



ADMINISTRATIVE COUNCIL MEETING - **AMENDED**

Friday, January 21, 2022

10:00 am – Webinar

Presiding: FY 2021/22 Chair Jessica Cadiente, SB

Attending: Ned Branch, SP; Jessica Cadiente, SB; Sarah Bleyl, LM; Joanne Britton, SM; Christopher Barnickel, SLO; Angelica Fortin, PR; Allison Gray, GV; Jody Thomas, Carpinteria; Michael Ramirez; Bev Schwartzberg, State Library; Glynis Fitzgerald, BG; Kristina Uvalle, BG.

1. **10:00a.m. CALL TO ORDER**
2. **M - ADOPTION OF AGENDA** – Added 8d: Discussion - SLO & SB requests to their City (SB) and County (SLO) Board to withdraw from the Black Gold Cooperative Library System. 1st CB/ 2nd AG. Roll call: PR – yes, SLO – yes, SM – yes, LM – yes, GV - yes, SB – yes, SP – yes. Approved.
3. **PUBLIC TESTIMONY** – N/A
4. **M - CONSENT CALENDAR** - 1st CB/ 2nd NB. Roll call: PR – yes, SLO – yes, SM – yes, LM – yes, GV - yes, SB – yes, SP – yes. Approved as amended.
 - a. ***Administrative Council Minutes – 12.03.21** – Amend 6b to state “no cost for ILL between jurisdictions”.
 - b. ***Financial Reports through November 2021**
 - c. ***Net Borrowing/Lending – through December 2021**
5. **AUXILIARY RECEIVE AND FILE** — [posted @ <http://ats.blackgold.org>]
 - a. Departmental Resources
 - i. Circulation - ATS Checkout & Renewal Statistics –through December 2021
 - ii. Cataloging – through December 2021
 - iii. Hoopla Recap – through December 2021
6. ***STATE LIBRARY REPORT** – January Report -provided by Bev Schwartzberg (State Library) - — update [posted @ <http://ats.blackgold.org>]
7. **OLD BUSINESS**
 - a. Koha implementation update - GF (BG) reported not a lot of activity at this time. We are cleaning up patron codes and working to set-up Aspen to restrict sharing on the test server. Once the directors decide a date to cut off sharing it will take 3-4 days to complete the process. It is similar to the prior Covid shutdown.
8. **NEW BUSINESS**
 - a. ***M** - Auto-renewals and jurisdiction lending cutoff date (SB) – Based on ATS recommendation, cut off sharing with SB and SLO starting January 24th. PR, SM, LM, GV and SP will determine cut-off dates at their Koha implementation after meeting. Auto renewals cut offs will be left to the individual jurisdictions to decide. 1st CB/2nd AF. Roll call: PR – yes, SLO – yes, SM – yes, LM – yes, GV - yes, SB – yes, SP – yes. Approved.
 - b. Discussion - Revisit holds moratorium - It was agreed to keep the status quo until after the migration to Koha is complete.
 - c. Discussion – The future of the Circulation Manual. **TABLED.**
 - d. SB & SLO withdrawal from Black Gold – Both SB and SLO cited the February 1st cut-off deadline for submitting the withdrawal request to their respective City Council and County Board of Supervisors meetings. JC (SB) declined further comment on advice of counsel. CB (SLO) stated the SLO is prepared to fulfill any legal requirements that are necessary.

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- e. *~~M~~-2022-23 Tentative Budget. **TABLED.**
- f. *~~M~~-June 30, 2021, Audit Report Review & Approval (includes internal controls report).
1st NB/ 2nd AG Roll call: PR – yes, SLO – yes, SM – yes, LM – yes, GV - yes, SB – yes, SP – yes. Approved.
- g. *Informational Report – Public Records Request – GF (BG) reported that Black Gold had received a Public Records Request from SB City attorney. She included her reply and is now waiting for further instructions from the SB City attorney's office. AG (GV) reported that Goleta never received a copy of the request either by mail or email.
- ~~h. ~~M~~ Approve additional expenditures for legal fees – GF (BG) requested additional funds to cover attorney costs. BG has fees associated with the JPA review; Carpinteria entering the cooperative and grants that we are managing. The fees for the Carpinteria MOU and the JPA review will need to be covered. Attorney fees associated with grant management will be reimbursed through the grant.~~
- h. *~~M~~ -Approve additional expenditures for legal fees – GF (BG) requested funds to cover additional anticipated attorney costs. These include legal fees for the JPA review, and the costs associated with the JPA conflict. Other additional legal fees for the Carpinteria MOU will be reimbursed by City of Carpinteria and fees associated with the Palace Project grant will be reimbursed to Black Gold from the grant proceeds. (Amended 02.18.22 ku) Amended 3/18/22 to add: "SP stated that given the lack of communication regarding the unfunded liability, there is potential for additional legal fees for protecting BG interest in collecting that debt from SLO and SB". ("this statement was not in the secretary's notes, but it was the recollection of Santa Barbara".)*
- A motion was made to amend the budgeted legal fees for 2021-22 by \$10,000 with each jurisdiction being assessed a portion of the increase. 1st NB/2nd JB. Roll call: PR – yes, SLO – no, SM – yes, LM – yes, GV - yes, SB – no, SP – yes. Motion carried 5-2.
Approved
- i. ~~M~~-Schedule February Administrative Council Meeting – Council agreed to schedule a meeting for Friday, February 18th at 10:00 am.
1st NB/ 2nd SJB. Roll call: PR – yes, SLO – yes, SM – yes, LM – yes, GV - yes, SB – yes, SP – yes. Approved.
- j. ~~M~~-Decide to hold a (AB 361) virtual meeting as allowed by Gov. Code § 54953 (e) (1) option C which states: The legislative body holds a meeting during a **proclaimed state of emergency** and **has determined**, by majority vote, pursuant to subparagraph (B) that, **as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees.**
1st SJB/ 2nd AG. Roll call: PR – yes, SLO – yes, SM – yes, LM – yes, GV - yes, SB – yes, SP – yes. Approved.

9. **BLACK GOLD OPERATIONS DIRECTOR REPORT** – GF (BG) reported she is continuing to work with Carpinteria on their upcoming transition to a jurisdiction. She still needs to work with Jessica to iron out a few details on dates.

GF (BG) stated in reference to a request concerning the CENIC contract renewals, Council was informed at the 12/4/2020 Admin Council meeting in the Operations Director report that "CENIC renewals were starting for the FY21-22 year. The first round of libraries that went on CENIC are in year 5 of the 5-year contract so Califa has gone out to bid for the next 5-year contract period. For informational purposes only, GF wanted to inform the Directors that if any member was considering leaving the Cooperative, there could be a prohibitive financial impact in cancellation fees for early termination. Califa recommends any library wanting to leave a Cooperative should do so at the end of the contract period. If a library leaves the Cooperative but would like to stay on CENIC, it could apply to Califa as an individual library."

10. **OPPORTUNITIES FOR COLLABORATION/NEW SERVICES** – Various libraries are looking at

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11. **ROUNDTABLE** – Remarks by Library Directors – N/A
12. **M** – **ADJOURNMENT at 11:16 a.m. 1st NB/2nd SJB. Approved.**

Distribution - Email notice of web-posted agenda to Ned Branch, SP; Jessica Cadiente, SB; Sarah Bleyl, LM; Dawn Jackson, SM; Christopher Barnickel, SLO; Angelica Fortin, PR; Allison Gray, GV; Glynis Fitzgerald, BG.