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Library of California Board Meeting August 11, 2011

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August 11, 2011
9:00 a.m. – 2:00 p.m.

LoC Board Business Meeting
LSTA Advisory Council on Libraries Meeting
Immediately following Board business meeting

California State Library
900 N Street, Room 501
Sacramento, CA

A. BOARD OPENING

1. Welcome and Introductions

Welcome and introduction of Board members, staff, and audience

2. Adoption of Agenda

Consider agenda as presented or amended

3. Approval of August 2010 Board Minutes – Document 1

Consider minutes as presented or amended

4. Election of Board Officers for 2012 – Document 2

- a. Report from the Nominating Committee
- b. Consider nominations for Board President and Vice-President for 2012

5. **Library of California Board meeting schedule – Document 3**
Discuss meeting date for 2012
 6. **Resolutions – Document 4**
 - a. Consider Board resolution for Penny Kastanis
 - b. Consider Board resolution for John Kallenberg
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B. REPORTS TO THE BOARD

1. **Board Vice-President's Report**
Report on activities since last Board meeting
 2. **Chief Executive Officer's Report**
Report on activities since last Board meeting
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C. CLSA PROGRAM ITEMS FOR INFORMATION/ACTION

BUDGET AND PLANNING

1. **CLSA Baseline Budget – Document 5**
Consider 2011/12 CLSA baseline budget by program
2. **CLSA System Plans of Service – Document 6**
Consider Preliminary System Plans of Service for fiscal year 2011/12

RESOURCE SHARING

1. **CLSA Consolidations and Affiliations – Document 7**
 - a. Consider Camarillo Public Library affiliation with SCLC
 - b. Consider Santa Clarita Public Library affiliation with SCLC
 - c. Recognize the withdrawal of Santa Clara County Library from PLP
 2. **Interlibrary Loan and Direct Loan Programs – Document 8**
 - a. Consider CLSA loan reimbursement rates for 2011/12
 - b. Consider prorating the CLSA loan reimbursement program for 2011/12
 - c. Consider 2012/13 Budget Change Proposal for TBR
 3. **CLSA System Reference Program – Document 9**
 - a. Consider CLSA System population and membership figures for 2011/12
 - b. Review and discussion of System Annual Reports, FY 2009/10
 4. **CLSA System Communications and Delivery – Document 10**
Review and discussion of System Annual Reports, FY 2009/10
 5. **CLSA System Advisory Board (SAB) Program – Document 11**
Review and discussion of System Annual Reports, FY 2009/10
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D. LEGISLATIVE

1. **Federal Legislative Issues – Document 12**
Consider federal legislative issues
 2. **State Legislative Issues – Document 13**
Consider state legislative issues
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E. LOC BOARD FOCUS 2011/2012

1. **Update on CLSA Task Force’s work on changes to the law**
 2. **Brainstorm ideas for Board projects**
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F. PUBLIC COMMENT

Public comment on any item or issue that is under the purview of the Library of California Board and is not on the agenda.

G. COMMENTS FROM BOARD MEMBERS/OFFICERS

Board member or officer comment on any item or issue that is under the purview of the Library of California Board and is not on the agenda.

H. AGENDA BUILDING

Agenda items for subsequent Board meetings.

I. ADJOURNMENT

Adjourn the meeting.

Library of California Board Meeting
August 12, 2010

California State Library
900 N Street, Room 501
Sacramento, California

CALL TO ORDER AND INTRODUCTIONS

President Penny Kastanis convened the Library of California Board meeting on August 12, 2010 at 9:04 a.m., and welcomed Board Members, staff and audience member to Sacramento and called for introductions.

Board Members Present: President Penny Kastanis, Vice-President Tyrone Cannon, Anne Bernardo, Victoria Fong, Jane F. Lowenthal, Paymaneh Maghsoudi, and Judy Zollman.

Not Present: Conchita Battle and Elizabeth Murguia.

California State Library Staff Present: State Librarian Stacey A. Aldrich, Gerry Maginnity, Sandy Habbestad, Rush Brandis, Ira Bray, Jacquie Brinkley, Bessie Condos, Suzanne Flint, Richard Hall, Carla Lehn, Kathy Low, Cindy Mediavilla, Linda Springer, and Jon Torkelson.

ADOPTION OF AGENDA

It was moved, seconded (Maghsoudi/Fong) and carried unanimously that the Library of California Board adopts the agenda of the August 12, 2010 meeting as presented.

APPROVAL OF MINUTES

It was moved, seconded (Fong/Zollman) and carried unanimously that the Library of California Board approves the draft minutes of the August 13, 2009 meeting as presented.

ELECTION OF BOARD OFFICERS FOR 2011

President Kastanis called on Member Maghsoudi to report the slate of Board officers for 2011. The following actions were taken by the Board.

It was moved, seconded (Maghsoudi/Cannon) and carried unanimously that the Library of California Board elects Penny Kastanis as President of the Library of California Board for the year 2011.

1 *It was moved, seconded (Maghsoudi/Cannon) and carried unanimously that the*
2 *Library of California Board elects Anne Bernardo as Vice-President of the Library*
3 *of California Board for the year 2011.*
4

5 **REPORTS TO THE BOARD**

6 **Board President's Report**

7 President Kastanis reported that Member Maghsoudi is the incoming president for the
8 California Library Association (CLA). She welcomed Stacey Aldrich as our new State Librarian
9 of California.

10 **Vice-President's Report**

11 Vice-President Cannon reported on the committees and boards for which he is a member,
12 including the American Library Association's ACRL (Association of College & Research
13 Librarians). He stated that the San Francisco University Library budget was cut only one to two
14 percent and in prior years the budget was left flat without cuts.

15 **Chief Executive Officer's Report**

16 State Librarian Stacey Aldrich provided the following updates:

- 17 • The California State Library (CSL) has a flat budget, with 22.5 positions lost at the end of
18 last year, and an additional 11% needed this year for salary savings. Library programs are
19 at a stable level.
- 20 • The new CSL Strategic Plan document, which covers the periods July 2010 through June
21 2013, was shared with the Board. A new Vision and Mission for CSL is included in the
22 Plan. Work on the three-year goals has begun, one of them being an online exhibit
23 centered on cooking. Another goal is to extend our services to all Californians, not just
24 state employees, by creating models for enabling all California residents to have a State
25 Library card.
- 26 • The CSL collection is now at the West Sacramento location. Construction tours of the
27 Library & Courts I (LC I) building began in August. The expected date to return to LC I is
28 fall of 2012 or spring of 2013. The Sutro Library in San Francisco has partnered with San
29 Francisco State University and is preparing to move its collection to the university site.
30 The expected move date is spring of 2012.
- 31 • The Legislature denied our request to repeal the Library of California Act so we will
32 continue to have both the CLSA and LOC Act.

- 1 • The federal Library Services and Technology Act (LSTA) program is funded this year at
2 \$17.4 million.
- 3 • We will receive \$600,000 from the Gates Opportunity Online Broadband Grant to increase
4 bandwidth to 76 libraries in California. The funding will provide e-Rate training, create a
5 broadband portal, and provide for broadband training webinars, among other things. The
6 Gates Initiative is working with CENIC (the Corporation for Education Network Initiatives
7 in California) in order to obtain cost-effective bandwidth purchase. The public library can
8 be the place to create the connectivity to residents in their geographic area; however, there
9 is a large disparity in the state regarding the cost to have broadband connectivity. The San
10 Joaquin Valley Library System has 52 of the 76 libraries that need to get connected through
11 the Gates grant. There are eight regional broadband networks. We are working with Sunne
12 McPeat to connect with our cooperative systems. McPeat is the President and CEO of the
13 California Emerging Technology Fund (CETF), a statewide non-profit organization whose
14 mission is to provide leadership statewide to minimize the digital divide by accelerating the
15 deployment of broadband and other advanced communication services to underserved
16 communities and populations.
- 17 • Senator Alex Padilla has amended SB 1462 to create the California Broadband Council
18 within state government. The purpose of the council would be to promote broadband
19 deployment and adoption throughout the state for the benefit of all Californians. Although
20 libraries were left out of the bill, CLA has taken a “support if amended position” on SB
21 1462 to encourage Senator Padilla to give the State Librarian a seat on the Council.
22 Jacqueline Kinney, Consultant to Senator Padilla’s Energy, Utilities, and Communications
23 Committee, stated that there was a good case for including the State Librarian on the
24 Council; however, they had been inundated with requests from various stakeholder groups
25 and were reluctant to open up the bill to new appointees. The Senator agreed to the
26 following language: *“The Council shall provide opportunities for stakeholder groups to
27 provide input about broadband deployment and adoption at its regular public meetings,
28 and may provide additional opportunities through public hearings, roundtables, advisory
29 committees, and other means, as determined by the Council.”* The bill was held on the
30 Assembly Appropriations suspense file.
- 31 • The state plan for digital literacy, titled, *Digital Literacy Pathways in California, ICT
32 Leadership Council Action Plan Report*, was distributed. The overall purpose of the report

1 is to ensure that learners of all ages are successful content creators and users of
2 technologies that foster the sharing, gathering and interpreting of information, ideas and
3 texts central to active and effective participation in society. Governor Schwarzenegger's
4 Executive Order establishes the California ICT Digital Literacy Leadership Council. The
5 Council's first meeting is in August 2010.

- 6 • Thousands of people show up to ground breaking and grand opening ceremonies for new
7 public libraries. We want to look to libraries as conveners in their communities to discuss
8 issues facing them.
- 9 • Thanked Jacquie Brinkely and Carla Lehn, Library Programs Consultants, for the work
10 they are doing on Workforce Development.
- 11 • Gerry Maginnity and she met with Siskiyou County local officials to discuss ways to keep
12 the library open. Consultants Joan Frye Williams and George Needham met with Siskiyou
13 County administrators to provide alternatives to library closures and come up with models
14 to share with the community and other libraries in financial trouble.
- 15 • Richard B. Hall, Library Consultant at the State Library, has compiled and written a
16 comprehensive report titled, "*Thirty Years of California Library Ballot Measures*," an in-
17 depth survey and analysis of local library ballot measures held in California from 1980
18 through 2009. A copy may be obtained from the CSL website at www.library.ca.gov.

19 **Reports on System Consolidations**

20 Greg Atkins, Chair of NorthNet Cooperative Library System (NorthNet), reported that the
21 public libraries and academic library partners together include 48% of the counties in California.
22 NorthNet's first year of operation was one of exploration. Over the years each of the three
23 systems making up the NorthNet mega region developed their own means of providing programs
24 and services. A dues structure that accommodates such a diverse community has been explored
25 but the desired outcome remains difficult to accomplish in the current economic climate.
26 Discussion has occurred in the North State area to pull out of the NorthNet region and revert to
27 being an independent CLSA system.

28 There are several exciting projects that may help to mold the new mega-system structure.
29 Three libraries in the NorthNet area are preparing to implement an open source ILS as a shared
30 cataloging system in order to save resources. Two other libraries are interested in joining the
31 project at a future date. Additionally, there is interest in a pilot project of shipping ILL materials
32 directly to library users whose delivery method is US mail. Larger libraries are sharing their

1 discarded titles with members that have little or no book budget. Lastly, through funding from
2 an LSTA grant, NorthNet is offering a jobs and career database to all members including the
3 academic partners; and will offer downloadable and e-books as a 24/7 service in their
4 communities.

5 Rosario Garza, Executive Director, Southern California Library Cooperative (SCLC),
6 reported that over 14 million residents, 46% of California's residents, make up their 46-member
7 library jurisdictions. She noted that Cerritos Public Library choose to withdrawal from the mega
8 system. SCLC merged two joint power agreements (JPA) into the former Metropolitan
9 Cooperative Library System JPA and renamed the system. A new dues structure is being
10 developed which all members have bought into. SCLC is working on a Strategic Plan and will
11 be meeting in September with consultants Joan Frye Williams and George Needham regarding
12 the plan. Members are very pleased with the merger.

13 Linda Crowe, Executive Director, Pacific Library Partnership (PLP), reported that they are
14 working on a Strategic Plan with a clear action plan for the year. They are defining their services
15 to members so that all members know who PLP is and what it provides. A monthly online
16 Newsletter, "*PLP Publincs*," was developed to keep staff at member libraries up-to-date on what
17 is happening in the region, along with a bit of gossip to hold everyone's interest. As part of an
18 LSTA grant from the State Library, all public library members have access to the Gale Career
19 Transitions Database, and *MegaMeeting*, a web-based virtual meeting program that allows the
20 participants to use their own computers or telephones to attend. PLP has also funded a grant
21 program this year for its members called, *Easy Aid*, to assist member libraries in providing
22 activities, services, and materials that would be of value to library users and the community, but
23 cannot be funded locally in the current economic environment. A total of \$20,000 has been
24 allocated for this program with up to \$750 per grant.

25 One of the challenges that PLP is facing this year is developing a business plan. For the first
26 year of operation members decided not to change the fees structure. They will be working to
27 come up with an appropriate fees structure. Another challenge is finding "cool services" that are
28 needed and appreciated by all 35 public library members.

29

30 **BUDGET AND PLANNING**

31 **CLSA Baseline Budget**

1 Habbestad reported that the CLSA baseline budget for the Transaction Based Reimbursement
2 Program and the System-level programs, as reported in the Governor's May Revise, was
3 identical to the previous fiscal year. The following action was taken by the Board.

4 *It was moved, seconded (Fong/Lowenthal) and carried unanimously that the*
5 *Library of California Board adopts the 2010/11 CLSA Budget as displayed in the*
6 *chart entitled "Summary—2010/11 CLSA Baseline Budget Recommendation by*
7 *Program" and that the aforementioned chart be included in the minutes of this*
8 *meeting. (See Attachment A)*

9 10 **CLSA System Plans of Service**

11 Habbestad reported that CLSA Plans of Service were received from each of the eight
12 cooperative systems. Over the years systems have voiced a need to have more flexibility to
13 place CLSA funds in the program areas that best fit the needs of their member libraries. This
14 fiscal year the State gave cooperatives the opportunity to revise their Plans and Budgets and
15 move funds into the programs where they are most needed. There was only a short time period
16 for amendments to be submitted for Board approval. Four of the eight systems decided not to
17 make any changes in the budget this fiscal year, stating that service contracts had already been
18 signed and funds had already been paid out. The systems that made changes moved funds from
19 the Reference and Advisory Board programs to Communications and Delivery. System
20 coordinators express their appreciation for the flexibility and would take more advantage of it
21 next fiscal year when there is more time to discuss with administrative councils.

22 23 **RESOURCE SHARING**

24 **CLSA Consolidations and Affiliations**

25 Habbestad reported on the Ventura County Library request to change its System membership
26 from the Black Gold Cooperative Library System to the Southern California Library Cooperative
27 (SCLC), effective July 1, 2010. In the documentation for this request, the Ventura Library
28 Director stated that geographically it was difficult to remain a member of Black Gold because
29 Ventura does not share an Integrated Library System (ILS) with other Black Gold members.
30 SCLC would be a better fit for Ventura County and the overall cost for membership would be
31 less. The following action was taken by the Board.

32 *It was moved, seconded (Maghsoudi/Lowenthal) and carried unanimously that the*
33 *Library of California Board approves the proposed change in System membership*
34 *for the Ventura County Library from the Black Gold Cooperative Library System to*
35 *the Southern California Library Cooperative; and further moves to accept the*

1 *request to waive the September 1, 2009 filing date for 2010/11 affiliations so that*
2 *this request becomes effective July 1, 2010.*

3
4 **CLSA Interlibrary Loan and Direct Loan Programs**

5 Habbestad reported on the cost study survey results for the Transaction Based
6 Reimbursement (TBR) Program and reviewed the rates proposed for FY 2010/11. The following
7 action was taken by the Board.

8 *It was moved, seconded (Lowenthal/Fong) and carried unanimously that the*
9 *Library of California Board adopts, subject to the concurrence of the State*
10 *Department of Finance, reimbursement rates for the 2010/11 fiscal year as follows:*
11 *for CLSA interlibrary loans, a reimbursement rate of \$6.35 per eligible transaction;*
12 *for CLSA direct loans, a reimbursement rate of \$1.17 per eligible transaction; and*
13 *that the Chief Executive Officer inform all participants of the 2010/11*
14 *reimbursement rates as soon as Department of Finance concurrence is obtained.*

15
16 Habbestad presented the motion for consideration for prorating the CLSA loan
17 reimbursement program for 2010/11. She noted that TBR participants were reimbursed at 26.6%
18 of the total amount claimed for FY 2009/10; the total cost of the program was over \$38.2
19 million. Current estimates indicated that the program costs for FY 2010/11 could increase by
20 12%, for a total cost of \$43 million. The following action was taken by the Board.

21 *It was moved, seconded (Cannon/Maghsoudi) and carried unanimously that the*
22 *Library of California Board directs its Chief Executive Officer to withhold 85%*
23 *from all CLSA ILL and Direct Loan Program reimbursement payments throughout*
24 *the 2010/11 fiscal year and that, after determining the full State cost of the ILL and*
25 *Direct Loan programs for 2010/11, directs the CEO to pay the full amount*
26 *remaining due to each participating library if sufficient funds remain in the*
27 *2010/11 TBR Program appropriation, or to prorate the final payment equitably if*
28 *insufficient funds remain in the program appropriation. It was further moved to*
29 *authorize the CEO to make a one-time adjustment in the prorata percentage, if*
30 *needed, in order to pay all participants equitably if actual transaction data*
31 *increases at a rate that would not pay each participant equitably.*

32
33 Habbestad reported that transaction levels are at their highest and recommended the Board
34 authorize its CEO to submit a budget change proposal to the Department of Finance. The
35 following action was taken by the Board.

36 *It was moved, seconded (Fong/Lowenthal) and carried unanimously that the*
37 *Library of California Board gives its Chief Executive Officer the authority to seek*
38 *additional 2011/12 local assistance funding through the BCP process to eliminate*
39 *the documented shortfall for qualifying CLSA Direct and Interlibrary Loans.*

40
41 Aldrich stated that staff will be reworking the BCP so it is more strategic to help the new
42 Governor and staff coming in to understand the impact of the TBR Program.

1 **CLSA System Reference**

2 Habbestad reported the first motion was needed as a housekeeping measure to show that for
3 FY 2009/10 the allocations to cooperative systems were calculated on the basis of the Cerritos
4 Public Library's withdrawal from SCLC, effective July 1, 2009. The City of Cerritos has chosen
5 not to extend free borrowing privileges outside the geographic area of the former Metropolitan
6 Cooperative Library System, and will charge residents of Los Angeles and Orange counties a fee
7 to borrow its resources. The following action was taken by the Board.

8 *It was moved, seconded (Bernardo/Maghsoudi) and carried unanimously that the*
9 *Library of California Board approves the System Population and Membership*
10 *figures, revised in August 2009, and used in the allocation of CLSA System*
11 *Reference Program funds for the fiscal year 2009/10.*

12
13 Habbestad reported that the second motion was the annual approval of the System Population
14 and Membership figures for use in calculating CLSA system-level funding for FY 2010/11 as
15 required in CLSA Regulations Sec. 20106, distribution of funds per capita.

16 *It was moved, seconded (Zollman/Bernardo) and carried unanimously that the*
17 *Library of California Board approves the System Population and Membership*
18 *figures for use in the allocation of CLSA System Reference Program funds for the*
19 *fiscal year 2010/11.*

20
21 **System Annual Report Summaries from FY 2008/09**

22 Habbestad presented a summary of System Annual Reports in the packet exhibits for each of
23 the cooperative systems for FY 2008/09 and the achievements of the performance objectives set
24 for System Reference, Communications and Delivery, and Advisory Boards.

25
26 **LEGISLATIVE**

27 Member Bernardo reviewed the checklist in the packet from the American Library
28 Association (ALA) Office of Government Relations Legislative Issues. LSTA is up for both re-
29 authorization and re-appropriation this year. Aldrich reported on Federal Advocacy Day in
30 Washington, D.C. stating that she met with Congresswoman Matsui, who is a big supporter of
31 broadband and libraries. She also spent time with the staff of Senator Boxer and Representative
32 Pelosi, and had a follow-up phone call with Senator Feinstein's staff. All are very supportive of
33 LSTA reauthorization, school libraries, and want libraries to be involved with anything to do
34 with connectivity and broadband, and anything on literacy and digital literacy that libraries need
35 to be a part of for future planning efforts. The LSTA Reauthorization wording is still in
36 production. A subcommittee of ALA is adding digital literacy components. IMLS is providing

1 some components from the National Broadband Plan in terms of what connectivity language to
2 use; a piece about staff and continuing education.

3 Member Fong expressed interest in copyright issues, especially concerning access. Aldrich
4 was not aware of any updates, but noted the large issues surrounding the topic, especially digital
5 copyright as it relates to digital books and Google. The matter is being watched closely, with the
6 State Librarian’s study on e-books engaged to make sure that libraries are at the table. Some
7 parties do not want libraries involved in the digital world. All groups of people will be cut off
8 from libraries if libraries do not have access to digital content.

9 President Kastanis brought up a related issue of plagiarism from digital sources on the
10 internet, which in turn leads into an entire range of information literacy issues, such as, “What is
11 acceptable?, What is appropriate usage?, What is ethical usage?” Member Cannon stated that the
12 Association of Research Libraries are particularly interested in these matters.

13 President Kastanis suggested that the Board may need some access points to find out about
14 the latest important technology, including a list of links to information about that technology.
15 Because of the speed of obsolescence and new technological innovation, Board Members could
16 also benefit from the development of a one-page technology terms dictionary of key issues.

17 Member Bernardo noted her role as LoC Board Liaison to the CLA Legislative Committee.
18 The Legislative Committee is staying on top of the issues. Member Bernardo discuss a
19 spreadsheet she prepared on the Assembly and Senate Bills that CLA Legislative Committee is
20 monitoring. Those bills include:

- 21 • AB 1609 and SB 874 concerns PLF, TBR, CLLS and the State Library budget. Until it is
22 signed off, it is listed by CLA as “watch closely.”
- 23 • AB 2091 was listed by CLA as “watch closely” but it is now “monitor” and is in
24 concurrence. The issue they were following was the code section that might have had
25 impact on library records exemption, but at this point the language does not affect libraries.
- 26 • AB 2457 is a bill for California’s Financial Literacy Fund. It is meant to establish
27 California’s financial literacy by supporting partnerships with the financial services
28 community and other stake holders. Libraries do not have direct involvement but have been
29 supportive of this bill. Various versions of Salas’s bill have been in process for about five
30 years. It is now making its way through the Senate.
- 31 • AB 2594, Jones’ bill about works of authorship and residual benefits, copyright issues,
32 considered early in the session, was dropped due to objections by the movie industry.

- 1 • SB 1040 and SB 1462, Padilla’s two bills about telecommunications and broadband
2 services, are in suspense due to dollar concerns raised in the Assembly. The Senate did not
3 have a problem with them. They are being heard by Assembly Appropriations today.
- 4 • SCR 78, Wolk’s National Library Week resolution passed early in the session, on April 17,
5 2010.
- 6 • CLA is supporting Proposition 22, which is to appear on the November ballot, which
7 prohibits the state from taking funds used for transportation or local government projects
8 and services.

9 Member Bernardo also noted that CLA has decided to go bi-annual with their Legislative
10 Day in Sacramento and will alter it with Day in the District beginning with this year in 2010.
11 CLA has changed it’s name to CLA Legislative and Advocacy Committee. With the Advocacy,
12 they have developed Snapshot Day as a new activity for this year. Lastly, the California School
13 Library Association and CLA will hold a joint conference this year in Sacramento.

14 Member Lowenthal noted that the State Board of Education may be looking at the
15 Information Literacy issue when it meets next month. Information Literacy was raised a couple
16 years ago as a legislative bill which failed. Aldrich added that there was a lot of work done with
17 the Digital Literacy Curriculum by the School Librarians, which will bring us into almost the 21st
18 century, if approved by the State Board of Education. She asked for support of this curriculum to
19 the State Board of Education.

20 Member Bernardo reported that the Legislative Committee is watching California Forward’s
21 recommendations, some of which are long-term proposals. The Public Library Ballot measures
22 on June’s ballots are being successfully monitored.

23
24 **BOARD FOCUS**

25 Aldrich added a new item to the agenda to provide an open conversation for Board members
26 to be more involved in activities that help all libraries across the state. She invited suggestions
27 for one or two project topics, focus areas upon which to work together with the LoC Board
28 Members during the upcoming year.

29 Member Zollman expressed interest in the letter writing campaign for education standards to
30 the Board of Education, and Jack O’Connell in particular, and asked, what can the LoC Board do
31 as a group and as individuals to expedite effective communication.

32 President Kastanis interjected that some see this as an issue only for the Board of Education,
33 when in fact public libraries are also affected as they must often pick up the slack when schools

1 experience cuts in staff, funding, and other resources. Public education and public libraries are
2 inter-related; what impacts one may impact the other. The academic level is also touched as
3 student performance in college is affected.

4 Member Lowenthal pointed out the long-term consequences of illiteracy in youths leading to
5 unemployed adults and a weakened workplace. She has been working on this matter with Jack
6 O'Connell and others for several years, and believed lack of headway involved more than just
7 letter writing.

8 Member Cannon expressed his interest in the notion of Transliteracy (which has been
9 described as "literacy across multiple media, the ability to read, write and interact across a range
10 of platforms, tools and media from signing and orality through handwriting, print, TV, radio and
11 film, to digital social networks"). Attention has already been directed to Information Literacy
12 and Digital Literacy, but Transliteracy appears to be moving beyond those silos. He wondered
13 how the LoC Board could help define and support it. Also, the Board should look into how
14 Transliteracy is being implemented.

15 Aldrich recommended doing a study and collecting and sharing information about
16 Transliteracy on the listserves. Information about other possible projects could be posted there, as
17 well. Board meetings could always be arranged to discuss issues. President Kastanis responded
18 that meetings may not be necessary if Board Members kept themselves apprised of developments
19 in technology and other matters, by actually utilizing the technology itself, e.g., listserves, and
20 maintaining ongoing communication with one another throughout the year and not just right
21 before or at the annual Board meeting.

22 Member Fong agreed, stating that she would like the Board to receive periodic reports to
23 have sufficient background information to understand issues before asking questions about them.

24 Member Canon mentioned a study connected with the digital divide where urban elementary
25 school children's access to i-pods was cited as an indication of increasing literacy. On the other
26 hand, President Kastanis responded, a lot of these children were coming to educators as illiterate.
27 Nonetheless, citing studies like this can be very useful in library and education advocacy. They
28 can help isolate issues to be addressed

29 Aldrich introduced the Board's relationship with CLSA for consideration. What is working
30 and what is not? What improvements could be made for their future involvement together?
31 Should the Board perhaps consider an aspect of CLSA for discussion each year, to help develop
32 it through good information, brain-storming, conversation and dialogue?

1 Member Bernardo was in agreement that the Board should work to improve the CLSA law,
2 while recognizing certain intrinsic restraints on what could be done. She recommended that the
3 difficult sections of CLSA be identified before improvements were suggested. Member
4 Maghsoudi asked how the Board could assist Aldrich to move forward, since the Governor's
5 office denied the repeal.

6 Aldrich responded that the Board could work with CLA, who originally supported the
7 Library of California legislation. The LoC Board could approve of the repeal as there is no
8 funding in the legislation and it was never fully funded. We need to take a look at it and reshape
9 how it all works, to update the laws to support the needs of 21st Century libraries.

10 Member Cannon asked whether there is a role for the Board to help with the various
11 objectives, as part of the implementation of the strategic plan. Aldrich replied in the affirmative
12 and the Board Members concurred. President Kastanis stated that there are people out there who
13 needed to know that the LoC Board supports them.

14 Aldrich mentioned some key places where CSL, LoC and CLSA tie in nicely, especially in
15 building better rules and regulations that support 21st Century libraries, as well as in building
16 statewide partnerships for better efficiencies and resource sharing.

17 President Kastanis stated that the LoC Board would like to participate at different levels, but
18 that it did not want to ignore the areas it should be looking at. Some members legitimately had
19 special interests, but the Board does not look at just those special interests alone.

20 Aldrich sees libraries as the central points, anchor institutions, which ensure success to the
21 people who need information, and that includes all kinds of libraries. The question is, how do we
22 create a win/win situation for all of these different kinds of libraries? As a beginning, perhaps
23 more information about what is happening and a list of the top ten things we are monitoring
24 would move us along.

25 President Kastanis offered the Board's assistance at a time when building restoration and
26 reduced budget and staff have encroached upon time and attention. She did not wish to add new
27 projects to an already busy agenda. Aldrich offered thanks and expressed that the library would
28 like to honor the Board for their expertise and time.

29
30 **PUBLIC COMMENT**

31 None was provided.

32
33 **BOARD COMMENTS**

1 Member Fong congratulated Members Kastanis and Bernardo on being appointed Board
2 Officers for the coming year. She liked the Board Focus session and felt it should be retained on
3 future agendas.

4 Member Cannon was looking forward to working with Aldrich and staff in a new way.

5 Member Zollman thanked staff and those in the library community for all they do.

6 Member Bernardo provided thanks to all. She is very proud to be a part of the library
7 institution.

8 Member Lowenthal dittoed those before her. Her quote for the day was, "literacy is the great
9 economic equalizer." She would like to see the library as the first institution to call for
10 information. She provided thanks to audience members for all they do. She would like libraries
11 to be more attentive with technology and seniors.

12 President Kastanis thanked Member Cannon for his role as vice-chair of the Board and
13 congratulated Member Bernardo for taking up the position of incoming vice-chair and thanked
14 her for the time she puts into the legislative committee. She thanked all for having the
15 confidence in her to lead them as Board President for another year. She has been working with a
16 group called the Sacramento Area Library Association, an organization of school, academic, and
17 public library professionals and para-professionals that keep connected three times a year to
18 discuss concerns and issues that are out in the community. Lastly, she gave credit to Aldrich for
19 all that she is doing for libraries.

20
21 **ADJOURNMENT**

22
23 President Kastanis adjourned the Library of California Board meeting at 12:00 p.m.
24
25
26

ACTION

AGENDA ITEM: Election of Library of California Board Officers for 2012

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING: Election of Board Officers for calendar year 2012.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board elect _____ as President of the Library of California Board for the year 2012.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board elect _____ as Vice-President of the Library of California Board for the year 2012.

BACKGROUND:

Library of California Regulations, Section 20304 (a), state that, "The state board shall elect annually a president and a vice-president at the last regular meeting of each calendar year." A Nominating Committee has been appointed and will provide a report to the Board at the meeting.

AGENDA ITEM: 2012 Meeting Schedule and Locations

2012 Proposed Board Meeting Schedule		
<u>Date</u>	<u>Location</u>	<u>Activities</u>
February 16, 2012 (if needed)	California State Library	Budget & Planning
August 16, 2012	California State Library	Regular Business Annual Budget Meeting Election of Board Officers for year 2013 LSTA Advisory Council Meeting

BACKGROUND:

Library of California (LoC) Regulations specify in Section 20306 that:

- “(a) Regular meetings of the state board shall be held at least four times each year, distributed over the course of the year.
- (b) The tentative dates and locations for the regular meetings for the forthcoming calendar year shall be determined annually, at the last regular meeting of the calendar year.
- (c) Nothing in this regulation shall be construed to prevent the state board from altering its regular meeting dates or altering the locations of meetings.”

Recommendation: Staff is recommending that the Board have one face-to-face meeting in August 2012. Holding the Board’s annual budget meeting early in the fiscal year allows the payment process for TBR and Systems to begin shortly after the state budget is signed. The February meeting will be a placeholder if the Trigger Bill is activated and modifies the CLSA budget to a funding level that the State Board would need to act upon. The Board would also review the Governor’s Proposed Budget for 2012/13. The February meeting would be held in Sacramento.

A calendar of upcoming and future library-related events and dates is included to this agenda item as Exhibit A.

Staff Liaison: Sandy Habbestad

CALENDAR OF UPCOMING LIBRARY-RELATED EVENTS AND DATES
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The following is a list of upcoming library-related events and dates worth noting:

2011		
IFLA (International Federation of Library Assns & Institutions) General Conference & Assembly	August 13-18, 2011	San Juan, Puerto Rico
LITA (Library Information Technology Association) National Forum	Sept. 29 – Oct. 2, 2011	St. Louis, MO
ARL (Association of Research Libraries) Membership Meeting	October 11–13, 2011	Washington DC
EDUCAUSE Annual Conference (non-profit organization for the advancement of higher education by promoting the intelligent use of information technology)	October 18-21, 2011	Philadelphia, PA
AASL (American Assn. of School Libraries) National Conference & Exh	October 27-30, 2011	Minneapolis, MN
CLA (California Library Association) Annual Conference	November 11-13, 2011	Pasadena, CA
2012		
ALA (American Library Association) Midwinter Conference	January 20-24, 2012	Dallas, TX
PLA (Public Library Association) National Conference	March 13-17, 2012	Philadelphia, PA
ARL (Association of Research Libraries) Membership Meeting	May 1-4, 2012	Chicago, IL
ALA (American Library Association) Annual Conference	June 21-17, 2012	Anaheim, CA
IFLA (International Federation of Library Assns & Institutions) General Conference & Assembly	August 11-16, 2012	Helsinki, Finland
ARL (Association of Research Libraries) Membership Meeting	October 9-12, 2012	Washington, D.C.
CLA (California Library Association) Annual Conference	November 2-5, 2012	San Jose, CA
EDUCAUSE Annual Conference (non-profit organization for the advancement of higher education by promoting the intelligent use of information technology)	November 6-9, 2012	Denver, CO
2013		
ALA (American Library Association) Midwinter Conference	January 25-29, 2013	Seattle, WA
ALA (American Library Association) Annual Conference	June 27-July 2, 2013	Chicago, IL

Library of California Board Resolution 2011-01

WHEREAS, the Library of California Board desires to recognize Penny G. Kastanis for her distinguished contributions as one of its members on the occasion of the conclusion of her term of service as a Member of the Board; and

WHEREAS, the Board wishes to honor Penny for her outstanding public service representing the Public-at-Large since her appointment by former Governor Gray Davis on January 14, 2003; and

WHEREAS, Penny has advocated for libraries, and especially school libraries, at the state and federal level on behalf of the Board and the greater library community, and extended her knowledge and expertise in education and school library services to the Board; and

WHEREAS, the Board wishes to honor Penny for her distinguished service to the Library of California Board as its President from 2008-2010; and

WHEREAS, it should be noted that Penny was on the Executive Planning Committee for the Sierra Valley Library Network from 1998-2001, and helped to frame the programs of the Library of California, enacted in 1998; and

WHEREAS, Penny has served as Executive Director for the California School Library Association (CSLA), and was named the recipient of CSLA's Honorary Membership Award in 2000, a lifetime achievement award given to an outstanding retiree for distinguished contributions to the profession and organization over a sustained period of time; and

WHEREAS, it should be noted that Penny is a member of many other professional organizations, namely the American Library Association; International Reading Association; and the California Reading Association, where she served as Chair of Authors Presentations at the State Conference in 2000; and as President of the Sacramento Area Reading Association in 2000 and 2001; and

WHEREAS, the Board wishes to recognize Penny's outstanding contributions to school libraries, to education, and to the people of the State of California to learn and obtain information through our libraries.

NOW, THEREFORE, BE IT RESOLVED, that

*the Library of California Board
extends its sincere appreciation and deep regard to*

PENNY G. KASTANIS

*for her distinguished leadership and contributions
to the libraries and people of the State of California
on this day of 11 August 2011*

Library of California Board Resolution 2011-02

WHEREAS, on July 4, 2011, the Library of California Board, California State Library and the library community was saddened by the sudden loss of one of its dedicated colleagues, John Kallenberg; and

WHEREAS, the Library of California Board wishes to express its heart-felt sympathy to his wife Ruth, and their family; and

WHEREAS, the Board, staff, and library colleagues throughout California and beyond will always remember John as an intelligent and gracious professional who spent most of his career as Director of the Fresno County Library system, and the System Coordinator for the San Joaquin Valley Library System, until his retirement in 2003; and

WHEREAS, John continued to provide outstanding public service to libraries when he was first appointed to the California Library Services Board by former Governor George Deukmejian in 1990, and his subsequent reappoints in 1994 by former Governor Pete Wilson, and in 1998 under new legislation, to the Library of California Board; John's final reappointed came in 2003 by former Governor Arnold Schwarzenegger prior to his retirement; and

WHEREAS, during his tenure on the State Board, John served with distinction as its President from 1996-1998, and again in 2003; served as the Board's Vice-President in the proceeding four years, from 1992-1995; and chaired numerous committees; and

WHEREAS, it should be noted that John was a very active member of many library organizations, including the California Library Association, where he served as its President in 1987; and

NOW, THEREFORE BE IT RESOLVED, that

*the Library of California Board
extends its sincere sympathy and deep regard to
the family of*

JOHN K. KALLENBERG

*for his distinguished leadership and contributions
to the libraries and people of the State of California
on this day of 11 August 2011*

ACTION

AGENDA ITEM: Recommended 2011/12 CLSA Budget

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board adopt the 2011/12 CLSA Budget as displayed in the chart entitled "2011/12 CLSA Baseline Budget Recommendation" and that the aforementioned chart be included the minutes of this meeting.

BACKGROUND:

The Governor’s preliminary budget, released in January 2011, eliminated all state funding for the California Library Services Act (CLSA) Programs—\$2,726,000 for Cooperative Library System and \$10,182,000 for Transaction Based Reimbursements (Interlibrary and Direct Loan programs) for FY 2011/12. In February, the Budget Subcommittees on Education Finance in both the Assembly and Senate took testimony on the State Library budget. The Assembly Budget Committee made a strong statement in favor of the protection of the California Library Services Act, reducing the prior year (2010/11) budget appropriation by only \$1.5 million; however, the Senate Budget Committee voted to approve the Governor’s budget proposal to completely eliminate the funding for CLSA programs. Because of the different actions between the two houses, the discussion then went to the Budget Conference Committee to find a compromise between the Governor’s budget proposal, the Assembly version of the budget and the Senate version of the budget. In the release of the Governor’s May Revise CLSA program funding was restored to \$8.5 million.

The State Budget Act was signed by Governor Brown on June 30, 2011 leaving the \$8.5 million intact. The Governor also passed related measures that would enact mid-year cuts to programs if General Fund revenues do not materialize by December 15, 2011. These cuts would affect several State Library programs, one being CLSA, which is under the Board’s purview. The cuts would come in the form of a “trigger bill,” which could eliminate some or all of the \$8.5 million appropriated for CLSA.

Recommendation: Staff is recommending that the Board adopt the CLSA Baseline Budget for the 2011/12 fiscal year as displayed in Exhibit A, noting that no allocations or reimbursements will be made prior to January 1, 2012 as called for in the State Budget Act of 2011.

Staff looked at various scenarios for distributing the \$8.5 million appropriation. It is recommended that the Cooperative Systems would take a 15% cut to their prior year funding, leaving the remaining balance for the TBR Program, which is a 39.3% cut to the prior year TBR appropriation (see Exhibit B).

2011/12 CLSA Baseline Budget Recommendation			
Program	2010/11 CLSA Baseline Budget	Proposed 2011/12 CLSA Baseline Budget	Percentage Reduction
Transaction Based Reimbursement	\$10,182,000	\$6,182,900	39.3%
Cooperative Library Systems	\$2,726,000	\$2,317,100	15.0%
Total	\$12,908,000	\$8,500,000	34.1%

California Library Services Act - FY 2011/12 Budget Appropriation

System Budget Allocation Scenarios

Based on May 2011 population figures and the proposed affiliations of Camarillo and Santa Clarita w/SCLC; and the withdrawal of Santa Clara County Library from PLP
 \$8,500,000 CLSA/TBR Budget Appropriation

\$8.5 million Budget with...									
No Reduction to Systems					Reductions of...				
System	REF	C&D	SAB	TOTAL(100%)	15%	25%	30%	35%	50%
Black Gold	52,256	59,699	1,689	\$ 113,644	\$ 96,597	\$ 85,233	\$ 79,551	\$ 73,869	\$ 56,822
49-99	62,547	48,537	1,123	112,207	95,376	84,155	78,545	72,935	56,104
Inland	168,240	121,350	2,002	291,592	247,853	218,694	204,114	189,535	145,796
NorthNet	314,673	298,462	9,200	622,335	528,985	466,751	435,635	404,518	311,168
PLP	307,561	197,997	2,548	508,106	431,890	381,080	355,674	330,269	254,053
SJVLS	104,755	75,485	2,140	182,380	155,023	136,785	127,666	118,547	91,190
Serra	126,109	76,413	2,402	204,924	174,185	153,693	143,447	133,201	102,462
SCLC	472,199	212,457	6,156	690,812	587,190	518,109	483,568	449,028	345,406
TOTAL	1,608,340	1,090,400	27,260	\$ 2,726,000	\$2,317,100	\$ 2,044,500	\$1,908,200	\$1,771,900	\$ 1,363,000

Transaction Based Reimbursements

Reduction to FY10/11 Budget (\$10,182,000)						
	43.3%	39.3%	36.6%	35.3%	34%	30%
Balance for TBR	\$ 5,774,000	\$6,182,900	\$ 6,455,500	\$6,591,800	\$6,728,100	\$ 7,137,000
Percent of 2010/11 Budget						
	56.7%	60.7%	63.4%	64.7%	66%	70%

AGENDA ITEM: System Plans of Service for 2011/12

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING: Consideration of CLSA Preliminary System Plans of Service for fiscal year 2011/12.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board approve the CLSA Preliminary System Plans of Service for the eight CLSA Cooperative Library Systems submitted for fiscal year 2011/12, and after knowing the final outcome of the state budget, request Systems to submit revised plans and budgets that reflect the programs and services provided with the funding available from CLSA.

BACKGROUND:

With state budget uncertainties, Cooperative Systems were asked to submit preliminary plans of service for 2011/12 based on three funding scenarios: 1) full funding at 2010/11 levels, 2) 50% reduction in funding, and 3) no state funding; and budget scenarios based on prior year funding, and at a 50% reduction. A compilation of the preliminary System Plans are provided in Exhibit A. For consideration at this meeting is the CLSA budget appropriation of \$8.5 million (Document 5). Staff looked at various budget scenarios in order to provide Systems with the percentage of funding necessary to function through these tough financial times (see Exhibit B). It was determined that staff would recommend to the Board a 15% cut to the System's 2010/11 funding allocation. System allocations will be awarded after January 1, 2012, when it's known that the final CLSA budget is safe from additional cuts. Once this is known, staff will ask Systems to complete a more detailed plan that will include baseline budget requests for the three System level programs.

Last year the State Library revised its policy and allowed Systems the flexibility to place CLSA funding in the programs where the dollars were most needed for the jurisdictions they serve. Staff attempted to develop alternative funding distribution options so that there would be a win-win in all areas of the state that would be acceptable to cooperative systems. However, in each of the funding options at least three systems had significant decreases in their total allocation.

Staff and System Directors met on November 15, 2010 to discuss the alternative budget formulas, among other agenda items. It was agreed by all that the state would continue to use the current formulas for allocating System funds. The System Reference allocation will continue to be based on the total population of the member library jurisdictions and the number of members in the System; Communications and Delivery will be based on the number of members and the round trip mileage from each member's headquarters; and Advisory Board funds would be distributed by a per-member share based on the original allocation. Cooperatives will continue to provide services for each of the three programs at some level as called for in the CLSA regulations.

GENERAL UPDATES:

Effective August 1, 2011, an agreement was made whereby the Serra Cooperative Library System will provide administrative services for the Inland Library System.

System Advisory Boards: In an action taken at the August 2009 meeting, the Library of California Board gave Cooperative Systems the authority to annually evaluate their SAB budgets and determine whether or not to expend funds to reimburse one Advisory Board member for attending the California Library Association conference.

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:

Consideration of 2012/13 System Plans of Service.

Staff Liaison: Sandy Habbestad

Doc.15531

Compilation of 2011/12 Preliminary System Plans of Service

In three funding scenarios (below), each System was asked: If CLSA funds were no longer available: 1) What services would be continued through other funding sources? 2) Are reserve funds available to continue providing services, and for how long? 3) Will your System consider closing? 4) How will the loss of TBR funds affect the System?

System	2010/11 Levels	Reduced 50%	No CLSA Funding
BLACK GOLD	<ul style="list-style-type: none"> • Priorities are: 1) continue the shared ILS; and 2) delivery throughout the region • Delivery: fund as much as possible • Reference: fund training and 2nd level question handling; any remaining funds would go towards a database for Reference staff to use 	<ul style="list-style-type: none"> • Delivery: fund as much as possible using local funds as needed • Reference: eliminate training programs, 2nd level question handling, and database subscriptions • SAB: members indicated they are willing to work on a program without funding • Staffing: furloughs will be potentially cancelled if any CLSA funds are granted 	<ul style="list-style-type: none"> • Delivery: due to volume it is not practical to cut delivery days; members will need to find local funds to cover the loss of CLSA; one System staff will continue to coordinate the delivery system • Reference: eliminate system-sponsored training program/Infopeople classes; eliminate 2nd level reference and subscription databases • SAB: continue to volunteer and will embark upon a low or no-cost project • Staffing: 5% staff furlough for the System's six full-time employees • Reserves will be available for 3-4 years, depending on the level of services provided • No discussion of closing the System; shared automated system has a strong foundation on which to base System services • Loss of TBR will hurt each member's ability to pay their share toward the shared ILS • Revenue generating: increase hold fees for requested item from 50 cents to \$1
49-99	<ul style="list-style-type: none"> • Delivery: continue service • Reference: continue purchase of database subscription to Gale • SAB: support Book Club in a Box service 	<ul style="list-style-type: none"> • Delivery: priority will be to keep delivery going • Reference: continue Gale database purchase for members • SAB: continue Book Club in a Box 	<ul style="list-style-type: none"> • Delivery: try to continue delivery service for 2-3 years with reserves and membership fees • Reference: may no longer be able to cover the cost of database subscription

	<ul style="list-style-type: none"> • Continue contracting with SCLC for fiscal/administrative services • Continue paying the Califa membership fees for all member libraries 	<ul style="list-style-type: none"> • service, if possible • Administration: try to continue using SCLC for fiscal/administrative services • Re-think paying for Califa membership for all member libraries 	<ul style="list-style-type: none"> • SAB: try to continue the Book Club service; no new titles would be purchased • Administration: contract with SCLC for admin/fiscal services would cease • Strong possibility the System will close • Loss of TBR funds does not help the situation • No longer cover cost of Califa memberships for members
INLAND	<ul style="list-style-type: none"> • Delivery: continue to offer daily delivery to member libraries • Reference: support for 2nd level question handling; database subscriptions—Mango and Career Transition • Support ILL through OCLC First Search • Support current committee structure, offering networking opportunities for staffs of member libraries participating in the eight existing System committees 	<ul style="list-style-type: none"> • Delivery: continue at full service level using CLSA and reserves; or restructured, with either every-other day delivery and/or a “pay for service” approach for libraries requesting to continue daily delivery, resulting in lesser impact on reserves • Reference: 2nd level question handling and database purchases would be eliminated • Staffing: System Administration would remain at full strength (.5 Admin Director; 1FT Library Assistant II) 	<ul style="list-style-type: none"> • Delivery: eliminate after one year of using reserves • Reference: eliminated after one year of using reserves • Reserves: use one year to determine whether to reinvent the System in the form of an e-networked technology system with a new blend of members and funding sources, or to shut down completely; would last one year to fund services at 100% • TBR funds represent a small dollar value to System
NORTHNET	<ul style="list-style-type: none"> • Delivery: continue as currently configured • Reference: question handling will be contracted through Serra System; databases will be purchased for use by System members • Staffing: eliminate reference staff; admin staff will assume all reference program management 	<ul style="list-style-type: none"> • Delivery: continue current operations with majority of CLSA funds; members requiring more than two days of van delivery per week will contribute to the cost thru local funds; the cost to ship (USPS, UPS) to members not on van routes will come as a reimbursement to members • Reference: extend one database 	<ul style="list-style-type: none"> • Continue Delivery service, SuperSearch Program support, and minimal administrative support—reduced from 3.23 FTE to 1.5 FTE • Continue all services for six months using reserve funds, then System will shut down • All Reference service and SAB support will end June 30, 2011 • System shut down date has not been set

	issues	<p>license through June 30, 2012; contract with Serra System for question handling for up to \$1,000 of service</p> <ul style="list-style-type: none"> • SAB: \$200 will be used to fund members attendance at meetings • CLSA funds will support resource sharing participation in the OCLC group catalog for North State members • Staffing: cut from 3.32 FTE to 1.5 FTE; staffing for Reference services will be absorbed by remaining administrative staff 	<p>by Council</p> <ul style="list-style-type: none"> • The loss of TBR affects the ability of members to purchase additional days of delivery and participate in resource sharing programs, such as OCLC group catalogs; some members will lose the ability to pay membership dues
PLP	<ul style="list-style-type: none"> • Library directors ranked system services as follows: 1) delivery; 2) database subsidy; 3) staff development; 4) question answering; 5) SAB • Delivery: continue with CLSA funds at current levels • Reference: a limited number of questions may be outsourced to another System Reference Center • SAB: supported at current level • Staffing: staff positions and hours will be reviewed and reassessed 	<ul style="list-style-type: none"> • Delivery: fund at current level with CLSA and supplement with membership fees, if necessary • Reference: discontinue 2nd level reference; possibly continue database subscriptions for one year using reserve funds • SAB: minimal support for one meeting • Staffing: hours will be adjusted and some positions would be reevaluated 	<ul style="list-style-type: none"> • Delivery: fund at current level through membership fees and possible reserves • Reference: eliminate 2nd level question handling and database subscriptions; members would decide if they want to continue the products • SAB: no support • Reserves: funds to continue services identified as necessary to maintain the System; however, System would need to do a careful analysis of services and needs • TBR funds do not go to System; however, some member libraries would be affected because of a shared catalog • Staffing: hours will be adjusted and some positions cut
SJVLS	<ul style="list-style-type: none"> • First priority is the maintenance of the shared ILS and the telecommunications network that supports it; second priority is delivery service 	<ul style="list-style-type: none"> • Delivery: reduce costs depending on the level of TBR revenue; hold fees would be likely • Reference: reduce 	<ul style="list-style-type: none"> • C&D: sustain communications and delivery; reduce delivery costs • Reference: eliminate 2nd level question handling; loss of 1 FTE

	<p>among member libraries</p> <ul style="list-style-type: none"> • Reference: use Senior Library Assistant for internal question handling; discontinue answering extended search questions and shift funding to database subscriptions for members, providing the greatest benefit to the largest number of users within SJVLS • C&D: most critical to continue • SAB: no CLSA funding; mandates will be supported with existing local funds 	<ul style="list-style-type: none"> • SAB: no financial support 	<ul style="list-style-type: none"> • SAB: eliminate • Reserves will cover shortfalls in 2011/12; then, services would be reduced to the level necessary to balance the budget • Staffing: retain 3 FTE network engineers maintaining telecom- munications; layoffs would be a strong probability • Admin Council is reluctant to cover shortfalls for several years because of ongoing revenue reductions faced by members • Loss of TBR funds would be catastrophic; delivery and communications are heavily supported by TBR funding; members will be forced to charge hold fees and limit the movement of materials • System will not consider closing at this time
SERRA	<ul style="list-style-type: none"> • Delivery: 5 days/week in San Diego; 2 days/week in Imperial Valley; and 2 courier trips from SD to Imperial; maintain current levels of ILLs • Reference: continue current level, with the ability to generate revenue by contracting with other Systems • SAB: continue funding for annual grant opportunity • Administration: contract with Inland; all current work levels will be maintained • Reserves: keep current level intact • Staffing: take 8 furlough days 	<ul style="list-style-type: none"> • Delivery: 2 days/week in SD; 2 days/ week in Imperial Valley; plus 1 courier trip; limit ILLs to max of 2000/year • Reference: continue workload with longer turn-around time (5 days); generate revenue by answering other System's second level reference questions • SAB: continue to fund for annual grant opportunity • Administration: contract with Inland to deliver services; however, will decrease by 33% • Reserves will last one year, through June 2012 • TBRs fund the ILL system, for which 	<ul style="list-style-type: none"> • Delivery: 2 days/week in SD; 1 day/ week in Imp Valley; plus 1 courier trip; limit ILLs to max of 1500/year • Reference: answer half the current number of questions; difficult to take on other System's questions • SAB: continue funding with reserves; grants have funded many very effective programs in the past • Administration: contract with Inland; no support of committees, workshops or professional development, etc; System Coordinator and staff will handle basic state reports, management the last year of IMLS project, and work on EC/AC communication; 67% reduction in staff time

		<p>many of the smaller libraries depend; reserves and member fees will pay for this service until funding runs out</p> <ul style="list-style-type: none"> • Staffing: 15 furlough days; plus 15% cut in hours 	<ul style="list-style-type: none"> • Reserves and indirect funds from LSTA/IMLS grants will fund Serra through October 21, 2011; after that, staff will be working to pay for health benefits • TBRs have funded the ILL system for which many of the smaller libraries depend; reserves and member fees will pay for this service until funding runs out in March 2012 • Staffing: take 15 furlough days • No choice but to consider closing; reserves will last through June 2012
SCLC	<ul style="list-style-type: none"> • All services will continue; however, the Reference Center will be scaled back because of a continued decline in the number of questions submitted 	<ul style="list-style-type: none"> • Reference: 2nd level reference staffing will be scaled back due to the number of questions being submitted 	<ul style="list-style-type: none"> • Delivery: System will continue • Reference: scale back 2nd level question handling to minimal services • Staff development and other activities, identified at the Strategic Reality Check retreat, will continue • Reserves: use to balance the budget • System will not consider closing • TBR funds do not go to System

California Library Services Act - FY 2011/12 Budget Appropriation

System Budget Allocation Scenarios

Based on May 2011 population figures and the proposed affiliations of Camarillo and Santa Clarita w/SCLC;
and the withdrawal of Santa Clara County Library from PLP
\$8,500,000 CLSA/TBR Budget Appropriation

\$8.5 million Budget with...									
No Reduction to Systems					Reductions of...				
System	REF	C&D	SAB	TOTAL(100%)	15%	25%	30%	35%	50%
Black Gold	52,256	59,699	1,689	\$ 113,644	\$ 96,597	\$ 85,233	\$ 79,551	\$ 73,869	\$ 56,822
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Inland	168,240	121,350	2,002	291,592	247,853	218,694	204,114	189,535	145,796
NorthNet	314,673	298,462	9,200	622,335	528,985	466,751	435,635	404,518	311,168
PLP	307,561	197,997	2,548	508,106	431,890	381,080	355,674	330,269	254,053
SJVLS	104,755	75,485	2,140	182,380	155,023	136,785	127,666	118,547	91,190
Serra	126,109	76,413	2,402	204,924	174,185	153,693	143,447	133,201	102,462
SCLC	472,199	212,457	6,156	690,812	587,190	518,109	483,568	449,028	345,406
TOTAL	1,608,340	1,090,400	27,260	\$ 2,726,000	\$2,317,100	\$ 2,044,500	\$1,908,200	\$1,771,900	\$ 1,363,000



Transaction Based Reimbursements

Reduction to FY10/11 Budget (\$10,182,000)						
	43.3%	39.3%	36.6%	35.3%	34%	30%
Balance for TBR	\$ 5,774,000	\$6,182,900	\$ 6,455,500	\$6,591,800	\$6,728,100	\$ 7,137,000
Percent of 2010/11 Budget						
	56.7%	60.7%	63.4%	64.7%	66%	70%

AGENDA ITEM: CLSA Consolidations and Affiliations

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

1. Consideration of Camarillo Public Library to affiliate with the Southern California Library Cooperative
2. Consideration of Santa Clarita Public Library to affiliate with the Southern California Library Cooperative
3. Withdrawal of the Santa Clara County Library from the Pacific Library Partnership

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board approve the affiliation of the Camarillo Public Library with the Southern California Library Cooperative; and further move to accept the request to waive the September 1, 2010 filing deadline for 2011/12 affiliations so that this request becomes effective July 1, 2011.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board approve the affiliation of the Santa Clarita Public Library with the Southern California Library Cooperative; and further move to accept the request to waive the September 1, 2010 filing deadline for 2011/12 affiliations so that this request becomes effective July 1, 2011.

ISSUE 1: Consideration of Camarillo Public Library to affiliate with the Southern California Library Cooperative

BACKGROUND:

Exhibit A provides notification from the City of Camarillo requesting Library of California (LoC) Board approval to affiliate with the Southern California Library Cooperative (SCLC). In late June of 2010, the City Council provided the Ventura County Board of Supervisors and other officials with its intent to withdraw from the County Library System and establish a municipal library, effective January 1, 2011. In October 2010, the City of Camarillo applied for membership with SCLC and was approved by the SCLC Administrative Council with an effective date of July 1, 2011, contingent upon approval of the LoC Board at this meeting. See Exhibits B and C.

Recommendation: There are several municipal libraries in Ventura County that have joined SCLC (Moorpark, Oxnard, Thousand Oak), and in FY 2010/11, Ventura County Library changed cooperative systems from Black Gold to SCLC. Staff is recommending that the affiliation take place.

ISSUE 2: Consideration of Santa Clarita Public Library to affiliate with the Southern California Library Cooperative

BACKGROUND:

Exhibit D provides notification from the City of Santa Clarita requesting LoC Board approval to affiliate with the Southern California Library Cooperative (SCLC). In September 2010, the City Council provided the Los Angeles County Board of Supervisors with its intent to withdraw from the County Library System and establish a municipal library, effective July 1, 2011. In February 2011, the City of Santa Clarita applied for membership with SCLC and was approved by the SCLC Administrative Council with an effective date of July 1, 2011, contingent upon approval of the LoC Board at this meeting. See Exhibits E and F.

Recommendation: Staff is recommending that the Board approve the affiliation. With this approval, SCLC now has 48 public library members.

GENERAL OVERALL PROGRAM UPDATES:

CURRENT STATUS: On June 2, 2011 the Santa Clara County Library system withdrew from the Pacific Library Partnership, effective July 1, 2011, and instated an annual non-resident borrower's fee of \$80. State budget cuts were the reason for the action. Santa Clara County Library is the highest reimbursed library in the state, receiving over \$1.2 million in Direct Loan payments annually. That's about 12% of the total Transaction Based Reimbursement (TBR) Program budget. A letter from the Pacific Library Partnership notifying the Board of the withdrawal is included as Exhibit G to this agenda item, along with a resolution from the Santa Clara County Library Board.

Calaveras County Library had notified the 49-99 Cooperative Library System of its intent to withdraw from the System due to local budget constraints and not being able to provide the annual member fee; however, in a meeting held earlier this year, members of the System urged Calaveras County Library to remain in the System and waived their membership fees for the current fiscal year.

Although affiliation grants are no longer available, the State Board must still approve the proposed affiliation of independent public libraries with Systems, since funds for CLSA programs are allocated on the basis of formulas in which the number of System members is a significant factor.

No notifications of intent to consolidate in the 2011/12 fiscal year were received by the September 1, 2010 filing date.

No notifications of intent to consolidate or affiliation in the 2012/13 fiscal year have been received to date.

RELATED ISSUE TO COME BEFORE THE BOARD IN THE FUTURE: The State Board will be notified of all proposed affiliations or consolidations at the Board meeting immediately following the receipt of notices of intent.

Staff Liaison: Sandy Habbestad

Doc. 15536



Exhibit A

City Of Camarillo

601 Carmen Drive • P.O. Box 248 • Camarillo, CA 93011-0248

Office of the City Manager
(805) 388-5307
Fax (805) 388-5318

December 1, 2010

Penny Kastanis, President
Library of California Board
P O Box 942837
Sacramento, CA 94237-0001

Dear Ms. Kastanis:

On November 17, 2010 the Southern California Library Cooperative (SCLC) voted to approve the City of Camarillo's membership request contingent on the Library of California Board (LoC) approval. Since the LoC Board meets once a year and as of this correspondence the 2011 dates are not posted, the City of Camarillo requests a waiver of deadlines.

Attached for your reference are copies of:

- Ordinance No. 1057, Adding Chapter 2.48, Public Library to the Camarillo Municipal Code and Establishing a Municipal Library for the City.
- Resolution No. 2010-114 to Withdraw the City of Camarillo from the Ventura County Free Library System and Assume the Responsibility for the Provision of Library Services within the City of Camarillo as a Municipal Library and taking other related actions.
- Letter to Rosario Garza, Director of Southern California Library Cooperative, applying for membership to SCLC.
- SCLC's letter informing the City of Camarillo that the SCLC Council approved the request of the City of Camarillo to join the SCLC effective July 1, 2011 contingent upon approval by the LoC at its next meeting.

Thank you in advance for your consideration of the City's request. If you have any questions regarding this request, please contact Richard Petropulos, Director of General Services at 805-383-5633.

Sincerely,


Bruce Feng
City Manager

Attachments: Ordinance No. 1057
Resolution No 2010-114
Letter to SCLC dated Oct. 25, 2010
SCLC Letter dated Nov. 23, 2010

cc: Camarillo City Council
Richard Petropulos, Dir. of General Services
Rosario Garza, SCLC (w/o attachments)

ORDINANCE NO. 1057

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMARILLO, CALIFORNIA, ADDING CHAPTER 2.48, PUBLIC LIBRARY, TO THE CAMARILLO MUNICIPAL CODE, ESTABLISHING A MUNICIPAL LIBRARY FOR THE CITY

City Council of the City of Camarillo, California, ordains as follows:

SECTION 1. Findings. The City Council finds as follows:

A. The City is contemplating withdrawing the City-owned Camarillo Library from participation in and operation by the County Library System as of January 1, 2011.

B. If such withdrawal becomes effective, the City Council desires that the Camarillo Library be established as a municipal public library operated by the City.

C. The City is authorized to establish a municipal public library under Chapter 5 of Title 1 of the California Education Code commencing at Section 18900 (the "Municipal Public Library Act").

SECTION 2. Addition of Chapter 2.48 to Municipal Code. The Camarillo Municipal Code is amended to add Chapter 2.48, Public Library, to Title 2, Administration and Personnel, to read as follows:

**"CHAPTER 2.48
PUBLIC LIBRARY**

Sections:

2.48.010 Public library established.

2.48.020 Governance and operation of public library.

2.48.010 Public library established.

The Camarillo public library is hereby established under Chapter 5 of Title 1 of the California Education Code commencing at Section 18900, as it may be amended (the "Municipal Public Library Act").

2.48.020 Governance and operation of library

The Camarillo public library will be governed and operated in accordance with the Municipal Public Library Act, and such additional rules and regulations as may be adopted by the board of library trustees pursuant to such Act."

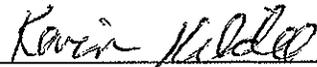
SECTION 3. Severability. If any section, subsection, sentence, clause, phrase, part, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision will not affect the

validity of the remaining portions of this Ordinance. The City Council declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase, part, or portion thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses, phrases, parts, or portions be declared invalid or unconstitutional.

SECTION 4. Effective Date. This Ordinance will become effective on January 1, 2011.

SECTION 5. Publication. The City Clerk is directed to certify to the passage and adoption of this Ordinance and to publish notice of adoption in the manner required by law.

PASSED, APPROVED, AND ADOPTED September 8, 2010.



Mayor

ATTEST:



City Clerk

APPROVED AS TO FORM:



City Attorney

STATE OF CALIFORNIA)
COUNTY OF VENTURA) ss.
CITY OF CAMARILLO)

I, Jeffrie Madland, City Clerk of the City of Camarillo, certify Ordinance No. 1057 was introduced by the City Council at a meeting held August 25, 2010, and subsequently passed and adopted by the City Council at a regular meeting held September 8, 2010, by the following vote:

AYES: Councilmembers: Craven, McDonald, Morgan, Waunch, Mayor Kildee
NOES: Councilmembers: None
ABSENT: Councilmembers: None



City Clerk

ORDINANCE NO. 1061

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMARILLO, CALIFORNIA, AMENDING AND RESTATING CHAPTER 2.48, PUBLIC LIBRARY, OF THE CAMARILLO MUNICIPAL CODE, ESTABLISHING A MUNICIPAL PUBLIC LIBRARY TO BE GOVERNED BY A BOARD OF LIBRARY TRUSTEES

The City Council of the City of Camarillo, California, ordains as follows:

SECTION 1. Amendment to Chapter 2.48 of the Municipal Code. Chapter 2.48 (Public Library) of the Camarillo Municipal Code is amended and restated to read as follows:

"CHAPTER 2.48 PUBLIC LIBRARY

Sections:

- 2.48.010 Public library established.
- 2.48.020 Governance and operation of library.
- 2.48.030 Board of Library Trustees.
- 2.48.040 Meetings.
- 2.48.050 President and President Pro-Tem.
- 2.48.060 Powers and duties.
- 2.48.070 Annual report.

2.48.010 Public library established.

The Camarillo public library is hereby established under Chapter 5 of Title 1 of the California Education Code commencing at Section 18900, as it may be amended (the "Municipal Public Library Act").

2.48.020 Governance and operation of library

The Camarillo public library will be governed and operated in accordance with the Municipal Public Library Act, and such additional rules and regulations as may be adopted by the board of library trustees pursuant to the Municipal Public Library Act.

2.48.030 Board of Library Trustees.

The Camarillo public library will be managed by the Camarillo Board of Library Trustees ("board"), consisting of five members, to be appointed by the mayor, with the consent of the city council. All board members must be residents of the city. Except as provided below, each trustee will hold office for a term of three years. If a city council member also sits on the board, the term of office for that board member will automatically expire upon the expiration or termination of their term of office as a city council member.

Vacancies on the board will be filled by appointment for the unexpired term in the same manner as the original appointments are made.

2.48.040 Meetings.

The board will meet at least once a month at such time and place as the board may fix by resolution. Meetings of the board are governed by the Ralph M. Brown Act (commencing with Government Code section 54950). A majority of the board will constitute a quorum for the transaction of business. The board must cause a proper record of its proceedings to be kept.

2.48.050 President and President Pro Tem.

The board will on an annual basis appoint one of its members to serve as president and another to serve as president pro-tem. The president and president pro-tem will each serve for one year and until a successor is appointed. The president pro-tem will preside over the board during any absence of the president.

2.48.060 Powers and duties.

- A. The board may make and enforce all rules, regulations, and bylaws necessary for the administration, government, and protection of the library under its management, and all property belonging to the library.
- B. The board may administer any trust declared or created for the library, and receive by gift, devise, or bequest and hold in trust or otherwise, property situated in this state or elsewhere, and where not otherwise provided, dispose of the property for the benefit of the library.
- C. The board may prescribe the duties and powers of the librarian, and other officers and employees of the library; determine the number of and appoint all officers and employees, and fix their terms of employment and compensation.
- D. The board may borrow books from, lend books to, and exchange books with other libraries, and may allow nonresidents to borrow books upon such conditions as the board may prescribe.
- E. The board may do and perform any and all other acts and things necessary or proper to carry out the provisions of this chapter in accordance with the Municipal Public Library Act.

2.48.070 Annual report.

The board must, on or before August 31st, of each year, cause a report to be prepared on the condition of the library for the fiscal year ending the June 30. The reports must, in addition to other matters deemed expedient by the board, contain such statistical and

other information as is deemed desirable by the state librarian. The board must provide a copy of the annual report to the state librarian."

SECTION 2. Staggered Terms of First Board. In accordance with Education Code section 18911, the terms of the members of the first board will expire as provided for in that section, which provides, in part, as follows:

"The members of the first board appointed shall so classify themselves by lot that one of their number shall go out of office at the end of the current fiscal year, two at the end of one year thereafter, and two at the end of two years thereafter."

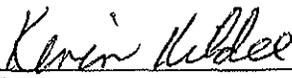
Thereafter, each board member will have a three-year term as provided in Section 2.48.030.

SECTION 3. Severability. If any section, subsection, sentence, clause, phrase, part, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Ordinance. The City Council declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase, part, or portion thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses, phrases, parts, or portions be declared invalid or unconstitutional.

SECTION 4. Effective Date. This Ordinance will become effective on January 1, 2011.

SECTION 5. Publication. The City Clerk is directed to certify to the passage and adoption of this Ordinance and to publish notice of adoption in the manner required by law.

PASSED, APPROVED, AND ADOPTED November 17, 2010.



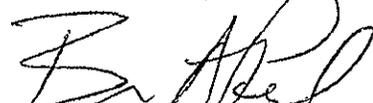
Mayor

Attested to on 11/23/10



City Clerk

APPROVED AS TO FORM:



City Attorney

I, Jeffrie Madland, City Clerk of the City of Camarillo, certify Ordinance No. 1061 was introduced by the City Council at a meeting held November 3, 2010, and subsequently passed and adopted by the City Council at a regular meeting held November 17, 2010, by the following vote:

AYES: Councilmembers: Craven, McDonald, Morgan, Waunch, Mayor Kildee
NOES: Councilmembers: None
ABSENT: Councilmembers: None



City Clerk

RESOLUTION NO. 2010-114

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMARILLO, CALIFORNIA, TO WITHDRAW THE CITY OF CAMARILLO FROM THE VENTURA COUNTY FREE LIBRARY SYSTEM AND ASSUME THE RESPONSIBILITY FOR THE PROVISION OF LIBRARY SERVICES WITHIN THE CITY OF CAMARILLO AS A MUNICIPAL LIBRARY, AND TAKING OTHER RELATED ACTIONS

The City Council of the City of Camarillo resolves as follows:

SECTION 1. The City Council finds as follows:

A. The City of Camarillo has entered into a Memorandum of Understanding effective January 15, 1998 ("MOU"), with the Ventura County Free Library System ("County Library System") and the cities of Fillmore, Ojai, Port Hueneme, San Buenaventura and Simi Valley ("Library Cities"), relating to the joint administrative and operational oversight of County Library System services throughout Ventura County.

B. Under the MOU, the City is within the service area of the County Library System and the City-owned library facility ("Library") is operated by the County Library System.

C. Under the MOU and Sections 19100 and following of the California Education Code, the City is authorized to withdraw from the County Library System and assume responsibility for providing public library services by providing the Board of Supervisors of Ventura County notification that the City no longer desires to be a part of the County Library System.

D. The City Council desires to withdraw from the County Library System effective January 1, 2011 and to provide library services directly to the public as a municipal library as authorized under Chapter 5 of Title 1 of the California Education Code commencing at Section 18900 (the "Municipal Public Library Act") and Chapter 2.48 ("Public Library") of the Camarillo Municipal Code.

E. The City Council provided the Ventura County Board of Supervisors and the mayors of the Library Cities a preliminary notice of the City's intent to withdraw from the County Library System in a letter from the Mayor dated June 28, 2010.

F. As required by California Education Code section 19106, the City has published public notice regarding the City's intent to withdraw from the County Library System and establish a municipal library, and held a public hearing on the matter on October 13, 2010.

SECTION 2. The City Council of the City of Camarillo hereby determines and directs that staff notify the Board of Supervisors of Ventura County and the mayors of the Library Cities that effective January 1, 2011, the City of Camarillo will: (a) withdraw from the County Library System, (b) withdraw from participation in the MOU, (c) no

longer be within the boundaries of the County Library System, and (d) assume responsibility for the delivery of public library services within the corporate boundaries of the City of Camarillo.

SECTION 3. Paragraph 2 of the MOU provides that in the event a city withdraws from the County Library System, then all County Library System property taxes and revenues received by the County that are directly attributable to the incorporated area of such city will be transferred to such city. Paragraph 2 of the MOU further provides that all personal property and certain books and materials will also be transferred on a one-time basis from the County Library System to the withdrawing city. Accordingly, on January 1, 2011 and thereafter, the City of Camarillo expects to receive all County Library System property taxes and other System revenues directly attributable to the incorporated area of the City of Camarillo along with all public library books, materials and other personal property to which the City is entitled.

SECTION 4. The City Council expresses its intent to establish a municipal library and directs that staff take all necessary steps and actions in order to effectuate the transition of the Library from the County Library System to a municipal library.

SECTION 5. The City Manager, General Services Director, City Attorney, City Clerk and their designees are hereby authorized to take such actions as the City Manager deems necessary to carry out, effectuate, implement, and fulfill the actions taken and authorized by the City Council pursuant to this resolution.

SECTION 6. This resolution will take effect immediately upon adoption.

SECTION 7. The City Clerk is directed to certify the passage of this resolution.

PASSED AND ADOPTED October 13, 2010.

Karen Kildee
Mayor

Attested to on Oct. 14, 2010.

Jeff Madland
City Clerk

I, Jeffrie Madland, City Clerk of the City of Camarillo, certify Resolution No. 2010-114 was adopted by the City Council of the City of Camarillo at a regular meeting held October 13, 2010, by the following vote:

AYES: Councilmembers: Craven, McDonald, Morgan, Waunch, Mayor Kildee
NOES: Councilmembers: None
ABSENT: Councilmembers: None

Jeff Madland
City Clerk



City of Camarillo

601 Carmen Drive • P.O. Box 248 • Camarillo, CA 93011-0248

Office of the City Manager
(805) 388-5307
FAX (805) 388-5318

October 25, 2010

sent via Email to: rgarza@socallibraries.org
& US Postal Service

Rosario Garza, M.L.S., M.B.A.
Executive Director
Southern California Library Cooperative
248 E. Foothill Blvd., Suite 101
Monrovia, CA 91016-5525

Dear Ms. Garza:

The City of Camarillo desires to apply for membership with Southern California Library Cooperative (SCLC). Once membership approval has been granted by a cooperative system, the Library of California (LoC) Board will consider said membership for approval.

By way of background:

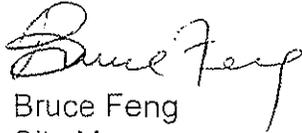
- On June 28, 2010, the Camarillo City Council notified the County Library System of its intent to withdraw from participation in County Library System Memorandum of Understanding and membership on the library services commission effective January 1, 2011.
- On July 28, 2010, the Camarillo City Council authorized the City Manager to proceed with the steps necessary to obtain membership in SCLC.
- On September 8, 2010, the Camarillo City Council adopted Ordinance No. 1057, (copy attached), adding Chapter 2.48 Public Library to the Camarillo Municipal Code, establishing a Municipal Library for Camarillo.
- On October 13, 2010, the Camarillo City Council adopted the Resolution No. 2010-114, (copy attached) stating its intent to withdrawal from the Ventura County Free Library System and assuming the responsibility for the provision of Library services within the City of Camarillo as Municipal Library effective January 1, 2011.

The difficulty the City is facing is ensuring that the Camarillo Library patrons do not experience any diminishment of library services on January 1, 2011, and thereafter. In fact, the City's goal is to enhance library services, including collection and programs. The City believes that membership in a cooperative system ensure that Camarillo Library patrons have full access to other libraries. The City recognizes that even if SCLC were to approve its request for membership, that such membership may not be effective until July 1, 2011. However, we hope to join as an associate member and to

find alternative ways to facilitate the delivery of books loaned to and from the Camarillo Municipal Library until we are granted full membership.

Thank you for the assistance you and your staff have provided. The City recognizes the short time frame of its requests and we appreciate your willingness to guide our efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Bruce Feng". The signature is written in a cursive, flowing style.

Bruce Feng
City Manager

Attachments: Resolution No. 2010-114
Ordinance No. 1057

cc: Camarillo City Council



November 23, 2010

Mr. Bruce Feng
City of Camarillo
PO Box 248
Camarillo, CA 93011-0248

Dear Mr. Feng:

It is my pleasure to inform you that at the Southern California Library Cooperative (SCLC) Administrative Council meeting held on November 17, 2010 the Council approved the request of the City of Camarillo to join the Southern California Library Cooperative effective July 1, 2011 contingent upon approval by the Library of California Board at its next meeting.

Meeting minutes are not yet available. Once available, we will be happy to send a copy to you. We will also send a copy to the Library of California Board if needed.

We look forward to having the City of Camarillo's library join SCLC as our 47th member! Your membership will strengthen our system.

Please feel free to contact me or Jeri Takeda if you have any questions.

Sincerely,

Rosario Garza
Executive Director

Enc

c Sandy Habbestad, CLSA Analyst
Stacey Aldrich, State Librarian

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

248 East Foothill Boulevard • Suite 101 • Monrovia, California 91016
(626) 359-6111 • Fax (626) 359-0001
Website: <http://www.socallibraries.org> • E-mail: scichq@socallibraries.org

ACTION: It was MSP (Brogden, Murray) to approve the proposed dues for 2011/12 as noted above.

→ 604. Camarillo Library Membership Request

Rosario Garza reported that the City of Camarillo has completed all required paperwork to become a separate jurisdiction from the County of Ventura, and is now requesting membership for the Camarillo Library in SCLC, effective July 1, 2011. If approved by the SCLC Council, approval would then be needed from the Library of California Board. Camarillo Library membership dues would be approximately \$3,200. There would be very little impact to the delivery and second-level reference services.

John Thomas, Assistant Director of the General Services Department for the City of Camarillo, was present via WebEx to answer any questions from the Council.

There were requests to delay the vote on Camarillo Library membership in SCLC in light of publicity from various sources on the issue. After further discussion, Council members felt there would be no gain by delaying the vote.

ACTION: It was MSP (Hanley, Williams) to accept the Camarillo Library's application for membership in SCLC, effective July 1, 2011. The vote included 1 nay and 2 abstentions.

605. CalPERS Resolution re: Health Benefits

Rosario Garza reported that there is currently a \$600 limit for employees for health care premiums but no limit for annuitants. Beginning January 2011, the health premium for out-of-state annuitants will exceed \$600.

ACTION: It was MSP (Gould, Stone) to approve the CalPERS resolution limiting SCLC's contribution toward health care premiums for employees and annuitants to \$600.

606. Travel for SCLC Director

ACTION: It was MSP (Murray, Williams) to approve travel by Rosario Garza to attend the ALA Annual Conference in New Orleans, LA, June 23-28, 2011.

607. IRS Compliance Check

Rosario Garza reported that a recent IRS Compliance Check resulted in concerns regarding payment to FILL interns as independent contractors. This could lead to an audit which may result in liability for some fines.

Before having to leave the meeting, Paula Weiner, TOR, announced that she is retiring at the end of the year.

608. Other

There was no other New Business.



City of
SANTA CLARITA

23920 Valencia Boulevard • Suite 300 • Santa Clarita, California 91355-2196
Phone: (661) 259-2489 • FAX: (661) 259-8125
www.santa-clarita.com

February 22, 2011

Anne Bernardo, Vice-President
Library of California Board
c/o California State Library
P.O. Box 942837
Sacramento, CA 94237

Dear Ms. Bernardo:

Subject: Southern California Library Cooperative Membership

On January 11, 2011, the Santa Clarita City Council introduced and passed to second reading an Ordinance establishing the Santa Clarita Public Library and authorized and directed staff to request membership in the Southern California Library Cooperative (SCLC). On January 25, 2011, the Santa Clarita City Council adopted the attached Ordinance No. 11-2 establishing the Santa Clarita Public Library, pursuant to California Education Code 18900 et seq., effective July 1, 2011.

Pursuant to Council's direction, this letter is presented to respectfully request recognition of the Santa Clarita Public Library, effective July 1, 2011, to request that the Library of California Board (LCB) approve the City's membership in SCLC, pending SCLC's consideration and approval, and to ask that the filing date of September 1 be waived.

The City recognizes SCLC's impressive reputation, member services, organization goals, and mission and wishes to be an active member. Such membership would bring great benefit to the residents of Santa Clarita, enhancing their access to libraries outside of the Santa Clarita libraries.

By way of background, on August 24, 2010, the Santa Clarita City Council adopted the attached Resolution No. 10-71 to withdraw from the Los Angeles County Library System and assume the responsibility for the provision of library services within the City of Santa Clarita. On September 3, 2010, the City sent the attached letter to the Los Angeles County Board of Supervisors as formal notification of withdrawal from the Los Angeles County Free Library System. Furthermore, on January 25, 2011, the City Council adopted Ordinance No.11-2 establishing the Santa Clarita Public Library.

Anne Bernardo
February 22, 2011
Page 2

We understand that in order to participate in the California Library Services Act (CLSA), the City needs to apply to, and be approved for membership by, a cooperative system. Furthermore, it is our understanding that final membership approval in a cooperative must be authorized by the Library of California Board.

This year's annual meeting of the LCB is scheduled for August 11, 2011; therefore, it is the City's request that the Library of California Board consider approving recognition of the Santa Clarita Public Library as an independent public library jurisdiction and approve membership to SCLC with an effective date of July 1, 2011.

Thank you in advance for your consideration of the City of Santa Clarita's request for membership in the Southern California Library Cooperative.

Sincerely,



Kenneth R. Pulskamp
City Manager

KRP:EG:hds

s:/fin/ma/special projects/library/sclc application/membership request to LoC ltr.doc

Attachments:

Letter to Los Angeles County Board of Supervisors
Resolution No.10-71
Ordinance No. 11-2
Letter to Southern California Library Cooperative

cc: Ken Striplin, Assistant City Manager
Darren Hernández, Deputy City Manager
Rosario Garza, Southern California Library Cooperative
Stacey Aldrich, State Librarian

ORDINANCE NO. 11-2

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
SANTA CLARITA, CALIFORNIA, ADDING CHAPTER 2.70, PUBLIC LIBRARY,
TO THE SANTA CLARITA MUNICIPAL CODE, ESTABLISHING
FOR THE MUNICIPALITY A PUBLIC LIBRARY

WHEREAS, the City Council wishes to establish for the municipality a public library;
and

WHEREAS, the City of Santa Clarita is authorized to establish for the municipality a
public library pursuant to the California Education Code § 18900 et seq. and the requirements
therein.

NOW, THEREFORE, the City Council of the City of Santa Clarita, California, does
hereby ordain as follows:

SECTION 1. The Santa Clarita Municipal Code is hereby amended by adding Chapter
2.70, Public Library, to read as follows:

2.70.010 Public Library Established.

The City Council of the City of Santa Clarita hereby establishes the Santa Clarita Public
Library. The Santa Clarita Public Library shall be governed and operated in accordance with the
provisions of the Municipal Libraries Act (Education Code Section 18900 et seq). The
establishment of the Santa Clarita Public Library shall be effective July 1, 2011.

2.70.020 Board of Library Trustees.

The Santa Clarita Public Library shall be managed by the Board of Library Trustees,
consisting of five members, to be appointed by the mayor, with the consent of the City
Council. Each trustee shall hold office for three (3) years, except the terms of the members of the
first Board of Library Trustees shall expire as provided for in Education Code Section 18911.

2.70.030 Meetings.

The Board of Library Trustees shall meet at least once a month at such time and place as
they may fix by resolution.

SECTION 2. If any section, subsection, sentence, clause, phrase, part, or portion of this
Ordinance is for any reason held to be invalid or unconstitutional by any court of competent
jurisdiction, such decision shall not affect the validity of the remaining portions of this
Ordinance. The City Council declares that it would have adopted this Ordinance and each
section, subsection, sentence, clause, phrase, part, or portion thereof, irrespective of the fact that

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF SANTA CLARITA)

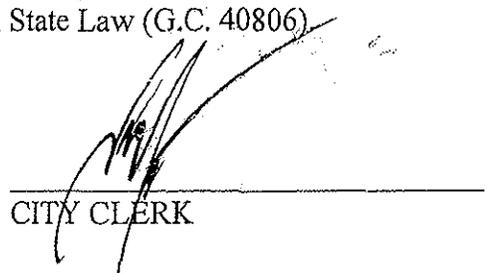
I, Kevin Tonoian, Acting City Clerk of the City of Santa Clarita, do hereby certify that the foregoing Ordinance No. 11-2 was regularly introduced and placed upon its first reading at a regular meeting of the City Council on the 11th day of January, 2011. That thereafter, said Ordinance was duly passed and adopted at a regular meeting of the City Council on the 25th day of January, 2011, by the following vote, to wit:

AYES: COUNCILMEMBERS: Kellar, Ender, Ferry, Weste, McLean

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None

AND I FURTHER CERTIFY that the foregoing is the original of Ordinance No. 11-2 and was published in The Signal newspaper in accordance with State Law (G.C. 40806)



CITY CLERK



City of
SANTA CLARITA

23920 Valencia Boulevard • Suite 300 • Santa Clarita, California 91355-2196
Phone: (661) 259-2489 • FAX: (661) 259-8125
www.santa-clarita.com

VIA PERSONAL SERVICE AND CERTIFIED MAIL

September 3, 2010

Los Angeles County Board of Supervisors
Hall of Administration Office
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Subject: Notification of the Withdrawal of the City of Santa Clarita from the Los Angeles County Free Library System

Dear Members of the Board:

The purpose of this letter is to notify the Board of Supervisors of Los Angeles County that on August 24, 2010, the City Council of the City of Santa Clarita passed, approved and adopted Resolution 10-71, attached hereto and made a part hereof by this reference, to withdraw from the Los Angeles County free library system and assume the responsibility for providing public library services within the City of Santa Clarita effective July 1, 2011. The City of Santa Clarita no longer desires to be part of the Los Angeles County free library system.

Additionally, this is to notify the Board of Supervisors of Los Angeles County that the City of Santa Clarita intends to acquire library facilities and/or personal property therein related located within the City of Santa Clarita pursuant to the provisions of Sections 19116(a) and 19116(c), respectively, of the California Education Code. Specifically, the City intends to acquire the Newhall Library facility, parking area and the personal property therein related; the Valencia Library facility, parking area and the personal property therein related; and the personal property therein related to the Canyon Country Jo Anne Darcy Library.

Sincerely,

Sarah P. Gorman, Esq.
City Clerk

Enclosure: Certified Copy of Resolution 10-71

SPG:mc

s:\citycorres\library Withdrawal.doc



RESOLUTION NO. 10-71

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SANTA CLARITA, CALIFORNIA, TO WITHDRAW THE CITY OF
SANTA CLARITA FROM THE LOS ANGELES COUNTY FREE LIBRARY SYSTEM
AND ASSUME THE RESPONSIBILITY FOR THE PROVISION OF LIBRARY SERVICES
WITHIN THE CITY OF SANTA CLARITA, AND TAKING
OTHER ACTIONS RELATED THERETO

WHEREAS, the City of Santa Clarita is within the service area of the County of Los Angeles Free Library System; and

WHEREAS, Section 19116(a) of the California Education Code, authorizes a city whose jurisdiction is within in the County of Los Angeles to withdraw from the County Free Library System and assume responsibility for providing public library services by providing the Board of Supervisors of Los Angeles County notification that the city no longer desires to be a part of the County Free Library System; and

WHEREAS, Section 19106 of the California Education Code requires that before a city council gives notice of withdrawal from the County Free Library System, the city council shall publish at least once a week for two successive weeks prior to the giving of notice, in a newspaper designated by city council and circulating throughout the city, notice of the contemplated action, giving the date and the place of the meeting at which the contemplated action is proposed to be taken; and

WHEREAS, a public hearing duly noticed in accordance with the requirements of Section 19106 of the California Education Code was conducted on August 24, 2010; and

WHEREAS, Section 19116(c) of the California Education Code provides that if there are one or more county library facilities within the territorial boundaries of the withdrawing city at the time the withdrawing city provides notice that the city no longer desires to be a part of the County Free Library System, the withdrawing city shall have the right to acquire any or all of those facilities from the county and the county shall, no later than July 1 of the base year ("base year" being the fiscal year commencing on the July 1 following the December 2 following the date of the notice given pursuant to Section 19116(a) of the California Government Code indicating that the city no longer desires to be a part of the County Free Library System), transfer to the withdrawing city each facility to be acquired and the personal property therein related to the provision of library services; and

WHEREAS, pursuant to the provisions of Section 19116(d) of the California Education Code, the Board of Supervisors of the County of Los Angeles may require as a condition of transferring a library facility pursuant to Section 19116(c) of the California Education Code that the library services provided by the City of Santa Clarita to its residents also be available on the same basis to the residents of the surrounding jurisdictions; and

WHEREAS, the City Council of the City of Santa Clarita desires to withdraw from the Los Angeles County Free Library System effective July 1, 2011, and to acquire library facilities and/or personal property therein related located within the City of Santa Clarita pursuant to the provisions of Sections 19116(a) and 19116(c), respectively, of the California Education Code.

NOW, THEREFORE, the City Council of the City of Santa Clarita does hereby resolve as follows:

SECTION 1. The foregoing recitals are true and correct, and the City Council hereby so finds and determines.

SECTION 2. Pursuant to the provisions of Section 19116(a) of the California Education Code, the City Council of the City of Santa Clarita hereby determines, and notifies the Board of Supervisors of Los Angeles County, that the City of Santa Clarita no longer desires to be part of the Los Angeles County Free Library System and that the City of Santa Clarita will assume responsibility for the delivery of public library services within the City of Santa Clarita effective July 1, 2011.

SECTION 3. The City Council of the City of Santa Clarita hereby determines, and notifies the Board of Supervisors of Los Angeles County, that the City of Santa Clarita intends to acquire property pursuant to the provisions of Section 19116(c) of the California Education Code, specifically: the Newhall Library facility, parking area and the personal property therein related; the Valencia Library facility, parking area and the personal property therein related; and the personal property therein related to the Canyon Country Jo Anne Darcy Library.

SECTION 4. Pursuant to the provisions of Section 19116(d) of the California Education Code, the Board of Supervisors of the County of Los Angeles may require, as a condition of transferring the Valencia Library facility, that the library services provided by the City of Santa Clarita to its residents also be available on the same basis to the residents of the surrounding jurisdictions.

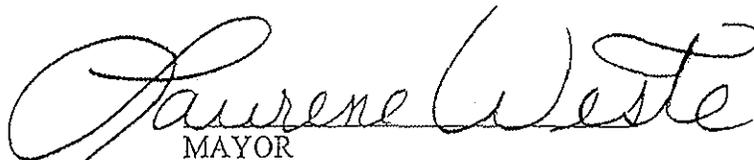
SECTION 5. The City Manager, Assistant City Manager, Deputy City Manager, City Attorney, City Clerk and/or their designees are hereby authorized to take such actions as the City Manager deems necessary to carry out, effectuate, implement, and fulfill the actions taken and authorized by the City Council pursuant to this resolution.

SECTION 6. Fund 309 (Public Library Fund) is hereby created. The amount of two-hundred and fifty thousand dollars is hereby loaned from the General Fund Capital Projects Reserve to the Public Library Fund (Fund 309) and is hereby appropriated for the purpose of implementing the actions herein taken and authorized by this resolution. Said loan shall accrue interest at a rate equal to the rate of return on investments of the City's cash and investment portfolio and said loan shall be repaid at such time as possible by the Public Library Fund.

SECTION 7. This resolution shall take effect immediately upon adoption.

SECTION 8. The City Clerk is hereby directed to transmit a certified copy of this resolution to the Board of Supervisors of Los Angeles County.

PASSED, APPROVED AND ADOPTED this 24th day of August, 2010.


MAYOR

ATTEST:


CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF SANTA CLARITA)

I, Sarah P. Gorman, City Clerk of the City of Santa Clarita, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Santa Clarita at a regular meeting thereof, held on the 24th day of August, 2010, by the following vote:

AYES: COUNCILMEMBERS: McLean, Ferry, Ender, Weste

NOES: COUNCILMEMBERS: Kellar

ABSENT: COUNCILMEMBERS: None


CITY CLERK



Exhibit E

City of
SANTA CLARITA

23920 Valencia Boulevard • Suite 300 • Santa Clarita, California 91355-2196
Phone: (661) 259-2489 • FAX: (661) 259-8125
www.santa-clarita.com

February 10, 2011

Rosario Garza
Executive Director
Southern California Library Cooperative
248 E. Foothill Boulevard
Suite #101
Monrovia, CA 91016

Dear Ms. Garza:

Subject: Southern California Library Cooperative Membership

On January 11, 2011, the Santa Clarita City Council authorized and directed staff to request membership in the Southern California Library Cooperative (SCLC). Pursuant to Council's direction, this letter is presented to respectfully request consideration of the City of Santa Clarita's membership by the SCLC Administrative Council.

The City recognizes SCLC's impressive reputation, member services, organization goals, and mission and wishes to be an active member. Such membership would bring great benefit to the residents of Santa Clarita, enhancing their access to libraries.

By way of background, on August 24, 2010, the Santa Clarita City Council adopted the attached Resolution to withdraw from the Los Angeles County Library System and assume the responsibility for the provision of library services within the City of Santa Clarita. Furthermore, on January 25, 2011, the City Council adopted the attached Ordinance establishing the Santa Clarita Public Library, effective July 1, 2011. We have been informed that in order to participate in the California Library Services Act (CLSA), the City needs to apply to, and be approved for membership by, a cooperative system. Once membership approval has been granted by a cooperative system, the Library of California (LoC) Board will consider said membership for approval.

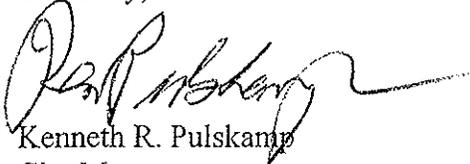
The LoC Board meets once a year; this year's meeting is scheduled for August 11, 2011. It is our intent to request that the LoC Board consider approving recognition of the Santa Clarita Public Library as an independent public library jurisdiction, pending SCLC's approval at its first available meeting, scheduled for March 23, 2011.



Rosario Garza
February 10, 2011
Page 2

Thank you in advance for your consideration of the City of Santa Clarita's request for membership in the Southern California Library Cooperative.

Sincerely,



Kenneth R. Pulskamp
City Manager

KRP:EG:hds

s:/itv/m/special projects/library/scic application/membership request to scic ltr.doc

Attachments:

Notification of withdrawal letter to Los Angeles County Board of Supervisors

Resolution No.10-71

Ordinance No. 11-2

cc: Ken Striplin, Assistant City Manager
Darren Hernández, Deputy City Manager



April 5, 2011

Mr. Kenneth P. Puskamp
City Manager
City of Santa Clarita
23920 Valencia Blvd., Ste 300
Santa Clarita, CA 91355-2196

Dear Mr. Puskamp:

It is my pleasure to inform you that at the Southern California Library Cooperative (SCLC) Administrative Council meeting held on March 30, 2011 the Council approved the request of the City of Santa Clarita to join the Southern California Library Cooperative effective July 1, 2011 contingent upon approval by the Library of California Board at its next meeting.

Meeting minutes are not yet available. They will be available once they are approved at the next meeting, scheduled for May 19, 2011. Once available, we will send a copy to you. We will also send a copy to the Library of California Board. In the meantime, enclosed is a copy of the Meeting Highlights,

We look forward to having the City of Santa Clarita's library join SCLC as our 48th member! Your membership will strengthen our system.

Please feel free to contact me or Jeri Takeda if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Rosario Garza". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Rosario Garza
Executive Director

Enc

c Sandy Habbestad, CLSA Analyst
Stacey Aldrich, State Librarian

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

248 East Foothill Boulevard • Suite 101 • Monrovia, California 91016

(626) 359-6111 • Fax (626) 359-0001

Website: <http://www.socallibraries.org> • E-mail: scclhq@socallibraries.org

550. National Library Legislative Day Attendance

National Library Legislative Day will be held on Monday and Tuesday, May 9-10. Senator Feinstein often holds a breakfast the following Wednesday morning. Deborah Doyle is the State Coordinator. SCLC has six hotel rooms reserved.

ACTION: It was MSP (Garner-Reagan, Keith) to approve the following members to attend National Library Legislative Day in Washington, D.C., May 9-10, 2011: Rosario Garza, SCLC; Jan Sanders, PAS; Helen Fried, OCPL; Cynthia Cowell, NBPL; Paymaneh Maghsoudi, WHI and CLA President; and Martin Gomez, LAPL. Barbara Williams, MPK, volunteered to be an alternate if anyone is unable to attend. Two CoLAPL senior staff members will also be attending.

600. New Business

 **610. Membership Request from Santa Clarita**

Rosario Garza reported that the City of Santa Clarita has completed all required paperwork and is requesting membership in SCLC, effective July 1, 2011. If approved by the Council, further approval is needed from the Library of California Board which is scheduled to meet in August; approval would be retroactive to July 1. In response to a question regarding precedent being set with Santa Clarita being operated by the private firm LSSI, Ms. Garza stated that this would be the fourth library in the system, with Calabasas formerly operated by the firm; and Moorpark (current member) and Camarillo (becoming a full SCLC member July 1) also being managed by LSSI. Riverside County in the Inland Library System and Redding in the NorthNet system are also operated by LSSI.

ACTION: It was MSP (Gould, Sanders) to approve the membership request from the City of Santa Clarita, effective July 1, 2011.

On behalf of the City of Santa Clarita, Darren Hernandez, Deputy City Manager, thanked the Council for the support of their membership and said they look forward to participating in the system.

620. 2011/12 Budget Proposal

Rosario Garza reported that in light of the uncertainty of State funding, she prepared two proposed budgets, CLSA at 60% Funding and Zero CLSA Funding. With the budget at 60% CLSA funding, contracts with 49-99 and PLP will continue, the Executive Director's car allowance would be reduced by 40%, two Reference Center positions would be reduced to half-time, the Administrative Officer position reduced to 30 hrs./week, and staff would begin contributing 7% of their salary to CalPERS. It assumes all current members remain members.

With the Zero CLSA Funding budget, the PLP contract would terminate, the Executive Director's position is reduced to 30 hrs./week and the car allowance eliminated, the Reference Center is closed and Reference staff eliminated, the Administrative Officer position is eliminated, the Development Officer position is reduced to 20 hrs./week, two Delivery Driver and the Accounting/Technical Assistant positions are reduced to 32 hrs./week, and staff would begin contributing 7% of their salary to CalPERS. The Business Manager position remains at 15 hrs./week. It assumes all current members remain



TO: Anne Bernardo, Vice President of LOC Board
FROM: Linda Crowe, CEO Pacific Library Partnership
RE: Withdrawal of Santa Clara County from the Pacific Library Partnership

The Pacific Library Partnership, PLP, is a JPA of 4 JPAs, the JPAs included are:

BALIS: Bay Area Library and Information System
MOBAC: Monterey Bay Cooperative
PLS: Peninsula Library System
SVLS: Silicon Valley Library System

In order for Santa Clara County Library System to withdraw from PLP they had to have a Board resolution from the Santa Clara Board to withdraw from the Silicon Valley Library System. That resolution is included with this notice.

RESOLUTION NO. 11-01

**A RESOLUTION OF THE SANTA CLARA COUNTY LIBRARY DISTRICT
JOINT POWERS AUTHORITY APPROVING WITHDRAWAL OF SANTA
CLARA COUNTY LIBRARY DISTRICT FROM THE SILICON VALLEY
LIBRARY SYSTEM**

WHEREAS, the Board of the Santa Clara County Library District Joint Powers Authority desires to withdraw the Santa Clara County Library District from the Silicon Valley Library System effective July 1, 2011.

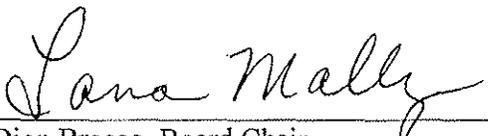
NOW, THEREFORE, BE IT RESOLVED by the Board of the Santa Clara County Library District Joint Powers Authority that said withdrawal is hereby approved and the Chair is authorized to sign said resolution on behalf of the Board of the Santa Clara County Library District Joint Powers Authority.

PASSED AND ADOPTED by the Board of the Santa Clara County Library District Joint Powers Authority on this 2nd day of June, 2011 by the following vote:

AYES: BOARD MEMBERS: Mike Wasserman, Jason Baker, Gilbert Wong, Jean Mordo, Val Carpenter, Lana Malloy, Steve Tate and Emily Lo.

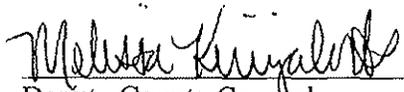
NOES: BOARD MEMBERS:

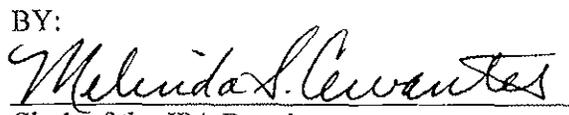
ABSENT: BOARD MEMBERS: Dion Bracco and Debbie Giordano


for Dion Bracco, Board Chair
Santa Clara County Library District
Joint Powers Authority

Lana Malloy
Vice Chair

ATTEST:


Deputy County Counsel

BY:

Clerk of the JPA Board

AGENDA ITEM: CLSA Interlibrary Loan, Universal Borrowing, Equal Access Programs

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

1. Consideration of 2011/12 ILL and Direct Loan program reimbursement rates
2. Consideration of prorating the CLSA loan reimbursement program for 2011/12
3. Consideration to seek additional 2012/13 TBR funding

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board adopt, subject to the concurrence of the State Department of Finance, reimbursement rates for the 2011/12 fiscal year as follows: for CLSA interlibrary loans, a reimbursement rate of \$6.60 per eligible transaction; for CLSA direct loans, a reimbursement rate of \$1.09 per eligible transaction; and that the Chief Executive Officer inform all participants of the 2011/12 reimbursement rates as soon as Department of Finance concurrence is obtained.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board direct its Chief Executive Officer to withhold 90% from all CLSA ILL and Direct Loan Program reimbursement payments throughout the 2011/12 fiscal year and that, after determining the full State cost of the TBR programs, direct the CEO to prorate the final payment equitably if insufficient funds remain in the program appropriation. I further move to authorize the CEO to make a one-time adjustment in the prorata percentage in order to pay all participants equitably if actual transaction data increases at a rate that would not pay each participant equitably.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board give its Chief Executive Officer the authority to seek additional 2012/13 local assistance funding through the BCP process.

ISSUE 1: Consideration of 2011/12 ILL and Direct Loan Program reimbursement rates.

BACKGROUND:

During the 1983/84 fiscal year, a major effort was undertaken to determine the actual handling costs incurred by participants in the provision of California Library Services Act (CLSA) loan services. This effort led to the adoption of reimbursement rates for the 1984/85 Interlibrary and Direct Loan Programs based on three elements:

- 1) The weighted average per item handling cost of a loan, based on annual survey results of a representative sample of participant libraries.
- 2) Reporting costs of a loan, estimated at 2% of the average per item handling cost.
- 3) Materials deterioration cost based on industry standard data.

In October of 1984 the State Board adopted a process for annually updating the data on which the reimbursement rates were based and for determining the rates in successive years. This process included the following procedures:

- 1) Obtaining updated salary and benefit data from all previously surveyed libraries and recalculation of those libraries' per item handling cost.
- 2) Surveying an additional two libraries for interlibrary loan and an additional two libraries for direct loan to provide fresh information upon which to base reimbursement calculations.
- 3) Dropping from the handling costs' database any libraries which had significantly altered their internal direct or interlibrary loan procedures, thus rendering their data invalid for purposes of the rate survey.
- 4) Updating industry standard data on materials deterioration costs.

These procedures have been completed for the 2011/12 fiscal year with the following results:

- 1) A summary of the 2010/11 updated data appears in Exhibit A. A complete description of the methodology employed is available upon request.

After all adjustments and weighted factors were calculated, the handling cost per item for interlibrary loan transactions was \$6.10. This is the recommended base rate for interlibrary loan.

For the Direct Loan Program, the study produced a base rate of \$0.70.

- 2) For both the ILL and Direct Loan rates, reporting costs are estimated at 2% of the base rate.
- 3) Calculation of physical deterioration of materials:

The data collection, analysis and publication schedule of Book Industry Trends, essential data used in the calculation of the cost of the physical deterioration of loaned materials, is not published in time for use in the annual determination of the CLSA ILL and Direct Loan Programs reimbursement rates. Thus, the calculation shown below represents base data collected during the 2009 calendar year.

Estimated price of the average library purchase = \$28.89

(Source: Book Industry Trends 2009, prepared by the Book Industry Study Group Inc., by the Center for Communications and Media Management at Fordham University's Graduate School of Business Administration).

Estimated additional cost of high-quality (library-grade) binding @ 30% = \$8.67
(Source: The Library Binding Institute)

Average number of circulations (with high-quality binding) before major repair or replacement = 100 (Source: University of California, Berkeley, Preservation Unit)

$$\begin{aligned} \$28.89 + \$8.67 &= \$37.56 \\ \$37.56 \div 100 &= \$.38 \end{aligned}$$

<u>Recommended 2011/12 CLSA Reimbursement Rates</u>				
Service	Base Rate	Reporting Costs @ 2%	Physical Deterioration	Recommended Rate
ILL	\$6.10	\$.12	\$.38	\$6.60
Direct Loan	\$.70	\$.01	\$.38	\$1.09

Concurrence of the State Department of Finance

Education Code Section 18724(f) establishes in law that Interlibrary Loan and Direct Loan reimbursement rates, as determined by the State Board, are subject to the approval of the State Department of Finance. Exhibit B displays Board adopted and Department of Finance approved reimbursement rates over the last eleven years.

Recommendation: Staff is recommending that the reimbursement rates as determined by the annual cost studies be adopted by the Board for FY 2011/12.

ISSUE 2: Consideration of prorating the CLSA loan reimbursement program for 2011/12.

BACKGROUND:

By agreement with the Department of Finance, the annual State appropriation for the CLSA Interlibrary Loan and Direct Loan Programs is determined by the Enrollment/Caseload/Population (ECP) process. This method was selected because the costs of the loan programs are driven by factors that are, essentially, beyond the control of local and State government. More specifically the costs are determined by the actual handling costs realized in libraries providing the service and the actual number of times the service is utilized by Californians. While the handling costs are, to a certain extent, controllable by individual participating libraries, the statewide average cannot be easily controlled or predicted. The second factor, usage, can only be controlled by clearly inequitable means; that is, by denying services to individuals after a calculated maximum number of transactions has occurred.

For these reasons, the ILL and Direct Loan program appropriation in any single fiscal year is based on estimates of the increase or decrease in handling cost, and projections of the levels of use, as well as the availability of funds. The program has been extremely successful and popular, but its history

has been marked by years of shortfalls in the annual appropriation. For the last seven years, the State Budget Act has not included the language requiring the Board to prorate reimbursement payments in the event of an insufficient appropriation. Current projections and the fact that the TBR budget was severally cut indicate that a shortfall will occur in the 2011/12. Therefore, the prorating language included with the Department of Finance approval memo will act as the authority that will supersede the requirement in the CLSA law that the State Board reimburse at the rate adopted by the Board and as approved by the Department of Finance. However, it does not set aside the provision of Education Code Section 18703(f) to reimburse participating libraries equitably.

The prorating language states:

“Should the funds appropriated in the 2011/12 chaptered budget (Chapter 712) be insufficient to fully cover all transactions under the Direct Loan and Interlibrary Loan programs of the California Library Services Act, funding shall be prorated such that expenditures for the program are within the appropriation (6120-211-0001 Schedule (1) 20.30) of the 2011/12 chaptered budget.”

In August 2010, the Board adopted the method for implementing the prorating requirement by withholding a percentage of each valid claim throughout the course of the fiscal year, paying a prorated portion of the remainder due after the close of the fiscal year.

The actual experience of the 2010/11 fiscal year is summarized below:

Fiscal Year Full Reimbursement Cost at LoC Board and Department of Finance approved rates (ILL--\$6.35; DL--\$1.17)	
ILL	\$23,182,535.55
Direct Loan	<u>\$17,225,638.53</u>
Total	\$40,438,174.08
ILL & Direct Loan Program Appropriation	\$10,182,000.00

Final payments to reimburse all participants at 25.2% have been processed. If projected transaction levels occur and the reimbursement rates proposed through the 2010/11 cost study are adopted by the Board and approved by Finance, the state cost of the CLSA loan program for fiscal year 2011/12 is estimated to be as follows:

Eligible Public and Non-Public Interlibrary Loans	4,090,806 @ \$6.60 = \$26,999,320
Net Imbalance Direct Loans	11,571,815 @ \$1.09 = \$12,613,278
Estimated Total Program Cost	= \$39,612,598

The State Budget Act was signed on June 30, 2011, with a total reduction in the CLSA appropriation of 34% from the previous year's budget. Staff recommended in Document 5 that \$6,182,900 of the \$8.5 million appropriated for CLSA be directed to the TBR Interlibrary and Direct Loan programs, which is 72.7% of the appropriation. Based on the projected transaction levels above and cost for FY 2011/12, participating libraries are estimated to receive 15.6% of their full reimbursement, which would equate to about \$1.03 per ILL transaction and \$0.17 per net

imbalance Direct Loan transaction.

Recommendation: Staff is recommending that 90% be withheld from each payment beginning January 2012, as directed in the State Budget Act of 2011.

ISSUE 3: Consideration to seek additional 2012/13 TBR funding

BACKGROUND:

The shortfall in the ILL and Direct Loan program funding has been steadily increasing over the last eight years as the percentage being reimbursed to participating libraries decreases. This is due, in part, to the budget reductions seen over the last seven years. Exhibit C displays the TBR shortfall and includes the reimbursement based on the percentage of the total reimbursement due to participants. Although the program budget received some relief in FY 2006/07 with \$7 million in additional funding, a decrease in the same amount was seen in the 2007/08 budget appropriation. A further reduction in FY 2008/09 brought the TBR appropriation below 2000/01 funding levels. With the current budget reduction, the TBR program is funded below 1991/92 levels.

Recommendation: Staff is recommending that the Board give its CEO authority to submit a BCP for fiscal year 2012/13 if she deems it appropriate to do so considering the fiscal climate in which the state is currently in. See chart below for the current TBR budget shortfall.

	2010/11 Transaction Workloads		2010/11 Board Adopted/ DoF Approved Rate		Actual TBR Program Costs
ILL	3,637,771	x	\$6.35	=	\$23,182,535.55
DL	14,748,409	x	\$1.17	=	<u>\$17,255,638.53</u>
					\$40,438,174.08
					State Appropriation
					\$10,182,000.00
					TBR Program Shortfall
					\$30,256,174.08

GENERAL OVERALL PROGRAM UPDATES:

CURRENT STATUS: Since July 1, 1978, CLSA has supported three programs specifically designed to encourage the sharing of publicly funded library materials throughout the state of California. The Interlibrary Loan and Direct Loan (Equal Access & Universal Borrowing) programs provide partial reimbursements of the increased costs realized when local public and specified non-public libraries extend loan services beyond their normal clientele. This program has greatly increased the individual public library user's access to library resources.

CLSA reimbursed loan services continue throughout the state with 182 public libraries and 70 participating non-public libraries participating in 2010/11. A list of CLSA public and non-public library participants appears as Exhibit D and E, consecutively. Reimbursement rates for the 2010/11 fiscal year as adopted by the Library of California Board and approved by the State Department of Finance were:

\$6.35 per eligible Interlibrary Loan
 \$ 1.17 per net imbalance Direct Loan

Final transaction counts for the 2010/11 fiscal year and projected totals for 2011/12 are displayed below. Projected Direct Loan activity shows a considerable decrease because of the withdrawal of the Santa Clara County Library from participation. A history of the program activity is included as Exhibit F.

	<u>2010/11 LOAN ACTIVITY</u>					
	1 st Quarter Actual	2 nd Quarter Actual	3 rd Quarter Actual	4 th Quarter Actual	2010/11 Total Actual	2011/12 Projected Total
ILL Reimbursable Transactions	889,153	916,453	943,080	902,107	3,650,793	4,090,806
Direct Loans: Total	9,649,764	9,024,152	9,121,197	8,447,205	36,242,318	33,555,920
Direct Loans: Net Imbalance	3,829,091	3,542,637	3,855,183	3,521,498	14,748,409	11,571,815

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE: Updates on actual and revised projections of Interlibrary and Direct Loan program levels and costs.

Staff Liaison: Sandy Habbestad

Doc. 15542



April 14, 2011

Lisa Mierczynski
Department of Finance
915 L Street, 7th Floor
Sacramento, CA 95814 A-15

Dear Lisa:

Enclosed you will find the cost study report for the Transaction Based Reimbursement Program for use with the May Revise. The report was prepared by CSL staff Sharon Croley (Budgets, 651-0978) and Sandy Habbestad (CLSA, 653-7532). If there are any technical questions regarding the report please feel free to contact staff directly for clarification.

As you review the data, please take into account the fluid nature of the program. The Direct Loan and Interlibrary Loan transactions are driven by public usage of this state's libraries, which vary in size from a four-person shop in the Trinity County, to the Los Angeles County Library with 1,720 staff. The data is the best available but the program has been known to have substantial increases for reasons we cannot always anticipate or identify.

If you have questions or need additional information, please contact me at (916) 654-0188.

Sincerely Yours,

Stacey A. Aldrich
State Librarian of California

Enclosure



To: Lisa Mierczynski
Department of Finance
915 L Street
Sacramento, CA 95814 A-15

Date: April 14, 2011

From: State Library - Sandy Habbestad, CLSA Program Coordinator, (653-7532) *SHA*
- Sharon Croley, Fiscal Analyst, (651-0978) *SC*

Subject: Transaction Based Reimbursements (TBR) Program of the California Library Services Act (CLSA), FY 2011/12 Budget

This memo and the attached information are part of the enrollment/caseload/population process which was negotiated April 1986 between the California State Library (CSL) and the Department of Finance (DOF). A copy of the memo from Bill Borden of DOF confirming the agreed upon arrangement is attached as Attachment I. As provided in that memo, the CSL is to annually provide the DOF, in the May Revise, current year TBR program information on: 1) transaction volume estimates based on the most recent actual data; and 2) cost study data relating to the rates to be used in FY 2011/12. The CSL will be seeking approval of the proposed TBR rates from the Library of California Board (LCB) at its August 11, 2011 meeting. Upon adoption by the LCB, the Chief Executive Officer will submit the rates to DOF for final approval.

The following information is provided as part of this process:

- 1) Transaction Based Reimbursement Program Rate Development background and summary materials (Attachment II).
- 2) Actual FY 2010/11 cost study data used to calculate the FY 2011/12 reimbursement rate for the Interlibrary Loan and Direct Loan Programs (Attachment III).
- 3) Actual data used as the basis for estimation of FY 2011/12 transaction volume in both the Interlibrary Loan and Direct Loan Programs (Attachment IV).
- 4) A copy of the cost study material used by the libraries involved in the study for both the Interlibrary Loan and the Direct Loan studies are available upon request.

The actual TBR Program expenditures and transactions data plus the projected expenditures and transactions through June 30, 2011, result in the following estimated figures for FY 2010/11: 1) for Interlibrary Loan, 3,766,856 reimbursable transactions at a cost of \$23,919,536; and 2) for Direct Loan, 15,215,634 reimbursable transactions at a cost of \$17,802,292. This is the current estimate based on the best data available but it must be reiterated that the program has exhibited growth in spurts which on a specific occasion put the actual transactions over our estimates by 21%. At the current time, based upon the above estimates, the CLSA TBR Program budget will have a negative balance of \$31,539,828. This will trigger the language in the TBR rate approval memo, which states, "Should the funds appropriated in the 2010/11 chaptered budget (Chapter 712) be insufficient to fully cover all transactions under the Direct Loan and Interlibrary Loan programs of the California Library Services Act, funding shall be prorated such that expenditures for the program are within the appropriation (6120-211-0001 Schedule (1) 20.30) of the 2010/11 chaptered budget". The total appropriation for FY 2010/11 is \$10,182,000.

The estimates of total costs in the TBR Program for FY 2011/12 are based on the proposed FY 2011/12 TBR rates (Attachment III, page 5 of 5) and the estimated transaction volumes (Attachment IV, page 2 of 2). Based on these computed rates and projected transactions, the costs would be: 1) for the Interlibrary Loan Program, \$26,999,320; and 2) for the Direct Loan Program, \$16,755,278. If this level of expenditure actually occurs in FY 2011/12, then the program would need an augmentation of \$33,572,598 over the current appropriation shown above.

The projected transactions for FY 2011/12 are estimated to increase by 8.6% for interlibrary loans and increase 1% for direct loans. The study of handling costs, conducted annually, can produce an increase or decrease in the base rate in any given year. This year's study produced an increase in the Interlibrary Loan program; however, the Direct Loan program produced a decrease in the base rate. If the current reimbursement rates (\$6.35 ILL; \$1.17 Direct Loan) are used in the calculation for determining cost based on projected workload for FY 2011/12, the TBR Program would need an augmentation of \$33,779,642 over the current appropriation of \$10,182,000.

Thank you for your assistance in this endeavor. If additional information is required, please contact either of us.

Attachments

cc: Stacey A. Aldrich
Debbie Newton

MAY 1 1986

Memorandum

ATTACHMENT I

page 1 of 2

Date : April 29, 1986

To : Nancy Percy
Assistant State Librarian
California State Library
914 Capitol Mall, Room 220

From : Department of Finance

Subject: Funding of Transaction Based Reimbursement Program

Pursuant to your discussions with Christy Maciel this is to confirm the proposed alternate method for developing the annual budget for the Transaction Based Reimbursement (TBR) Program.

In accordance with current statutes, the California State Library (CSL) is required to conduct studies, as needed, to determine the cost to participating libraries to loan materials that are reimbursable under the TBR program. In addition, the CSL is required to obtain Department of Finance (DOF) approval prior to authorizing changes in reimbursement rates for the TBR program. Requested changes are generally approved by the DOF if substantiated by actual cost data obtained through the CSL studies, and if such rates can be funded from available appropriations for the California Library Services Act. Finally, the CSL has been required to submit budget change proposals (BCPs) to receive consideration for funding increases.

In preparation of the 1986-87 Governor's Budget, the CSL requested a funding increase via a BCP for the TBR program based on: 1) a projected increase in the number of reimbursable transactions for 1986-87; and 2) a projected increase in the cost of loaning library materials. According to the CSL, the most recent actual transaction and cost data available was for the 1984-85 fiscal year. As we have discussed, it is our desire to reduce the two year projection span and base budget estimates on more current data. In order to accomplish this the following changes are proposed in the review process for this budget.

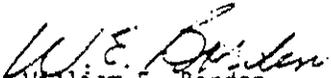
DOF will initiate action during the annual budget preparation process to consider growth in reimbursable transactions as projected by the annual CSL study, as a base enrollment/caseload/population (ECP) adjustment. Therefore, it will no longer be necessary for the CSL to submit a BCP for transaction growth. Further, DOF will recommend funding of the projected number of transactions at the current DOF-approved rates of reimbursement.

Potential deficiencies attributable to growth will be considered for inclusion in the budget during the May Revision, if substantiated by actual transactions data and in consideration of available funding. Similarly, in accordance with current statutes, the DOF will continue to consider CSL requests for reimbursement rate increases/decreases in light of current inflationary trends and actual costs incurred by local libraries in loaning materials during the May Revision review.

Finally, consistent with current practice, it is understood that funds budgeted for the TBR program but which are determined to be surplus at year end will be reverted.

For the preparation of the 1987-88 budget, then, the CSL will submit its study of 1985-86 actual performance by August 1, 1986. The DOF will adjust the base 1987-88 budget to reflect projected transactions, using the currently approved reimbursements rates. For the next cycle, the CSL will advance the timing of its annual study so that 1986-87 performance is reported to the DOF by April 15, 1987. Based on this data, the DOF will consider 1986-87 deficiencies and adjustments to the proposed 1987-88 budget. In succeeding budget cycles, the CSL annual study will be submitted no later than April 15th.

Please let me know if this meets your understanding, and if you have any questions, please contact Christy Maciel at (916) 323-9350.


William E. Borden

Principal Program Budget Analyst

ATTACHMENT II
TRANSACTION BASED REIMBURSEMENT

PROGRAM RATE DEVELOPMENT

BACKGROUND AND SUMMARY

During the 1983/84 fiscal year, a major effort was undertaken to determine the actual handling costs incurred by participants in the provision of California Library Services Act (CLSA) loaned services. This effort led to the adoption of reimbursement rates for the 1984/85 Transaction Based Reimbursement (TBR) Program based on three elements:

- 1) The weighted average per item handling costs of a loan, based on annual survey results of a representative sample of participant libraries.
- 2) Reporting costs of a loan, estimated at 2% of the average per item handling cost.
- 3) Materials deterioration cost based on industry standard data.

In October of 1984 the State Board adopted a process for annually updating the data on which the reimbursement rates were based and for determining the rates in successive years. This process included the following procedures:

- 1) Obtaining updated salary and benefit data from all previously surveyed libraries and recalculation of those libraries' per item handling cost.
- 2) Surveying an additional two libraries for interlibrary loan and an additional two libraries for direct loan to provide fresh information upon which to base reimbursement calculations.
- 3) Dropping from the handling costs' database any libraries which had significantly altered their internal direct or interlibrary loan procedures, thus rendering their data invalid for purposes of the rate survey.
- 4) Updating industry standard data on materials deterioration costs.

These procedures have been completed for the 2011/12 fiscal year with the following results:

- 1) A complete description of the methodology employed and a summary of the 2010/11 updated data appears in Attachment III.

ATTACHMENT III
COST STUDY DATA

Results of 2010/11 Survey
Per Item Direct Loan Handling Costs by Library

Library	Handling Cost (Dollars)
1)	0.2101
2)	0.2583
3)	0.3410
4)	0.3592
5)	0.4031
6)	0.4059
7)	0.5835
8)	0.5937
9)	0.6205
10)	0.8157
11)	1.1337
12)	1.2041
13)	1.2787
14)	1.5379
<hr/>	
ARITHMETIC MEAN	0.6961
<hr/>	
(average)	
MEDIAN	0.5886
<hr/>	

ATTACHMENT III
COST STUDY DATA

INTERLIBRARY LOAN FY 2010/11
Summary of Interlibrary Loan Cost Analysis by Library

Library	Mono		Photo		Final Adjusted Cost
1)	1.182	(.98)	0.763	(.02)	1.174
2)	2.746	(.99)	1.434	(.01)	2.733
3)	3.675	(.99)	1.674	(.01)	3.655
4)	3.726	(.99)	2.033	(.01)	3.709
5)	4.546	(.72)	3.064	(.28)	4.131
6)	4.335	(.98)	2.748	(.02)	4.303
7)	3.952	(.98)	3.216	(.02)	4.516
8)	5.215	(.96)	2.263	(.04)	5.097
9)	7.085	(.99)	6.019	(.01)	7.074
10)	7.566	(.99)	7.566	(.01)	7.566
11)	8.098	(.99)	7.211	(.01)	8.090
12)	11.177	(.76)	9.547	(.24)	10.786
13)	16.499	(.99)	14.679	(.01)	16.481
<hr/>					
TOTAL	79.802		62.217		79.315
<hr/>					
ARITHMETIC MEAN	6.139		4.786		6.101

ATTACHMENT III
COST STUDY DATA

Page 3 of 5

- A) The Interlibrary Loan (ILL) costs are prorated between the two major methods of ILL delivery, photocopy and actual monograph delivery. The final adjusted cost represents the final cost for a specific library after all costs and prorating factors have been considered. In FY 2010/11 the cost study produced a final base rate of \$6.10.

For the Direct Loan Program, the cost represents the final cost for a specific library based on 100% use of an automated circulation system. In FY 2010/11 the cost study produced a base rate of \$0.70.

- B) For both the ILL and Direct Loan rates, reporting costs are estimated at 2% of the base rate.
- C) Calculation of physical deterioration of materials:
We were not able to obtain the information in time to use in our calculation, so for the current fiscal year we are using last year's data.

Estimated price of the average public library purchase = \$28.89
(Source: Book Industry Trends, 2009, prepared for the Book Industry Study Group Inc., by the Center for Communications and Media Management at Fordham University's Graduate School of Business Administration).

Estimated additional cost of high-quality (library-grade) binding @ 30% = \$8.67
(Source: The Library Binding Institute)

Average number of circulations (with high-quality binding) before major repair or replacement = 100 (Source: University of California, Berkeley, Preservation Unit)

$$\begin{aligned} \$28.89 + \$8.67 &= \$37.56 \\ \$37.56 \div 100 &= \$.38 \end{aligned}$$

ATTACHMENT III

FY 2010/11 Proposed CLSA TBR Program Reimbursement Rates

Service	Base Rate	Reporting Costs @ 2%	Physical Deterioration	2011/12 Rate
ILL	6.10	.12	.38	6.60
Direct Loan	.70	.01	.38	1.09

ATTACHMENT III

CLSA TBR Program Reimbursement Rates from FY 2000/2001 to Present

	<u>00/01</u>	<u>01/02</u>	<u>02/03</u>	<u>03/04</u>	<u>04/05</u>	<u>05/06</u>	<u>06/07</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>	<u>10/11</u>	<u>11/12</u>
LCB Adopted Rates												
Interlibrary Loan	4.14	3.87	4.49	4.91	5.59	4.95	5.22	5.29	5.06	5.99	6.35	6.60
Direct Loan	.77	.73	.78	.84	.87	.89	.95	.97	.89	1.20	1.17	1.09
DOF Approved Rates												
Interlibrary Loan	3.21	3.87	4.49	4.91	5.59	4.95	5.22	5.29	5.06	5.99	6.35	
Direct Loan	.63	.73	.78	.84	.87	.89	.95	.97	.89	1.20	1.17	

ATTACHMENT IV
INTERLIBRARY LOAN & DIRECT LOAN
TRANSACTION VOLUME

PROGRAM TRENDS

The chart on page two displays actual TBR Program activity levels for the period FY 1979/80 through FY 2009/10 and projected levels for the current as well as the budget year. In this process of reporting to DOF as part of the May Revise, we are unable to provide a full year of actual TBR data, so our projections are based on the latest available actual data for the current year. Both the ILL and Direct Loan projections are based on regression analysis of the prior five years' data and staff analysis of any current trends in the field which might affect the data.

The number of reimbursable ILL transactions for FY 2010/11 is expected to be 3,766,856 based on the first two quarters data, which have shown the highest transaction levels in the program's history. This is an estimated 7.2% increase relative to the 3,514,901 reimbursable ILL transactions that were recorded for FY 2009/10. Relative changes over the last six fiscal years are summarized in the following table:

ILL Transaction Changes

Fiscal Year	Change
2004/05	+ 31.2%
2005/06	+ 5.5%
2006/07	+ 7.6%
2007/08	+ 18%
2008/09	+ 14.5%
2009/10	+ 8.5%

The Direct Loan program shows an increase of 1.3% in total loan activity for FY 2010/11, with net imbalance loans showing percentage increase of 6%. Our projections to FY 2011/12 are based on actual Direct Loan activity for the first three quarters and projected activity for the fourth quarter of FY 2010/11.

Given the above data and the long term growth patterns these programs have experienced, the following projections for the TBR program have been made for FY 2011/12: 1) Direct Loan Program: The total loans in the program are expected to grow at a rate of about 2.4% or 38,555,920 total transactions and the net Direct Loan transactions are expected to increase about 1%, so the net transactions is estimated at 15,371,815; 2) Interlibrary Loan Program: The total loans in the ILL program are expected to grow at a rate of 8.6% and have 4,090,806 reimbursable transactions.

A comparison of the FY 2010/11 Department of Finance approved reimbursement rates, ILL = \$6.35 and Direct loan = \$1.17 and the proposed FY 2011/12 reimbursement rates, ILL = \$6.60 and Direct Loan = \$1.09, shows an increase in the cost by 4% in the Interlibrary Loan Program, and a 7.3% decrease in the cost for the Direct Loan Program.

ATTACHMENT IV
TBR PROGRAM ACTIVITY

	ILL Reimbursable Transactions	Total Public Library Circulation	Direct Loans: Total	Direct Loans: Net Imbalance
1979/80	267,799	113,921,000	7,983,833	3,152,506
1980/81	301,307	119,279,000	9,668,836	3,975,769
1981/82	341,307	121,340,000	9,876,086	4,366,074
1982/83	349,098	125,107,000	11,070,748	4,912,803
1983/84	338,629	124,136,000	11,243,357	5,012,301
1984/85	361,015	125,140,000	12,160,892	5,691,851
1985/86	378,549	125,600,000	12,532,423	5,432,412
1986/87	416,509	131,955,000	13,060,534	5,355,373
1987/88	451,270	136,082,000	15,175,877	6,104,662
1988/89	452,540	140,223,000	15,953,733	6,734,868
1989/90	515,403	144,447,000	15,108,450	6,619,082
1990/91	602,767	150,547,000	19,651,418	8,100,318
1991/92	709,642	160,761,000	21,260,881	9,297,968
1992/93	715,948	158,802,000	22,004,106	9,722,634
1993/94	598,148	145,657,000	21,711,320	9,430,933
1994/95	651,979	146,722,000	21,545,856	9,572,561
1995/96	834,395	151,034,000	22,719,320	10,075,442
1996/97	996,825	159,670,000	23,271,736	10,486,183
1997/98	1,165,557	164,429,000	23,774,902	10,491,145
1998/99	1,223,800	162,965,000	24,874,552	11,056,055
1999/00	1,187,182	165,687,000	24,440,027	10,424,950
2000/01	1,128,006	171,822,000	25,347,765	10,296,586
2001/02	1,409,560	184,501,000	27,932,178	10,897,596
2002/03	1,549,221	198,528,000	29,477,741	11,363,394
2003/04	1,610,606	198,424,000	28,778,674	12,444,532
2004/05	2,112,814	198,886,000	30,096,937	11,209,197
2005/06	2,228,249	197,060,000	30,151,623	10,652,295
2006/07	2,398,198	204,757,000	31,403,653	11,194,524
2007/08	2,829,113	220,107,000	35,078,050	11,940,218
2008/09	3,240,228	237,889,000	36,013,901	12,127,303
2009/10	3,514,901	242,982,000	37,169,068	14,354,372
2010/11 P	3,766,856	249,421,000	37,652,266	15,215,634
2011/12 P	4,090,806	254,409,000	38,555,920	15,371,815

P = this symbol is used to show data which has been projected by CSL.

CLSA TBR Program Reimbursement Rates from FY 2000/2001 to Present

	<u>00/01</u>	<u>01/02</u>	<u>02/03</u>	<u>03/04</u>	<u>04/05</u>	<u>05/06</u>	<u>06/07</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>	<u>10/11</u>	<u>11/12</u>
LCB Adopted Rates												
Interlibrary Loan	4.14	3.87	4.49	4.91	5.59	4.95	5.22	5.29	5.06	5.99	6.35	6.60
Direct Loan	.77	.73	.78	.84	.87	.89	.95	.97	.89	1.20	1.17	1.09
DOF Approved Rates												
Interlibrary Loan	3.21	3.87	4.49	4.91	5.59	4.95	5.22	5.29	5.06	5.99	6.35	
Direct Loan	.63	.73	.78	.84	.87	.89	.95	.97	.89	1.20	1.17	

**California Library Services Act
Transaction Based Reimbursement Shortfall
Based on Rates Adopted by the Board**

Exhibit C

Fiscal Year	TBR Budget Appropriation	Board Adopted Rates		Reimbursable Transactions		Proposed Cost on Board Adopted Rates			Percent of Total Reimbursement Due	Reimbursement Based on Percentage of Total Reimbursement Due	
		ILL	Direct Loan	ILL	Direct Loan	ILL	Direct Loan	Total		ILL	Direct Loan
90/91	5,538,000	\$2.85 *	\$0.55 *	602,767	8,100,318	\$1,717,886	\$4,455,175	\$6,173,061	89.7%	\$2.56	\$0.49
91/92	6,537,000	\$2.95	\$0.57	709,642	9,297,968	\$2,093,444	\$5,299,842	\$7,393,286	88.4%	\$2.60	\$0.50
92/93	6,537,000	\$3.08	\$0.58	715,948	9,722,634	\$2,205,120	\$5,639,128	\$7,844,248	83.3%	\$2.52	\$0.49
93/94	6,537,000	\$3.26	\$0.62	598,148	9,430,933	\$1,949,962	\$5,847,178	\$7,797,140	91.6%	\$2.70	\$0.52
94/95	6,537,000	\$3.17	\$0.65	651,979	9,572,561	\$2,066,773	\$6,222,165	\$8,288,938	88.5%	\$2.62	\$0.50
95/96	6,537,000	\$3.38	\$0.66	834,395	10,075,442	\$2,820,255	\$6,649,792	\$9,470,047	94.8%	\$2.35	\$0.45
96/97	6,537,000	\$3.47	\$0.69	996,825	10,471,870	\$3,458,983	\$7,225,590	\$10,684,573	91.8%	\$2.17	\$0.42
97/98	7,919,000	\$3.29	\$0.75	1,165,557	10,491,145	\$3,834,682	\$7,868,359	\$11,703,041	82.5%	\$2.48	\$0.48
98/99	8,600,000	\$3.57	\$0.71	1,223,800	11,056,055	\$4,368,966	\$7,849,799	\$12,218,765	76.0%	\$2.56	\$0.49
99/00	9,092,000	\$3.82	\$0.73	1,187,182	10,424,950	\$4,535,035	\$7,610,214	\$12,145,249	87.1%	\$2.84	\$0.55
00/01	10,894,000	\$4.14	\$0.77	1,128,006	10,296,586	\$4,669,945	\$7,928,371	\$12,598,316	89.9%	\$3.21	\$0.63
01/02	12,145,000	\$3.87 *	\$0.73 *	1,409,560	10,897,596	\$5,454,997	\$7,955,245	\$13,410,242	99.7%	\$3.51	\$0.66
02/03	11,848,000	\$4.49 *	\$0.78 *	1,549,221	11,363,394	\$6,956,002	\$8,863,447	\$15,819,449	100%	\$3.36	\$0.58
03/04	12,145,000	\$4.91 *	\$0.84 *	1,610,606	12,444,532	\$7,908,075	\$10,453,407	\$18,361,482	66.1%	\$3.24	\$0.56
04/05	12,145,000	\$5.59 *	\$0.87 *	2,112,814	11,209,197	\$11,810,630	\$9,752,001	\$21,562,631	56.3%	\$3.14	\$0.49
05/06	11,616,000	\$4.95 *	\$0.89 *	2,228,249	10,652,295	\$11,029,833	\$9,480,543	\$20,510,375	56.6%	\$2.80	\$0.50
06/07	18,616,000	\$5.22 *	\$0.95 *	2,398,198	11,194,524	\$12,518,594	\$10,634,798	\$23,153,391	80.4%	\$4.19	\$0.76
07/08	11,616,000	\$5.29 *	\$0.97 *	2,829,113	11,940,218	\$14,966,008	\$11,582,011	\$26,548,019	43.8%	\$2.31	\$0.42
08/09	10,182,000	\$5.06 *	\$0.89 *	3,240,228	12,127,303	\$16,395,554	\$10,793,300	\$27,188,853	37.4%	\$1.89	\$0.33
09/10	10,182,000	\$5.99 *	\$1.20 *	3,514,901	14,354,372	\$21,054,257	\$17,225,246	\$38,279,503	26.6%	\$1.59	\$0.32
10/11	10,182,000	\$6.35 *	\$1.17 *	3,650,793	14,748,409	\$23,182,536	\$17,255,639	\$40,438,174	25.2%	\$1.60	\$0.29

*DoF approved Board adopted reimbursement rates

file:imanage/doc.#13951/tbrshortfall.bd.aoptedrates

Exhibit C

**CLSA PARTICIPANTS
FY 2011/12**

Exhibit D

BLACK GOLD COOPERATIVE LIBRARY SYSTEM	Universal Borrowing	Equal Access
Lompoc Public Library	✓	✓
Paso Robles Public Library	✓	✓
San Luis Obispo City-County Library	✓	✓
Santa Barbara Public Library	✓	✓
Santa Maria Public Library	✓	✓
(Santa Paula) Blanchard Community Library	✓	✓

49/99 COOPERATIVE LIBRARY SYSTEM	Universal Borrowing	Equal Access
Amador County Library	✓	✓
Calaveras County Library	✓	✓
Lodi Public Library	✓	✓
Stanislaus County Free Library	✓	✓
Stockton-San Joaquin County Public Library	✓	✓
Tuolumne County Free Library	✓	✓

INLAND LIBRARY SYSTEM	Universal Borrowing	Equal Access
Banning Library District	✓	✓
Beaumont District Library	✓	✓
Colton Public Library	✓	✓
Corona Public Library	✓	✓
Hemet Public Library	✓	✓
Inyo County Free Library	✓	✓
Moreno Valley Public Library	✓	✓
Murrieta Public Library	✓	✓
Ontario Public Library	✓	✓
Palm Springs Public Library	✓	✓
Palo Verde Valley District Library	✓	✓
Rancho Cucamonga Public Library	✓	✓
Rancho Mirage Public Library	✓	✓
Riverside County Library	✓	✓
Riverside Public Library	✓	✓

INLAND LIBRARY SYSTEM (continued)	Universal Borrowing	Equal Access
San Bernardino County Library	✓	✓
San Bernardino Public Library	✓	✓
Upland Public Library	✓	✓
Victorville Public Library	✓	✓

NORTHNET LIBRARY SYSTEM	Universal Borrowing	Equal Access
Alpine County Library	✓	✓
Belvedere-Tiburon Library Agency	✓	✓
Benicia Public Library	✓	✓
Butte County Library	✓	✓
Colusa County Free Library	✓	✓
Del Norte County Library	✓	✓
Dixon Library District	✓	✓
El Dorado County Library	✓	✓
Folsom Public Library	✓	✓
Humboldt County Library	✓	✓
Lake County Library	✓	✓
Larkspur Public Library	✓	✓
Lassen Library District	✓	✓
Lincoln Public Library	✓	✓
Marin County Free Library	✓	✓
Mendocino County Library	✓	✓
Mill Valley Public Library	✓	✓
Modoc County Library	✓	✓
Mono County Free Library	✓	✓
Napa City-County Library	✓	✓
Nevada County Library	✓	✓
Orland Free Library	✓	✓
Placer County Library	✓	✓
Plumas County Library	✓	✓
Roseville Public Library	✓	✓
Sacramento Public Library	✓	✓
San Anselmo Public Library	✓	✓
San Rafael Public Library	✓	✓
Sausalito Public Library	✓	✓
Shasta Public Libraries	✓	✓
Siskiyou County Public Library	✓	✓

NORTHNET LIBRARY SYSTEM (continued)	Universal Borrowing	Equal Access
Solano County Library	✓	✓
Sonoma County Library	✓	✓
St. Helena Public Library	✓	✓
Sutter County Library	✓	✓
Tehama County Library	✓	✓
Trinity County Library	✓	✓
Willows Public Library	✓	✓
Woodland Public Library	✓	✓
Yolo County Library	✓	✓
Yuba County Library	✓	✓

PACIFIC LIBRARY PARTNERSHIP	Universal Borrowing	Equal Access
Alameda County Library	✓	✓
Alameda Free Library	✓	✓
Berkeley Public Library	✓	✓
Burlingame Public Library	✓	✓
(Carmel) Harrison Memorial Library	✓	✓
Contra Costa County Library	✓	✓
Daly City Public Library	✓	✓
Hayward Public Library	✓	✓
Livermore Public Library	✓	✓
Los Gatos Memorial Library	✓	✓
Menlo Park Public Library	✓	✓
Monterey County Library	✓	✓
Monterey Public Library	✓	✓
Mountain View Public Library	✓	✓
Oakland Public Library	✓	✓
Pacific Grove Public Library	✓	✓
Palo Alto City Library	✓	✓
Pleasanton Public Library	✓	✓
Redwood City Public Library	✓	✓
Richmond Public Library	✓	✓
Salinas Public Library	✓	✓
San Benito County Free Library	✓	✓
San Bruno Public Library	✓	✓
San Francisco Public Library	✓	✓
San Jose Public Library	✓	✓

PACIFIC LIBRARY PARTNERSHIP (continued)	Universal Borrowing	Equal Access
San Juan Bautista City Library	✓	✓
San Mateo County Library	✓	✓
San Mateo Public Library	✓	✓
Santa Clara City Library	✓	✓
Santa Cruz Public Library	✓	✓
South San Francisco Public Library	✓	✓
Sunnyvale Public Library	✓	✓
Watsonville Public Library	✓	✓

SAN JOAQUIN VALLEY LIBRARY SYSTEM	Universal Borrowing	Equal Access
Coalinga District Library	✓	✓
Fresno County Free Library	✓	✓
Kern County Library	✓	✓
Kings County Library	✓	✓
Madera County Library	✓	✓
Mariposa County Library	✓	✓
Merced County Library	✓	✓
Porterville Public Library	✓	✓
Tulare County Free Library	✓	✓
Tulare Public Library	✓	✓

SERRA LIBRARY SYSTEM	Universal Borrowing	Equal Access
Brawley Public Library	✓	✓
(Calexico) Camarena Public Library	✓	✓
Carlsbad City Library	✓	✓
Chula Vista Public Library	✓	✓
Coronado Public Library	✓	✓
El Centro Public Library		✓
Escondido Public Library	✓	✓
Imperial County Free Library	✓	✓
Imperial Public Library	✓	✓
National City Public Library	✓	✓
Oceanside Public Library	✓	✓
San Diego County Library	✓	✓
San Diego Public Library	✓	✓

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE	Universal Borrowing	Equal Access
Alhambra Public Library	✓	✓
Altadena Library District	✓	✓
Anaheim Public Library	✓	✓
Arcadia Public Library	✓	✓
Azusa City Library	✓	✓
Beverly Hills Public Library		✓
Buena Park Library District	✓	✓
Burbank Public Library	✓	✓
Calabasas Public Library	✓	✓
Camarillo Public Library	✓	✓
Commerce Public Library	✓	✓
Covina Public Library	✓	✓
Downey City Library	✓	✓
El Segundo Public Library		✓
Fullerton Public Library	✓	✓
Glendale Public Library	✓	✓
Glendora Public Library	✓	✓
Inglewood Public Library	✓	✓
Irwindale Public Library	✓	✓
Long Beach Public Library	✓	✓
Los Angeles County Public Library	✓	✓
Los Angeles Public Library	✓	✓
Mission Viejo Public Library	✓	✓
Monrovia Public Library	✓	✓
(Monterey Park) Bruggemeyer Memorial Library	✓	✓
Moorpark City Library	✓	✓
Newport Beach Public Library	✓	✓
Orange County Public Library	✓	✓
Orange Public Library	✓	✓
Oxnard Public Library	✓	✓
Palmdale City Library	✓	✓
Palos Verdes Library District	✓	✓
Pasadena Public Library	✓	✓
Placentia Library District	✓	✓
Pomona Public Library		✓
Redondo Beach Public Library	✓	✓
San Marino Public Library	✓	✓

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE (continued)	Universal Borrowing	Equal Access
Santa Clarita Public Library	✓	✓
Santa Fe Springs City Library	✓	✓
Santa Monica Public Library	✓	✓
Sierra Madre Public Library	✓	✓
Signal Hill Public Library	✓	✓
South Pasadena Public Library	✓	✓
Thousand Oaks Public Library	✓	✓
Torrance Public Library	✓	✓
Ventura County Library	✓	✓
Whittier Public Library	✓	✓
Yorba Linda Public Library	✓	✓

PUBLIC LIBRARIES NOT CLSA SYSTEM MEMBERS
Cerritos Public Library (ILL participant)
Huntington Beach Public Library (ILL participant)
(Redlands) A. K. Smiley Public Library
San Leandro Community Library
Santa Ana Public Library (ILL participant)
Santa Clara County Free Library
Vernon Public Library

**California Library Services Act
Interlibrary Loan Program
Non-Public Library Loans to Public Libraries
FY 2010/11**

LIBRARY	SYSTEM	TOTAL LOANS
American River College	NORTHNET	71
Butte College	NORTHNET	169
Cabrillo College	PLP	62
California Academy of Sciences	PLP	13
California Institute of the Arts, Valencia	SCLC	178
California Inst of Integral Studies, San Francisco	PLP	15
California Lutheran University	BLK GOLD	101
California State Polytechnic University, Pomona	SCLC	0
CSU Bakersfield	SJVLS	207
CSU Chico	NORTHNET	763
CSU Dominguez Hills	SCLC	1,201
CSU East Bay (Hayward)	PLP	3,390
CSU Fresno	SJVLS	6,978
CSU Fullerton (Pollak Library)	SCLC	0
CSU Long Beach	SCLC	7,075
CSU Los Angeles (John F. Kennedy Library)	SCLC	212
CSU Monterey Bay	PLP	98
CSU Northridge	SCLC	219
CSU Sacramento	NORTHNET	855
CSU San Bernardino	INLAND	481
CSU San Jose	PLP	10,333
CSU San Marcos	SERRA	1,970
CSU Sonoma	NORTHNET	4,273
CSU Stanislaus	49-99	95
Canada College Library	PLP	1,947
Chapman University	SCLC	146
Chapman University (Rinker Law Library)	SCLC	23
Citrus Community College District	SCLC	16
Claremont College (Honnold-Mudd)	SCLC	7,367
College of San Mateo	PLP	3,486
College of the Siskiyous	NORTHNET	0
Columbia College	49-99	42
Consumnes River College	NORTHNET	41
Cuesta College	BLK GOLD	0
Fresno City College	SJVLS	33
Fullerton Community College Library	SCLC	15
Gavilan College Library	PLP	26
Glendale College Library	SCLC	52
Golden Gate Baptist Theology Seminary	NORTHNET	29
Golden West College Library	SCLC	4

LIBRARY	SYSTEM	TOTAL LOANS
Hartnell College Library	PLP	0
Humboldt State University	NORTHNET	162
Imperial Valley College, Library Media Center	SERRA	22
La Sierra University Library	INLAND	90
Merced College	49-99	26
Mission College, Santa Clara	PLP	983
Modesto Jr. College (Yosemite Community College)	49-99	41
Monterey Peninsula College	PLP	30
Napa Valley College	NORTHNET	6,554
Naval Postgraduate School (Dudley Knox Library)	PLP	160
Palomar Community College District, San Marcos	SERRA	27
Sacramento City College	NORTHNET	61
Saint John's Seminary Theology Library	BLK GOLD	30
Saint Mary's College Library	PLP	7,266
Saint Patrick's Seminary Library	PLP	8
San Diego Christian College	SERRA	69
San Francisco State Univ. (J. Paul Leonard Library)	PLP	0
San Joaquin Delta Community College, Stockton	49-99	0
San Mateo County Superintendent of Schools	PLP	0
Santa Clara University (Orradre Library)	PLP	4,644
Santa Rosa Junior College (Frank P. Doyle Library)	NORTHNET	105
Shasta College Library	NORTHNET	97
Sierra Community College	NORTHNET	86
Simpson College Library	NORTHNET	17
Skyline College Library	PLP	2,866
Solano College	NORTHNET	6,060
University of California (Berkeley)	PLP	1,197
University of California (Davis)	NORTHNET	1,662
University of California (Irvine)	SCLC	639
University of California (Los Angeles)	SCLC	1,055
University of California (Riverside)	INLAND	565
University of California (San Diego)	SERRA	544
University of California (Santa Barbara)	BLK GOLD	298
University of California (Santa Cruz)	PLP	633
University of the Pacific	49-99	98
West Valley College Library	PLP	1,183
Westmont College (R.J. Voskuyl Library)	BLK GOLD	12
Yuba Community College District	NORTHNET	0
Total		89,276

California Library Services Act

TBR PROGRAM ACTIVITY

1979/80 - 1986/87								
	<u>1979/80</u>	<u>1980/81</u>	<u>1981/82</u>	<u>1982/83</u>	<u>1983/84</u>	<u>1984/85</u>	<u>1985/86</u>	<u>1986/87</u>
ILL Reimbursable Transactions	267,799	301,307	341,307	349,098	338,629	361,015	378,549	416,509
Total Public Library Circulation	113,920,874	119,279,297	121,340,000	125,107,000	124,136,000	125,140,000	125,600,000	131,955,186
Direct Loans:								
Total	7,983,833	9,668,836	9,876,086	11,070,748	11,243,357	12,160,892	12,532,423	13,060,534
Direct Loans:								
Net Imbalance	3,152,506	3,975,769	4,366,074	4,912,803	5,012,301	5,691,851	5,432,412	5,355,373

1987/88 - 1994/95								
	<u>1987/88</u>	<u>1988/89</u>	<u>1989/90</u>	<u>1990/91</u>	<u>1991/92</u>	<u>1992/93</u>	<u>1993/94</u>	<u>1994/95</u>
ILL Reimbursable Transactions	451,270	452,540	515,403	602,767	709,642	715,948	598,148	651,979
Total Public Library Circulation	136,082,000	140,223,000	144,447,000	150,547,000	160,761,000	158,802,000	145,657,000	146,722,000
Direct Loans:								
Total	15,175,877	15,953,733	15,108,450	19,651,418	21,260,881	22,004,106	21,711,320	21,545,856
Direct Loans:								
Net Imbalance	6,104,662	6,734,868	6,619,082	8,100,318	9,297,968	9,722,634	9,430,933	9,572,561

1995/96 - 2002/03								
	<u>1995/96</u>	<u>1996/97</u>	<u>1997/98</u>	<u>1998/99</u>	<u>1999/2000</u>	<u>2000/01</u>	<u>2001/02</u>	<u>2002/03</u>
ILL Reimbursable Transactions	834,395	996,825	1,165,557	1,223,800	1,187,182	1,128,006	1,409,560	1,549,221
Total Public Library Circulation	151,034,000	159,670,000	164,429,000	162,965,000	165,687,000	171,822,000	184,501,000	198,528,000
Direct Loans:								
Total	22,718,780	23,271,736	23,774,902	24,874,552	24,440,027	25,347,765	27,932,178	29,477,741
Direct Loans:								
Net Imbalance	10,075,442	10,486,183	10,491,145	11,056,055	10,424,950	10,296,586	10,897,596	11,363,394

2003/04 - 2010/11								
	<u>2003/04</u>	<u>2004/05</u>	<u>2005/06</u>	<u>2006/07</u>	<u>2007/08</u>	<u>2008/09</u>	<u>2009/10</u>	<u>2010/11</u>
ILL Reimbursable Transactions	1,610,606	2,112,814	2,228,249	2,398,198	2,829,113	3,240,228	3,514,901	3,650,793
Total Public Library Circulation	198,424,000	198,886,000	197,060,000	204,757,000	220,107,000	237,889,000	245,977,000	249,421,000
Direct Loans:								
Total	28,778,674	30,096,937	30,151,623	31,403,653	35,078,050	36,013,901	37,169,068	36,242,318
Direct Loans:								
Net Imbalance	12,444,532	11,209,197	10,652,295	11,194,524	11,940,218	12,127,303	14,354,372	14,748,409

AGENDA ITEM: CLSA System Reference

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

1. Consideration of 2011/12 CLSA System Population and Membership figures.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board approve the System Population and Membership figures for use in the allocation of CLSA System Reference Program funds for the fiscal year 2011/12.

ISSUE 1: Consideration of 2011/12 CLSA System Population and Membership figures.

BACKGROUND:

Section 20158 of the Administrative Regulations for the System Reference Program provides for an annual review and approval of System population and membership figures used in the allocation of System Reference Program funds by the State Board. Section 20106 stipulates that any CLSA funds distributed on the basis of population shall be awarded using the most recently published and available combined estimate for cities and counties from the State Department of Finance. The 2011/12 System population and membership figures are included as Exhibit A to this agenda item.

With the adoption of the merged Systems in 2008, the Board also adopted a new policy for allocating CLSA System-level program funds that allows two or more cooperative library systems to consolidate and retain the same funding level by adding together the allocations for each of the merged systems. The population calculations for the merged systems are represented individually to comply with the new policy.

GENERAL OVERALL PROGRAM UPDATES:

CURRENT STATUS: The CLSA System Reference Program continues to support regional reference services in the eight (8) CLSA Cooperative Library Systems.

Summary of 2009/10 System Annual Reports

Service Component: General Improvement of Local Reference Service

Exhibit B displays in summary form the performance objectives set by each System for this service component and the reported level of achievement of these objectives. In general Systems provided assistance to member libraries in the following areas: staff training, reference materials development and purchase, and specialized resource identification and location. Overall the achievement of these individually set performance objectives is impressive.

Service Component: Improvement of Reference Service to the Underserved

Exhibit C displays the performance objectives set by each System for this service component and the reported achievement levels. This service component remains the most difficult of the three System Reference Program components for Systems to implement. In large part this difficulty reflects the challenges faced by human service agencies at all levels of government in attempting to identify the needs of underserved populations and to either adapt existing service delivery mechanisms or design new ones to fill those needs.

Service Component: Interlibrary Reference

In 2009/10 all Systems were able to meet the performance objectives of answering 90% of the questions referred to the System level, and all Systems met the objective of answering 70% within 10 working days (see Exhibit D).

Expenditures: Exhibit E displays CLSA and local funds expended in support of the System Reference Program in 2009/10. Overall, 75% of the total budgeted for System Reference was expended from CLSA funds, and 25% was expended from local funds. See Exhibit F for a summary of local member contributions to the Reference program.

A policy adopted by the Board in August 1985 authorized the charging of System administrative indirect costs against the CLSA System Reference, Communications and Delivery and System Advisory Board program allocations, whereby up to 25% of each service program baseline may be used for Planning, Coordination & Evaluation (PC&E). Exhibit G displays administrative expenditures for the three system-level programs for fiscal year 2009/10.

RELATED ISSUE TO COME BEFORE THE BOARD IN THE FUTURE: Summary of 2010/11 System Annual Reports

Staff Liaison: Sandy Habbestad

2011/12 System Population & Membership

The following pages contain the System membership and System population figures, which will be used to allocate funds to the individual Systems for the System Reference Program in the 2011/12 fiscal year.

At its August 2008 meeting, the Library of California Board adopted a policy for allocation of CLSA System-level funding for Reference, Communications & Delivery, and Advisory Boards that allows two or more CLSA Cooperative Library Systems to consolidate and retain the same funding level by simply adding together the allocations for each System.

Pursuant to Section 18741(a) of the California Education Code, the membership figures for three Systems (MOBAC, North Bay, and North State) have been adjusted to reflect public library consolidations, which occurred after January 1, 1978.

Pursuant to Section 20106 of the Code of California Regulations, the population figures, certified by the State Librarian of California, are based on the most recently published (May 2011) combined estimate for cities and counties from the California State Department of Finance.

STATEMENT OF CERTIFICATION

“I certify that the attached System population figures have been prepared using the most recently published and available combined estimate for cities and counties from the California Department of Finance, adjusted to reflect the geographic service areas of California public libraries.”



Stacey A. Aldrich
State Librarian of California
June 1, 2011

SYSTEM/MEMBER**POPULATION****BLACK GOLD: 6 Members**

726,686

Lompoc Public Library
Paso Robles Public Library
San Luis Obispo City-County Library
Santa Barbara Public Library
Santa Maria Public Library
Santa Paula (Blanchard Community) Library

49-99: 6 Members

1,347,444

Amador County Library
Calaveras County Library
Lodi Public Library
Stanislaus County Free Library
Stockton-San Joaquin County Public Library
Tuolumne County Free Library

INLAND: 19 Members

4,219,578

Banning Library District
Beaumont Library District
Colton Public Library
Corona Public Library
Hemet Public Library
Inyo County Free Library
Moreno Valley Public Library
Murrieta Public Library
Ontario City Library
Palm Springs Public Library
Palo Verde Valley Library District
Rancho Cucamonga Public Library
Rancho Mirage Public Library
Riverside County Library System
Riverside Public Library
San Bernardino County Library
San Bernardino Public Library
Upland Public Library
Victorville Public Library

SYSTEM/MEMBER

POPULATION

NORTHNET LIBRARY SYSTEM – Members: 44 Population: 4,698,289
(Mountain Valley + North Bay + North State)

MVLS: 14 Members 2,469,459

- Alpine County Library
- Colusa County Free Library
- El Dorado County Library
- Folsom Public Library
- Lincoln Public Library
- Mono County Free Library
- Nevada County Library
- Placer County Library
- Roseville Public Library
- Sacramento Public Library
- Sutter County Library
- Woodland Public Library
- Yolo County Library
- Yuba County Library

NORTH BAY: 17 Members* 1,446,946

- Belvedere-Tiburon Library Agency
- Benicia Public Library
- Dixon Library District
- Lake County Library
- Larkspur Public Library
- Marin County Free Library
- Mendocino County Library
- Mill Valley Public Library
- Napa City-County Library
- San Anselmo Public Library
- San Rafael Public Library
- Sausalito Public Library
- Solano County Library
- Sonoma County Library
- St. Helena Public Library

- + Vacaville/Solano
- + Calistoga/Napa

NORTH STATE: 13 Members* 781,884

- Butte County Library
- Del Norte County Library District
- Humboldt County Library
- Lassen Library District
- Modoc County Library
- Orland Free Library
- Plumas County Library
- Shasta Public Libraries
- Siskiyou County Free Library
- Tehama County Library
- Trinity County Library
- Willows Public Library

- + Crescent City/Del Norte

SYSTEM/MEMBER

POPULATION

PACIFIC LIBRARY PARTNERSHIP – Members: 34 Population: 6,155,714
(BALIS + MOBAC + Peninsula + Silicon Valley)

BALIS: 10 Members 3,304,551

- Alameda County Library
- Alameda Free Library
- Berkeley Public Library
- Contra Costa County Library
- Hayward Public Library
- Livermore Public Library
- Oakland Public Library
- Pleasanton Public Library
- Richmond Public Library
- San Francisco Public Library

MOBAC: 10 Members* 739,087

- Carmel (Harrison) Memorial Library
- Monterey County Free Library
- Monterey Public Library
- Pacific Grove Public Library
- Salinas Public Library
- San Benito County Free Library
- San Juan Bautista City Library
- Santa Cruz Public Library
- Watsonville Public Library
- + King City/Monterey County

PENINSULA: 8 Members 724,702

- Burlingame Public Library
- Daly City Public Library
- Menlo Park Public Library
- Redwood City Public Library
- San Bruno Public Library
- San Mateo County Library
- San Mateo Public Library
- South San Francisco Public Library

SILICON VALLEY: 6 Members 1,387,374

- Los Gatos Public Library
- Mountain View Public Library
- Palo Alto City Library
- San Jose Public Library
- Santa Clara City Library
- Sunnyvale Public Library

SYSTEM/MEMBER

POPULATION

SJVLS: 10 Members

2,815,499

Coalinga-Huron Unified School District Library
Fresno County Public Library
Kern County Library
Kings County Library
Madera County Library
Mariposa County Library
Merced County Library
Porterville Public Library
Tulare County Free Library
Tulare Public Library

SERRA: 13 Members

3,295,134

Brawley Public Library
Calexico (Camarena Memorial) Public Library
Carlsbad City Library
Chula Vista Public Library
Coronado Public Library
El Centro Public Library
Escondido Public Library
Imperial County Library
Imperial Public Library
National City Public Library
Oceanside Public Library
San Diego County Library
San Diego Public Library

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE – Members: 48 Population: 13,122,351

(MCLS + Santiago + South State)

MCLS: 35 Members

6,865,511

Alhambra Public Library
Altadena Library District
Arcadia Public Library
Azusa City Library
Beverly Hills Public Library
Burbank Public Library
Calabasas Public Library
Camarillo Public Library
City of Commerce Public Library
Covina Public Library
Downey City Library
El Segundo Public Library
Irwindale Public Library
Glendale Public Library
Glendora Library & Cultural Center
Long Beach Public Library
Los Angeles Public Library
Monrovia Public Library
Monterey Park (Bruggemeyer) Memorial Library
Moorpark City Library
Oxnard Public Library

SYSTEM/MEMBER

POPULATION

Palos Verdes Library District
Pomona Public Library
Redondo Beach Public Library
San Marino Public Library
Santa Clarita Public Library
Santa Fe Springs City Library
Santa Monica Public Library
Sierra Madre Public Library
Signal Hill Public Library
South Pasadena Public Library
Thousand Oaks Library
Torrance Public Library
Ventura County Library
Whittier Public Library

SANTIAGO: 9 Members

2,514,254

Anaheim Public Library
Buena Park Library District
Fullerton Public Library
Mission Viejo Public Library
Newport Beach Public Library
Orange County Public Library
Orange Public Library
Placentia Library District
Yorba Linda Public Library

SOUTH STATE: 4 Members

3,742,586

County of Los Angeles Public Library
Inglewood Public Library
Palmdale City Library
Pasadena Public Library

GRAND TOTALS:

All System Members: 180*
All System Population: 36,380,695

Unaffiliated Public Libraries: 7 Jurisdictions

1,129,620

Cerritos Public Library
Huntington Beach Public Library
Redlands (A.K. Smiley) Public Library
San Leandro Community Library
Santa Ana Public Library
Santa Clara County Library
Vernon Public Library

Jurisdictions that Don't Have Service

451

Industry

TOTAL STATE: 37,510,766

*Includes Consolidations since 1/1/78

**SUMMARY OF IMPROVEMENTS OF LOCAL REFERENCE SERVICES - FY 2009/10
(CALIFORNIA ADMINISTRATIVE CODE SECTION 20155)
CLSA SYSTEM PROGRAM ANNUAL REPORTS**

System	Performance Objectives	Achievement of Performance Objectives
<p>BLACK GOLD</p>	<p>a. Offer one or more workshops aimed at both the professional and paraprofessional staff to improve library service and technology skills.</p> <p>b. Continue to enhance the plan for encouraging use of online database products. Since Black Gold members share many of the same databases, they can combine resources to promote the databases throughout the cooperative.</p>	<p>a. Objective met. Black Gold held several training sessions and allowed staff to attend some of their own choosing. Workshops included:</p> <ul style="list-style-type: none"> • Dealing with Difficult People: Making Libraries Safe [Infopeople]; 18 attendees. • All Politics Is Local [Infopeople]; 12 attendees. • Book Care & Repair [Demco Inc.]; 25 attendees • The Magic of Marketing: What Great Libraries Do In Challenging Times! [Polaris]; 4 attendees • Infopeople training sessions chosen individually by staff were: <ul style="list-style-type: none"> ○ Exploring Innovations for Your Library, 1 student ○ Writing that Works: Written Communication for Library Staff, 1 student ○ Empowering Your New Library Customers, 1 student ○ Promoting Your Library to Diverse Populations, 2 students ○ Secrets of Successful Teen Programming, 1 student ○ Web Searching 1: Essential Tools and Tips, 1 student ○ Library Marketing 101: Beyond Bookmarks and Brochures, 1 student ○ Simply Irresistible: Storytimes for 2 and Under, 2 students ○ Basic Hands-On Book Repair for Libraries, 1 student ○ CORE Reference Fundamentals, 2 students <p>b. Objective met. At Reference Committee meetings the group discussed ways to continue promoting online databases. Statistics were gathered and compared. Overall, database usage throughout Black Gold increased this year. Members also shared printed communication created to encourage database use, such as bookmarks and how-to-guides.</p>

<p>49/99</p>	<p>a. SCLC will meet the turn-around requirements to provide the information requested in a timely manner. Responses will be relayed to the submitting library's staff.</p> <p>b. 100% of System member public libraries will answer reference requests using system-provided electronic resources and relay the responses to their patrons.</p> <p>c. Reference staff of four or more System member public libraries will participate in training sessions to improve their ability to provide reference services to their patrons.</p>	<p>a. Objective met. SCLC met the turn-around requirements and responses were relayed to submitting library staff.</p> <p>b. Objective met. The System purchased a subscription to several databases. All six public library members were issued passwords. Access was available both within the physical library buildings and remotely to all users. The databases are as follows:</p> <ul style="list-style-type: none"> • Infotrac Custom 1000 Journals (Gale) • Health & Wellness Resource Center (Gale) • Student Resource Center Gold (Gale) <p>c. Objective partially met. Two sessions of reference training were held: Online Resources and Databases; and Reference Interview.</p> <p>Reduced staffing and budgets precluded attendance by staff from other 49-99 System libraries.</p>
<p>INLAND</p>	<p>a. Reference staff will be available to provide instruction to member libraries on the best ways to answer questions using local collections.</p> <p>b. Reference staff will be available to provide instruction, share information about search strategies and encourage staff of member libraries in the efficient use of reference tools in any format.</p> <p>c. Standing committees will meet regularly to discuss issues of mutual concern and to plan for cooperative activities, products, and training sessions.</p>	<p>a & b. Objective met. The Inland part-time reference librarian gave a presentation at the Adult Services Committee meeting detailing the subscription databases and reference resources available via the University of California, Riverside.</p> <p>93 system member library staff attended four training session arranged by Inland to learn the uses of the <i>Career Transitions</i> subscription database.</p> <p>c. Objective met. The Inland standing committees (Adult Services, Children's Services, Literacy, Young Adult) all elected officers and set up meeting dates for 2010. Each interest group determined which projects and training sessions they intended to implement in the next twelve months.</p> <ul style="list-style-type: none"> • Adult Services contracted with Infopeople to present three workshops for staff. Two subcommittees were formed to work on enhancements for the new Inland webpage and in-house programming for adults. They are also participating in planning and presenting the all-new Summer Reading Program workshop to be presented next year. • Literacy staged six sessions over six months for their Adult Learner Leadership Institute (ALLI), teaching leadership skills to adult learners enrolled in literacy programs throughout the Inland Empire. In June, 40 program coordinators and literacy tutors were engaged in a professional development day. The annual Adult Learner Conference is planned for

<p>INLAND (Cont'd)</p>		<p>next year.</p> <ul style="list-style-type: none"> • Young Adult Services is participating in the planning of the all-new Inland Summer Reading Program workshop to be presented in 2010 and 2011.
<p>NORTHNET</p>	<p>a. System staff will provide access to reference-training workshops or hold round table discussions that meet the specific needs of individual member libraries and have these in conjunction with the Information Services Committee of Interest meetings when appropriate.</p> <p>b. System staff will coordinate workshops or round tables for all members on appropriate subjects. These could include arranging for Infopeople, OCLC, Staff Development, CORE Reference Fundamentals online, online database, virtual reference, government (such as census), or any other such workshops to be held in the three regions.</p> <p>c. System staff can provide one-on-one brush-up training for individual member librarians for online databases at System headquarters or virtually.</p> <p>d. Member librarians will be invited to spend a day at the System Reference Center, observing and learning about reference tools available at the host library. As time allows, reference staff will visit local reference committees to discuss and promote reference service.</p> <p>e. System staff will keep track of subject and language requirements for reference questions and report back to member libraries in order to improve local collection development.</p> <p>f. Each region will select two representatives to serve on the NorthNet Library System Information Services Community of Interest. The Community will maintain a balance of urban and rural libraries. The groups will meet in some form at least semi-annually to discuss matters of mutual concern, share information, and participate in mini-workshops or round table discussions.</p> <p>g. Publications will be produced or considered for revision. System staff will publish a monthly calendar of meetings and training events on the webpage, with paper copies distributed as requested.</p>	<p>a. Objective met. System had three round table discussions with average attendance of seven. Two online training sessions were held with a participation level of 15 per session.</p> <p>b. Objective met. NorthNet contracted with Infopeople and held seventeen workshops with an average attendance of sixteen. Workshops included:</p> <ul style="list-style-type: none"> • Dealing with Difficult People: Making Libraries Safe and Sane (one location) • Stress Management in the Library Workplace (one location) • Helping Your Job-Seeking Patrons Thrive During Challenging Times (two locations) • 2010 Summer Reading Training (one location) • Traveling Technology Petting Zoo (nine locations) • Weeding Workshop (one location) • Jump & Jive – Spring Children’s Workshop (two locations) <p>c. Objective met. One librarian took advantage of this training.</p> <p>d. Objective met. NBCLS promoted reference services at committee meetings and reports to the directors.</p> <p>e. Objective met. They were tracked, presented and discussed at the appropriate meetings.</p> <p>f. Objective partially met. Most committees continue to meet regionally during the fiscal year. There were three regional children’s meetings with average attendance of twelve; one NorthNet children’s meeting; three regional reference meetings with average attendance of seven; and two I.L.L. meetings with the average attendance of ten.</p> <p>g. Objective met. The Directory of Member Libraries was updated and made available electronically. A monthly calendar of meetings and training events was published on the webpage.</p>

**PACIFIC
LIBRARY
PARTNERSHIP
(PLP)**

- a. A contractual arrangement with SCLC will provide PLP members with second-level reference questions. By outsourcing this service, System Reference Center (SRC) staff can focus on providing its services online to support members' information services, outreach and programming.
- b. The SRC will continue to provide resources to assist library staff in enhancing their skills: the committee listservs, the SC website and the bi-monthly e-newsletter, *Search*. The SRC staff maintains a comprehensive website to assist libraries in submitting questions, evaluating databases and web resources, identifying funding and programming opportunities, participating in training, and other topics of interest as identified by the partnership's member library committee. SRC staff is piloting a blog, with a link to it on the home page of the SRC website. SRC staff also participates in, and promotes, the Statewide Information Project NING wiki. The member library committees, which focus on meeting the information needs of adults, teens, and children, will continue to meet bi-monthly to exchange information, sponsor problems and successes, and promote interlibrary cooperation.
- c. The committees' work is facilitated by System web-based software, such as listservs and *eVanced* for committee training and public events. The committee members market and promote their services to current and prospective library users through initiatives such as community reads and Free2 – www.wearefree2.org. The SRC publicizes these events and services to System committees to facilitate resource sharing. The committees also work with Califa to procure information products and services, generally database subscriptions.
- d. Staffs in member libraries have several access tools available. The Multicultural Committee of PLS/SVLS maintains the Multicultural Vendor list, available on the System intranet. MOBAC union lists and the services survey will be updated. The Language Resource List is part of the Staff Directory which is updated every year and includes staff in all of the PLP libraries.
- e. The SRC monitors the Statewide Information Services Project and has

- a. Objective met. PLP continued its contract with SCLC to provide assistance for second-level reference questions.
- b. Objective met. SRC provided resources to assist library staff in enhancing their skills, networking, and sharing of initiatives and best practices: The committee listservs, the SRC and PLP websites, an e-newsletter, a clip blog, and Twitter site. In January 2010, the SRC e-newsletter resumed publishing monthly (from bi-monthly). In June 2010, it was folded into the new PLP monthly e-newsletter, *PLP PubLines*, and the subscriber base expanded to everyone listed in the online PLP member library staff directory.
- c. Objective met. The member library committees met to exchange information, sponsor staff training workshops, recommend acquisitions, discuss shared problems and successes, and promote inter-library cooperation. All committees shared ideas and solutions for dealing with budget cuts and staff layoffs, including shared service desks, cross-training staff in circulation and reference skills and discerning patrons' inquiries, green weeding, etc. In May 2010, the committees started using Mega-Meeting browser-based software for "virtual" meetings. PLP inaugurated its PLP website, plpinfo.org, which provides a place for news, information on activities, and event calendaring, where member library staff can post their documents.
- d. Objective met. Member libraries' staffs utilized access tools available, such as, the directory of local service resources. The Community Information Project (CIP) continued the annual publication, *Community Information Handbook* in print and online; published a new *Help at Home 2009/2011* to assist San Mateo County adults to remain safely in their homes; and transitioned its monthly *Resource Bulletin* to more frequent e-blasts in e-newsletter format to its large subscriber base. The Multicultural Vendor List was phased out in 2009/10, replaced by Spanish Language Book Fairs in Redwood City and Watsonville, and by material posted by REFORMA, and library buyers' guides on the Internet. The MOBAC union list was not updated because it can now rely on a specialized search in CalCat for its members' holdings. The Language Resource List was posted as a searchable PDF document on the PLP website.
- e. Objective met. The SRC posted the archived webcast, *Products/Concepts*

<p>PLP (Cont'd)</p>	<p>posted all the documents for the project on the SRC website. SCR staff will continue to participate in the Statewide Information Services Project's NING. Some PLP libraries answer questions via Instant Messenger (IM). PLS library users can check the PLS catalog using their mobile phones, and if they have a library card, can also check their library account and renew an item using text messaging.</p>	<p>List of January 16, 2009 for the "Statewide Reference for Tomorrow!" on its website. Technology for answering questions continues to evolve in various libraries via Instant Messenger (IM), SMS text reference, and MyInfoQuest.</p>
<p>SJVLS</p>	<p>a. At least 15 local staff members will receive one-on-one training related to the answers of referred questions.</p> <p>b. Improve <u>News & Clues</u> newsletter by expanding content and increasing frequency. The reference portion will continue to contain purchase suggestions and articles on effective use of local and Web-based resources. <u>News & Clues</u> will be published on the system website and emailed to each member.</p> <p>c. Directory of regional libraries belonging to the Heartland Regional Library Network will be available on the web.</p> <p>d. The Reference Committee will hold reference source review sessions to facilitate information exchange and cooperative purchasing at each of its regularly scheduled meetings.</p> <p>e. The Reference Committee will coordinate identification of online database needs and coordinate evaluation and selection of databases for system-wide purchase.</p> <p>f. The Reference Committee, working with the Collection Development Committee, will identify online reference works for system purchase.</p> <p>g. The Reference Committee will facilitate at least one training session on a system-purchased database.</p> <p>h. Internet access is available to all branches. A System home page is maintained and SJVLS staff assists member libraries with development and maintenance of their own web sites.</p> <p>i. Locally produced databases to answer common questions, such as the sheet music/song book index, the vertical file index, and the index of antiques and collectibles magazines will be available on the Web.</p>	<p>a. Objective not met. Training continues to be underprovided due to lack of staff. Travel restrictions placed on various member libraries have also restricted training opportunities. SJVLS is exploring nonconventional training opportunities.</p> <p>b. Objective met. <u>News & Clues</u> was published twice during the fiscal year.</p> <p>c. Objective met. The web pages for the SJVLS and Heartland Regional Library Network were kept up to date. The SJVLS Web site (http://www.sjvls.org) provides links to tools developed to aid local libraries which includes song and antiques indexes and Ben's Almanac and web-based access to materials from the vertical files of SJVIS.</p> <p>d.-g. Objectives partially met. The Reference Committee continues to evaluate possible database subscriptions. Many member libraries have added Learning Express. The Collection Development Committee recommended a subscription to downloadable audio books.</p> <p>h. Objectives met. All member libraries now have functional web sites. In addition, SJVLS has invested in a new web server to transition to Drupal content management. The initial work will focus on the SJVLS web site.</p> <p>i. Objective met. All locations can use the SJVLS-created databases such as the song index. Only the song index was actively updated this year due to the continuation of a two-person staff. SJVIS continues to receive collections from other Reference Centers, particularly music, which are added to the indexes.</p>

SERRA

- a. Research staff will present orientation tours promoting reference services and explaining procedures, as requested by member libraries. Outreach, with emphasis on visits to member libraries by Serra Reference staff, will be held to promote system services, train staff, and get feedback from users.
- b. System staff will redesign, update and improve the Serra web site with an emphasis on making it a reference tool for member libraries.
- c. Serra's Research Center will distribute information on resources and news via Serra's web site.
- d. Member libraries will send reference requests and receive answers electronically.
- e. Staff will be available five days per week via telephone, computer, and in person to consult on local libraries' questions.
- f. The Adult Services Committee shall meet regularly, with Serra staff attending and providing assistance and information as needed.
- g. System staff will work on core reference related sessions for system library employees. Representative from appropriate organizations such as Califa and AskNow will be represented at meetings for updates as needed. Serra will continue to work with the San Diego County Public Law Library on organizing Legal websites for public library staff workshops.
- h. Staff will answer virtual reference questions via AskNow, provide training, and will answer second-tier reference questions by answering follow-up questions.
- i. The revised Serra print map will be completed and printed.

- a. Objective met. Outreach efforts continued on an informal basis this year. Orientation visits to the Serra office and tours of the San Diego Public Library were given.
- b. Objective met. Serra redesigned and improved its website; information was continually updated. An interactive map of Serra libraries is available online. Electronic registration and fee payment was initiated, along with the capability to take credit cards. A web page for the IMLS Laura Bush 21st Century Librarian Program was designed and continually updated with information about grantees and the Librarians for Diverse Communities Program.
- c. Objective met. System staff continued to compile and update the "Answers" database and maintained it online. "Answers" is a list of local, state and federal elected officials, population and cost of living data.
- d. Objective met. 95% of the requests from member libraries were submitted electronically, and 5% by fax. Serra staff regularly trained and encouraged member library staff to submit their questions via the Serra web site.
- e. Objective met. Research Center staffing was available in person, via telephone and virtually during business hours, five days a week.
- f. Objective met. The Adult Services Committee held regular meetings, with Serra staff attending and providing assistance and information as needed.
- g. Objective not met. Core reference training was in the planning stages in 2009/10, but training sessions were tabled until 2010/11. Workshops on legal reference with the San Diego Public Law Library were also tabled until next fiscal year.
- h. Objective met. Research Center staff answered AskNow virtual questions on a regular basis.
- i. Objective not met. The Serra print map project was tabled. Serra libraries are using the interactive map for their reference queries.

In addition, Serra participated in a disaster response network for libraries in San Diego and Imperial Counties (SILDRN). SILDRN sponsors a web page and makes available stockpiles of disaster supplies in San Diego and Imperial County locations. The System Coordinator is a member of the Board. In FY 2009/10, the SILDRN contract with the lead agency, UC San Diego, was updated. Serra renewed its own membership on behalf of all the member libraries.

**SOUTHERN
CALIFORNIA
LIBRARY
COOPERATIVE
(SCLC)**

- a. SCLC will coordinate all workshops, information exchanges and guest/host programs as planned by individual SCLC interest groups.
- b. SCLC will continue to provide online training sessions for member library staff. The SCLC Reference Center will offer Internet classes for member library staff, either in computer labs in the various member libraries or as online workshops.
- The reference materials for the online classes are posted on the SCLC website for access by staff that are unable to attend.
- c. To promote and clarify the reference activities of the SCLC Reference Center to its member libraries, the Reference Center will offer a one-hour "Introduction to the SCLC Reference Center" presentation to the Reference staff of any requesting member library, and also available on the SCLC website. The SCLC Reference Center will offer tours of the Central Library of LAPL to highlight their unique reference sources that are available to all SCLC member libraries through the Reference Center.

- a. Objectives met. In total, the System and its interest groups sponsored 22 continuing education programs, including seven workshops. In addition, 15 structured exchanges were sponsored by the System interest groups. These structured exchanges, which are planned to include broad participation in the exchange of handbooks, policies, documents and written documentation, are considered one of the most useful of the interest group activities.
- b. Objective met. The Reference Center emails "Buried Treasure: SCLC Question of the Week" to the Reference interest group and other interested subscribers. The brief, entertaining, and enlightening articles highlight a question recently answered by the Reference Center and showcase the extensive reference sources used by the SCLC Reference Center staff. The Reference Center published the popular *SCLC Tax Guide for 2009 Income Tax Returns*, which lists taxpayer assistance resources, sources for tax forms, and other information to assist libraries during tax season. Member libraries receive this resource by email and it was available on the SCLC website.
- The Reference Center offered six synchronous online "Wednesday Web Workshop" classes using the WebEx software. These classes covered the following subject areas: Children & Young Adults, Statistics, Literature/Poetry/Quotations, Music/Dance/, Genealogy, and Education/Literacy.
- SCLC recorded 5 10-minute instructional screencasts, found on www.youtube.com, under "socallibraries." Each screencast looks at finding specific information on the Internet, on the SCLC website, or on an SCLC-sponsored database.
- c. Objective met. The Reference Center Supervisor visited librarians at the Cypress Park branch of the Los Angeles Public Library to talk about the services offered by the Reference Center. The Reference Center staff gave a tour of the Central Library of the LAPL to visiting librarians from the County of Los Angeles Public Library.

**SUMMARY OF IMPROVEMENTS OF REFERENCE SERVICES TO THE UNDERSERVED - FY 2009/10
(CALIFORNIA ADMINISTRATIVE CODE SECTION 20155)
CLSA SYSTEM PROGRAM ANNUAL REPORTS**

System	Performance Objectives	Achievement of Performance Objectives
BLACK GOLD	a. A staff program will be provided to help provide better service to Spanish speaking patrons.	a. Objective met. The System held an Infopeople workshop, "Marketing to Latinos: An Action Plan" in Santa Barbara with 23 attendees. This all day, hands on workshop was an introduction to creating an action plan to market library services to a culturally diverse Latino population. 88.3% of the attendees rated the workshop as a 8, 9, or 10 (10 being excellent.)
49/99	a. SCLC will provide responses within 10 business days as required by CLSA. b. 100% of member libraries will utilize system-provided electronic resources on behalf of geographically isolated patrons. c. At least four (4) member public libraries will participate in training opportunities.	a. Objective met. SCLC provided responses within 10 days, as required by CLSA. b. Objective met. 100% of member libraries utilized system-provided electronic resources to provide reference services on behalf of geographically isolated patrons. c. Objective met. Two sessions of reference training were held by Stanislaus County Library staff: "Reference Interview Workshop" and the "Online Resources and Workshop."
INLAND	At least 20% of our reference questions will be from members of underserved groups identified: geography isolated, institutionalized, disabled, and children/teens.	Objective met. 86 song requests resulted directly from library staff visits to senior convalescent homes and 101 obituary requests were received from retirees who spend their winters and springs in the geographically-isolated desert areas of San Bernardino and Riverside counties. Inland created an entirely new webpage to disseminate useful information via public PCs in member libraries as well as to those who were unable to physically get to the library. Inland provided an online jobs database to its 102 member libraries that is available for use by the 14.4% unemployed in the two most populous counties in the system. Inland supported the needs of children and teens by co-sponsoring a Summer reading Program workshop available to all member library staff and a Performers' Showcase that presented auditions by 50+ professional performers from the greater Southern California area. 81% of the attendee evaluations rated this event as "excellent to very good."
NORTHNET	<u>ETHNIC MINORITIES</u> a. System staff will continue to share collection development information and discuss appropriate topics related to the Northern California's ethnic communities with both the Reference and Children's Services	<u>ETHNIC MINORITIES</u> a. Objective met. Information has continued to be shared on Spanish language collection development and other appropriate topics at appropriate meetings.

<p>NORTHNET (cont'd)</p>	<p>Committees of Practice.</p> <p>b. The System will include items of interest on ethnic minorities on the Reference and Children's forums and the System web page.</p> <p>c. The System will continue to support Spanish language collection development through the distribution of resource lists for the purchase of books or media from the Guadalajara Book Fair, or from other appropriate Spanish language book fairs and venues.</p> <p><u>DISABLED</u></p> <p>a. Member libraries will continue to develop their collections to aid the disabled and their caregivers.</p> <p><u>GEOGRAPHICALLY ISOLATED</u></p> <p>a. All questions received from geographically isolated areas of the System service area will be answered at the System's Reference Center and other outside sources such as Virtual Reference Centers, First Source at LAPL, or contracted sources such as art and poetry experts.</p> <p>b. Access to more resources will be provided through access to library catalogs on CalCat and SuperSearch.</p> <p>c. Publicize online databases for virtual reference 24/7.</p>	<p>b. Objective met. Appropriate items were passed along via listservs and individually.</p> <p>c. Objective met. The System encouraged participation at Northern California Spanish Language vendor fair. Lists were distributed upon request from vendors associated with the Guadalajara Book Fair.</p> <p><u>DISABLED</u></p> <p>a. Objective met. Use of EZ Proxy for access to CalCat was discussed with several libraries. Patron access improved when SuperSearch migrated to a new version.</p> <p><u>GEOGRAPHICALLY ISOLATED</u></p> <p>a. Objective met. Continued effort was made to give special service including reference delivery and discounted purchases of online databases with technical support as needed.</p> <p>b. Objective met. Announcements of online training and newsletters produced by database companies were distributed via listserv.</p>
<p>PACIFIC LIBRARY PARTNERSHIP (PLP)</p>	<p>Speakers of Limited English or English as a Second Language (ESL) and members of "emerging majority" ethnic groups.</p> <p>a. One of the System's periodical vendors, Cengage, has created a "location code" that allows foreign language speakers to use a search interface in their language for all of the periodical content to InfoTrac. All PLP libraries contribute to a subscription to InfoTrac.</p> <p>b. The PLP information service committees will seek out and evaluate new databases which will help them fulfill their goal of providing databases that have a focus on the information needs of specific multicultural communities. Committee meetings will facilitate the sharing of information about these databases using technology that will create a virtual environment.</p> <p>c. The PLP member libraries will maintain their system subscription to the Cengage Spanish Language database, <i>Informé</i>.</p>	<p>Speakers of Limited English or English as a Second Language (ESL) and members of "emerging majority" ethnic groups.</p> <p>a. Objective met. All PLP libraries contributed to a subscription to Cengage/Gale's InfoTrac databases.</p> <p>b. Objective met. The PLP committees continued to seek out and evaluate new databases and services.</p> <p>c. Objective met. Member libraries maintained their system subscriptions to the Cengage Spanish Language database, <i>Informé</i>. Many started subscriptions to Mango Languages, and several libraries subscribe to Chinese language periodical databases.</p>

<p>PLP (cont'd)</p>	<p>d. The PLP catalog's WebOPAC will continue to be a key tool for searching library materials in Spanish and Chinese. The choice of these language interfaces was determined by educational statistics identifying languages spoken in the home.</p> <p>e. The Multicultural Committee will sponsor a Multicultural Performers Showcase to facilitate programming for and about ethnic populations.</p> <p>f. "How to Reach the Lawmakers," a locally produced list of key government officials for PLS and SVLS, will be expanded to include all PLP elected officials.</p> <p>Persons with Mobility Problems (disabled, older adults, etc.) or Hearing or Sight-Impaired The BALIS Adult Services committee will develop a plan for marketing library services that are available remotely to persons with mobility issues and share it with all PLP libraries.</p> <p>Adults and Teens with Limited Reading Skills PLP libraries will continue to offer literacy tutoring for adults, and many will continue to participate in the Early Learning for Families (ELF) program. The libraries that have jail literacy programs will continue them.</p>	<p>d. Objective met. Many member libraries use Innovative Interface's Millennium WebOPAC which allows searching for library materials in Spanish and/or Chinese.</p> <p>e. Objective not met. The Multicultural Performers Showcase was cancelled due to lack of registrations. Member libraries can now find performers by genre using the LSTA-funded Big Box program – bigboxprogram.org.</p> <p>f. Objective not met. The list was not expanded to include all PLP elected officials since many of these resources are now on the web. The printed copy was discontinued.</p> <p>In addition, San Mateo County opened a Chinese-language only e-branch on its website. Several member libraries redesigned their websites to make them more user-friendly to all users.</p> <p>Persons with Mobility Problems (disabled, older adults, etc.) or Hearing or Sight-Impaired Objective not met. The BALIS Adult Services committee did not develop a marketing plan because it would have duplicated the work of the Bay Area Disability Services Librarians (BADSL). Instead, BADSL, comprised of the libraries in BALIS, PLS, and SVLS, has formed partnerships with organizations serving those with disabilities, including the developmentally disabled to market the libraries' services to those communities and to share information. San Jose Public Library, in cooperation with the Santa Clara County Department of Education, publicized the "Accessible Storytimes" workshops, which included the accessible principles for story times, and shared that information with other SVLS libraries.</p> <p>Adults and Teens with Limited Reading Skills Objective met. In addition, MOBAC libraries prepared a Spanish language brochure about its members' children's services to distribute to families through hospitals' obstetric units which will be implemented in 2010/11. The PLS libraries continue their pilot of a new teen moms' reading group for at-risk teens in collaboration with one of the county clinics.</p> <p>Patrons with limited reading skills were at a greater disadvantage in retaining their jobs and obtaining new ones because of their lack of computer skills. Most PLP libraries established job-search services; many offered training in basic computer skills, including establishing a free email account, etc., since jobs now require basic skills and many have only online applications.</p>
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<p>PLP (cont'd)</p>		<p>PLP libraries continue summer reading programs so that reading skills would not deteriorate as much over the summer. Members focused efforts on afterschool programs to encourage academic success. Many instituted the popular service of having children read to dogs, or in one library, dogs, cats, and gerbils.</p>
<p>SJVLS</p>	<p>a. Reference questions from patrons in geographically isolated areas will be answered according to the same performance objectives set for the System Interlibrary Reference component – that is, there will be no difference in time or quality of the answer because a patron is geographically isolated.</p> <p>b. Questions from non-English speaking and handicapped patrons will be answered in a language or format they require.</p> <p>c. Questions from members on the availability of community services in the System service area can be channeled through the San Joaquin Valley Information System (SJVIS).</p> <p>d. Local reference staff will be able to assist patrons in using tools available in the patron's native language.</p>	<p>a. Objective met. All reference questions are answered according to the same performance objectives set for the System Interlibrary Reference regardless of geographic location.</p> <p>b. Objective met. Questions are answered in the appropriate format and accuracy is required. Spanish language sources are used when requested.</p> <p>c. Objective met. SJVIS makes members aware of the availability of community services in their local areas when deemed appropriate. It should be noted that very few questions are received that fall into the community services category, probably due to the improved availability of this information via the Internet.</p> <p>d. Objective met. This is an area of ongoing interest among member libraries. Most jurisdictions have worked to place staff with language skills into communities as appropriate.</p>
<p>SERRA</p>	<p>The underserved group identified for FY 2009/10 was the geographically isolated in rural areas, specifically in and near the Imperial Valley, including children and teens.</p> <p>a. Serra will offer reference for staff of rural libraries.</p> <p>b. Serra staff and committees will develop a core reference training program for the staffs of rural libraries.</p> <p>c. Serra will provide a centralized interlibrary loan service for reference of materials using local funds.</p> <p>d. Contacts will be initiated with appropriate groups to explore</p>	<p>a. Objective met. 12% of all reference questions came from the Imperial Valley libraries. Serra was able to expand their member libraries' resources and fully answer their clients' information needs using the extensive holdings of the San Diego Public Library, the resources at San Diego State and UCSD, and the Internet. The Serra website gave Imperial County members immediate and up to date contact information on elected government officials in every jurisdiction of the two counties, as well as member library information. Reference questions referred from children and teens were answered by Serra staff.</p> <p>b. Objective partially met. Serra staff worked on a core reference training program; however, sessions were tabled to 2010/11.</p> <p>c. Objective met. Serra provided an ILL service for reference materials using local funds.</p> <p>d. Objective met. The Multilingual Book Fair Committee along with</p>

<p>SERRA (cont'd)</p>	<p>possibilities for cooperation and the promotion of library and system services; Serra will participate in local library organizations.</p> <p>e. Delivery of reference materials in a timely manner will be maintained.</p> <p>f. Interlibrary loan fill rate of 90% and average turn around time of 7 days for Imperial Valley libraries.</p>	<p>Libros, the San Diego branch of Reforma, organized the 15th annual Multilingual Book Fair & Workshops. The Book Fair allowed participants to view and obtain non-English language books and library materials in order to reach out to their underserved populations. Libros presented two successful workshops: "Reaching out and Building" explored changing demographics and the role libraries play in representing the various cultures in their communities; "Libraries and New Immigrants: Reaching Out to Middle Eastern Communities" addressed ways to engage this growing population by programming and partnerships. For the third year, the Committee and Libros offered two scholarships, \$1000 to a MLIS student and \$500 to a student in a library tech program.</p> <p>All of the Imperial Valley public libraries participated in the locally-funded Summer reading Program Conference coordinated by Serra's Children's and Young Adult services Committees. The Conference was aimed at service to underserved populations, children and teens. Although not directly a reference program, staff learned how to attract children and teens into the library where they have the opportunity to ask reference questions, either in person or virtually. Youth Services staff from two geographically large counties have the opportunity to network and learn from each other. The Imperial Valley libraries also participated in the Children's and Young Adult Service Committee's tween program funded partially by the SAB: "Betwixt, Befuddled and Be" and "Tween: Uncovering the Mysteries of Library Service to Tweens."</p> <p>e. Objective met. Reference materials and answers to questions were delivered electronically, via fax or courier within 4 day average turn around time.</p> <p>f. Objective met. The fill rate for interlibrary loan to Imperial Valley was 90% with a 4 day average turn around time for physical delivery of materials to Imperial County.</p>
<p>SOUTHERN CALIFORNIA LIBRARY COOPERATIVE (SCLC)</p>	<p><u>SERVICE TO THE LIMITED & NON-ENGLISH SPEAKING</u></p> <p>a. System-specific resources are intended to assist local reference staff in providing more effective reference service to the limited and non-English populations in the service area.</p> <p>b. The SCLC Reference Center provides access to the resources of the International Languages Department collection of LAPL, as well as any</p>	<p><u>SERVICE TO THE LIMITED & NON-ENGLISH SPEAKING</u></p> <p>a. Objective met. The SCLC Reference Center keeps track of member library international language collections and staff fluency in the SCLC Reference Resources Directory. This System-specific resource is intended to assist local reference staff in providing more effective service to the limited and non-English speaking population in the service area.</p> <p>b. Objective met. SCLC continued to handle System requests for information that utilize the resources of the International Languages</p>

<p>SCLC (cont'd)</p>	<p>relevant multilingual library finding tools, bibliographies, flyers, etc. that are produced by the International Languages staff at LAPL.</p> <p>c. The AskNow Reference Service now has a Spanish language version of the web-based Ask A Librarian Service. Bilingual librarians will handle questions both in real time and via email from library patrons from Los Angeles and Orange Counties who wish to ask questions in Spanish.</p> <p><u>SERVICE TO CHILDREN</u></p> <p>a. The majority of member libraries will participate in the Reading Program, which is an annual program designed to encourage reading in children of all ages.</p> <p>b. The <i>SCLC Performers' Resource Directory</i> will be continuously updated by the Children's Services interest group members.</p> <p>c. At least one workshop on a topic relevant to the needs of Children's librarians/staff will be coordinated by SCLC staff working with the Children's Services interest group.</p> <p>d. Continued promotion of the SCLC Reference Center via blog articles and at meetings of the SCLC Children's Services interest group will continue to increase use of the SCLC Reference Center by Children's Services reference staff so that children's information needs can be met, instilling understanding and appreciation of library services.</p> <p><u>SERVICE TO YOUNG ADULTS</u></p> <p>a. The SCLC Young Adult Services interest group will meet at least three times in the coming year for the purpose of planning and coordinating systemwide programs for young adult librarians.</p> <p>b. In conjunction with the SCLC Young Adult Services interest group, SCLC will conduct at least one workshop/information exchange to further the professional skills of staff involved in service to young adults, focusing on developing community partnerships. The young adult component of the Reading Program will be discussed in at least one Children's Services interest group meeting.</p>	<p>Department of LAPL, and made available throughout the System any multilingual library finding tools, bibliographies, flyers, etc., that were produced by the International Languages staff at LAPL.</p> <p>c. Objective met. Bilingual librarians have been providing AskNow Reference web-based Ask A Librarian service to Spanish speaking patrons since June 2002.</p> <p><u>SERVICE TO CHILDREN</u></p> <p>a. Objective met. A majority of member libraries participated in the Summer Reading Program.</p> <p>In addition, many SCLC libraries could participate in a fall reading program sponsored by In-n-Out Burger Co. and another program sponsored by UCLA.</p> <p>b. Objective met. The <i>Performers' Resource Directory</i> continues to be updated as new performers are identified. Also, the Directory was posted online as a wiki in 2010, an electronic file was distributed to member libraries via email.</p> <p>c. Objective met. The Children's Services interest group sponsored the workshop "Release Your Inner Puppeteer."</p> <p>In addition, some interest group members attended the Children's Literature Council's Fall Gala.</p> <p>d. Objective met. The SCLC Reference Center liaison at the SCLC Children's Services interest group meetings has been the primary means of promoting the SCLC Reference Center.</p> <p><u>SERVICE TO YOUNG ADULTS</u></p> <p>a. Objective met. The SCLC Young Adult Services interest group met three times in the past fiscal year for the purpose of planning and coordinating systemwide programs for young adult librarians.</p> <p>b. Objective met. The SCLC Young Adult Services interest group sponsored the workshop "Speed Greeting: Getting to Know YA Authors in 10 Minutes or Less." In addition, the young adult component of the Summer Reading program is an integral part of the program and is always taken into consideration when the children's component of the program is discussed.</p>
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<p>SCLC (cont'd)</p>	<p><u>SERVICE TO FOSTER CHILDREN</u> Libraries will be asked to provide statistics on the number of participating foster families if appropriate and if the information is readily available. The objective is to increase the number of no-fault library card holders within SCLC and to promote the use of library services by this segment of the population.</p>	<p><u>SERVICE TO FOSTER CHILDREN</u> Objective not met. The number of participating foster families is not available.</p>
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System Interlibrary Reference Program Objectives
 System Program Annual Report – FY 2009/10
 (California Administrative Code Section 20157)

- A. Answers shall be provided for 90% of all questions referred from member libraries.
 B. 70% of answers shall be returned to the originating member library within 10 working days of the question having been transmitted by that library into the system's reference referral structure.

System	# of Reference Questions	A - % Answered	B - % Answered Within 10 days	A - # of Questions Answered	B - # of Answers Returned Within 10 Working Days
BLACK GOLD	2	100%	100%	2	2
49-99	14	100%	100%	4	4
INLAND	466	99.9%	85%	465	395
NORTHNET	542	100%	99.1%	542	537
PLP	436	100%	100%	436	436
SJVLS	262	95%	94%	249	234
SERRA	1006	99%	98%	996	976
SCLC	1061	99.6%	97.8%	1057	1034
TOTALS	3789	99.2%	96.7%	3751	3618

- (a) All systems were able to provide answers for 90% or more of all questions referred from member libraries. The average percentage of answers provided was 99.2 % or 3,751 questions were answered in total.
 (b) All systems were able to achieve 70% of the answers returned to the originating member library within 10 working days. The average percentage was 96.7% or 3,618 questions were returned to the originating member library within 10 working days.

Summary of System Reference Expenditures for FY 2009/10
 System Uniform Expenditures Report

System	CLSA Expenditures	Local Expenditures	Total Expenditures
BLACK GOLD	\$ 50,958	\$ 237,467	288,425
49-99	49,686	5,588	55,274
INLAND	131,968	12,786	144,754
NORTHNET	250,918	10,955	261,873
PLP	255,289	0	255,289
SJVLS	82,560	60,345	142,905
SERRA	100,561	153	100,714
SCLC	364,732	101,029	465,761
TOTAL	\$1,286,672	\$ 428,323	\$1,714,995

**LOCAL MEMBER CONTRIBUTIONS TO CLSA SYSTEM PROGRAMS
FY 2009/10**

System	CLSA System Reference			CLSA System Communications and Delivery		
	Percent of CLSA Expenditures for Reference	Percent of Local Funds for Reference	Total Expenditures for Reference	Percent of CLSA Expenditure for Comm. & Delivery	Percent of Local Funds for Comm. & Delivery	Total Expenditures for Comm. & Delivery
BLACK GOLD	18%	82%	288,425	60%	40%	82,960
49-99	90%	10%	55,274	74%	26%	52,480
INLAND	91%	9%	144,754	98%	2%	99,509
NORTHNET	96%	4%	261,873	47%	53%	508,529
PLP	100%	0%	255,289	87%	13%	184,282
SJVLS	58%	42%	142,905	10%	90%	633,893
SERRA	100%	2%	100,714	73%	27%	83,940
SCLC	78%	22%	465,761	90%	10%	183,664
TOTAL PERCENT	75%	25%	100	48%	52%	100
TOTAL EXPEND.	\$1,286,672	\$428,323	\$1,714,995	\$872,320	\$956,937	\$1,829,257

2009/10 Expenditures:

	CLSA	Local	LSTA	Total
Administration	54,520 (23%)	1,806,700 ¹ (76%)	28,500 (1%)	2,380,400
Reference	1,286,672 (75%)	428,323 ² (25%)		1,714,995
Comm. & Delivery	872,320 (48%)	956,937 ³ (52%)		1,829,257
Advisory Boards	20,103 (94%)	1,266 ⁴ (6%)		21,369
Total	\$2,724,295 (45.8%)	\$3,193,226 (53.7%)	\$28,500 (.5%)	\$5,946,021

¹All systems contributed local funds to support system administration.

²All but one system (PLP) used local funds to support Reference.

³All systems contributed local funds to support Communications and Delivery.

⁴Three systems (Black Gold, 49-99, and Inland) used local funds to support the SAB program.

Summary of System Administration Expenditures for FY 2009/10
 System Uniform Expenditures Report

System	CLSA Expenditures	Local Expenditures	Total Expenditures
BLACK GOLD	\$ 25,533	\$ 75,659	101,192
49-99	22,371	63,073	85,444
INLAND	57,720	7,824	65,544
NORTHNET	124,391	279,680	404,071
PLP	104,596	625,014	729,610
SJVLS	36,195	135,588	171,783
SERRA	40,939	53,452	94,391
SCLC	133,455	566,410	699,865
TOTAL	\$ 545,200	\$1,806,700	\$2,351,900

LSTA funds spent on System Administration NorthNet: \$28,500

AGENDA ITEM: CLSA System Communications and Delivery Program

GENERAL OVERALL PROGRAM UPDATES:

CURRENT STATUS: The CLSA System Communications and Delivery Program continues to support the sharing of resources among the members of California's eight (8) CLSA Cooperative Library Systems.

Summary of 2009/10 System Annual Reports

Performance Objectives: Under the policies adopted by the Board, each System is required to adopt two performance objectives for System Communications and Delivery in a format prescribed by the State Board. Additional performance objectives may be adopted by individual Systems to meet their own needs for management information and service improvement. Exhibit A displays performance objectives adopted by each System for the 2009/10 fiscal year and the degree of success in meeting each objective.

Workload: Exhibit B displays a summary of actual workload statistics for the 2009/10 fiscal year. In general, statistics have increased considerably from the previous year—17.2% in the number of messages communicated and 9.2% in the number of items delivered.

Expenditures: Exhibit C displays CLSA and local funds expended in support of System Communications and Delivery (C&D) services in 2009/10. Overall, 48% of the total budgeted for System C&D was expended from CLSA funds, and 52% was expended from local funds. See Exhibit D for a summary of local member contributions to the C&D program.

RELATED ISSUE TO COME BEFORE THE BOARD IN THE FUTURE: Summary of 2010/11 System Annual Reports.

Staff Liaison: Sandy Habbestad

**SUMMARY OF 2009/10 COMMUNICATIONS & DELIVERY PERFORMANCE OBJECTIVES
CLSA SYSTEM PROGRAM ANNUAL REPORTS**

System	Performance Objectives	Achievement of Performance Objectives
BLACK GOLD	<p>a. 90% of intrasystem messages will be received by addressees within 24 hours (from time of sending message to receipt of message).</p> <p>b. 98% of items sent by intrasystem delivery will be delivered within 2 working days.</p>	<p>a. Objective met through local funding of communications. The electronic communications used by Black Gold member libraries to facilitate resource sharing were entirely funded by local monies. Black Gold's C&D allocation from CLSA supports only the delivery service essential to resource sharing. Black Gold has an internal web page for posting committee minutes and agendas, plus other information for library members. Information continues to be added to the web site, including frequent migrations to the new automated system.</p> <p>Remote access to the two online catalogs have been an effective communication tool for resource sharing with the staff and public. Use of the California Catalog has increased, as has the number of Interlibrary Loan requests.</p> <p>b. Objective met. Black Gold continues to contract with a courier service to provide full-route delivery. The number of items going into delivery continues to increase and adjustments are made to handle the changes.</p>
49/99	<p>a. 90% of intrasystem messages will be received by addressees within 48 hours (time of origin to time of receipt).</p> <p>b. 90% of items sent by intrasystem delivery will be delivered within 3 working days.</p>	<p>a. Objective exceeded, due to email being the primary method of communication.</p> <p>b. Objective exceeded. 95% of items sent by intrasystem delivery were delivered within 3 working days or less.</p>
INLAND	<p>a. 95% of intrasystem messages will be received by addressees within 24 hours.</p> <p>b. 95% of items sent by intrasystem delivery will be delivered within 1 working day. Existing delivery stops and loads will take place annually to assure the best use of available resources.</p>	<p>a. Objective met.</p> <p>b. Objective met. Items were sent by System delivery and connecting member library branch delivery services whenever possible. A delivery connection between Inland and SCLC facilitated the movement of materials between Southern California libraries in Orange, Los Angeles, Ventura, Riverside, San Bernardino and Inyo counties.</p>

NORTHNET	<ul style="list-style-type: none"> a. 100% of intrasystem messages will be received by addressees within 24 hours (time of origin to time of receipt, next working day). b. 90% of items sent by intrasystem delivery will be received within 4 working days. 	<ul style="list-style-type: none"> a. Objectives met because all libraries have email, fax machines, and/or ability to scan documents. b. Objective partially met. Several libraries in the North State area only have one day per week delivery.
PENINSULA	<ul style="list-style-type: none"> a. 96% of the intrasystem messages will be received within 24 hours. b. 95% of total items delivered will be received within 3 working days. c. 98% of labeled items for special rush handling will be delivered to the receiving library by noon of the working day following pick-up (PLS main library to main library). d. 50% of all items delivered to PLP will be delivered within 5 working days. 	<ul style="list-style-type: none"> a. Objective met. b. Objective met. c. Objective met. d. Objective met.
SJVLS	<ul style="list-style-type: none"> a. All System messages to be sent in the most cost effective manner to: <ul style="list-style-type: none"> 1. Allow 80% of messages to be received within 4 hours and 100% of the reference and information messages to be received within 24 hours. 2. Allow 100% of planning, coordination, and evaluation messages to be received in a form and manner to expedite decision-making and the efficient use of staff time. b. To allow 100% of inter-system loans and other materials to be delivered within 3 working days to the member library headquarters. c. To allow member resources to be efficiently allocated in handling communication transactions for System activities. 	<p>a-c. Objectives met. Delivery has been integrated with those of the Fresno County Library. Additional delivery runs were added between Fresno and Bakersfield to reduce load on the vehicles. Delivery between members continued to be stretched to capacity as use of the holds function increases and restrictions on loans of materials are reduced. Average delivery time from headquarters library to headquarters library in the System is 4.5 calendar days; average delivery time between any location to any location in another jurisdiction is 5.3 calendar days. These numbers have slipped slightly as a result of increased volume. SJVLS continues to evaluate the delivery system and look for increased efficiencies.</p> <p>All member library staff have accounts on the System-run Exchange mail server, which allowed most messages to be delivered efficiently over the System network without going through the Internet. Most Internet messages are communication with other reference centers, the State Library, and direct communication with patrons. Agendas and minutes for System meetings are noticed via email, placed on shared network drives for easy access by all System members, and supplemented with posting to the System web page. Use of a web-based form for submitting reference questions and use of email continues to reduce the reliance on fax and telephone for Reference Center communications.</p>
SERRA	<ul style="list-style-type: none"> a. 90% of intrasystem messages will be received by addressees within 24 hours (time of origin to time of receipt). 	<ul style="list-style-type: none"> a. Objective met. 99% of intra-system messages were received within 24 hours. Fax, email, and phone messages were received immediately. 95% of items sent by intrasystem delivery were delivered within one working day. Those going to Imperial County from San Diego and vice versa, as

<p>SERRA (cont'd)</p>	<p>b. 90% of items sent by intrasystem delivery will be delivered within 1 working day.</p>	<p>well as to certain outlying branches of San Diego County, usually took two to three days longer. The smallest and most remote branches may occasionally require a week.</p> <p>b. Objective met. Serra contracted with a vendor for delivery 5 days a week between System libraries in San Diego County and the Serra offices at San Diego Public, San Diego State University and University of California San Diego received twice weekly delivery. Associate member libraries received weekly delivery as needed. Serra's own part time driver provided twice a week delivery between member libraries in the Imperial Valley. A courier service provided twice weekly delivery between San Diego and Imperial counties. A total of 153,685 items were handled by all segments of Serra's delivery system.</p> <p>In addition, Serra headquarters applied for 2009/10 E-Rate funding and received an 80% discount of its telecommunications costs.</p> <p>Serra staff facilitated networking and cooperation among its members through six system committees. System staff supported the successful operation of the Serra committees by attending meetings, communicating opportunities for grants and training, updating committee information on the web page, and assisting with committee events such as workshops and conferences.</p> <p>The interactive map on the Serra website (www.serralibrary.org) facilitated communication between the various library systems and branches.</p>
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<p>SOUTHERN CALIFORNIA LIBRARY COOPERATIVE (SCLC)</p>	<p><u>Communications</u></p> <ul style="list-style-type: none"> a. 90% of intrasystem messages will be received by addressees within 24 hours. b. 90% of all messages requiring a response will be answered within 2 working days. c. 278,138 messages will be transmitted among member libraries through all communications mechanisms (OCLC interlibrary loan subsystem, facsimile, telephone, Internet, email and delivery). d. 455 reference-related messages will be transmitted between the SCLC Reference Center and the member libraries via facsimile. e. 7,750 reference-related messages will be transmitted between the SCLC Reference Center and the member libraries via email. <p><u>Delivery</u></p> <ul style="list-style-type: none"> a. 75% of the items sent by intrasystem delivery will be delivered within 2 working days. b. The remaining 25% of the items sent by intrasystem delivery will be delivered within 4 working days. c. 78,787 items will be transported among member libraries by the System delivery vans. 	<p><u>Communications</u></p> <ul style="list-style-type: none"> a-b. Objectives met. The majority of the messages were transmitted electronically. c. Objective met. Over 640,000 messages were transmitted among member libraries through all communications mechanisms. d. Objective met. Approximately 500 messages were transmitted between the SCLC Reference Center and member libraries via fax. e. Objective partially met. Approximately 15,000 messages were transmitted between the SCLC Reference Center and member libraries via email. <p><u>Delivery</u></p> <ul style="list-style-type: none"> a-c. Objectives met. Delivery continued on an alternate day schedule per route, carrying over 84,421 items during the year. <p>Related non-CLSA activities of providing linkages with other systems were maintained.</p>
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System Communications & Delivery Program
2009/10 Service Methods and Workload Estimates

	Actual Comm. Workload (Messages)	Telecommunications Systems Usage					Actual Delivery Workload (Items)	Delivery Systems Usage					Actual Miles Traveled By All Delivery Vehicles
		Elec. Mail	Voice Phone	Fax	Internet	Other		System Van	Contracted Delivery	US Mail	UPS	Other	
BLACK GOLD	667,564	NU	22%	0.02%	6%	71% ^(a)	1,636,374	NU	97%	2%	0.5%	0.5%	NA
49-99	3,970	NU	21%	3%	76%	NU	364,600	NU	99%	1%	NU	NU	52,000
INLAND	4,151	NU	25%	4%	71%	NU	1,179,395	NU	94%	1%	5%	NU	94,500
NORTHNET	59,274	NU	1%	0.3%	99%	NU	6,970,454	NU	98%	NU	2%	NU	214,550
PLP	343,656	NU	2%	0.4%	NU	97% ^(b)	3,084,658	70%	28.0%	1%	NU	1%	124,000
SJVLS	850,598	29%	1%	0.05%	3%	67% ^(c)	1,161,606	98%	NU	1%	1%	NU	85,743
SERRA	20,650	NU	19%	6%	73%	2% ^(d)	153,685	NU	98%	1.5%	0.5%	NU	80,090
SCLC	640,753	NU	1%	1%	30%	68% ^(e)	84,421	97%	2%	1%	NU	NU	76,050
TOTALS	2,590,616	10%	7%	0.4%	13%	70%	14,635,193	23%	75%	0.6%	1%	0.3%	726,933

NA - Not Available; or unable to det-

NU - Not Used

^(a)Holds placed on member library automation

^(b)Telephone renewal

^(c)Horizon ILL requests

^(d)UPS, US Mail

^(e)Delivery & OCLC ILL Subsystem

Exhibit C

Summary of Communications and Delivery Expenditures for FY 2009/10
System Uniform Expenditures Report

System	CLSA Expenditures	Local Expenditures	Total Expenditures
BLACK GOLD	\$ 49,604	\$ 33,356	82,960
49-99	38,899	13,581	52,480
INLAND	97,324	2,185	99,509
NORTHNET	239,312	269,217	508,529
PLP	160,961	23,321	184,282
SJVLS	60,516	573,377	633,893
SERRA	61,281	22,659	83,940
SCLC	164,423	19,241	183,664
TOTAL	\$ 872,320	\$ 956,937	\$1,829,257

**LOCAL MEMBER CONTRIBUTIONS TO CLSA SYSTEM PROGRAMS
FY 2009/10**

System	CLSA System Reference			CLSA System Communications and Delivery		
	Percent of CLSA Expenditures for Reference	Percent of Local Funds for Reference	Total Expenditures for Reference	Percent of CLSA Expenditure for Comm. & Delivery	Percent of Local Funds for Comm. & Delivery	Total Expenditures for Comm. & Delivery
BLACK GOLD	18%	82%	288,425	60%	40%	82,960
49-99	90%	10%	55,274	74%	26%	52,480
INLAND	91%	9%	144,754	98%	2%	99,509
NORTHNET	96%	4%	261,873	47%	53%	508,529
PLP	100%	0%	255,289	87%	13%	184,282
SJVLS	58%	42%	142,905	10%	90%	633,893
SERRA	100%	2%	100,714	73%	27%	83,940
SCLC	78%	22%	465,761	90%	10%	183,664
TOTAL PERCENT	75%	25%	100	48%	52%	100
TOTAL EXPEND.	\$1,286,672	\$428,323	\$1,714,995	\$872,320	\$956,937	\$1,829,257

2009/10 Expenditures:

	CLSA	Local	LSTA	Total
Administration	54,520 (23%)	1,806,700 ¹ (76%)	28,500 (1%)	2,380,400
Reference	1,286,672 (75%)	428,323 ² (25%)		1,714,995
Comm. & Delivery	872,320 (48%)	956,937 ³ (52%)		1,829,257
Advisory Boards	20,103 (94%)	1,266 ⁴ (6%)		21,369
Total	\$2,724,295 (45.8%)	\$3,193,226 (53.7%)	\$28,500 (.5%)	\$5,946,021

¹All systems contributed local funds to support system administration.

²All but one system (PLP) used local funds to support Reference.

³All systems contributed local funds to support Communications and Delivery.

⁴Three systems (Black Gold, 49-99, and Inland) used local funds to support the SAB program.

AGENDA ITEM: CLSA System Advisory Board

GENERAL OVERALL PROGRAM UPDATES:

CURRENT STATUS: The System Advisory Board (SAB) Program continue to make available to Systems a means for directly incorporating citizen advice in planning and delivering System services. A policy adopted by the Board in August 1985 authorized the charging of System administrative indirect costs against the CLSA System Reference, Communications and Delivery and System Advisory Board program allocations, whereby up to 25% of each service program baseline may be used for Planning, Coordination & Evaluation (PC&E).

System Advisory Board Rosters

Each year Systems are required to report the representation of various designated population segments on their System Advisory Boards. A compilation of these reports is included as Exhibit A. Board members are reminded that "representation" does not necessarily constitute membership in specific population segments, and that a single SAB member may represent more than one designated category. It should also be noted that SAB members are appointed by the governing bodies of member library jurisdictions, not by System Administrative Councils.

Summary of 2009/10 System Annual Reports

Exhibit B displays a summary of performance objectives adopted for the System Advisory Board programs in the 15 Cooperative Library Systems and the reported levels of achievement. Many Systems adopted and achieved performance objectives aimed at increasing the exchange of information between the System Administrative Councils, the System Advisory Boards, and the member communities. Among the methods adopted by various Systems for achieving this were: attendance by SAB members at Administrative Council meetings, written SAB reports on System activities and services to appointing bodies, and presentations by SAB members to community groups.

System annual reports also indicate that many SAB members are active in library advocacy through letters, phone calls, personal meetings and breakfast events with local, state and federal elected officials. SAB members are continuing to participate in annual events such as CLA Legislative Day in Sacramento, CLA Day in the District, the annual CLA conference and CALTAC activities.

Expenditures: Most System Advisory Boards continue to be hampered in their efforts to develop active Boards by the slowness of appointments by the governing bodies of member jurisdictions. Exhibit C displays CLSA and local funds expended in support of the System Advisory Board (SAB) Program in 2009/10.

RELATED ISSUE TO COME BEFORE THE BOARD IN THE FUTURE: Summary of 2010/11 SAB program achievements and activities based on System Annual Reports.

**Population Segments Represented on System Advisory Boards - 2011/12
As of July 1, 2011**

System	Number of Board Members & Alternatives ¹	Population Segments Represented																	
		Economically Dis-advantaged (below poverty level)	Institution-alized	Aged (65+)	Children & Youth				Handi-capped	Speakers of Limited English or English as a Second Language	Non-English Speaking	Ethnicity					Geogra-phically Isolated	Functionally Illiterate	Shut-Ins
					Under 5	5 to 9	10 to 14	15 to 19				Black	Hispanic	Asian	Native American	Other			
BLACK GOLD	3 (3V)	1	1	2	1	1	1	1	1	1	1	1	1	1	1	1	2	1	1
49-99	2 (4V)	1		2	1	1	1	1	1	1	1	1	1	1	1			1	1
INLAND	4 (11V)	8	3	11	11	11	11	9	6	9	4	11	11	8	4	3	4	8	1
NORTHNET	11 (30V)	5	1	7	5	6	5	3	3	3	2	3	6	3	3	1	7	4	1
PLP	13 (22V)	3	2	10	10	10	10	8	6	10	1	8	9	10		4	1	1	
SJVLS	2 (8V)			1													2		
SERRA	7 (6V)	5	3	7	5	5	5	5	3	5	3	4	6	4	3	2	4	3	3
SCLC	32 (18V)	3	3	8	5	8	2	5	5	5	2	7	7	5	1	1			2
TOTAL	74 (102V)	26	13	48	38	42	35	32	25	34	14	35	41	32	13	12	20	18	9

¹SAB Members and alternates are appointed by the governing body of the local jurisdiction.

V - Vacancies

**SUMMARY OF 2009/10 SYSTEM ADVISORY BOARD PERFORMANCE OBJECTIVES
CLSA SYSTEM PROGRAM ANNUAL REPORTS**

System	Performance Objectives	Achievement of Performance Objectives
BLACK GOLD	<p>a. Each member of the SAB will develop sufficient understanding of System services and funding to make brief presentations to community organizations.</p> <p>b. Each member will become familiar with the System Plan of Service.</p> <p>c. The SAB will continue library advocacy and public awareness activities in Ventura, Santa Barbara, and San Luis Obispo counties.</p> <p>d. Encourage display of the photo essay exhibits at member libraries and other organizations upon request.</p> <p>e. Explore the possibility/feasibility of sponsoring short radio and/or TV PSA spots to promote increased library use in the Black Gold System.</p>	<p>a. Objective met.</p> <p>b. Objective met. The Plan of Service was reviewed and discussed at a SAB meeting.</p> <p>c. Objective met.</p> <p>d. Objective met.</p> <p>e. Objective not met.</p>
49/99	<p>a. A majority of the SAB members will review and contribute to the annual System Plan of Service.</p> <p>b. The SAB will send a representative to at least one Administrative Council meeting and will inform the Council of community information needs if new information is available.</p> <p>c. SAB members will evaluate System services.</p> <p>d. SAB members will inform state legislators, local officials, and community groups about the needs of libraries when opportunities arise.</p>	<p>a. Objective met. The Plan of Service was transmitted to the System Advisory Board and addressed at the May 2010 Administrative Council meeting.</p> <p>b. Objective met. SAB members attended two Administrative Council meetings.</p> <p>c. Objective met. SAB members offered comments on system services at the Administrative Council meetings attended in July 2009 and May 2010.</p> <p>d. Objective may have been met. This may have been done informally, but no reports were received.</p>
INLAND	<p>a. Provide review of Inland services to members of the public.</p>	<p>a. Objective met. The System created and presented a power point slide presentation for an annual Friends/Trustees training/workshop/networking event, which was opened to all System member libraries as forum for explaining purpose and functions of Inland as part of CLSA Systems in</p>

<p>INLAND (cont'd)</p>	<p>b. Make full use of available resources.</p> <p>c. Support Children's Summer Reading program.</p>	<p>California and to outline plans for the upcoming year.</p> <p>b. Objective met. Inland was represented at local CALTAC event in May.</p> <p>c. Objective met. The System purchased Ellison die shapes in support of the 2010 Summer Reading Program for use by member libraries. Inland sponsored the Performers' Showcase of local professional program presenters.</p>
<p>NORTHNET</p>	<p>a. Explore ways with the California State Library that the SAB members can assist the Administrative Council in the evaluation, development and implementation of services.</p>	<p>a. Objective not met. The SAB members were not able to find a date for a meeting with a quorum, even with the use of virtual meeting software. An electronic discussion list was set up for SAB members to facilitate their communication. Individual SAB members served on System committees, attended System meetings and local city council/board of supervisor meetings on behalf of their libraries, and met with local legislators. SABs contributed to the strategic plan for the new NorthNet System.</p>
<p>PACIFIC LIBRARY PARTNERSHIP (PLP)</p>	<p>a. Meetings:</p> <ol style="list-style-type: none"> 1. An orientation will be held in September for new and continuing members. 2. No new members will be recruited. 3. Administrative Council members will be invited to attend each SAB meeting. 4. SAB members will receive agendas and have the opportunity to attend Executive Committee meetings. <p>b. Meeting Content:</p> <ol style="list-style-type: none"> 1. Ongoing discussion of SAB's role in the consolidated system. 2. An update on PLP activities is provided at each meeting. 3. Provide opportunities for ongoing self-education through topical meetings, including: Friends and foundations activities, and State legislative initiatives and legislation. 4. Time will be scheduled at each meeting for SAB members to ask questions and/or exchange information about System services. <p>c. Presentations/Activities:</p>	<p>a. Meetings: Objectives 1-4 met.</p> <p>b. Meeting Content: Objectives 1-4 met.</p> <p>c. Presentations/Activities:</p>

<p>PLP (cont'd)</p>	<ol style="list-style-type: none"> 1. Each SAB member will serve as public relations representative for local libraries. 2. 100% of SAB members will be able to understand PLP restructure well enough to give a brief report to the jurisdiction they represent. 3. Each SAB member will be expected to attend one workshop on public library services. 4. SAB members will be encouraged to attend the annual California Library Association conference. Partial funding will be provided as allowed by the System budget. 5. Determine feasibility of Libraries Issues breakfast. <p>d. Legislative Activities: All SAB members are encouraged to attend CLA's Legislative Day or attend Day in the District to represent overall library issues.</p> <p>e. Planning and Evaluation:</p> <ol style="list-style-type: none"> 1. Each SAB will approve the PLP 2010/11 Plan of Service. 2. Each SAB will self-select two appointees to the PLP SAB, one as the official representative with voting authority and the other is an alternate. 3. The current SAB structure will sunset on July 1, 2011. 	<p>Objectives 1-5 met.</p> <p>d. Legislative Activities: Objective met.</p> <p>e. Evaluation: Objectives 1-3 met.</p>
<p>SJVLS</p>	<ol style="list-style-type: none"> a. 100% of SAB members will be knowledgeable about System services. b. 100% of SAB members will be able to give a presentation regarding System services in their local jurisdiction. c. 100% of SAB members will be knowledgeable about CLSA services. d. 100% of SAB members will be knowledgeable about their local library services. e. SAB members will provide information whenever necessary to help the Administrative Council in evaluating and in providing improved services at the System level. f. Continue to distribute public awareness program materials and evaluate 	<p>Objectives a-f were not met. With only three appointed members, SAB meetings were restored in FY 2009/10. SJVLS will work to stabilize meetings and begin training new SAB members to meet the objectives.</p>

<p>SJVLS (cont'd)</p>	<p>program effectiveness.</p>	
<p>SERRA</p>	<p>a. The SAB will report at each meeting of the System Administrative Council to provide citizen input on service, activities and needs.</p> <p>b. The SAB will collaborate with at least one Serra committee on a specific project(s).</p> <p>c. An orientation session will be scheduled to inform new SAB members of System operations and services.</p> <p>d. SAB will review the System Plan of Service and Budget.</p> <p>e. The SAB will seek local city and county legislative support of System programs.</p> <p>f. The SAB will recommend techniques for publicizing System programs and projects.</p> <p>g. The SAB will advise on all issues referred by the Administrative Council.</p>	<p>a. Objective met. The SAB met four times during the year with the Administrative Council. The System Plan of Service and Budget were agenda items at the appropriate joint meetings; a separate SAB meeting was scheduled on the same day as the joint meeting. A SAB report, both from the entire Board and from individual members, was a standing item at all Administrative Council meetings.</p> <p>b. Objective met. The SAB used their travel funds to support the Children's and Young Adult Services Committees' program "Betwixt, Befuddled and Be "Tween:" Uncovering the mysteries of Library Service to Tweens."</p> <p>c. Objective not met. However, the SAB members reviewed assignments for the system committees and chose committees of interest to support. They attended the committee meetings and reported to the other SAB members during the AC/SAB meetings.</p> <p>d. Objective met. The SAB reviewed the Plan of Service and Budget at the May 2010 joint meeting.</p> <p>e. Objective met. The SAB member for San Diego Public Library reported on System activities regularly at the monthly meetings of the San Diego City Board of Library Commissioners. SAB members reported back at meetings of the library that they represented.</p> <p>f. Objective met. An SAB member is a member of the Public Relations Committee.</p> <p>g. Objective met. The SAB takes part in all discussions held at AC meetings; the chairman of the SAB takes part in Executive Committee meetings.</p>
<p>SOUTHERN CALIFORNIA LIBRARY COOPERATIVE (SCLC)</p>	<p>a. 100% of SAB members will be able to provide reports on SCLC to local boards, City Councils, and/or other local bodies, and local news media.</p> <p>b. 100% of SAB members will be able to provide input to the SCLC Council on new program development and on service priorities for their local libraries.</p> <p>c. 100% of SAB members will be able to inform legislators about the needs of libraries.</p>	<p>Objectives a-c were met. The System Advisory Board met in May 2010 in conjunction with the Administrative Council meeting where they were updated on SCLC activities and current legislation, and given the opportunity for providing input to the Administrative Council. Minutes from the Council and committee meetings are posted on the SCLC website.</p>

Summary of System Advisory Board Expenditures for FY 2009/10
 System Uniform Expenditures Report

System	CLSA Expenditures	Local Expenditures	Total Expenditures
BLACK GOLD	\$ 1,572	\$ 515	2,087
49-99	894	356	1,250
INLAND	1,589	395	1,984
NORTHNET	7,332	0	7,332
PLP	2,138	0	2,138
SJVLS*	1	0	1
SERRA	1,913	0	1,913
SCLC	4,664	0	4,664
TOTAL	\$ 20,103	\$ 1,266	\$ 21,369

*SJVLS returned unexpended funds (\$1705) to CSL.

Summary of Library of California Board (LCB) position on bills and other legislation:

Homework Assistance

4/07 Adopted a position of support for AB 1233, Homework Assistance.

Legislation

2/99 Adopted a position of support for full funding for the Public Library Foundation (PLF).

Adopted a position of support for telecommunication services for California libraries at the most affordable costs.

4/99 Adopted a position of support for SB 927, Newspaper Preservation.

4/00 Adopted a position of support for AB 2757, relating to telephonic reading system.

6/00 Adopted a position of support for SB 1774, Computer Access, *if* amended so that CSL administers the program for public libraries.

4/01 Adopted a position to authorize the Board President and the Legislative Committee Chair to take appropriate action regarding a state budget augmentation for FY 2001/02 for county law libraries.

8/01 Adopted a position of support in favor of the U.S. Senate revision of ESEA that identifies specifically support for school library services and that the Board President or his designee take appropriate action in support of the U.S. Senate version of ESEA, which includes support for school libraries.

Adopted a position of support of the California Teleconnect Fund and that the Board President or his designee be authorized to communicate the Board's support for expanding the services provided under the California Teleconnect Fund on behalf of California libraries, and to communicate this support position to members of the California Public Utilities Commission.

2/03 Adopted a position to endorse and support the California Library Association's campaign to retain CLSA funding for reimbursement for interlibrary loan, equal access and universal borrowing services; and, further, that the LoC Board will actively participate in this campaign.

Adopted a position of support for a strong California State Library, continuing the one hundred fifty three year tradition of information sharing services to California state government and the people of California, and providing leadership to and fostering resource sharing among the 8000 libraries statewide.

- 10/05 Adopted a position recommend and endorse all bills supporting librarians, in addition to those that support the teachers, parity and equity in their practices.
- 8/08 Adopted a position of support for increased funding for the National Library Service for the Blind and Physically Handicapped.

Library Construction/Facilities

- 2/99 Adopted a position of support for SB 3, public library construction and renovation bond act.
- 5/02 Adopted a position of support for SCA 10, the Senate Constitutional Amendment, which would amend the state constitution to allow the voters to approve a bond for public library facilities with a 55% majority, rather than a two-thirds majority, and would also allow ad valorem tax on real property to exceed the 1% limitation to pay for library facility bonds.
- 2/03 Adopted a position of support for SB 40 and AB 222, which propose a public library construction bond measure for 2004.
- 10/05 Adopted a position of support for SB 1161, the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act, which is on the ballot for the June 2006 election.
- 4/07 Adopted a position of support for SB 156, the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2008.
- 8/08 Adopted a position of support for SB 1516, the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2010.

Library of California

- 2/99 Adopted a position of support for increased funding for the Library of California Act.
- 2/01 Adopted a position to undertake activities to support a legislative augmentation of the Library of California programs and services consistent with the Board's overall goals of full funding for the LoC; and that the Board President and the Legislative Committee Chair continue to monitor the status of LoC funding for 2001/02.
- 2/03 Adopted a position of support for continued authorization for operation of the Library of California and continued funding, at a minimum, at the 2002/03 level.

Library Services and Technology Act (LSTA)

- 2/99 Adopted a position of support for adequate funding for the Library Services and Technology Act and work towards the equitable distribution of those funds in accordance with the State based nature of the statute.
- 8/01 Adopted a position to authorize the Board President or his designee to take appropriate action in support of increased funding for LSTA for fiscal year 2002/03 and for reauthorization of LSTA in 2003/04.
- 2/03 Adopted a position of support for the 2003 reauthorization of the Library Services and Technology Act (LSTA).

Literacy

- 2/99 Adopted a position of support for increased funding for the Families For Literacy Act and the California Library Literacy Service Act.
- 6/99 Adopted a position of support for SB 571, Family Literacy.
- 4/07 Adopted a position of support for AB 1030, Literacy and English Acquisition Services, young adult component.
- 2/08 Support for CLLS and urge Governor to not eliminate it as introduced in Senate Republican's version of the proposed 2008-08 state budget.

Rulemaking procedure

- 2/99 Moved to place the direct loan waiver provision on the table for discussion during the rulemaking procedure with the changes noted.

Moved to place the net imbalance reimbursement formula on the table for discussion during the rulemaking procedure, and direct the CEO to have a study taken to look at alternative cost containment measures as well as full reimbursement costs.

Moved to add a draft regulation comparable to Section 28 (d) (1) for academic, school, and special libraries that requires them to determine the eligibility of an individual as a member of their primary clientele before direct borrowing privileges are provided under the provisions of the Direct Loan program.

Moved to retain the draft regulation for reciprocity in the electronic direct access program.

Approved the proposed regulations for submittal to the Office of Administrative Law.

Adopted the hearing process as presented to the Board on the document titled “Public Hearings on the Library of California Proposed Regulations.”

- 8/99 Moved to modify the proposed Library of California regulations and initiate a second public comment period.
- 11/99 Moved to submit the proposed regulation to the Office of Administrative Law.
- 2/00 Moved to make changes in the proposed regulations and notice them with cover letter summarizing the changes and indicating that they do not inhibit the authority of Regional Library Networks to develop protocols. If no public comment received, submit proposed regulations to the Office of Administrative Law.

School Libraries

- 4/99 Adopted a position to accept testimony on AB 1289, California School Library Media Teacher Expansion Program.
- 4/00 Adopted a position of support for AB 2311, School libraries: California School Library Media Teacher Expansion Program.
- 4/01 Adopted a position of support for AB 336, School Library Pilot Program.
- 2/02 Adopted a position of support that the LoC Board Legislative Committee support strong public school library services, including supporting the preservation of the California Public School Library Association (CPSLA) and the budgetary line item that supports it. *(This position was ratified by the full Board at its May 2002 meeting.)*
- 2/03 Adopted a position of support for the California Public School Library Act and the continuation of the budget line item to fund library materials for school libraries.
- 4/07 Adopted a position of support for AB 333, School libraries: online databases: subscriptions

Young Adult Services

- 2/99 Adopted a position of support for the Board President, Access Services Committee Chair, and their delegates to make appropriate legislative contacts regarding development and implementation of the Statewide Young Adult Services Program; and reconfirm the Board’s commitment to the Statewide Young Adult Services Program.

Library of California Legislative Committee
California Legislation, Session 2011-12, 1st half (7/26/2011)

		SB 87 2011-12 State Budget TBR, PLF, Literacy funding	AB 121 11-12 State Budget trailer bill Includes trigger language	SB 445 Simitian- CPRA, library records	SB 602 Yee- Reader Privacy Act	SB 644 Hancock- Public works, volunteers	SB 653 / SB 23-1X Steinberg- Local taxation, voter approval	SB 696 Lieu- Financial literacy	AB 438 Williams- County free libraries; withdrawal, use of private contractors
	Introduced	1/10/11	6/28/11	2/16/11	2/17/11	2/18/11	2/10/11, 5/18/11	2/18/11	2/14/11
	Last amended	6/28/11	6/28/11	3/21/11	7/5/11	6/15/11			7/12/11
	CLA position	Watch close		Support	Support	Support	Watch	Support	Watch close
First House	Policy Committee	--	--	3/29/11	4/12/11	3/23/11	--		4/13/11
	Fiscal Committee	--	--	--	--	--	--		5/27/11
	Passed House	6/28/11	6/28/11	4/4/11	5/9/11	3/29/11	6/10/11		6/3/11
Second House	Policy Committee	---	---	6/22/11	6/21/11	6/22/11			7/6/11
	Fiscal Committee	--	--	--		--			
	Passed House	6/28/11	6/28/11	7/5/11					
Concurrence		--	--	--					
Governor	Enrolled	6/28/11	6/28/11	7/5/11					
	Approved (A) Vetoed (V)	6/30/11 A	6/30/11 A	7/11/11 A					
Secretary of State	Date	6/30/11	6/30/11	7/12/11					
	Chapter #	33	41	80					

CLSA Taskforce Update

In June, a taskforce of 10 librarians met to discuss the future of resource sharing in California. The group focused on three key areas:

1. What are we trying to accomplish?
2. What pieces of CLSA can we let go of now?
3. What are possible models for the future of CLSA?

What are we trying to accomplish?

We created many possible statements to describe what we are trying to accomplish with CLSA.

Ultimately, we want to ensure that no matter where a person lives in California that they have access to the resources they need to be successful through their local public library. *We believe that California libraries exist to connect, collect, share and preserve resources so that all residents can access information, ideas, knowledge, and each other.*

We want to make sure that any changes that we make to CLSA include the following elements:

- Connectivity and delivery (physical and digital)
- Incentives for sharing local resources with others
- Linking of resources (easy access to all resources available statewide)
- Equal borrowing (enabling local libraries to choose the level of service based on minimum standards of access)
- Preservation of resources for future access
- Digitization for access
- Accessibility for all
- Cooperative Library Systems to support all regions of the State with minimum standards
- Continuing education

Some of these elements are new for CLSA. We need to consider 21st Century technologies that enable us to share resources more effectively through digitization and networks.

What pieces of CLSA can we let go of now?

The taskforce spent time reviewing and building understanding of the entire CLSA legislation. There are several current structures in CLSA that could be easily changed to improve CLSA.

1. California Library Services Act Regulations
Article 3. Sec. 20145 System Advisory Board
Each Cooperative Library System is required to use funding for a System Advisory Board. This is not necessary because they already have boards in place that provide the guidance and oversight needed.

2. California Library Services Act Regulations
Article 4. System Reference
Originally, a key service of Cooperative Library Systems was to provide second level reference. This meant that if a library did not have the resources to answer a patron's question, the system would provide the support. Today, this service is no longer needed as a major function. The number of questions that the systems are answering is dropping rapidly each year. The Internet and online resources have changed the needs of the libraries. The funding required to support this service could be better used to leverage more resources for the member libraries of a Cooperative Library System.
3. California Library Services Act Regulations
Article 5. Consolidations and Affiliations
In order for public libraries or systems to consolidate, their borders must be contiguous.
This requirement is restrictive of future advancement and evolution of Cooperative Systems.
It may be more efficient in the future for libraries to be able to align with systems or the services offered by systems that best meet their community needs.
4. California Library Services Act
Article 5. Section 18742 System Special Service Programs
The state board may apply funds for Special Service Programs on a system-wide basis. There is no state funding for this particular section. The State Library has been supporting programs through Federal Library Services and Technology Act funding.
5. There was also discussion around the definitions of residency. We think they need to be modified and updated.
6. There are references to the LSCA funding in the Act, which is now LSTA. It needs to be changed to match the federal program or make broad enough for any future changes.
7. The Library of California Act (LOC) was enacted in 1998. It was designed to eventually replace the California Library Services Act once all of the program elements of were implemented. LOC was funded maybe two years. It has never received the funding required to implement. Changes in technology and relationships have made LOC dated. We have good consensus from the library community to repeal LOC and focus energies on updated CLSA.

Possible models for the future of CLSA

The taskforce developed some ideas for how CLSA could work. We discussed several scenarios around how the Cooperative Library Systems would function and how member libraries would participate. We also discussed possible methods for sharing and moving resources. We also began to consider alternative funding models. And lastly, we spoke about the ultimate benefit to Californians. I am currently working on creating graphics for the scenarios.

Next Steps

The California State Library will have a webinar in August for public libraries to join and discuss CLSA and the work that the taskforce has done. We also hope to have further discussions in November at the California Library Association meeting in Pasadena. It is important to gather as much input as possible to build a new model that will be supported and also be supportive of all California communities.