

**NORTH BAY COOPERATIVE LIBRARY SYSTEM
 NORTH STATE COOPERATIVE LIBRARY SYSTEM
 MOUNTAIN VALLEY LIBRARY SYSTEM**

**JOINT SYSTEMS MEETING
 August 15, 2008**

CALL TO ORDER:

Representatives of North Bay Cooperative Library System (NBCLS), North State Cooperative Library System (NSCLS) and Mountain Valley Library System (MVLS) met this date at the Yuba County Library in Marysville, California.

ROLL CALL:

PRESENT	ABSENT	MEMBER LIBRARY	REPRESENTATIVE
X		Benicia Public Library	Diane Smikahl
	X	Mendocino County Library	Mel Lightbody
X		Napa Valley College Library	Bonnie Thoreen
X		San Rafael Public Library	David Dodd
X		Butte County Library	Derek Wolfgram
	X	Orland Free Library	Marilyn Cochran
X		Plumas County Library	Margaret Miles
X		Lincoln Public	Darla Wegener
X		Mono County	Bill Michael
X		Yuba County Library	Loren MccRory
X		UC Davis	Sandra Vella
X		System Hdqtrs: NBCLS, NSCLS, & MVLS	Annette Milliron
X		System Hdqtrs: NBCLS, NSCLS, & MVLS	Patty Hector

WELCOME:

Ms. Milliron welcomed the representatives from NBCLS, NSCLS and MVLS to the meeting.

LIBRARY OF CA BOARD MEETING REPORT

Ms. Milliron reported that the Library of California Board is amazed at the amount of area that our consolidated regional system would encompass, but were very supportive of the three system's efforts. The Board will most likely meet again in February or March of 2009 and they are looking forward to the system's coming back with many of the outstanding issues resolved. Ms. Milliron reported that the LSTA grant application for open source software submitted by PLS was declined by the State Library. Linda Crowe approached Ms. Milliron and Rosario Garza at MCLS to see if the two Systems were interested in a joint project. As the Board did fund openbook.org, the Boomer Grant, Califa, and InfoPeople, the participants that attended the Library of CA Board meeting felt that the State Library is not interested in funding infrastructure projects. Many of the projects the proposed consolidated system would be seeking grant funding for may not be something that the State Library will be willing to fund. Ms. Milliron noted that the video conferencing via IP grant that Mono County applied for was funded.

The Think Tank will be presenting its results at CLA, However, Ms. Milliron is concerned that many of the rural librarians won't be attending this year due to their attendance at the ARSL conference. She asked Stacy Aldrich if the Systems could act as a conduit to get that information out. This will put the implementation date further into the future, but Ms. Aldrich agreed input via the Systems would be helpful.

The State Library Board decided to hold the systems harmless on funding when merging in perpetuity until CLSA law or funding changes. Discussion ensued.

REVIEW OF MANIFESTO CREATED ON 2/6/08

The manifesto created on 2/6/08 was reviewed. The group determined that no changes were necessary at this time.

ELECTION OF JOINT STEERING COMMITTEE CHAIR/VICE CHAIR:

Ms. Milliron noted elections for Chair and Vice Chair of the Joint Steering Committee needs to be held. A Motion nominating Derek Wolfram to serve as Chair of the Joint Steering Committee was moved by Diane Smikahl and was seconded by Sandy Vella. A Motion nominating Bill Michael and Diane Smikahl to serve as co-Vice Chairs was made by Margaret Miles and seconded by Sandy Vella. Both Motions passed by acclamation.

LEGAL ISSUES:

PERS ISSUES & LIABILITIES

Ms. Milliron gave a recap of the Systems' PERS issues and liabilities. MVLS and NSCLS are joint resolution agencies and NBCLS is a joint power authority. The suggestion was made that we could dissolve the existing organizations and re-form as one new agency. According to PERS, it takes between 9 months to one year to form a new agency contract. There is a \$700 charge to do that. The second option is to merge all three together (all three contracts) and change the name of the system. There is a \$200 charge for that and the system would have to choose whether or not to take on prior liabilities of individual system contracts. The disadvantage in that scenario is that MVLS and NSCLS are closed pools, which are 99% funded and NBCLS has a surplus. PERS will view the new organization in a different light and this could affect the organization's contribution rate.

Ms. Milliron will approach the attorney and PERS with the group's questions and then schedule a conference call with the group. (The group questions are Attachment A.)

EXISTING ASSETS

Ms. Milliron reported that each system has a cash reserve.

DATABASES

The three Systems have contracts for databases and Mr. Cochrane is working on streamlining those contracts to include participation by all three systems.

ORGANIZATIONAL STRUCTURE - JPA AND JRA

The group expressed some interest in keeping the three systems as separate entities, but to move ahead with forming a new joint resolution agency (JRA). The new JRA would have the power to set a budget and act on each system's behalf. Each system would put a certain amount of money into the budget. Discussion ensued. Again further discussion with the attorney is needed for clarification on if this is possible.

EMPLOYEE – UNION ISSUES AND BARGAINING UNITS

NBCLS is the only system that has a union. Only two NBCLS positions are eligible to be represented by the union and currently only one staff person is a union member. Paul Carroll, SEIU 1021 Representation, was contacted to seek clarification about the validity of the contract should a new agency be formed. Both he and Ms. Milliron will check with their respective attorneys. Discussion ensued.

FINANCIAL ISSUES:

STATE FUNDING

Ms. Milliron reported that a consolidated system will be held harmless on CLSA funding according to the Library of California.

EQUITABLE SERVICES/COSTS:

- **DELIVERY**

Ms. Milliron reported that the owner of Sprint would like to operate all three system's routes for three to six months before coming up with suggestions on alternate delivery routes, etc. Discussion ensued. The group asked Ms. Milliron to bring two or three scenarios on delivery costs to the next meeting. The scenarios will use the NBCLS formula, which is based on volume and another based on what can be offered with the CLSA delivery money.

- **REFERENCE**

Loren MccRory stated that she would like to see a revitalization of the Reference Committee and have the group come up with a plan for what kind of services and training the libraries would like to see in this area. Discussion ensued. The three Systems will have a Board/Council member serve as a representative to their respective reference committees. The three representatives will work to develop a reference service plan for the consolidated system. Loren MccRory will serve for MVLS and Victor Zazueta will serve for North State. A volunteer will be recruited for North Bay. A joint meeting between all system Reference Committees will be called in September 2008.

- **DATABASES**

See above.

- **TRAINING**

- **ILS**

- **GRANT DEVELOPMENT**

- **POSSIBLE INITIATIVES AND SERVICES**

The above issues will be discussed at a future meeting.

Equitable fee structure and equitable formulas for services will also be discussed at a future meeting. Ms. Milliron will check with Rosario Garza and Linda Crowe for details on progress with their consolidation.

MEETING DATES FOR JOINT STEERING COMMITTEE FOR THE YEAR AND NAME CHANGE

The group decided that they are changing the name of this committee from the Joint Steering Committee to the Consolidation Task Force. A Consolidation Task Force meeting will be held during the CLA conference on Monday, November 17th, from 10 a.m. to noon. All members of the three Systems will be invited to attend the meeting. Ms. Milliron will work with CLA to find a meeting room at the conference center or hotel.

October 2008 - Ms. Milliron will send out a doodle survey to find a meeting date in Mono County or Lake Tahoe in October.

January 2009 – A meeting will be held on Friday, January 16th in Sacramento from 1:00 p.m. to 4:00 p.m.

March 2009 – A meeting will be held on Friday, March 13th in Lincoln.

The group unanimously decided to rename themselves the Consolidation Task Force.

AGENDA BUILDING FOR NEXT MEETING

The Consolidation Task Force Chair, the two Vice-Chairs and Darla Wegener will take a preliminary look at the by-laws gathered from each of the systems and the other consolidating systems, if available.

The following items will be placed on the next meeting's agenda:

Governance

 By-laws

 Communities of Practice

Funding with a different breakout on budget of shared costs

Reference

ADJOURN

The meeting was adjourned at 2:15 p.m.

Questions from Consolidation Task Force Meeting
8/15/08

Legal Questions:

Can a joint resolution agency and a joint powers authority assign their responsibilities and obligations to a new joint resolution agency?

Primarily issues are:

- Health insurance benefits payments for retirees
- Required payments to cover any shortfall in PERS retiree funding for dissolved agency or authority

Can a joint powers authority join a joint resolution agency?

What is the impact on the members of joint resolution agency when the agency is dissolved?

What is the impact on the members of joint powers authority when the authority is dissolved?

If it is determined that keeping the existing two JRAs and the JPA is desirable and an overlaying joint resolution agency is created to conduct business for the larger group, how is the “power” given to the larger group to create a single common budget and plan of service?

North Bay Cooperative Library System currently has a labor contract with SEIU Local 1021 that covers two staff positions. If the NBCLS JPA is dissolved and the NBCLS members join the proposed JRA that includes MVLS and North State members, does the NBCLS/SEIU contract become void?

Financial Questions:

If a JRA is formed that includes the members of three existing CLSA systems can side funds be created to fund retirees health insurance using contributions from the two systems that have that obligation?

Can a PERS side fund credit for a single agency like North Bay be used to cover deficits in an MVLS or North State account if the three accounts remain separate?