

**MOUNTAIN VALLEY LIBRARY SYSTEM
Steering Committee Meeting
January 18, 2008**

CONVENING:

The Steering Committee of the Mountain Valley Library System (MVLS) met this date at the Lincoln Public Library, in Lincoln, California with Chair Darla Wegener presiding. The meeting convened at 10:15 a.m.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Alpine County Library	Bessie Platten
X		CSU Sacramento Library	Fred Batt
X		Lincoln Public Library	Darla Wegener - Chair
X		Sacramento Co. Public Law Lib.	Coral Henning
X		Sacramento Public Library	Anne Marie Gold
	X	Woodland Public Library	Carol Beckham
X		Yuba County Library	Loren MccRory
X		MVLS System Headquarters	Annette Milliron
X		MVLS System Headquarters	Patty Hector
X		Mono County Library	Bill Michaels
X		CA State Library	Jon Torkelson

1. SYSTEM ADMINISTRATION

APPROVAL OF MINUTES – SEPTEMBER 13, 2007

A Motion to approve the September, 2007 Steering Committee minutes was moved by Loren MccRory and seconded by Bessie Platten. The Motion passed unanimously.

FISCAL

FY 2007/08 December 31, 2007 Financial Statement

Ms. Milliron discussed the budget and noted that MVLS earned over \$5,000 in interest for the last quarter. The Auditor made some suggestions for the draft fiscal policy. He added fiscal agent responsibilities and requirements for approval of payments over \$5,000. Ms. Gold noted that the language should be changed so the Council doesn't appear to be limited to where RFPs are posted. A Motion for the Steering Committee to recommend the fiscal policy for approval to the Council was moved by Loren MccRory and seconded by Coral Henning. The Motion passed unanimously.

COMMUNICATION & DELIVERY

Sprint Delivery Contract for FY 2007/08

Ms. Milliron reported that the Sprint contract was sent to Sonoma County Counsel for review and has not been returned as of yet. The contract will not be presented for approval of the Council until the County Counsel has approved it's form.

Delivery Statistics - 1st Quarter

Ms. Milliron reported that the delivery resource is increasing especially among the users of the shared system. Discussion ensued.

LOGO DEVELOPMENT

The Steering Committee reached a consensus on the logo by combining elements from two different samples. The logo will also be discussed at the Administrative Council meeting.

JOINT SYSTEM STEERING COMMITTEE MEETING FEBRUARY 6, 2008

The State Library has offered to provide a grant for Maureen Sullivan to serve as the facilitator and for travel reimbursement for library directors who have large distances to travel. Ms. Milliron is currently building the

agenda and is looking for suggestions. Resource sharing was mentioned, specifically a joint collection of e-books and e-audiobooks. Ms. Milliron mentioned that Overdrive has a product that allows patrons to download e-books in the library. Discussion ensued.

RESOURCE SHARING CONVOCATION

Ms. Milliron reported that after asking for money to help get directors to the meeting, the State Library stated that they would like to include more than just the three northern California systems. They would also like to use money from the 2008-2009 budget. However, the libraries in MARINet are needing to make some decisions soon and would like to continue to have the meeting in April instead of putting it off until summer. The group decided they would like to stay with the April 17th date and hold the meeting for that one day and work out ways for people to be able to attend. Ms. MccRory suggested video conferencing as an option or possibly archiving it. At this time, the convocation will include five vendors.

FY 2008/09 BUDGET DEVELOPMENT DISCUSSION

Ms. Milliron talked to State Library staff about CLSA money for FY 2008-09 and believes the system will experience some kind of cut. One place MVLS can cut is in the reference or the special project categories. Delivery is subsidized by members because State money does not cover it. Discussion ensued. The Steering Committee decided to wait until the Library of California Board meeting on February 28th before submitting the budget to the Council.

2. CONTINUING DISCUSSION OF BY-LAWS

NEED FOR A NEW CHAIR

ADDITIONAL PROPOSED CHANGES

The Steering Committee discussion the bylaw changes suggested by Mark Parker. They also made some additional changes. Discussion ensued.

Ms. Milliron advised the Steering Committee of the need to elect a new chair as Paul Miller has resigned as Director of Woodland Public Library. Darla Wegener will serve as the Steering Committee Chair-Elect for the remainder of this year, continuing as the Chair of the Administrative Council for next year as well. Once the bylaws have been revised, an election will be held for the other positions. Bill Michael expressed an interest in serving as Steering Committee Chair if the number of meetings can be condensed. Ms. Milliron suggested having the Steering Committee and Council meet on the same day. Consensus is to discuss the possibility with the Council. Discussion ensued.

3. REFERENCE PROGRAM

E-BOOK PURCHASE

Ms. Milliron reported that the Reference Committee is considering the purchase of additional e-books for the shared collection. They have approximately \$26,000 to spend. The Reference Committee continues to be concerned with the ability of the System to support a database in future years. Ms. Milliron advised that Joe Cochrane is more than willing to negotiate pricing for group database purchases that are charged back to individual member libraries. Ms. Milliron asked that any directors who might be interested in a particular database, to please contact Mr. Cochrane. A trial of automobile databases is being planned.

4. TRAINING PROGRAMS FOR 2007/08

INFOPEOPLE WORKSHOP SCHEDULING UPDATE

Ms. Milliron reminded the directors that every public library has CLSA funds to send their staff to training sessions, but no one has collected any of those funds as of yet. There is a worksheet that was included in the meeting packet that lists each library's allotment. She referred the Committee to the two forms that were included in the meeting packet; the Workshop Registration Notification form and the Workshop Reimbursement form. Ms. Milliron noted that this is "use it or lose it" money that needs to be used by June 30, 2008. Discussion ensued.

5. WEB PAGE

PROGRESS REPORT

Ms. Milliron noted that posting this meeting packet on the new MVLS website was the first step for the System. Kelli Logasa is working on uploading archive material to the site. There are still quite a few changes that need

to be made to the site such as more pictures, the link to the CalCAT catalog and the logo, but the structure is pretty much set. Discussion ensued.

There has been a request to use the Wiki feature of LibrarySite to allow MVLS members to post manuals and other local library materials. Each member library would have a password protected account where this type of posting would be held. Ms. Milliron queried the Committee if this was a project of interest to the general group. Discussion ensued.

6. OTHER UPDATES, ANNOUNCEMENTS, AGENDA BUILDING FOR COUNCIL MEETING AT LINCOLN IN JANUARY

ADJOURNMENT:

There being no further business, the meeting was adjourned at 1:10 p.m.

Annette Milliron DeBacker
Clerk of the Board
January 18, 2008