
MINUTES
MEETING OF THE NORTH COUNTY LIBRARY AUTHORITY
97 Hillview Avenue, Room #2,
Los Alto, California, Los Altos, California 94022
February 10, 2010

1) CALL TO ORDER

Meeting was called to order at 5:45pm by Chair Lai

2) ROLL CALL

Members present:

Jim Lai (Chair)
Megan Satterlee (Vice Chair)
Jean Mordo
Ron Packard

Members absent

Roy Lave

Staff present:

Russell Morreale, Liaison
Jolie Houston, Authority Attorney
Scott Ferguson, Special Counsel
Craig Hill, Financial Advisor
Derek Wolfgram, Deputy County Librarian

3) PUBLIC COMMENT

No public comment was made.

4) APPROVAL OF MINUTES

January 13, 2010 Minutes – Vice Chair Satterlee moved that the minutes be approved as presented, Member Packard seconded, and the minutes were passed with the approval of all members present.

DISCUSSION

5) NCLA RE-ORGANIZATION

a) Election of Chair

b) Election of Vice Chair

As called for in the authority norms and procedures, the NCLA reorganization shall occur after the first meeting after January 1st of each year. Accordingly, Member Packard motioned the nomination of Vice Chair Satterlee to the position of Chair (currently held by member Lai) with a second from member Mordo. The motion passed unanimously with approval from all members present.

Member Packard next moved to nominate member Mordo as Vice Chair with a second from member Lai. The motion passed unanimously with approval from all members present.

c) Proposed amendment to Norms & Procedures to align Officer Titles with the Joint Powers Agreement Section 7

i) Modify Chair to President

ii) Modify Vice-Chair to Vice President

iii) Defining Secretary & Treasurer in Norms

On this item Chair Satterlee moved to align those titles mentioned above and listed in norms and procedures with the commensurate titles in the Joint Powers Agreement (JPA). Specifically, the norms should be modified to replace Chair with President and Vice Chair with Vice President. Furthermore, the norms and procedures should be modified to include reference to, and definitions of Secretary & Treasurer in concurrence with the JPA..

Member Packard seconded and the motion passed unanimously with approval from all members present. On this item, liaison Morreale was instructed to bring back the modified norms and procedures to the next meeting.

d) Appoint Secretary & Treasurer

After some discussion of the role of the Treasurer, Vice **President** Mordo moved to appoint Liaison Morreale as Treasurer. With a second from member Packard, the motion passed unanimously with approval from all members present.

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After some discussion of the role of the Secretary and a review of the JPA., it was determined that the Secretary shall be elected from its own members. As such, President Satterlee motioned that member Packard be nominated for Secretary with a second from Vice President Mordo. The motion passed unanimously with approval from all members present.

Further to this item, Secretary Packard expressed his desire to have the norms and procedures reflect that the Secretary can appoint staff to assist in the minute taking and distribution process.

6) JUNE 2010 PARCEL TAX PROPOSED STATEMENT OF PURPOSE

Vice **President** Mordo presented the results of the subcommittees work on the Statement of Purpose and covered the proposed statement. After some discussion, public comment, and review, all members finalized their edits as presented as Attachment 1. Secretary Packard motioned the approval of the proposed Statement of Purpose with a second from member Lai. The motion passed unanimously with approval from all members present. Special counsel Ferguson indicated that the Statement of Purpose just approved would now be incorporated into the Ballot Resolution to be discussed after this item of the agenda.

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7) JUNE 2010 PARCEL TAX SENIOR LOW INCOME EXEMPTION

Liaison Morreale and Authority Attorney Houston presented the proposed standard for the senior low income exemption. Houston and Morreale recommended that the same standard used in the Los Altos UUT Ordinance be applied to the NCLA parcel tax – that is a criteria of household income of \$50,000 or less for seniors 65 years of age or older applicable to their developed place of residence within the parcel tax jurisdiction (Los Altos and/or Los Altos Hills).

Members concurred with this direction and requested that staff come back with the required forms and instructions for review and approval.

8) JUNE 2010 PARCEL TAX BALLOT MEASURE

Special Counsel Ferguson presented the proposed Resolution calling for a special election to be held June 8, 2010. All members discussed the resolution resulting in some changes resulting in the final wording presented on attachment 1 to these minutes. Secretary Packard motioned approval of the resolution with a second from **Vice President** Mordo.

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Members concurred with this direction and requested that staff come back with the required forms and instructions for review and approval. The motion passed unanimously with approval from all members present.

On this same topic Liaison Morreale, Authority Attorney Houston, and Special Counsel Ferguson reported that, in the processing of developing the resolution calling for the election, it has come to the attention of staff that a need may exist to either establish, increase, or validate an appropriations limit for NCLA. To date staff cannot determine if a limit was historically set for NCLA and is researching past records. Special **Counsel** Ferguson indicated that it may be necessary to establish a limit, as required by the state of California. If that determination is made, doing so may require an additional ballot measure. As such Liaison Morreale and Authority **Attorney** Houston recommended preliminarily setting a February 22, 2010 meeting date to address this particular issue. President Satterlee concurred and asked that the meeting of the 22nd, if necessary, should include a discussion of the impact of a second measure on the ballot and other options and possibilities available to NCLA.

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COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Members discussed the upcoming meeting dates and preliminarily agreed upon the next meeting dates:

- **February 22**
- **March 3**
- **April 14**
- **May 18**

ADJOURNMENT

President Satterlee adjourned the meeting at 6:50PM, all members concurred

Respectfully submitted,

Russell J. Morreale
Liaison to NCLA