

**NORTH BAY COOPERATIVE LIBRARY SYSTEM**  
**BOARD OF DIRECTORS MEETING**  
**June 3, 2010**

**1. CONVENING:**

The North Bay Cooperative Library System (NBCLS) Council of Librarians met this date at the Upper Valley Campus of the Napa Valley College in St. Helena with Chair Diane Smikahl presiding. The meeting convened at 10:20 a.m.

**ROLL CALL:**

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Benicia Public Library	Diane Smikahl, Chair
X		Napa City-County Library	Danis Kreimeier, Vice-Chair
	X	Belvedere-Tiburon Library	Debbie Mazzolini
X		Dixon Public Library	Gregg Atkins
	X	Lake County Library	Susan Clayton
	X	Larkspur Public Library	Frances Gordon
X		Marin County Free Library	Gail Haar
X		Mendocino County Library	Melanie Lightbody
	X	Mill Valley Public Library	Anji Brenner
X		Napa Valley Community College	Bonnie Thoreen
X		St. Helena Public Library	Jennifer Baker
X		San Anselmo Public Library	Sara Loyster
X		San Rafael Public Library	David Dodd
	X	Santa Rosa Junior College	Will Baty
	X	Sausalito Public Library	Mary Richardson
	X	Solano Community College Library	Vacant
X		Solano County Library	Lynne Williams
	X	Sonoma County Library	Sandy Cooper
	X	Sonoma Developmental Center	Vacant
X		NLS System Headquarters – Exec. Dir.	Annette Milliron
	X	NLS System Headquarters – Asst. Dir.	Patty Hector
X		NLS System Headquarters – Admin. Asst.	Kelli Logasa

**2. INTRODUCTIONS:**

The Board introduced themselves to Lynne Williams, deputy director and Board representative for Solano County Library.

**3. PUBLIC INVITED TO ADDRESS THE BOARD**

No public were present.

**4. APPROVAL OF AGENDA**

A Motion to approve the agenda was moved by Gail Haar and seconded by Bonnie Thoreen. The Motion passed unanimously.



**5. MINUTES OF MARCH 4, 2010 BOARD MEETING**

A Motion to approve the March 4, 2010 Board minutes was moved by Bonnie Thoreen and seconded by David Dodd. The Motion passed unanimously.

**6. CONSENT CALENDAR**

A Motion to approve the Consent Calendar was moved by Gregg Atkins and seconded by Gail Haar. The Motion passed unanimously.

**7. MOVE TO CLOSED SESSION**

**A. DISCUSSION OF SEIU LABOR NEGOTIATIONS**

A Motion to convene the meeting to closed session was moved by Bonnie Thoreen and seconded by David Dodd. The Motion passed unanimously and the meeting convened to closed session at 10:25 a.m.

**8. MOVE TO OPEN SESSION**

A Motion to move to open session was moved by Bonnie Thoreen and seconded by David Dodd. The Motion passed unanimously. The meeting reconvened to open session at 10:40 a.m. No action was taken during the closed session.

**9. NBCLS 2010/2011 BUDGET**

Ms. Milliron referred the Board to the 2010/11 NBCLS budget that was included in the meeting packet. This budget was revised to reflect the FTE change from 40 to 37.5 hour/week, which will take effect on 7/1/10. Another revision to the budget is that employee contributions for healthcare premiums and PERS are now shown as NBC has changed the way it processes those payments. NBC staff will meet next week to discuss their revised schedules as well as business hours. It was noted that both Marin County and San Rafael libraries reduced their workweeks to 37.5 workweeks a while ago and that Mill Valley Public Library reduced their workweek to 35-hours. Discussion ensued. A Motion to approve the FY 2010/11 budget was moved by Gail Haar and seconded by Bonnie Thoreen. The Motion passed unanimously.

**10. RESOLUTION TO JOIN GOLDEN STATE RISK MANAGEMENT ASSOCIATION (GSRMA)**

Ms. Milliron reported that NBC needed to change health insurance providers since the current plan through Sonoma County increased 20% in June with no guarantee that it won't increase again next year. In exploring different options, Ms. Milliron found Golden State Risk Management Association (GSRMA), who currently insures over 80,000 lives compared to Sonoma County, who currently insures approximately 4,000 lives. GSRMA has been around since the '70s and has been working with small businesses since 2007. They've done a good job of maintaining single-digit premium increases for the past five years. The current contract before the Board has a 3-year contract commitment. Ms. Milliron stated that she feels comfortable moving forward with the change but realizes it is a big change. Since NBC only has 6, GSRMA can get NBC enrolled within one month so the insurance carrier change would be able to take effect either August 1<sup>st</sup> or September 1<sup>st</sup>. This will give NBC time to stop the health insurance with coverage with Sonoma County.

A Motion to approve the resolution to join Golden State Risk Management Association was moved by Gregg Atkins and seconded by Danis Kreimeier. The Motion passed unanimously.

A Motion to approve the Golden State Risk Management Association MOU was moved by



Gregg Atkins and seconded by Gail Haar. The Motion passed unanimously.

#### **11. ELECTION OF CHAIR AND VICE CHAIR FOR FY 2010/11**

The hardship of finding a director willing to serve as NBCLS Vice Chair for 2010/11 was discussed, as many directors who were approached didn't feel there was a point to the meetings. The Board discussed the purpose of its meetings and determined the two main purposes were budget and personnel matters.

Ms. Milliron discussed the HR matter of changing the PERS contract from NBCLS to NLS. She noted that the Board might want to wait until market recovers as at the time of the contract change request, PERS will project what NBC needs to pay to make up for any projected shortages. This is what happened when MVLS and NSCLS closed their accounts. Ms. Milliron reported that NBC has always carried a theoretical credit of \$85,000 with PERS. She stated that the NBC Board would most likely need to oversee PERS matters for another two years. Discussion ensued.

Califa contract pricing was discussed. Gregg Atkins noted that he would like to compare Califa database pricing to the database pricing that Joe Cochrane negotiated for NBC. The Board directed Ms. Milliron to compile this information. .

Ms. Milliron reported that the State of Wyoming is currently 6-months into testing a database contract for their libraries that is pay-per-view. Ms. Milliron expressed an interest in exploring this idea as a project for NorthNet Library System and maybe testing it with the smaller libraries within NLS. Or, possibly pilot a project like this in a larger setting, such as Northern California. It was also suggested that NLS might want to partner with Wyoming on the project. Discussion ensued.

Danis Kreimeier announced that she currently serves on the Califa Board and that David Dodd will be serving on the Califa Board as well in the near future.

Diane Smikahl reported that she was the only representative for NBCLS at the NLS Annual meeting held in May at the Lincoln Public Library. She noted that the Strategic Planning session was fantastic and feels that it is imperative that NBCLS has a presence with NorthNet.

A Motion to elect Danis Kreimeier as Chair and Gregg Atkins as Vice-Chair for 2010/11 was moved by Bonnie Thoreen and seconded by Gail Haar. The Motion passed unanimously.

Danis Kreimeier asked for volunteers to serve on the 2010/11 Steering Committee and it was determined that the following would serve: Gregg Atkins, Gail Haar, Danis Kreimeier.

Discussion was held on holding annual Board meeting and utilizing the Steering Committee to resolve any issues between annual meetings. Bonnie Thoreen stressed that regardless of when the Board meetings are held; Ms. Milliron needs to have their support in operating the system. If that support comes through the Steering Committee, then that would also work. The NBC bylaws will be reviewed to determine if they can be revised to move the decision-making roll to the Steering Committee. A ballot could be sent out via email



## **12. RESOLUTIONS FOR SARA LOYSTER AND BONNIE THOREEN**

The resolutions for Sara Loyster, who is retiring as of August 4, 2010 and Bonnie Thoreen, who is retiring as of June 30, 2010 were read aloud. The Board thanked Sara and Bonnie for their years of service on the NBCLS Board of Directors.

It was noted that a date needs to be corrected and an additional achievement needs to be added to Sara Loyster's resolution. It was further noted that the opening of the new library should be added to Bonnie Thoreen's resolution. The resolutions will be revised before being sent to Ms. Loyster and Ms. Thoreen.

Ms. Thoreen notified the Board that Rebecca Scott would assume her roll once she retires.

A Motion to approve the resolutions with the noted corrections and additions was moved by Greg Atkins and seconded by Jennifer Baker. The Motion was approved with an abstention by Bonnie Thoreen.

## **13. BOARD MEMBER ITEMS**

Danis Kreimeier reported that the Napa City-County main library will be closing on Sundays as part of the cost allocation study the library recently conducted using a circulation-based method. She reported that as a result of the study, she is aware of what it truly costs to run each facility/branch.

Jennifer Baker reported that she is back to work at St. Helena Public Library two days a week and/or as needed. The library remodel is 95% complete and looks really nice. The library's new hours take effect this week. She noted they were only reduced 3 hours/week this time but hours of operation were moved around as well.

David Dodd reported that the San Rafael Public Library recently conducted an operations review at the behest of the City Council. Mr. Dodd will present his findings to the City Council next Monday night. The library also has a measure on the ballot this Tuesday and if it passes, the library will see an increase in their budget. If the measure fails, the library will experience a 10% cut to its budget.

Sara Loyster reported that San Anselmo has Measure B on the ballot. She noted that it's been an amazing campaign. The library has been asked to cut 3-5% from its budget so she hopes the measure passes.

Gregg Atkins reported that Dixon Public Library hired Group 4 as their architects and has begun the design process for their new library building. The library also hired a PR firm to manage the community information and participation process of the building project. He further reported that since the library is a special district and they own the property they want to build on, the City has determined that they have no authority or jurisdiction over Dixon Public Library and cannot issue building permits to them. The County doesn't have jurisdiction since the new building will be within the city limit so at this point, no one is able to issue building permits. Mr. Atkins hopes this issue doesn't stall the project.

Lynne Williams reported that Solano County Library has a large structural deficit going into FY



2010/11. With the retirement of Ann Cousineau, the library is now down a director. Bonnie Katz is the overall library director, Cara Swartz is the assistant director in charge of public services and Lynne Williams is the deputy director who oversees support services. She reported that revenues for the library are off and the sales tax measure is up for renewal in 2012. The library is currently not filling vacant positions.

Gail Haar reported the Marin County Free Library has Measure A on the ballot for Tuesday. The library currently has a 10% structural deficit and if the measure does not pass, they will reduce to one work shift a day, close all library branches on Sundays and close the Civic Center branch on Saturdays. She noted the library can use some of their reserves this year but will then have to face bigger cuts next year.

It was reported that Solano Community College was unable to meet their payroll recently as they didn't receive a payment so they obtained a bridge loan from Solano County. Discussion ensued.

Bonnie Thoreen reported that the Napa Valley College library is moving into its new building today. Ms. Thoreen thanked the Board and stated she enjoyed working with everyone over the years.

Diane Smikahl reported that this is a transitional time for Benicia Public Library. The library is in talks with City Council to discuss work furloughs, etc. The library has been asked to cut another 5% from its budget. Benicia's city manager is leaving mid-July. Ms. Smikahl noted that the sales tax is holding in Benicia.

#### **14. ANNOUNCEMENTS**

No announcements were made.

#### **15. NEXT MEETING**

The next meeting will be for the Steering Committee and dates will be sent out via Doodle.

#### **16. ADJOURN**

A Motion to adjourn the meeting was moved by Gregg Atkins and seconded by Bonnie Thoreen. The meeting was adjourned at 12:05 p.m.

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Annette Milliron DeBacker  
Clerk of the Board  
June 3, 2010