

# **MOUNTAIN VALLEY LIBRARY SYSTEM**

Administrative Council

June 6, 2018

10:00 a.m. – 12:00 p.m.

Woodland Public Library

250 1st St, Woodland, CA 95695

- |     |                                                                           |                |              |
|-----|---------------------------------------------------------------------------|----------------|--------------|
| 1.  | Welcome and Roll Call                                                     | Galindo, Chair |              |
| 2.  | Public Invited to Address the Committee                                   |                |              |
| 3.  | Approval of Agenda (ACTION ITEM)                                          | Galindo        |              |
| 4.  | Volunteer for Minute taking                                               | Galindo        |              |
| 5.  | Approve Minutes of December 8, 2017<br>(ACTION ITEM)                      | Galindo        | Attachment 1 |
| 6.  | Nominations and Election of FY 2018/19 Officers<br>(ACTION ITEM)          | Galindo        |              |
| 7.  | Review Year Two FY 2018/19 AM-Tran Delivery Cost                          | Galindo        | Attachment 2 |
| 8.  | Approve the FY 2018/19 Budget and<br>CalPERS annual payment (ACTION ITEM) | Galindo        | Attachment 3 |
| 9.  | Schedule next MVLS meeting                                                |                |              |
| 10. | Adjournment                                                               |                |              |

**DRAFT MINUTES****MOUNTAIN VALLEY LIBRARY SYSTEM****ADMINISTRATIVE COUNCIL MEETING****December 8, 2017**

1. MVLS Chair, Galindo, called the meeting to order at 1:00 P.M.

Roll Call:

Present	Absent	MEMBER LIBRARY	Representative
	x	Alpine County Library	Rita Lovell
	x	CSU Sacramento Library	Nicole Lawson
x		Colusa County Library	Stacey Costello
x		El Dorado County Library	Jeanne Amos
x		Folsom Public Library	Lori Easterwood
x		Lincoln Public Library	Kathryn Hunt
x		Mono County Free Library	Ana Danielson
	x	Nevada County Library	Laura Pappani
x		Placer County Library	Mary George
x		Roseville Public Library	Natasha Casteel
	x	Sacramento Co. Public Law Lib.	Coral Henning
x		Sacramento Public Library	Rivkah Sass
x		Sutter County Library	James Ochsner
x		Woodland Public Library	Greta Galindo
x		Yolo County Library	Mark Fink
	x	Yuba County Library	Kevin Mallen

Also present, Jacquie Brinkley, NLS System Coordinator, Pacific Library Partnership.

2. Public in attendance – Sarah Comstock, Library Director, Loomis Library (eff 1/8/2018)
3. **Motion to approve meeting Agenda:** George moved; Easterwood seconded. Approved.
4. Brinkley volunteered to record meeting Minutes.
5. **Motion to approve Minutes of 6/30/2017:** Amos moved; Hunt seconded. Approved.
6. Galindo presented update on CalPers legal research and reporting from attorney Isabel Safie, Best, Best and Krieger (firm contracted by NLS for NLS and Legacy System legal review) and memo of August 17, 2017. Discussion ensued regarding amount listed as the termination liability for MVLS and members questioned why the amount had increased over the valuation given by CalPers in last actuarial report (from under \$1 million to now projected between \$1.5 to \$1.7 million). Hunt asked if the difference could be the amount of buyout versus payoff. MVLS currently has reserves of \$184,000 from which annual CalPers payments have been made

to date. Members recalled that there are six retirees of MVLS. The attorney is currently in discussion with CalPers to identify current and future retirees of MVLS and the other legacy systems and to report back to NLS and systems when that information is obtained. Amos commented that colleges and law libraries who joined MVLS received no CLSA benefits with their membership, so should not be considered in the MVLS obligation for CalPers retirees. George asked if CLSA funds could be used to pay CalPers? She suggested that if CLSA funds were used to pay the employees' salaries, could the same source be used to pay those retirees pension costs? Discussion continued regarding purpose of CLSA funds and limitations on use of these funds. Payment of employees would likely have come from system member dues or System Administrative funds (limited to 25% of CLSA funds). Brinkley offered to contact Gerry Maginnity to ask how system employees were paid and report back to MVLS. Sacramento Public Library may also have payroll records of system administration. Sass will make inquiries with her staff.

Discussion regarding some county boards may not consider obligations to these retirees as their responsibility.

Galindo shared that due to a library budget reduction, the savings she had planned to use from a retirement would no longer be available to pay down Woodland's portion of the CalPers payoff.

George asked if CalPers would negotiate payment plans, if MVLS offered proposal.

Galindo asked for MVLS members to propose a payment plan that could be discussed with attorney and CalPers.

Sass reported that Sacramento Public Library has been setting aside funds for a payoff. Sass asked if MVLS should seek other legal advice, as what was provided is an "opinion."

Discussion continued regarding the reduction in state funding over many years that impacted the systems' ability to meet their CalPers obligations to the system employees.

George suggested that MVLS hire an attorney and accountant to project dues and obligations specific to MVLS.

Fink asked how CalPers had moved forward to collect from other agencies. Members mentioned Chuck Reed, former mayor of San Jose, who has made attempts to renegotiate San Jose's obligation to CalPers.

George reported that Placer County wants out of CalPers completely and has discussed floating a bond measure to pay off the County's CalPers obligation. George commented that moving forward on this proposal was unlikely, but it is being discussed. Sass reported that Sacramento City/County has looked at similar proposal.

Galindo commented that MVLS has concerns where a new library (Loomis) wants to join and MVLS does not want to obligate any new library with the CalPers burden.

#### Action Items:

- Sass to research any system pay records that may be housed at Sacramento Public Library.
- Brinkley to contact Gerry Maginnity to ask what source of payment was used to pay salaries of system employees.
- George offered to help draft a Scope of Service for legal review of MVLS. Johnny Ea, SPL Finance Manager, will work with George on drafting SofS. Hunt and Galindo also

offered to help draft this document. Sass offered services of her attorney to review the Scope of Service.

7. Galindo presented memo from MVLS to NLS requesting a review of the NLS bylaws regarding membership. Review of Loomis inquiry to join MVLS or NLS and how this initiated the need for NLS to review bylaws and consider individual library members, versus membership limited to systems. Loomis and other libraries need a pathway to membership of their CLSA system, in this case, NLS.

Galindo reported that NLS is creating a ad hoc committee to review NLS bylaws related to membership and will have report to present at Mid Year Administrative Council meeting of Jan 19, 2018.

Hunt commented that she is willing to co-chair the Bylaw Review ad hoc committee, and requested assistance from MVLS Admin Council members. No member volunteered at this time.

8. Brinkley reported on NLS Executive Committee meeting of 11/15/2017.

9. Amos asked if MVLS has an interest in convening a Children's Services Staff meeting. Easterwood offered to host. Sass also offered to host. George requested a flyer to distribute and for promotion. Hunt suggested to ask children's staff for topics of interest. Casteel will draft a survey to send to children's staff. Galindo will review and then send to MVLS Directors. Easterwood will attend the meeting and report back to MVLS AC.

Fink suggested other than library-based topics be considered for this group and recommended a presentation on Adverse Childhood Experiences (ACES) provided by public health community partners. Topics include resiliency and the long-term negative health impact resulting from adverse childhood experiences. Training in this area is well-suited for children's staff professional development. <https://www.samhsa.gov/capt/practicing-effective-prevention/prevention-behavioral-health/adverse-childhood-experiences>

10. MVLS Goal Setting –

- New Children's Staff Committee
- CalPers – Scope of Service to retain attorney for MVLS
- Lassen County Library – MVLS to lend assistance with collection development, weeding, tax measure mentoring and board development

11. Member sharing and roundtable – Members asked Sass to share the Strategic Plan document created by SPL's new Public Services Team with "Must Haves", "Should Haves" and "Nice to Haves" diagram.

12. Meeting Adjourned at 3:05 p.m.

13. Galindo provided tour of Square One maker-space for all attendees.

**FY18/19 NorthNet Sacramento Region (Mountain Valley) Delivery Cost Distribution**

Am-Tran Delivery Contract

**Quote 4/25/17 Revised for 3% CPI Adjustment for FY18/19**

Delivery	FY17/18 3%CPI	Days/Wk	Cost/Wk	Annual FY 18/19	Last Year (FY17/18)
CA State Library	46.1873	0		\$0.00	\$0.00
Colusa	46.1873	2	\$92.37	\$4,803.48	\$4,663.57
CSU - Sacramento	46.1873	0	\$0.00	\$0.00	\$0.00
Dixon	46.1873	0	\$0.00	\$0.00	\$0.00
El Dorado	46.1873	1	\$46.19	\$2,401.74	\$2,331.78
Folsom	46.1873	4	\$184.75	\$9,606.95	\$9,327.14
Lincoln	46.1873	1	\$46.19	\$2,401.74	\$2,331.78
Placer	46.1873	1	\$46.19	\$2,401.74	\$2,331.78
Roseville	46.1873	1	\$46.19	\$2,401.74	\$2,331.78
Sacramento	46.1873	5	\$230.94	\$12,008.69	\$11,658.92
Sutter	46.1873	4	\$184.75	\$9,606.95	\$9,327.14
Woodland	46.1873	4	\$184.75	\$9,606.95	\$9,327.14
Yolo	46.1873	2	\$92.37	\$4,803.48	\$4,663.57
<b>Total Route Cost</b>	<b>600.4344</b>	<b>25</b>	<b>\$1,154.68</b>	<b>\$60,043.44</b>	<b>\$58,294.60</b>

**Mountain Valley Library System (922)**

		<b>Adopted FY 17/18</b>	<b>Proposed FY 18/19</b>	<b>Note</b>
<b><u>GL Acct</u></b>	<b><u>Revenue</u></b>			
3000	Fund Balance	\$22,936	\$26,506	MVLS Fund Balance
3510	Interest Income	500	2,000	
	<b>TOTAL REVENUE</b>	<b>\$23,436</b>	<b>\$28,506</b>	<b>21.63%</b>
	<b><u>Expenditure</u></b>			
4105	Retiree Benefits	23,436	28,506	CalPERS
	<b>TOTAL EXPENDITURE</b>	<b>\$23,436</b>	<b>\$28,506</b>	<b>21.63%</b>
Fund Balance as of 6/30/17		\$ 172,340.00		
FY 17/18 Expenditure		(23,135.84)		
<b>Fund Balance as of 6/30/18</b>		<b>\$ 149,204.16</b>		Estimated