



Califa Board of Directors
Minutes
December 19, 2014
San Mateo, CA

- I. **Robert Ferrara, President, Predictive Index Management System, San Francisco**
 Linda Crowe introduced speaker Robert Ferrara, who described the Predictive Index. Los Gatos uses it for all staff hires. This is something Califa could consider offering to member libraries. All Board members received and completed their own PI. Board members are welcome to contact Ferrara to get further details on their results.

- II. **Introductions/Quorum**

<p>Califa Board:</p> <p>Eleanor Uhlinger, President</p> <p>Rivkah Sass, VP (phone-in)</p> <p>Stephanie Beverage</p> <p>Geri Bodeker</p> <p>Rick Burke</p> <p>David Dodd</p> <p>Danis Kreimeier</p> <p>Maryruth Storer</p>	<p>Califa Staff:</p> <p>Linda Crowe</p> <p>Donna Truong</p> <p>Tanya Novak</p> <p>Alan Singh</p> <p>Heather Teysko</p> <p>Wayne Walker</p>	<p>Other:</p> <p>Jarrid Keller, CSL</p>
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Approval of Agenda

Stephanie Beverage moved to approve the Agenda: Seconded by Maryruth Storer.

Approval of Minutes - May 19, 2014

Storer asked if there was anything happening with finding a school representative. Eleanor Uhlinger said she has written and called prospective candidates with no luck. The Board should possibly reconsider revising this representative since schools represent such a low percentage of membership (only 6 or 7 schools). The Board could consider adding another academic representative, and academic members could represent schools as well as colleges and universities. In the past the Board had two special librarians, but that segment of the membership declined and another public librarian was added. The By-laws don't specify type of library for Board slots.

There was discussion about the structure and scope of Califa stemming from one sentence in the draft May 19 minutes, 2B1. David Dodd expressed concern about the "broad scope of Califa." There were questions about why Califa, through its fiscal agent PLS, manages so many grants. CLA and Infopeople were both cited in the line of questions. Crowe explained that Infopeople applies for the LSTA grant on its own; PLS only signs their contracts and pays their bills. Infopeople has chosen this structure.

Questions arose about Califa's role in CLA management. The contract for Califa to assist in management of CLA was an emergency stopgap for CLA. The CLA Board will manage the Association after December 31.

There were questions about LSTA grants in general. Uhlinger said LSTA grants come from the State Library. If there is discomfort with the LSTA system, perhaps a representative from the State Library can attend the May meeting and explain their process to the Board.

Rick Burke stated that the way the California State Library system is set up they are not able to do many things other state libraries do, and Califa fills that need. Califa needs to do a better job of communicating its roles and projects.

2B1: Change in minutes should reflect the discussion that Califa is an efficient and effective fiscal agent. Strike the rest of sentence.

With that change, minutes were approved. Storer made the motion and Beverage seconded. Dodd abstained.

III. Finance Committee

A. Audit Reports - Califa has an outside auditor. The audit includes a single audit for federal grants. The Board sought clarification on a number of lines in the reports:

P. 9 in audit report, #8: What is the \$710,863 for 'administrative, accounting, and technology support' for? This is the amount of the Califa contract with PLS for administration, accounting and technology services to support the various grants and activities.

B. Income Tax 2013/2014

p. 16: 11b – Is this Califa salaries? No, it is Califa payments to consultants or contractors working on grants. Califa has no staff. Califa staff are PLS employees.

p. 17: 17--Travel – Is this Califa travel? No, it is travel (paid through Califa) for grant recipients.

p. 33: What are 'vendor pass-thru expenses'? Califa payments to vendors for what libraries order.

C. Budget Adjustments

p. 34: What does "Expenditures" mean? These are payments made by Califa for various services on each grant.

p. 39: Questions about the meaning of the accounting lines on the Balance Sheet. Donna Truong will send the Califa Chart of Accounts (accounting codes) to the Board.

Motion to Accept – Audit Report, Income Tax, and Budget: Beverage made the motion; Rivkah Sass seconded.

D. Califa Financial Statement through 11/30/14

p. 39: Statement of Accounts

Discussion about the “Reserves & Fund Balance” and what is done with these. Income from grants and vendors is used as seed money and to fund special projects such as enki. An ad hoc group (Geri Bodeker, Rivkah Sass, and Danis Kreimeier) will develop ideas and present them at the next meeting. They will investigate possibilities for using the fund balance, perhaps as an additional Califa member benefit meeting. Burke said SCELC uses its extra funds as a project initiative fund. Libraries have to work together on a project to get the funds. He will send Califa a description of SCELC’s project initiative fund.

IV. Califa as CENIC Aggregator

Ninety jurisdictions sent LOAs to the State Library by October 31; LOAs are needed for Erate application due in March. Calls to libraries are being made to determine how to efficiently get libraries on backbone and to gather network information. Jarrid Keller is the project monitor from the State Library and involved in the day-to-day activities, including the calls to city and library staff to determine current network capacity.

Kreimeier mentioned the CPUC grant for several counties that is mapping their network connections.

p. 51: Question about the math on the chart included with Califa’s response to the RFA for Partnerships for Statewide Aggregator, FY 2014-16. What do the numbers and percentages mean -- percent of FTE or salary? Truong will investigate and provide answer.

Dodd asked if the Board knew about this grant. Uhlinger said yes; she read it and made suggestions, and provided the Board’s endorsement.

V. New Business

Staff Reports

Heather Teysko reported on enki. There are 80 jurisdictions on the platform, and Califa is ending the beta phase. The next step is adding local collections. There are 45,000 titles in the shared collection. Kensington was added in the fall. Larger publishers are becoming interested. Califa is working with other consortia to develop strategies and go

to book exhibits like BEA. Staff is finalizing pricing and will notify libraries of cost in January/February.

Tanya Novak reported on vendors. Califa added seven new products/vendors:

BiblioCommons	OnePlay
Bibliotheca	RDA Toolkit
Digitalia	Scienceflix
EyePlay	ZooBean and Biblioboard (talking with)

There have been several promotional webinars, offers, and trials with 21 different vendors. A Reader's Advisory workshop was held with Duncan Smith, founder of NovelList.

Wayne Walker reported on the projects he has been managing. Closing out the CLA Annual Conference went well, and he is assisting the CLA staff transition with web activities, including legislative alerts and other postings to the website. *Zip Books* is in its final year. This is an ILL demo project that uses Amazon. All the books arrive at the user's door as a gift from Wayne Walker. Needless to say, Walker is very popular with the rural library users.

ELF 2.0: Maintenance of project, training, webinars.

Uhlinger reported that Linda Crowe will be retiring as Executive Director and that she is working with the Chairs of PLS and PLP to develop the transition plan.

Election of President for May 2015

Dodd and Kreimeier nominated Uhlinger for a second term as President and Sass for a second term as Vice President. There were no candidates from the floor. The slate was unanimously approved. Dodd declined to run for a second term on the Board.

Appoint Nominating Committee

Nominating Committee for public library representative, Kreimeier - Beverage and Bodeker will look for a special library representative to replace her.

VI. Agenda Building

Next meeting will be in May in Southern California
Staff will send Doodle poll in February
Invite someone from CSL to discuss LSTA process and other issues
Use of fund balance
Election results
Binder for new Board members