



CALIFA BOARD MEETING
Minutes
December 7, 2015
Califa Office, San Mateo, CA

I. Call to Order

The meeting was called to order at 10:19 a.m.

A. Introductions/Quorum

Califa Board:

Eleanor Uhlinger (Call In)

Rivkah Sass

Hillary Theyer (Call In)

Helen McAlary (Call In)

Danis Kreimeier

Maryruth Storer (Call In)

John Szabo (Call In)

Stephanie Couch

Eve Melton (Call In)

Califa Staff:

Susan Hildreth

Wayne Walker

Donna Truong

Paula MacKinnon

B. Approval of December 7, 2015 Agenda. MSP: Melton / Szabo

C. Approval of May 13, 2015 Minutes. MSP: Couch / Melton

II. Finance Committee – Financial Report Executive Committee

A. Audit Report

Hildreth and Truong walked the Board through the FY 2014/15 Audit Report. MSP to accept FY 2014/15 Audit Report: Sass / Kreimeier

B. Income Tax 2014/15

Hildreth and Truong walked the Board through the FY 2014/15 Income Tax Filing. MSP to approve 2014/15 Income Tax Filing: Couch / Kreimeier

C. Califa Financial Statements through 11/17/2015

Hildreth and Truong walked the Board through the Califa Financial Statements through 11/17/2015.



D. Grants for FY 2015/16

Hildreth provided a brief overview of the statewide and national grants Califa is administering in FY 2015/2016.

E. Budget Amendments

Hildreth and Truong walked the Board through the changes in the FY 2015/16 Califa Budget. MSP for Board to approve changes in the FY 2015/16 Califa Budget: Couch / Melton

III. New Business

A. Business Planning Initiatives and Retreat

Hildreth explained the purpose of the business planning initiative and February 2016 Board retreat is to scope the future of Califa business practices into a business model that is sustainable. One primary goal is figuring out how to generate a business plan relevant to Califa vs. a traditional business plan.

Califa has had business process and planning discussions with Amigos Library Services, a library member services organization serving multi-type libraries in the south-west. Discussions continue as we explore opportunities where the two organizations might work together toward improving services provided to our respective members. Amigos has a similar ebook platform to enki and has been a strong supporter and promoter of enki.

Califa has also had conversations with Sarah Chesemore of The Chesemore Group to help Califa navigate through the business planning process. The recommendation was made for a Califa Board retreat in February 2016. Chesemore will facilitate the retreat to help the organization establish strategic areas and the proper approach for each as well as identifying the key priorities and parameters for the future. Chesemore may also be able to help Califa establish a business plan.

The idea was expressed that the refinement of the Board lifecycle and composition may be an outcome of the business plan.

The consideration of an Executive Committee was addressed and the uncertainty of the need. However, with so much happening over the next year, vetting of big decisions



may be necessary before they are presented to the Board. This topic will be further discussed at the February retreat.

B. Preliminary report of organizational financial review

Hildreth reviewed the status of the organizational financial review and posed the question for future consideration of whether the organization wants to share more financial information with members and in turn receive their input. A question about Infopeople and its new connection to Califa was asked and addressed. A suggestion was made for all Board members to receive a document outlining the organizational history.

C. Pending Grants

MacKinnon provided an overview of the Career Online High School grant offered by the California State Library. As of the Board meeting, the CSL has identified Califa as a partner in the project but no word yet on what role Califa will play. Grant recipient libraries have been chosen already, and Califa has worked with Gale to coordinate matching scholarships.

MacKinnon explained the Harwood Turning Outward training sessions developed by Richard Harwood aimed at libraries helping transform communities. Califa has been working with the Harwood Institute on a training in Spring 2016 and, if that goes well, possibly becoming a partner and doing more business with them in FY 2016/2017.

D. Update on current grants including CENIC program

Hildreth provided an update on the CENIC project and Califa's current role. Califa's role as aggregator will last at least another year but at the end of that the California State Library may have to go out for bid for the aggregator once again.

Hildreth provided an overview of the CA Digital Public Library of America Collaborative Service Hub Project. Laine Farley has been identified as Project Manager and three regional meetings are being planned for Spring 2016.

E. Update on NYPL LEAP (Library Simplified) grant

MacKinnon provided an overview of the Library E-Content Access Project, which is an IMLS grant that aims to further plan and scope the future of the Library Simplified



ereader for libraries. It is led by New York Public Library, and Califa is one of 19 participating entities.

F. IMLS LEND grant proposal submittal

MacKinnon provided an overview of the IMLS preliminary grant proposal for the Library E-Content Network Development Project submitted by Califa, Amigos Library Services and other partners. The LEND project was envisioned as the next step after the LEAP project. After reviewing the preliminary grant proposal, IMLS did not ask for a full grant proposal to be submitted at this time.

G. enki Pricing model confirmation

MacKinnon reviewed the new enki library pricing model for 2015/2016 subscriptions. The Board asked for clarification on the pricing and purpose of content contribution.

H. Election of President

The election of a new President with term starting in July 2016 was discussed. Kreimeier nominated Sass; Uhlinger seconded the nomination.

I. Appointment of Nominating Committee

Appointments for a new Nominating Committee were discussed. Uhlinger offered to continue helping. Kreimeier, Sass, and Szabo offered to serve. Storer expressed willingness to continue assisting with questions. The need to elect a Vice President was also addressed and will be handled at the February Board retreat.

IV. Agenda Building

A. Board Retreat

The Board asked to receive information about what documents or information to study before the retreat in order to be prepared. The Board also wanted to know what the expectations are for the retreat and the desired end product.

B. May Meeting Date and Southern California Location



The Burbank Library was identified as the desired location with date to be determined.
A request for Friday or Monday meeting was made.