

**Califa Board Meeting
Approved Minutes
July 25, 2019
2pmPST
Call-In**

Califa Board Members in attendance:	Califa Staff:
Sara Jones Sandy Hirsh Carl Pritzkat Eve Melton Misty Jones Mark Fink James Ochsner Gary Shaffer Shawn Calhoun	Paula MacKinnon (Califa executive director) Veronda Pitchford (Califa Staff) Marci Haghnia (Califa Staff) Christian Delay (Califa Staff)
	Guests: Zach Cohen (Califa CPA Consultant)

AGENDA

I. Call to Order-President

The meeting was called to order at 2:03 by Sara Jones.

A. Introductions/Quorum

Attendees on the call introduced themselves.

B. Approval of 7/25/19 Meeting Agenda – ACTION

S. Jones called for a motion to approve the agenda.

Fink made the motion and it was seconded by Ochsner.

Motion carries. No one opposed.

S. Jones called for any questions about the minutes.

There was a request by Melton to remove her name as an attendee from the minutes to remove Melton as an attendee as she wasn't at the meeting

C. Approval of 6/27/19 Meeting Minutes – ACTION

Hirsh made motion to approve minutes. Fink seconded.

Shaffer abstained from the vote because he wasn't on the board at the time of the meeting and did not attend.

II. Board Officers Election – ACTION

S. Jones shared that Hirsh agreed to run for the office of board vice president.

S. Jones asked if any other board members wanted to put their own name or other names forward for the office of vice president of the board. No names were put forward.

S. Jones called for a motion to appoint Hirsh vice president of the Califa Board.

Shaffer made the motion to appoint Hirsh vice president and M. Jones seconded the motion. Motion passed. No one opposed.

III. Finance Committee

A. 19/20 Budget – ACTION

S. Jones stated that the finance committee did a call prior to the meeting and the finance committee's recommendation was that the budget be passed.

Mackinnon walked the board through the budget.

Mackinnon did a brief introduction for new board members. She shared that the 18/19 was a transition budget year for Califa to a stand-alone organization and 18/19 marking the budget year Infopeople became funded by Califa and not the California State Library. The transition to a stand-alone organization also included the recommendation of a new budget format as recommended by Zach(?).

Mackinnon introduced the 19/20 budget to the board. She described the indirect revenue and government contracts as a new addition to the budget as it is a new project for Califa and the revenue from services such as subscriptions from library products and services and the Califa run ENKI ebook platform.

Mackinnon also described the grant projects in which Califa participates.

She also shared that previously the budget line workshops previously only included the annual Califa vendor fair whereas now it will include the Infopeople training sessions.

S. Jones stated that Califa has a strong fund balance in investments. Mackinnon reminded the board that the Califa Investment policy and vanguard fund with board members prior to the call. S. Jones said this fund gives Califa the opportunity to be more entrepreneurial as well as be safe when stock market won't have the same returns.

Mackinnon also shared that the personnel line will have 6 positions including a new book keeper and the filling of the resource manager position.

Other shifts in fees from budgets of the past include paying accounting fees through contract to accounting being done by Califa staff. As well as the shift from Infopeople as grant funded to Califa supported.

The board also asked if there were any other grants that Califa was eyeing to add to this or are we at capacity? Mackinnon replied that at the moment there were no other grants on the horizon.

Mackinnon also described the collaborative grant line item in the budget as the place for statewide partner projects that state library and Califa want to do together. i.e.- Wildfire replacement collections and open plus grant which will be a competitive grant program to give libraries access to a we work-esque co-workspace.

Questions from the board: Hirsh and Fink inquired if 19/20 workshop revenue projections mirror the 18/19 projections and Mackinnon shared that they likely would. Mackinnon also shared that there is still work to be done on the Infopeople 19/20 budget. For example, this would be the last year that the Infopeople budget would follow the grant cycle and the goal is to move the Infopeople budget and contracts to the Califa fiscal year cycle. Califa is also in the process of working with the team to identify efficiencies in course development and new models for content and course delivery for the future. Shaffer asked if Califa considered holding a vendor fair in southern California as well. Mackinnon responded that a southern California vendor fair had been considered in the past and there were concerns about venue availability and interest in participation.

Mackinnon asked the board had any further questions about the budget. There were no further questions.

S. Jones called for final questions about the budget

With no further questions, S. Jones called for a motion regarding the budget.

Hirsh moved for approval of the proposed budget for 19/20 and Shaffer seconded the motion. Motion carried with none opposing.

IV. Agenda building for next meeting

S. Jones stated that the Fall meeting is next with more budget and finance review. S. Jones suggested the board think about an in-person meeting at the Califa offices. Mackinnon will send out a doodle poll to see what dates work for a potential board meeting in September. S. Jones reminded the board that Califa supports travel for board members to attend in person meetings.

S. Jones called for potential agenda items. None were stated during the meeting so she suggested that board members to share future agenda items S. Jones and Hirsh for fall board meeting via email.

The meeting was adjourned at 3:10pmPT.