

**NORTH STATE COOPERATIVE LIBRARY SYSTEM**  
**System Advisory Board Meeting**  
**December 10, 2004**

- CONVENING:** The System Advisory Board of the North State Cooperative Library System (NSCLS) met this date at the Tehama County Library in Red Bluff, California with Vice-Chair Rose Boulade presiding. The meeting convened at 9:05 a.m.
- ROLL CALL:** Rose Boulade, Modoc County Library – SAB Representative  
David Wilkinson, Butte County Library – SAB Representative  
Laura Ashkin, Plumas County Library – SAB Representative  
Pat Bunnell, Shasta County Library - SAB Representative  
John Flaherty, Susanville Library District - SAB Representative  
Robyn Stuart, Tehama County Library – SAB Representative  
Jan Mountjoy, Trinity County Library – SAB Representative
- ALSO PRESENT:** Annette Milliron DeBacker, NSCLS Administrator  
Oresta Esquibel, Trinity County Library - Director  
Don Hampton, Willows Public Library - Director  
Laura Salisbury, NSCLS Reference Center  
Cheryl Baker, Modoc County Library - Director  
Marilyn Cochrane, Orland Public Library - Director  
Susan Hildreth, CA State Library  
Carla Lehn, CA State Library
- APPROVAL OF AGENDA:** The Agenda was adopted by consensus.
- APPROVAL OF MINUTES OF 09/24/04:** Oresta Esquibel requested that the sentence in her report on Page Two of the minutes: “Mrs. Esquibel noted that the monies the Library receives from the Humboldt Foundation...” be changed to “Mrs. Esquibel noted that the monies the Library administers for the Humboldt Foundation”. The revised minutes will reflect this change. A Motion to approve the minutes as corrected was made by Pat Bunnell and seconded by John Flaherty; Jan Mountjoy abstained. The Motion passed with one abstaining member.
- INTRODUCTIONS:** The Board introduced themselves to Mrs. Jan Mountjoy, a new member from Trinity County.
- ACTION ITEMS:**
- a. Orientation Tour** Annette Milliron DeBacker requested that the Board let her know a suitable date for scheduling a tour of the NSCLS Headquarters for the new System Advisory Board member(s). It was decided that Annette will coordinate the tour for Thursday, March 3, 2005 before the next Board meeting on March 4, 2005.
- b. Summer Reading Program Support** A motion was made to allocate any surplus SAB funds at the end of the fiscal year to support the Summer Reading Program by Robyn Stuart and seconded by David Wilkinson. The motion passed unanimously.
- c. Reports to Appointing Authorities** Annette Milliron DeBacker reported she will send the Annual Report of Services per library to each Director by early January. Once the report is reviewed by the directors, she will send it to the System Advisory Board.

**BUSINESS OF THE DAY:**

**a. Report on CLA Activities** Due to Adrienne Haylor's absence, the topic will be placed on the next agenda. Annette Milliron DeBacker and Laura Salisbury reported on the Literary Gala held on Friday night.

**b. NSCLS Workshops Attended** Robyn Stuart reported that she attended the Clio Institute Conference in Cerritos. The Cerritos Library has an average of over 4,000 visitors per day; the population of the city is 52,000. The library calls itself the "experience" and embraces a very creative way of thinking. The library has stand up e-mail check stations and self-serve check out stations. Discussion ensued.

John Flaherty attended the Internet Librarian Conference in Monterey.

**c. Report on Committee Meetings Attended** Pat Bunnell attended the Children's Committee Meeting. David Wilkinson attended the Reference Committee, the 24/7 Program, and delivery study meetings and an ILL workshop. The meetings and workshop were discussed. The Committee recommended another delivery study for the Susanville/Lassen route. It was noted the OCLC workshop may be the ILL Workshop for this year. Laura Ashkin reported that she is on the Reference Committee and did not receive notice about the meeting. Annette Milliron DeBacker will have the SAB roster as well as the Committee Roster for 2004/05 updated and will e-mail it to the group.

Annette Milliron DeBacker reported that North Bay Cooperative Library System's committees meet by conference call. She noted there were monies included in the NSCLS budget for this and suggested that the Board consider it. This would enable more SAB Members to be involved in the committees. Discussion ensued. Several members indicated they would be interested in using this service.

**d. 24/7 Reference Service** Laura Salisbury demonstrated the 24/7 Reference Service for the Board.

**ADMINISTRATOR'S REPORT:**

Annette Milliron DeBacker reported that she continues to familiarize herself with North State's programs and budget. North State will need to start making a PERS contribution again, which will be approximately 7.4%; this translates to about \$13,000 the System will need to pay. Health insurance costs are also rising; NSCLS needs to control their costs as well as possibly find other insurance. Discussion ensued.

Annette Milliron DeBacker reported that she would like to improve the North State webpage that currently resides on the TLC server. To make the page more functional, a number of items have been added to it and TLC has asked that nothing else be added. Also, TLC has to do all of the maintenance on the page and they do not want to spend a lot of time on it. Ms. Milliron DeBacker noted that there are many useful things that still need to be added and is therefore looking at a new webpage design. Santa Rosa Junior College offers a course for students that allow them to create web pages for businesses; they designed the web page for North Bay Cooperative Library System. Ms. Milliron DeBacker has requested this service for North State and it looks very promising. This matter will be discussed in the Council meeting.

Annette Milliron DeBacker introduced Carla Lehn who reported on the Rural Initiative Clearinghouse and promotion at CLA. Ms. Len reported that Susan Hildreth had contacted her and arranged for "Hamburger Patty", the cow mascot from the CLA conference, to appear at the State Librarian's Breakfast. Discussion ensued.

Annette Milliron DeBacker introduced Susan Hildreth from the California State Library. Ms. Hildreth invited the Board to come to the State Capital at any time for a visit and spoke briefly about her job history. She reported that she thinks the Library of California isn't going to go far as it is and that the Library will need to approach CLSA to update to modern opportunities and do an overhaul an attempt to get additional funding. The Library of California's Board meeting schedule was discussed. She noted that the networks are in hiatus status due to lack of funding and that most structures on hold

need to seek their own funding.

**ANNOUNCEMENTS:** The announcements were deferred to provide time for Ms. Lehn and Ms. Hildreth to speak.

**AGENDA BUILDING/  
NEXT MEETING:** The next meeting is scheduled for Friday, March 4, 2005 at the Butte County Library. It was noted that the agenda will remain the same for the next meeting.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 10:50 a.m.

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Rose Boulade  
Vice-Chair of the Board  
December 10, 2004

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Annette Milliron DeBacker  
Clerk of the Board  
December 10, 2004