

**CCL Board Meeting
Friday, August 27, 2021 | 9:00 am – 12:00 noon
Virtual Meeting**

ATTENDANCE - Board Members:

Eric Hanson, John Taylor, Evelyn Lord, Tina Inzerilla, Alison Gurganus, Carina Love, Peter Sezzi, Elnora Tayag, Will Breitbach, Parisa Samaie

ATTENDANCE – Ex-Officio, Non-Voting Members:

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

ABSENT – Board Members:

Derek Monypeny, Leslie Tirapelle. Romelia Salinas

CALL TO ORDER

The meeting was called to order at 9:00 am

The Board welcomed new Los Angeles Regional Representative Parisa Samaie.

APPROVALS

1) Minutes and Agendas

July 12, 2021 Board Meeting Minutes **Approved (Breitbach / Taylor)**

July 13, 2021 Board Retreat Minutes **Approved (Inzerilla / Gurganus)**

2) Board Appointments

None. However, there are now three Regional Representative vacancies: South Coast, Northeast, Northwest.

ACTION ITEM: Write to regions requesting volunteers/nominees to fill these Board positions. (Eric)

DISCUSSION

1. Communications Manager Position

The board reviewed the draft announcement for the position and made minor revisions.

**MOTION: Approve Communications Manager job announcement
Approved (Inzerilla / Taylor)**

**ACTION ITEM: publicize and post Communications Mngr Position
(Gregg)**

2. Discuss Wednesday Webinars and Possible Topics

The board discussed possible topics for upcoming Wednesday Webinars. The next Wednesday Webinar will take place Wednesday, Sept. 1. The webinars take place on Wednesdays at 11 am. There are plans set for the first few weeks.

Ideas for webinar topics included:

- Creating and Modifying Notices/Notices for Different Material Types
 - ELUNA Voting
 - Introduction to Library Management for Faculty Librarians
 - Hot Tech Tools (especially what other libraries are using with ExLibris)
 - Useful Tools for Purchase (for LSP)
 - National Speakers
 - Role of ASCCC and Library Faculty
 - Library Fines
3. Update: Diversity, Equity and Inclusion | Product Content/Policy Statement

Romelia, Tamara, and Will shared an initial draft to get feedback on the direction they are taking. There was discussion about the interaction of the DEI statement and the ALA Bill of Rights, and the intended audience for this statement. It should be a values statement.

**ACTION ITEM: The committee will bring back a new draft in October.
Elnora and Carina will join the group. (Will, Tami, Romelia as leads)**

4. CCL and LSP Budget

Gregg reviewed the CCL budget which now includes a \$125,000 LSP Leadership Grant.

Gregg exited the meeting while the board discussed the Executive Director's salary.

MOTION: Effective July 1, raise salary of Executive Director to \$25,000 per year with one-time honorarium of \$5,000 for special contributions to the LSP project. (Lord / Breitbach) APPROVED

The board should review the salaries of the Executive Director and Communications Manager annually as part of the budget process.

MOTION: Approve the proposed budget with the amended compensation for the Executive Director. (Breitbach / Inzerilla)

APPROVED

REPORTS

1) CCL-EAR Report (Tamara Weintraub)

CCL-EAR does not meet over the summer. The first meeting will be Friday, September 17. The committee has no current plans to meet in-person this year. However, in January the committee will consider an in-person meeting for May. They have a full membership this year.

Update: Tami provided clarification on the minutes from July 2021. The shared ebook deselection project is almost complete. It will result in the removal of several hundred titles. CCL-EAR will discuss creating a process for the ongoing deselection of ebooks.

2) LSP Update (Gregg Atkins / Amy Beadle)

Gregg and Amy are working (with Doug Achterman and Leslie Tirapelle) on an LSP Scope of Work that will be used for an MOU between the Butte-Glenn District (Tech Center) and the Community College League of California. The LSP funding is not expected to arrive until February 2022, at the earliest. We have up to three years to spend it.

3) Consortium Director's Report (Amy Beadle)

Marissa Jackson has joined the consortium team as Accounts Specialist. She will be developing her expertise to provide improved support for the Consortium Manager.

There are \$10.7 million in current consortium subscriptions, an increase. There is no date yet for calendar year offers. Amy will release offers as they come in. Vendors will have a deadline to make offers, and there will still be a final deadline for colleges.

4) CCL Communication Manager Report (Brian Greene)

CCL Outlook deadline for articles and reports is September 20.

5) LLRPAC and ASCCC Updates (Dan Crump)

Dan will be taking a resolution to the Academic Senate (ASCCC) plenary to encourage vendors to allow libraries to purchase individual textbook licenses. CCL has discussed writing a statement on this issue. If CCL does this, Dan can refer to the CCL statement in the resolution.

ACTION ITEM: Eric to reach out to Leslie about what might be written, then work with Gregg and Leslie to draft CCL position.

The annual data survey is out. It's due in October.

ANNOUNCEMENTS

Amy announced that the \$1 million requested by Senator Padilla for DEI resources has moved to the Senate Budget Committee.

The next board meeting will take place virtually on Friday, October 15 (1 – 4 pm).

ADJOURNMENT

The meeting adjourned at 11:57 am.

BUDGET REPORT

Income Assumptions for 2021-2022:

- \$250,250.00 (\$15,000 Membership, \$110,000.00 Consortium, \$250.00 Interest, \$125,000 Leadership Grant)

Staff Salaries

- Increase Communications Manager to \$7,500.
- Increase Executive Director to \$21,000.

Balanced Budget

- This budget is balanced because \$125,150.00 in General Operating Income is also used.

GRANTS INCOME AND EXPENDITURE PROPOSED BUDGET 2021-22 / DRAFT

INCOME	Annual Budget
Leadership Grant (CCCCO)	125,000.00
LSP Reimbursment	0
Interest	250.00
Miscellaneous	0
TOTAL	125,250.00

EXPENDITURES	Proposed 21/22 Annual Budget
EBSCO Support	3,500.00
<i>CCL-EAR Meetings/Grants</i>	3,500.00
Professional Development & Training	104,000.00
<i>D & D Mtg</i>	52,000.00
<i>Workshops</i>	40,000.00
<i>Area Meetings</i>	3,450.00
<i>Special Leadership Project</i>	9,000.00
Policy Development	35,000.00
<i>Board Retreat</i>	20,000.00
<i>Board Meetings</i>	15,000.00
External CCC Group Collaboration	7,000.00
<i>President's Travel</i>	7,000.00
Operational Support for Leadership Activities	91,200.00
<i>Exec Director Salary</i>	30,000.00
<i>Communication Mgr Salary</i>	7,500.00
<i>Website & Outlook</i>	3,500.00
<i>Supplies & Operations</i>	2,000.00
<i>Databases</i>	9,500.00
<i>Tax Prep</i>	850.00
<i>Data Survey Analysis</i>	6,000.00
<i>Insurance</i>	2,000.00
<i>Misc/Other Projects</i>	38,850.00
TOTAL	250,150.00

REV. 8/27/2021 & ADOPTED BY VOTE OF CCL BOARD