

# NorthNet Library System

**Executive Committee Meeting**  
**March 18, 2016, 10 a.m. – 12:00 p.m.**  
**Oroville Branch Library**  
1820 Mitchell Avenue  
Oroville, CA 95966

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| 1. Welcome and Roll Call   | Lightbody, Chair |
| 2. Public Invited to address the Committee   | Lightbody        |
| ACTION 3. Approval of the Agenda   | Lightbody        |
| A. Minutes of Executive Committee Meeting, 12/10/15 and 1/11/16  | Attachment 1 & 2 |
| 4. OLD BUSINESS:   |                  |
| A. NLS Broadband Claim Form – Susan has draft form as of 3/3   |                  |
| B. Update on Broadband Equipment Funds   |                  |
| C. Update on NLS Initiatives (identified at 1/25 AC meeting):  |                  |
| Defining Next Steps and Action Items   |                  |
| i. <b>Member Asset Mapping</b> Mel Lightbody and Jacquie Brinkley will coordinate member asset mapping activities; consult with Sam to explore what information could/should be gathered.  |                  |
| ii. <b>Sharing People and Knowledge Platform</b> Natasha and NLS Staff will begin to outline what the goals and potential content for this platform might include and communicate with other systems about collaborative efforts   |                  |
| iii. <b>Zip Books</b> Mary George is already exploring Zip Books for Placer County and Rita will help lead the feasibility analysis for NLS member libraries - Janet Coles at State Library is working on evaluation of Zip Books program. Might be helpful to use her findings in moving forward, although NLS implementation of ZipBooks will not be dependent on CSL funding. |                  |
| iv. <b>Converge Training and Development and Facilitation and Capacity Building</b> Mel Lightbody will lead the Training and Development initiative  |                  |

- v. In February of 2016, NLS Staff will share the outcomes of this meeting as well as a call to action for other member libraries to share the feasibility and planning efforts; each lead will also recruit other individuals at member libraries to co-lead initiatives
- vi. **Budget Cycle Alignment** - Mary George will collect contract info from NLS members - Jacquie to assist.

D. Next steps for strategic plan

5. NEW BUSINESS:

- A. Nominating Committee for termed out EC members (6/30/2016):  
Victor Zazueta, Rita Lovell, Mary George Lightbody
- B. Link+ as a potential system-wide project Kreimeier Attachment 3
- C. Preliminary 16/17 contract cost Hildreth Attachment 4
- D. Priorities for April 8, 2016, CLSB meeting Lightbody
- E. Agenda Items for Spring AC Meeting – Tuesday, June 7, 2016- 9 or 10 – 3 p.m.  
Location: Solano County Library, Fairfield Cordelia Branch Library, 5050 Business Center Drive, Fairfield, CA 94534
  - i. Item 1. Denise Davis – PLA Project Outcome presentation (2 hours) – where on 6/7 Agenda do we want this presentation?
  - ii. Other Items for AC meeting?
    - Request attendance of Mike Dillon to speak on legislation (updated 3/8-he is not available on 6/7- ask about rescheduling his attendance)
    - Approval of minutes of 1/25 AC meeting
    - 16/17 CLSA Funds – Financial Committee Review
- F. 16/17 PAI Proposals submitted March 4 Brinkley
  - i. NLS as lead w/PLP – Facilitation and Community Engagement
  - ii. PLP as lead w/NLS – Student ID Card for library use

6. Next Meeting Date

7. 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**

2471 Flores Street, San Mateo, CA 94403

1313 Third Street, Eureka, CA 95501

### **Conference Call Information**

Audio Conference Details:

Participant Code: 337190

Conference Number:

US: 1-888-850-4523

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