

**NORTHNET LIBRARY SYSTEM
STEERING COMMITTEE MEETING
March 18, 2010**

CONVENING:

The NorthNet Library System (NLS) Steering Committee met this date via WebEx with Chair Bill Michael presiding. The meeting convened at 10:00 a.m.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Mono County Free Library	Bill Michael
X		Benicia Public Library	Diane Smikahl
X		Dixon Public Library	Gregg Atkins
X		El Dorado Public Library	Jeanne Amos
X		Lincoln Public Library	Darla Wegener
	X	Marin County Free Library	Gail Haar
X		Modoc County Library	Cheryl Baker
X		Napa City-County Library	Danis Kreimeier
X		Plumas County Library	Margaret Miles
	X	Sutter County Library	Roxanna Parker
	X	Willows Public Library	Sandie Hobbs
X		State Library - Consultant	Linda Springer
X		NLS System Headquarters – Executive Director	Annette Milliron
X		NLS System Headquarters – Assistant Director	Patty Hector
X		Modoc County SAB Member	Carol Sharp

1. WELCOME & INTRODUCTIONS:

Bill Michael asked for a roll call and greeted the members in attendance.

2. PUBLIC INVITED TO ADDRESS THE COMMITTEE

None present.

3. APPROVAL OF THE AGENDA

A Motion to approve the agenda was moved by Danis Kreimeier and seconded by Diane Smikahl. The Motion passed unanimously.

4. APPROVAL OF JANUARY 14, 2010 STEERING COMMITTEE MINUTES

A Motion to approve the minutes of the January 14, 2009 Steering Committee meeting was moved by Gregg Atkins and seconded by Diane Smikahl. The Motion passed unanimously.

5. CONSENT CALENDAR

A. FINANCIAL STATEMENTS ENDING 1/31/10

B. REVISED NLS FY 2010/11 BUDGET

A Motion to approve the Consent Calendar was moved by Gregg Atkins and seconded by Margaret Miles. The Motion passed unanimously.

6. NEWS FROM THE STATE LIBRARY

Linda Springer reported that the State Library met with all the System Directors and informed them that they can put together proposals to take over the role of AskNow for reference service in each region if

there is interest. AskNow will not be funded in 2010-2011 due to the low usage and high cost. The System Administrators were also asked to put together a proposal for a project that would assist their systems. It would use LSTA grant money that needs to be spent by September 30, 2010.

State Librarian Stacey Aldrich reported that there are still seats available for the fellowships from the IMLS Transforming Life After 50 grant. Details were sent in an email to library directors.

The Gates Grant has been awarded to 20 jurisdictions and will pay for the installation and equipment to bring their broadband up to 1.5 bps and 50% of their usage for 2 years. There will be an on-ground E-rate training and 8 hours of a consultant. The State Library is trying to get this for all libraries and not just Gates Grant libraries. They are also trying to get a broadband portal on the CENIC network to do educational webinars on broadband.

The State Library will be undergoing a strategic planning process May 17-19 and various system and libraries will be invited to participate in the process. The planning meeting will be multi-day.

The Systems were asked if they could take on handling the PLSEP grants for the libraries as it is likely that the Systems will manage the program as regional grants in 2010/2011. Discussion ensued.

The Library of California Board is meeting on August 12th and the Systems will be getting together with the State Library staff prior to the meeting on August 11th.

136 library outlets were included in the new BTOP grant that focuses on the unemployed and low income patrons by getting more computer labs in place to do training and develop best practices. The State Broadband fund contributed \$250,000 as a match. Five library jurisdictions from NLS were included.

Submissions for the local history digital resources project are due to Ira Bray by April 22nd.

Part two of the Disaster Preparedness workshop series is being held on April 13th and Susan Hanks is the contact.

CSLA and CLA will hold a joint conference on November 12-15, 2010 in Sacramento.

Mr. Atkins asked how the search for a deputy state librarian is going. Ms. Springer did not know and will check. He also asked about maintenance of effort concerns and PLF money as many libraries will have a problem with this issue. Discussion ensued.

7. JOB DESCRIPTIONS

Ms. Milliron presented the results of the NBCLS Board's restructuring of staffing levels in an effort to meet needs of our new merged system. The Reference Coordinator position will be replaced by the Information Services Manager. There will still be second level reference question handling by the system, but it will be managed by the Information Services Manager and answered by stringers. This will allow us to explore training opportunities and new types of technology or techniques to improve reference services.

Also the position that coordinates resource sharing on SuperSearch will be changed. The new URSA product is working well so we would like to have that person available to help the system with other projects. The position will be reclassified as an administrative assistant.

In order to stay within the budget, it will be necessary to reduce staff hours to 37.5 per week instead of 40. This 6¼ % reduction will be easy to reverse if the revenue numbers change.

8. INFOPEOPLE WORKSHOPS

Ms. Milliron reported that the Plan of Service included holding Infopeople workshops system-wide and she would like to get feedback on how it is working. Ms. Miles reported that her library is experiencing a good response from the online classes in her rural area. It is difficult to get staff away from the library for an on-ground workshop even though it can be the most successful, with the optimal method being an on-ground workshop in your own library. Ms. Kreimeier suggested on-ground workshops with follow-up webinars. Mr. Atkins suggested a workshop: hard knowledge about changes coming in the next five years that would include key changes in technology, uses of physical facilities, financial trends, recovery on unemployment rate—things that can make a difference in library planning. Discussion ensued.

9. CHILDREN'S SPRING WORKSHOP

Ms. Milliron reported that after polling the children's staff for an Infopeople workshop this spring - Jump and Jive: Story Times for Ages 2-5 was selected. We will hold one workshop in the Redding area and another on the western side of Sacramento. We're looking at dates in May.

10. OVERDRIVE COLLECTION

Ms. Milliron reported that Joe Cochrane has been negotiating with Overdrive for an audio books collection for NLS. An email was sent to all NLS Steering Committee members with the information. Several NLS libraries already have a collection and would have the option to join or stay separate. It might be possible to borrow between the collections just like traditional ILLs. Ms. Milliron will poll the membership and bring the proposal back to the May meeting.

11. LSTA GRANT IDEAS

Ms. Milliron reported that the Open Source Open Libraries grant has been moving forward. The group of three mega systems wants to apply for a second year of the grant. They are proposing to fund actual migration of a group of libraries to Koha and Evergreen. There are some libraries from NLS that are interested in being part of a shared Koha system. Consulting services will be included for libraries that would like to consider Evergreen for a subsequent project.

Ms. Milliron asked for volunteers to serve on an Ad Hoc committee to look at possible grant ideas.

12. MAY 14TH COUNCIL OF LIBRARIANS MEETING PLANNING

Ms. Milliron asked for feedback for the idea of working more on the strategic plan when the group is together for the annual meeting. It will probably need to be at least half a day; possibly 10 a.m. to 2 p.m. with a working lunch (box lunches). Ms. Milliron talked briefly with Ann Cousineau to see if she would be interested in being the facilitator for the meeting. Ms. Milliron was directed to pursue arrangements to use Ann Cousineau as a facilitator.

13. NOMINATING COMMITTEE FOR 2010/2011 OFFICERS

Bill Michael reported that a Nominating Committee needs to be appointed to recruit a vice chair for 2010-2011. The system needs two people from the Steering Committee and one person who is not currently serving on the Steering Committee to serve. Mr. Atkins and Mr. Michael volunteered. Ms. Milliron will ask for a volunteer from the NSCLS group. Discussion ensued.

14. NEXT MEETING DATE

The next Steering Committee meeting will be held via WebEx on April 29th at 10:00 a.m.

15. AGENDA BUILDING

For the next NLS Steering Committee meeting:

- Plan of Services

- Budget
- Overdrive Proposal
- LSTA Grant Proposal
- Nominating Committee
- Final May Meeting Planning

16. ADJOURN

There being no further business, the meeting was adjourned at 11:50 a.m.

Annette Milliron DeBacker
Clerk of the Committee
March 18, 2010