

NORTH STATE COOPERATIVE LIBRARY SYSTEM

SPECIAL MEETING AGENDA

NSCLS COUNCIL OF LIBRARIANS

Wednesday, February 14, 2024

12:00 noon

Zoom Meeting

<https://us02web.zoom.us/j/82893292908?pwd=a1U5OEg1VHNzcGxMdXU3M1RkU05oQT09>

Meeting ID: 828 9329 2908

Passcode: 039586

Phone: +1 669 444 917

1. Welcome and Call to Order
2. Roll Call Brinkley
3. Public Invited to Address the Council
4. Approval of Consent Items **(ACTION ITEM)**
 - A. Adoption of Agenda
 - B. Approval of June 6, 2023 Administrative Council Meeting Minutes Attachment 1, pg. 3
5. Nomination and Election of Chair and Vice-Chair **(ACTION ITEM)** Attachment 2, pg. 5
6. Accept CSU Chico Library Discontinuation of Membership with NSCLS/NLS with Resolution # 2024-01 – Withdrawal of CSU Chico Library from NSCLS **(ACTION ITEM)** Attachment 3, pg. 6
7. Set Next Meeting Date
8. Adjournment

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Brown Act: This meeting abides by Cal. Gov't Code § 54953.

Cal. Gov't Code § 54953(b)(1) "Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding."

Cal. Gov't Code § 54953(j)(6) 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."

Gov't Code § 54953 (b)(2) "Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

- (A) All votes taken during a teleconferenced meeting shall be by rollcall.
- (B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.
- (C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.
- (D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3."

Gov't Code § 54953 (3) "If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e)."

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

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

Plumas County Library, 445 Jackson Street, Quincy, CA 95971

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

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

Trinity County Library, 351 N. Main Street, Weaverville, CA 96093

NLS Administration, 32 West 25th Avenue, Suite 201, San Mateo, CA 94403

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North State Cooperative Library System Administrative Council Meeting (via Zoom) June 6, 2023

1. Chair, Michael Perry, called the meeting to order at 3:28 p.m.

2. Roll Call was taken.

PRESENT	ABSENT	PUBLIC LIBRARY	NAME
x		Butte County Library	Narinder Sufi
	x	Colusa County Library	Stacey Costello
	x	Del Norte Co. Library District	Phyllis Goodeill
x		Humboldt County Library	Christopher Cooper
x		Lassen Library District	Heather Blevins
	x	Modoc County Library	Kris Anderson
x		Orland Free Library	Jody Meza
x		Plumas County Library	Lindsay Fuchs
	x	Shasta Public Libraries	Jared Tolman
x		Siskiyou County Library	Michael Perry
	x	Tehama County Library	Todd Deck
	x	Trinity County Library	Kacy Guill
x		Willows Public Library	Jody Meza
	x	California State University Chico	John Wang

Also attending: Carol Frost, CEO Pacific Library Partnership/NLS and Jacquie Brinkley, NLS System Coordinator.

3. No Public Comment

4. Motion to approve Consent Calendar

Blevins moved; Sufi seconded. Vote taken by roll call, all votes in favor, motion passed unanimously.

5. Review and Approval of CalPERS FY 2023-24 Annual Payment and Cost Share

Perry provided a brief history and background regarding the NSCLS CalPERS cost share model used by NSCLS for annual payments that this Council approved in 2020. Perry noted that the Reserve was created to provide a buffer for the future if necessary. Perry reported that the FY 2022/23 NSCLS CalPERS Reserves ending balance is \$25,881. This balance also includes the reallocated \$1,150 legal reserve.

Perry continued to state that at the May 28, 2021 meeting, NSCLS discussed and approved the "Total Operating Expenditures" figures submitted to the State Library as reference for future CalPERS cost-

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share calculations. Operating Expenditures from the FY 2021/22 State Library report were used to calculate the current CalPERS cost share.

Sufi noted that Butte County Library had a \$1 million reduction to their Operating Expenditures so would want to see that reflected in the next NSCLS cost share model. Sufi asked if the fund reserve would be on-going and when reserve amount would be enough.

Perry stated that NSCLS may consider the current reserve amount as sufficient based on goal to have enough to cover one year's obligation of the largest member. Perry continued to note that there are 10 years remaining to pay down the unfunded liability amount and if reserves continue to be collected, pay down may occur sooner or the final year payment would be reduced.

Frost commented that other NLS systems are also paying more to create a reserve fund.

Blevins asked about the current number of retirees. Perry confirmed that 3 retirees had passed since the last CalPERS report and 14 remain as active as of the July 2022 letter (Valuation Report as of June 30, 2021).

Discussion regarding payment of the current obligation and early payment discount if paid before July 31.

Blevins asked if Butte County would accept use of the current Operating Expenditure cost share amount.

Sufi replied that for this year she approved and supports continuation of building the reserve amounts.

Motion to approve the NSCLS CalPERS FY 2023-24 Annual Payment and Cost Share at the amount of \$77,350 with \$5,515 going to reserves.

Sufi moved; Blevins seconded. Vote taken by roll call, all votes in favor, motion passed unanimously.

Perry stated that he would work with Andrew Yon, NLS Chief Financial Officer, to prepare and send invoices out as soon as possible to obtain the early payment discount.

6. Approval of NSCLS FY 2023-24 Budget

Perry presented the NSCLS FY 2023-24 budget noting that the only expenditures were for the CalPERS annual obligation and reserves set aside.

Motion to approve the NSCLS FY 2023-24 Budget

Meza moved; Fuchs seconded. Vote taken by roll call, all votes in favor, motion passed unanimously.

7. Announcements

None

8. Meeting adjourned at 3:50 p.m.

NORTH STATE COOPERATIVE LIBRARY SYSTEM

To: North State Cooperative Library System (NSCLS) Administrative Council
From: NLS Administrator
Subject: Election of NSCLS Chair and Vice-Chair
Date: February 14, 2024

Upon the resignation of the NSCLS Chair, Michael Perry, the Council will need to elect a new Chair and Vice Chair to fulfill the governing board of NSCLS for the FY 2023/24, through June 30, 2024. NLS staff suggest that the Council also review the current NSCLS Bylaws and consider extending the term of the Chair and Vice-Chair to allow for up to a two-year succession for these positions (see Section 3. Item 2.).

Per NSCLS Bylaws:

ARTICLE V: OFFICERS AND DUTIES

Section 1. Officers

1. A Chairman and Vice-Chairman shall be elected from the Council of Librarians.

Section 3. Nominations and Elections

2. The officers shall be elected at the meeting in May or at a time designated by the Council of Librarians, by a majority of the members present at the meeting, to serve from July 1 to June 30 or until their successors have been elected.

Section 5. Vacancies

If for any reason the office of Chairman falls vacant, the Vice-Chairman shall serve as Chairman for the remainder of that term. If the office of Vice-Chairman becomes vacant, a special election shall be held to fill the office of the unexpired term.

Recommendation

It is recommended that the NSCLS Council nominate and appoint a Chair and Vice-Chair to complete the FY 2023/24 term, and for the FY 2024/25 term. It is also suggested that the Council review the Bylaws and consider extending the governing term of the Chair and Vice-Chair and allow for a designated term of succession.

NORTH STATE COOPERATIVE LIBRARY SYSTEM

To: North State Cooperative Library System (NSCLS) Administrative Council
From: NLS Administrator
Subject: CSU Chico Meriam Library Withdrawal of Membership from NSCLS and NLS
Date: February 14, 2024

The CSU Chico Meriam Library staff notified the NorthNet administration by email in July 2023 that they wished to withdraw their membership with the North State Cooperative Library System and, by default, with the NorthNet Library System.

Per the Bylaws of NSCLS:

Section 2. Withdrawal from Membership

Any participating agency may withdraw from membership in the System by resolution of its governing body. Notices of withdrawal of any member of the System will be given in writing to the Council of Librarians on or before February 1 of the current fiscal year...

The attached letter was received from the CSU Chico Meriam Library to request their withdrawal of membership with NSCLS.

Recommendation

It is recommended that the NSCLS Council approve the CSU Chico Meriam Library withdrawal from North State Cooperative Library System and, by default, with the NorthNet Library System, effective July 1, 2024.



California State University **Chico**
Meriam Library

NorthNet Library System

32 W. 25th Avenue, Suite 201

San Mateo, CA 94403

To whom it may concern:

Please allow this letter to serve as notice of Meriam Library's intent to withdraw its membership from the NorthNet Library System effective July 1, 2024.

Thank you for your cooperation in this matter.

Sincerely,

Signature:

Email: jrshepherd@csuchico.edu

Jodi R. Shepherd

Interim Dean, Meriam Library

California State University, Chico

NORTH STATE COOPERATIVE LIBRARY SYSTEM

RESOLUTION NO. 2024-01

AUTHORIZATION APPROVING WITHDRAWAL FROM
THE NORTH STATE COOPERATIVE LIBRARY SYSTEM

WHEREAS, a cooperative library system has been organized covering the counties of Butte, Humboldt, Modoc, Plumas, Shasta, Siskiyou, Tehama and Trinity, together with the cities of Orland and Willows; and the Library Districts of Del Norte County and Susanville; and

WHEREAS, the University of California, Chico, Merriam Library has provided notification to withdraw its membership from the North State Cooperative Library System, and, by affiliation, the NorthNet Library System effective July 1, 2024.

NOW THEREFORE, BE IT RESOLVED, by this governing body, that the North State Cooperative Library System Council of Librarians accepts this request, and that the University of California, Chico, Merriam Library will no longer be a member of the North State Cooperative Library System effective July 1, 2024.

AYES:
NOES:
ABSENT:

Chair, NSCLS Council of Librarians Date

NLS System Coordinator Date