



## **CALIFA Board of Directors Meeting**

*Wednesday, December 3, 2025, 11:00 a.m.-12:30 p.m. Pacific*

### **In Attendance:**

Califa Board Members in attendance:

- Yolande Wilburn
- Nancy Schram (left at 11:46 a.m.)
- Erik Mitchell (left at 12:00 p.m.)
- Scott Walter
- Jennie Pu (joined at 11:12 a.m.)
- Absent:
  - Crystal Duran

Califa Staff in attendance:

- Paula MacKinnon (Executive Director)
- Veronda Pitchford (Assistant Director)
- Nili Nosrati (Staff)
- Lorene Monangai (Staff)

### **Meeting**

#### **I. Call to Order – 4 minutes**

##### **a. Introductions/Quorum**

- i. Meeting called to order at 11:05 a.m.

##### **b. Approval of December 3, 2025 Agenda (ACTION)**

- i. Erik Mitchell moved and Yolande Wilburn seconded. All approved

##### **c. Approval of June 20, 2025 minutes (ACTION)**

- i. Erik Mitchell moved and Yolande Wilburn seconded. All approved.

#### **II. Old Business – 10 minutes**

##### **a. Board director elections/appointments – Nancy Schram, Ventura County and Scott Walter**

- i. Paula MacKinnon announced that Scott Walter was appointed to the Academic Appointee Board position in June 2025 and that Nancy Schram was appointed by the board as the elected public library representative in October 2025.
- ii. Paula MacKinnon shared that the board can be anywhere from 3 to 12 as long as the number is divisible by 3. As of the meeting, the board has 6 members. Since inception, the board usually consisted of 9 members.
  - 1. If the board wanted to add three additional members to get back to 9 members, the board would need to appoint a nomination committee

to find 3 elected public library directors to join. The decision would need to be made by the May 2026 meeting.

2. Paula MacKinnon clarified that only Erik Mitchell's term will end in June 2026.
3. Yolande Wilburn confirmed the nominating committee should be on the agenda for next month and asked for volunteers to join. Nancy Schram agreed to join. Yolande Wilburn tasked to reach out to Crystal Duran in January to participate on nominating committee.
4. Paula MacKinnon clarified that Califa would look for someone in leadership at a public library, but there had been precedent for someone moving to a new position without a leadership role and staying on the board.

### **III. Finance Report – 50 minutes**

#### **a. LAIF Withdrawal update**

- i. Paula MacKinnon provided background on the LAIF account and how in May 2025, Califa withdrew \$400,000 to cover expenses during the IMLS uncertainty.
  1. She confirmed the money was replaced by July and August 2025.
- ii. Erik Mitchell asked for clarification on whether there were gaps in funding from the IMLS problems.
  1. Paula MacKinnon shared there were some gaps from when the grants were cancelled and then again during the government shutdown in the Fall. She also shared that state libraries are only getting 2026 funding from IMLS in piecemeal.
- iii. Nancy Schram asked for clarification that interest received is completely unrestricted and Paula MacKinnon clarified it is.

#### **b. LAIF Resolution 04-04; and LAIF Authorization Change approval (ACTION)**

- i. Paula MacKinnon explained that as the new treasurer, Erik Mitchell needs to be a signatory for any LAIF withdrawals or deposits.
- ii. Erik Mitchell added a correction that his name is spelled with a "K" and not a "C".
- iii. Paula MacKinnon asked for a motion to correct the document from "Eric" to "Erik" and then approve the resolution for the LAIF Resolution 04-04.
  1. Jennie Pu moved to approve and Yolande Wilburn seconded the motion. All in favor.
- iv. Paula MacKinnon asked for a motion to approve the resolution for the LAIF Authorization Change form.
  1. Jennie Pu moved to approve and Yolande Wilburn seconded the motion. All in favor.

#### **c. Investments Update (First Citizens and LAIF)**

- i. Paula MacKinnon shared the investment interest rate was above 4%.
- ii. Paula MacKinnon shared for new board members that Califa would deposit money into these accounts more frequently in the past when they had a greater number of statewide grants.

iii. Paula MacKinnon asked the board if they would like to review the new bank of Califa's former investment account representative – Stewart Preziose. She added that Stewart Preziose provided a lot of expertise and help during his time working with Califa.

1. Yolande Wilburn stated the Finance Committee should review ahead of the board making any decisions.
2. Paula MacKinnon agreed to set a meeting in March with the finance committee to discuss the options.

**d. Financial Statements FY 24/25**

- i. Lorene Monangai shared that at the time of the board meeting, Califa was undergoing the FY 24/25 audit. She stated that Califa hopes the audit will be complete by the end of December or beginning of January 2026.
- ii. Lorene Monangai listed the major changes from 23/24 to 24/25:
  1. Government grants 39% increase due to new grants.
  2. Membership fees include a 60% increase based on when libraries pay their membership.
  3. Increase in the Investment income was due to the market improving.
  4. Interest income was due to opening a new bank account.
  5. Other income change was due to no RIPL conference held in 24/25.
  6. Program contractor costs raised from an increase in grants.

**e. Budget 25/26 revised for LSTA grants (ACTION)**

- i. Paula MacKinnon shared that there was a \$280,000 loss in the previous year. With the addition of 3 LSTA grants in 25/26, the total revenue and expenses increased and changed the net income.
  1. She added that there is a \$200,000 grant for California Revealed that is in its last year. They are creating a 501(c)3 to manage the grant on their own moving forward.
  2. Rural Health Connections was another grant for \$246,000 that is about buying health books for rural and tribal libraries.
  3. eBooks-for-All grant was renewed for \$1 million. The grant supports the Palace statewide eBooks and eAudiobooks platform.
- ii. Unable to vote due to lack of quorum. It will be voted on at the next board meeting.

**IV. Agenda Building, Scheduling the next meeting – 3 minutes**

- a. Paula MacKinnon announced she would send a doodle poll to board members to select the date and time of the May board meeting.
- b. Meeting adjourned at 12:14 p.m.