

**Executive Committee
Friday, May 13, 2011
Milpitas Public Library
160 N. Main Street
Milpitas, CA 95035
1:30 p.m.**

- I. Adoption of the Agenda (Action Item) Light

- II. Old Business
 - A. Approval of the March 28, 2011 Minutes (Action Item) Light Attachment 1

 - B. Feedback on Annual Meeting

- III. New Business
 - A. Process for Development of 2011/12 Work Plan and Budget

 - B. Schedule for 2011/12 Executive Committee Meetings

- V. Reports
 - A. PLP President's Report Light

 - B. PLP Executive Director's Report Crowe

- VI. Public Comment - (Individuals are allowed three minutes, groups in attendance, five minutes. It is system policy to refer matters raised in this forum to staff for further investigation or action if appropriate. The Brown Act prohibits the Administrative Council from discussing or acting on any matter not agendized pursuant to state law).

- VII. Agenda Building for the next Executive Committee Meeting

- VIII. Adjournment

PLP Executive Committee
March 28, 2011

Pacific Library Partnership Executive Committee Minutes
March 28, 2011
PLP Headquarters
2471 Flores Street, San Mateo CA

Administrative Council Members:

Julie Farnsworth, Pleasanton Public Library
Susan Gallinger, Livermore Public Library
Teresa Landers, Santa Cruz City/County Libraries (Call In)
Jane Light, San Jose Park Public Library
Lisa Rosenblum, Sunnyvale Public Library
Valerie Sommer, South San Francisco Public Library
Eleanor Uhlinger, Naval Postgraduate School (Call In)

Others Present:

Linda Crowe, Pacific Library Partnership
Terry Jackson, Pacific Library Partnership
Kathy Krause, Pacific Library Partnership
Donna Truong, Pacific Library Partnership
Jane Weidman, SAB Representative

Call to Order, Introductions, Announcements

The meeting was called to order at 10:05 a.m. with Jane Light presiding

- I. **Adoption of the Agenda:** (Sommer/Gallinger)
- II. **Adoption of the January 31, 2011 Executive Committee Minutes**
(Uhlinger/Landers)
- III. **PLP Budget FY 2011/2012** (Action Item)

Donna distributed three versions of the PLP 2011/2012 Budget: 100% CLSA funding; 50% CLSA funding or 0% CLSA funding. The Executive Committee will adopt the PLP Budget FY 2011/2012 at the Executive Committee meeting scheduled to take place after the PLP Annual Meeting on May 13, 2011.

The Califa contract with PLP will be less this year since PLS is providing more staff time to Califa. The Participation Fee will be \$22,000 higher next year due to the new Participation Fee formula.

Terry will develop a survey for PLP Directors asking what they value the most to the least as far as PLP services: Delivery, Reference, Staff Development, Website, Communication Services, or Database Subsidies with explanations and the cost of each value. If CLSA funding is at 100% or 50% next year respectively, there will be an additional \$150,000 or \$71,000 for special library projects. If CLSA funding is at 50%, libraries will need to subsidize databases by 50%.

A PLP Ad Hoc Database Evaluation Committee will be formed with Lisa Rosenblum, Susan Holmer, Jean Hofacket, and a representative from MOBAC. PLS staff will focus on developing a budget with CLSA funding at 50%.

IV. **PLP Audit FY 2009/2010** (Action Item)

The PLP fund balance of \$215,000 has not been used to date and will be carried over to the next fiscal year. The Audit will be posted on the PLP Website. Jane will send an email to the PLP Directors reporting that the PLP Audit FY2009/2010 has been accepted.
(Uhlinger/Gallinger)

V. **New Board Members FY 2011/2012**

The slate of PLP Officers will be Peter Liu, replacing Eleanor Uhlinger; Melinda Cervantes, replacing Jane Light, Carmen Martinez, replacing Susan Gallinger and John Alita, replacing Valerie Sommer.

VI. **PLP President Elect FY 2011/2012**

If elected to the PLP Board, Teresa Landers has agreed to serve as President and Julie Farnsworth as Vice-President for FY 2011/2012. The election will be held at the May 13th PLP Annual Meeting. The schedule for future Executive Committee meeting dates will also be set at the May 13th PLP Annual Meeting.

VII. **Advocacy Breakfast 2011**

The Pacific Library Partnership System Advisory Board Breakfast will be held May 21st at the Stanford Park Hotel, Menlo Park. Senator Joe Simitian will be the speaker. The Senator is working on changing terminology in an existing law to protect an individual's privacy when using online library resources, such as text messages, online chat, ebooks and email.

VIII. **PLP SAB Discussion**

Jane Weidman, the SAB Representative attended the meeting. The SAB members tried to meet three times last year in the different jurisdictions. Because of logistics, they found this to be difficult. In the future, they would like to meet by video conferencing. PLP staff will check with the attorney to see whether this is feasible. SAB members will be invited to the Breakfast and the PLP Annual Meeting.

IX. **PLP Annual Meeting Agenda/Discussion**

The Annual PLP Meeting will be held at the Milpitas Library with Brewster Kahle, Founder of The Internet Archive as the speaker. There will be a discussion of PLP "Accomplishments of the Year" and a panel discussion/interview on "moving forward opportunities". The elections will be held for the new PLP Board Members. The PLP Executive Committee will meet after the Annual Meeting, Both old and new members are invited to attend the Executive Committee Meeting with the formal term for new members beginning July 1, 2011.

X. **Strategic Plan Review**

Review of the Strategic Plan to date:

A. A-1 - The PLP staff will continue to discuss the roles and responsibilities of committees and Communities of Interest

A-2 - Completed

A-3 - PLP will continue to implement a communication plan for next year

A-4 - MegaMeeting is being utilized by MOBAC and some of the committees. MOBAC is also developing instructions for its use.

B. B-1 - PLP is developing a Blog for Political Forums with targeted discussions.

B-2 - PLP is preparing for next year's new database contract and developing the database/exchange.

B-3 - PLP is continuing to discuss and work on developing Communities of Interest

B-4 - Skill development will depend on whether there are CLSA dollars

C. C-1 - Funding of an Innovation grant program will also depend on CLSA dollars

The later phases of the action plan will depend on the budget and future budgetary changes.

XI. **Reports**

A. President's Report - No Report

B. PLP Executive Director - No Report

V. **Adjournment**

The PLP Executive Committee meeting was adjourned at 12:10 p.m.

