

**Minutes
CCL Board Meeting
Friday, February 25, 2022 | 1:00 pm – 4:00 pm
Virtual Meeting**

ATTENDANCE - Board Members:

John Taylor, Evelyn Lord, Alison Gurganus, Carina Love, Elnora Tayag, Parisa Samaie, Leslie Tirapelle, Romelia Salinas, Will Breitbach, Glorian Sipman, Treisa Cassens, Peter Sezzi, Tina Inzerilla, Mary-Catherine Oxford

ATTENDANCE – Ex-Officio, Non-Voting Members:

Gregg Atkins, Dan Crump, Amy Beadle, Tamara Weintraub, Cynthia Orozco

ABSENT – Board Members:

Eric Hanson, Derek Monypeny

CALL TO ORDER

The meeting was called to order at 1:03 pm.

APPROVALS

1) Minutes and Agenda

January 20, 2022 Board Meeting Minutes Approved (Tina / John)

2) Board Appointments

CCL-EAR: Amy Guy, East Los Angeles College. Approved (Parisa / Treisa)

3) Board Appointments Needed

Nominations for President Elect / VP (replace Leslie Tirapelle/Eric Hanson)

Self-nominate or submit nominations by March 31. Leslie or Eric will be happy to answer questions about the role.

Current Interests Committee Chair to replace Will Breitbach

Will needs to step back from this role due to campus responsibilities. Self-nominate or submit nomination as soon as possible.

DISCUSSION

1. Review Draft of Sample Language to Revise By-Laws to Allow Past Chairs to Participate as Regional Representatives (Gregg Atkins)

In follow-up to a request at the January meeting, Gregg presented a proposal for updated language that clarifies the regional representative eligibility in the by-laws, and adds specific language to allow past chairs to participate as regional representatives.

Proposed changes to by-laws in bolded red below:

SECTION 8. REGULAR AND ANNUAL MEETINGS The corporation shall hold regular and annual meetings:

a) Regular meetings of Directors shall be held on March 1 of each year at 12:00 noon PM, unless such day falls on a legal holiday, in which event the regular meeting shall be held at the same hour and place on the next business day, or unless the Board fixes another time and date, which it is specifically authorized to do.

b) If this corporation makes no provision for members, then, at the annual meeting of Directors held on March 1, Directors shall be elected by the Board of Directors in accordance with this section 8. Cumulative voting by Directors for the election of Directors shall not be permitted. The candidates receiving the highest number of votes for each geographic region described in subsection (c) below shall be elected. Each Director shall cast one vote, with voting being by ballot only.

*c) No later than the first annual meeting of Directors following their first organizational meeting, the Board of Directors shall be selected in the following manner. The Board of Directors shall designate as many geographic regions as it deems in the corporation's best interests. Each geographic region shall nominate one or more candidates **who are chief librarians** from that geographic region to be a Board member, and the Board of Directors shall select among that geographic region's nominees the individual to serve as a Board member. **However, if there are no nominees from a geographic region, the Board of Directors may appoint an individual from that region who has previously served as a chief librarian. Alternately, the Directors may appoint a chief librarian from another region who is willing to serve for the region in question.** The Directors shall also designate, and shall have the exclusive right to designate, the libraries within each geographic region that may nominate and vote for that region's nominees to the Board of Directors. If the Board elects to have eleven or twelve Directors, the Board shall select the eleventh or twelfth Director(s) in its complete and unfettered discretion. The eleventh or twelfth Director may be, but is not required to be, from a particular geographic region, even if that would result in multiple Directors from one or more geographic region(s), nor is there any requirement that the eleventh or twelfth Director be from any of the designated geographic regions.*

2. Diversity, Equity & Inclusion (DEI) in Product Content / Policy Statement (Will Breibach, Tamara Weintraub, Romelia Salinas)

This task force has not been able to meet for the last few months. To move things along, the Current Interests Committee will convene to develop a general DEI statement. A general statement could address faculty and staff hiring, collection development, and curriculum, among other things. CCL-

EAR will develop a DEI statement that is specific to EAR, and will bring the statement back to the Board for approval.

ACTION: The Current Interests Committee will convene to develop a general DEI statement.

ACTION: Eric will work with Cynthia to update Board membership on the CCL website, and update committee membership on the CCL website.

3. Annual Data Survey (Doug Achterman)

Doug is now able to access the data from the Annual Data Survey. He will present the data at Deans & Directors, as well share how libraries can access and view the data.

4. Wednesday Webinars – Possible Topics

April 13 is being held for CCL Leadership & Professional Development.

5. Deans & Directors Virtual Meeting (Leslie Tirapelle and Gregg Atkins)

Thursday, March 17, 2022 (1-4 pm)

**Dolores Davison (ASCCC)
Larry Galizio (CCLC)
Chancellor's Office Representatives [not confirmed]
Speaker: Code-switching**

Friday, March 18, 2022 (9 am – 12 noon)

Doug Achterman : Annual Data Survey Data and Tools (90 minutes)

LPD Organized Activity:

Alison shared the activity that the Leadership & Professional Development Committee has organized for Deans & Directors. The program will be interactive and will focus on changes to library services brought about by the pandemic and how these services can be sustained. This will be an opportunity to come together and acknowledge how difficult the last couple years have been. The committee hopes to use the results of the activities to develop a system-wide survey, with assistance from a researcher, to more broadly obtain and share information about impacts and post-pandemic library services.

REPORTS

1) CCL Budget Update (Gregg Atkins)

There are currently 90 paid CCL memberships. The full budget report is attached immediately following the minutes.

2) LSP Update (Gregg Atkins / Amy Beadle)

Gregg shared a letter that VC Lundy-Wagner of the Chancellor's Office sent to Larry Galizio, President and CEO of CCLC.

The letter is concerning because it explicitly ignores the existence of the LSP Governance Committee and indicates that the Chancellor's Office intends to distribute the LSP allocation to colleges as "flexible spending," rather than have the funds specifically and directly pay for the LSP.

CCL responded to the letter, expressing concerns about misappropriation of funds. The letter received an immediate response VC Lundy-Wagner with a request to meet. That meeting will take place on March 4, 2022. The Academic Senate has received a copy of the correspondence.

Important dates/arenas to advocate for appropriate allocation and use of LSP funding:

March 17, 2022 (Consultation Council)

March 21, 2022 (Board of Governors)

The LSP Governance Committee assigned the LSP Task Force to determine a process to identify and prioritize software options to support the LSP.

3) Consortium Director's Report (Amy Beadle)

Key dates coming up: Renewals will be available by March 7. Press Reader just did a demo. LibKey is interested in putting together an offer. Federal funding for DEI resources is still a possibility, but has been held up along with other budget requests. Amy is also considering other grant opportunities for DEI purchases. Timing-wise, the RFP for the state database purchase (currently EBSCO) should go out soon, but has not occurred yet. Amy is working on an annual Consortium Director report so it is in alignment with the one formerly produced by James Wiser, so we can more easily compare measures (i.e., equity) over time. The Consortium Manager system continues to be problematic. Amy will delay any transition to a possible alternative until there is more bandwidth for additional projects.

4) CCL Communication Manager Report (Cynthia Orozco)

Cynthia reported that the next issue of *Outlook* will be published on Monday.

5) LLRPAC Update (John Taylor)

John reported that the Learning Resources members of the LLRPAC committee are interested in following a less ambitious Wednesday Webinar

model focused on LRC programming and looking for ways to collaborate with libraries.

6) ASCCC Update (Dan Crump)

The ASCCC spring plenary will be both in-person and virtual this year: April 7-9, 2022, in Burbank. The ASCCC Executive Committee is meeting next week (Friday and Saturday) in Los Angeles.

Dan is interested in sharing library DEI initiatives with the state senate.

CCL Committee Reports / Updates

1) CCL-EAR (Tamara Weintraub)

CCL-EAR will approach their annual differently this year, with committee members reaching out directly to librarians in their region to elicit more responses. CCL-EAR is updating its web site, and is discussing new ways to provide access to committee minutes. The draft site will be shared with the CCL board for feedback.

2) Advocacy Committee (Leslie Tirapelle or Gregg Atkins)

See Report # 2 – LSP update above.

3) Current Interests Committee (Will Breitbach)

See Discussion Item 2 (DEI) above.

4) Leadership & Professional Development Committee (Alison Gurganus)

See Discussion item 5 above – Report from Alison

ANNOUNCEMENTS

Next Tentative Board Meeting: Friday, May 13 (1:00 – 4:00 pm, Virtual)

Deans & Directors: March 17-18, 2022 (Virtual)

Other Announcements

None.

ADJOURNMENT

The meeting adjourned at 4:10 pm.

BUDGET REPORT

COUNCIL OF CHIEF LIBRARIANS, CCC INC .

• GRANTS INCOME AND EXPENDITURE REPORT 2021-22 / J ANUARY 2 0 2 2

INCOME	Annual Budget	Current Month	Year-To-Date
Leadership Grant (CCCCO)	125,000.00		
LSP Reimbursement			
Interest	250.00	5.32	36.90
Miscellaneous			
TOTAL	125,250.00	5.32	36.90

EXPENDITURES	Annual Budget	Current Month	Year -To-Date
EBSCO Support	3,500.00		
<i>CCL-EAR Meetings / Grants</i>	3,500.00		
Professional Development & Training	104,450.00		
<i>D&DMtg</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		1,025.10
Operational Support for Leadership Activities	100,200.00		
<i>Exec Director Salary</i>	25,000.00	2,083.00	14,581.00
<i>Communication Mgr Salary</i>	7,500.00	625.00	5,000.00
<i>Website & Outlook</i>	3,500.00		975.00
<i>Supplies & Operations</i>	2,000.00		
<i>Databases</i>	9,500.00	7,855.00	12,166.50
<i>Tax Prep</i>	850.00		
<i>Data Survey Analysis</i>	6,000.00	6,000.00	6,000.00
<i>Insurance</i>	2,000.00	550.00	2,143.00
<i>Miscellaneous</i>	2,000.00	275.47	347.46
<i>Special Projects</i>	41,850.00		28,000.00
TOTAL	250,150.00	17,388.47	70,238.06

COUNCIL OF CHIEF LIBRARIANS , CCC INC .

• GENERAL OPERATING BUDGET/ INCOME AND EXPENDITURE REPORT 2021-22

STATEMENT FOR JANUARY , 2022

INCOME	Annual Budget	Current Month	Year-To-Date
Memberships	12,000.00		11,700.00
Consortium	117,000.00		99,058.63
Miscellaneous	0		
TOTAL	129,000.00		110,758.63

EXPENDITURES	Annual Budget
(None)	0
TOTAL	0

COUNCIL OF CHIEF LIBRARIANS, CCC INC .

• CHASE ACCOUNTS / TRANSACTION REPORT 2021-22

STATEMENT FOR JANUARY,
2022

SAVINGS	
Beginning Balance	317,768.41
Income	5.32
Transfer from Checking	0
Transfer to Checking	0
Reserve	3,000.00
Unrestricted Amount	314,773.73
<i>Savings Ending Balance</i>	<i>317, 773.73</i>
CHECKING	
Beginning Balance	268,629.39
Income (GENERAL FUND)	0
Income (GRANTS)	0
Transfer to Savings	0
Transfer from Savings	0
Expenditures	17,388.47
<i>Ending Balance</i>	<i>251,240.92</i>
ACCOUNT TOTAL	569,014.65