



CALIFA BOARD MEETING

Minutes

May 13, 2015

Buena Vista Branch, Burbank

I. Call to Order

The meeting was called to order at 10:01 a.m.

A. Introductions/Quorum

Califa Board:

Eleanor Uhlinger (Call In)

Rivkah Sass

David Dodd (Call In)

Stephanie Beverage (Call In)

Danis Kreimeier

Maryruth Storer

John Szabo

Rick Burke

Califa Staff:

Susan Hildreth

Donna Truong

Tanya Novak

Wayne Walker

B. Approval of May 13, 2015 Agenda. MSP: Sass / Kreimeier

C. Approval of December 19, 2014 Minutes. MSP: Sass / Kreimeier

II. Old Business

A. Elections Report

Three new Board members were elected when only two elected positions were available. Califa By-Laws state Board members need to be in groups of three with 2/3 elected and 1/3 appointed. Rivkah Sass was elected but offered to step down from elected position to an appointed position. Helen McAlary (Ontario City Library) and Hillary Theyer (Torrance Public) were elected with terms starting July 1, 2015. Stephanie Couch (CSUEB) and Eve Melton (Kaiser Permanente) were appointed with terms starting July 1, 2015.

B. Election of Officers

Eleanor Uhlinger was nominated for President and Rivkah Sass for Vice President, terms beginning July 1, 2015. MSP: Szabo / Kreimeier



C. Finance Committee

1. Financial Statement through April 30, 2015. Donna Truong walked the Board through the Financial Statements. Request for label “Fund Balance” to be revised to a more specific term such as “Undesignated Fund Balance.” Request for Grant Funding labels to include LSTA where applicable.
2. Budget Adjustments FY 14/15. Truong walked the Board through the Budget Adjustments. MSP to approve year-end budget adjustments for FY 14/15: Beverage / Kreimeier
3. 2015/2016 PLS Contract. A 2% COLA increase for staff was noted. Susan Hildreth updated employment status of Heather Teysko and introduced Paula MacKinnon. MSP to approve Califa contract with PLS for FY 15/16: Kreimeier / Sass
4. Califa FY 2015/2016 Budget. Clarification was requested about line item of \$5000 for Staff Retreat. Hildreth addressed Califa’s reassessment of enki member pricing. A request was made for a simple budget narrative and glossary of terms used for future reports. MSP to approve the Califa budget for FY 15/16: Dodd / Kreimeier
5. Fund Balance Ad Hoc Working Group Report. Hildreth explained that the goal of a future Califa business plan is to come up with a prudent and reasonable goal for Califa fund balance. Kreimeier and Sass presented a report with ideas and recommendations for use of fund balance.

III. New Business

A. LSTA Grants FY 2015/2016

Hildreth reviewed list of LSTA grant applications for FY 2015/2016

B. Development of Business Plan

Hildreth explained the need to find a qualified and competitive entity to help generate the business plan. Any ideas from Board of who could help are welcome. Szabo suggested talking with other library-based organizations for guidance.



IV. Staff Reports

A. Califa Project Updates

1. NOAA application. Hildreth explained the Public Libraries Advancing Community Engagement: Environmental Literacy Through Climate Change Discussions grant application. This is a \$500,000 grant request. Califa will have more updates by September.
2. CENIC project updates. Hildreth and Wayne Walker explained that this project is in a “start-up” phase under a constrained timeline and has required a lot of staff time. It is currently hard to project how much time and resources it will require in the future. A library advisory committee has been planned to assist future libraries joining the project. A suggestion from the Board included providing sample letters libraries have submitted to their Boards seeking approval to contract with Califa as aggregator for this project to obtain CENIC broadband services.

B. Total Boox Pilot

Hildreth explained that this ebook platform is a new model for ebook subscriptions. Total Boox is a pay-by-use model where libraries are charged based on patron usage. There is an initial investment of \$200k Califa would need to make to Total Boox in order to try the service. The long-term unknown is that while this is great for patrons, is this model sustainable for libraries?

C. Vendor Updates

Tanya Novak went over the list of new Califa vendors including Rosen Publishing, Shoutbomb, Total Boox, Alexander Street Press and Zoobean.

D. Books4U, ELF, Zip Books

Walker explained that the Books4U grant offered by the California State Library the previous two years was not occurring this year. Many vendors and libraries have been contacting Califa about the possibility of this grant.

The second year of the Early Learning with Families grant is coming to a close. This grant has recently required Califa to coordinate hotel reservations, facilities rentals,



pay expenses and travel reimbursements, and facilitate the registration for numerous meetings and trainings for librarians throughout the State.

The current Zip Books grant was recently augmented to allow for more time and money for library spending. The project is heading into its 3rd and final yearly grant starting September 1st. The Board asked that a suggestion be made to the California State Library to provide in-depth outcomes reporting to the greater library field.

E. Vendor Fair

Novak reported that the Califa Vendor Fair is scheduled for September 3rd at the University of Santa Clara. Califa will have space for up to 20 vendors to exhibit all day and present at two different times throughout the day in computer labs.

F. Other Projects

Hildreth updated the status of the Califa workspace rented at the SCLC offices. With Teysko's resignation, Novak's ability to work from her home office, and SCLC needing the office space currently used by Califa, the office space will no longer be rented.

V. Board Orientation Package

A list of proposed documents for the orientation package was reviewed. Suggestions were made to add the CA Form 700, job descriptions for all parties, and investment policy documentation.

VI. Agenda Building

enki pricing model

Board life cycle

Fund balance plan

VII. Next Meeting

The date for the next meeting will be scheduled via doodle.com in the future.