



**NORTH COUNTY LIBRARY AUTHORITY**  
**MINUTES**  
**5:00 PM – Friday, October 3, 2022**  
*via Videoconference*



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**CALL MEETING TO ORDER**

At 5:00 President Hill called the meeting to order.

**ESTABLISH QUORUM**

**PRESENT:** President Hill, Vice President Schmidt, Secretary Epstein, Commissioner Fligor

**ABSENT:** Commissioner Meadows

**PLEDGE OF ALLEGIANCE**

Staff liaison Rodriguez lead the pledge of allegiance.

**PUBLIC COMMENTS**

There were none.

**CONSENT CALENDAR**

1. **Minutes:** Approve Minutes of the NCLA Special Meeting of July 18, 2022
2. **Minutes:** Approve Minutes of the NCLA Special Meeting of September 9, 2022

President Hill identified corrections on the July 18 minutes. A motion by Vice President Schmidt, seconded by Commissioner Fligor, to approve the Consent Calendar as amended was passed with the following roll call vote:

**AYES:** Commissioner Fligor, President Hill, Vice President Schmidt, Secretary Epstein

**NOES:** None

**ABSENT:** Commissioner Meadow

**ABSTAIN:** None

**ITEMS FOR CONSIDERATION/ACTION**

3. **Review of invoices:** Review and approval of new invoices; status on payment (received or paid) on previously approved invoices

Secretary Epstein introduced the item to the Authority. Payments were approved at the July 18, 2022 meeting but are still pending payment. Interim Clerk Rodriguez to send the approval form to both President Hill and Secretary Epstein.

4. **Declaration of Local Health Emergency – Necessitating Hosting Virtual Commission Meeting;** Adoption of Resolution 2023-05

Commissioner Fligor mention to the Authority that the City of Los Altos will be discussing transitioning to a hybrid meeting format at their Council meeting in October.

Vise President Schmidt indicated that Los Altos Hills Council meeting have been in person since the 6<sup>th</sup> Spring.

A motion by Secretary Epstein, seconded by Vice President Schmidt, to approve the Declaration of Local Health Emergency Resolution 2023-05 was passed with the following roll call vote:

AYES: Commissioner Fligor, President Hill, Vice President Schmidt, Secretary Epstein

NOES: None

ABSENT: Commissioner Meadow

ABSTAIN: None

**5. Consider and Approve:** Capital investment in Library to uphold the level of service

Secretary Epstein presented the item to the Authority. Claire Lai, lawyer with Meyer Naver, reported that they can use the funds for the described purpose.

The Authority engaged in a discussion regarding possible capital investment and the importance of engaging other partner agencies.

Commissioner Fligor moved to form a subcommittee consisting of President Hill as the lead and Secretary Epstein as the other member of the subcommittee explore spending up to \$7 million to upholding the level of service we have lost and work with any necessary stakeholder and bring back a report to the authority for consideration which received a second from Vice President Schmidt.

There was no public comment.

Motion passed with the following roll call vote:

AYES: Commissioner Fligor, President Hill, Vice President Schmidt, Secretary Epstein

NOES: None

ABSENT: Commissioner Meadow

ABSTAIN: None

**6. Consider and Adopt:** NCLA FY 20/21 Audit

Secretary Epstein informed the Authority that the NCLA FY 20/21 audit is still under development.

**7. Review and Prepare:** Audit FY21-22

Secretary Epstein informed the Authority that she has started working with the new audit firm they hired, but their work is dependent on FY 20/21 audit.

Commissioner Fligor left the meeting at 5:45 p.m.

**INFORMATIONAL ITEMS**

**8. Report from County and Los Altos Librarian**

Jennifer Weeks with the Santa Clara County Library shared some updates to the authority. Rose Baiza, the Los Altos Librarian, provided updates to the Authority.

9. Report from the County Investment Fund

Secretary Epstein presented the item.

**MEMBER/STAFF REPORTS AND COMMENTS AND POTENTIAL FUTURE AGENDA ITEMS**

There were none

**ADJOURNMENT**

President Hill adjourned the meeting at 5:57 pm.

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Cindy Hill, President

ATTEST:

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Angel Rodriguez, Interim City Clerk