

**Minutes (DRAFT)
CCL Board Meeting
Monday, July 12, 2021 | 12:00 noon – 4:30 pm
Virtual Meeting**

ATTENDANCE - Board Members:

Leslie Tirapelle, John Taylor, Evelyn Lord, Catherine Cox, Eric Hanson, Tina Inzerilla, Alison Gurganus, Carina Love, Peter Sezzi, Elnora Tayag, Will Breitbach

ATTENDANCE – Ex-Officio, Non-Voting Members:

Gregg Atkins, Jeff Karlsen, Dan Crump, Amy Beadle, Tamara Weintraub, Brian Greene

ABSENT – Board Members:

Romelia Salinas, Brian Lym, Derek Monypeny

CALL TO ORDER

The meeting was called to order at 12:00 pm.

APPROVALS

1) Minutes and Agendas

May 13, 2021, Minutes **Approved (Inzerilla / Hanson)**

July 12, 2021, 1 Agenda **Approved (Breitbach / Hanson)**

2) Board Appointments

a. Approve Eric Hanson for President

The Board welcomed Eric Hanson as the new CCL President.

b. Approve new CCL Regional Representatives

The Board approved the following appointment:

**LA Region – Parisa Samaie (Los Angeles Southwest College)
Approved (Hanson / Sezzi)**

c. Approve new CCL-EAR Representative

The Board approved the following appointment:

**East Central Region – Michael Leamy (Modesto Junior College)
Approved (Breitbach / Hanson)**

Nominations for regional representation is needed for the Southcoast and Northwest regions. Leslie will send out a call for volunteers to those regions.

- 3) Changes to CCL Board Sub-Committee Membership

Leslie received some requests for changes. She will share these with new CCL President Eric Hanson and present the changes at the 7/13/2021 Board Retreat meeting.

- 4) Establish Meeting Dates for the 21/22 Year

The Board confirmed the following meeting dates for 2021-22:

Friday, August 27, 2021, 9 am – 1 pm	Special Virtual Budget Meeting*
Friday, October 15, 2021 1 pm – 4 pm	Virtual Meeting
Thursday, January 20, 2021 9 am – 3:30 pm	Tentative In-Person Meeting
Friday, February 25, 2022, 1 pm - 4 pm	Virtual Meeting
Thursday - Friday, March 3rd & 4th, 2022	(Deans & Directors In-Person, Sacramento Embassy Suites
Friday, May 13, 2022, 1pm – 4pm	Virtual Meeting
July 2022 (date TBD)	In-Person Meeting & Retreat

***Additional meeting added at Board Retreat, July 13, 2021, to accommodate 21/22 budget discussion and approval.**

- 5) Update on Communications Manager Position

Brian will continue to serve as Communications Manager until mid-fall. Will is updating the position description. CCL will post an announcement shortly.

- 6) CCL Diversity, Equity and Inclusion Position Statement

Romelia, Tammy, and Will are the ad-hoc committee that will work on a draft.

- 7) CCL Statement Regarding Textbooks in the Library Collection

The Board discussed drafting a statement similar to the Cal State University statement (<https://libraries.calstate.edu/textbooks/>) addressing the inability of libraries to secure rights from textbook vendors to purchase electronic access to textbooks. The background to the

issue is provided in the CSU statement. Leslie is seeking volunteers to draft a statement for CCL to adopt. CCL can also assist with drafting a resolution on this topic for consideration by the ASCCC (Academic Senate for California Community Colleges).

REPORTS

1) Financial & Membership Report

Gregg reviewed the final CCL spending report for 2020-21. CCL finished the year with 106 memberships.

Gregg also reviewed the initial draft of the 2021-22 budget. CCL has renewed Country Watch for another 6 months.

The state budget for the LSP includes a grant of \$100,000 for CCL to provide services for the LSP program. (There is an additional \$200,000 for the LSP project to provide training and professional development.)

There are numerous ideas for projects: CCL could consider purchase of perpetual access to select shared electronic resources for CCC libraries; Hire someone to assist colleges with Java scripting for PrimoVE; Provide scholarships to support diversity the profession. Leslie will create a google doc for Board members to add their ideas.

For full budget report, see below.

2) LSP Update

Amy reported that full funding for the LSP is still in the budget trailer bill. The Governor still hasn't signed the bill. There is an expectation that the Governor will sign it in the next 2-3 weeks. The Chancellor's Office will do a full budget review via webinar on July 29 at 9:00 am.

The LSP budget includes \$426,000 in for consulting services.

3) Consortium Director Report

Amy reported that the Consortium has wrapped up July 1 renewals and new purchases. Colleges spent \$10,850,000 on databases in the January and July cycles, excluding TurnItIn).

The Consortium will rely less on Consortium Manager and more on the website for the January cycle.

Senator Padilla is still considering the purchase of DEI resources for California Community College libraries.

4) CCL Communication Manager Report

Brian reported that David from Biscuit Technology contacted him regarding data backups for the CCL web. David is recommending a much more robust backup option (approximately \$180 annually) as a hedge against possible hacking attacks. CCL and the League would split these costs. There is Board consensus that this would be a wise investment.

5) CCL-EAR Report

Tammy reported that CCL-EAR hasn't met since late April. The committee's DEI task force will likely consider infusing DEI considerations into reviews as appropriate, rather than creating a separate DEI ratings category. CCL-EAR has a full committee for the fall, with no vacant positions. The shared ebook deselection project is complete, resulting in the removal of several hundred titles. CCL-EAR is considering creating a process for the ongoing deselection of ebooks.

6) LLRPAC and ASCCC Updates

Dan noted that four of the 2021-22 ASCCC executive committee members are from colleges that are also represented on the CCL Board. The senate is working on a paper on Learning Center Coordinators and Directors. The next ASCCC executive committee meeting will be in-person on August 16. LLRPAC probably won't meet until September at the earliest.

ANNOUNCEMENTS

John Taylor has offered to serve as a representative on LLRPAC, to be appointed by the CIOs. Romelia Salinas will continue as the CCL President's designee on LLRPAC.

The statewide database contract with EBSCO expires in December 2022. The RFP process for the next contract will begin late spring 2022.

ADJOURNMENT

The meeting adjourned at 3:25.

BUDGET REPORT

COUNCIL OF CHIEF LIBRARIANS , CCC INC.

• GRANTS INCOME AND EXPENDITURE REPORT 2020-21 / JUNE 2021

INCOME	Annual Budget	Current Month	Year-To-Date
Leadership Grant (CCCCO)	100,000.00		
LSP Reimbursement	0		
Interest	250.00	5.66	62.63
Miscellaneous			
TOTAL	100,250.00	5.66	62.63

EXPENDITURES	Annual Budget	Current Month	Year-To-Date
Acquisition of Statewide LMP	0		
Funding Mechanisms for LMP <i>Travel, Marketing, Etc.</i>	0		
EBSCO Support <i>CCL-EAR Meetings/ Grants</i>	0		
Professional Development & Training <i>D&DMtg</i>	39,000.00		
<i>Workshops</i>	39,000.00		
<i>Area Meetings</i>			
<i>Special Leadership Project</i>			3,000.00
<i>Info Comp Project</i>			
Policy Development <i>Board Retreat</i>	15,650.00		
<i>Board Meetings</i>	15,650.00		
External CCC Group Collaboration <i>President's Travel</i>	3,500.00		
	3,500.00	138.00	807.50
Operational Support for Leadership Activities	77,600.00		
<i>Exec Director Salary</i>	18,000.00	1,500.00	18,000.00
<i>Communication Mgr Salary</i>	5,000.00	435.00	5,000.00
<i>Website & Outlook</i>	2,500.00		2,009.00
<i>Supplies & Operations</i>	2,000.00		
<i>Databases</i>	9,500.00		3,927.50
<i>Tax Prep</i>	850.00		675.00
<i>Data Survey Analysis</i>	6,000.00		
<i>Insurance</i>	2,000.00		1,954.00
<i>Misc/ Other Projects</i>	13,750.00	12.00	31,167.94
	18,000.00		48,800.00
TOTAL	135,750.00	2,085.00	115,184.50

COUNCIL OF CHIEF LIBRARIANS , CCC INC .

• **GENERAL OPERATING BUDGET/ INCOME AND EXPENDITURE REPORT 2020-21**

STATEMENT FOR JUNE , 2021

INCOME	Annual Budget	Current Month	Year-To-Date
Memberships	12,000.00	30 0.00	15 ,900 .00
Con sor tiu m	117 ,000 .00	2,669 .94	79 ,539 .07
Misc e lla n eou s	0	3 1 ,38 0 .0 0	3 1 ,38 0 .0 0
Interest	0	5.66	62.63
TOTAL	129,000.00	34,355.60	128,881.70

EXPENDITURES	Annual Budget
(None)	0
TOTAL	0

COUNCIL OF CHIEF LIBRARIANS , CCC INC .

• **CHASE ACCOUNTS / TRANSACTION REPORT 2020-21**

STATEMENT FOR JUNE ,
2021

SAVINGS	
Beginning Balance	317,731.17
Income	5.66
Transfer from Checking	0
Transfer to Checking	0
Reserve	3,000 .00
Un res tric ted Amount	314,736.83
<i>Savings Ending Balanc e</i>	<i>31 7,73 6.83</i>
CHECKING	
Beginning Balance	188,205.41
In com e (GENERAL FUND)	34 ,3 49 .9 4
Income (GRANTS)	0
Transfer to Savin gs	0
Tra n sfe r from Savings	0
Expenditu res	2,085.00
<i>Ending Balance</i>	<i>220,470.35</i>
ACCOUNT TOTAL	
	538,207.18