

AGENDA

NSCLS COUNCIL OF LIBRARIANS

Tuesday, June 7, 2016

Adobe Virtual Meeting

2:30 PM – 3:30 PM

Please join me in an Adobe Connect Meeting.

Meeting Name: NSCLS

To join the meeting:

<http://infopeople.adobeconnect.com/nsclsjune2016/>

Conference Number(s):

US: 1-888-850-4523

Audio Conference Details:

Participant Code: 337190

If you have never attended an Adobe Connect meeting before:

Test your connection: https://infopeople.adobeconnect.com/common/help/en/support/meeting_test.htm

1. Enter your name

2. Click "Enter Room"

Agenda

1. Call to order: Michael Perry, Chair
2. Roll Call
3. Public invited to address the Council
4. Approval of Agenda (ACTION REQUIRED)
5. **Approval of June 19, 2015 meeting minutes (ACTION REQUIRED)**
6. **FY16/17 NSCLS budget (ACTION REQUIRED)**
7. **Member cost shares for CalPERS FY16/17 (ACTION REQUIRED)**
8. **OCLC Group Services Agreement (ACTION REQUIRED)**
9. Status of NSCLS CalPERS contract for Employee Pension Benefits
10. Election of System Chair and Vice-Chair for FY16/17 (ACTION REQUIRED)
11. Adjournment

Bold indicates document included

Support materials for agenda available for review at NLS Headquarters Office and Website

<http://northnetlibs.org/about-nls/nscls/nscls-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

Butte County Library, 1820 Mitchell Avenue, Oroville, CA 95966

Del Norte County Library District, 190 Price Mall, Crescent City, CA 95531

Humboldt County Library, 1313 Third Street, Eureka, CA 95501

Lassen Library District, 1618 Main Street, Susanville, CA 96130

Modoc County Library, 212 W. 3rd Street, Alturas, CA 96101

NorthNet Library System, 2471 Flores Street, San Mateo, CA 94403

Orland Free Library, 333 Mill Street, Orland, CA 95963

Plumas County Library, 455 Jackson Street, Quincy, CA 95971

Shasta Public Libraries, 1100 Parkview Avenue, Redding, CA 96001

Siskiyou County Library, 719 4th Street, Yreka, CA 96097

Tehama County Library, 645 Madison Street, Red Bluff, CA 96080

Trinity County Library, 211 N. Main Street, Weaverville, CA 96093

Willows Public Library, 201 N. Lassen Street, Willows, CA 95988

DRAFT

NORTH STATE COOPERATIVE LIBRARY SYSTEM
Administrative Council Meeting
June 19, 2015

1. WELCOME AND ROLL CALL:

The meeting was called to order by Michael Perry at 2:07pm.

ROLL CALL OF ATTENDEES:

PRESENT	ABSENT	MEMBER LIBRARY	NAME
	X	Butte College Library	Luozhu Cen Mel
	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 Victor
X		Humboldt County Library	Victor Zazueta
	X	Humboldt State Univ. Library	Wayne Perryman
	X	Lassen College Library	Marita Dimond
	X	Lassen Library District	Ann Trussell
X	X	Modoc County Library	Cheryl Baker
X		Orland Free Library	Jody Meza
X		Plumas County Library	Lynn Sheehy
	X	Shasta College Library	Janet Albright
X		Shasta Libraries	Erin Francouer
	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: Michael P. volunteered to record the minutes of the meeting.

4. APPROVAL OF AGENDA: Jody M. MOVED; Victor Z. SECONDED; MOTION CARRIED UNANIMOUSLY.

5. APPROVAL OF June 19, 2014 MEETING MINUTES: Cheryl B. MOVED; Victor Z. SECONDED; MOTION CARRIED UNANIMOUSLY.

6. APPROVAL OF NSCLS BUDGET FOR FY 15/16: The NSCLS Budget for FY 15/16 was present for approval. Income and expenses are only those required to meet the retiree liabilities totaling \$ 26,401. There was a question about other obligations for North State and it was confirmed that the North State budget is essentially to support CalPERS retirement payments. Michael P. said that he would get an updated list of systems with outstanding dues owed and follow-up with those systems.

Erin F. MOVED; Jody M. SECONDED; MOTION CARRIED UNANIMOUSLY

7. APPROVAL OF MEMBER COST SHARE FOR CALPERS FOR FY 15/16: North State ended its medical obligation on December 31, 2014. The remaining liability is for retirement benefits.

The members approve the assessment of fair share allocation of the liability using the same base rate as previously used. This formula will be re-visited in FY 15/16 to ensure that the allocation is fair.

The amounts to be paid are as follows:

Butte County \$ 4,125	Plumas County Library \$ 2,475
Del Norte County \$ 825	Shasta Public Library \$ 3,300
Humboldt County \$ 4,125	Siskiyou County Library \$ 825
Lassen Library \$ 825	Tehama County \$ 2,475
Modoc County \$ 1,650	Trinity County \$ 1,650
Orland Free Library \$ 2,475	Willows Public \$ 1,650

PLS will invoice the libraries.

Jody. M. MOVED; Lynn S. SECONDED; MOTION CARRIED UNANIMOUSLY.

8. APPROVAL OF OCLC FEES FOR FY 15/16. The fee structure was presented for OCLC services for those member libraries that are participating. There was general consensus to thank Oresta E. for coordinating the cost discussions.

Victor Z. MOVED; Cheryl B. SECONDED; MOTION CARRIED UNANIMOUSLY.

9. NOMINATION AND APPROVAL OF CHAIR FOR NSCLS FOR FY 15/16. Michael P. volunteered to remain as Chair and the Vice-Chair would be empty.

Victor Z. MOVED TO APPROVE THE NOMINATION; Cheryl B. SECONDED; MOTION CARRIED UNANIMOUSLY.

10. ANNOUNCEMENTS: THERE WERE NO ANNOUNCEMENTS BY THE MEMBERS.

11. ADJOURNMENT: THE MEETING WAS ADJOURNED AT 2:38 PM.

NORTHSTATE Budget 16/17		FY 15/16	FY 16/17
3674	Reimbursement from members	26,401	30,751
TOTAL REVENUES		26,401	30,751
4105	Pension-Retires	26,401	30,751
TOTAL EXPENDITURES		26,401	30,751

CalPERS cost distribution for FY 16/17

The current base rate for the CalPERS calculation is distributed along library budget size.

Current System	Base Rate
Budgets under \$200,000	\$100
Budgets under \$400,000	\$200
Budgets under \$600,000	\$300
Budgets under \$2,000,000	\$400
Budgets over \$2,000,000	\$500

County	Budget FY 14/15	Base Rate	Factor	Total
Butte County	\$ 3,070,782	\$500	8.786	\$ 4,393
Del Norte County	\$ 220,900	\$200	8.786	\$ 1,757
Humboldt County	\$ 3,357,788	\$500	8.786	\$ 4,393
Lassen Library	\$ 166,506	\$100	8.786	\$ 879
Modoc County	\$ 258,893	\$200	8.786	\$ 1,757
Orland Free Library	\$ 277,790	\$200	8.786	\$ 1,757
Plumas County Library	\$ 514,853	\$300	8.786	\$ 2,636
Shasta Public Library	\$ 2,193,855	\$500	8.786	\$ 4,393
Siskiyou County Library	\$ 566,863	\$300	8.786	\$ 2,636
Tehama County	\$ 599,439	\$300	8.786	\$ 2,636
Trinity County	\$ 328,755	\$200	8.786	\$ 1,757
Willows Public	\$ 231,073	\$200	8.786	\$ 1,757
		\$3500		\$30,751

We owe \$30,571 to CalPERS. The multiplication factor for each system is $\$30,751/\$3500 = 8.786$



OCLC Group Services Pricing North State Cooperative Library System

April 13, 2016

Margaret Miles
North State Council Chair
North State Cooperative Library System
Plumas County Library
445 W. Jackson
Quincy, CA 95971

Summary	July 1, 2015 - June 30, 2016	July 1, 2016 - June 30, 2017
OCLC Cataloging and Metadata Subscription	\$23,138.25	\$27,560.31
Cataloging Subscription Credits	(\$660.72)	Now included in Cataloging Subscription
OCLC WorldShare ILL Subscription	\$16,550.50	\$18,489.32
WorldShare ILL Lending Credits	(\$2,128.30)	Now included in ILL Subscription
Access Subscription	\$7,727.40	Now included in Cataloging & ILL Subscription
Total Cataloging and Metadata and WorldShare ILL	\$44,627.12	\$46,049.63
OCLC Group Catalog	\$3,357.72	\$3,458.45
OCLC WorldCat Discovery	\$8,541.59	\$8,797.84
TOTAL GROUP SERVICES	\$56,526.43	\$58,305.92

Subscription Renewal Date: July 1, 2016 - June 30, 2017
Billed To: Individual Libraries

Billing Frequency Annual:	Billing Frequency Monthly:
JQI	EHU
PLU	JRE
JRA	JRM
	CIY
	TEH
	JTL
	JTP

NOTES:

Pricing is valid for 90 days.

Please see Attachment 1 for list of participating libraries.

OCLC Cataloging and Metadata, OCLC WorldShare ILL and Access have been incremented over the previous year at the rate of 3%. Credits are not incremented.

OCLC WorldCat Discovery must be maintained with the OCLC Group Catalog.

At the request of the OCLC membership, OCLC is simplifying our invoices by consolidating the line items for Cataloging and ILL credits and Access services into the respective subscription prices. Additionally, the name of the OCLC Cataloging subscription is changing to OCLC Cataloging and Metadata subscription to reflect the expanded capabilities of the service.

ILL Fee Management (IFM) Libraries: please note that IFM is not included in the above subscription, as activity for IFM is tracked on a transaction basis and pricing is set by the libraries involved.



OCLC Group Services Pricing
North State Cooperative Library System
Subscription Period: July 1, 2016 - June 30, 2017

Attachment 1

Symbol	Institution Name	Cataloging & Metadata	WorldShare ILL	Total
JQI	Butte County Library	\$7,097.30	\$6,555.08	\$13,652.38
EHU	Humboldt County Library	\$5,536.13	\$1,822.94	\$7,359.07
JRE	Modoc County Library	\$792.23	\$2,885.05	\$3,677.28
JRM	Orland Free Library	-	\$1,252.77	\$1,252.77
PLU	Plumas County Library	\$4,141.06	\$1,156.54	\$5,297.60
CIY	Siskiyou County Free Library	\$6,692.25	\$1,978.47	\$8,670.72
JRA	Lassen District Library	\$1,287.62	\$366.23	\$1,653.85
TEH	Tehama County Library	\$2,013.72	\$899.36	\$2,913.08
JTL	Trinity County Free Library	-	\$706.47	\$706.47
JTP	Willows Public Library	-	\$866.41	\$866.41
Grand Total		\$27,560.31	\$18,489.32	\$46,049.63

Symbol	Institution Name	WorldCat Discovery	Group Catalog
JQI	Butte County Library	\$6,538.28	\$2,570.22
PLU	Plumas County Library	\$1,249.97	\$491.36
JRA	Lassen District Library	\$1,009.59	\$396.87
Grand Total		\$8,797.84	\$3,458.45