

North Bay Cooperative Library System

RESOLUTION # 503

The attached Revised Budget Fiscal Year 2002/2003 was adopted at the March 6, 2003 Board meeting. The foregoing resolution authorizing the use of \$25,561 from the Employee Benefit Trust (392597) as a source of revenue was introduced by Director Carol Starr, seconded by Director Cathy Blumberg and adopted by a unanimous vote of the following directors:


Cathy Blumberg, Angela Brunton, Ann Cousineau, Erika DeMille, Micca Gray, Stephanie Grohs, Kathy Haug, Larry Hlvasa, Kathleen Jansen, Sara Loyster, Deborah Mazzolini, Janet McCoy, Connie Pearson, Sandra Rotenberg, Nancy Sieck, Carol Starr, and Tom Trice.

WHEREUPON, the Chairperson declared the foregoing resolution adopted and SO ORDERED.

Date: March 6, 2003


Attested:

Signature


Annette Milliron DeBacker
Secretary/Clerk of the Board



Signature


Erika DeMille, Chair
NBCLS Board of Directors

consortium. It would give quite a bit of information about the region. Pricing information was given in the packet. There would be a 40% savings if all on North Bay participated in the purchase. There is a 10% discount if just some libraries buy piecemeal. The group as a whole is unable to move ahead at this time because of budget constraints. SNAP will pilot it and see how it goes and report back on it. Solano doesn't have a good GIS system, so this will be helpful to them.

2002/03 BUDGET

Budget adjustments have been made as necessary. There is a large increase in local because of database expenditures. There are no big surprises in the budget adjustment. College of Marin has requested to end their membership in North Bay. They would like a refund. The request came in early December. There is nothing in the contract that talks about notification of a change in membership. Requests are reviewed on a case-by-case basis. The Steering Committee suggested allowing Marin to drop their membership, but suggested that they not get a refund. Stephanie Grohs commented that having the contract allowed her to stay in NBCLS rather than having the option the easy out to save money. Dominican University has not concurred on the decision with College of Marin to end the NBCLS membership. It is a joint membership. Could they split the bill with Dominican to ease their budget crunch? The lack of having a Director in both of the libraries has caused the problem of them not participating. NBCLS has done at least three SuperSearch trainings, but they are still not connected.

In a call for a Motion, Ann Cousineau moved that membership fees not be refunded to the College of Marin. Angie Brunton seconded. The Motion carried unanimously.

The Steering Committee will work on the language of the bylaws. It would be easier to change the bylaws than the contract.

Carol Starr moved to accept the revised FY 2002/03 budget adjustment as presented, increasing the transfer from the Employee Benefit Reserve from \$22,887 to \$25,561, an increase of \$2,674 in the use of the benefit reserve. Cathy Blumberg seconded. The Motion carried unanimously.

DIXON PUBLIC

Roger Pearson, interim Director at Dixon Public Library has explained the value of NBCLS membership to his Board. MVLS has been gracious about the realignment to better serve the public. Dixon is the only public library in Solano County who is not a member of NBCLS. Their automation system is limited with a poor catalog. It does not interface well with other programs. He had checked into joining SNAP, which requires membership to NBCLS. Dixon is a unified school district library district. They are looking into having Dixon administered by Solano County.

Tom Trice moved to accept Dixon's membership application. Ann Cousineau seconded. The Motion carried unanimously.

Annette has a call into the Dynix people to talk about SuperSearch licensing for Dixon.

2003/04 BUDGET

A decision is required for the Juvenile Review Pack. Marin County will not pay the larger fee nor will Lake, Napa or St. Helena. The program will end June 30, 2003.

There was a meeting of the ad hoc Finance Committee. Annette distributed documents indicating costs for delivery and membership dues at various percentages over the next two years. The ad hoc Finance Committee and the Steering Committee recommended membership dues be increased 10% over FY 2002/03. Marin County Free Library, Solano County Library and Sonoma County Library will each pay \$10,000 as membership fees. SuperSearch costs have remained basically flat. The big change is that all delivery costs will be billed back to members.

rev:2/25/03

NORTH BAY COOPERATIVE LIBRARY SYSTEM
 Revised Budget FY 2002/03
 Adopted March 6, 2003

REVENUES

	JUV	GGLN	LOCAL	SUPERS	ContEd	REF	C&D	SAB	ADMIN	RETIRE :	PROJECTED BUDGET
Rev Carried Forward	0	0	0	61,655	0	0	0	0	261	220 :	62,136
4645 Trust to General Fund	0	0	0	0	0	17,639	0	0	4,619	3,303 :	25,561
1700 Interest Earned	0	0	0	0	0	725	0	0	39,585	2,504 :	42,814
TOTAL INTEREST	0	0	0	0	0	725	0	0	39,585	2,504 :	42,814
2560 CLSA Reference	0	0	0	0	0	107,964	0	0	26,991	0 :	134,955
2562 CLSA SAB	0	0	0	0	0	0	0	1,020	255	0 :	1,275
2563 CLSA TBR-ILL	0	0	0	0	0	5,000	0	0	1,400	0 :	6,400
2564 CLSA Data Base	0	0	0	5,500	0	0	0	0	0	0 :	5,500
2565 CLSA Comm. & Del.	0	0	0	0	0	0	71,481	0	17,871	0 :	89,352
TOTAL CLSA	0	0	0	5,500	0	112,964	71,481	1,020	46,517	0 :	237,482
2580 LCA	0	0	0	0	0	0	0	0	0	0 :	0
2585 LCA ILL Reim	0	0	0	0	0	12	0	0	0	0 :	12
2586 LCA State Grant Reim	0	0	0	0	0	0	0	0	0	0 :	0
TOTAL LCA	0	0	0	0	0	12	0	0	0	0 :	12
2803 LSTA	0	0	0	0	0	0	0	0	0	0 :	0
2591 GGLN	0	0	0	4,351	0	0	9,020	0	37,629	0 :	51,000
3480 Tech. Serv. Fees	17,332			93,605	0	2,504	86,415	0	4,324	0 :	204,180
3482 Contract Fee/	0	0	0	0	0	0	0	0	70,833	0 :	70,833
Black Gold Contract	0	0	0	0	0	18,015		0	2,985	0 :	21,000
4025 Sales - Pers.Prop.	0	0	0	0	0	0	0	0	0	0 :	0
4030 Sales - Taxable	0	0	0	0	0	0	0	0	0	0 :	0
4040 Miscellaneous	0	0	100	0	0	0	0	0	1,509	0 :	1,609
4102 Donations/Reimb	0	0	0	0	700	2,458	0	0	5,329	672 :	9,159
4157 Member Reimb	0	0	260,000	0	0	0	0	0	0	0 :	260,000
TOTAL LOCAL	17,332	0	260,100	93,605	700	22,977	86,415	0	84,980	672 :	566,781
Equip. Reserve											0
GRAND TOTAL REVENUES	17,332	0	260,100	165,111	700	154,317	166,916	1,020	213,591	6,699 :	985,786

NORTH BAY COOPERATIVE LIBRARY SYSTEM
Revised Budget FY 2002/03

rev:

EXPENDITURES	JUV	GGLN	LOCAL	SSearch	Cont Ed	REF	C&D	SAB	ADMIN	RETIRE	PROJECT. BUDGET
Salaries and Benefits:											
5900 Payoff Acct	0	0	0	0	0	0	0	0	2,711	0	2,711
5910 Perm. Positions	5,496	0	0	28,778	0	111,518	9,041	0	156,113	0	310,945
5911 Extra Help	0	0	0	450	0	0	0	0	1,960	0	2,410
5921 Retirement Cont.	0	0	0	0	0	0	0	0	0	0	0
5924 Medicare	80	0	0	417	0	1,617	131	0	2,264	1,344	5,853
5925 Deferred Comp.	0	0	0	0	0	0	0	0	0	0	0
5930 Health Insurance	466	0	0	5,106	0	13,746	772	0	8,808	5,135	34,032
5931 Disability Ins.	106	0	0	493	0	2,050	155	0	2,649	0	5,453
5932 Dental Insurance	0	0	0	593	0	2,507	289	0	1,744	0	5,133
5933 Life Insurance	0	0	0	22	0	94	11	0	0	0	127
5934 Vision Insurance	0	0	0	150	0	622	73	0	440	220	1,505
5935 Unemployment Ins	7	0	0	42	0	182	13	0	230	0	474
5940 Workers Comp	112	0	0	570	0	2,258	179	0	3,067	0	6,186
TOTAL SAL. & BEN.	6,266	0	0	36,621	0	134,593	10,664	0	179,985	6,699	374,829
Services and Supplies:											
6040 Comm. - E Mail	220	0	0	320	0	0	1,100	0	0	0	1,640
6045 Comm. - Tphone	80	0	0	12,000	0	956	4,000	0	0	0	17,036
6085 Janitorial Service	638	0	0	638	0	638	638	0	638	0	3,190
6100 Insurance	194	0	0	306	0	464	370	0	1,850	0	3,184
6140 Maint. of Equip.	0	0	0	200	0	300	427	0	200	0	1,127
6280 Memberships	0	0	0	0	0	0	0	0	0	0	0
6302 Dept Revolving	0	0	0	0	0	0	0	0	50	0	50
6400 Office Expense	100	0	0	500	100	800	1,500	313	911	0	4,224
6410 Postage	54	0	0	0	0	0	2,500	0	0	0	2,554
6415 Library Mat.	285	0	100	300	0	50	550	0	0	0	1,285
6461 Purchases for Members	0	0	260,000	0	0	0	0	0	2,308	0	262,308
6500 Other Prof Serv	3,835	0	0	45,580	500	3,877	134,160	0	5,576	0	193,528
6516 Data Proc'ing Serv	0	0	0	0	0	100	0	0	2,600	0	2,700
6517 Online Serv, OCLC	0	0	0	67	0	309	0	0	0	0	376
6521 County Services	0	0	0	0	0	0	0	0	5,397	0	5,397
6800 Dup/Photocopy	121	0	0	100	100	200	5,964	460	0	0	6,945
6820 Rental of Equip	0	0	0	0	0	0	0	0	0	0	0
6840 Bldg.Rent/Lease	4,080	0	0	4,080	0	4,080	4,080	0	4,080	0	20,400
7000 Special Dept.Exp.	0	0	0	61,655	0	0	0	0	0	0	61,655
7110 Staff Devel.	100	0	0	338	0	1,350	213	0	2,650	0	4,651
7120 In-Serv Training	0	0	0	0	0	0	0	0	0	0	0
7302 Conf. & Travel	150	0	0	306	0	3,000	0	190	4,786	0	8,432
7303 Private Car Exp.	231	0	0	1,200	0	2,600	0	57	1,900	0	5,988
7320 Utilities	978	0	0	900	0	1,000	750	0	659	0	4,287
TOTAL SERV & SUPPLIES	11,066	0	260,100	128,490	700	19,724	156,252	1,020	33,605	0	610,957
Fixed Assets:											
8560 Equipment	0	0	0	0	0	0	0	0	0	0	0
8800 Equip. Reserve	0	0	0	0	0	0	0	0	0	0	0
TOTAL FIXED ASSETS	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTAL EXPENDITURES	17,332	0	260,100	165,111	700	154,317	166,916	1,020	213,591	6,699	985,786