California STATE LIBRARY
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MEETING NOTICE

California Library Services Board
April 28, 2015
9:30am – 4:00pm

LSTA Advisory Council on Libraries Meeting
Immediately following Board business meeting

California State Library
914 Capitol Mall, Room 500
Sacramento, CA

For further information contact:
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http://www.library.ca.gov/loc/board/agendas/agendas.html

A. BOARD OPENING

1. **Welcome and Introductions**
   Welcome and introductions of Board members, staff, and audience
2. **Adoption of Agenda**
   Consider agenda as presented or amended
3. **Approval of December 2014 Board Minutes – *Document 1***
   Consider minutes as presented or amended
4. **Board meeting date for Fall 2015**
   Discuss the date for the next Board meeting
5. **Nomination of Board Officers – *Document 2***
   a. Discuss the procedures for election of Board Officers
   b. Consider Nominating Committee for 2016 Board Officers

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

C. CLSA PROGRAM ITEMS FOR INFORMATION/ACTION

BUDGET AND PLANNING
CLSA Proposed Budget for FY 2015/16 – *Document 3*
Consider 2015/16 Preliminary Budget for CLSA

RESOURCE SHARING

1. **Consolidations and Affiliations – *Document 4***
   a. Consider Santa Clara County Library District affiliation with PLP
   b. Consider Huntington Beach Public Library affiliation with Santiago
2. **CLSA System-level programs – *Document 5***
   Review and discuss System Annual Reports, FY 2013/14
3. **Broadband update – *Document 6***
   Update on technology improvement grants and broadband efforts

D. BOARD FOCUS 2015/16

Brainstorm ideas for Board focus

E. LEGISLATIVE UPDATE

1. Board reports on Legislative visits
2. Consider federal and state legislative issues - ***Document 7***

F. PUBLIC COMMENT

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

G. COMMENTS FROM BOARD MEMBERS/OFFICERS

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

H. AGENDA BUILDING

Input on agenda items for subsequent Board meetings

I. ADJOURNMENT

Adjourn the meeting

California Library Services Board Meeting
December 3, 2014

California State Library
914 Capital Mall, Room 500
Sacramento, CA

Welcome and Introductions

President Maghsoudi called the California Library Services Board meeting to order on December 3, 2014 at 10:30 a.m. She asked those attending to introduce themselves.

Board Members Present: Anne Bernardo, Gary Christmas, Florante Ibanez, Penny Kastanis, Paymaneh Maghsoudi, Gregory McGinity, Liz Murguia and Connie Williams.

California State Library Staff Present: State Librarian Greg Lucas, Deputy State Librarian Gerald Maginnity, Janet Coles, Darla Gunning, Sandy Habbestad, Susan Hanks, Jarrid Keller, Lena Pham, and Elizabeth Vierra.

Adoption of Agenda

It was moved, seconded (Kastanis/Bernardo) and carried unanimously that the California Library Services Board adopts the agenda of the December 3, 2014 meeting as presented.

Approval of Minutes

It was moved, seconded (Murguia/Christmas) and carried unanimously that the California Library Services Board approves the draft minutes of the September 19, 2014 meeting as presented.

Closed Session Interview Panel

It was moved, seconded (Christmas/Ibanez) and carried unanimously that the California Library Services Board includes its Chief Executive Officer on the interview panel for the exempt Administrative Assistant II position.

<u>REPORTS TO THE BOARD</u>

Board President's Report

President Maghsoudi had recently attended the annual California Library Association Conference (CLA) held in Oakland in November. She had been busy as the Director of the Whittier City Library.

Board Vice President's Report

Vice President Murguia had been doing her usual work at her local library, but had nothing to report.

Chief Executive Officer's Report

State Librarian Lucas said that of the numerous occurrences at CSL since the September Board meeting, the CLA conference had the highest profile. He had been struck by the innovative things that were happening in public libraries around the state, and interested to learn about libraries in the state prison system. He had met some of Member Bernardo's colleagues from whom he had learned how some of the law libraries worked in California. This had been his first CLA conferences and found it to be a powerful learning experience.

CLSA PROGRAM ITEMS FOR INFORMATION/ACTION

Budget and Planning

CLSA System Audit Reports

Habbestad referred members to the packet document containing the results of staff's review of the Cooperative Library System audit reports. She noted that the San Joaquin Valley Library System had not had an audit report done since 2006, but were developing a new Joint Powers Authority agreement, of which regular audits would be a part. Habbestad and Gunning reviewed all the audit reports received and discovered no findings. Habbestad offered to make individual audit reports available upon request.

McGinity asked when the 49-99 System would complete an audit. Habbestad replied that one was being prepared and would be forwarded upon receipt. McGinity thanked the library systems for providing audit reports to the Board. He had not expected any findings, but was pleased to learn that proper use of taxpayer money was being tracked.

BOARD FOCUS 2014/15

Broadband Update

Keller presented a document entitled, Statewide Broadband Project Update, and reported that since the September meeting there had been progress and interesting developments with the Broadband Project. CSL had been looking for an administrative agent, referred to as the

"Statewide Broadband Aggregator." The aggregator would partner with CSL to serve as administrative and fiscal agent for state funds appropriated for broadband to California public libraries. The aggregator would work closely with the Corporation for Education Network Initiatives in California (CENIC), CSL and the California library community to facilitate connectivity to E-Rate. Two applicants were submitted for the aggregator: 1) Southern California Library Cooperative, and 2) the Califa Group. An evaluation team gathered on November 12th, comprised of Karen Starr, Nevada State Library and Archives; Patrick Perry, California Community Colleges Chancellor's Office; Kevin Nelson, San Joaquin Valley Library System; Robert Karatsu, Rancho Cucamonga Public Library; Gary Christmas, California Library Services Board; and Gerry Maginnity and Jarrid Keller from CSL. Following a recommendation to the State Librarian, Califa was chosen as the statewide broadband aggregator. The process of choosing the aggregator has prepared the way to connect California libraries to the CalREN backbone.

In early October, each interested public library was asked to submit a Letter of Agency (LOA) that would allow CENIC to apply for E-Rate discounts on their behalf. CSL received LOAs from 87 public libraries, which was approximately 50% of the jurisdictions, representing 525 branches. In early January, the price of a circuit would be made available from all the vendors, allowing libraries to determine exactly what their costs would be. Libraries would be contacted and given an opportunity to opt-in or opt-out of the E-Rate consortium.

There were many different factors determining why some libraries had chosen not to submit an LOA. Many of them had been in three- or four-year long-term contracts from which they had been unable to extricate themselves. Some library jurisdictions had been provided with mandatory network connectivity from their relationship to their city or county. In Keller's experience, a 50% return rate was exceptionally high for California. For some libraries, it might not be the right time. But those libraries who had returned the LOA had provided a very important piece of the project because it had given CENIC the information to begin designing a network and see how libraries could be connected.

Keller stated there were many complexities to connecting a library to a network. A formula that would help ensure a fair process to determine who would go first, second, third, and so on did not really work. Keller discussed the Connectivity Factors, referenced on page six of the handout.

First, there had been the LOA, about which he had just spoken. Next, there was the General Network Architecture. Among the multitude of different libraries, each one was very unique in how it connected, even at the level of the jurisdictions, with their headquarters and the individual branches connected to them. There were many different network factors to consider. Then, there were Existing Relationships to be considered, such as a particular library has with other libraries, with community colleges, and with K-12. Another factor to consider was whether the library was currently getting E-Rate.

Other considerations included existing connectivity contracts, termination fees, and equipment ownership. Then there was Facility Readiness to determine, and finally, the Last Mile issues. All of these factors went into figuring out how connectivity was to be accomplished.

The 87 LOAs, representing about 550 out of a possible 1100 individual libraries, had provided some of the basic engineering data that made it possible for CENIC to go out and get circuit connection options for libraries from telecom carriers. If a library had been rejected for the first phase did not mean that it had been eliminated altogether. It could apply again the following year, because E-Rate was an annual process.

McGinity asked if there was a way to characterize the representation of who submitted an LOA, whether the library was urban or rural. What percentage was from the northern, central and southern regions of California? Keller replied that he and Maginnity had been very surprised and pleased with the extent and fairness of the representation from all across the state.

Member Kastanis inquired whether an individual branch library within a county/city system could join the Broadband Project? Keller replied that branch libraries must come in with the jurisdiction as a whole. Maghsoudi asked whether any large library system had come in. Keller replied that the Los Angeles County Library system had joined. Bernardo stated that libraries like Los Angeles County may have already been an E-Rate member and would not need to re-apply. Keller added that many libraries had chosen not to subscribe to E-Rate because of the extraordinarily difficult application process. Many libraries had hired consultants to do E-Rate for them, until budgets became tight and there was insufficient money to do that. The Broadband Project had provided an opportunity for libraries to bundle and get an E-Rate discount.

The Network Architecture was another important connectivity factor. An exploratory must be done to determine how a library was currently connected. What kind of services did they have? Did they have web servers, a fire-wall, a router, and load balancers? What services were they

providing to other entities, such as schools or other types of libraries in their jurisdiction? There were many inter-related engineering analyses that had to be done in order to understand how to connect the libraries.

Leveraging Infrastructure was another huge factor to consider. Where applicable, if infrastructure was already in place at a nearby college or K-12 public school, i.e., if "the last mile" was already there, then why not leverage it for libraries? In a number of instances, libraries already had a connection to County Offices of Education, so those factors must be considered. An attempt was being made to do everything logically, using what was already in place to get the best bang for the buck and to make it easier over the long run. That was the engineering "deep dive."

The attempt was being made to determine what circuits a library had or had not been receiving E-Rate, and what the early termination penalties might be. Sometimes early release without a termination fee could be negotiated. A library already might be getting E-Rate on a circuit, but a provider might still insist on installing a separate one. Sometimes a provider would allow transfer of ownership, but not in all cases. Issues like these had to be worked through.

Then, there were issues of Facility Readiness. Did the library have the correct router? Did it have the correct internet card? Did it have dedicated power? Did it have a plywood backboard? These are just a few of the things that had to be in place to allow connectivity.

The last connectivity factor to mention was Last Mile, the final leg of the telecommunications networks delivering communications connectivity to the customer. This had been a nationwide issue. There were many libraries that already had fiber coming into their facilities, but many did not. The Broadband Project had provided an opportunity to evaluate what a library already had in place, what it might take to optimize what it had, and begin an initial build-out. Rather than libraries going about trying to connect on their own, the project's work would actually help drive demand.

Keller provided a sample scenario. For example, Whittier Public Library was first on the list to receive a broadband connection, and after the CENIC team had gone in, Whittier was found not to have dedicated power, thereby dropping Whittier down on the list. The variables were numerous, but the decisions were largely based on 1) whether the library had E-Rate, because very few libraries could afford to connect to Broadband without it; and 2) whether the facility was ready. Did it have the right equipment in addition to all the other stated factors?

Now that Califa officially had been named the project aggregator, together Califa, CSL and CENIC could begin a "deep dive" into the technical aspects of broadband connectivity. The libraries had done an excellent job of self-reporting, but it was important to take a very close look at that data to ensure nothing was missing. Once solutions were fully engineered from the correct data, it would be a simple matter for libraries to connect.

Beginning next week, a series of webinars would be sponsored to begin to talk about next steps for committed libraries. The engineering deep dive would be initiated to understand what a library's network really looked like, the easiest way to connect it to the backbone, and to determine what sort of equipment might be needed at the library's facility to allow the connection. Once that had been done, the governor's grant dollars could be appropriately directed. The Broadband Project was not as far along as Keller had hoped it would be, but he believed the right approach was being taken, verifying correct data and engaging libraries intelligently in order to ensure success.

Lucas pointed out that in the months ahead there would be a second discount for libraries through the California TeleConnect Fund (CTF). In addition, there would be a program to offer grants from the one million dollars that the Board approved to help people connect.

Keller continued that there would be a lot going on in the next eight weeks. All the participating E-Rate consortium libraries must be contacted, followed by engineering details. After that had been done, there should be a better idea how much libraries were going to need from the initial funding. Following on the example of the E-Rate consortium, putting together a similar TeleConnect consortium was being considered, so that libraries could get all the discounts for which they were eligible. Historically, libraries had not applied for these discounts, so this was an opportunity to correct that and bring down monthly costs for libraries.

Lucas asked Keller to explain how the E-Rate and CTF programs could work to bring down costs. Keller responded that it was very complex, with many factors, but E-Rate could reduce costs up to 70%, and CTF up to 50% of the remainder. For example, theoretically a library could bring down its connectivity expense from $1,000 to $150.

When asked whether CENIC was applying for E-Rate on behalf of everyone in the statewide public library E-Rate consortium, Keller responded that it was, but only working in E-Rate Category 4. Some libraries could decide to withdraw from the consortium in January, which they were free to do, but they would lose their E-Rate discounts if they already had them; but at least

the original participation had allowed CENIC to begin the conversation about the best way to engineer the network to connect libraries. In theory, and prior to any discussion about an actual connection date, connecting libraries could begin as early as July 2015.

Keller stated that was all he had for the Board to date. He knew it was not quite what they had been looking for, but he considered the project to be in a very good place. Responding to a concern of Bernardo, Keller had no doubt that the funding would all be spent and a greater request for funding was needed to meet the demand.

McGinity recalled that the discussion at the last meeting had been about criteria and who would go first. What he heard Keller saying today was that the library systems most technically ready would be the first to go. Keller replied that was a pretty fair assessment; however, grant funds would be available to assist libraries who were not as ready as some others. Based upon his long engineering experience, some that appeared on paper to be technically ready, when it came to the actual installation, unforeseen technical factors might be discovered that revealed them to be less ready. Technical factors weighed heavily into this, determining more than 50% of readiness. Keller stated that the most technically ready would not necessarily receive grant money first. Maginnity and Keller were still working on criteria, currently in draft, with consideration of local income per capital, to help determine who would receive funding assistance and how much they would receive. New engineering data deriving from the technical dive would be supplied within the next eight weeks, helping to determine the final criteria. The grant process would be opened up to the jurisdictions in February. Funding would be awarded on a first come first served basis, in the order the applications were received from the jurisdictions. This approach was based on what other states had done and found to be most fair. It should be kept in mind that jurisdictions from among the 87 who applied could drop out of the E-Rate consortium; by January it should be known who would be remaining.

McGinity now heard Keller saying that the first applicants would receive funding first. Keller replied that each application would be evaluated; just because a jurisdiction got their application in early did not mean that they would be receiving assistance. Only some items were reimbursable, equipment, such as routers, switches, etc. There was only $1 million in CLSA funds. McGinity asked how the decision would be made to allot the funds if there was a $5 million need, but only $1 million to allot, in terms of who would be chosen, based on what criteria? Keller responded, implying his earlier statement that those decisions would be made at CSL in

accordance with the criteria of technical readiness and per capita income, criteria yet to be fully worked out in detail. Maghsoudi interjected that the decision in part would be determined by what the local jurisdictions were willing to contribute. For example, if grant funding covered up to 75%, but the local jurisdiction was unwilling to contribute the remaining 25%, it would not be able to participate in the Broadband Project. Lucas stated that it was principally an income per capita consideration. Member Christmas asked if per capita income and socio-economic factors overrode the technical factors. Keller responded that typically they went hand-in-hand; the better funded generally had better technical infrastructure. Christmas expressed concern about the importance of ensuring that people understood the selection process before any grant awards were made from the $1 million. Keller replied that there would be a lot more information going out to the jurisdictions, especially in light of the changes to the project that had emerged since last September. The new engineering data would assist in better evaluating what libraries were going to need.

McGinity wanted to know whether the Board would have a set of criteria to review and talk about at the next Board meeting. Lucas replied that a set of criteria would be drafted and forwarded to Board members in advance of their next meeting. He assured the Board that funding would not go out into the field before Board members had a chance to look at the criteria for distributing the $1 million.

Williams was concerned that due diligence would be done for the other libraries outside the 87. Keller replied that they had a pretty good idea why other libraries had not joined, but ideally the goal was that every public library in California would be connected to the CalREN Network, and that none would be lost in the shuffle. Some may decide to attempt to become connected without the E-Rate discount, or they could wait and apply next time. Lucas added that there had been some fairly extensive outreach and encouragement to induce people to submit the initial batch of letters. As to the status of the condition of the other library districts who had not submitted letters, a connectivity needs assessment survey had been sent to 97% of libraries two years ago. CSL had the data on their level of connectivity and Keller had gone through it to determine the primary factors, such as pre-existing contracts, insufficient funds, and city/county connectivity constraints. CSL was aware of the state of connectivity for all of the library districts.

Williams inquired, with respect to county services and libraries, if K-12 was being leveraged. Keller replied that the K-12s were well aware of the Broadband Project and libraries were

leveraging infrastructure wherever possible. Lucas enlarged, saying there were rings of connectivity, and sometimes the easiest way for a library to connect would be as part of a ring, such as through county services.

Bernardo asked if the webinars would help better answer members' questions. Keller answered that they would be more about the technical deep dive and not so much about grant distribution criteria questions. But members were more than welcome to attend them.

Digitization Update

Lucas reported that there was not much to report on CSL digitization efforts since the Board meeting in September. First steps had been taken to formulate a policy and determine need. One thing that had come to light was the level of requests for material, with the highest coming from the Sutro Branch of the State Library in San Francisco. They did not have a giant digitization machine such as CSL had in Sacramento. Installing a machine there was being considered.

Through LSTA grant funding, staff in Library Development Services had been working with the Digital Library of America (DLA). The University of California (UC) worked with DLA, and San Francisco Public Library (SFPL), and Los Angeles Public Library (LAPL) working through UC. CSL was working to create an entity between these two great libraries so that smaller libraries could work through it to have access to digitization with DLA. They were working on determining and prioritizing highest need and highest patron requests, then digitizing the materials in a format to be delivered to UC, SFPL, LAPL, DLA and other large entities. This offered a cost-effective and efficient way of protecting treasures in California's public libraries.

Also, there had been some discussions at the State Capitol with regard to digitization and the priority it should have for the state and its cultural treasures.

LEGISLATIVE UPDATE

Maghsoudi directed the Board's attention to the document, CLA Legislative Priorities for 2015, that was in the packet.

Any questions could be addressed to Diane Satchwell, who was on the California Library Association (CLA) Legislative and Advocacy Committee, or herself, who represented the Board on that committee. Any information received by Maghsoudi would be forwarded to the Board.

Murguia asked about the minimum funding request in the CLA Legislative Priorities 2015 document. Was more money being requested than was received last year? The document appeared to show an additional $5.25 million. Maghsoudi responded that this was a minimum amount that the committee endorsed for the next budget year. However, this Board had not yet discussed what it would like to see. Murguia than asked whether CSL had submitted its funding request to the governor's office. Lucas replied that CSL had done so, requesting what was given in last year's budget, as a minimum. The governor had stressed that last year's budget had been a one-time occurrence. It was still uncertain whether it would show up in the January budget. Lucas explained that there was an annual appropriation for CLSA of $1.88 million, plus another $2 million being requested. There was also a continuous appropriation, the $2.25 million, which unless someone stopped it, would recur in the 2015 budget. The $1 million hardship grant would go to help connect libraries to Broadband. Murguia believed the Board's role was to advocate for what they thought was really needed. Kastanis asked whether Board members should advocate on their own, as some members had done in the past. If so, what direction should be taken? Maghsoudi pointed out that advocacy was usually done as a Board, not individually. Murguia asked if the Board's position would differ from CLA's, as represented in the document before them. Lucas responded that CLA was asking for the same amount received by libraries last year, as a minimum. CSL had not asked for more this year, although it had tried to show that need for Broadband hardship cases was greater than what had been provided. Christmas thought that money for digitization would be helpful to most jurisdictions and would be worth requesting by the Board. Murguia would like to see the Board push for more money, in addition to the $1 million grant for the CENIC Broadband Project, indicating how much more funding would be needed, once the reports were received. Lucas added that those results could be taken to the May revision of the budget to argue for greater assistance. He would be happy to forward anything that the Board felt would be a smart and strategic use of state taxpayer dollars. Ibanez asked if there were grants available for digitization. Lucas replied that was what the previous discussion describing the Digital Library of America effort was about; with small libraries working through LSTA funded digitization centers, such as San Francisco and Los Angeles Public libraries, who in turn would be working through the University of California. This effort began as an Institute of Museum and Library Services (IMLS) grant.

Williams asked about the costs of digitization and how the Board could advocate to fund it. Gunning responded, offering a little historical background. The entire Budget Change Proposal (BCP) process was confidential, but the Board did have the ability to direct the State Librarian to pursue funding through the BCP process. As those typically were due in late summer, the Board could begin thinking now about what it wanted to see for the 2016-17 fiscal year. Lucas stated that the Board could act by producing a letter that he could take to the Department of Finance, stating that it was concerned about the state of California's cultural heritage. A letter would serve as both an instruction to the State Library as well as a document of Board advocacy to the Department of Finance (DOF).

Maghsoudi said that perhaps in April the Board could begin talking about the 2016-17 fiscal year. Murguia and others suggested that something could still be done before May for FY 2015-16. Williams and Christmas liked the idea of a letter. Lucas said he would like to give the letter to DOF in February, well before the May Revise. Gunning offered to search for sample Board letters from prior years to assist with the production of a Board letter. Bernardo suggested that a letter from the Board supporting the minimum funding request could be drafted, as well.

PUBLIC COMMENT

Diane Satchwell, Executive Director of the Southern California Library Cooperative, Serra and 49-99, thanked the Board and staff for the time that they had taken to discuss public library needs. She reported how the extra $1 million distributed had revitalized the three cooperatives. They had re-engineered who they were and were working better as a collegial group. They were doing more with resource sharing and had held some very productive workshops.

COMMENTS FROM BOARD MEMBERS/OFFICERS

Ibanez attended the SCLC *Turning Outward Community Assessment 101* session, headed by Cindy Mediavilla and Virginia Walters, at the Fullerton Public Library. They encouraged public libraries to look at how they assessed their own work and obtained guidance from their communities. The workshop offered ways to conduct a community assessment, so as to learn how to better serve the needs and interests of their communities.

Bernardo thanked everyone for their hard work. CSL staff had done an amazing job with CENIC, considering all of its components. She thanked Lucas for his lead in the short amount of time

since his arrival. She appreciated the public libraries' consideration of special libraries as partners; collaborations could only make libraries stronger.

Murguia thanked staff for all the good work and thorough reporting on the CENIC Project.

Williams thanked staff for her new Board member orientation. She announced that her Petaluma Public Library had joined with her school library, which she ran, and Casa Grande Library, and together they were putting on a free Comicon event for their county. It was a total library cooperative event to which all were invited. Donations would be collected to cover expenses.

Christmas recently had been on the evaluation panel for the aggregator contract. He had not known much about how CENIC and the Broadband Project worked, but Keller and Maginnity had been very helpful conveying their understanding of it. He thanked them for getting out the Request for Application and responses, and expressing to the panel what were the project goals.

Kastanis stated that the California School Library Association, with which she once had been very much involved, was about to have its annual state conference in San Francisco. It was 100 years old, which she found to be very interesting, as she thought she had been in it since the beginning. She was also very involved with the Common Core curriculum, as well as the California Reading Association. All of these associations, including CLA, seemed to connect together. But, as was pointed out by someone in an editorial today, libraries were not getting the support that they should. There had been many advances, especially in technology, which some have said will take care of everything. But if kids could not use the machines in front of them, did not have books, could not read, and were not read to, then it did not make any difference. At Sacramento State University there was a wonderful collection of Greek cultural print materials, written in the ancient Greek. It was one of the few collections like it in the United States. It was not well-utilized, as that kind of research was not as common as it once had been. It was interesting to come to a meeting like this, with people from different backgrounds, coming together and sharing what they loved, which was libraries in general. She was pleased to be back on the Board and pleased to see all of those present, connected by this shared interest in libraries.

Maghsoudi thanked everyone at CSL for the great job that was being done.

Adjourned Open Session at 11:55am.

Resume Open Session Public Meeting at 4:35pm

REPORT FROM CLOSED SESSION

President Maghsoudi resumed the public meeting of the California Library Services Board at 4:35pm. She reported that the Board concluded deliberations regarding the position of the Administrative Assistant II and a candidate had been chosen upon acceptance of the position.

AGENDA BUILDING

The Board agreed that it would forego the February 2015 teleconference meeting and hold an in-person meeting in April 2015. The first day would provide the Board the opportunity to make visits to Legislators at the State Capitol. The second day would be the regular business meeting, with an LSTA Advisory Council meeting in the afternoon. Habbestad would poll Board members for dates in the last two weeks of April. The August or September meeting would be held by conference call.

ADJOURNMENT

President Maghsoudi adjourned the meeting at 4:42 p.m.

Document 2

ACTION

AGENDA ITEM: Nominating Committee for 2016 Board Officers

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING: Consider candidates to the Nominating Committee for 2016 Board Officers

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board appoint _____ and _____ to the Nominating Committee to select Board Officers for 2016.

BACKGROUND:

California Library Services Act regulations, Section 20116 (a), state that, "The state board shall annually elect a president and vice-president at the first regular meeting of each calendar year." It has been Board policy to elect Board officers at the last meeting of the calendar year so the new officers may begin their term in the new calendar year.

The Board will appoint two of its members to serve on the Nominating Committee and to report to the Board at its fall meeting the slate of Board Officer for 2016. In the absence of regulations prescribing the form and method for electing officers, according to Code of California Regulations Section 20127, the CLSB is guided by procedures set forth in Robert's Rules of Order, Newly Revised, Chapter XIV, Nominations and Elections.

Document 3

ACTION

AGENDA ITEM: CLSA Budget for FY 2015/16

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING: Consider the preliminary CLSA budget for FY 2015/16

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board adopt, contingent upon the passage of the State Budget Act, the 2015/16 CLSA budget as directed in the Governor's Proposed 2015/16 Budget, totaling $1,880,000 for allocation to Cooperative Library Systems.

BACKGROUND:

The Governor's proposed budget, released in January for fiscal year 2015/16, reduced the CLSA appropriation by $2 million, which was earmarked as one-time funds in the previous year's budget. The proposed budget brings the funding level for CLSA System services to $1,880,000. Exhibit A provides preliminary budget amounts for each cooperative system for FY 2015/16 and compares those to the previous year's totals, which included an additional $1 million allocated in one-time funds.

Recommendation: Staff is recommending that the Board adopt the preliminary budget so that partial payments can be made to cooperative systems as soon as the State Budget Act of 2015 is signed. The remainder of the funds will be awarded when System Plans of Service are approved by the Board at its fall meeting.

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE: Review of System Plans of Service and Budget for FY 2015/16.

Staff Liaison: Sandy Habbestad

Exhibit A

CLSA Preliminary System Budget Allocations - FY 2015/16
Communications and Delivery Program

	2015-2016			2014-2015
System	Baseline Budget	System Administration	Total	Total
Black Gold	$ 62,584	$ 15,646	$ 78,230	$ 120,252
49-99	$ 62,563	$ 15,641	$ 78,204	$ 120,319
Inland	$ 159,391	$ 39,848	$ 199,239	$ 307,142
NorthNet	$ 337,486	$ 84,371	$ 421,857	$ 649,462
PLP	$ 288,010	$ 72,003	$ 360,013	$ 548,748
SJVLS	$ 100,195	$ 25,049	$ 125,244	$ 192,962
Santiago	$ 87,648	$ 21,912	$ 109,560	$ 158,077
Serra	$ 112,641	$ 28,160	$ 140,801	$ 217,028
SCLC	$ 293,482	$ 73,370	$ 366,852	$ 566,010
TOTAL	$ 1,504,000	$ 376,000	$ 1,880,000	$ 2,880,000

Totals are based on May 2014 population figures from the Department of Finance and the following changes to memberships:

- withdrawal of Hayward Public Library from PLP
- re-affiliation of Santa Clara County Library District with PLP
- re-affiliation of Huntington Beach Public Library with Santigo

P:sh/my doc/Prelim system allocations 2015-16

Document 4

ACTION

AGENDA ITEM: CLSA Consolidations and Affiliations

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:

1. Consideration of Santa Clara County Library District affiliation with Pacific Library Partnership
2. Consideration of Huntington Beach Public Library affiliation with the Santiago Library System

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board approve the affiliation of the Santa Clara County Library District with the Pacific Library Partnership effective July 1, 2015, and waive the September 1, 2014 filing date for 2015/16 affiliations.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board approve the affiliation of the Huntington Beach Public Library with the Santiago Library System effective July 1, 2015, and waive the September 1, 2014 filing date for 2015/16 affiliations.

ISSUE 1: Consideration of Santa Clara County Library District affiliation with Pacific Library Partnership.

BACKGROUND:

Notification has been received from the Santa Clara County Library District requesting approval to rejoin the Pacific Library Partnership (PLP) effective July 1, 2015 (see Exhibit A). Santa Clara County Library withdrew its membership in PLP in July 2011 in order to charge non-district residents a library card fee. A resolution from the Santa Clara Library District Joint Powers Authority Board in support of the fee elimination and membership in PLP is included as Exhibit B. The Pacific Library Partnership has approved the affiliation request to rejoin its membership (see Exhibit C).

ISSUE 2: Consideration of Huntington Beach Public Library affiliation with the Santiago Library System.

BACKGROUND:

Notification has been received from the City of Huntington Beach Public Library requesting approval to affiliate with the Santiago Library System effective July 1, 2015 (see Exhibit D). A resolution was adopted by the City Council of the City of Huntington Beach to eliminate the non-resident library card fee and authorized full membership in Santiago (see Exhibit E). The

Santiago Library System Executive Council approved the affiliation of Huntington Beach Public Library for full membership at its February 2015 meeting (see Exhibit F).

GENERAL OVERALL PROGRAM UPDATES:

CURRENT STATUS: June 30, 1983 marked the last date on which public libraries affiliating with Systems were eligible for grants under the affiliations program.

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

At its September 2014 meeting, the Board was notified that the Hayward Public Library withdrew its membership from the Pacific Library Partnership beginning July 1, 2014 (see Exhibit G). Since the notification was received past the deadline specified in regulations, this change will be reflected in 2015/16 for the purpose of allocating CLSA funding to cooperative systems.

Included for your information is a revised history of CLSA consolidations and affiliations through fiscal year 2015/16 (see Exhibit H). A revised map of cooperative library systems, based on proposed membership for fiscal year 2015/16, is including as Exhibit I.

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

Exhibit A

santa clara county library district

Services & Support Center, 1370 Dell Avenue, Campbell, CA 95008-6604 | www.sccl.org | 408-293-2326

December 1, 2014

Greg Lucas, State Librarian
California State Library
914 Capitol Mall, Room 220
Sacramento, CA 95814

Dear Mr. Lucas,

Please consider this letter a formal request from the Santa Clara County Library District for California Library Services Act (CLSA) affiliation and waiver of deadlines. This request is based upon the resolution passed on October 30, 2014 by the Santa Clara County Library District Joint Powers Authority (JPA) Board to eliminate the non-district resident library card fee as of July 1, 2015. The action was part of the adoption of a revised fines and fees schedule (attachment one—fines and fees schedule version 1). In addition, the JPA delegated authority to me to write the California State Library to rejoin the Pacific Library Partnership and to seek CLSA affiliation.

Thank you for providing relevant information and answering questions during the course of the JPA's deliberations.

Please let me know if you additional information or documentation is required.

On behalf of the JPA and our library staff, we look forward to working in collaboration with other jurisdictions and the State Library to provide relevant, free, and exceptional library services to all.

Sincerely,

Jason T. Baker

Jason Baker, Chair
Library Joint Powers Authority of Santa Clara County

cc: Sandy Habbestad, California State Library, Library Development Services
Nancy Howe, County Librarian, Santa Clara County Library District
Melissa Kiniyalocts, Deputy County Counsel, County of Santa Clara

Exhibit B

santa clara county library district

Services & Support Center, 1370 Dell Avenue, Campbell, CA 95008-6604 | www.sccl.org | 408-293-2326

JPA-12
10/30/14

JOINT POWERS AUTHORITY BOARD TRANSMITTAL

APPROVED ACCEPTED PENDING
DENIED PRESENTED MODIFIED
BY THE SANTA CLARA COUNTY LIBRARY DISTRICT JOINT POWERS AUTHORITY
BY: Cynthia Rios Garcia
SECRETARY
DATE: 10/30/14
* Fines and Fees Committee Recommend 10/1/14 (Fines & Fees Policy Version 1)

DATE: October 30, 2014

TO: Joint Powers Authority Board

FROM: Nancy Howe, County Librarian

SUBJECT: **CONSIDER RECOMMENDATIONS FROM FINES & FEES COMMITTEE AND JPA FINANCE COMMITTEE**

RECOMMENDED ACTION

It is recommended that the JPA adopt one of the two attached revised Fines & Fees Policy alternatives:

- * Fines & Fees Committee Recommendation dated 10/01/2014 (see attached Fines & Fees Policy Version 1); or
- Finance Committee Recommendation dated 10/14/2014 (see attached Fines & Fees Policy Version 2)

If the Fines & Fees Committee Recommendation dated 10/01/14 is adopted, it is recommended that the JPA delegate authority to the Jason Baker to write a letter to the California State Library to join the Pacific Library Partnership.

FISCAL IMPLICATIONS

Actions from the Fines & Fees Committee Recommendation would result in an estimated $263,000 reduction in non-resident card fee revenue offset by a $73,500 increase in community room booking fee revenue, while estimated increases in staffing and popular materials budgets of $463,500 and $360,000, respectively, would be necessary to maintain existing levels of service and hours. In the FY2015-16 recommended budget, staff would propose the necessary combination of increased revenues and reduced expenditures to offset the total impact, which would not exceed $1,013,000 annually.

Additionally, the Santa Clara County Library District would become eligible for new sources of state funding such as the current broadband initiative, even though transaction based reimbursements (TBR) are not currently being discussed at the State level for funding.

Alternatively, the actions from the Finance Committee Recommendation would result in an estimated $73,500 increase in revenue due to an increase in the community room booking fee.

Based on current revenue and expenditure estimates, cash reserves would grow if either recommendation is adopted, but at a slower rate if the Fines & Fees Committee recommendation is adopted.

BACKGROUND/REASONS FOR RECOMMENDATION

An Ad Hoc Committee was formed at the June 5, 2014 JPA meeting to consider potential revisions to the Fines & Fees Policy. The Committee met on August 11, 2014 and October 1, 2014. Library staff presented the purpose, definition, and annual revenue of the current adopted fees and charges, including comparisons with other local library jurisdictions. Additional information was presented regarding the context of the non-resident card fee, and the potential increase in circulation and number of borrowers if the fee were eliminated.

Per the Committee's request, staff also prepared projected impacts regarding proposed changes to the adopted fines and fees policy, including service impacts, budget impacts, and recommended implementation processes.

The Fines & Fees Committee recommended three actions:

- An increase in the Community Room Booking Fee to partially recoup the cost of staff time. This fee was established well before 1994 and has not changed since, and the Library District is currently out of sync with the fees charged by neighboring libraries.
- An elimination of the $1 fee for replacement of lost and damaged library cards. The elimination of this fee will remove barriers to patrons for access for a negligible reduction in revenue.
- Elimination of the $80 non-district resident card fee effective July 1, 2015.

The JPA Finance Committee considered the fiscal implications of these changes and also recommended the first two actions recommended by the Fines & Fees Committee above; however, the JPA Finance Committee recommended a different third action:

- No elimination of the $80 non-district resident card fee based on the potential increased annual cost to maintain existing service levels.

Non-District Resident Card Fee

Staff presented assumptions to both Committees related to the elimination of the non-district resident card fee, including maintenance of hours and service levels related to hold waiting times for popular materials, the time to return materials to shelves, and computer wait times, while pointing out potential impacts to parking, seating, program attendance, and wait times at other service points. Staff estimated a net budget impact of $1,013,000 annually to maintain service levels to meet a projected 30% increase in library use. Staff also projected that estimated increases in property tax revenue will completely offset these estimated increased annual costs.

Based on the implementation of a new Integrated Library Software system in May 2015 and the preponderance of annual card sales in July and August, staff recommended implementing any elimination of the non-resident fee on July 01, 2015.

The Fines & Fees Committee recommended elimination of the $80 non-district resident card fee, with pro-rated fees for cards sold for the balance of the fiscal year, and pro-rated refunds or a

donation option for cards purchased since August 1, 2014. However, the JPA Finance Committee recommended not eliminating the fee due to the potential annual cost.

Attachments:

- Attachment 1: Fines & Fees Committee Recommendation dated 10/01/2014 ("Fines & Fees Policy Version 1")
- Attachment 2: Finance Committee Recommendation dated 10/14/2014 "(Fines & Fees Policy Version 2")
- Attachment 3: Report on Fines and Fees dated 10/30/2014

ATTACHMENT 1

SANTA CLARA COUNTY LIBRARY DISTRICT FINES & FEES POLICY *Version I*

	Loan Period	FOR EACH ITEM RETURNED LATE: Daily Fine	FOR EACH ITEM RETURNED LATE: Maximum Fine	LOST OR DAMAGED ITEMS: Processing Fee	LOST OR DAMAGED ITEMS: Item considered lost when 6 weeks overdue
ADULT & TEEN ITEMS Most material	3 weeks	25¢	$10	$10	Cost of item plus $10 non-refundable processing fee.
Bestseller Collection	1 week	25¢	$10	$10	
Magazines	1 week	25¢	$5	$5	Cost of item plus $5 non-refundable processing fee.
Feature Movies	1 week	25¢	$10	$10	Cost of item plus $10 non-refundable processing fee.
Circulating Reference	1 week	$1	$20	$24	Cost of item ($5 minimum) plus $24 non-refundable processing fee. An out-of-print surcharge of $20 may be added.
Inter-Library Loans	varies	$1			
CHILDREN'S ITEMS Most material	3 weeks	There are no daily fines for most children's materials. However, if an item is overdue more than 6 weeks, it is considered lost and a non-refundable processing fee is charged plus the cost of the item.		$10	Cost of item plus $10 non-refundable processing fee.
Magazines	3 weeks			$5	Cost of item plus $5 non-refundable processing fee.

OTHER CHARGES (effective 7/1/2015*)

- ~~Replacement Card.....~~ ~~$1~~ (*effective 12/1/2014)
- ~~Resident~~ Library card..... Free
- ~~Student Limited Card*.....~~ ~~Free~~
- ~~Non-District Resident Card**~~ ~~$80 per year~~
- ~~Non-District Volunteer Card...~~ ~~Free to volunteers w/ 60 vol. hours in prior fiscal year~~
- Rebilling Fee..... $10 for accounts sent to rebilling service
- Unabridged Talking Books..... .$10 per lost cassette or CD
- Inter-library Loans $4
- Photocopies and print charges ... 15¢ per page for b/w
  20¢ per page for color
- Use of networked computers by non-cardholders..... $4 for 2 hours
- Reservations for Community Rooms & Computer Training Labs ~~$10 for rooms~~ $25 per four hour booking
  $100 at some libraries if group is late vacating the room causing the alarm to sound

- All adult items are subject to fines.
- Card use is restricted if balance owed is $20 or more.
- Accounts may be referred to the rebilling service when balance is $50 or more.
- Individuals whose accounts have been sent to the rebilling service may check out items when a zero balance is reached.
- Payments may be cash, check or credit/debit card.

~~*Free student limited library cards are available to students (Preschool through Grade 12) who attend schools whose school district boundaries overlap the Santa Clara County Library District boundaries.~~
~~**Non-District Resident library cards are available for purchase and afford cardholders full access to all library services for one year from the date of purchase; family members may choose to share a library card.~~
Senior Exemption: Persons age 65 and older may request exemptions from fines. Cost of item plus non-refundable processing fee will be assessed for lost items.
Bookmobile Patrons: Please see separate brochure.

Fines & Fees Committee Recommendation 10/01/2014

ITEMS RETURNED ON TIME AND IN GOOD CONDITION ARE FREE.

Exhibit C

Pacific Library Partnership

January 9, 2015

Paymaneh Maghsoudi, President
California Library Services Board
P. O. Box 942837
Sacramento, CA 94237

Dear Paymaneh,

I am delighted to inform you that effective July 1, 2015, the Santa Clara County Library District will once again be a member of the Pacific Library Partnership. At its December 12, 2014 meeting, the Silicon Valley Library System (SVLS) Administrative Council unanimously approved a written request from Nancy Howe, County Librarian, asking to have the Santa Clara County Library District rejoin SVLS and thus, PLP. As you know, membership in a legacy system is a requirement to be a member of PLP as PLP is a JPA of other JPAs.

Sincerely,

Linda Crowe
Executive Director

Attachments:

1) Letter from Nancy Howe, County Librarian, Santa Clara County Library District
2) Draft 12-12-14 SVLS minutes

SVLS Administrative Council Meeting

Action Minutes

Friday, December 12, 2014

Palo Alto City Library - Mitchell Park

Council:
Rosanne Macek, Chair, Mountain View
Hilary Keith, Santa Clara City
Lisa Rosenblum, Sunnyvale
Monique leConge Ziesenhenne, Palo Alto
Henry Bankhead, Los Gatos
Heidi Murphy, Los Gatos

Staff:
Linda Crowe, PLP/SVLS
Terry Jackson, PLP/SVLS

Others Present:
Nancy Howe, Santa Clara County

I. **Call to Order:** The meeting was called to order at 10:05 a.m. by Chair Rosanne Macek.

II. **Adoption of Agenda:** The agenda was approved as distributed. (M/S Rosenblum/Ziesenhenne)

III. **Approval of the Minutes:** The minutes of the January 24, 2012 meeting were approved as distributed. (M/S Rosenblum/Macek)

IV. **Old Business:**

A. **Approval of request from Nancy Howe, County Librarian, asking that Santa Clara County Library District rejoin SVLS:** Linda Crowe explained that she had been talking to Nancy Howe and the State Library to facilitate the request to rejoin. Nancy expressed her Board's wishes to rejoin; hence her letter and the agenda item. The SVLS Council voted unanimously to approve the request. (Rosenblum/Keith)

B. **Adoption of Amended Conflict of Interest Code for SVLS:** Terry Jackson shared the background regarding the correspondence with the Santa Clara County Office of the County Counsel and explained that the three attachments were the current code, the suggested changes in strike-out format, and then the document with the changes accepted. The Santa Clara County Board of Supervisors approved the changes at their December 9, 2014 meeting. The Council voted to adopt the amended SVLS Conflict of Interest Code. (M/S Murphy/Ziesenhenne).

C. **Review of SVLS Fund Balance and Discussion:** Terry reported that the SVLS fund balance was approximately $180,000 and said the Council had various options. The Council agreed to keep the money as is for now and review their options periodically.

D. **Expanding Collaborations:** Heidi Murphy asked if there were more ways that the libraries in SVLS could work together. She shared her recent experience with Sunnyvale in doing a joint recruitment for part-time staff, which was very successful. Heidi and Lisa Rosenblum will look into the implications with PERS. The group expressed interest in a clearinghouse for

foreign language vendors, sharing back-of-the-house activities and leveraging economies of scale.

V. **Reports:**

A. **PLP Executive Committee Report:** Rosanne Macek updated the group on the last PLP Executive Committee meeting. She reported that Heidi Murphy of Los Gatos has replaced John Alita on the PLP Executive Committee, so now there are three representatives from SVLS. The Committee received a presentation on the Predictive Index Management System, which is a science-based assessment tool that provides managers with accurate, actionable data quantifying the unique motivating needs and behavioral drives of employees and potential employees. Jane Light will be conducting a year-long Leadership Development Program for PLP. The PLP Innovation and Technology Opportunity Grants have also been announced.

B. **Report of System Administration:** Linda Crowe announced that CALIFA had received the grant to be the aggregator for CENIC and that they were in the process of working with the first group of libraries to fully assess where each library was currently and what was needed in each location.

C. **Agenda Building:** The Council agreed to meet quarterly. The next meeting was set for Friday, March 20, 2015 at 10:00 a.m.to be held at the new Santa Clara Northside Library.

D. **Public Comment:** No public comment.

E. **Adjournment:** The meeting was adjourned at 11:45 a.m.

santa clara county library district

Services & Support Center, 1370 Dell Avenue, Campbell, CA 95008-6604 | www.sccl.org | 408-293-2326

RECEIVED NOV 24 20

November 19, 2014

Rosanne Macek, Chair, Silicon Valley Library System
c/o Mountain View Public Library
585 Franklin St.
Mountain View, CA 94041

Dear Rosanne,

I am writing to formally request that Santa Clara County Library District rejoin the Silicon Valley Library System, and by extension the Pacific Library Partnership. Santa Clara County Library District will eliminate library card fees for non-District residents and use of limited cards based on residence on July 1, 2015.

Please let me know if you need anything else from me. We look forward to working together.

Sincerely,

Nancy

Nancy Howe
County Librarian

cc: Linda Crowe, Pacific Library Partnership

Exhibit D

LIBRARY SERVICES DEPARTMENT

Established 1909 --- Providing Access to Education, Information and Cultural Enrichment

City of Huntington Beach

Stephanie Beverage, Director of Library Services

February 5, 2015

Paymaneh Maghsoudi, President
California Library Services Board
c/o California State Library
P.O. Box 942837
Sacramento, CA 94237-0001

Dear President Maghsoudi,

The Huntington Beach Public Library is formally asking permission to join and affiliate with the Santiago Library System as a fully participating member under the CLSA as soon as possible. We are requesting a waiver of the notice deadline, so that we can affiliate starting July 1, 2015.

The Huntington Beach City Council eliminated the Nonresident Library card fee that prevented our participation under the CLSA at their February 2, 2015 Council meeting, and authorized our application for full membership in SLS (Santiago Library System) and inclusion under CLSA as soon as possible. I am attaching a copy of the resolution authorizing the removal of the fee and authorizing our membership in SLS, along with a copy of our letter to the Santiago Library System requesting affiliation. We look forward to being able to participate in the community of Public Libraries in California, under the CLSA, and in the Santiago Library System.

Sincerely,

Stephanie Beverage
Director of Library Services

SB:kmd

Enclosures: Letter of Intent to SLS
City of Huntington Beach, City Council Action, Approved 2/4/15, 7-0

HUNTINGTON BEACH PUBLIC LIBRARY
www.hbpl.org

Central Library and Cultural Center - 7111 Talbert Avenue, Huntington Beach, CA 92648 (714) 842-4481 Fax (714) 375-5180
Branches: Banning 375-5005 • Graham 375-5006 • Main St. 375-5071 • Oak View 375-5068

City of Huntington Beach

LIBRARY SERVICES DEPARTMENT

Established 1909 --- Providing Access to Education, Information and Cultural Enrichment

Stephanie Beverage, Director of Library Services

February 4, 2015

Jeanette Contreras, Chairperson
Santiago Library System
555 W. 6th St.
San Bernardino CA 92410

Dear Chairperson Contreras,

The Huntington Beach Public Library is formally asking permission to join and affiliate with the Santiago Library System as a fully participating member under the CLSA as soon as possible.

The Huntington Beach City Council eliminated the Nonresident Library card fee that prevented our participation under the CLSA at their February 2, 2015 Council meeting, and authorized our application for full membership in SLS (Santiago Library System) and inclusion under CLSA as soon as possible. I am attaching a copy of the resolution authorizing the removal of the fee and authorizing our membership in SLS. We look forward to being able to participate fully in the Santiago Library System.

Sincerely,

Stephanie Beverage
Director of Library Services

HUNTINGTON BEACH PUBLIC
LIBRARY
www.hbpl.org

Central Library and Cultural Center - 7111 Talbert Avenue, Huntington Beach, CA 92648 (714) 842-4481 Fax (714) 375-5180
Branches: Banning 375-5005 • Graham 375-5006 • Main St. 375-5071 • Oak View 375-5068

CITY OF HUNTINGTON BEACH
REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: 2/2/2015

SUBMITTED TO: Honorable Mayor and City Council Members

SUBMITTED BY: Fred A. Wilson, City Manager

PREPARED BY: Stephanie Beverage, Director of Library Services

SUBJECT: Adopt Resolution No. 2015-03 (Supplemental Fee Resolution No. 6) removing the Non-Resident Library Card fee from the City's Fee Schedule; and, authorize the Library Director to notify the California State Library

Statement of Issue:
The Huntington Beach Public Library has the opportunity to participate in a consortium of all public libraries in California to improve Internet service while realizing significant savings. On January 8, 2015, the California State Library informed the Huntington Beach Public Library that to participate in the consortium and to have the opportunity to join CENIC, ("Corporation for Educational Network Initiatives in California") we must be a California Library Services Act ("CLSA") member Library. To participate in CLSA, the library must participate in universal access and borrowing, and cannot impose a non-resident fee for a library card.

Financial Impact:
The removal of the fee will result in a slight reduction of revenue for the Library. Currently, there are 1,097 active non-resident cardholders out of a total of 45,757 active cardholders.

Recommended Action:
A) Adopt Resolution No. 2015-03, "A Resolution of the City Council of the City Huntington Beach Amending Resolution No. 2009-33 (Supplemental Fee Resolution No. 6)" authorizing the removal of the Non-Resident Library Card fee from the City's Fee Schedule; and,

B) Authorize the Library Director to notify the California State Library of the Huntington Beach Public Library System's intent to participate under CLSA and to join the Santiago Library System as a full member.

Alternative Action(s):
Do not approve the removal of the non-resident Library Card fee and do not participate in the CENIC Broadband Initiative and E-Rate Consortium to improve internet access for all Library patrons.

Analysis:
Since 1994, the Huntington Beach Public Library has imposed an annual fee on non-residents. The fee was introduced shortly after the Library expansion in 1994 and was designed to manage and control the demands for service from surrounding communities. At the time, the County of Orange was in bankruptcy and the surrounding branches of the Orange County Public Libraries system had reduced hours and budgets, leading many residents of Fountain Valley, Seal Beach, Westminster,

Costa Mesa and other Orange County cities to the newly expanded Huntington Beach Central Library.

Library utilization has changed over the past 20 years and the number of non-resident cardholders has steadily declined over the past decade. More recently, the library has seen a significant decline over the past five years in non-resident cardholders. The County Library budget has stabilized, and most of the County Library locations surrounding our City now have extended hours and improved book budgets. Overall demand for service at the Huntington Beach Public library has been very stable over the past five years.

The Huntington Beach Public Library is one of three public libraries in California with a non-resident fee. All of the remaining 184 public libraries are active participants in Library consortia and programs under the California Library Services Act. Santa Clara County Public Library implemented a non-resident fee in 2011 and is already in process to remove the fee so that they can again be a CLSA participant. Fullerton Public Library implemented a fee in 2003 and, after only three years, removed the fee.

This past year, the California State Library and the Governor have supported the implementation of an important new broadband initiative that will improve our overall service level for online access, while helping manage and reduce the costs for the provision of internet service through participation in CENIC. To participate in this program, libraries MUST actively participate in a CLSA Library system providing universal access and borrowing to residents of California.

The Huntington Beach Public Library stands to receive significant benefits from full participation under the CLSA. The CENIC membership and CalREN Internet network will make it easier for the Library to improve service and will help manage costs for this essential service. Participation in a CLSA Library system will also allow the Library to take advantage of programs, grants and support provided by the State Library to enhance services, collections and resource sharing.

Environmental Status:
Not applicable.

Strategic Plan Goal:
Enhance quality of life

Attachment(s):

1. Letter dated January 8, 2015, from the California State Library RE: Participation in California Public Library E-Rate Consortium
2. Resolution No. 2015-03, "A Resolution of the City Council of the City of Huntington Beach Amending Resolution No. 2009-33 (Supplemental Fee Resolution No. 6)"

RESOLUTION NO. 2015-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTINGTON BEACH AMENDING RESOLUTION NO. 2009-33 (SUPPLEMENTAL FEE RESOLUTION NO. 6)

WHEREAS, on June 15, 2009, Resolution No. 2009-33 was adopted, establishing a Citywide fee for public access and use of certain City property; and

The City Council desires to amend the Library Services Department Facility Rental, Equipment Use and Related Fees and Charges schedule to remove the Non-Resident Library Card Fee set forth in Exhibit "A," attached hereto and incorporated herein by this reference; and

NOW, THEREFORE, the City Council of the City of Huntington Beach does hereby resolve as follows:

That the amended charges set forth in Exhibit "A" and adopted by this Resolution shall be effective immediately following the adoption of this Resolution, and continue thereafter.

All other charges or fees as set forth in Resolution No. 2009-33 shall remain in effect.

PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the 2nd day of February, 2015.

Mayor

REVIEWED AND APPROVED:

City Manager

INITIATED AND APPROVED:

Director of Finance

INITIATED AND APPROVED:

Director of Library Services

APPROVED AS TO FORM:

City Attorney

15-4556/116394.doc

Res. No. 2015-03

STATE OF CALIFORNIA
COUNTY OF ORANGE) ss:
CITY OF HUNTINGTON BEACH)

I, JOAN L. FLYNN the duly elected, qualified City Clerk of the City of Huntington Beach, and ex-officio Clerk of the City Council of said City, do hereby certify that the whole number of members of the City Council of the City of Huntington Beach is seven; that the foregoing resolution was passed and adopted by the affirmative vote of at least a majority of all the members of said City Council at a **Regular** meeting thereof held on **February 2, 2015** by the following vote:

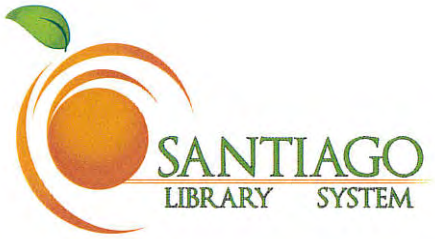
AYES: Posey, O'Connell, Katapodis, Hardy, Sullivan, Delgleize, Peterson
NOES: None
ABSENT: None
ABSTAIN: None

City Clerk and ex-officio Clerk of the
City Council of the City of
Huntington Beach, California

Library Services -- Facilities Rentals, Equipment Use, and Related Fees

Fee Description	Current Fee Amount	Recommended New Fee Amount
Library Card Fees		
~~Nonresident Library Card Fee (per card)~~	$ ~~25.00~~	$ ~~25.00~~
~~Nonresident Library Card Fee for Huntington Beach Business Owners~~	~~No Fee~~	~~No Fee~~
Replacement card Adults	$3.00	$ 3.00
Replacement card Children	$ 2.00	$ 2.00

Exhibit F



Santiago Library System
Executive Council Meeting Minutes
February 10, 2015
2:00 p.m.
Newport Beach Public Library

Present:

Jeanette Contreras	Placentia Library District, Chair
Mary McCasland	Buena Park Library District
Maureen Gebelein	Fullerton Public Library
Genesis Hansen	Mission Viejo Public Library
Tim Hetherton	Newport Beach Public Library
Yolanda Moreno	Orang Public Library
Sherry Toth	Orange County Public Library
Audrey Lujan	Anaheim Public Library
Stephanie Beverage	Huntington Beach Public Library
Maryruth Storer	Orange County Public Law Library
Carrie Lixey	Yorba Linda Public Library
Cindy Mediavilla	California State Library
Vera Skop	Santiago Library System
Mr. Jim Moser	Resident
Dave Curtis	Newport Beach Public Library

Absent:

Heather Folmar	Santa Ana Public Library

Call to Order

1. Call to Order – Chair Contreras called the meeting to order at 2:00 p.m.
2. Roll Call.
3. Adoption of Agenda. A motion to adopt the agenda was made. (Beverage/Lujan)
4. Oral Communications. Mr. Jim Moser, resident, commented on the value of readily shared resources and how it would be nice for patrons to have one library card that is accessible at all libraries. He also commented on how an integrated shared library catalog showing materials at all libraries would also be very useful. Maryruth Storer commented that it is time to file Form 700. Deadline to file Form 700 is April 1st.

Consent Calendar

5. Minutes from the December 9, 2014 Santiago Library System Executive Council Meeting (Received, File and Approved)

6. Financial Reports (Received, File & Approve)

Continuing Business

7. 14/15 Budget. Vera reported that the December statement still needs some adjusting. Most of our expenses occurred in January.

8. Enki Update. Vera reported that Enki has been paid for but that the usage statistics are very low. She asked if having a training session for staff would be helpful and the consensus was that it would be helpful. Locations for the training could possibly be Anaheim Public for the northern area and Mission Viejo for the southern libraries. Vera will look into training and report back.

New Business

9. Approval of Huntington Beach Public Library for full SLS membership. Stephanie Beverage reported that as of March 5, 2015 Huntington Beach Public Library will no longer charge a non-resident fee. Huntington Beach Public Library has submitted a letter to the California Library Services Board along with a letter to the Santiago Library System Executive Council requesting full membership in Santiago. Copies of these letters along with Huntington Beach City Council's approval of the change in non-resident fees were distributed to the SLS EC. A motion to accept Huntington Beach Public Library as a full member of the Santiago Library System was made. Motion carried. (Hansen/Lujan)

10. Strategic Initiatives Taskforce Update. Maureen reported that Stephanie Beverage, Maureen Gebelein and Genesis Hansen are members of this taskforce and one clear need was greater support for SLS committees. To start the planning process for SLS, Stephanie led the SLS EC through an exercise to brainstorm and identify system strengths, threats, challenges and opportunities.

11. Discussion & Approval of Santa Ana Public Library Associate Membership. Tabled.

12. Southern California Association of Law Libraries (SCALL offer). SCALL is offering a ½ day legal workshop in May for SLS library staff. Maryruth thought it would be worthwhile if staff at local public libraries could handle legal questions at their libraries instead of only sending patrons to their public law library. The workshop would be free to attend and Anaheim or Orange Public were offered as locations for the workshop. Vera will check into training and report back.

13. Shared RFP for e-resources. Sherry Toth said Helen asked if there were SLS members who might be interested in an Overdrive group purchase. Libraries are encouraged to contact Helen if they are interested. In the past, large libraries were not allowed to join consortiums. Helen will contact Overdrive and inquire into a possible group purchase.

14. February 4th workshop feedback. Vera reported that the evaluations for the February 4th Customer Service workshop came back very positive. Most rated the workshop as "very good" or "excellent." Cheryl was an excellent speaker and people indicated that they were motivated and it was well worth their time. Vera will send out the evaluation results soon.

15. Pitch an Idea grant. Jeanette wanted to know if the Executive Committee was interested in pitching a project as a System. Genesis suggested a "User Experience Audit" pitch. Genesis and Stephanie volunteered to work on this Pitch idea for SLS and will submit it next week.

16. Jeanette liked the idea from Mr. Moser for a universal library card and suggested a Pitch grant to develop the software to handle a universal card. Cindy offered to bring the idea to Greg's attention. Stephanie and Maureen volunteered to get more information and to work on a universal card for Orange County in the future.

17. PayPal. Vera reported that Santiago is getting more and more requests to accept credit cards. Other programs such as Event Bright or Brown Paper Tickets were also suggested. A motion for Vera to look into PayPal, Event Bright and Brown Paper Tickets and their costs, was made. Motion carried. (Lixey/Gebelein) Deposit accounts was also brought up. Vera will be able to set up deposit accounts. A motion to open a new bank account for member deposit accounts was made. Motion carried. (Gebelein/Moreno). Registration for the Performer's Showcase will be handled by Santiago Library System through the Administrative Assistant, per Council's agreement. Yorba Linda Public Library will no longer need to handle this assignment.

Reports

18. Executive Council.

19. Executive Director. Vera reported that the System Coordinators are meeting on March 3 before the Directors' Forum. PLSEP applications for 2015/2016 are due to the System by March 23rd. Vera asked if the Executive Council was interested in leadership training similar to the LA County training. The SLS EC said the cost of $3500/person was too high but would be interested if this was state funded.

20. State Library. Cindy reported that the Pitch-an-Ideas are due 1 week from today and this year they are grouping like pitches together scheduling the meetings in March. Calls start on the 9th of March and go thru March 27th. Approval for pitches will be around April 17th. Final pitches are due May 15th. The State Library is revising new forms so work with Cindy if you are having trouble.

Adjournment

21. Agenda Preparation for April 14, 2015 Executive Council Meeting at Orange County Public Law Library. Members would like to discuss shared marketing at the next meeting; ideas included a more robust web page with News about OC Libraries; where is my closest library; a quarterly ad in the local paper; and working to get library holdings in a Google search instead of only Amazon.

22. Review of Action Items.

23. Adjournment at 4:26 p.m.

Respectfully submitted by

Linda Andersen

Exhibit G

Pacific Library Partnership

August 21, 2014

Paymaneh Maghsoudi, President
California Library Services Board
P.O. Box 942837
Sacramento, CA 94237-0001

Dear Paymaneh,

The attached letter from Sean Reinhart, Director of Library and Community Services, City of Hayward, notifies the Pacific Library Partnership (PLP) of Hayward Public Library's intention to withdraw from membership in the consortium. As you can see, the letter was sent on August 6, 2014. This is past the six months required by the PLP JPA as well as the three-month deadline required by CLSA regulations. Therefore, the official withdrawal date will be July 1, 2015.

If there is any more information you need from PLP, please let me know. I will send the original in the mail.

Sincerely,

Linda Crowe
Chief Executive Officer
Pacific Library Partnership

2471 Flores Street | San Mateo, CA 94403 P: (650) 349-5538 | F: (650) 349-5089 | Website: www.plpinfo.org

CITY OF
HAYWARD
HEART OF THE BAY

August 6, 2014

Linda Crowe
Pacific Library Partnership
2471 Flores St.
San Mateo, CA 94403

Dear Linda,

This letter serves to notify you that effective July 1, 2014, Hayward Public Library is discontinuing its membership in the Bay Area Library and Information System (BALIS) and the Pacific Library Partnership (PLP).

We are discontinuing our membership due to resource limitations brought about by changes in State funding to public libraries.

In years prior to 2010, Hayward Public Library received grant monies from the State of California through the Public Library Fund (PLF). Membership in a cooperative library system was required to receive PLF grant monies.

In those past years, Hayward Public Library typically paid between $11,000-$13,000 per year in dues to maintain its membership in the BALIS/PLP cooperative system, and received over $50,000 in PLF grant monies per year as a direct result of this membership.

Since PLF was eliminated by Governor Brown, the financial incentive for Hayward Public Library to maintain membership in a cooperative system no longer exists. And, in recent years it has become increasingly apparent that PLF funding will not be restored in the foreseeable future.

Resources are limited, and as the administrator of Hayward's library system, I must make the most efficient possible use of available resources to benefit the community I serve. The funding that was previously utilized for BALIS/PLP membership dues will be redirected to other activities that serve the needs of Hayward residents.

The decision to discontinue membership is purely based in economic considerations, and is not a reflection of the quality of the BALIS/PLP organization nor its members in any way. I enjoy and benefit from connecting with each and every one of my counterparts in other library jurisdictions, and I look forward to maintaining those connections outside the context of BALIS/PLP.

It has been a pleasure working with you. Please feel free to contact me should you have any questions or need more information.

Sincerely,

Sean Reinhart

Sean Reinhart
Director of Library & Community Services
City of Hayward | 510-881-7956
sean.reinhart@hayward-ca.gov

cc: BALIS Administrative Council

Exhibit H

Consolidations and Affiliations Made Under CLSA

The following consolidations and affiliations have been made since 1978/79, the first year of CLSA. They are shown by year of effective date of first grant award. Grant awards are made for each of two years.

1978/79 (first year of CLSA)

a. Public library consolidations:
   - Crescent City Public Library/Del Norte County Library District
   - Vacaville Unified School District/Solano County Free Library
   - Calistoga Public Library/Napa City-County Library
   - Woodland Public Library/Yolo County Library (Note: This consolidation was reversed by initiative, and the grant award was returned to the State.)

b. Library System consolidations:
   - Berkeley-Oakland Service System/East Bay Cooperative Library System/BALIS

c. Affiliations: None

1979/80

a. Public library consolidations: None

b. Library System consolidations: None

c. Affiliations:
   - Buena Park Public Library/Santiago
   - Arcadia Public Library/MCLS
   - Dixon Public Library/MVLS
   - Del Norte County Library District/North State

1980/81

a. Public library consolidations: None

b. Library System consolidations: None

c. Affiliations:
   - King City Public Library/MOBAC
   - Livermore Public Library/BALIS

1981/82

a. Public library consolidations: None

b. Library System consolidations:
   - Los Angeles Public Library/Long Beach Public Library/MCLS
   - San Francisco Public Library/BALIS

c. Affiliations:
   - San Leandro Public Library/BALIS
     Palmdale Public Library/South State
   - Banning Public Library/Inland
   - Beaumont District Library/Inland

(San Leandro withdrew from BALIS at the end of its first year of membership and the second year of the grant was not awarded)

1982/83

a. Public library consolidations: None

b. Library System consolidations: None

c. Affiliations:
   - Hayward Public Library/BALIS
   - Los Gatos Memorial Library/South Bay

1983/84

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Thousand Oaks Public Library/Black Gold

1984/85

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Benicia Public Library/North Bay
d. System membership changes:
   - Kern County Library from South State to SJVLS

1985/86

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes:
   - Larkspur Public Library withdraws from North Bay

1986/87

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

1987/88

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

1988/89

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Inglewood Public Library/MCLS
d. System membership changes:
   - Thousand Oaks Public Library from Black Gold to MCLS *(waived contiguous borders requirement)*

1989/90

a. Public library consolidations:
   - Monterey County Library/King City Library
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes:
   - San Benito County Library from South Bay to MOBAC
   - San Juan Bautista Public Library from South Bay to MOBAC

1990/91

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Oxnard Public Library/MCLS *(waived contiguous borders requirement)*
   - Signal Hill Library/MCLS
d. System membership changes: None

1991/92

a Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

1992/93

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. Systems membership changes: None

1993/94

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes:
   - Monterey Public Library withdraws from MOBAC
   - Pasadena Public Library from MCLS to South State

1994/95

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Folsom Public Library/MVLS
   - Mariposa County Library/SJVLS
d. System Membership changes:
   - Los Gatos Public Library withdraws from South Bay

1995/96

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Rancho Cucamonga Public Library/Inland
   - Susanville Public Library/North State
   - Rancho Mirage Public Library/Inland
d. System Membership changes:
   - Huntington Beach Public Library withdraws from Santiago
   - Inglewood Public Library withdraws from MCLS

1996/97

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Inglewood Public Library/South State
   - Belvedere-Tiburon Library/North Bay
   - Mission Viejo Public Library/Santiago
d. System Membership changes:
   - Santa Ana Public Library withdraws from Santiago

1997/98

a. Public library consolidations: None
b. Library System consolidations: None
c: Affiliations:
   - Riverside County Library System/Inland
   - Riverside Public Library/Inland
d. System Membership changes: None

1998/99

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Calabasas Public Library/MCLS
   - Moreno Valley Public Library/Inland
   - Murrieta Public Library/Inland
d. System Membership changes: None

1999/2000

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Pleasanton Public Library/BALIS
d. System Membership changes:
   - Richmond Public Library from BALIS to North Bay

2000/01

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Larkspur Public Library/North Bay
   - Los Gatos Public Library/Silicon Valley
d. System Membership changes: None

2001/02

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Irwindale Public Library/MCLS
d. System Membership changes:
   - Colusa County Free Library from North State to MVLS

2002/03

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

2003/04

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes:
   - Dixon Unified School District Library District from MVLS to North Bay
   - Fullerton Public Library withdraws from Santiago

2004/05

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

2005/06

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

2006/07

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Fullerton Public Library/Santiago
d. System membership changes:
   - Richmond Public Library from North Bay to BALIS

2007/08

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
   - Monterey Public Library/MOBAC
   - Moorpark City Library/MCLS (waived contiguous borders requirement)
   - Victorville Public Library/Inland
   - Shasta Public Libraries/North State
d. System membership changes: None

2008/09

a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None

d. System Membership changes:
   - Merced County Library from 49-99 to SJVLS
   - San Juan Bautista City Library withdraws from MOBAC

2009/10

a. Public library consolidations: None
b. Library System consolidations:
   - BALIS/MOBAC/Peninsula/Silicon Valley merged to form Pacific Library Partnership
   - MVLS/North Bay/North State merged to form NorthNet Library System
   - MCLS/Santiago/South State merged to form Southern California Library Cooperative
c. Affiliations:
   - San Juan Bautista City Library/MOBAC
d. System membership changes:
   - Cerritos Public Library withdraws from SCLC

2010/11

a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations: None
d. System Membership change:
   - Ventura County Library from Black Gold to SCLC

2011/12

a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations:
   - Camarillo Public Library/SCLC
   - Santa Clarita Public Library/SCLC
d. System Membership changes:
   - Santa Clara County Library withdraws from PLP

2012/13

a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations: None
d. System Membership changes: None

2013/14

a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations: None
d. System Membership changes:
   - Nine library jurisdictions in Orange County withdraw from SCLC and reinstate as Santiago Library System
   - Santa Monica Public Library withdraws from SCLC (MCLS)

2014/15

a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations: None
d. System Membership changes: None

2015/16

a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations:
   - Santa Clara County Library District/PLP
   - Huntington Beach Public Library/Santiago
d. System Membership changes:
   - Hayward Public Library withdraws from PLP (BALIS)

NOTE: September 1, 1982 was the last filing date for affiliations before grants for this part of the Act ended. (CLSA Regulations, Section 20190(a)(3)).

Public Libraries not members of any System, July 1, 2015

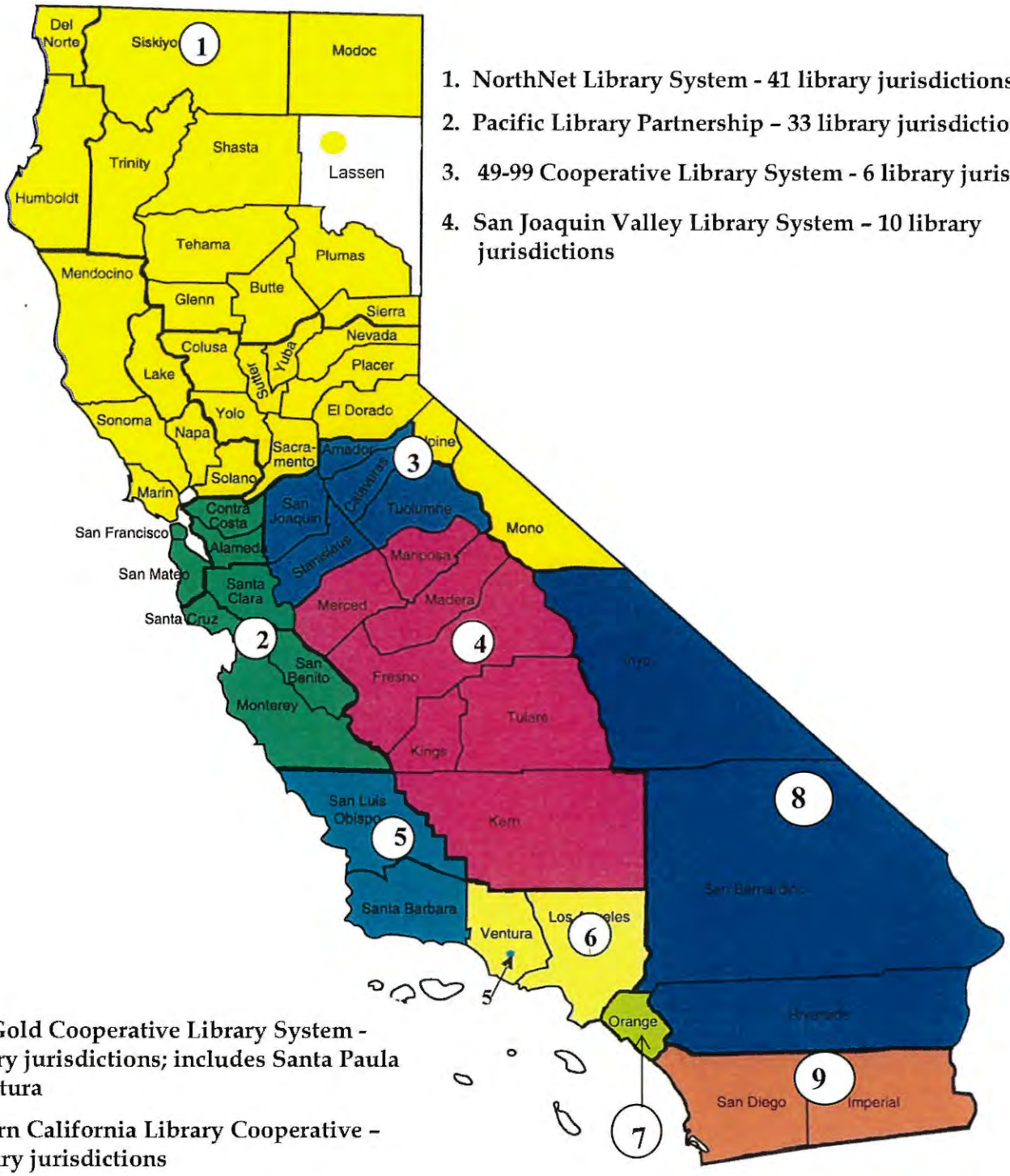
1. Cerritos Public Library *
2. (Redlands) A.K. Smiley Public Library
3. San Leandro Public Library * *(was in BALIS 1981/82 only)*
4. Santa Ana Public Library *
5. Santa Monica Public Library *
6. Simi Valley Public Library *(withdrew from Ventura Co Library System in Dec. 2011 and has not requested system membership)*
7. Vernon Public Library

* *CLSA ILL Participants*

Updated 3/13/15

CALIFORNIA LIBRARY SYSTEMS

Exhibit I



1. NorthNet Library System - 41 library jurisdictions
2. Pacific Library Partnership – 33 library jurisdictions
3. 49-99 Cooperative Library System - 6 library jurisdictions
4. San Joaquin Valley Library System – 10 library jurisdictions
5. Black Gold Cooperative Library System - 6 library jurisdictions; includes Santa Paula in Ventura
6. Southern California Library Cooperative – 38 library jurisdictions
7. Santiago Library System – 10 library jurisdictions
8. Inland Library System - 19 library jurisdictions
9. Serra Cooperative Library System – 13 library jurisdictions

Updated: March 16, 2015
R:/CLSA/System map

Document 5

INFORMATION

AGENDA ITEM: CLSA System Annual Report, FY 2013/14

GENERAL OVERALL PROGRAM UPDATES:

CLSA funds continue to support the Communications and Delivery (C&D) program at the cooperative system level. In FY 2013/14, C&D funds supported all or a portion of each System's physical delivery of materials. Some Systems provided communications activity through virtual attendance at various meetings and use of their website and listservs for facilitating communications to member libraries. Exhibit A provides a summary of activities and how communities benefited through state funding. Exhibit B displays a summary of the actual workload statistics for 2013/14. Exhibits C and D provide a brief history to show how statistics for communications and physical delivery have fared over time. For actual messages, some Systems have been unable to retrieve annual totals from their telecommunications systems, so for the last two years totals appear to be reduced drastically. For the physical delivery of items, a steady decrease may be seen as Systems are using electronic means to delivery items more often.

Expenditures for 2013/14: Exhibits E and F display CLSA and local funds expended in support of System Administration and C&D. Overall, 56% of total program funding for C&D was expended from CLSA funds, and 44% was expended from local funds. See Exhibit G for a summary of local member contributions.

Associate membership: At the September 2014 Board meeting, a request was made to poll System directors to ascertain whether their bylaws included affiliate/associate membership. Six of the nine Systems provide services for libraries outside their cooperative. Below is a summary of how each System handles associate memberships:

Black Gold: Fee-based services are available and include OverDrive, Enki books, Zinio magazines and Indieflix movies.

49-99: Affiliate membership is available if the membership would be mutually beneficial by a majority vote of the administrative council. A fee to participate in the delivery of materials shall be paid.

Inland: Although not currently in the bylaws, the administrative council will consider changing its bylaws to include associate memberships should there be interest in joining.

NorthNet: Does not have in its bylaws the provision of associate membership at this time.

PLP: Associate members are welcome and considered non-voting members of the administrative council.

Santiago: Any jurisdiction not eligible for CLSA funding may become an associate member.

SJVLS: There are no provisions for associate membership in the existing System agreement.

Serra: Libraries and information centers may become affiliate members by agreeing to participate in System activities.

SCLC: Associate membership shall be granted to libraries and information providers as set forth in the System's Standing Rules.

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:
Consideration of 2015/16 System Plans of Service.

Staff Liaison: Sandy Habbestad

Exhibit A

California Library Services Act
System Program Annual Report – FY 2013/14
Communications and Delivery Program

System	Goals for Meeting the Needs Through CLSA	Were Goals Met – How did the Community Benefit?
Black Gold Cooperative Library System	The primary goal is to provide delivery of materials to patrons as quickly as possible.	CLSA funds were used to partially cover the delivery contract. Black Gold members share an Integrated Library System (ILS). The community benefited because patrons are able to request items from libraries several hundred miles away and receive them very quickly, sometimes as soon as the next day.
49-99 Cooperative Library System	The primary goal is to delivery at least twice a week to member libraries. The System population is dependent on the availability of materials from member libraries.	CLSA funds helped to provide needed materials throughout the System service area through the delivery system. Patrons were able to request materials owned by other libraries. The delivery system moved "Book Club in a Box" kits to libraries that have book clubs. This is an extremely popular program which is greatly facilitated by the delivery system.
Inland Library System	Delivery of physical materials remains high in priority for members.	CLSA funds provided for the physical delivery of materials to all 19 public library members. Items were delivered within 10 working days for 95% of the time using the Riverside County Library system delivery, courier service, UPS, and the US Postal Service. Patrons in rural and geographically isolated areas benefited because of ILL services. The communities benefited by having access to the collection of all Inland member libraries, and receive materials from neighboring libraries in a timely manner. In times of smaller, sometimes non-existent, materials budgets this is extremely important. Because of the vastness of Inland (over 35,000 sq. mi.), the goal of facilitating virtual attendance at Admin. Council and all other meetings of member library staff, has been met with a subscription of GotoMeeting, enabling members to attend via VOIP or telephone. The Inland website was continually updated and recently revamped. The community benefited by having libraries whose leaders and staff

		work effectively with each other on a regular basis.
NorthNet Library System	Delivery has been unanimously identified by member libraries as the highest priority. Funding will be divided in an equitable manner to subsidize the cost of physical delivery among member libraries. A pilot program continues to be monitored and evaluated this year to test implementation of a shared software platform that can connect the System's different ILSs to create a scalable, virtual union catalog for the purpose of facilitating interlibrary loans. Due to the geographic size of the region, NorthNet libraries use a combination of delivery models, including the US Postal Service and other private delivery companies for remote locations with low volume, and contracted delivery services for moving high-volume loads between libraries in more populated areas. These systems are regularly reviewed and have been found to be very efficient and cost-effective.	CLSA funds provided connections that best meet the needs of individual member libraries. Delivery of materials was accomplished through contracts with two different vendors that provided deliveries to a number of the member libraries. The cooperation of libraries with several different ILSs agreements greatly improved and encouraged the sharing of resources through interlibrary loan on a much larger scale. Libraries that were not served by contract delivery vendors, primarily in the North State region, used the US mail service and/or UPS and were reimbursed for all their costs. The community benefited because items requested were delivered at an affordable cost in a timely manner.
Pacific Library Partnership (PLP)	Member libraries agree that their first priority for System funds is physical delivery. Libraries throughout the region depend on resource sharing to enhance the breadth and depth of their individual collections. There are four separate delivery services in the region with each receiving a subsidy that reflects delivery needs for that sub-system.	CLSA funding was primarily used in PLP libraries to move materials from library to library to support resource sharing. Each of the four geographic areas in the System received a subsidy that reflected delivery needs for that region. All delivery services were stable: PLS had five-day-a-week delivery using three system vans and drivers. A new van was purchased this year to replace an old van. SVLS contracted with PLS for delivery twice a week. BALIS and MOBAC libraries contracted with courier services for delivery two to three days a week, and there were two touch points once a week in Gilroy and San Mateo. System delivery moved over 3.8 million items in the PLP System area at a cost 18.5 cents per item.
San Joaquin Valley Library System (SJVLS)	Communications and delivery includes more than just physical delivery of library materials. Communications also entails the system-wide email services and the telecommunications network that connects the 113 locations to the data center and the ILS. CLSA funds will help subsidize physical delivery of materials, which has not declined.	CLSA funds helped to move materials between headquarters libraries through a contract service with the Fresno County Library and the County of Fresno (two different delivery systems). Each headquarters receives materials three times per week (except holidays). System delivery moved over 1.1 million items. The materials were moved in a timely manner, with minimal delays around certain holiday weekends.

Santiago Library System	Delivery is a top priority for System members. Meeting the expectation and customer demand is a goal of the delivery service. Communications funding will be used to support broadband connectivity between the SLS member libraries for the use of email and social media; and will be used to develop and maintain a System website in order to foster better communications between members by making them aware of the resources available throughout the county's libraries. The System will also explore the possibility of connecting to the CENIC backbone for broadband connectivity.	CLSA funds provided Orange County residents the ability to drop off library materials at any member public library. Each member library received a weekly delivery of library materials from the other members through a model of two hubs, one at Orange County Public Library for south county members and the other at Fullerton Public Library for north county members. Staff from member libraries made a weekly delivery/pick up at the closer of the two hubs. Delivery of items outside the Santiago service area was mailed back to their home library using UPS or USPS. Member libraries were reimbursed equally from C&D funding to pay for the mileage and transportation costs. The SLS website was created and maintained. An Online Resource Directory fostered better communication between members by making information about local resources available electronically throughout the county's libraries. Information included member's hours, special services and collections, meeting rooms, passport services, and more. Member libraries were able to enhance their communications/ broadband services from C&D funding. The funds were divided equally among members. As libraries added on more products, enhanced broadband connectivity enabled faster service and for more users.
Serra Cooperative Library System	Physical delivery of materials between member libraries is a priority for the System members.	CLSA funds were used to deliver materials throughout the System in a timely manner using a contract vendor and a hub/spoke model through the County of San Diego's delivery system. The benefit to the communities was the delivery of requested materials. The System website was also updated with lists that committees and directors find very popular and a good way to communicate.
Southern California Library System (SCLC)	The administrative council has identified delivery as one of the top priorities for the SCLC members. The residents of the two counties (Los Angeles and Ventura) see the libraries as a seamless group, giving them the ability to pick up and drop off materials at any member library. System staff will work on	CLSA funds kept materials flowing among SCLC members through the delivery system. In the greater Los Angeles and Ventura counties, residents expect library services to be seamless. That's the benefit of System delivery. CENIC is in the process of moving the project forward. The website was redesigned to be more user-friendly,

	the California LibraryNet (aka CENIC project) to develop an implementation plan for broadband rollout to connect member libraries to the CENIC backbone.	improving communications between member library, posting SCLC meetings to comply with Brown Act requirements. Other projects included meetings and communications via conference centers and webinars.

Non-CLSA funded activities:

Black Gold: Local funds paid for:

- The network connections from 29 library buildings to the server in San Luis Obispo
- Access to Public Access Catalog
- A telephone service which allows patrons to call in to renew items via an 800 number, and also calls patrons to let them know when a requested hold is available or when items are overdue.
- A separate public Internet connection for all the libraries in order to provide connectivity where available, and WiFi.
- A shared OverDrive subscription for downloadable ebooks and audiobooks.

49-99: Local funds supported the staff at each library who prepare and receive the deliveries. Local funds supported communications among member libraries through e-mail.

Inland: Riverside County Library System subsidized the major portion of the cost of delivery to five Inland members who share a common ILS. Riverside County paid for much of the delivery staff, delivery vehicle maintenance, and overhead costs.

NorthNet: Libraries in Marin County, Marinet, funded and used a courier service for Link+ to share resources with other libraries throughout the state that use Innovative Interfaces, Inc. for their ILS. All member libraries provided Internet services that allowed them to communicate and share resources with other members via listserv messages, interlibrary loan communications, and the Overdrive collection shared by the majority of the members.

PLP: Member libraries in PLS paid $408,608 in local funds so they can have 5-day-a-week delivery, since the shared ILS encourages robust system-wide delivery. $40,000 was included for a new delivery van. Monterey Public and Pacific Grove Public libraries pay $2,000 for an extra day of deliveries per week. This is to facilitate the traffic generated by a shared ILS. In December 2013 the PLP libraries in the PLS sub-system were designated pilot libraries by CENIC and over the course of the year migrated from their Opt-E-Man network infrastructure, a shared network at San Mateo County Community College District to CalREN with its own 10 gigabit pipe. As of June 30, 2014, the 33 libraries, plus two administrative sites have one gigabit of bandwidth. This broadband upgrade was funded with local funding, but will serve as a model for other PLP libraries.

SJVLS: A shared ILS is maintained, which allows all member libraries and their branches (113) equal access to shared collections.

Santiago: The SLS Executive Committee contributed many in-kind hours re-establishing itself as a cooperative. Improved communication between member libraries was provided by establishing five SLS committees, who met quarterly to organize, set goals, network and promote cooperation. To assist committees in their work, in-kind funds paid for an all-day Teamwork workshop in which 30 staff members participated. 80 staff members participated in the 2014 Orange County Performer's Showcase.

Serra: The County of San Diego provides significant in-kind services by making their delivery system available to the Serra library members in the county.

SCLC: Local funds support the staff at each library who prepare and receive the deliveries. Local funds supported communications among member libraries through e-mail and social media.

System Annual Report summary C&D 13-14

System Communications & Delivery Program
2013/14 Service Methods and Workloads

System	Actual Comm. Workload (Messages)	Telecommunications Systems Usage			Actual Delivery Workload (Items)	Physical Delivery Systems Usage					Actual Miles Traveled By All Delivery
		Phone Fax	Internet E-mail	Other		System Van	Con-tracted Delivery	US Mail	UPS	Other	
BLACK GOLD	141,174	65%	35%	NA[a]	428,643	NU	97%	2%	0.5%	0.5%	57,919
49-99	NA	NA	NA	NU	7,332	NU	100%	NU	NU	NU	71,000
INLAND	9,300	34%	65%	1%[b]	250,269	NU	1%	0.5%	0.5%	98%[c]	43,397
NORTHNET	252	100%	NA	NU	3,683,940	NU	79.5%	0.5%	20.0%	NU	234,109
PLP	2,308	100%	NA	NU	3,801,934	70%	28.9%	1%	0.0%	0.1%	126,620
SJVLS	Unknown[d]	NA	NA	NA	1,155,544	98%	2%	0%	0%	NU	87,600
SANTIAGO	2,350	32%	68%	NU	4,427	NU	0%	5%	5%	90%[e]	11,232
SERRA	33,000	21%	79%	NU	8,275	NU	50%	2%	1%	47%[f]	48,000
SCLC	NA	NA	NA	NU	23,465	NU	97%	3%	NU	NU	76,567
TOTALS	188,384	56%	44%	0.1%	9,363,829	40.5%	48.1%	0.7%	7.9%	2.8%	756,444

NA - Not Available; or unable to determine

NU - Not Used

[a] Unable to determine the number of message going though the Telecom MPLS network

[b] Go to Meeting

[c] Riverside County Library system delivery van

[d] Two years ago Fresno County transitioned SJVLS to a VOIP system making the detail on number of phone messages unavailable. SJVLS transitioned to a Microsoft cloud service for Interview email and no longer has the ability to generate any countes from the server.

[e] Delivery vans from member libraries

[f] County of San Diego delivery system hub/spoke model

System C&D workload activity FY13-14

Exhibit B

SYSTEM COMMUNICATION WORKLOAD HISTORY*

SYSTEM	Actual Messages									
	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
BALIS	8,718	3,668	3,620	2,200	2,000	**				
BLACK GOLD	473,691	476,198	383,851	643,364	837,576	667,564	623,021		129,814	141,174
49-99	11,900	5,170	20,900	3,970	3,970	3,970	325		565	NA
INLAND	6,984	4,647	NA	2,573	1787	4,151	5,200		6,720	9,300
MCLS	233,796	310,061	468,115	200,675	200,675	**				
MOBAC	1,142	1,310	2,250	1,600	1,200	**				
MVLS	20,000	16,000	30,000	17,700	17,500	**				
NORTH BAY	55,402	48,452	49,200	59,520	61,500	**				
NORTH STATE	45,215	34,729	17,495	38,654	43,979	**				
NORTHNET						59,274	53,436		360	252
PLP						343,656	144,532		2,220	2,308
PLS	287,743	281,238	284,075	306,250	356,300	**				
SJVLS	329,034	478,256	436,550	702,800	647,065	850,598	859,135		NA	NA
SANTIAGO	100,500	100,500	121,457	4,786	5,145	**				2,350
SERRA	7,462	14,506	24,950	19,300	22,100	20,650	21,575		33,000	33,000
SVLS	10,472	7,975	20,000	6,200	5,450	**				
SOUTH STATE	5,127	3,700	4,400	4,291	4,612	**				
SCLC						640,753	207,310		25,829	NA
TOTAL	1,597,186	1,786,410	1,866,863	2,013,883	2,210,859	2,590,616	1,914,534	No Funding	198,508	188,384

*10 year history

**2009/10 Communication & Delivery workload reflected under new System name as a result of System consolidations approved by the Board in August 2008.

NA - Not Available

SJVLS: In 2012 Fresno County transitioned SJVLS to a VOIP system making the detail on number of phone messages unavailable.
SJVLS transitioned to a Microsoft cloud service for interview email and no longer have the ability to generate any counts from the server.

Exhibit C

SYSTEM DELIVERY WORKLOAD HISTORY*

SYSTEM	Actual Items Physically Delivered									
	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
BALIS	36,715	33,638	33,425	33,940	32,660	**				
BLACK GOLD	849,264	896,090	1,038,322	1,196,129	1,734,395	1,636,374	1,521,707		581,971	428,643
49-99	398,250	410,200	425,875	425,875	425,875	364,600	333,835		4,602	7,332
INLAND	144,891	134,607	152,571	238,291	286,257	1,179,395	278,645		6,052	250,269
MCLS	67,323	67,323	63,787	80,919	64,437	**				
MOBAC	110,152	114,098	112,680	113,500	113,625	**				
MVLS	270,000	276,000	782,262	1,048,300	1,086,757	**				
NORTH BAY	3,306,102	4,144,896	3,913,206	4,544,462	4,734,728	**				
NORTH STATE	452,244	485,407	543,159	550,727	1,149,265	**				
NORTHNET						6,970,454	6,347,286		3,683,700	3,683,940
PLP						3,084,658	3,083,588		3,152,760	3,801,934
PLS	2,247,956	2,261,544	2,286,800	2,603,528	2,808,008	**				
SJVLS	441,714	488,120	511,777	784,857	766,044	1,161,606	1,156,870		1,191,435	1,155,544
SANTIAGO	13,000	13,000	13,000	1,400	9,984	**				4,427
SERRA	152,626	141,718	131,466	135,252	158,652	153,685	150,567		37,583	8,275
SVLS	39,278	31,275	31,000	27,250	26,230	**				
SOUTH STATE	1,255	1,255	1,255	1,255	8,018	**				
SCLC						84,421	127,145		69,303	23,465
TOTAL	8,530,770	9,499,171	10,040,585	11,785,685	13,404,935	14,635,193	12,999,643	No Funding	8,727,406	9,363,829

*10 year history

**2009/10 Communication & Delivery workload reflected under new System names as a result of System consolidation approved on August 7, 2008.

Exhibit D

Exhibit E

Summary of System Administration Expenditures for FY 2013/14

System	CLSA Expenditures	Local Expenditures	Total Expenditures
BLACK GOLD	$ 15,678	$ 311,449	$ 327,127
49-99	15,519	3,141	18,660
INLAND	40,498	37,315	77,813
NORTHNET	85,837	69,075	154,912
PLP	70,653	245,039	315,692
SJVLS	25,192	171,174	196,366
SANTIAGO	20,362	0	20,362
SERRA	28,316	2,898	31,214
SCLC	73,945	316,768	390,713
TOTAL	$ 376,000	$1,156,859	$1,532,859

LSTA funds spent on System Administration PLP $77,730

Exhibit F

Summary of Communications and Delivery Expenditures for FY 2013/14

System	CLSA Expenditures	Local Expenditures	Total Expenditures
BLACK GOLD	$ 62,711	$ 181,747	$ 244,458
49-99	62,077	546	62,623
INLAND	161,990	0	161,990
NORTHNET	343,351	177,744	521,095
PLP	282,610	2,000	284,610
SJVLS	100,767	839,391	940,158
SANTIAGO	81,446	0	81,446
SERRA	113,263	0	113,263
SCLC	295,785	0	295,785
TOTAL	$1,504,000	$1,201,428	$2,705,428

Exhibit G

LOCAL MEMBER CONTRIBUTIONS TO CLSA SYSTEM SERVICES
FY 2013/14

	CLSA System Communications and Delivery		
System	Percent of CLSA Expenditures for C&D	Percent of Local Funds for C&D	Total Expenditures for C&D
BLACK GOLD	26%	74%	$ 244,458
49-99	99%	1%	62,623
INLAND	100%	0%	161,990
NORTHNET	66%	34.0%	521,095
PLP	99%	1%	284,610
SJVLS	11%	89%	940,158
SANTIAGO	100%	0%	81,446
SERRA	100%	0%	113,263
SCLC	100%	0%	295,785
TOTAL PERCENT	56%	44%	100%
TOTAL EXPEND.	$ 1,504,000	$ 1,201,428	$ 2,705,428

2013/14 Expenditures:

	CLSA	Local	LSTA	Total
Administration	376,000 (23%)	1,156,859 (72%)	77,730 (5%)	1,610,589
Comm. & Delivery	1,504,000 (56%)	1,201,428 (44%)		2,705,428
Total	1,880,000 (43%)	2,358,287 (55%)	77,730 (2%)	$4,316,017

System Program Local Member Contributions 13-14

Lighting Up Libraries
High-speed Broadband in California Public Libraries

An Update on the First Nine Months

April 2, 2015

California
STATE LIBRARY
FOUNDED 1850
PRESERVING OUR HERITAGE, SHAPING OUR FUTURE

Greg Lucas, State Librarian of California

EXECUTIVE SUMMARY

In just the first nine months of the governor and the Legislature's "Lighting Up Libraries" initiative, 54 library jurisdictions with 389 individual libraries – about one-third of the state's public libraries – are poised to dramatically increase their bandwidth while cutting their monthly service charges by nearly two-thirds.

By 2020, all of California's 1,112 public libraries will have connectivity worthy of a state known worldwide for its innovation.

A needs assessment conducted two years ago by the State Library – http://www.library.ca.gov/lds/docs/Public_Library_Broadband_Assessment_2014.pdf – found that nearly two-thirds of public libraries operate at "slow" or "very slow" speeds.

In many places in California, private residences have significantly better connectivity for far few users.

Improving public library bandwidth – "Lighting Up Libraries" – is a statewide game changer.

Better bandwidth allows public libraries to truly be community information hubs, connecting the more than 21 million Californians with library cards to the essential online resources necessary for 21st Century digital citizenship.

"Lighting Up Libraries" will mean patrons can enjoy speedier, more productive sessions on terminals – potentially shortening the lines that exist in many libraries waiting for a free screen.

"Lighting Up Libraries" will also allow video-conferencing and streaming media, let librarians and patrons create content as well as boost wireless access.

Libraries will be able to collaborate with each other on digital offerings and engage with arts, cultural, research and education institutions throughout the state – and beyond.

The State Library is partnering on this project with the Corporation for Education Network Initiatives in California – CENIC, as it likes to be called – and

the Califa Library Group, a not-for-profit entity acting as the state's fiscal and administrative agent.

A continuous appropriation of $2.25 million is contained in the budget for the 2014-2015 fiscal year to allow libraries to be part of CENIC's 3,800-mile, fiber optic network. Lawmakers and the governor also included $1 million in grants to help libraries in underserved and rural communities purchase equipment or make site improvements needed to connect to the network.

Shortly after the beginning of the new fiscal year on July 1, Califa, CENIC and the State Library will begin the application process for the second year of hookups.

This earlier startup date is partly due to the lengthy time table between applying and receiving a federal E-Rate discount, which can reduce a library's monthly broadband service charge up to 90 percent.

E-Rate discounts – and an additional state discount through the California Teleconnect Fund – are a key reason the libraries in the first round of hookups are seeing such a dramatic drop in their monthly bills.

For example:

The City of Azusa's library currently pays $1,250 per month for a "slow" 50 megabits per second connectivity. Now it will pay $72.50 each month for 1 gigabit (1,000 megabits) per second.

Another important lesson learned this year is that the longer the period available to accommodate local decision-making timelines and needed site improvements, the better.

Essential to a successful "Lighting Up Libraries" is the grants offered to cash-strapped libraries for the equipment and network upgrades necessary to high-speed connectivity.

The $1 million allocated by the governor and lawmakers in this year's budget is a key factor in allowing participation in the program by libraries in underserved and rural communities – the very libraries who would benefit most from the opportunities created through better connectivity.

Recognizing the barriers to participation removed by extending this kind of financial assistance, the State Library used an additional $700,000 in one-time funds approved by the governor and the Legislature to support libraries to augment the program.

The grants, up to a maximum of $30,000 per applicant library, are awarded based on per capita spending on libraries by jurisdiction, a methodology used previously by the State Library for various grant programs.

No money for this critical piece of "Lighting Up Libraries" is currently in the proposed budget for the fiscal year beginning July 1, 2015.

Extrapolating from applications already received, a potential need of roughly $13 million over the next five years – $2.6 million annually – has been identified by the State Library.

More detail on program needs can be found at the end of this update. A timeline of actions taken by the State Library and its partners over the past nine months follows the report.

Habbestad, Sandy@CSL

Subject: FW: [calix] REMINDER!! LETTERS URGENTLY NEEDED IN SUPPORT OF INCREASING LIBRARY FUNDING IN STATE BUDGET

Attachments: BudgetAsk.subcommitteessampleletter2015_v2.doc

CALIFORNIA LIBRARY ASSOCIATION

March 31, 2015

TO: CLA MEMBERS/ SYSTEMS/ NETWORK CONTACTS

FROM: Mike Dillon, CLA Lobbyist
Christina DiCaro, CLA Lobbyist

RE: **News From the Capitol**

I. CALL TO ACTION – LETTERS NEEDED BY APRIL 15th IN SUPPORT OF INCREASED STATE LIBRARY FUNDING

The Assembly and Senate Budget Subcommittees on Education Finance – the subcommittees that have jurisdiction over the California State Library and public library funding - have been meeting weekly at the Capitol to discuss Governor Brown's 2015-16 proposed State Budget. In late April, these two subcommittees will meet to discuss the possibility of appropriating new library funding in this year's Budget, at CLA's request. We need your help to get our message to these key legislators. Without the support of these 8 Senators and Assemblymembers (listed below), it will not be possible to include new funding in the 2015-16 State Budget year for public libraries.

Take Action Today: The "Budget Ask"

CLA is requesting your help in writing to the members of the two subcommittees to urge their strong support of a proposal to provide $11.5 million in new funding for three very important library programs. The CLA Legislative Committee has developed the following "Budget Ask" for the 2015-16 Budget. This "ask" was developed based on feedback from your "Day in the District" visits with Legislators, where many of you told your Senators and Assemblymembers that more funding for the California Library Services Act is critical. Additionally, the roll-out of the Governor's Broadband proposal for libraries and his "AB 86" adult education consortia reforms necessitate additional funding.

Specifically, CLA is requesting $11.5 million in new funding:

- $4 million for the California Library Services Act
- $2 million for the California library literacy program
- $5 million for connectivity grants, to assist libraries in joining the new broadband network operated by the Corporation for Education Network Initiatives in California (CENIC)
- $500K in administration costs and staff for the CLSA and broadband project.

Please take a minute today to use the attached "sample letter," adapting it to reflect the specific needs of your own library or programs, and mail or fax it to the following key legislators. Note: Your letters should be received by these subcommittee members by April 15.

Senate Budget Subcommittee Number 1 on Education Finance

Senator Marty Block, Chair
Senate Budget Subcommittee No. 1 on Education Finance
State Capitol, Room 4072
Sacramento, CA. 95814
Fax: (916) 651-4939

Senator Ben Allen, Member
Senate Budget Subcommittee No. 1 on Education Finance
State Capitol, Room 2054
Sacramento, CA. 95814
Fax: (916) 651-4926

Senator Mike Morrell, Member
Senate Budget Subcommittee No. 1 on Education Finance
State Capitol, Room 3056
Sacramento, CA. 95814
Fax: (916) 651-4923

Assembly Budget Subcommittee Number 2 on Education Finance

Assemblymember Kevin McCarty, Chair
Assembly Budget Subcommittee No. 2 on Education Finance
State Capitol, Room 2160
Sacramento, CA. 95814
Fax: (916) 319-2107

Assemblymember Rocky Chavez, Member
Assembly Budget Subcommittee No. 2 on Education Finance
State Capitol, Room 2170
Sacramento, CA. 95814
Fax: (916) 319-2176

Assemblymember Young Kim, Member
Assembly Budget Subcommittee No. 2 on Education Finance
State Capitol, Room 4177
Sacramento, CA. 95814
Fax: (916) 319-2165

Assembymember Patrick O'Donnell, Member
Assembly Budget Subcommittee No. 2 on Education Finance
State Capitol, Room 4166
Sacramento, CA. 95814
Fax: (916) 319-2170

Assemblymember Phil Ting, Member
Assembly Budget Subcommittee No. 2 on Education Finance
State Capitol, Room 3123
Sacramento, CA. 95814
Fax: (916) 319-2119

II. SENATE RESOLUTION CELEBRATES "CALIFORNIA LIBRARY WEEK"

Senator Lois Wolk, a long-standing library champion during her time in the California Legislature, recently introduced a resolution on behalf of the California Library Association (CLA), to celebrate "California Library Week." The official resolution, SCR 31, recognizes the tremendous work of public libraries, library staff, and the California State Library, and encourages libraries throughout the state to celebrate these efforts during the week of April 12 through April 18, 2015. ("California Library Week" also coincides with "National Library Week.")

Joining author, Senator Wolk on the resolution, are co-authors, Senators Jerry Hill, Carol Liu, and Jim Nielsen (author of the Public Library Foundation legislation), and Assemblymen Mike Gatto and Rich Gordon.

"California Library Week" is a great time to consider inviting a legislator to your library to tour your facility.

CLA would like to extend a special "thank" you to Senator Wolk for introducing SCR 31.

SAMPLE LETTER

April ___, 2015

The Honorable Kevin McCarty, Chair
Assembly Budget Subcommittee No. 2 on Education Finance
State Capitol, Room 2160
Sacramento, CA. 95814

RE: **CALIFORNIA STATE LIBRARY BUDGET – Support for funding for:**
California Library Services Act – 6120-211-0001
California Library Literacy Services – 6120-213-0001
Statewide Library Broadband Services – 6120-215-0001

Dear Assemblyman McCarty,

On behalf of the [insert library/interest group, etc.], I would like to request your support of an $11.5 million augmentation request in this year's State Budget, which will greatly benefit three important public library services. Your subcommittee is scheduled to review the State Library Budget at the end of April, and a discussion of specific additional funding for these four items under your purview, would be appreciated.

As you are aware, public libraries have endured significant, deep cuts at the State level for over a decade – 91% in reductions, to be specific. These Budget reductions impacted and put pressure on important library resources most severely during the recession a few years ago as the demand for services skyrocketed. [Describe some of the increased pressures for service – e.g. patrons crafting resumes, filing for the Affordable Care Act, programs for seniors and children, adult learners on waiting lists] Our libraries are the cornerstone of communities and remain more vibrant than ever. As California continues its slow recovery, it is essential that the state begin rebuilding its commitment to public libraries. This year's Budget contains no new appropriations for libraries and eliminates $4 million in one-time appropriations included in the 2014-15 Budget. We request you include the following additional funding in this year's Budget:

- **$4 million for the California Library Services Act.**

This money is used by the 8 regional systems throughout the state to collaboratively share resources.

- **$2 million for the California Library Literacy Program.**

This money will assist thousands of adults who are currently on "wait lists" at public libraries and in need of literacy services. This money will allow libraries to absorb some of the additional adults who need to be served as part of the "AB 86" adult education reforms, being spearheaded by Governor Brown.

- **$5 million in connectivity grants.**

This money will assist libraries that need additional help in joining the new broadband network operated by the Corporation for Education Network Initiatives in California (CENIC).

- **$500K in administration costs and staff** for the CLSA and the broadband project.

Thank you for your consideration of these issues benefitting public libraries when they are before your subcommittee later this month.

Sincerely,

[Name, position]

cc: Members of the Budget Subcommittee on Education Finance

Summary of Board position on bills and other legislation:

Date Adopted by the Board	Homework Assistance
April 2007	Adopted a position of support for AB 1233, Homework Assistance.
	Legislation
February 1999	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.
April 1999	Adopted a position of support for SB 927, Newspaper Preservation.
April 2000	Adopted a position of support for AB 2757, relating to telephonic reading system.
June 2000	Adopted a position of support for SB 1774, Computer Access, *if* amended so that CSL administers the program for public libraries.
April 2001	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.
August 2001	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.
February 2003	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.

October 2005	Adopted a position recommend and endorse all bills supporting librarians, in addition to those that support the teachers, parity and equity in their practices.
August 2008	Adopted a position of support for increased funding for the National Library Service for the Blind and Physically Handicapped.
March 2014	Letters of support for restored funding for TBR, PLF, and new funding for Digitization.
	Letters of support for Broadband to both house chairs of the Budget Subcommittee on Education Finance.

Library Construction/Facilities

February 1999	Adopted a position of support for SB 3, public library construction and renovation bond act.
May 2002	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.
February 2003	Adopted a position of support for SB 40 and AB 222, which propose a public library construction bond measure for 2004.
October 2005	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.
April 2007	Adopted a position of support for SB 156, the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2008.
August 2008	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

February 1999	Adopted a position of support for increased funding for the Library of California Act.
February 2001	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.

February 2003 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)

February 1999 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.

August 2001 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.

February 2003 Adopted a position of support for the 2003 reauthorization of the Library Services and Technology Act (LSTA).

Literacy

February 1999 Adopted a position of support for increased funding for the Families For Literacy Act and the California Library Literacy Service Act.

June 1999 Adopted a position of support for SB 571, Family Literacy.

April 2007 Adopted a position of support for AB 1030, Literacy and English Acquisition Services, young adult component.

February 2008 Support for CLLS and urge Governor to not eliminate it as introduced in Senate Republican's version of the proposed 2008-09 state budget.

Rulemaking procedure

February 1999 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.

February 1999	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."
August 1999	Moved to modify the proposed Library of California regulations and initiate a second public comment period.
November 1999	Moved to submit the proposed regulation to the Office of Administrative Law.
February 2000	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

April 1999	Adopted a position to accept testimony on AB 1289, California School Library Media Teacher Expansion Program.
April 2000	Adopted a position of support for AB 2311, School libraries: California School Library Media Teacher Expansion Program.
April 2001	Adopted a position of support for AB 336, School Library Pilot Program.
February 2002	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.)*
February 2003	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.
April 2007	Adopted a position of support for AB 333, School libraries: online databases: subscriptions

Young Adult Services

February 1999	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.

Updated 3/27/14