
MINUTES
REGULAR MEETING OF THE NORTH COUNTY LIBRARY AUTHORITY
THE NEUTRA HOUSE
181 HILLVIEW AVE, LOS ALTOS, CALIFORNIA 94022
APRIL 13, 2009

1. CALL TO ORDER

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

2. ROLL CALL

Members present:

Jim Lai
Roy Lave
Jean Mordo
Megan Satterlee
Ron Packard

Members absent

None

Staff present:

Russell Morreale, NCLA Liaison, Treasurer
Doug Schmitz, Los Altos City Manager
Melinda Cervantes, County Librarian
Paul Miller, Community Librarian

3. PUBLIC COMMENT

No public comments were made.

4. APPROVAL OF MINUTES

Minutes from the meeting of March 9, 2009 were approved unanimously with a motion from member Satterlee, and a second from member Lai.

5. DISCUSSION

A. NCLA RE-ORGANIZATION – ELECTION OF CHAIR & VICE CHAIR

Chair Lave introduced the need to elect a new Chair for the 2009 year. Member Mordo nominated Jim Lai for the Chair position and all members concurred unanimously. Member Mordo next nominated member Satterlee as Vice Chair resulting in unanimous approval by the vote of all members. Both Chair Lai and Vice Chair Satterlee were elected to a one year term.

B. AMENDMENT TO JOINT POWERS AGREEMENT SECTION 7 AND NORMS & PROCEDURES– TO ALIGN OFFICER TITLES WITH NORMS & PROCEDURES ORIGINALLY APPROVED MAY 20, 2008

Vice Chair Satterlee introduced the item to discuss the apparent need to align Officer Titles within the JPA agreement with those of the published norms and procedures. Member Packard noted that the JPA agreement most likely has prevailing authority and, as such, any such alignment might be expedited by modifying the norms to follow the JPA. Member Packard also noted that the JPA included a requirement to have a position of Secretary applied. Vice Chair Satterlee suggested that the item be continued to another meeting to facilitate a more comprehensive discussion. Member Mordo seconded the motion which passed unanimously.

C. REQUEST FOR FY 2008-2009 BUDGET ADJUSTMENT – COUNTY SALARY ESTIMATE

Liaison Morreale introduced County Librarian Melinda Cervantes who spoke of the request to adjust the original salary estimate as submitted at the FY 08-09 adopted budget. Noting that the proposed budget as submitted by the County included a deduction for a County match, Cervantes noted that NCLA ultimately adopted a budget which duplicated the deduction, a fact that was communicated to staff present at that time. Cervantes put forth a request to correct the budget through the approval of a \$51,000 appropriation increase to staffing expenditures. Vice Chair Satterlee motioned to approve the correcting adjustment and member Packard seconded. The motion passed unanimously.

D. PARCEL TAX RENEWL

Members discussed the parcel tax renewal with a focus on several key discussion points - timing of a ballot – duration of the renewal tax – structure of the tax – and development of the tax rate. Other discussion included assessing the community’s sentiment for funding a new or expanded Library and evaluating the potential use of Whipple Trust dollars. As it relates to the Whipple trust fund, member Packard expressed the importance protecting the principal of that particular fund.

Vice Chair Satterlee recommended conducting a community survey as the logical first step in defining a direction for the parcel tax renewal. All members concurred affirming the value of such a process in defining the ultimate strategy. Member Packard also raised the possibility of looking into a two-option ballot allowing for the possibility of maintenance VS construction funding.

Los Altos City manager Schmitz suggested a follow up meeting to outline the rate revenue projections and options available. All concurred and agreed to schedule a follow up meeting the week of April 20th.

6. ACTIVITY REPORT

None

7. ADJOURNMENT

Member Mordo moved to adjourn with a second by member Packard. The motion passed unanimously and the meeting was adjourned at approximately 7:30 PM.

Respectfully submitted,

Russell J. Morreale
Liaison to NCLA