

MOUNTAIN VALLEY LIBRARY SYSTEM
Steering Committee Meeting
August 10, 2006

CONVENING:

The Steering Committee of the Mountain Valley Library System (MVLS) met this date at the Turner Branch of the Sacramento Public Library, in West Sacramento, California with Chair Loren MccRory presiding. The meeting convened at 10:10 a.m.

ROLL CALL:

Loren MccRory, Yuba County Library
Roxanna Parker, Sutter County Library
Fred Batt, Sacramento State Library
Dave Freiler, Yuba College Library
Mary L. Stephens, Yolo County
Paul Miller, Woodland Public Library
Mark Parker, Placer County Library

ABSENT:

Coral Henning, Sacramento Public Law Library

ALSO PRESENT:

Gregg Atkins, NBCLS Chair
Annette Milliron DeBacker, Administrator, NBCLS/MVLS
Joe Cochrane, Reference Coordinator, NBCLS/MVLS

1. SYSTEM ADMINISTRATION

Fiscal

Disposition of Assets

Because PERS will be sending their annual actuarial study of MVLS in October, the steering committee recommends that MVLS wait to pay any unfunded liability until after the study. Additionally, Council Chair waits until after the audit needs in order to determine the amount of available reserve funds.

History:

In 2005/06, MVLS deposited current year money with the Sacramento Public Library to pay bills. The City of Sacramento kept the reserves to make the payroll. Brian Karow helped close out the books and wrote two large checks; one for operating expenses, given to the City for payroll, and one, in the amount of \$100,000, to NBCLS.

The remainder will be sent via check to the City once the audit is completed. NBC has \$100,000 plus all new receivables, \$23,828 and the City has the MVLS reserves.

Annette Milliron is in contact with the firm that completed last year's MVLS audit. The goal of the audit will be to get to a final reserve number that the City is satisfied with, so they can transfer that reserve to North Bay. It was noted that the situation was complicated because MVLS stopped the transition to Sacramento Public's financial system mid-stream. In the past, the audit cost was built into the annual budget, but it may cost more because the books to be audited are in two different places. Ms. Milliron will email the Steering Committee once she receives the pricing for the audit.

Drivers Alliance Insurance

Insurance rate adjustments, reflecting the sale of the vans, will be available by September. The steering committee recommends advertising the sale of the delivery vans and any surplus office items, with bids ready for the September meeting.

Communications & Delivery

More delivery bins are needed for MVLS libraries in order to expedite sorting and keep delivery costs down.

History

Previously MVLS Headquarters spent 15 hours a week sorting the books for delivery. The Steering Committee recommends using a separate bin for each location with ½ bin of materials in order to maintain the low delivery cost.

Additionally, because 49/99 is still interested in driving their ILL materials to Sacramento, Steering Committee recommends 49/99 work out an arrangement with SPL as MVLS no longer has an designated area at SPL to accommodate sorting.

2. CALIFORNIA LIBRARY CATALOG PROJECT

Phase 1 is completed at \$25,997. Phase 2 is to customize the catalog specific to each library. Getting authentication, a tech problem, will be the most critical component. Phase 3, ILL, will center on further training and maximizing delivery potential.

The Steering Committee recommends an evaluation of Phase 1 and researching the cost associated with hiring a technology consultant familiar with the CALCAT project before proceeding to Phase 2.

The Steering Committee also recommends researching an adjunct ILL system—SuperSearch (URSA)—to CalCat, since the California State Library is unable to fund the implementation of ILL in the foreseeable future.

3. TRAINING PROGRAMS FOR 2006/07

The Steering Committee recommends contracting for five workshops with Infopeople (\$10,000) and \$1,500 be set aside for the NSCLS Children's Spring Workshop. Annette Milliron will send a list of available workshops to the Council for workshop selection input. Council input is requested on options for use of the remaining funds (\$10,000).

4. COMMITTEES

Under advisement by Ms. Milliron and NBC Reference Librarian, Joe Cochrane, the steering committee recommends holding training sessions on how to submit reference questions to NBC. Details will be determined by Joe Cochrane working in conjunction with Reference Committee liaison, Fred Batt.

The Council Chair sought confirmation of existing committee chairs in order to determine vacancies.

Fred Batt has served two years and is willing to continue as steering committee liaison with the reference committee and will inform the committee that they need to elect a chair for another two year term.

Roxanna Parker is the liaison to the Children's Committee and reported they have already elected their chair for the year, Confirmation of the name of the new chair is need.

Jeanne Amos is the chair of the ILL Committee. The Council Chair needs to appoint a ILL liaison for the steering committee.

The Steering Committee Chair for 0708 will be elected by members of the Council at the last meeting of the fiscal year, in keeping with the by-laws. The Steering Committee recommends nominations for this position be submitted at the September Council meeting for consideration in December.

REFERENCE

The Steering Committee recommends Joe Cochrane, NBC's reference coordinator either create a web form for the MVLS web page or create a link to the existing NBC web form to facilitate the MVLS reference process.

The Steering Committee recommends that MVLS libraries do their own ILL in relation to reference questions.

The Steering Committee recommends Joe Cochrane should speak with Carolyn Rokkeat at SPL regarding the possibility of collective bargaining for database subscriptions. Mr. Cochrane will send out a list of current NBCLS database subscriptions for Council's perusal. Opportunities for other MVLS libraries participating in the NBCLS program will depend to a large degree on SPL's response, as their population numbers existing database expenditures would have the greatest impact negotiating a win-win scenario for both MVLS and NBCLS libraries.

5. WEB PAGE

The Steering Committee recommends establishing a listserv for MVLS members to be managed by NBCLS.

The Steering Committee recommends Council submit ideas and suggestions for MVLS web page content to Mark Parker, our MVLS web master. Mr. Parker is able to set up email for libraries that may have trouble receiving from listservs.

6. OTHER UPDATES, ANNOUNCEMENTS, AGENDA BUILDING FOR COUNCIL MEETING AT KING'S BEACH IN SEPTEMBER

The Steering Committee recommended moving the next Administrative Council meeting to September 29th, in King's Beach in Lake Tahoe. The meeting will begin at 10 a.m. Moving the meeting to the later date will allow Ms. Milliron to attend the National Delivery Symposium in Denver on September 14 and 15.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 1:40 pm.

Annette Milliron DeBacker
Clerk of the Board
August 10, 2006