



CALIFA BOARD MEETING

December 5, 2013

San Mateo, CA

I. Call to Order - President

The meeting was called to order at 10:04 a.m.

A. Introductions/Quorum

Califa Board:

Eleanor Uhlinger, President
Rivkah Sass, Vice President
Raj Ali
Stephanie Beverage
Geri Bodeker
David Dodd
Danis Kreimeier
Maryruth Storer

Califa Staff:

Linda Crowe
Donna Truong
Tanya Novak
Alan Singh
Heather Teysko
Wayne Walker

Other:

Rick Burke
Darla Gunning
Mary Minow

B. Approval of December 5, 2013 Agenda. MSP: Beverage/Ali

C. Approval of May 20, 2013 Minutes. MSP: Ali/Beverage

II. Finance Committee

A. **Audit Report:** The Finance Committee had a conference call in November, and Donna Truong presented the FY 2012/13 Audit Report. There is about \$1.7 million in the fund balance: Operating reserve is \$226,000 and \$1.4 million is undesignated fund balance. Revenues increased 35%. MSP: Beverage/Storer

B. **Income Tax 2012:** Truong reported that income taxes for 2012 were filed in late November. MSP: Beverage/Ali

C. **Amend PLS FY 13/14 Contract:** The 2013/14 contract with Peninsula Library System was amended to add the position of Membership and Outreach Manager at \$67,752 (Tanya Novak). MSP: Beverage/Ali

D. **Appoint New Finance Committee:** Currently the Committee is comprised of Eleanor Uhlinger and Maryruth Storer (Parliamentarian). One more member is needed; Uhlinger appointed Geri Bodeker. There are two conference calls a year to advise and review the new budget and revise the budget at mid-year.

There was a request for more narrative description with the budget.

E. Budget Amendments: Changes to the budget for FY 2013/14 were reviewed.

- Califa Operations increased in revenues and expenditures by \$66,012. The budget increased as amended with the addition of the new position to the PLS contract just approved (item C).
- Workshop expenses and fees were adjusted.
- Enki e-book library increased in revenues and expenditures by \$168,834.
- CLA Administration increased in revenues and expenditures by \$2,460. The CLA Board approved a new contract with Califa for January-December 2014.

MSP: Beverage/Ali

There was a discussion of the relationship between Califa, PLS and CLA. Staff will work on a chart that will clarify the organizational structure.

F. Califa Financial Statement through 11/14/13: The Financial Statement was presented for information only; no motion required.

III. New Business

Califa attorney Mary Minow presented her report. She discussed Physical Copyright Encryption Digital Rights Management. She will do research to find out if Nook content can be moved to Enki. A letter that Minow wrote to the Department of Commerce about Digital First Sale was appended in the agenda packet.

Enki: At the IMLS Board meeting, Minow was asked if Califa was considering a national platform. The State of Kansas is an Enki user so it is already multi-state. If this is the direction Califa wants to take, it may be wise to consider an IMLS planning grant. Douglas County Library in Colorado received an LSTA statewide planning grant.

The Board was very positive about the Enki platform and its forthcoming statewide rollout. The Califa-Contra Costa County partnership has been very successful and has accomplished a lot in a year and a half. Staff from the two organizations have done at least four presentations and were enthusiastically received. Enki will "go live" statewide in January. The priority enhancement to the platform is allowing libraries to purchase ebooks for their own collections. This will be available in early summer--June to be exact.

Elections:

There was a motion to retain Eleanor Uhlinger and Rivkah Sass as Board President and Vice President. MSP: Storer/Dodd

Nominating Committee appointments were discussed. Board members must be the director of the institution they represent. Danis Kreimeier and Rivkah Sass constitute the Nominating Committee. Elections will be held in late March.

A request was made to send out a list showing the changes in the Board and their terms. This will be sent with these minutes.

IV. Agenda Building

Election

Budget

STEM and Common Core

MSP to adjourn meeting: Beverage/Ali