ 227.65
SUT	Sutter County Library	\$ 843.80	\$ 695.36	\$ 317.66	\$ 1,856.82
YOL	Yolo County Library	\$ 24,589.38	\$ 777.34	\$ 2,097.26	\$ 27,463.98
<b>Totals</b>		<b>\$ 51,023.25</b>	<b>\$ 8,042.19</b>	<b>\$ 11,638.01</b>	<b>\$ 70,703.44</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 Product Code List

### UNLIMITED WORLDCAT RESOURCE SHARING 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

### UNLIMITED 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 EncLv3
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

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

PRODUCT CODE	PRODUCT DESCRIPTION
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
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 Sethold
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

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

PRODUCT CODE	PRODUCT DESCRIPTION
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

**UNLIMITED 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