

TO: North County Library Authority (NCLA) Commission

FROM: Russell J. Morreale, Staff Liaison

SUBJECT: Commission Minutes

RECOMMENDATION:

Approve minutes of the regular meeting of May 21, 2013

DISCUSSION

Attached are the draft action NCLA minutes for the above mentioned meeting for review and approval.

Attachments:

- A. Minutes for the Regular Meeting of May 21, 2013

Attachment A

Minutes for the Regular Meeting of May 21, 2013



**NORTH COUNTY LIBRARY AUTHORITY COMMISSION
REGULAR MEETING MINUTES**

**5:15 P.M., Tuesday, May 21, 2013
Los Altos Main Branch Library – Teen Room
13 South San Antonio Road, Los Altos, California**

Call to Order

The meeting was called to order at 5:16 P.M.

Roll Call

Commissioners present: President Lenelle Smith, Vice President Megan Satterlee, Secretary Jan Pepper, Courtenay C. Corrigan, Jim Lai

Commissioners absent: None

Also Present: Russell Morreale, Los Altos Finance Director and Staff Liaison
Jolie Houston, Legal Counsel
Derek Wolfgram, Deputy County Librarian
Jane Cronkhite, Los Altos Head Librarian

Pledge of Allegiance

The Pledge was conducted

Public Comment for Items not on the Agenda

None

Items for Consideration/Action

1. Commission Meeting Minutes

The Minutes of the special meeting of February 4, 2013 were unanimously approved, including a noted correction, with a first motion from Vice President Satterlee and a second from Commissioner Lai.

2. Affirm Setting a Property Based Levy with the County of \$76 for FY 2013/14

Resolution Number 14-01 affirming the County Levy of \$76 was unanimously approved with a first motion from Vice President Satterlee and a second from Secretary Pepper.

3. Adoption of the Budget for Fiscal Year 2013/14

Liaison Morreale introduced Deputy County Librarian Derek Wolfgram to present the proposed NCLA operating budget detail. His discussion highlighted trends in costing and noted a particular increase in labor and benefit estimates for the subject fiscal year. Commission members inquired into the status of particular regional challenge areas including pension and healthcare costs. Some

discussion also took place regarding shared janitorial costs as well. As part of that shared cost discussion, Vice President Satterlee asked that subsequent agendas explore the possibility of cost sharing janitorial costs with the City as a basis for gaining efficiencies of scale.

Secretary Pepper proposed that the budget reduce the amount of book contribution costs (proposed at \$65,000) as an offset to the rise in labor costs noted in the County estimates. After some discussion Secretary Pepper motioned the approval of the proposed budget with a reduction in the book budget estimate to a \$25,000 level (a \$40,000 reduction). With a second from President Smith, the action was unanimously approved.

As part of this same agenda item, Vice President Satterlee motioned the approval of Resolution 14-02, the GANN Spending Limit calculation for FY 2013/14. With a second from President Smith, this was approved unanimously.

Commission Reports:

None

Adjournment

The meeting was adjourned at approximately 6:30P.M. with general consensus.

Respectfully Submitted,
Russell J. Morreale
Staff Liaison to the North County Library Authority Commission