

**MCLS Administrative Council Meeting
May 22, 2008
Crowell Public Library, City of San Marino**

HIGHLIGHTS

Consent Calendar. The consent calendar was approved which consisted of the following: minutes of the March 20, 2008 Administrative Council meeting; 2008/09 Administrative Council Meeting schedule; 2008/09 Executive Committee Meeting schedule; MCLS holiday schedule.

2007/08 Financial Update. Rosario Garza, MCLS Executive Director, reviewed the financial forecast included in the agenda packet. A deficit of approximately \$24,000 is now being projected, a decrease from over \$83,000 projected at the beginning of the year. Interest rates are down, resulting in the interest revenue being approximately \$29,000 lower than originally anticipated.

2008/09 Budget. The proposed budget for 2008/09 was approved with a positive budget projected for the end of the year.

CLSA Plan of Service and Budget Documents. The CLSA Plan of Service and budget documents were approved as distributed.

Election of Officers. The following slate of officers for 2008/09 was approved as presented: Chair: Greg Mullen, Santa Monica
Vice-Chair: Robin Weed-Brown, Glendora

Consolidation Update/Discussion/Approval. Council members approved sending a letter of intent to consolidate with the Santiago and South State library systems to the Library of California Board for consideration at their August 2008 meeting, to become effective July 1, 2009. Representatives from the Santiago and South State systems expressed support for the consolidation but noted that their systems would be changing from small groups to a much larger group, and that the bylaws should be kept fairly simple, to allow for flexibility.

Legislative Visits and Update. CLA Legislative Day was very successful with attendance close to or exceeding last year's record turnout. PLF and TBR were the main topics of discussion, and in the Governor's May revise, there were no cuts made to these programs beyond the initial 10% reduction. CLA Legislative Committee is investigating the possibility of a one-year reduction in the maintenance of effort requirement for state funds. Kathy Gould will be serving as CLA Legislative Committee Chair next year.

Those who attended National Library Legislative Day in Washington, D.C. reported that it was a good and worthwhile experience. Margaret Todd, CoLAPL, reported that the legislators were interested in having the e-rate application simplified. It was noted that during the breakfast with Senator Feinstein, the issue of copyright law was raised by one of the constituents who was representing artists, was opposed to library efforts and current changes being made in the law, and was also not updated on the current status of the law;

Jan Sanders, Pasadena, was able to provide Senator Feinstein with a white paper provided by ALA that included salient points on the current legislation, demonstrating to the Senator the value and importance of libraries and librarians.

LSTA Grants Update. *Big Box Programming.* Pam Alger, Training and Development Officer, reported that she would be meeting with the consultants for the project during the first week in June and encouraged directors to contact her regarding any issues or recommendations for next year's grant. She also noted some possible events listed on a handout included with the agenda packet that could possibly take place between the end of this year's grant and the beginning of next year's grant which, if funded, is likely to be delayed. If libraries are interested, there may be costs involved. She will be sending a survey to directors via email.

AskNow. Pam Alger referred to the handout included in the agenda packet on numbers of AskNow sessions held, showing California as a net borrower of the services. The service is being considered in the planning on statewide reference.

Día de los Niños/Día de los Libros. Rosario Garza reported that this pilot grant program has been successful and a model is being developed that can be taken statewide. There may be a free pre-conference program at the CLA Conference on the project.

Out-of-School Time Online Homework Help. The grant project continues with participating libraries having the choice of using Tutor.com or Brainfuse.

Statewide Reference. The first meeting was held on April 18 with six participants from throughout the state, along with two consultants, State Library staff, and Rosario Garza. A future meeting is being planned for August with approximately 85 participants, which will result in the recommendation of 2-3 possible models to be discussed at the CLA Conference. The goal is to have a statewide reference plan in place by the end of the next fiscal year.

MCLS Reference Update. Rosario Garza referred to the charts included in the agenda packet of Reference Center time showing more time now being spent on answering reference questions and a decline in the numbers of reference questions received from last year to this year. It was noted that the cost per question is very high.

FILL (From Interns to Library Leaders). Pam Alger acknowledged Keri Botello who was attending the meeting as the SAB member for Torrance but also works with Pam on the FILL program at UCLA. Ms. Alger then referred to the handout distributed in the agenda packet of FILL application dates and start dates for the next two academic years.

Training Update. Pam Alger reported that she will begin providing introductory classes on Office 2007. The Automated Services Committee workshop on podcasting scheduled for June 5 will be podcast if there are enough registered for the workshop.

2008/09 Executive Committee Members. New Executive Committee members for 2008/09 are: Linda Wilson, MPK; Don Buckley, CER; Hilary Keith, SFE; Nancy Hunt-Coffey, BEV (*confirmed after the meeting*). Those continuing on the committee are: Greg

Mullen, SAM, as Chair; Robin Weed-Brown, DORA, as Vice-Chair; Kathy Gould, PVP, as past Chair; Sharon Cohen, BUR; Fontayne Holmes/Pat Kiefer, LAPL; Greg Shapton, POM; Patricia Sullivan, IRW.

LAIF (Local Agency Investment Fund). Council members approved adoption of the resolution authorizing investment of MCLS monies in the LAIF which is administered by the State Treasurer.

The Cooperative Purchasing Network (TCPN). Council members authorized participation in The Cooperative Purchasing Network (TCPN) which is available to MCLS as a JPA, providing discounts on various items, including computer equipment and furniture.

MCLS Headquarters Office Relocation. Council members approved proceeding with securing suitable office space for the MCLS Headquarters office, not to exceed \$5,000/month. If the cost exceeds \$5,000/month, it will be taken to the Executive Committee for authorization.

Attendance at Reference Renaissance Conference. Council members approved the request from Rosario Garza to attend the Reference Renaissance Conference being held August 4-5, 2008 in Denver, CO to present a program on statewide reference.

Chairperson's and Executive Director's Reports. There were no reports from the Chairperson or Executive Director.

System Advisory Board (SAB). Gloria O'Donohoe, System Advisory Board Chair, reported that Luis Morente from Signal Hill has been elected as the new Chair. The SAB met just prior to this meeting with a quorum of members, resulting in: 1) MCLS to provide members with a list of upcoming conference events that may be of interest to SAB members, and 2) the SAB bylaws to be updated to reduce the size of the quorum, with the meeting to approve the bylaws to include participation by teleconferencing.

Presentation of Gavel to Outgoing SAB Chair. Greg Mullen, SAM, MCLS Vice-Chair, presented Gloria O'Donohoe with an engraved gavel in appreciation for her service as SAB Chair for two terms, from 2004/05 – 2007/08.

Presentation of Gavel to Outgoing Council Chair. Greg Mullen then presented Kathy Gould with an engraved gavel in appreciation for her service as Chair of the MCLS Administrative Council for the past year.