

MVLS STEERING COMMITTEE MEETING
August 10, 2006
ADMINISTRATIVE NOTES

AGENDA ITEM #1 SYSTEM ADMINISTRATION

Fiscal

Insurance

- PERS Liability – Unfortunately the information from PERS prior to closing the MVLS office wasn't completely correct. A conversation with the MVLS PERS actuary, Nancy Campbell, revealed that indeed if an agency has no payroll, no contribution is due. However, PERS is much like Social Security in that those of us who are working are paying for those that are retired. Each year PERS performs an actuarial study and projects what will be need to fund all current employees when they retire until they die. They use an inflation factor and an interest earned formula and a 20-30 year funding horizon to arrive at the over or under funding of an agency's account. In the years of great market returns, we were all over funded and some were even super funded – a surplus in the account of \$1 million or more. But the years of bad market returns has wiped out much of the over funding.

At the time that all of us “smaller” agencies were moved into a large joint “risk pool” to help us smooth the annual rate adjustments, our over or under funding status was established. The pool has a contribution rate that everyone pays. Those that are under funded pay a little more each year to whittle away at the debt and those with a surplus have some of the surplus applied to their rate. It really is something that most of us regular folks can hardly keep up on, but the actuaries send the details out in the annual study each October. PERS long term goal is to bring all the participants into a level contribution rate, but it is still a few years away from realization.

Back when the Library of CA was going to supersede the CLSA Systems PERS had warned those Systems that were PERS participants that we would have a hefty annuity to pay if we closed our doors. For NBCLS I asked for that statement in writing from PERS which is why I was so surprised when MVLS was advised differently. However, I thought maybe the risk pools eliminated the obligation, but it does not. PERS doesn't usually expect any agency to close without another agency assuming the “debt”. The result is that MVLS has liability of about \$122,000 (the October study will give us a better idea) and a payment plan can be arranged. MVLS would have to decide that they will not ever have any employees again then PERS will set the exact amount due and a payment plan can be arranged. Mark and I have talked about the potential of paying in full as the interest earned on MVLS reserves is lower than the 7.75% that PERS would charge on the outstanding balance due.

- Driver's Alliance—Both the liability and errors and omissions insurance need to be renewed by September 29th. The vans need to remain insured until they are sold. The question for consideration is if the errors and omissions insurance is needed or if Council members are covered by their home jurisdiction. The last premium for the combined insurances was \$3,872.

Audit – Macias & O'Connell have been contacted with a request to supply a proposal and cost estimate for the 2005/06 audit. Hopefully, they will provide the quote by August 10th.

Disposition of Assets

Vans – A quick look at Kelly Blue Book for the vans indicate that a sale price by private party for the 2005 Chevy van in good condition should be \$14,315. The 1999 Dodge van in good condition should bring \$4,990.

Office Equipment – Graebel Movers is scheduled to meet me at the MVLS office on Friday, August 11th to complete the transfer of files and a small amount of equipment. There will be some computer equipment, laptops, and general supplies that will need to be offered to the members. I will prepare a list of items available. I need direction on how to offer it to the members – bid or first come basis.

Communications and Delivery

As we discovered some changes in delivery procedures have been necessary. I will check with Victor and Sprint Courier to see if the local sorting has improved the workflow issue for the driver. 49-99 still wants to drive materials up to Sacramento PL twice a week. The difficulty is where to hold the materials and that the sorting would fall to Victor. For now 49-99 is sending items via UPS to NBCLS HQ for NBC staff to put into the delivery system. All Sacramento PL items are being driven up directly to SPL. Until Sprint can acquire an offsite location for the truck and sorting, the current arrangement needs to stand.

AGENDA ITEM # 2 CALIFORNIA LIBRARY CATALOG PROJECT

Phase One – A report from Mark Parker is attached for the packet.

Phase Two—Issues to be discussed are on the agenda.

AGENDA ITEM # 3 TRAINING PROGRAM FOR 2006/07

NBC Reference Support – Joe Cochrane, NBCLS Reference Coordinator, will attend the meeting to review the current status of use and to answer questions about procedures and services.

NBC ILL – Joe will be available to discuss ILL in terms of reference support. If there is an interest in general ILL through CalCat and/or URSA we can discuss establishing a program.

Infopeople – Training can be purchased from Infopeople at a per day rate of \$1,500 – \$2,000 per program. A list of programs that are currently available can be viewed at:
<http://www.infopeople.org/training/contractlist.html> .

North Bay/North State Partnerships – We quickly put together an invitation for MVLS members to attend the North State Children's Services Workshop in October. However, it would be good to determine the frequency and extent of joint meetings/trainings we should schedule for all committees within a year.

AGENDA ITEM # 4 COMMITTEE ASSIGNMENTS

In general I need a better understanding of the support and involvement expected from NBCLS staff in the operations of MVLS committees. Also a confirmed list of committee chairs is needed.

AGENDA ITEM # 5 WEB PAGES

Mark Parker has been updating the MVLS Web page adding agendas, minutes and other documents as time permits. Joe Cochrane will be available to offer suggestions and answer questions about shared

subscription databases from the negotiators point of view.

AGENDA ITEM #6 OTHER UPDATES, ANNOUNCEMENTS, AGENDA BUILDING FOR COUNCIL MEETING IN SEPTEMBER

If possible, it would be helpful to reschedule the September 15th Council Meeting. There is a symposium on delivery service for libraries scheduled for September 14-15 in Denver. The State Library is willing to pay for my attendance at this conference. I do feel that it would be beneficial to all three Systems and our sister CLSA Systems if I could attend. I suggested that Joe might be able to attend the symposium in my stead, but the State Library really want me to go because of my knowledge and experience. Information about the symposium is at:

<http://www.clicweb.org/couriersymposium/> .

Unfortunately, the North Bay Board is schedule to meet on September 7th and North State Council is scheduled for September 8th. Months ago, my husband and I arranged a four day weekend at Sorensen's in the Hope Valley for September 21 -24. I've checked and they are booked full for the next weekend. Would September 28th or 29th be a possible meeting date for the North State Council?