
MINUTES
MEETING OF THE NORTH COUNTY LIBRARY AUTHORITY
THE NEUTRA HOUSE
181 HILLVIEW AVE, LOS ALTOS, CALIFORNIA 94022
JANUARY 13, 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
Roy Lave

Members absent

None

Staff present:

Russell Morreale, Liaison (Teleconference)
Jolie Houston, Authority Attorney
Scott Ferguson, Special Counsel
Tracy Kwok, Financial Services Manager
Derek Wolfgram, Deputy County Librarian
Paul Miller, Community Librarian

3. PUBLIC COMMENT

No public comments were made.

4. APPROVAL OF MINUTES

December 9, 2009 Minutes – Member Packard moved that the minutes be approved as presented, Member Mordo seconded, and the minutes were passed with the approval of all members present.

5. DISCUSSION

a) June 2010 Parcel Tax Draft Ballot Resolution & Long Ballot Wording:

Special Counsel Ferguson and Authority Attorney Houston presented the draft Parcel Tax Ballot Resolution (Resolution) to all members including the prior approved ballot wording presented below:

To maintain library hours, books and materials, programs, and for general purposes, shall the North County Library Authority, a joint powers authority between Los Altos and Los Altos Hills, continue a tax for 20 years at the fixed rate of \$76 per year, with annual oversight, on each developed parcel of land within Los Altos and Los Altos Hills and allowing an exemption for low-income senior households?

Special Counsel Ferguson covered all sections of the document and accepted questions. Vice Chair Satterlee commented on Section 5 of the resolution pointing out that we should clarify the senior low-income exemption and word it, or reference it, in such a way that would be consistent with similar exemptions in place in the City at this time. With input from Authority Attorney Houston, specific mention was made to using the exiting UUT ordinance senior low-income exemption guidelines in place in the City of Los Altos. There was general concurrence on this point. Within this same section members also made the following recommendations: (1) the reference to the tax amount should make it clear that the tax is a ***fixed amount in equal to \$76***, as opposed to an “amount not to exceed.” Special Counsel Ferguson was directed to make these modifications.

The next part of the discussion focused in on the Statement of Purposes or Long Ballot Wording section of the resolution. A variety of comments were made on this section which was presented without content for purposes of discussion. Special Counsel Ferguson indicated that this section was optional and that it is intended to provide the voter with additional information. The group generally agreed that completing a Statement of Purposes would be preferred and created a subcommittee. Member Packard motioned subcommittee appointment of Member Mordo and Chair Lai tasked with developing a draft State of Purposes for our next meeting. Member Lave seconded and the motion passed unanimously.

In reference to the prior approved Short Ballot Wording noted above, member Lave indicated a desire to make a reference to the purchase of books and the sponsoring or support of programs if possible.

In providing direction, members indicated that they would desire the Statement of Purposes to include specific mention of benefits including: hours of operation – books & materials – etc. Additionally, Vice Chair Satterlee asked that we have a discussion of the early bond payoff at the next meeting as that may impact any comment of the current tax term expiration date – all concurred.

b) Discussion of Other Parcel Tax Matters

Next Action Dates - Special Counsel Ferguson reminded the members of the important next steps and dates including:

- **Before March 12th - Authority Public Hearing**
- **Before March 12th - Adopt Election Resolution**

- **March 17th - County Deadline for Argument**
- **March 24th - County Deadline for Impartial Analysis**
- **June 8th Election**

Special Counsel Ferguson also confirmed that Authority Attorney Houston will be preparing the impartial analysis on behalf of the Authority.

All agreed to plan for a public hearing to adopt the ballot resolution for February 10th and set a backup meeting date of February 22nd if necessary. Future meeting dates are tentatively set as follows:

- February 10
- February 22
- March 3
- April 14 (possibly not needed)
- May 18

c) Presentation of Year-End Audited Financial Statements - June 30, 2009

Liaison Morreale presented the NCLA June 30, 2009 draft financial statements highlighting that NCLA received a clean and unqualified opinion. Operating results were as expected and fund balances are in line with the projections set forth earlier this year in the parcel tax rate discussions.

6. ACTIVITY REPORT

None

7. ADJOURNMENT

Member Mordo move to adjourn the meeting, Member Lai seconded and all agreed to end the meeting at 7:20pm.

Respectfully submitted,

Russell J. Morreale
Liaison to NCLA