



## CALIFA BOARD MEETING

Minutes

August 4, 2017

Conference Call

### I. Call to Order

The meeting was called to order at 2:03 p.m.

#### A. Introductions/Quorum

**Califa Board:**

Shawn Calhoun

Rivkah Sass

Hillary Theyer

Heather Cousin

Sara Jones

Maryruth Storer

Sandy Hirsh

Helen McAlary

Michelle Perrera

**Califa Staff:**

Paula MacKinnon

Wayne Walker

Andrew Yon

**Guests:**

Derrick Wolfgram (PLS)

Susan Hildreth (Califa Consultant)

Janet Coles (CSL)

**B.** Approval of August 4, 2017 Agenda. MSP: Theyer / Calhoun

**C.** Approval of June 8, 2017 Minutes. MSP: Theyer / McAlary

### II. Finance Committee

#### A. Resolution: Authorizing Investment of Monies (Action)

Resolution: Authorizing Paula MacKinnon (Interim Director) and Andrew Yon (Controller) to invest monies in the local agency investment fund. MSP: Theyer / Calhoun

#### B. PLS – Califa Letter of Understanding (Action)

Sara Jones presented the LOU drafted by Califa and the Peninsula Library System outlining the mutual agreement to extend the Califa – PLS contractual agreement until 12/31/2017, and work to be done over the next 6 months to identify a long-term solution regarding the Califa – PLS relationship. MSP: Theyer / Hirsh



### **C. Luma Contract Extension (Action)**

Paula MacKinnon reviewed previous work history with Luma Consulting and explained the proposed work to be done in the coming months. Luma will evaluate the current Califa – PLS relationship and future business decisions. Luma will review the MRG and FLG reports, and recommendations previously presented by PLS. An assessment of current roles and skills will be conducted and a recommendation of what is needed for Califa moving forward will be developed. A motion to move the Luma contract forward along with a review committee of Board and Staff to be established to work with Luma was presented. MSP: Theyer / Sass

### **D. Appendix: FLG Report on Relationship between PLS and Califa – full report**

Paula MacKinnon reviewed the full FLG Report on Relationship between PLS and Califa.

### **E. Appendix: PLS Suggested Options with Califa**

Paula MacKinnon reviewed the PLS Suggested Options with Califa.

## **III. Califa Staff Reports**

### **A. Project and Vendor Updates**

Paula MacKinnon reviewed the 2017/2018 Califa projects chart which outlines project budgets and Califa Indirect Revenue amounts. Mackinnon reviewed potential business development projects. MacKinnon reviewed the Califa Vendor Fair scheduled for 9/7 at the Santa Clara University Library

Wayne Walker provided an update on the Year 4 recruitment process for the CENIC Broadband Project.

## **IV. Next Meeting. Agenda Building.**

### **A. Next Meeting**

Conference Call October 27, 2017 @ 2pm – 4pm.

### **B. Agenda Building**

1.) Luma evaluation check-in. 2.) Budget Report / Update