

THE TRANSITION WORK GROUP  
OF THE BOARD OF THE  
CALIFORNIA CULTURAL AND HISTORICAL ENDOWMENT  
STATE OF CALIFORNIA

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JAMES F. PETERS, CSR, RPR  
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APPEARANCES

BOARD MEMBERS

Ms. Stacey Aldrich, Chairperson

Mr. Bobby McDonald(via teleconference)

Mr. John Laird, represented by Mr. Blaine Lamb

Mr. James Irvine Swinden(via teleconference)

Senator Christine Kehoe, represented by Ms. Deanna Spehn(via teleconference)

STAFF

Ms. Mimi Morris, Executive Officer

Ms. Lynnda Fair, Office Coordinator

Ms. Francelle Phillips, Office Manager

ALSO PRESENT

Ms. Celeste DeWald, California Association of Museums

Ms. Sharleen Finn, State Library

Mr. Phil Kohlmetz, Western Railway Museum

Ms. Debbie Newton, State Library

Ms. Phyllis Smith, State Library

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1 start.

2 MS. NEWTON: Hi. I'm Debbie Newton. I'm Chief  
3 of Administrative Services for the State Library.

4 And I'm Sharleen Finn. I'm the new Fiscal  
5 Manager for the State Library.

6 MS. SMITH: And Phyllis Smith, the Human  
7 Resources and Facilities Manager.

8 MR. KOHLMETZ: Phil Kohlmetz. I'm the Director  
9 of the Western Railway Museum.

10 MS. DeWALD: I'm Celeste DeWald, Executive  
11 Director of the California Association of Museums.

12 OFFICE MANAGER PHILLIPS: Francelle Phillips,  
13 Manager of the Grant Program at CCHE.

14 OFFICE COORDINATOR FAIR: Lynnda Fair, CCHE.

15 CHAIRPERSON ALDRICH: And thank you. And we have  
16 our reporter with us as well.

17 Welcome.

18 So we'll move on to the next agenda item, which  
19 is discussion of the license plate proposal that the  
20 California Association of Museums had put forth during our  
21 last meeting. And in the meantime, Celeste and Phil and  
22 myself have met a couple of times to talk about how this  
23 project would work.

24 The way the license plates work is it has to  
25 be -- there has to be a parent agency that makes the

1 agreement to work with whoever is trying to have the  
2 license plate. So the parent agency would be the State  
3 Library. And so it would be up to the State Librarian to  
4 sign into that agreement. And so we have -- I've talked  
5 with our business folks, our fiscal folks about how would  
6 we actually do this project. And given the changing  
7 nature of the CCHE, we actually have a plan for the State  
8 Library to move forward as a partner. And we hope to be  
9 doing that.

10 Now, how that relates to CCHE in the future is  
11 undetermined at this point, but we are working towards a  
12 partnership to help get these Snoopy license plates going  
13 with the State Library and the California Association of  
14 Museums. So that's the latest update.

15 Any questions?

16 No?

17 Okay. Thank you.

18 The next item on the agenda was options for CCHE  
19 for facilities and administrative services. And as you  
20 recall in our last meeting, we were reviewing information  
21 and data, and the funding that CCHE has as it winds down.

22 And Mimi was asked to look at some alternative  
23 options. And the State Library was asked to breakdown  
24 costs. And so we've done that. And I'll let Mimi go  
25 first and then we can tell you about what the State

1 Library -- the information about the State Library that we  
2 sent earlier on.

3 EXECUTIVE OFFICER MORRIS: Okay. Well, you  
4 should have before you, Agenda Item number 3, which sort  
5 of says what Stacey just summarized, and then also has the  
6 previous charges -- historical charges. And then the  
7 third page of that is actually the results of our  
8 research. And you can see three different organizations  
9 and scenarios. They're Item number 2, 3, and 4. Sorry  
10 for that. Those are the first three, the only three.

11 And you can see one -- Item number 1 or Option  
12 number 1 would be for us to move to OPR. And you may not  
13 know OPR, but that's our neighbor to the east. It's the  
14 Office of Planning and Research. And the other acronym on  
15 that is DGS, the Department of General Services. And so  
16 this would be a combination of entities providing both  
17 facilities and services. And they are actually giving --  
18 they're willing to give us space, at least 1,000 square  
19 feet for \$24,000 a year, 2,000 a month.

20 And then budgeting and accounting and HR would be  
21 contracted out. And then procurement would be included in  
22 the facilities rental at the Office of Planning and  
23 Research, as would IT in that first instance. And so with  
24 that model, we could have annual expenses for  
25 administration and rent of 75,636.

1           The second model is less expensive on the  
2 facilities. It's actually off site down -- not in the  
3 downtown area. It's very close to Sac State, CSU  
4 Sacramento, which is about five, six miles east of  
5 downtown. And the rent would only be about \$19,000.

6           But the procurement and IT would cost us more,  
7 because we'd be in a commercial building that's out at Sac  
8 State. So that would be about \$91,000.

9           And the third option would be downtown commercial  
10 space with that same requirement for outside procurement  
11 and IT, and the same model of utilizing DGS for both --  
12 for three things, budgeting, accounting, and human  
13 resources services. And that model is fairly close to the  
14 second option at 92,000.

15           And the HR services outside of the Library would  
16 actually drop at the rate of 1,600 per personnel year. So  
17 that would be declining as we enter our ramp down and drop  
18 to about 5,000 on the final year. So that was the result  
19 of my analysis.

20           Are there any questions about that one or shall  
21 we have Stacey walk us through her documentation?

22           CHAIRPERSON ALDRICH: I actually have several  
23 questions. The first is, so the budgeting, account, and  
24 HR you're looking at would be -- would all be DGS. You  
25 would just be moving into another building, is that

1 correct?

2 EXECUTIVE OFFICER MORRIS: Yes.

3 CHAIRPERSON ALDRICH: One of these buildings.

4 And how did you determine your IT cost at  
5 \$10,000?

6 EXECUTIVE OFFICER MORRIS: That's actually coming  
7 from an estimate that I received from another State  
8 agency.

9 CHAIRPERSON ALDRICH: Because I think the costs  
10 are going to be much higher given all of the outsourcing  
11 that's in the centralization of IT. Most departments are  
12 charging more, and -- including, right now you have a  
13 FileMaker Pro. We have the server, so there would be  
14 costs in moving to -- you'd have to have your own server  
15 for FileMaker Pro and support for that. So I think your  
16 IT costs are actually low. They would actually be more.  
17 And we had a discussion with our IT staff about all of the  
18 different things that are required for IT, and I don't  
19 think 10,000 would be enough for IT.

20 And then what were the particular services that  
21 are provided under procurement?

22 EXECUTIVE OFFICER MORRIS: Well, let me first go  
23 back to the IT thing. Under the OPR model it is included.  
24 And the OPR -- the Governor's Office of Planning and  
25 Research actually receives their IT from the Governor's

1 Office proper. And the Governor's Office proper has long  
2 administered FileMaker Pro. I worked in the Division of  
3 the Governor's Office for about 10 years, and they manage  
4 the FileMaker Pro server. So I'm not concerned, and given  
5 that that's our lowest option, that's sort of our  
6 situation with the IT.

7           With regard to procurement, procurement includes  
8 all requisitioning for purchase orders and service orders,  
9 any contracts. We're not a very busy organization from a  
10 procurement perspective, relatively speaking. We actually  
11 have a contract for the court reporter annually. And then  
12 we currently have a couple of contracts underway. But I  
13 would say that we're not a big drain on procurement.

14           And in the coming years, I think it will probably  
15 be such a small amount, that there wasn't concern about  
16 the procurement load.

17           CHAIRPERSON ALDRICH: And I think the one thing  
18 to recognize right now as we move -- and this is --  
19 unless -- are there other questions before I move on to  
20 transition to the State Library?

21           The way that the State -- the way this program  
22 was set up was as a part of the State Library. It is  
23 embedded, and the staff are labeled and identified as  
24 State Library staff. The budget is embedded into the  
25 whole State Library.

1           And so to contract out for all these services,  
2 just something to be aware of, we would still have to do  
3 work to do that, because we can't move the money to  
4 another agency. So the State Library would still be  
5 involved in administering checks, basically moving the  
6 money. So there would be Library administrative costs on  
7 top of these additional costs for contracting out, so  
8 you'd be double paying the administrative costs.

9           EXECUTIVE OFFICER MORRIS: You know, I'm sorry.  
10 My intention was not that we be contracting out these  
11 services. There is a model that's actually just been put  
12 into place with the Department of Mental Health, which  
13 separated itself into two different entities, actually at  
14 the request of Governor Brown starting last January. And  
15 now they are -- they're the Community Services Division  
16 and State Hospitals Division, which previously was under  
17 one organization.

18           And the way they achieved that was to work with  
19 the Department of Finance to create a suborg code. And  
20 the way the whole financial accounting system is  
21 structured in the United States -- in the United States.  
22 Excuse me -- in the State of California is based on  
23 organizational codes. So the entire State budget is built  
24 on that, so the connectivity that you're referencing is  
25 our common organization code at the State Library.

1           But we would be able to work with the Department  
2 of Finance to get a separate suborg code within the  
3 Library and have our funding, our budgeting, and our  
4 accounting, be handled -- and our positions be handled  
5 separately. And so that is a possibility.

6           CHAIRPERSON ALDRICH: It would still be flowing  
7 through the State Library, so there would be -- there  
8 would still be administrative issues as it comes through  
9 the State Library and in the State Library budget, even if  
10 it's given a subcode.

11           So I guess I'm just trying to figure out what the  
12 benefit is of doing that with a program that is actually  
13 starting to wind down.

14           So that you should also have information that we  
15 sent to you all discussing the cost from the State Library  
16 standpoint. And when we look at the administrative costs,  
17 I know Mimi had produced a chart before that had some  
18 percentages that looked pretty high. But when you really  
19 look at administrative costs and you include personnel  
20 services, we just wanted to breakout, so you had a big  
21 picture of what the true administrative costs were here at  
22 the State Library.

23           So the costs that -- actually, if you look at the  
24 chart that has CCHE projected administrative costs, FY  
25 2010-11, this shows the percentage of funding that is

1 going towards each of the areas of administrative costs.  
2 So for facilities and distributed admin, that's 13 percent  
3 of the full administrative cost for CCHE. And that's what  
4 the State Library really does see. The professional  
5 services and the general expenditures are the contracts  
6 and the spending that CCHE does. So contracts for AG,  
7 contracts for catering, contracts for the services to  
8 record the meetings. So this is what the actual costs  
9 look like for the administrative costs.

10 Debbie.

11 MS. NEWTON: I just wanted to clarify one thing,  
12 when you talk about personnel -- Debbie Newton. The  
13 personnel services is kind of State speak. It occurred to  
14 me that that's probably not real clear. What that is is  
15 that's the cost of the CCHE staff.

16 CHAIRPERSON ALDRICH: Thank you.

17 On the second page, we have used the figures that  
18 we currently have just to project out what the costs would  
19 be from 2010-11 through 2014-15. And in the center of the  
20 page, it's an actual breakdown of the projected costs  
21 showing under projected costs for year 5 in box 1, it  
22 shows our total distributed admin costs, and then what  
23 those would be if you break them down for CCHE and the  
24 rest of the organization, and then also the assumptions  
25 that we have made.

1           On the third page, we have the CCHE facilities  
2 costs comparison. And there's also -- there was a map  
3 attached of the current space that is on the third floor.  
4 And it really is an inefficient use of space the way that  
5 CCHE is laid out. And we figure that we could find a  
6 smaller footprint. And there are ways that CCHE could  
7 actually save costs by not actually owning spaces with  
8 meeting rooms, but using the general meeting rooms that we  
9 have here at the State Library.

10           So we show two alternatives, the 2,443 square  
11 feet, and then what it would be if we went to 1,000 square  
12 feet in the State Library.

13           And then the next sheet actually shows all of the  
14 services that the California State Library provides for  
15 all of our programs in the State Library. And this  
16 includes everything that we do, and then also the  
17 footprint.

18           So there are ways -- I think if you look at the  
19 facilities costs, our facilities costs are actually much  
20 less if CCHE does move to a 1,000 square foot footprint.

21           So I don't know if the staff would you like to  
22 add anything to the documentation?

23           MS. NEWTON: I just -- not so much to our  
24 documentation, but I just wanted to comment -- this is  
25 Debbie Newton again -- that in terms of the IT costs, I

1 too am rather surprised at \$10,000. I know we had a  
2 conversation with our IT head -- I actually used to be  
3 head of IT here -- and it seems unrealistically low. I  
4 know the Governor's Office of Gang Violence had come to  
5 the State Library a year or so ago seeking out our  
6 services, because they were unhappy they were paying for  
7 staff of around 12. They were paying \$4,000 a month for  
8 just basic PC services and connectivity. No server  
9 administration. I don't even know that it was Email. It  
10 was just very basic services.

11 And so, you know, at \$4,000 a month, you're  
12 already at 48,000 a year just for basic IT services. So  
13 it does seem -- you know, and that's part of the  
14 Governor's Office. They had contracted out.

15 And so with the VPN connectivity and the  
16 FileMaker Pro server administration and website  
17 administration, website development, it just seems very,  
18 very unrealistically low to me.

19 So I'm not sure we're comparing apples and  
20 oranges.

21 CHAIRPERSON ALDRICH: Yeah. Thank you.

22 Are there any questions?

23 BOARD MEMBER SWINDEN: Yeah. Stacey, this is Jim  
24 Swinden down in Orange County.

25 CHAIRPERSON ALDRICH: Hi, Jim.

1 BOARD MEMBER SWINDEN: Hi.

2 In looking at the information that was sent, your  
3 reports are -- what is the square footage that the CCHE  
4 occupies now at your library?

5 CHAIRPERSON ALDRICH: It's 2,443 square feet.

6 BOARD MEMBER SWINDEN: Okay 2,400. And then,  
7 Mimi?

8 EXECUTIVE OFFICER MORRIS: Yes.

9 BOARD MEMBER SWINDEN: Your projections on the  
10 new space are 1,000 square feet, right?

11 EXECUTIVE OFFICER MORRIS: Yeah, on this map that  
12 was transmitted, there's actually about five offices on  
13 there, five cubicles that we actually don't use that are  
14 empty. And so it's sort of space that was made available  
15 to the CCHE back when it was moved to the third floor  
16 back, I don't know, in 2005 or 6 I think, but it's not  
17 utilized.

18 So I think the idea of even just not, you know,  
19 charging us for those unutilized cubes or switching us to  
20 a separate 1,000 square foot footprint, I think that's a  
21 very reasonable proposal.

22 BOARD MEMBER SWINDEN: Yeah. It seems to me that  
23 we should have both organizations reissue this based upon  
24 a footprint going forward of what we think the actual  
25 needs are going to be, and utilizing shared space, in

1 terms of your staff meeting areas, versus being able to go  
2 to another office and doing the same thing there, so that  
3 we get a little bit more apples with apples here, because  
4 right now it's a little difficult to factor through all  
5 these things, when we're really talking about two  
6 different things.

7 CHAIRPERSON ALDRICH: Yeah, I agree. I guess,  
8 I'm trying to figure out -- again, this program is -- in  
9 this current configuration is winding down, the benefit of  
10 investing money in moving, moving to another location,  
11 moving the pieces around. I'm trying to figure out the  
12 benefit to doing that, knowing that there is limited CCHE  
13 funding to spend, and then having to spend it on moving  
14 and making changes to the way things are already done.

15 MS. NEWTON: This --

16 BOARD MEMBER SWINDEN: I think -- this is Jim  
17 Swinden again. I think the issue here is that, you know,  
18 the flexibility of the State Library to accommodate the  
19 CCHE, in terms of this winding down process, and, you  
20 know, putting together space that would facilitate being  
21 able to eliminate offices as it decreases. I mean, that  
22 would be a very beneficial thing for CCHE, in terms of the  
23 process.

24 So I think that if the Library is able to do  
25 that, then there's a compelling reason to stay. If, you

1 know, we're -- CCHE is in an area where it can't, you  
2 know, be able to become smaller in your area, then -- and  
3 the other areas are less costly, then we always have a  
4 fiduciary duty to take a look at that.

5 CHAIRPERSON ALDRICH: Oh, absolutely.

6 BOARD MEMBER SWINDEN: But it seems to me that  
7 within the Library, given the amount of area you have, and  
8 I'm assuming that even in your own area, a lot of these  
9 offices are probably not fully utilized, that there should  
10 be a way of moving things around to accomplish this.

11 So I would recommend that it'd be easier for me  
12 to visualize a new floor plan showing 1,000 square feet  
13 and then coming back with a budget proposal showing what  
14 the Library could do, and then, Mimi, maybe having you  
15 fine-tune your 1,000 foot proposal, so that we can -- we  
16 have figures that everybody is comfortable with, and then  
17 we can really take a look.

18 But in my opinion, there's no reason to move  
19 if -- you know, if we can make it work out.

20 CHAIRPERSON ALDRICH: Um-hmm, yeah.

21 DELEGATE SPEHN: This is Deanna. I agree with  
22 Jim. I think it would be helpful, as he said, to have the  
23 numbers on one chart that we could really compare.

24 MS. NEWTON: This is Debbie Newton again. I did  
25 want to comment. I know you're saying let's see if we can

1 work it out to stay and not have CCHE move. But one point  
2 I wanted to make if they did move and had their hosting  
3 done by another agency or entity, there are costs  
4 associated with moving that aren't really reflected on  
5 here, like how to migrate things like Email accounts to a  
6 different hosting department, how to extract the FileMaker  
7 Pro databases from the server, there's licensing costs.  
8 The State Library uses educational licensing. We cannot  
9 transfer licenses. So there's new licenses that need to  
10 be purchased --

11 CHAIRPERSON ALDRICH: For basic software.

12 MS. NEWTON: -- for all kinds of things. So I  
13 think the one-time costs associated with a move also would  
14 be somewhat prohibitive. Just the -- you know, between  
15 the hard costs and the services for actually extracting  
16 those services from the State Library's own operations.

17 BOARD MEMBER McDONALD: Hey, Debbie? Hello, this  
18 is Bobby McDonald down in Orange County.

19 MS. NEWTON: Hi.

20 BOARD MEMBER McDONALD: Yeah, I think -- this is  
21 to Debbie's comments. I think we get that. There's  
22 always extra costs when you move. There's always extra  
23 changes when you have to move. The bottom line here is,  
24 as I'm listening to Jim and Deanna, is if we're already  
25 there, what's it going to look like, what's the footprint

1 going to look like for 1,000 square feet, and how we can  
2 make that work, because we're trying to shut -- I hate  
3 saying it this way, but we're trying to shut this thing  
4 down. We're trying to close up and get the best bang for  
5 our buck.

6 Now, we're going through this process of maybe  
7 possibly moving. I really don't want to move. I really  
8 don't, because I know what it costs to move, and the other  
9 intrinsic value costs to move, and the hidden costs to  
10 move.

11 So I'm like Jim and Deanna, let's find out what  
12 we got here. Let's work with what we have, and then give  
13 me another piece that shows me where it's going to  
14 breakdown a year from now, and then the year from now.

15 CHAIRPERSON ALDRICH: Absolutely. I mean, we do  
16 have -- oh, sorry. Go ahead.

17 BOARD MEMBER SWINDEN: Yeah. This is Jim. I  
18 think also in this project I'd like to see Mimi's input in  
19 terms of the reduction of office space over the next five  
20 years, and also how that can be accommodated as opposed to  
21 just saying we've got 1,000 feet for five years. You  
22 know, can the Library be flexible and say, okay, you know,  
23 two years from now we're going to have 700 feet. And, you  
24 know, four years from now, we need one office or  
25 something, okay?

1           CHAIRPERSON ALDRICH: Oh, absolutely. I mean, I  
2 completely agree. I mean, the whole point of this is to  
3 really ensure that we're using the money well. I think  
4 the question that I was having was why spend the extra  
5 money when we can work out to ensure that the CCHE funding  
6 is spent the best way that it can be spent as it's  
7 being -- as it winds down.

8           EXECUTIVE OFFICER MORRIS: This is Mimi. I'd  
9 just like to weigh in. I'd actually like to compliment  
10 the Library on this proposal. I think it's actually got  
11 some very nice elements to it.

12           For example, on your second page under DGS,  
13 contracted fiscal services, it's the third box, and it  
14 shows our allocation at 11,250, where historically that's  
15 been at 22,000, so that helps us tremendously to have that  
16 be more accurately reflecting our burden on the overall  
17 work.

18           And then I think the distributed admin also is  
19 very fair. And I've done a little bit of a calculation  
20 based on the four years that remain starting with this  
21 fiscal year, 11-12, 12-13, 13-14, and 14-15. And in my  
22 earlier proposed administrative and facilities charges,  
23 the cumulative dollar amount for all four of those years  
24 was roughly \$320,000.

25           If, on that second page, you total up the new

1 proposal from the Library, your figure is 394,000. So  
2 that's taking the four bottom fiscal years total.

3 If we do, in fact, take advantage of the  
4 willingness to reduce the CCHE space down to 1,000, or  
5 less as we ramp down, we have an additional savings of  
6 close to \$72,000, which brings us to about 322,000 over  
7 the course of the four years, which I don't know if that  
8 was by design or if that was just serendipitous, but I  
9 think that that really helps the CCHE to have the ability  
10 to have the other resources go to the more meat and  
11 potatoes area of the operation, which would be the  
12 personnel. So I'm actually very pleased, and I  
13 congratulate you on your efforts.

14 CHAIRPERSON ALDRICH: Well, I'd like to thank the  
15 staff who put together this information. Previously, as  
16 we mentioned at the last meeting, the funding really  
17 wasn't managed the way it probably should have been, and  
18 it wasn't documented. And the staff have taken a lot of  
19 time and care to address how CCHE's funding is being  
20 spent, so I'd like to thank you very much for working on  
21 this.

22 All right. Is there any other comments?

23 So we will look at what 1,000 square foot  
24 footprint we have. What we'd want to do is design a space  
25 that could easily be extracted. Right now, it's sort of

1 funky the way it's set up. So we'll be working with CCHE  
2 to look at what the 1,000 square feet would look like to  
3 move into.

4 EXECUTIVE OFFICER MORRIS: And I'd just like to  
5 request that that not occur until after the reception,  
6 given that we've got a very busy next few months. And so  
7 we'd like to push that whole planning process back until  
8 after -- actually to October. If anyone --

9 BOARD MEMBER SWINDEN: You mean the  
10 implementation of it?

11 EXECUTIVE OFFICER MORRIS: Right, the  
12 implementation of it.

13 BOARD MEMBER SWINDEN: Okay. I think we should  
14 go ahead and plan for --

15 CHAIRPERSON ALDRICH: Yeah, I think we have to  
16 plan ahead of time. You know, we have two moves that are  
17 going on right now, and we have to realign our spaces.  
18 We're currently out of our historic building. And so  
19 we're going to have to be doing the planning much sooner.

20 MS. NEWTON: We do have another entity who's come  
21 and asked for some space, so it may be that the timeline  
22 may be sooner than that, depending upon what occurs with  
23 that other entity who's looking to take over some of the  
24 space. So I'm not quite sure --

25 EXECUTIVE OFFICER MORRIS: Can you speak to that

1 with any more specificity?

2 MS. NEWTON: Not at this point, but hopefully  
3 soon.

4 EXECUTIVE OFFICER MORRIS: Okay, because I would  
5 like to request if we are going to stay that we aren't  
6 disrupted tremendously. We are working very busily on a  
7 variety of projects right now. And we do have five empty  
8 cubicles that we're currently not using. And I think to  
9 allow those to be, you know, returned back to the Library  
10 would be least disruptive for us.

11 CHAIRPERSON ALDRICH: We'll have to take that  
12 into account, but we'll have to see what happens with this  
13 other potential leasing of space.

14 EXECUTIVE OFFICER MORRIS: Can you give us any  
15 sense of a timeline on that and what you committed to  
16 for --

17 CHAIRPERSON ALDRICH: We'll know more later.  
18 We'll know more within the next couple of weeks.

19 MS. NEWTON: We've been playing phone tag.

20 CHAIRPERSON ALDRICH: Yeah. So we'll have to get  
21 back with you.

22 Let's see, I noticed, Mimi, we had talked about  
23 an update on the personnel issues, but it's not on the  
24 agenda. And Phyllis is here to address personnel issues.  
25 So if it's okay, I'd like to turn it over to Phyllis.

1 MS. SMITH: Sure. I can move on with -- Phyllis  
2 Smith.

3 BOARD MEMBER SWINDEN: Stacey?

4 CHAIRPERSON ALDRICH: Yes, uh-huh.

5 BOARD MEMBER SWINDEN: Yes. I think if you  
6 haven't noticed it, I don't think you can talk about it.

7 EXECUTIVE OFFICER MORRIS: I think we generally  
8 have a Chairperson's report and an Executive Officer's  
9 report, I think we could do just an informal statement  
10 that the CCHE --

11 EXECUTIVE OFFICER MORRIS: All right, as long as  
12 there --

13 BOARD MEMBER McDONALD: Yeah, because if it's not  
14 on the agenda --

15 EXECUTIVE OFFICER MORRIS: As an agenda item.

16 BOARD MEMBER McDONALD: Yeah, it has to be.

17 EXECUTIVE OFFICER MORRIS: I can just say that  
18 we're very pleased that the exams that were discussed at  
19 the March meeting have -- one has been completed and the  
20 other has been scheduled.

21 MS. SMITH: Do you want me to expound?

22 CHAIRPERSON ALDRICH: I think Phyllis needs to  
23 expand on it, and while -- go ahead, Phyllis.

24 MS. SMITH: Yeah, I do.

25 EXECUTIVE OFFICER MORRIS: I don't -- I would

1 agree with the Board Members that it's --

2 CHAIRPERSON ALDRICH: Then I can expand on it  
3 then, because I'm the Chair of the Board. So we're happy  
4 to move on these positions. We know these are vital  
5 positions for continuing CCHE. Unfortunately, we do have  
6 some barriers that have to be crossed. These are  
7 reappointments, is that right, Phyllis?

8 MS. SMITH: Yes, they are reappointments.

9 CHAIRPERSON ALDRICH: Reappointments. And we  
10 have to get approval from the Governor in order to move  
11 forward on any new hirings or reappointments. So there is  
12 a process that we will have to go through, so it will be  
13 important to get all the paperwork and information,  
14 including a justification for the positions as soon as  
15 possible so we can get them over to the Governor's Office  
16 for approval. So as soon as I see those, I'll sign them  
17 and send them over, but we do have to get approval.

18 EXECUTIVE OFFICER MORRIS: This is news to us.  
19 Are you asking me to provide justifications for these  
20 positions then?

21 CHAIRPERSON ALDRICH: Um-hmm.

22 DELEGATE LAMB: You'll need to do that for any  
23 positions, any department.

24 EXECUTIVE OFFICER MORRIS: Right. This is --

25 CHAIRPERSON ALDRICH: This is not new.

1 EXECUTIVE OFFICER MORRIS: -- not new. Yeah.

2 CHAIRPERSON ALDRICH: This has been going on for  
3 awhile. So this is not new to you. I know it's not,  
4 so...

5 EXECUTIVE OFFICER MORRIS: No. I wasn't advised  
6 that we needed to provide a justification, but we can do  
7 that very easily. That's not a problem.

8 But we are pleased that the exams were held. I  
9 think that was our preliminary step. And the next thing  
10 we can do is the justifications and we'll be happy to do  
11 that.

12 CHAIRPERSON ALDRICH: Good. All right. We don't  
13 have any public here. Is there any public with you all on  
14 the phone?

15 DELEGATE SPEHN: No. Pretty lonely.

16 (Laughter.)

17 CHAIRPERSON ALDRICH: Anybody in what's going to  
18 be carmageddon soon, is what I'm reading, in the L.A.  
19 area? It's been in the newspaper.

20 Okay. So are there any comments from the  
21 Transition Work Group. So I'll start with --

22 BOARD MEMBER SWINDEN: Yes, Stacey.

23 CHAIRPERSON ALDRICH: Yes.

24 BOARD MEMBER SWINDEN: You guys go first, then  
25 we'll go.

1 CHAIRPERSON ALDRICH: No. Go ahead.

2 David, do you have any?

3 DELEGATE LAMB: I'm not David, but I don't have  
4 any comments.

5 CHAIRPERSON ALDRICH: Blaine. Blaine, sorry.

6 DELEGATE LAMB: I don't have any comments.

7 CHAIRPERSON ALDRICH: You don't have any  
8 comments. Thank you. All right. Jim or Bobby?

9 BOARD MEMBER SWINDEN: Yeah, this is Jim. I want  
10 to thank both you and Mimi for starting to work together  
11 on this. And I think that if the Library can be flexible  
12 and accommodating in terms of, you know, the next couple  
13 of months in terms of the workload the CCHE has to do,  
14 that would be beneficial. And so we look forward to  
15 seeing what you guys come back with and I think this is a  
16 good step.

17 Thank you.

18 CHAIRPERSON ALDRICH: Thank you.

19 EXECUTIVE OFFICER MORRIS: Thank you.

20 CHAIRPERSON ALDRICH: Bobby, Deanna?

21 BOARD MEMBER McDONALD: I'm fine.

22 CHAIRPERSON ALDRICH: San Diego?

23 DELEGATE SPEHN: Everything is cool.

24 CHAIRPERSON ALDRICH: All right.

25 DELEGATE LAMB: Well, it always is in San Diego.

1 DELEGATE SPEHN: Yeah.

2 (Laughter.)

3 EXECUTIVE OFFICER MORRIS: Deanna, may I just  
4 ask, if there's any progress on the date for the  
5 distribution of the books?

6 DELEGATE SPEHN: Don't have a date yet, but  
7 they're working on it.

8 EXECUTIVE OFFICER MORRIS: All right. Thank you.

9 CHAIRPERSON ALDRICH: Okay. Well, I think we  
10 have more solid numbers now. I think we have a better  
11 sense of the space and scope on this end. We also have a  
12 better sense of cost. And we will work to get information  
13 regarding the 1,000 square feet and the footprint. And  
14 I'd like to thank you all and apologize to Blaine for  
15 calling him David.

16 DELEGATE LAMB: That's okay.

17 CHAIRPERSON ALDRICH: And I think we'll adjourn  
18 the meeting.

19 BOARD MEMBER SWINDEN: Thank you.

20 DELEGATE SPEHN: Thanks very much.

21 CHAIRPERSON ALDRICH: Thank you. Have a good  
22 week.

23 (Thereupon the Transition Work Group  
24 of the California Cultural Endowment  
25 meeting adjourned at 1:40 p.m.)

