

NORTH BAY COOPERATIVE LIBRARY SYSTEM
Board of Directors Meeting
September 4, 2003

CONVENING: The Board of Directors of the North Bay Cooperative Library System met this date at the Rohnert Park Branch Library, in Rohnert Park, California with Chair Erika DeMille presiding. The meeting convened at 10:35 a.m.

ROLL CALL:

Tom Trice, Sonoma County Public Library
Debbie Mazzolini, Belvedere-Tiburon Public Library
Erika DeMille, Mendocino County Library
Sara Loyster, San Anselmo Public Library
Angela Brunton, Sonoma Developmental Center
Monique le Conge, Benicia Public Library
Mary Richardson, Sausalito Public Library
Carol Starr, Marin County Free Library
Kathy Jansen, Lake County Library
Nancy Sieck, Petaluma High School Library
Catherine Blumberg, Mill Valley Public Library
Gregg Atkins, Dixon Public Library
Kathy Haug, Richmond Public Library

ABSENT:

Susan Gilroy, Mitchell Memorial Library, Travis AFB
Vaughn Stratford, San Rafael Public Library
Adu Worku, Pacific Union College Library
Sandra Rotenburg, Solano Community College
Micca Gray, Plover Library, Santa Rosa Jr. College
Ann Cousineau, Solano County Library
Rancho-Cotate High School
Janet McCoy, Napa City-County Library
Larry Hlavsa, St. Helena Public Library
Stephanie Grohs, Napa Valley College Library
Frances Gordon, Larkspur Public Library

ALSO
PRESENT:

Annette Milliron DeBacker, North Bay Cooperative Library System
Molly McDermott, Assistant Director, and Sonoma County Public Library
Jim Rosaschi, Manager of Systems and Technical Services, Sonoma County Public Library
Barbara O'Hara, Adult Services Librarian, Sonoma County Public Library
Roberto Esteves, Califa

INTRODUCTIONS: Everyone introduced themselves to Molly McDermott, Jim Rosaschi, Barbara O'Hara, and Roberto Esteves.

PUBLIC INVITED TO

ADDRESS BOARD: No public was in attendance.

APPROVAL OF AGENDA Approval of the Agenda was moved by Monique leConge and seconded by Mary Richardson. Approval passed unanimously.

APPROVAL OF MINUTES OF 06/03/03: A Motion to approve of the Minutes of 06/03/03 as presented was made by Mary Richardson and seconded by Debbie Mazzolini. The Motion passed unanimously.

APPROVAL OF CONSENT CALENDAR: The Consent Calendar was moved for approval by Carol Starr and seconded by Debbie Mazzolini. There being an Action Item on the Consent Calendar, a vote was called. The Motion carried unanimously.

CORRESPONDENCE: Annette Milliron provided the quarterly report from the Treasurer. She had literature from two vendors about how to manage Internet Access. Do we want to have vendors come to a Board Meeting for a presentation? It was mentioned that InfoPeople sent an e-mail around summarizing evaluations of filtering companies. They evaluated and rated seven companies in about 30 different categories.

CALIFA Roberto Esteves reported on Califa as a way to push forward on Golden Gateway to facilitate direct services to members. They did get an LSCA grant for \$110,000. Bylaws and articles of Cooperation have been developed. An RFP was put out for a logo and an RFI has been done for a telecommunications infrastructure. There are 152 charter members including NBCLS. For the next year and a half, Califa is pushing for memberships. Membership fee is \$400 with a \$150 setup fee. This is essentially a service bureau that would charge members for services used. Its model is to be self-sustaining.

The name Califa comes from the Goddess who oversaw the Kingdom of California. Organization is membership-based. They want to recruit members and share information about joining NBCLS and Califa. They want to work in concert with NBCLS. Mr. Esteves has been traveling around the state talking to focus groups. He is working to making sure not to duplicate efforts.

When needed, \$10,000 will be taken from the NBCLS reserves to help support this program. So far it has not been needed. This was voted on at a January 2003 Board meeting. This money would take care of membership fees for all North Bay Members through July 2005. Califa is becoming a 501C3 non-profit public corporation in order to accept tax-deductible donations and foundation grants for library programs.

Some areas Califa is working on are:

Conference Discounts available at the lowest prices plus 5%

A list of recommended contractors and vendors will be compiled.

A Consortia and Partners list if being developed. CTAP is being added today.

Database products and better pricing. They are working with EBSCO for a master contract for the state.

Equipment discounts – specifying eligibility for members

Fiscal services- grants, central collecting? Fundraising. Escrow accounts available.

Marketing/ vendor for ALA graphics (group purchases). Training for marketing.

Master contracts such as for maintenance.

Materials and Books. Great interest in audio books and multilingual materials.

Member added value/services- List all Listserv. Highlight of the week on Listserv. Best practices approach. Extranet.

Services provided by Califa – assume responsibility of CULP– will members pay for it?

Staffing, processing materials for schools

Supplies – working to get a master vendor – discount, Radio Frequency Identification, security supplies

Training – will be working with Infopeople

Members were encouraged to give Mr. Esteves any other suggestions or comments. He will send revised list for review after it is compiled.

The process of a self-perpetuating governing board was questionable to some people. It does serve to cut out some bureaucracy.

He hopes Southern California will see the value in Califa. Charter members are mostly from the Northern California area.

CLOSED SESSION: The closed session convened at 11:30 AM.

OPEN SESSION Erika DeMille called the meeting back into open session at Noon. She reported that a meeting to hear

RECONVENED SEIU proposals will be scheduled as soon as possible. Also, Gregg Atkins volunteered to serve as an alternate agency negotiator for NBCLS.

ANNUAL REPORT Ms. Milliron discussed Interlibrary Loan statistics. She's grateful not to see a 66% increase this year as that type of increase affects delivery statistics as well. Dixon's participation in SuperSearch will definitely increase both ILL and delivery statistics. Califa membership may increase deliveries as well.

The System Advisory Board was mentioned. The President of the LOC Board is very concerned about performance of the SAB function within systems. This might be a good year for NBCLS to plan a Trustees & Commissioners luncheon in April, with SAB members in attendance. NBCLS has three SAB members with ten positions vacant. Susan Hildreth, CLA President was suggested as a speaker. Gloria Ferrar was a good meeting place.

A point about the number of reference questions (about 100 per month) was brought up. It doesn't seem like a lot, even if the questions are huge. Ms. Milliron replied that next year she will have Joe Cochrane, Reference Coordinator, detail the time he and the other members of the reference staff spends on projects aside from answering questions. For example, at least 50% of Mr. Cochrane's time is taken up by database negotiations. Califa could compete with some of Joe's duties. It was suggested that we see Califa up and running before we make an assessment of our own system. We need to build on the strengths of our own system. Ms. Milliron sees Califa as doing giant statewide contracts. Mr. Cochrane provides a personal service to the members. Mr. Cochrane was praised for his reference and negotiating skills.

A Motion to approve the Annual Report was made by Angie Brunton and seconded by Carol Starr. The Motion passed unanimously.

BUDGET 2003/04 The Budget was reviewed by the Steering Committee and they did recommend its adoption to the Board. Sara Loyster moved to adopt the 2003/04 Budget and Nancy Sieck seconded. The Motion passed unanimously.

GROUP PURCHASES Ms. Milliron was approached by Listen and Live Audio. She asked is anyone was interested in pursuing a group purchase. There wasn't any interest. Does the group want to investigate purchase of any management software for filtering? Mary Richardson distributed around a copy of an e-mail from Infopeople regarding filters. Most libraries are not filtering at all. ALA is doing research into filters. Ms. Milliron was approached by the Electronic Frontier Foundation, a not-for-profit group looking to put a petition into the FCC for clearer definition on filtering. Richmond has filtering, not working well. NBCLS couldn't provide any assistance on the petition. There was no action on group purchasing.

ADMINISTRATOR'S REPORT NBCLS is working to put all Board materials on their website. SRJC has a community partnership where they work on web design with non-profits. Ms. Milliron will be meeting with a team of four students to further develop the NBCLS website. It was suggested that scanning in the maps with written instruction would be helpful. People miss the colored sheets. Bolder numbers on pages. The students will train staff to maintain pages.

Ms. Milliron congratulated Joe Cochrane on getting members a 10% discount over the next two years on Gale products. Buyers will attend the Guadalajara book faire this year, so please let them know of materials they should consider for purchase. The SuperSearch report was included. She called attention to the fourth quarter page showing NBCLS is the leader by far in terms of resource sharing.

Dynix is interested in giving an excellent price, better than our current contract using the new ILL product, HILL that will replace URSA by the end of the year. She is meeting with some resistance from Califa about offering this as a Califa product. Ms. Milliron thinks we could grow our program to manage other people's programs. Tom Trice moved to instruct Annette to explore opportunities using SuperSearch model in bringing more business partners in resource sharing. Seconded by Debbie Mazzolini. Motion passed unanimously. Sara Loyster inquired about seeking to lower Dynix maintenance fees if we bring more people in.

Ms. Milliron discussed grant proposals. She has an idea to explore the RFID technology concept for an IMLS Leadership Grant. Tom Trice and Monique leConge volunteered to work on grant concept development. The Board agreed to schedule a Pat Wagner communications workshop in November or December.

BOARD MEMBER Lake County facing budget cuts.

Richmond has agreed to hire a Library Director in January or February.

Monique le Conge mentioned a \$2000 grant from Target stores they received for Young Adults and Children's guides. The money will pay for the reading book club for kids for the year. The forms were not that hard to fill out.

Mill Valley won an award for PR at the ALA conference. They won for a poster and a bookmark advertising their Techno Tuesdays. They got an Honorable mention for their monthly calendar.

Tom Trice offered tours of the Rohnert Park library.

Gregg Atkins mentioned they are having interviews for two librarians. They will be the first full-time librarians that they have ever employed in Dixon, aside from the Director. The Library is a Unified District Library district with their own funding sources. Measure B money is coming in fast.

The Bookmobile was in a crash in Mendocino County. They were ready to embark on a campaign with Humboldt County to expand their bookmobile services. Now, the project will have to be put on temporary hold. They are recruiting for a Bookmobile Specialist.

NEXT MEETING: Next meeting scheduled for November 6, 2003 in Rohnert Park. Everyone likes this central site.

ADJOURNMENT: There being no further business, the meeting was adjourned at 1:00 p.m.

