

**North Bay Cooperative Library System
Board of Directors Meeting
April 17, 2012**

1. Convening:

The North Bay Cooperative Library System (NBCLS) Board of Directors met this date via WebEx Desktop Meeting. The meeting convened at 12:10 p.m. with Vice-Chair Diane Smikahl presiding.

2. Roll Call:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
x		St. Helena Public Library	Jennifer Baker, Chair
x		Benecia Public Library	Diane Smikahl, Vice-Chair
	x	Belvedere-Tiburon Library	Debbie Mazzolini
	x	Dixon Public Library	Gregg Atkins
	x	Dominican University	Gary Gorka
x		Lake County Library	Susan Clayton
	x	Larkspur Public Library	Frances Gordon
x		Marin County Free Library	Gail Haar
x		Mendocino County Library	Mel Lightbody
	x	Mill Valley Public Library	Anji Brenner
x		Napa City- County Library	Danis Kreimeyer
	x	Napa Valley Community College	Rebecca Scott
x		San Anselmo Public Library	Linda Kenton
	x	San Rafael Public Library	Sarah Houghton
	x	Santa Rosa Junior College	Cherry Li-Bugg
	x	Sausalito Public Library	Abbott Chambers
	x	Solano Community College Library	Rebecca Scott
x		Solano County Library	Bonnie Katz
x		Sonoma County Library	Sandy Cooper
		Sonoma Developmental Center	Vacant
x		NLS System Headquarters – Exec. Dir.	Annette Milliron
x		CSL	Darla Gunning

3. Plan for Minute taking

Sandy Cooper, Sonoma County Library, volunteered to take minutes.

4. Introductions

NorthNet Chair Wendy Burke introduced herself.

5. Public Invited to Address the Board

No members of the public were present.

6. Approval of Agenda

A motion to approve the agenda as presented was made by Bonnie Katz and seconded by Linda Kenton. Motion passed.

7. Consent Calendar

A motion to approve the consent calendar was made by Bonnie Katz and seconded by Sandy Cooper. Motion passed.

8. Proposed Policy for NCCLS specific funds

The agenda included a proposed policy recommended by Dixon Public Library Director Gregg Atkins:

It shall further be the policy of NBCLS that regular quarterly and annual financial statements specific to NBCLS funds will be provided to NBCLS by any contracted fiscal agent which manages these funds.

NBCLS reserves the right to withdraw NBCLS funds from the portfolio of funds managed by any contracted fiscal agent at any time.

The NBCLS funds covered by this policy are

- *General account 79111 subaccount 320 Unreserved/undesignated fund balance*
- *General account 79111 subaccount 335 Fund balance designated – contingencies*
- *General account 79111 subaccount 341 Fund balance designated – medical insurance*
- *Equipment Replacement Trust Account #392548*

A motion to postpone discussion until more information was available was made by Sandy Cooper, seconded by Linda Kenton, and subsequently withdrawn.

Chair Jennifer Baker joined the meeting and took over the chair at 12:30 p.m.

A motion to adopt the policy was made by Diane Smikahl and seconded by Melanie Lightbody. Motion passed.

9. NorthNet Library System dues study

Jennifer Baker and Wendy Burke reviewed the proposed dues structure, and the group provided feedback.

10. Meeting Interrupted, Subsequently Adjourned

The web cast transmission was interrupted; and, when the group reconvened, there was not a quorum. The meeting was adjourned for a lack of a quorum at 1:20 p.m. with the agreement that a subsequent meeting would be held on Thursday, April 26, 2012.

Submitted by:

Sandy Cooper
Sonoma County Library Director
May 23, 2012