

CALIFA Board of Directors Meeting Minutes
Friday March 19, 2021
10:00am-12:30pm PST

Topic: Califa Board Meeting - March 19, 2021
Start Time: Mar 19, 2021 09:54 AM

Meeting Recording:
https://us02web.zoom.us/rec/share/595pmbLiJBDh3zkXhzouJhayr0rCDwaqDJt4vngk_9nUARFT1jQw51mjHJHvoNe.XIBGrm8JnKaCNVjR

In Attendance:

Califa Board Members in attendance:	Califa Staff:
Sara Jones Sandy Hirsh Carl Pritzkat Eve Melton Mark Fink James Ochsner Gary Shaffer Shawn Calhoun Misty Jones	Paula MacKinnon (Califa executive director) Veronda Pitchford (Califa Staff) Marci Haghnia (Califa Staff) Christian Delay (Califa Staff) Kathy Kosinski (Califa Staff) Nili (Califa Staff)
Guest: Luis Herrera	

I. Call to Order-President (10pm-10:10pm) -10 minutes

Meeting called to order at 10:01amPT.

A. Introductions/Quorum

It was determined that there was a quorum for the meeting.

B. Approval of March 19, 2021 Agenda (ACTION)

Motion to approve the agenda was made by Mark and seconded by Gary.

C. Approval of December 18, 2020 Minutes (ACTION)

Corrections –from sandy closing time needs to be AM instead of PM.

From Gary: Top of page 4, line 7 strike the word because and add a hyphen between always and available.

Last sentence on page 4 top paragraph needs reworking.

Motion to approve the minutes with changes was made by Gary and seconded by Sandy.

II. New Business (10:10am-11:30am) - 1:20 minutes

A. Strategic Planning Update - Luis Herrera

Paula introduced Luis. Luis walked the board through next steps for development of a mission, vision, and values statements. Luis briefed the board on the work done by staff and that the final product is still “in progress.”

MISSION QUESTION

1. Prior to the strategic planning session with Califa staff, Luis distributed a survey that included the following questions: What is Califa’s purpose? (What does it do and who does it serve?)

VISION QUESTION

2. What do you want Califa to achieve in the future? (In other words, what would you wish for Califa to become? Where do you see Califa in 5 years?)

VALUES STATEMENT

3. What do you care about in your work for Califa? (In other words, what matters in your work? What do you value and what do you believe in?)

Luis reviewed Califa’s strategic priorities with the board and talked about what went into coming up with a mission statement during the staff process. He also remarked that staff provided a lot of input for the draft mission during the process.

He reviewed the three draft mission statements with recommended action verbs developed during the staff session and asked the board to identify what in the statements stand out and speaks to them as board members.

Summarized staff input process and subsequent board discussion of the Mission, Vision and Values Statements is included as Attachment A to these minutes.

III. Old Business (11:30pm-12:20pm) - 50 minutes

A. Board Officers & Elections 21/22

Paula congratulated Sara on her new position as State Librarian of Washington!

Paula thanked Mark and Misty for their board service as their terms are up and are cycling of the board.

The Califa by-laws state that with Sara's new position as State Librarian of Washington she will need to resign her elected board position representing public libraries. Sara will continue in her current board role, and officer role as President through June 30, 2021.

Eve's board term ends June 30, 2021 as an appointed board member for special libraries. Sara expressed interest in this appointed position.

Paula shared her delight that Shawn has agreed to run for the role of Califa board President. It was also noted that the board officers and treasurer elections need to be addressed at the May meeting.

Gary requested more information regarding the process of appointing board members. It was clarified that the Califa board is the body charged with making appointments to the board. Sara asked for recommendations for board seats be to her and/or Shawn. Paula said a discussion of recommended candidates by the group would happen later.

B. Bylaws - final update

The phrase "in the state" was approved to be removed back in 2018 as a board qualification, meaning that board members could be sought outside the state. Sara checked with State Librarian Greg Lucas to confirm this was acceptable and he was fine with removing it.

Sandy asked if bylaws changes need to go to membership or if they are a board decision. Paula responded that it is a board decision.

Sandy also asked if the focus would be national or international and if international was the focus, that the mission/vision and values work will need updating to reflect this as well.

Motion to remove "in the state" from bylaws was made by Mark and seconded by Shawn.

IV. Agenda Building, Scheduling the next meeting (12:20-12:30) - 10 minutes

Paula shared that the state library is going out again for the broadband aggregator role. The awarded organization needs to be a member of California Multiple Awards Schedules (CMAS) group. This requirement of CMAS membership indicates that an IT company may be their preferred organization type for the role.

The next meeting will be on Friday, May 21st from 10-NoonPT.

Potential agenda items include:

Strategic planning -mission/vision/values

Califa Budget

Board elections of both officers and board members

Califa developing a cultural inclusion statement to be included with the strategic plan

Gary will send Glendale's cultural inclusion statement.

Veronda will locate Alameda County Library and Skokie Public Library's versions of cultural inclusion statements for the board.

Paula mentioned that Califa reached out to IMLS with an offer to support tribal libs applying for IMLS non-competitive grants. IMLS representatives responded Califa can support tribal libraries by helping them acquire a System Award Management (SAM) number.

It was recommended that the executive committee meet before the May 21st board meeting to thoroughly review the budget.

Attachment A

Califa Board Meeting – Update and Discussion on Mission, Vision, Values
Luis Herrera, Califa Strategic Planning Consultant
3-19-2021

Discussion focused on outcomes of staff retreat regarding mission, vision, and values. Prior to February 18th session, all staff responded to three questions which helped inform the discussion.

- Staff survey asked – What is Califa’s purpose? What do you want Califa to achieve in the future? And, what do you care about in the work that you do?
- The strategic priorities developed at the January 2020 retreat were also important in developing the mission, vision, and values. The priorities are highlighted below:
 - A one-stop shop for products and services
 - A core role as a flexible and nimble fiscal agent
 - A premier leader in continuing education
 - Proactive in identifying and securing grants
 - A leader in innovative projects, policy, and advocacy
 - Commitment to diversity, equity, and inclusion

Mission Statement:

- Discussion reviewed elements of a great mission statement
- Staff offered the following responses to Califa’s purpose
 - Pursue grants and secure funding to serve the library community
 - Facilitate access to digital library resources and training; we serve libraries
 - Serve our member libraries and make their difficult jobs easier
 - Provide innovative and beneficial products and services (at a discount)
 - Assist with software subscriptions, license purchases, broadband and more
 - Remove barriers
- Developed the following three options for possible mission statements:
 - Califa elevates the power, impact, and value of libraries through exceptional services, products, competencies, and capacity
 - Califa provides the best in services, products and learning that elevate libraries to greatness
 - Califa unleashes the power of libraries through exceptional services, products, supporting people, competencies, and capacity

Board discussion followed:

- Gary likes the word elevates, not the word unleashes because of its connotation
- Misty – likes the first one as well because it is what Califa is about – it elevates libraries and allows them to achieve
- Carl – likes the first but you could also combine it with second to read Califa elevates libraries by providing the best in services, products, and learning. It makes for a cool and bold statement that you can also add to

- Sandy – agrees with Carl about using elevating but “elevating the power” doesn’t work for her, prefers elevating libraries; makes it clearer on who Califa is serving and what it is doing; likes exceptional services, products, competencies, and capacity but struggling with “supporting people” because it doesn’t fit with parallel structure; by adding competencies and capacity it doesn’t need supporting people to be called out
- Sara – agrees with Sandy that it doesn’t need supporting people but would add “learning” because it encompasses people and because learning is a human activity
- Gary – feels that supporting people is the why; also supports learning
- Shawn – likes the first option, especially impact and value as important to the mission; he’s open to the words that follows but also tripped on the word power; appreciated words that cover so much – like learning; impossible to cover all the things Califa does so a suggestion is something like Califa elevates the impact and value of libraries; could get into more definitions; words like competencies and capacity need to be defined; impact and values seems universal; in thinking and speaking about his constituencies impact and values resonates with various audiences
- Sandy – likes what Shawn stated about impact and values but not power; but does like having the other elements – services, products, competencies, capacity because otherwise it’s too vague
- Carl- agrees with Sandy about adding the additional descriptors
- Misty – likes that libraries have power and everything they provide to communities and should broadcast and put it forward
- Shawn – if we use power, it need clarity as to who has the power – who has it? Power can be both positive and negative
- Sara – what about powerful, close to that first one with swapping learning for capacity and competency
- James – supports influence instead of power
- Shawn and Carl – less is more
- Carl – perhaps statement isn’t just about listing what it does (the A, B and C) and to whom, but captures the various aspects in an artful way
- Sara – suggests the wording as follows: Califa elevates the powerful impact and value of libraries with the best services, products and learning opportunities

Vision Statement:

- Luis – offers three options with Califa as a Partner and three options with Califa Empowering Libraries
- Sara – likes the third option in empowering: Elevating the voice, power, and potential; it matches
- Gary – vision statement is like a goal almost that is beyond attainment; Califa will be seen as the most valuable asset to libraries; these seem more like mission statements
- Misty – likes the second – Califa as the premier partner; gets closer to the unattainable and what we are reaching for;
- Carl – are we supposed to have similar concepts in both mission and vision statements? Is it better for vision statement to be different or to complement each other? Agrees

with Misty on the middle one; like the simplicity; it is broad but strong; premier implies that you are number one; instead of saying we are the best;

- Shawn – likes “premier” as the preferred term but is unsure about “trusted”; if it’s aspirational we should assume that we are already trusted; doesn’t think it’s necessary
- Misty – loves the fact that using “premier” is a strong statement – that all libraries will look to for services
- Sara – likes library excellence – no need to include leadership; prefers the supportive role as implied in supporting leadership
- Carl – would this vision statement apply to everybody else? Is it specifically Califa as opposed to everyone else? It is important to emphasize partner and premier
- Luis – can we assume that other aspects outlined in mission statement capture the other options in the mission statement? For example, elevate, empower, etc.? (groups agreed that this was the case)
- Paula – clarified why they had included trusted

Value Statements:

- Carl – where do we end up with the value statements? How are these intend to be used?
- Sandy – wondered if you could combine the EDI statement with the separate LGBTQ statement to think about inclusion in the broadest sense
- Paula – we wanted to call out this community specifically; but certainly not minimizing any other group
- Veronda – the first statement references and focusses on the issue of systemic racism; in the LGBTQ statement they wanted to explicitly call attention to the LGBTQIA statement
- Sandy – if you call out specific groups, does it leave out other issues such as anti-Semitism, etc.? Supports the LGBTQIA statement but do we open ourselves to leaving others out?
- Shawn – agrees with Sandy and recognizes that the issue is difficult and pleased that the group is talking about it; it is difficult work; would prefer a single statement that incorporates all; specifically, the issue of social justice; interested in finding ways to hold ourselves accountable
- Mark – what does this look like in how we hold ourselves accountable? Does this mean Califa will only work with companies that share the values?
- Gary – sees the intention of calling out the LGBTIQ community
- Shawn – at USF seek the humanity of every person, period; it is charged because it is a Catholic institution but speaks to supporting all types of clubs, etc.
- Misty – supports having this value statement especially if it is important to staff; wonders if there could be a statement affirming the rights of all people that states support for all regardless of sexual orientation, religion, etc. to be inclusion of everyone; if you do, through what? Examining the partnership, etc. is there another piece to this?

- Carl – how far can we assume that we can take these statements; can we have another statement? Perhaps split into multiple things to specifically mention other communities and groups; can we create an umbrella statement that captures all?
- Sandy – what is underlined in each of the statements is not all similar – they are broad statements but then the focus is on one specific community; she loves the value statements and wonders if there is perhaps another statement that affirms all groups;
- Mark inquired as to how we live these values and enact them: Veronda gave an example in support of a grant partner – the partner was spending considerable funds with a vendor that does not support our values; partner ultimately switched to another vendor.
- Sandy – could there be a separate statement that is more inclusive that affirms the rights of other groups?
- Luis – suggested a statement of intent or a preamble that introduces values statements
- Gary - supports breaking it out separately; understands why staff wants to validate its intent
- Shawn – isn't sure why it needs to be meaningful work – all work is meaningful; wants to understand why it's necessary; the "hustle hard" also has different connotations; leave it at what we do makes a difference;
- Misty shared possible statement that affirms the meaning of rights of LGBTIQ; that brings it more in line - affirming and supporting the rights of the LGBTQIA community which would bring it more in line with the other statements.

Summary:

- Draft a preamble statement to cover various aspects of EDI and inclusion of other groups
- Consider as an option broadening LGBTQIA value statement that incorporates other aspects of DEI