

CALIFA Board of Directors Meeting

AGENDA

**Friday September 27, 2019
12:00-2:00 pm PST**



Call in number:

<https://zoom.us/j/247159064>

OR dial by your location

+1 669 900 6833 US (San Jose)

+1 646 876 9923 US (New York)

Meeting ID: 247 159 064

Califa Board Members in attendance:	Califa Staff:
Sara Jones Sandy Hirsh Carl Pritzkat Eve Melton Misty Jones 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)

Call to Order-President

The meeting was called to order at 12:02pm by Sara Jones, Board President.

Sandy Hirsh made a motion was made to approve the agenda.

Gary Shaffer seconded the motion.

The following correction to the minutes was requested by Sandy Hirsh. Sandy's first name was spelled incorrectly. Sandy is spelled with a "y" and not an "i" at the end.

Gary Shaffer made a motion to approve the minutes with the requested correction.

The motion was seconded by James Ochsner.

Budget, Finance and Grants review

Paula reported that she is working with the Califa accountant to get books closed for 18/19. She is looking at profit and loss first and not much changed with that or revenue.

The correct reporting of expenses is still an issue from PLS transition. One of the key issues is that the timing of the fiscal years overlap. Revenue is in one year and expenses a spilling over into next fiscal year and impacting revenue reported and causing the final numbers to be off. The reporting from 17/18 grants is impacting the reporting of 18/19 revenue.

Sandy asked if this is a one-time issue. Paula responded that it was and that it is an issue for the 18/19 year only.

The 19/20 budget was done without confirmation of grants because the information was not available at that time.

The changes included in the budget reflect that the library cooperative grant (aka califa grant) has not been received.

The Office hours grant will be going forward but the California State Library has not decided how they want to do this yet.

The Early Learning grant went to another agency this year.

The other major change is an increase in the government contract-Infopeople contracts-in cooperation with grants from other organizations.

Sara asked if any more grants were pending for Califa.

Paula said Califa is still waiting for information on outstanding grant opportunities. Paula reported that there is a list of pending grants at the bottom of the financial document. And that there are two pending grants from the California State Library. Paula shared information on grants listed in the report with the board including the California Revealed grant which is an ongoing CSL grant for which Califa is the fiscal agent.

At some point the California Revealed preservation and digitization work may converge with the Digital Public Library of America's (DPLA) national efforts in digitization.

Paula reported that this is the third year for the virtual reality grant.

Califa Staff Reports

Infopeople Update

Veronda gave the Infopeople update. She described the goals of the national learning survey being conducted on Califa's behalf by consultants Rebecca Teasdale and Associates and Linda Hofschire Evaluation. The goals of the survey are to:

- identify content areas in which public library staff require increased or new knowledge and skills and;
- Determine training content areas that are needed by public library staff yet are not widely available within current continuing education offerings

The learning survey will provide data and information for Califa and Infopeople to expand offerings and hopefully audience nationally.

Sandy asked how this learning survey is this different from the Luma report done a few years ago and the Infopeople needs assessments done annually. Paula reported that this survey surveys and interviews national library leadership and thought leaders who are trend experts within the library industry as well as in other industries.

The Califa team will share the survey findings with the board at a future meeting.

The California Library Association Conference will take place on October 24–26 in Pasadena, California. Califa activities at the conference include:

Broadband networking event for members and partners at CLA on October 25 at 5:30pm at the Hilton Hotel in the San Gabriel Room.

And participate in two conference sessions:

The Digital Public Library of America in California 10/25/2019 | 4:00 PM-4:50 PM Pasadena Convention Center, Room 207 (Paula and Veronda)

Cross Cultural Communicators in Libraries: Developing Culturally and Linguistically Competent Library Professionals 10/26/2019 | 12:00 PM-12:50 PM (Veronda)

Califa also participated in the kick-off breakfast meeting for the **California's Cultivating Racial Equity and Inclusion Initiative** funded by the California State Library scheduled during the conference. (Veronda)

Broadband Update

Christian gave the broadband update.

Christian reported that Laura Sasaki, CSL's new Broadband Opportunities Program Manager/State E-rate Coordinator, started on August 8. Heather Mills, the contractor who's been very involved will reportedly stay on for about a year to assist in the transition.

Laura's new role is a great addition to the California broadband community.

On September 5, CSL, Califa, and CENIC met in Sacramento for a "Broadband Best Practices Review" session. Several issues were discussed, for example, a better understanding of the E-Rate reimbursement year-long delay via CENIC, as well as other topics. The meeting was very productive, and all are working on a shared task list that was created from the event.

The California State Library did a webinar on erate and over 40 people attended and received great feedback.

Christian also shared statistics from CSL's report to the California State Library board:

As of Sep 9, 2019, a total of 149 jurisdictions, out of a total of 185 jurisdictions, have joined the project.

Of the State Library's 1,125 public library outlets (main and branch libraries), 53 percent (603) are now connected, 17 percent (189) are in the process of connecting, and approximately 30 percent (333) are not yet connected, have chosen not to participate, or are not eligible for the program.

Most of the remaining library locations that need connection are also among the most complex and difficult locations to bring in broadband infrastructure.

Christian also noted the previously mentioned broadband networking event that would occur at CLA.

Califa Vendor fair report

The 11th Annual Califa Vendor Fair was held on August 15, 2019 at the University Library of Santa Clara University. There were twenty Califa vendor partners participating and approximately 100 members in attendance. Vendors reported that were pleased with the opportunity to make in person connections with Califa members. Members reported that they were happy with sessions and the opportunity to ask vendors questions and learn about new products. The DPLA Exchange ebook marketplace/Simplye session was one of the most well attended sessions. The Califa vendor fair is an event that members look forward to annually.

More information including a list of participating vendors may be found at:

<https://www.califa.org/vendorfair>

Agenda building for next meeting

Potential agenda items for the next board meeting discussed included:

Infopeople needs assessment report

Budget update and audit

The board suggested that the next meeting be in person and discussed potential venues. Misty volunteered San Diego Public Library as a potential venue.

The tentative date for the meeting is Friday, January 17, 2020 in San Diego.

Shawn recommended that the board could potentially get started on the strategic planning process for Califa at the January meeting and that it should likely be a facilitated conversation for the board a key staff. Susan Hildreth was suggested as a potential facilitator.

The meeting was adjourned at 1:15pm PT.