



## NORTH COUNTY LIBRARY AUTHORITY COMMISSION SPECIAL MEETING

Monday, November 16, 2020 – **7:15 P.M.**  
Los Altos 94022

Novel Coronavirus COVID-19 Advisory Notice:

Pursuant to the Governor's Executive Orders N-25-20 and N-29-20 this meeting will be held via Videoconference. No physical location will be available for this meeting, however the public may participate through the link below. This meeting will be recorded and any public comment and image during public comment will be captured. This provides the safest manner to continue NCLA business for Officials, Stakeholders and the Public. Please observe Videoconference etiquette by muting your device and making public comment only during appropriate times. We appreciate your patience through this process.

**Join the meeting on Zoom**

**NCLA Special Meeting**

**Time: Nov 16, 2020 07:15 PM**

**Join Zoom Meeting**

**<https://zoom.us/j/2138416630?pwd=TzBKTHRfYTNsbVVkWDVaR0c3SnhzUT09>**

**Meeting ID: 213 841 6630**

**Passcode: 2Txkbf**

**Dial by your location**

**+1 669 900 6833 US (San Jose)**

**Meeting ID: 213 841 6630**

**Passcode: 370200**

**Find your local number: <https://zoom.us/u/ac26GrKJ6E>**

**The Waiting Room will be enabled, please hold until you are authorized to enter the meeting.**

**ESTABLISH QUORUM**

**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

This is the opportunity for members of the Public to speak to any issue that is not on this agenda. **If you wish to address the Commission, click on the icon labeled "Participants" at the bottom center of your PC or Mac screen. 2. At the bottom of the window on the right side of the screen, click the button labeled "Raise Hand". Your digital hand is now raised. Please wait to be called on.** Speakers are generally given two or three minutes, at the discretion of the Board President. By law, the Commission is unable to discuss or take action on issues presented during this Public Comment period. Items must be first noticed on the agenda before any discussion or action.

## **ITEMS FOR CONSIDERATION/ACTION**

1. Approval of Minutes
  - a. Special Meeting of 11/5/20
  
2. Review of NCLA Financial Status; Board will provide direction as appropriate
  - a. Status of Letter sent to County confirming payment of vendors from NCLA funds invested in County
  - b. Board review of invoice for NBS, recommend payment of \$6,662.97
  - c. Update on the status of financial information requested
  - d. Discussion about billing two member cities for legal, audit and liaison services
  
3. Review Board-designated roles of Administrative Officer, Treasurer and Auditor-Controller; Board will provide direction as appropriate
  - a. Joint Powers Agreement language

## **INFORMATIONAL ITEMS**

Receive information and announcements from Liaison / City Staff / County Library Staff

## **COMMISSIONERS' REPORTS AND COMMENTS**

## **POTENTIAL FUTURE AGENDA ITEMS**

**Upcoming Meetings: Regular meeting in January 2021 - TBD**

## **ADJOURNMENT**

**ASSISTANCE FOR PERSONS WITH DISABILITIES** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the NCLA Liaison at (310) 729-5197. Notification 48 hours prior to the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102- 35.104 ADA Title II).