



NORTH COUNTY LIBRARY AUTHORITY
MINUTES

5:00 p.m. – Monday, January 30, 2023
In person, Los Altos Library; Orchard Room
13 S San Antonio Rd, Los Altos, CA 94022



CALL MEETING TO ORDER

At 5:05 p.m. President Hill called the meeting to order.

ESTABLISH QUORUM

PRESENT: President Hill, Vice President Schmidt, Secretary Epstein, Commissioner Meadows,
Commissioner Dailey
ABSENT: None

PLEDGE OF ALLEGIANCE

President Hill led the pledge of allegiance.

PUBLIC COMMENTS

The following members of the public spoke: Julie Crane.

ITEMS FOR CONSIDERATION/ACTION

1. **Election of Officers:** President, Vice-President, Secretary

The Authority engaged in discussion.

Commissioner Meadows nominated Vice President Schmidt to become President of NCLA, who accepted the nomination. Vice President Schmidt was approved as President with the following vote:

AYES: President Hill, Vice President Schmidt, Secretary Epstein, Commissioner Meadows,
Commissioner Dailey
NOES: None
ABSENT: None
ABSTAIN: None

Secretary Epstein nominated Commissioner Meadows to become Vice President of NCLA, who accepted the nomination. Commissioner Meadows was approved as Vice President with the following vote:

AYES: President Schmidt, Vice President Meadows, Secretary Epstein, Commissioner Hill,
Commissioner Dailey
NOES: None
ABSENT: None
ABSTAIN: None

Secretary Epstein nominated Commissioner Hill to become Secretary of NCLA, who accepted the nomination. Commissioner Hill was approved as Secretary with the following vote:

AYES: President Schmidt, Vice President Meadows, Secretary Epstein, Commissioner Hill,
Commissioner Dailey
NOES: None
ABSENT: None
ABSTAIN: None

2. Approve Minutes:

-November 7, 2022
-December 16, 2022

Vice President Meadows moves to accept minutes as presented, seconded by Secretary Hill. Motion passed with the following vote:

AYES: President Schmidt, Vice President Meadows, Secretary Hill, Commissioner Epstein,
Commissioner Dailey
NOES: None
ABSENT: None
ABSTAIN: None

3. Presentation and adoption: NCLA FY2020-21 Annual Audit (Maze and Associates)

The Authority engaged in discussion. Secretary Hill moved to approved, seconded by Vice President Meadows. Motion passed with the following vote:

AYES: President Schmidt, Vice President Meadows, Secretary Hill, Commissioner Dailey.
NOES: None
ABSENT: None
ABSTAIN: Commissioner Epstein

4. Discuss and authorize First Amendment to NBS contract: Add the Senior Exemption requests processing

Commissioner Epstein presented this item to the Authority. The Authority engaged in discussion. There was no public comment. The item was continued to the next meeting.

5. Review for approval and signature all open NCLA invoices for payment: NBS, Meyers Nave

The Authority requested the detailed invoices from Meyers Nave and NBS which were provided to them by email.

The was no public comment.

President Schmidt excused herself at 5:47 pm. The meeting was continued by Vice President Meadows.

Secretary Hill moved to approved all invoices as presented, seconded by Commissioner Dailey. Motion passed with the following vote:

AYES: Vice President Meadows, Secretary Hill, Commissioner Epstein, Commissioner Dailey.
NOES: None
ABSENT: President Schmidt.
ABSTAIN: None

6. **Ad Hoc Committee report on excess parcel tax options:** Consider for approval motion for parcel tax use.

Secretary Hill presented the item to the Authority along with Commissioner Epstein.

The Authority engaged in discussion.

The following members of the public spoke: Pierre Bedard, and Julie Crane.

The Authority engaged in further discussion.

Commissioner Epstein moved to approve exploring the investment of \$7,000,000 from NCLA funds for the purposes of capital expansion of the Los Altos Library to uphold library services lost in July 2022 when Friends of the Library moved into the library conditioned on the Friends of the Library, the Library Endowment (LALE) and Building Fund, the Santa Clara County Library District, the City of Los Altos, and the Town of Los Altos Hills all contributing to the Library Remodel and Improvement Project as well. A fundraising campaign through Los Altos Library Endowment to encourage new private donors will be encouraged. A Project Task Force made up of one member from each contributing entity as well as the Los Altos Librarian, the County Librarian, and City Facilities staff, will oversee design concepts and report back regularly to their member entities. Motion was seconded by Secretary Hill and passed with the following vote:

AYES: Vice President Meadows, Secretary Hill, Commissioner Epstein, Commissioner Dailey.
NOES: None
ABSENT: President Schmidt.
ABSTAIN: None

7. **Review MRG services proposal:** Financial and administrative support

Secretary Hill presented the item to the Authority.

There was no public comment.

The Authority engaged in discussion. The item was continued to a future meeting.

INFORMATIONAL ITEMS

8. Los Altos Librarian update; SCCLD Staff update (including status of FY23 NCLA budget request)

Rose Baiza from the Los Altos Library addressed the Authority. The County Financial Administrator addressed the Authority.

Jennifer Weeks, Santa Clara County Librarian, introduced herself.

9. Report from the County Investment Fund as of 12/31/2022

Commissioner Epstein presented the item to the Authority.

MEMBER/STAFF REPORTS AND COMMENTS AND POTENTIAL FUTURE AGENDA ITEMS

10. Establish future NCLA meeting dates

Next meeting was agreed to be March 27, 2023, at 5:30 pm.

ADJOURNMENT

Vice President Meadows adjourned the meeting at 6:33 pm

Sally Meadows, Vice President

ATTEST:

Angel Rodriguez, Interim City Clerk