California STATE LIBRARY

FOUNDED 1850

PRESERVING OUR HERITAGE, SHAPING OUR FUTURE

Library Development Services Bureau
900 N Street, Suite 400
P.O. Box 942837
Sacramento, California 94237-0001
(916) 653-7532 phone
(916) 653-8443 fax

The California Library Services Board

OCTOBER 14, 2016 BOARD MEETING

MEETING NOTICE

California Library Services Board
October 14, 2016
9:30am – 4:00pm

LSTA Advisory Council on Libraries Meeting
Immediately following Board business meeting

Stanley Mosk Library & Courts Building
914 Capitol Mall, Room 500
Sacramento, CA 95814

For further information contact:
Annly Roman
California State Library
P.O. Box 942837
Sacramento, CA 94237-0001
(916) 323-0057
Annly.Roman@library.ca.gov
http://www.library.ca.gov/loc/board/agendas/agendas.html

Additional call-in locations are as follows:

Black Gold Office
391 Front Street, Suite F
Grover Beach, CA 93433

Fresno County Public Library
Conference Room, 2nd Floor
2420 Mariposa Street,
Fresno, CA 93721

Humboldt County Library
Community Meeting Room
1313 3rd Street
Eureka, CA 95501

Marin County Free Library
Training Room
1600 Los Gamos Drive, Suite 180
San Rafael, Ca 94903

Pacific Library Partnership
2471 Flores Street,
San Mateo, CA 94403

Southern California Library Cooperative
248 E. Foothill Blvd, Suite 101
Monrovia, CA 91016

A. BOARD OPENING

1. **Welcome and Introductions**
   Welcome and introductions of Board members, staff, and participants
2. **Adoption of Agenda**
   Consider agenda as presented or amended
3. **Approval of July 2016 Board Minutes – *Document 1***
   Consider minutes as presented or amended
4. **Election of Board Officers for 2017 – *Document 2***
   a. Report from the Nominating Committee
   b. Consider nominations for Board President and Vice-President for 2017
5. **Board Meeting Schedule for 2017 – *Document 3***

B. REPORTS TO THE BOARD

1. **Board President's Report**
   Report on activity since last Board meeting
2. **Board Vice-President's Report**
   Report on activities since last Board meeting
3. **Chief Executive Officer's Report**
   Report on activities since last Board meeting
4. **Broadband Update Report**
   Update on technology improvement grants and broadband efforts
5. **State Library Literacy Program Report – *Document 4***
   Informational report on the State Library's literacy program

C. CLSA PROGRAM ITEMS FOR INFORMATION/ACTION

BUDGET AND PLANNING
1. **System Amended Plans of Service – *Document 5***
   Consider 2016/17 CLSA System Amended Plans of Service for the $1.75 million in ongoing funding
2. **CLSA Budget for FY 2016/17 – *Document 6***
   Report on the status of the $1.5 million in one-time funds allocated at the July 2016 CLSB meeting and consider remaining 2016/17 new one-time funds of $1.5 million for CLSA.

D. CLSA REGULATIONS – *Document 7*
Review and discuss language for the amendments to the CLSA regulations

E. BOARD DISCUSSION ITEMS 2015/2016
1. **Becoming entrepreneurial – public/private partnerships**
2. **Collaboration among multi-type libraries**

F. LEGISLATIVE UPDATE

Update on federal and state legislative issues

G. <u>PUBLIC COMMENT</u>
Public comment on any item or issue that is under the purview of the State Board and is not on the agenda

H. <u>COMMENTS FROM BOARD MEMBERS/OFFICERS</u>
Board member or officer comment on any item or issue that is under the purview of the State Board and is not on the agenda

I. <u>OLD BUSINESS</u>
Board Member Orientation – January?

J. <u>AGENDA BUILDING</u>
Agenda items for subsequent State Board meetings

K. <u>ADJOURNMENT</u>
Adjourn the meeting.

California Library Services Board Meeting

July 12, 2016

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

Welcome and Introductions

President Bernardo called the California Library Services Board (CLSB) meeting to order on July 12, 2016 at 1:04 p.m. She asked those attending to introduce themselves.

Board Members Present: Anne Bernardo, Brandy Buenafe, Gary Christmas, Aleita Huguenin, Florante Ibanez, Paymaneh Maghsoudi, Gregory McGinity, Peter, Mindnich, Elizabeth Murguia, Eric Schockman, Sandra Tauler, and Connie Williams.

California State Library Staff Present: State Librarian Greg Lucas, Deputy State Librarian Gerry Maginnity, Lisa Dale, Susan Hanks, Wendy Hopkins, Lena Pham, Monica Rivas, and Annly Roman.

Adoption of Agenda

> *It was moved, seconded (Christmas/Maghsoudi) and carried unanimously that the California Library Services Board adopts the agenda of the July 12, 2016 meeting.*

Approval of April 2016 Board Minutes

> *It was moved, seconded (Maghsoudi/Murguia) and carried by a vote of 11 ayes and 1 abstention (Tauler) that the California Library Services Board approves the draft minutes of the April 8, 2016 meeting.*

Board Meeting Date for Fall 2016

Annly Roman reported that at the April meeting the Board discussed having an in-person meeting in early October to finalize the CLSA budget, discuss amending the CLSA regulations, and take care of the LSTA advisory portion of the Board's duties.

1   Member McGinity and State Librarian Lucas discussed if that time frame was

2   workable for the State Library and an early in October was suggested. President

3   Bernardo said that she felt an in-person meeting in late-September or early-October

4   made sense to complete the Board's remaining work without getting to close to the

5   holidays. Annly Roman said that she would send out a Doodle poll with date options

6   from the end of September and beginning of October.

7

8   **REPORTS TO THE BOARD**

9   **Board President's Report**

10   President Bernardo reported that she continued to monitor the listservs of the various

11   library groups such as CALIX, AALL, ALA, and the Council for California County Law

12   Librarians. She was on the Legislative Committee for the Council for California County

13   Law Librarians and she had been very active in the struggles they had over the past few

14   months.

15   Additionally, her library had celebrated its 125th Anniversary in May and had a nice

16   open house. She also participated in this year's summer reading program.

17

18   **Board Vice-President's Report**

19   Vice-President Maghsoudi reported that she followed the California Library

20   Association's legislative committee and tried to attend their meetings when possible.

21

22   **Chief Executive Officer's Report**

23   State Librarian Lucas reported that since the Board's last meeting in April the State

24   Library had worked with the Systems to collect ideas for the use of the $3 million in one-

25   time funding and the $1.75 million in on-going funding that were approved in the

26   2016/2017 Budget. All the proposals were available to the Board in the agenda packet.

27   Lucas felt that there had been increased attention given to libraries over the last few

28   months. Several candidates for local office in San Diego pledged to increase investment

29   in public libraries. There was also a story in the New York Times which discussed a

30   reporter's visit to a public library and all the amazing things happening in the New York,

31   Queens, and Brooklyn libraries. Finally, the Folgers Shakespeare Museum had loaned

1   one of their 83 copies of Shakespeare's First Folio to travel around the country and the

2   San Diego Public Library in California library was a host. Lucas was impressed with the

3   cross section of San Diegans who visited the library to see the Folio. The First Folio

4   exhibit was also used to introduce San Diegans to events at the Old Globe Theater and

5   Shakespeare in Balbo Park.

6

7   **Broadband Update report**

8   Gerry Maginnity reported that year 2 of state funding for technology improvement

9   grants concluded on June 30, 2016. It was projected that by June 30, 2017, 128 public

10 library jurisdictions would be connected to CalREN (California Research and Education

11 Network). The 128 number referred to the main libraries for each jurisdiction. It was also

12 projected that 400 branches will be connected by next year. Maginnity estimated that

13 there would be $1M remaining for year 3 of the project. The priority would be to connect

14 main libraries that had not been connected and then consider branches. No additional

15 funding for these grants was included in the 2016/17 State Budget.

16   Member Huguenin asked how much money it would cost to finish the broadband

17 project. Maginnity stated that it would probably cost around $8-$12 million to connect all

18 libraries in California. President Bernardo asked if the cost was referring to hardware.

19 Maginnity clarified the money could be spent in three areas, equipment, necessary site

20 modifications, and consultant help, however, most requests were for equipment.

21

22 **CLSA PROGRAM ITEMS FOR INFORMATION/ACTION**

23 **RESOURCE SHARING**

24 **Consolidations and Affiliation**

25   Annly Roman reported that Santa Monica Public Library withdrew its membership

26 from the Southern California Library Cooperative in 2013 to charge a non-district

27 resident fee. The City Council recently passed a resolution showing support for the fee

28 elimination and the re-affiliation with SCLC. Santa Monica wanted to place the request

29 for affiliation before the Board.

30   *It was moved, seconded (Christmas/Ibanez) and carried unanimously*
31   *that the California Library Services Board approves the affiliation of*
32   *the Santa Monica Public Library with the Southern California Library*

3

Cooperative effective July 1, 2016, and waives the September 1, 2015 filing date for 2016/17 affiliations.

BUDGET AND PLANNING

System Plans and Service and Budgets

Monica Rivas reported that population numbers had increased slightly from the year before. The population numbers included Santa Monica.

It was moved, seconded (Ibanez/Schockman) and carried unanimously that the California Library Services Board approves the System Population and Membership figures for use in the allocation of System funds for the fiscal year 2016/17.

Rivas reported that most of the CLSA funds were used for physical delivery but that systems had started to move toward doing things digitally. At the September 2015 Board meeting Member McGinity had asked for 10-year overview of how the Systems were using their Communication and Delivery funds. That information was also included in the agenda packets and showed that delivery methods had not changed much over time.

Member Maghsoudi asked what funding was being considered in the Plans of Service. Annly Roman said that at the April 2016 meeting the Board approved the standard $1.88 million allocation to the Systems, however, the Board held off on approving the additional $1.75 million in on-going funding and the $3 million in one-time funding that were in the 2016/2017 budget. The Plans of Service in front of the Board were on the previously approved $1.88 million. State Librarian Lucas stated that the Plans of Service would be amended to reflect any Board actions on the $1.75 million.

It was moved, seconded (Ibanez/Maghsoudi) and carried unanimously that the California Library Services Board approves the CLSA System Plans of Service and Budgets for the nine Cooperative Library Systems, submitted for the fiscal year 2016/17.

CLSA Proposed Budget for FY 2016/17

Annly Roman stated that the remaining $1.75 million in on-going funding was allocated under Communications and Delivery and the $3 million in one-time funding was left more open but was still confined of the Act. The $1.75 million would be

1 allocated to the Systems based on the allocation formula but the Board could provide

2 direction on the spending of those funds, which the State Library recommended.

3 Roman reported that there were two ways the $3 million in one-time funds could be

4 allocated: 1) to the systems based on the allocation formula, or 2) as lump grants under

5 the special library programs section of the California Library Services Act. The State

6 Library recommended the special library program option because would be difficult to

7 coordinate a state wide program with nine cooperative systems and determine who was

8 going to be responsible for which portion of the program funding.

9 At the April 2016 meeting the Board expressed that the letters received from the

10 Systems proposing uses for the $3 million in one-time funding had provided good ideas

11 but that the short program descriptions did not provide enough information. Annly

12 Roman reported that State Library staff put out a call to the Cooperative Systems and

13 other public libraries for expanded proposals. The request emphasized the Board's

14 preference for projects with a statewide impact, a priority of resource sharing, and

15 sustainability. The State Library received 20 proposals which were reviewed by State

16 Library staff with an eye toward the Board's preferences.

17 The California State Library staff recommended that decisions on $1.5 million of the

18 $3 million in one-time funding be postponed so that some proposals could be

19 investigated further. Member McGinity asked if the library had existing ideas they would

20 focus on and if they would make recommendations for the Board to discuss at their next

21 meeting. State Librarian Lucas directed Member McGinity to Document 5 (Exhibit A) in

22 the Board agenda packet. Lucas said that there were a couple of intriguing proposals

23 that require more investigation before the State Library would be confident

24 recommending the Board invest. For example, one of the proposals would take the

25 information that is captured inside a MARC record and link it so that a patron could find

26 materials or events at their local library when performing a standard Google search.

27 There was a for-profit company that would help libraries implement this program but the

28 on-going cost for their services was high. The software being used was developed by

29 the Library of Congress and was in the public domain. A newer iteration of the software

30 was currently being developed and there were already libraries around the state whose

1   IT people were looking at this concept. While the idea could be really helpful to increase

2   awareness and accessibility, there may be a more cost effective way of doing it.

3   State Librarian Lucas expressed that, in the intervening months, staff could have

4   conversations with the Library of Congress on potential options, do more research on a

5   few other proposals and offer a series of recommendations at the Board's next meeting.

6   When going over the proposals submitted by the Systems, taking into account the

7   concern with creating ongoing costs with one time funding, it seemed that there were

8   some easier recommendation and some that needed more information to address

9   concerns.

10   State Library staff had recommended that $1 million in one-time funding be allocated

11   to the Zip Books program, currently being run as a pilot program with LSTA funds.

12   Member Christmas said that he understand that Zip Books was used in some of the

13   Inland areas and he wondered what the process would be to ensure that new funds

14   would be implemented fairly and equitably across the state. State Librarian Lucas

15   replied that staff was exploring how to do that.

16   Susan Hildreth commented that funds were allocated based on the rural nature of

17   the system. That determination was based on rurality and the geographically isolated.

18   State Librarian Lucas said the pilot program included 33 jurisdictions over 14 counties

19   but there were some libraries that were participating out of their own pocket because it

20   was a cheaper way to move materials. Members Christmas and Murguia wanted to

21   confirm that both jurisdictions involved in the current pilot program and those not

22   involved would be included in consideration for the new money. State Librarian Lucas

23   said the intent was to expand the program statewide.

24   Member Christmas asked if the Board would be provided with more details on the

25   Enki proposal discussed in Document 5 (Exhibit A) at the next meeting. State Librarian

26   Lucas replied that the proposal was to connect library jurisdictions that aren't currently

27   members of Enki and increase the available titles. A secondary piece to that proposal

28   was SimplyE, which offered someone the ability to access digital content and e-

29   materials regardless of the platform(s) that the particular library was using.

30   Annly Roman commented that the enki proposal put forward by Library staff would

31   be very similar to the originally provided proposal. However, library staff recommended

1 funding app access items like the Adobe Vender ID and other set-up costs that would
2 make it possible for libraries to connect to SimplyE without funding the individual library
3 implementation portions of the proposal. President Bernardo expressed concern that
4 the $200,000 allocated for SimplyE set-up might not be enough.

5   Member Williams noted that the eBook platform proposal said "unlimited" copies but
6 she wanted to clarify if, for example, a classroom was reading a book, 30 copies could
7 be checked out for simultaneous use. Member Williams said that she worked with
8 students trying to access local library materials and they frequently ran into platform and
9 licensing problems. She wanted to know if she wanted to download a book from her
10 Petaluma library but they did not have it, could the enki platform allow her to use her
11 library card to access a Southern California branch's copy. Paula Mackinnon, with
12 Califa, who operates the enki platform, replied that enki was an actual library developed
13 eBook platform created using LSTA funds. It would allow multiple copies to be checked
14 out but it would only provide access to what your library had purchased, it would not
15 provide access to any other library's content. The platform also does not take care of
16 any licensing issues. If the Petaluma library purchased that item as one copy for one
17 user that is how would remain. Additionally, each patron would need a library card.
18 Mackinnon said that, as part of their purchasing process, enki library tried to obtain
19 materials at unlimited usage, so any number of copies could be borrowed at the same
20 time

21   Member Williams asked if providing funding for cross over titles would be a potential
22 issue with funding both enki and SimplyE. Paula Mackinnon replied that the SimplyE
23 app was the discovery tool for the patron. A patron with an IPad or a phone could log-in
24 with their library card and used the app to discover eBooks on any of the subscription
25 platforms that their library subscribed to without having to go to each platform
26 individually. The app itself also provided for patron privacy because the patrons would
27 not have to use a third party vendor app which stored and used their information.
28 SimplyE was a library developed application using IMLS funding and was currently only
29 deployed by the developer, New York Public Library.

30   Member Buenafe asked if a library had to set up the app for it to be available to
31 patrons. Mackinnon stated that Califa with Pacific Library Partnership would do the work

1 so that a library could just subscribe. Member Buenafe asked if that was the Adobe
2 License and other components mentioned in the proposal. Mackinnon said that the
3 Adobe made it so the patron using the app wouldn't need to get their own Adobe ID,
4 removing the requirement that the patron give a third party vendor access to their
5 information.

6 Member Tauler commented how much her community was enjoying the Zip Books
7 program as well as the potential benefits of enki and SimplyE platforms to smaller
8 libraries with limited resources and staff.

9 President Bernardo brought up that State Library staff had recommended the Board
10 direct the systems in the use of the $1.75 million in on-going funds. Staff provided four
11 suggested areas of consideration including: development of e-content through
12 digitization; improved access to e-books or other digital material; alternate delivery
13 methods; or assistance with connecting to broadband. Annly Roman stated that the
14 State Library put forward a draft motion saying that Systems would specifically address
15 the promotion and enhancement of resource sharing using 21st century technologies in
16 the Amended Plans of Service. The four suggestions were examples of programs or
17 ideas that could address e-resource sharing but were not the only ideas that the
18 Systems could consider.

19 Member Christmas felt the Board should state the Systems must address those four
20 items in the motion. Annly Roman brought up that each of the four ideas had a cost and
21 even though there was extra funding this year, once divided up among the Systems it
22 would not be enough to address all of the examples. She pointed out that the Systems
23 might be able to more effectively address one area or idea. Christmas agreed that the
24 systems probably would not be able to address all four but felt they should prioritize
25 those examples before looking at other programs.

26 Members Tauler and Maghsoudi felt the Board should give Systems the opportunity
27 to come back with their own suggestions and decide what was going to best benefit
28 their member libraries. They felt that directing the Systems to promote and enhance
29 resource sharing using 21st century technologies was sufficient guidance. President
30 Bernardo worried that by not stating specific examples the preferred direction of the
31 Board might get lost. State Librarian Lucas commented that ultimately that Board

1 decided whether to accept the Amended Plans of Service provided by the Systems. If

2 the Board felt that a system had not addressed the issue to their satisfaction, the Board

3 could not approve.

4 Member Buenafe asked if there was a way to include the examples provided by the

5 State Library as examples in the motion rather than requirements. Annly Roman said

6 that the Board could include examples in the motion or the Board could direct staff to

7 include those examples in the Amended Plan of Service instructions. There was a

8 section in the Plan of Service documents where Library staff could add examples of

9 programs promoting 21st century technologies. She said if the Board was comfortable

10 they could direct staff to include that information. Members Christmas, Huguenin,

11 Tauler, and Buenafe agreed with that direction.

12 Michelle Perera, Rancho Cucamonga Library, stated that she would like to support

13 what Members Tauler and Maghsoudi mentioned regarding System choice. She said

14 that the Inland Library System was unique and giving the System an opportunity to meet

15 some of the needs for their individual communities through these funds could be locally

16 impactful.

17 Yolande Wilburn, Nevada County Library, wanted to support e-resource sharing.

18 She felt that Member Williams brought up great points with regard to schools.   The

19 local schools in their area send students to the public libraries and they do not have the

20 resources to support what the students need. The libraries needed database access to

21 pull articles applicable to student projects.

22 ***It was moved, seconded (Ibanez/Williams) and carried unanimously that the***
23 ***California Library Services Board adopts the 2016/17 CLSA budget totaling***
24 ***$1,750,000 for allocation to the Cooperative Library Systems and directs***
25 ***the Cooperative Library Systems to file an amended Plan of Service to***
26 ***address how these funds will be used specifically to promote and enhance***
27 ***resource sharing using 21st century technologies.***

28 Member Ibanez asked if, since the Zip Books program was being conducted through

29 Amazon, we were getting a price break. Susan Hildreth, representing Califa, the project

30 partner at this time, said that we were getting a small discount. She thought there was

31 an opportunity to negotiate a higher discount because of the larger investment and to

32 highlight the program as a partnership between Amazon and the California State

33 Library. Member Ibanez said that he thought that was important in light of the Board's

1   wish to increase partnerships between corporate and outside entities, and public
2   libraries.

3   *It was moved, seconded (Murguia/Ibanez) and carried unanimously that the*
4   *California Library Services Board adopts $1 million of the 2016/17 CLSA*
5   *one-time budget augmentation to expand the Zip Books program statewide.*

6   Member Schockman asked what exactly enki was. Paula MacKinnon explained that
7   enki is an eBook platform that was developed with LSTA funds by Califa and that they
8   negotiated directly with publishers for purchasing. Enki was launched in 2013 and was
9   an eBooks only platform, not audio books.

10   *It was moved, seconded (Christmas/Ibanez) and carried unanimously that*
11   *the California Library Services Board adopts $500,000 of the 2016/17 CLSA*
12   *one-time budget augmentation to connect the remaining, unconnected*
13   *California libraries to enki, purchase new content for the enki system, and*
14   *lay the groundwork for the deployment of the SimpleE eBook discovery*
15   *app.*

16 Member Murguia asked if there was a concrete plan for the remaining $1.5 million in
17 one-time funds. The background information provided implied the State Library was
18 looking to limit consideration to the items identified in Document 5 but it also mentioned
19 challenge grants. State Librarian Lucas said that what was listed in the background
20 information were some interesting proposals that staff felt needed more research.

21 Member Ibanez expressed interest in the proposal that allowed for searching for
22 materials at public libraries using Google. He felt that having another way to universally
23 search all libraries collections without going to their individual website would be an
24 asset.

25 Member Williams suggested including community analytics in the considerations.
26 The Board was spending money on some awesome things but there were still too many
27 people that did not know what libraries do. She liked the idea of helping market library
28 programs and resources to the patrons.

29 Member Buenafe asked if the areas that needed more research referred to the four
30 areas described at the end of Document 5; lack of awareness, improved searchability,
31 organizing of information, and possibly challenge grants. Annly Roman confirmed and
32 Buenafe said she agreed with those areas. State Librarian Lucas reported that the
33 recurring difficulty in examining these ideas was that there were ongoing expenses.
34 There is a finite list of things that you can do on an exclusively one time basis.

1   Member Murguia asked about challenge grants. State Librarian Lucas said that

2   several people have suggested thinking about the one-time money as venture capital,

3   so we could consider what we should invest in that would yield some greater benefit in

4   the future. An example of a challenge grant could be addressing the statewide library

5   card issue. Whatever mechanism we used to create a statewide library card had the

6   strong potential to be obsolete within five years at the rate technology is moving. Maybe

7   another way of addressing that desire is to look at the condition you want to create by

8   having a statewide library card and set that as the challenge grant. How do you create a

9   minimum level of service so that every Californian, wherever they are and at whatever

10   time it is that they want it, can find the information that they need through their public

11   libraries.

12   State Librarian Lucas pointed out that any challenge grant would have been limited

13   by the restrictions on how California Library Services Act money could be spent. For

14   example, how to end the drought in California or how do we reduce energy consumption

15   by 33% by 2030 would not be viable options.

16   Tonya Kennon, Library Director for the City of Riverside and Chair of the Inland

17   Library System, just wanted to reiterate the different needs of systems across California

18   and the diversity of jurisdictions within those Systems. She felt that libraries need to

19   address the needs of their communities and that by funding something like marketing

20   we could missing an opportunity to address a real need. She said, if the Board decided

21   to go with a challenge grant, the request for ideas should be broad to allow for more

22   suggestions and innovation.

23   Gerry Maginnity commented that since we were talking about CLSA funds, it is

24   already narrow in its scope in that the Act focuses on resource sharing. In 1977 the

25   diversity of the state was acknowledged and the legislature agreed to fund resource

26   sharing so that every Californian would have equal access to information. While staff

27   was looking at modernizing the Act to move forward with 21st century technologies, we

28   do have to emphasize the resource sharing component of this.

29   ***It was moved, seconded (Ibanez/Williams) and carried unanimously that the***
30   ***California Library Services Board directs the California State Library staff***
31   ***to investigate further options for the remaining one-time funds that would***
32   ***improve access for all Californians to both materials and services offered***

1 *by public libraries and present recommendations for consideration by the*
2 *Board at its next meeting.*
3

4 **D. PUBLIC COMMENT**

5 There were no public comments.

6

7 **E. COMMENTS FROM BOARD MEMBERS/OFFICERS**

8 Member Schockman commented that the election of the next Board President and

9 Vice-President would be held at the fall meeting. He and Member Williams requested

10 that the Board think about changing the regulations to allow for two year terms for

11 President and Vice-President. There seemed to be a lack of interest in leadership and

12 he felt a two year term would be easier for the Board to manage.

13 Annly Roman brought up that changing to two years terms would require a

14 regulatory change. The Board would already be looking at the regulations at the next

15 Board meeting because there was significant change to the CLSA statute. These

16 regulatory issues were probably something that would carry over into another year.

17 Member Christmas suggested that for each agenda item it would be helpful for the

18 State Library Staff person that is working on that issue to do a presentation on the item

19 before the Board has their discussion.

20 Annly Roman brought up that Wendy Hopkins, the Bureau Chief for Library

21 Development Services, had suggested, since there were several new members, a

22 whole Board orientation to discuss their purview, processes, Robert's Rules of Order,

23 Open meeting rules, and which agenda packet items are beneficial and what might be

24 superfluous documentation. She wanted to see if that was something the Board would

25 be interested in doing. Members Buenafe, Schockman, and Bernardo agreed it would

26 be beneficial.

27 Member Ibanez asked if there would be the ability for Board members to get some

28 kind of reimbursement for CLA Annual Meeting this year like last year. State Librarian

29 Lucas said that we would take a look at the budget and let them know.

30 **F. OLD BUSINESS**

31 There was no old business brought forward.

32

1 **G. AGENDA BUILDING**

2   No additional items were brought forward for the next meeting's agenda.

3

4 **H. ADJOURNMENT**

5   President Bernardo called for adjournment on the California Library Services Board

6 meeting at 2:50pm.

ACTION

AGENDA ITEM: CLSA Proposed Budget for FY 2016/17

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING: Consideration of the 2016/17
Ongoing $1.75 Million and the 2016/17 One-Time CLSA Augmentation of $3 Million.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the
California Library Services Board adopt the 2016/17 CLSA budget totaling $1,750,000 for
allocation to Cooperative Library Systems and direct the Cooperative Systems to file an
amended plan of service to address how these funds will be used specifically to promote
and enhance resource sharing using 21st century technologies.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the
California Library Services Board adopt $1 million of the 2016/17 CLSA one-time budget
augmentation to expand the Zip Books program statewide.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the
California Library Services Board adopt $500,000 of the 2016/17 CLSA one-time budget
augmentation to connect the remaining, unconnected California libraries to enki, purchase new
content for the enki system and lay the groundwork for the deployment of the SimpleE eBook
discovery app.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the
California Library Services Board directs the California State Library staff to investigate further
options for the remaining one-time funds that would improve access for all Californians to both
materials and services offered by public libraries and present recommendations for
consideration by the Board at its next meeting.

BACKGROUND:

Approved in 1977, the California Library Services Act is aimed at providing access to information to
all Californians, particularly underserved populations such as those who are economically
disadvantaged and geographically isolated.

California's budget for the fiscal year beginning July 1, 2016 includes $4.75 million in new funding
under the California Library Services Act. These funds are in addition to the $1.88 million that has
been continuously appropriated under the act for the past several years.

Of the $4.75 million, $1.75 million is ongoing, allocated under the "Communications and Delivery"
section of the act -- nearly doubling continued spending under the act to $3.63 million. The
remaining $3 million is one-time funding, the use of which is left largely to the board's discretion.

At its previous meeting, the board adopted $1.88 million for allocation to the Cooperative Library

Systems, the total allocation for systems for the fiscal year that ended June 30, 2016.

Decisions on allocating the $1.75 million for the fiscal year that began July 1 were deferred to this meeting in order to weigh its allocation in conjunction with decisions on allocating the $3 million in one-time funds.

ALLOCATING THE $1.75 MILLION

In keeping with the direction provided by the board, the State Library recommends the Cooperative Systems be directed to use the ongoing $1.75 million to enhance cost-effective resource sharing among their library members.

The State Library recommends the board require the systems to indicate how they will advance cost-effective resource sharing by demonstrating in their amended plans of service that they are addressing issues such as:
- Development of e-content through digitization or other methods.
- Improved access to library e-books or other library digital materials.
- Alternate delivery methods such as the federally funded pilot project, Zip Books (See below)
- Assistance to member libraries in costs associated with connecting to the California Research and Education Network via the State Library Broadband Project.

ALLOCATING THE ONE-TIME $3 MILLION

The remaining $3 million in one-time money is appropriated by a budget trailer bill that also updates the act to make it more reflective of 21st Century technologies. The budget bill, SB 826, and the trailer bill, AB 1602, were signed by the governor on June 27, 2016.

The trailer bill also requires the library to submit a report to lawmakers and the Department of Finance by September 1, 2017 summarizing grants awarded, project descriptions and use of e-resources enabled by the funds as well as "the progress of grantees toward establishing regional or statewide e-resource platforms."

At its last meeting on April 8th, the board requested that the State Library and California's nine regional library systems offer proposals on how these funds should be used for consideration at the board's July 12 meeting.

The board stressed that priority for expenditure of these funds was to promote and enhance resource sharing among libraries on a statewide or regional level. Other considerations the board said it would weigh in evaluating spending proposals include:

- Sustainability,
- System-wide or statewide benefits,
- Opportunities for multi-agency partnerships, and
- Improved access to underserved individuals.

Funding Options:

The budget and the act give the board latitude in determining how the $3 million in new funds is allocated. Options for the board to consider:

1) Allocate the one-time funds as a lump-sum grant(s) for programs selected by the board

2) Allocate the one-time funds as grants to the systems using the existing allocation formula for ongoing funds with direction from the board on how the funds should be used. That direction would be addressed in an amendment to the systems plan of service.

3) A combination of Options 1 and 2

State Library Recommendations:

Allocate the $3 million in one-time funds as grants under the "Special Services Programs" section of the act. Doing so gives the board a better opportunity to develop a statewide approach and eliminate the complexities inherent in coordinating the funding and management of a single program through nine cooperative systems.

Included in the board member's agenda packets (Document 5, Exhibits B-U) are summaries of the spending proposals for the $3 million submitted by the cooperative systems and several independent public libraries. Also included are letters from a few cooperative systems (Document 5, Exhibits V-X) giving opinions on how the funds should be allocated.

Given the goal of the act, the board's emphasis on enhancing resource sharing among libraries on a statewide or regional level and the Legislature's emphasis on increased access to e-resources, the State Library recommends moving forward now with two proposals:

1) Allocate $1 million to expand Zip Books, (Exhibit G) currently a pilot program in rural counties, into a demonstration project for all California libraries to provide cheaper, more efficient delivery of requested items to library patrons. Under the Zip Book program, if a library doesn't have a book requested by the patron, the library buys a copy and has it delivered directly to the patron who returns it to the library when finished. The library can then add the book to its collection. This process is cheaper and more efficient then the normal delivery process. This grant would cap statewide spending at $1 million with priority given to public library jurisdictions with the lowest per capita spending.

2) Allocate $500,000 to boost statewide availability of e-materials by adding $200,000 in new content to enki, an online platform of 50,000 downloadable titles including classic literature in the public domain, encyclopedias, fiction, non-fiction, travel, cooking and crafts. An additional $100,000 would connect the state's libraries not yet using enki for three years. The remaining $200,000 would be used to facilitate the eventual statewide deployment of SimplyE, an open source app allowing for the discovery and reading of eBooks from multiple eBook platforms like Overdrive and 3M's Biblioteca (portions of Exhibits J and L).

3) The State Library recommends pursuing other investments that require more

investigation and is requesting the board approve continued investigation of the concepts outlined below, which seek to expand and improve access to existing information, postponing final decisions on the remaining $1.5 million in one-time funds until its fall meeting.

A key way to expand access to undeserved communities is making information easier to find. Several proposals put forward by systems and explored independently by the State Library could make it far easier for Californians to access both materials and services offered by public libraries but more investigation of costs and capacity is required. **Final action would need to be postponed until the board's fall meeting.**

Lack of Awareness

A recurring trend in Pew Center surveys about libraries and how their communities view them is lack of awareness of the programs and services libraries offer (http://www.pewinternet.org/2016/04/07/libraries-and-learning/). In an April 2016 survey, 22 percent of respondents said they didn't know if their library has an e-book lending program – even though an estimated 90 percent of libraries have such programs.

In a 2013 Pew survey, 46 percent of respondents said they feel they know "some" of what their library offers and 20 percent say they don't know "much."

Focus groups held in conjunction with Pew's surveys routinely say listing events and resources on a library's website isn't enough. Librarians in the focus groups say almost every day at least one patron tells them, "I didn't know that was available."

How in a state as economically and geographically diverse as California can a greater number of Californians learn how much is available to them at their local library?

A multiplicity of strategies might be needed. For some underserved communities the cost of transportation can be the principal barrier. But whether through phones, pads or laptops most Californians have access to the Internet.

Improved Searchability

One of the concepts the State Library thinks warrants further consideration is the Bibframe initiative by the Library of Congress. This new method of organization would make materials held by California's public libraries are made accessible by Google search rather than only through a library's website.

Potentially, through Google calendar, not only would a library's materials be findable without going to the library's webpage but so would programs and events like Storytime, adult literacy courses and job fairs.

The Library of Congress is refining its new Bibframe 2.0. However, several local public libraries including Napa and Sacramento are entering into contracts with a private company using open source software developed with the Library of Congress to begin

applying Bibframe to libraries. At least one other vendor appears to offer a similar product.

The vendor named in Exhibit K says it can offer this service to all of California's libraries for less expense than the proposal in Exhibit K but the company's proposal to do so lacks sufficient specificity and transparency to be considered at this time.

The State Library would like to spend the next six weeks working with the Library of Congress to determine how and when Bibframe can be deployed in California's libraries and the information held by libraries opened up to easier Internet access.

New Organization of Information

Another way to boost accessibility is to use search tools that connect related concepts rather than use a keyword – the direction in which the Web is moving.

The State Library has been in conversations with Yewno.com, which offers a new, more intuitive and more focused way of searching for information. Pioneered by Stanford University and others, the search tool would give public library patrons access to over 50 million pieces of information – and growing -- organized by relevance. The company went public in April and is preparing a proposal on how it could be used by public libraries.

Putting the Yewno discovery tool in public libraries would provide any Californian anywhere in the state with an easily searchable database – a key goal in being used in academic institutions like MIT and, soon, the University of California at Berkeley.

Like Bibframe, more exploration is needed to determine how Yewno could begin appearing in public libraries.

Challenge Grant

One way to jumpstart innovation is to through a challenge grant like those the Knight Foundation and others put forward. Perhaps innovators exist who can accomplish the goals of improved access for all Californians more efficiently, more globally or both.

A portion of these funds could be earmarked for a grant that would challenge the applicants with deploying the resources of California's 1,100 libraries – 64 million print, 14 million e-materials, more than 22,000 Internet stations – to address a key California "need."

GENERAL OVERALL PROGRAM UPDATES:

CURRENT STATUS: At the Sacramento meeting in April 2016, the board adopted $1.88 million in on-going funding from the governor's preliminary budget, released in January 2016, in order to provide cooperative systems with a partial payment as soon as the budget act was signed. The board will be reviewing the Plans of Service for those funds at the July 2016 meeting.

ACTION

AGENDA ITEM: Election of California Library Services Board Officers for 2017

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING: Election of Board
   Officers for calendar year 2017.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that
   the California Library Services Board elect Anne R. Bernardo as President of the
   California Library Services Board for the year 2017.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that
   the California Library Services Board elect Paymaneh Maghsoudi as Vice-President of
   the California Library Services Board for the year 2017.

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 the policy of the Board, to date, to elect Board officers at the last
meeting of the calendar year so that the new officers may begin their term in the new
calendar year.

A Nominating Committee, elected at the April 8th meeting, sought member's interest in
becoming a board officer for 2017.   No members responded. The Committee then asked the
sitting Board President and Vice-President if they would be willing to serve for another
term. Both stated that they would be willing. The Nominating Committee is prepared to
make a report at the meeting.

AGENDA ITEM: 2017/2018 Meeting Schedule and Locations

2017/2018 Proposed Board Meeting Schedule		
Date	Location	Activities
Early to mid- April?	Teleconference? Sacramento?	Budget and Planning Election of the Nominating Committee
September?	Teleconference? Sacramento?	Regular Business Annual Budget Meeting Election of Board Officers for year 2018 LSTA State Advisory Council on Libraries Meeting

BACKGOUND:

California Library Services Act (CLSA) regulations specify that the Board shall conduct bi-monthly meetings; however, Section 20118 (c) states:

"(c) Nothing in this regulation shall be construed to prevent the state board from altering its regular meeting dates or places of meetings."

Staff will provide members with a Doodle poll to determine the dates for 2017/2018 meetings. The question for Board members is when to schedule a face-to-face meeting in Sacramento. A calendar of upcoming and future library-related events and dates is included to this agenda item as Exhibit A.

CALENDAR OF UPCOMING LIBRARY-RELATED EVENTS AND DATES

The following is a list of upcoming library-related events and dates worth noting:

2016		
Educause Annual Conference	October 25-28, 2016	Anaheim, CA
ARSL (Association for Rural & Small Libraries) 2016 Conference	October 27-29, 2016	Fargo, ND
ARL (Association of Research Libraries) Library Assessment Conference	October 31-November 2, 2016	Arlington, VA
Best Practices Exchange	November 1-3, 2016	Sacramento, CA
Public Library Directors Forum	November 2-3, 2016	Sacramento, CA
CLA (California Library Association) Annual Conference	November 3-5, 2016	Sacramento, CA
LITA (Library Information Technology Association) National Forum	November 17-20, 2016	Fort Worth, TX
CNI (Coalition for Networked Information) Membership Meeting Fall 2016	December 12-13, 2016	Washington, DC
California State Legislature Reconvenes	December 5, 2016	Sacramento, CA
2017		
ALA (American Library Association) Midwinter Conference	January 20-24, 2017	Atlanta, GA
CSLA (California School Library Association) Annual State Conference	February 2-5, 2017	Rohnert Park, CA
PLA (Public Library Association) Leadership Academy	March 20-24, 2017	Portland, OR
ARL (Association of Research Libraries) Association Meeting	May 2-4, 2017	Philadelphia, PA
SLA (Special Libraries Association) Annual Conference & Info Expo	June 18-20, 2017	Phoenix, AZ
ACRL (Association of College & Research Libraries) at ALA	June 22-27, 2017	Chicago, IL
ALA (American Library Association) Annual Conference	June 22-27, 2017	Chicago, IL
AALL (American Association of Law Libraries) Annual Meeting and Conference	July 15-18, 2017	Austin, TX
IFLA (International Federation of Library Associations & Institutions) General Conference & Assembly	August 19-25, 2017	Wroclaw, Poland
State Bar of California Annual Meeting	August 24-27, 2017	Anaheim, CA
ARL (Association of Research Libraries) Association Meeting, Fall 2017	October 3-4, 2016	Washington, DC
Educause Annual Conference	October 31-November 3, 2017	Philadelphia, PA
AASL (American Association of School Libraries) National Conference	November 9-12, 2017	Phoenix, AZ

Applicant and Contact

Tulare County Free Library   Final—2015-2016

1. Applicant Information

Full legal name of jurisdi...

Tulare County Free Library

Street *required ★

200 W Oak St.

City *required ★

Visalia

Zip *required ★

93291

2. Contact Information

Contact Name *required...

Susan L. Gillison

E-Mail *required ★

readtosucceed2001@yahoo.com

Phone

(559) 713-2745

Fax

(559) 730-9990

3. Director's Contact Information

Director's Name

Darla Wegener

Director's E-Mail

DWegener@co.tulare.ca.us

Director's Phone

(559) 713-2721

Application Program Selection

Tulare County Free Library   Final—2015-2016

Program selection

Adult Literacy Services (ALS)

Family Literacy

English Language Literacy (ELLI)

Mobile Library Literacy Services (MLLS)

English as a Second Language (ESL)

Other Services

Adult Learner Activity Report

Tulare County Free Library   Final—2015-2016

1. Continuing Adult Learners from prior reporting period

- The figure displayed here is auto-filled. This figure corresponds to learners remaining at the end (Item 5) of prior reporting period. This number will be zero for new programs
- Inaccurate numbers may be revised by clicking the box and providing an explanation for the change
- To revise **add to or subtract from the prior period number to get the correct number**

Prior period #5

108   122

We had 14 students who returned to the program after the end of the FY, thus were reinstated as "remaining" rather than "left".

2. Adult Learners who began instruction during the reporting period

- New adult learners receiving instruction at least twice during current reporting period.

194

3. Total Adult Learners who received instruction during this reporting period

- The total of Items 1 and 2 (automatically calculated)
- The previous period's total was 285

316

3b. Explain Any +/- 25% Differences

We made an effort to whittle down our wait list by asking some volunteer tutors to double up on learners.

4. Adult Learners who left during this reporting period

- Those learners no longer receiving any form of instruction.

231

5. Adult Learners remaining at the end of this reporting period

- Automatically calculated
- Item 3 minus Item 4

85

Adult Learner Demographics July 1—June 30

Ethnicity		Age		Gender	
Asian	13	16 - 19	11	Male	118
Black	17	20 - 29	129	Female	198
Latino	193	30 - 39	72	Unknown	
Native American	3	40 - 49	52	Total ★	316
Pacific Islander	3	50 - 59	33		
White	77	60 - 69	14		
Other	9	70 plus	5		
Unknown		Unknown			

1

Total	Total ★
316	316

7. Adults referred to other programs this reporting period:

- Adults instructed no more than once before being referred to another program (e.g., an adult school, ESL, GED, Job training, etc.

13

8. Adult Learners awaiting instruction or rematch at end of this reporting period

- Adults interviewed/assessed but not being served at the end of this reporting period, please comment in box 3b above.
- The previous period's total was 10

3

9. Total number of Adult Learner instruction hours for this filing period

- Includes one-on-one tutoring, small group, computer instruction, etc.
- Total hours of instruction received by all learners during the reporting period
- Total automatically calculated

3583

10. Number of books given to Adult Learners

- Include books, work books, teacher manuals, etc., given to participants to keep or consume.
- Do not include items reported in another section of the report (i.e., ALS, ELLI, Family Literacy, MLLS, ESL, Other).

632

11. Comments

Family Literacy Report

Tulare County Free Library   Final—2015-2016

Note: these are unduplicated counts

1. Total number of Adult Learner Families served*

Families served

3

2. Total number of Children under 5 served in these families

Children under 5 served

3

3. Total number of Children age 5 and older served in these families

Children 5 and older serv...

0

4. Number of books given to Family Literacy families

Books given

10

5. Comments

A small subset of our adult learners participate in a defined family program, but we encourage good reading habits and family library involvement in every parent who enters our program. The 3 reported in this section are those that receive one-on-tutoring, and also participate in our ELF

Family Literacy – Narrative

Tulare County Free Library Final—2015-2016

1. How are the Family Literacy eligible adult learners who are enrolled in your adult literacy program encouraged to participate in Family Literacy with their pre-school children? What have you found to be successful to include these eligible adult learners in Family Literacy programming?

We approach our Family Literacy eligible adult learners individually to promote this Family Literacy activity. During the intake assessment, we prompt these learners to take part in our ELF Club, and emphasize that the parent is the first and most critical teacher. Additionally, we put these learners on the mailing list for monthly reminders. For our MotherRead activity, we actually go into the Adult Basic Education classroom form which they were referred, and offer the activity in class. Our burgeoning partnership with the Tulare Adult School allows us this direct access to time and space for MotherRead.

2. Do you have any new ways that you are using volunteers in your Family Literacy programming?

This year we broadened our use of volunteers to include office assistance. While the vast majority of volunteer time is directed at tutoring, our volunteers also help with craft preparation for our monthly ELF activity.

3. Do you have any new training methods or resources that you are using for Family Literacy volunteers and/or tutors that support family literacy concepts and practices?

While we did not add new training methods for our volunteers or tutors, our ELF coordinator did attend an InfoPeople training (Storytime Fundamentals: Adding Literacy Skills and Parental Involvement). The coordinator and volunteers will be incorporating concepts from this training into the ELF activity.

4. What parent/child activities do you use in your Family Literacy programming?

The monthly ELF club is a celebration of the joy of reading with parents and their young children, using multiple modalities. We include reading aloud, felt board activities, simple crafts, rhyming and sing-alongs.

5. If your Family Literacy program is held outside of the library setting, how do you insure that parents and children are familiar with the library and the children's librarian at their local branch?

We use several approaches to encourage our families to use the local library. First, we invite our County Librarian to be the guest reader, and to remind families of the library and its wonderful children's services. Second, we advertise the ELF club in the library so patrons connect the Literacy Center to the library. Lastly, we post library activities and calendars in the Literacy Center so our families are aware of upcoming and ongoing events.

6. What instructional techniques have you found successful in modeling reading aloud to children with your Family Literacy adult learners? How do you instruct Family Literacy adults in the selection of children's books?

We use the simplest and most natural techniques we can so parents can visualize effective reading aloud; we demonstrate open ended questions, rhyming activities, discussion of pictures and words in the book, etc. While we don't formally give book selection instruction, we discuss what makes the "book of the day" a wonderful choice (inviting pictures, word choices, theme, etc.)

7. How do you instruct Family Literacy adults in activities to enjoy with their children and that promote reading, e.g. storytelling and word games?

We enthusiastically model these other activities either before or after the group reading activity.

8. How do literacy and library staff cooperate to insure that Family Literacy families are welcomed to children's services and other library programs?

Our literacy and library staff are well connected. Library activities are marketed at the Literacy Center, and vice versa. We take time to remind families (orally and through surveys) to visit the library and make sure they have active library cards.

9. How do you insure that all participating Family Literacy adults set and work toward at least one goal within the Parent Role of the Roles and Goals tool? (Setting at least one goal within the Parent Role has replaced the Family Survey tool.)

At the initial assessment we discuss reading with kids, and interaction with the school and kids' teachers. We include this discussion in goal-setting, putting parental goals at the top of our priority list.

ESL Report

Tulare County Free Library   Final—2015-2016

Although CLLS funds cannot be used to support ESL services, the State Library wants to acknowledge libraries that have identified local resources to provide ESL services in communities where there is a need. To gain a complete picture of local literacy services provided, we have included a section for ESL activities.

1. Number of ESL Adults served

35

2. First or Home Language of ESL Adults served

Spanish	Vietnamese	Hmong	Chinese	Total ★
32	0	0	1	35

Select language		Select language	
Arabic ▼	2	Korean ▼	0

Select language	
Hindi / Punjabi ▼	0

3. Number of books given to ESL learners

131

4. Comments

The data in this section reflect the adult learners in our conversation classes, or those who are tutored by a bilingual tutor, or with the assistance of a translation program.

ESL – Narrative

Tulare County Free Library   Final—2015-2016

1. Please describe your ESL expenditures or staffing.

Expenditures for our ESL activities is limited to workbooks, notebooks and a small portion of the program director salary to administer the activities.

Other Services Report

Tulare County Free Library   Final—2015-2016

1. Programs

Early Learning for Families (ELF)

Our monthly ELF club is open to the public. This allows anyone with to take advantage of this service to promote their kids' early literacy. In the ELF sessions, our staff and volunteers begin by conversing and singing with the kids. The "book of the day" takes center stage as a volunteer reads the story, prompting the children to engage with the story. The kids then do a small craft project to complement the book. All the children leave with a copy of the book.

Service Recipients

⊘ Other at risk Children under 5	188
Other at Risk Children ages 5-17	
Other at Risk Adults	
	188

Early Literacy Trainings

READ TO SUCCEED also offers Early Literacy Trainings (ELT) throughout our county. Using the "Every Child Ready to Read" curriculum from The American Library Association, our staff and volunteers train parents and caregivers to work with their kids in the home environment. We model easy and fun techniques to introduce print awareness, phonics and vocabulary development. These trainings are provided to the public free of charge, and every parent or caregiver also receives a free kid's book to take home.

Service Recipients

Other at risk Children under 5	
Other at Risk Children ages 5-17	
⊘ Other at Risk Adults	105
	105

Motheread Fatheread

This program utilizes children's books to teach literacy skills to adults, particularly in the context of family life. Motheread Fatheread incorporates writing and text analysis into the study plan, and the targeted skills are linked to those measured by the CASAS assessment.

Service Recipients

Other at risk Children under 5	
Other at Risk Children ages 5-17	
⊘ Other at Risk Adults	120
	120

Transforming Tulare

Transforming Tulare provides workforce preparation and training for at risk adults in the city of Tulare. We offer assistance in resume preparation, interview skills and job search tactics. This grant funded program culminates in a job fair, where local vendors and institutions share their opportunities with program participants.

Service Recipients

Other at risk Children under 5	
Other at Risk Children ages 5-17	
⊘ Other at Risk Adults	125
	125

2. Children under 5 Other at risk Children under 5

188

3. Children ages 5-17 Other at risk Children ages 5-17

0

4. Other at risk Adults

350

5. All Service Recipients

6. Number of books given to people not part of CLLS target group

1653

7. Comments

Other Services – Narrative

Tulare County Free Library　　Final—2015-2016

1. Other Services you are providing

In addition to tutoring services for adults, we offer a monthly ELF club to support family literacy and the Motheread Fatheread program for parents who are also enrolled at our partner organization, Tulare Adult School. Early Literacy Trainings for parents and caregivers are provided by our program, which are done in the community for parents and caregivers.We also offered a work preparation program (Transforming Tulare) which targeted job preparation skills (resume building, job search and interviewing skills).

2. Please describe your other expenditures or staffing

Our expenditures for other services are largely for books. We purchased age appropriate material for our ELF program, Motheread, and for parents taking part in ELT sessions. Funds for Transforming Tulare covered office supplies and materials for job fair. Staffing expenditures support a portion of our literacy assistant wages.

In-kind Resource Development Report

Tulare County Free Library   Final—2015-2016

1. County / City / Library

☐ Space ☐ Materials ☐ Equipment ☐ Printing ☑ Professional Services ☐ Other

Dollar equivalent ★
22000

2. Business

☐ Space ☐ Materials ☐ Equipment ☐ Printing ☐ Professional Services ☐ Other

Dollar equivalent

3. Education

☐ Space ☑ Materials ☐ Equipment ☐ Printing ☐ Professional Services ☐ Other

Dollar equivalent ★
1000

4. Faith Based

☐ Space ☐ Materials ☐ Equipment ☐ Printing ☐ Professional Services ☐ Other

Dollar equivalent

5. Foundation / Non profit

☐ Space ☐ Materials ☐ Equipment ☐ Printing ☑ Professional Services ☐ Other

Dollar equivalent ★
150

6. Library Literacy Regional Network

☐ Space ☐ Materials ☐ Equipment ☐ Printing ☐ Professional Services ☐ Other

Dollar equivalent

7. Membership Organizations

☐ Space ☐ Materials ☐ Equipment ☐ Printing ☐ Professional Services ☐ Other

Dollar equivalent

8. Friends of the Library

☐ Space ☐ Materials ☐ Equipment ☐ Printing ☐ Professional Services ☐ Other

Dollar equivalent

9. Individual

☐ Space ☑ Materials ☐ Equipment ☐ Printing ☐ Professional Services ☐ Other

Dollar equivalent ★
200

10. Service Group/Club

☐ Space ☐ Materials ☐ Equipment ☐ Printing ☐ Professional Services ☐ Other

Dollar equivalent

11. Other

☐ Space ☐ Materials ☐ Equipment ☐ Printing ☐ Professional Services ☐ Other

Dollar equivalent

12. Total

Dollar equivalent

23350

Library Impact

Tulare County Free Library   Final—2015-2016

How have your literacy services impacted the rest of the library in this report period?

READ TO SUCCEED, Tulare County Library's Literacy program plays a significant and unique role in our Library. The literacy program addresses individual needs, many on a one-to-one basis, to meet short term and long term literacy objectives. The library directs learners and tutors to the programs and supports with additional resources both physical and virtual, including a new online language learning, online job, testing, and homework help, and adult new reader books for checkout. Learners' moving forward toward success is our goal. Many in our community need an alternative to formal continuing adult education and the library's literacy program is often the only "other" choice. Literacy needs across the county far outweigh the resources of Read to Succeed and the library. That is why we connect and partner with the Sequoia Adult Education Consortium as part of AB 104. The library and literacy program also work closely with other local partners, including Lea Conmigo, First Five Tulare County, and Read for Life. Working together, the library, the literacy program, the adult education consortium, and the community, allows us to address the critical literacy needs in Tulare County.

Community Partners

Tulare County Free Library   Final—2015-2016

1. Tulare County CalWorks

Role

☑ Supplemental funding ☐ Use of facilities ☐ Staffing or volunteers ☐ Learning materials

☐ Consultation or overall guidance ☑ Referred students to program ☐ Provide instruction Other ☐ Other

Services

✔ Library Provides Service to the Partner

Partner Provides Service to the Library

Mutual Exchange of Services

2. House of Hope

Role

☐ Supplemental funding ☐ Use of facilities ☐ Staffing or volunteers ☐ Learning materials

☐ Consultation or overall guidance ☑ Referred students to program ☐ Provide instruction Other ☐ Other

Services

✔ Library Provides Service to the Partner

Partner Provides Service to the Library

Mutual Exchange of Services

3. Visalia Adult School

Role

☐ Supplemental funding ☐ Use of facilities ☐ Staffing or volunteers ☐ Learning materials

☑ Consultation or overall guidance ☑ Referred students to program ☑ Provide instruction Other ☐ Other

Services

Library Provides Service to the Partner

Partner Provides Service to the Library

✓ Mutual Exchange of Services

4. Tulare Adult School

Role

☐ Supplemental funding   ✓ Use of facilities   ☐ Staffing or volunteers   ☐ Learning materials

✓ Consultation or overall guidance   ✓ Referred students to program   ✓ Provide instruction Other   ☐ Other

Services

Library Provides Service to the Partner

Partner Provides Service to the Library

✓ Mutual Exchange of Services

5. College of the Sequoias

Role

☐ Supplemental funding   ✓ Use of facilities   ☐ Staffing or volunteers   ☐ Learning materials

☐ Consultation or overall guidance   ✓ Referred students to program   ☐ Provide instruction Other   ☐ Other

Services

Library Provides Service to the Partner

Partner Provides Service to the Library

✓ Mutual Exchange of Services

Volunteer Hours - All Programs

Tulare County Free Library   Final—2015-2016

1. Adult Literacy Volunteer Tutor Instructional Hours

	Last Period
	4578
3583	

2. ELLI Volunteer Tutor Instructional Hours for Adults and Children

	Last Period
	0
0	

3. ESL Volunteer Tutor Instructional Hours (not State Library grant supported)

	Last Period
	342
286	

4. All Other Volunteer Hours in Literacy Services (non-instructional hours)

	Last Period
	1573
3582	

5. Total of Volunteer Hours

	Last Period
	6493
7451	

6. How many non-tutor volunteers do you have in your literacy program?

	Last Period
	7
19	

7. Please list the titles of a few non-tutor volunteer positions

Office assistant, craft helper, Transforming Tulare assistant

8. Comments

Volunteer Tutor Activity Report

Tulare County Free Library　Final—2015-2016

1. Continuing Volunteer Tutors instructing from prior reporting period

86

2. Volunteer Tutors who began instructing during this reporting period

28

3. Total Volunteer Tutors who instructed during this reporting period

114

4. Volunteer Tutors who left during this reporting period

37

5. Cumulative total Volunteer Tutors who instructed this fiscal year to date

77

6. Cumulative total

114

7. Volunteer Tutor Demographics July 1 - June 30

Ethnicity

Asian	Black
3	3
Latino	Native American
17	
Pacific Islander	White
1	90
Other	Unknown
Total ★	
114	

Age

16 - 19	20 - 29
0	11
30 - 39	40 - 49
9	10
50 - 59	60 - 69
21	38
70 plus	Unknown
25	
Total ★	
114	

Gender

Male
30
Female
84
Unknown
Total ★
114

8. Volunteer Tutors trained during this reporting period

28

9. Volunteer Tutors awaiting training/matching/re-matching at end of this reporting period

0

10. Number of Tutor trainings conducted during this reporting period

5

11. Number of in-service workshops offered for Tutors during this reporting period

9

12. New Tutors are required to complete 4 tutor training hours before beginning to tutor

4

13. Comments

Staff Commitment - Library Personnel

Tulare County Free Library   Final—2015-2016

Library Personnel   (staff is city or county or district employee)

Job Title ★	AFL	ELLI	MLLS	ESL	Other	Total	Salary ★
Library Programs and Literacy Speci	0.9	0	0	0.1	0	1	82710
Literacy Services Specialist	1	0	0	0	0	1	66258
Literacy Specialist Extra Hire	0.7	0	0	0	0	0.7	41823
Literacy Asst. Extra Hire	0.7	0	0	0	0	0.7	18090
Literacy Assistant	0.75	0	0	0	0.25	1	31583

	AFL	ELLI	MLLS	ESL	Other	Program Total	Salary
Totals	4.05	0	0	0.1	0.25	4.4	240464

Details

If your FTE totals are +/- 25% different from last year, please explain

We are committed to supporting a small number of ESL learners; the program director's distribution of time has been adjusted to reflect this increase.

Comments

Staff Commitment - Contract Personnel

Tulare County Free Library   Final—2015-2016

Contract Personnel   (not a city/county/district employee)

No personnel entries.

	AFL	ELLI	MLLS	ESL	Other	Program Total	Salary
Totals	0	0	0	0	0	0	0

Details

Comments

We did not use any contract personnel during this fiscal year.

Financial Report

Tulare County Free Library   Final—2015-2016

Budget Categories

	CLLS $ Portion	Local $ Portion	ELLI	MLLS	ESL	Other Services	Total Yearly Budget	State Revenue	Local Revenue
								Revenue Source	
Salaries & Benefits	59931	164366	0	0	8271	7896	240464	59931	180533
Contract Staff	0	0	0	0	0	0	0	0	0
Operations	0	13686	0	0	0	0	13686	0	13686
Literacy Materials	0	5073	0	0	433	7041	12547	0	12547
Small Equipment	0	0	0	0	0	0	0	0	0
Equipment	0	0	0	0	0	0	0	0	0
Indirect Costs	0	5993	0	0	0	0	5993	0	5993
	59931	189118							
Total	249049		0	0	8704	14937	272690	59931	212759

Grand Total 272690

Comments on Other funds

We increased book expenditures for our Motheread Fatheread program (Other). We increased estimated staff time devoted to ESL from .05 to .1 FTE, which is reflected in Salaries/Benefits.

Roles & Goals

Tulare County Free Library　Final—2015-2016

Adult Learners

1. Total Adult Learners who received instruction during this reporting period

- This is set automatically from the Adult Learner Activity Report, question #3, which is automatically calculated.
- If you need to edit this number, edit the values in the **Adult Learner Activity Report**

Learners who r...
316

2. Total number of adult learners who set at least one goal during this period

- This is set automatically from the Adult Learner Activity Report, question #3, which is automatically calculated.
- If you need to edit this number, edit the values in the Adult Learner Activity Report

# of Learners ...	% of Learners ...
316	100

3. Total number of adult learners (not number of goals) who met at least one goal.

- Include fixed goals from the Roles and Goals forms; "other goals" you've set with learners, and any "unanticipated achievements" during this reporting period.

# of Learners ...	% of Learners ...
269	85.13

Life Long Learner

	Total adult learners who set goals	Total adult learners who met goals	Percentage accomplished	
Learn the alphabet, letters and sounds	3	3	100	%
Read a book/newspapers/magazines	15	4	26.67	%
Write a letter			0	%
Learn to type / use the computer keyboard	8	8	100	%
Write, send and receive email	3	3	100	%
Search the Internet			0	%
Get a library card	19	19	100	%
Check out or use library items regularly	2	2	100	%
Pass part or all of the GED test	25	2	8	%

Family Member

	Total adult learners who set goals	Total adult learners who met goals	Percentage accomplished	
Write checks/pay bills			0	%
Read health education information	2	2	100	%
Read medicine labels			0	%

Plan nutritious meals		0	%
Share a book with children/family	33	22	66.67	%
Help children with homework	8	3	37.5	%
Take children to library story time			0	%
Interact with the school/with teachers	3	3	100	%

Worker

	Total adult learners who set goals	Total adult learners who met goals	Percentage accomplished	
Find a job: search want-ads/online	2	2	100	%
Fill out a job application	6	6	100	%
Write a resume			0	%
Interview for a job			0	%
Get a job or get a better job or promotion	9	5	55.56	%
Perform current job tasks better	24	19	79.17	%
Read work related manual	1	1	100	%
Obtain a license or certificate	1	1	100	%
Pass the Citizenship test	16	8	50	%

Community Member/Citizen

	Total adult learners who set goals	Total adult learners who met goals	Percentage accomplished	
Access community services/resources	9	6	66.67	%
Speak to others about the Literacy Program			0	%
Get involved with a community issue			0	%
Get a driver's license	3	1	33.33	%
Prepare to vote (read Easy Voter Guide, register)			0	%
Vote			0	%
Become a volunteer	3	3	100	%

Other Goals

Other goals met for all learners

Goals met—all l..

91

Optional

Review and analyze the other goals submitted to you by your learners. Do you see any patterns? Is there anything that is appearing with such frequency that you think it should be a fixed goal on the Roles and Goals form? You may recommend a maximum of 2 such goals below.

Name of other goal #1 ★	# who met this goal during period ★
We strongly recommend the goal of "Success in Adult Ed class". Learners met 64 goals related to classroom success with the assistance of tutorii	64

Name of other goal #2 ★	# who met this goal during period ★
Confidence in English oral fluency; achieving this goal boosts many of the others in Roles/Goals and is critical for student success	34

Unanticipated Achievements

Total number of unanticipated achievements (achievements, not learners) met for all learners

unanticipated...

2

Optional

Review and analyze the unanticipated achievements submitted to you by your learners. Do you see any patterns? Is there anything that is appearing with such frequency that you think it should be a fixed goal on the Roles and Goals form? You may recommend a maximum of 2 such goals below.

Unanticipated achievement #1	# who actually achieved this goal

Please share any particularly meaningful "unanticipated achievements." We will in turn share these with the field and with stakeholders as anecdotal evidence of the success that happens in the library literacy services.

2 of our adult learners became compelling public speakers! At our annual address to the Tulare County Board of Supervisors, we were delighted to have two English learners share their experiences and promote the efficacy of tutoring in our community.

AGENDA ITEM: CLSA System Amended Plans of Service and Budgets

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

1. Consideration of 2016/17 CLSA System Amended Plans of Service

---

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board approve the CLSA System Amended Plans of Service for the nine Cooperative Library Systems, submitted for fiscal year 2016/17.

ISSUE 1: Consideration of CLSA System Amended Plans of Service for FY 2016/17

BACKGROUND:

CLSA System Amended Plans of Service for FY 2016/17 were submitted for Board approval as authorized in CLSA Sections 18724(b) and 18745. Exhibit A summarizes each System's goals for the Communications and Delivery (C&D) program funding, and how each will support the needs of their communities. It also displays program support through local funds and in-kinds contributions. C&D continues to be a valuable program as it provides the physical delivery of materials within cooperative member libraries. CLSA Amended Plans of Service for FY 2016/17 also reflect the services with the allowable costs of Communication and Delivery in relation to resource sharing using 21st century technologies. Our System Cooperatives have chosen to use their funding in programs like Enki, SimplyE, CENIC, digitization lab, E-Books, Joomla, LINK+, Zinio, Broadband Connectivity, Overdrive, Zipbooks, Hoopla, and Odilo.

RELATED ISSUE TO COME BEFORE THE BOARD IN THE FUTURE: Summary of 2015/16 System Annual Reports.

Staff Liaison: Monica Rivas

California Library Services Act
System Communications and Delivery Program Amended Plan of Service
FY 2016/17

Baseline Budget and Number of Member Libraries Served	Goals for using CLSA Funding to meet the needs of the community	Support for C&D using Non-CLSA System Funds
PLP $ 333,731 Members: 34	This Amended Plan of Service allows us to expand the services with the allowable costs of Communication and Delivery in relation to resource sharing using 21st century technologies. There are three primary purposes for the funds: 1) Renew the PLP subscription to enki. Renewing this subscription will continue to allow our patrons access to the diverse collection of materials available, which stretch beyond the scope of most traditional library vendors. 2) Allocation of funds for further development of the SimplyE eBook app. This will achieve several goals: respond to patron comments about difficulty in having several different platforms for reading eBooks based on vendor, increase usage of all eBook vendors by using this agnostic device so patrons won't be choosing content based on vendor, but based on interest and exposure to greater content. This meets the CLSB's definition of improved access to library e-books or other library digital materials.	PLS member libraries are contributing $587,416 in local funds to support 5-day delivery. Many PLP members use local funds for ILL services such as Link+. In FY 2014/15 and FY 2015/16, the libraries in PLS used local funds for increased bandwidth through CENIC; it is anticipated that PLP libraries planning to connect to the CalREN network in FY 2016/17 will use local funds.

PLP continued	3) Allocation of funds to support costs associated with network access. Funds will support hardware and connection costs. Several member PLP libraries have expressed a need for further funds for their networks, which, in some cases will allow them to purchase hardware to connect branches to CENIC, and in other cases, will offset the costs of monthly network fees, whether they are on CENIC or not. This falls within the definition of "providing access to [the library's] bibliographic records and materials location information… based on the most cost-effective methods of exchanging materials and information among the member libraries."	
Inland $183,770 Members: 19	Inland Library System is one of the largest geographical spread-out systems in California. To better serve their member libraries, Inland will provide a digitization lab for member libraries to contribute content to be shared at no cost to the member libraries, and to allow access to other libraries in California through a shared platform. The content will be shared conforming to the resource sharing aspect of the C&D guidelines. The member libraries have many ideas for content which include, but not limited to writing from children, teen and adult writing workshops, books created from programs, modules created by interest groups to enhance program ideas and service models, and historically significant materials. The counties within Inland are historically rich with materials that would benefit the communities to gain access electronically. Inland will provide improved access to library e-books by purchasing additional titles by member libraries.	Riverside County Library System is subsidizing most of the cost of delivery to the four ILS members who s hare a common integrated library system. Each ILS library pays the postage required to return non-ILS member materials to their home library and also pays for staff and overhead costs associated with preparation of items for delivery. The ILS Administrative Council and the Executive Committee members meet on a regular basis to set priorities and guide the work of the cooperative. ILS Committees (Children's, YA, Literacy and Adult Services) provide a means for staff of various levels and from all member libraries to meet, in-person and virtually, to exchange information. Member libraries pay for staff time devoted to meetings and committee work and transportation costs to meetings.

Inland continued	Joomla will provide access to electronic content that is contributed by all systems in California. The content will include sample RFPs, fines and fees structure, policies and procedures and much more. This product will enhance services to the community and reduce time spent by staff to create these documents. It is a good service for resource sharing.	
Santiago $101,079 Members: 10	SLS has decided the best use of CLSA funds to benefit their communities is through e-book purchases. SLS has decided on improved access to library e-books. The funds are divided based on the population formula.	SLS does not have a funding mechanism for member libraries. The contribution is in-kind by library staff in the form of hosting workshops, providing staff for training and collecting information to share.
49-99 $ 72,335 Members:6	Many systems have been challenged in their ability to share materials based on their current model of physical delivery and material sharing between member libraries. Stockton has provided the physical delivery for 49-99. Their delivery model is twice a week and limited to the member libraries within the system. Collection resource sharing is beneficial to their residents in any form, but a more efficient and robust model is needed. 49-99 is now experiencing a slow upturn in local funding and revenue opportunities that have provided small increases in their ability to purchase books and expand their resources. Due to the geographical layout of most systems, delivery is still limited to twice a week. Although limited, this has been appreciated by the residents of the library systems and expanded the libraries' ability to provide materials.	49-99 will be required to supplement the LINK+ delivery by approximately $30,000. The first year is a pilot and 49-99 is interested in the State Library using some of the one-time funds to provide support in this pilot program. A proposal was submitted for LINK+. As more California cooperatives participate, the costs for the service will be reduced.

49-99 Continued	To increase access and expand resources available to the residents of the member libraries, 49-99 will participate in LINK+, a collaborative statewide collection resource sharing program offered by Innovative which has over 70 member libraries in California and Nevada. 49-99 has been approved to pilot a local delivery service instead of TriCor which is Innovative's current contracted delivery service. The cost to the rural libraries was high and 49-99 will test using a less expensive local company. This service will allow access to unique collections and media as well as the traditional requested materials.	
Serra $129,877 Members: 13	E-book and Zinio circulation numbers continue to rise. Increasing the resources available will enhance the services being provided to system community members through: 1) Improved access to library e-books or other library digital materials. 2) Participation in Joomla to contribute content allowing access to e-content for all systems. 3) Enriched collections of e-resources through Zinio and Overdrive. 4) Development of e-content through digitization by providing a digital lab at the SCLC office to be shared by all member libraries.	n/a

| SCLC $348,107 Members: 39 | Many member libraries offer children, teen and adult writing programs. It is the intent of the member libraries to digitize the writings and upload to a shared platform, making the materials available to borrow. Staff will be trained on the use of the equipment, metadata tagging, and uploading to a shared platform. The materials will be free. This will showcase work done by the local community. Other items of interest are historically significant materials at the libraries. Items have been identified by member libraries to digitize and make available on the shared platform. All materials will be made available to not only SCLC libraries, but all libraries in California to utilize resource sharing opportunities.

SCLC will provide assistance to member libraries in costs associated with connecting to the California Research and Education Network via the State Library Broadband Project. SCLC will request libraries to submit a written request based on need to be awarded funds.

The SCLC website is close to going live. It was in need of updating since the reference information was outdated and no longer maintained. The member libraries through various interest groups and task forces provided an outline and structure for content of the new website. The public will have access to the information such as job postings, library links, etc. | SCLC member libraries pay substantial membership dues to maintain staffing and an office, as well as the costs to participate in the League of Cities. This conference provides an opportunity to inform elected officials, boards, and trustees of the importance of library services within their communities. SCLC also pays for two representatives to attend the National Library Legislative Day in Washington, DC each year. Staff meets with legislators during the ALA-hosted program. SCLC works with the County of Los Angeles Public Library for Day in the District, coordinating all 39 member libraries to attend face to face meetings at the local offices of the legislators. Last year CoLAPL and SCLC filled 32 pages in an Excel spreadsheet with meetings over a 3-month period.

Many of the projects and activities created by SCLC are shared with the other cooperatives that do not have staff, which is a benefit to the cooperatives at little to no cost. It facilitates an improved communication and understanding of the potential of a variety of programs and services. |

| NorthNet
$ 393,241
Members:44 | NLS will use $100,000 to support an increase in Zinio access for members. A consortium of 29 NLS libraries was created in 2015/16 to purchase Zinio online e-periodicals. Several other NLS libraries were unable to join at the time of startup due to lack of local resources, but expressed interest for the future. The CLSA funding would support these additional libraries to join the consortium and thereby reduce costs and increase available copies of content for all consortium members.

NLS will use $100,000 to support increased Overdrive access for members (another NLS consortium with 27 members). The funding will be divided in order to support the joining "platform" fees for new libraries, as well as funding additional content for existing Overdrive users.   Proposed allocation is $60,000 to bring in new members and $40,000 for additional content for existing users.

NLS will set aside the remaining funds, approximately $114,000 for the implementation of one-time costs for Link+ in 2017/18. If NLS determines not to move forward with Link+, it will consider additional funding of Zipbooks or pursue other options. | N/A |

SJVLS $115,461 Members:10	SJVLS continues to deliver more than 1,000,000 items annually at a cost of approximately $160,000. The CLSA original allocation of $124,790 is insufficient to cover this modest portion of the SJVLS operations. Since it remains a critical need in our eight-county area, we have elected to expend the entire $124,790 in CLSA funding to this service. The additional ongoing CLSA allocation of $115,461 will be used for the following: 1)Supplement for shared e-book collection (Bibliotheca Cloud Library, formerly 3M) by $23,000. This would allow for purchase of an additional 1,250 to 1,270 additional titles. SJVLS is planning to implement Enterprise, which will make the Cloud Library collection visible to users of the main SJVLS library catalog integrated with print collections and member Overdrive collections. Many of our members have a small level of e-book collections, due to small materials budgets, even though this format is in high demand. Increasing this collection would **provide** a robust collection to communities with currently low accessibility to these materials. Funding would revert to current budgeted amount if these monies are not available in the future. 2) Digitization of local collections. Update the infrastructure and skillset among the member libraries to digitize local collections. Members have identified several valuable local collections in need of digitization for use by our communities; these collections would specifically be a benefit to K-12 students for research and classroom projects, although they would be available to people of all ages. SJVLS would purchase ten (10) flatbed scanners and necessary data drops for members ($3,500 each member); provide Photoshop subscriptions via TechSoup; purchase external hard	The total current Communications budget is $1,807,297, which consists of Delivery for $159,540, Communication for $1,292,296, additional digitization of local collections, E-Book and depository of information for $115,461 and broadband network upgrade costs for $240,000. The CLSA allocation is insufficient to cover the Communication costs; non-CLSA system funds of $34,750 are required just to meet SJVLS delivery costs. Other funding sources (non-CLSA) are obtained by SJVLS members as a part of membership for $34,750 and $1,292,296. In addition, SJVLS received $240,000 in CVIN grant funds for costs related to headquarter libraries to participate in the California Public Libraries Broadband Project.

SJVLS Continued	drives for archival storage of full scans; purchase one (1) large format scanner to be housed at a designated regional location, that would be available to all SJVLS members for use with larger projects. In addition, SJVLS will provide online training in digital collections metadata, on-site training on scanners, and adding files to the Omeka server to members' staff so they can complete their local projects that are already identified and continue to develop this valuable and unique resource by the addition of future projects. If funding goes away, the only long term cost not currently budgeted would be maintenance on any high-end equipment purchased, so sustainability would be provided through membership fees. 3) Depository of Information. SJVLS would use a minimal amount of the CLSA money to provide its share of support to the operation and maintenance of the Depository of Information agreed upon with The Black Gold Cooperative pilot project and expansion of the project. While there are some websites that provide aggregated access to some policies, there is no easily available, comprehensive, updated and consistently managed web based resource for access to sample California library policy and procedure materials and forms. Cooperative library systems regularly receive requests from member libraries for model policy and procedure documents, and such requests are frequently seen on library social media outlets and listservs. Accessibility to this document depository would assist public libraries statewide to create and revise policies and procedures relating to library governance, management and operations.	

SJVLS Continued	A pilot project is already up and running at www.clsainfo.org. The Black Gold Cooperative asked systems to have their libraries submit policies on library fines and fees which were added to the website. The next step would be to work with the other systems to determine priorities and a schedule for collecting documents on additional topics and a comprehensive statewide online document depository of public library policy and procedure documents and forms would be created. Funds would be used to promote and expand this project to a long list of topics of interest to California public libraries. Systems would continue to work together to make changes as necessary to make the project successful. The amount identified as SJVLS' share is $663.78. In future years, funding would be provided through the current amount of ongoing funds, reducing the amount of funding for delivery	

| Black Gold $72,399 Members:6 | Black Gold will be using the additional funds provided for Communication and Delivery to provide improved access to library digital materials. We will use a large portion of the funds to purchase Hoopla, an app which allows down loading and streaming of eBooks, eAudiobooks, Movies, Music and Comics. Their library has over 500,000 titles from which to choose.

The balance of the funds will be used for the same purpose but for a different offering. We are currently in the process of evaluating possible products that would be of use to our patrons, including one called Odilo, which has a Spanish platform and would provide titles for our Spanish-speaking population. While we have Spanish titles on OverDrive and Enki, the lack of a solid Spanish-language platform may be discouraging patrons to use those products. If we are unable to identify a satisfactory new product we will l use the funds to supplement our shared OverDrive subscription. I n the 201 5-16 FY we circulated 423,757 OverDrive eBooks and audiobooks. Even so, we have over 20,000 holds in the system at this time, so we are confident this would be a good use of the additional C&D funds.

We will not be using any of the funds to supply broadband connectivity. We had already budgeted for telecommunications costs for this FY before confirmation of these funds was available. | Black Gold is primarily supported by local funds. CLSA funds pay for our delivery contract and some staff time to administer delivery, and account for less than 5% of our budget. Our main purpose is administration of the shared I LS. That requires a significant investment in networked telecommunications, paid for by our members and budgeted at $354,000 next year. This is significantly more than in previous years as we are beginning a transition to CENIC. We have 32 branches over a 200 mile long region all connected to servers in a central location. In addition to the telecom for the JLS, each library branch has a separate public Internet connection provided by Black Gold. We are constantly in the process of monitoring these connections and upgrading them when necessary to support increased public Internet requirements.

Additionally, Black Gold sponsors a number of downloadable and streaming products including OverDrive, Zinio magazines, and Enki. Local costs for those products next year are budgeted at $392,000. |

AGENDA ITEM: California Library Services Act Proposed Budget for the 2016-2017 fiscal year

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING: Consideration of the remaining $1.5 million in 2016-2017 one-time California Library Services Act funding.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board adopt $1 million of the 2016/17 CLSA one-time budget augmentation to fund software and hardware improvements inside libraries.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board adopt $200,000 of the 2016/17 CLSA one-time budget augmentation to create innovation labs through partnerships between libraries, employers and educators.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board adopt $300,000 of the 2016/17 CLSA one-time budget augmentation to create an impact study and online clearinghouse cataloguing the economic and social value of California's libraries.

BACKGROUND:

California's budget for the fiscal year beginning July 1, 2016 included $4.75 million in new funding under the California Library Services Act. These funds were in addition to the $1.88 million that has been continuously appropriated under the act for the past several years.

Of the $4.75 million, $1.75 million was ongoing, allocated under the "Communications and Delivery" section of the act. The remaining $3 million is one-time funding, the use of which is left largely to the board's discretion.

At its April 8th 2016 meeting, the board requested that the State Library and California's nine regional library systems offer proposals on how these funds could be used for consideration at the board's July 12 meeting.

At its July 12, 2016 meeting, the board discussed the proposals submitted by the systems and approved allocations for $1.5 million of the one-time funding to the following programs:

- $1 million for Zip Books to expand the program statewide as a demonstration project.
- $300,000 for the enki e-content system. Of the $300,000, $100,000 would be used to connect all unconnected libraries and $200,000 to purchase content for enki.
- $200,000 to lay the groundwork for the SimplyE E-Book discovery app.

However, State Library staff asked for more time before the board made decisions on the remaining $1.5 million in one-time funding to evaluate several investment options, which seemed to meet the board's priorities for one-time funding.

EVALUATIONS OF OPTIONS FROM JULY

Bibframe
One of the concepts the State Library thought warranted further consideration was the Bibframe initiative by the Library of Congress. This new method of organization seeks to make materials held by California's public libraries more accessible by Google search rather than only through a library's website. The Library of Congress is currently refining its new Bibframe 2.0.

Over the past two months, the State Library conferred with the Library of Congress about this new initiative. The Library of Congress hopes to replace the existing MARC record cataloguing system with Bibframe in five years. (An ambitious timeline.) In the interim, the Library of Congress will begin offering software in January to convert MARC record items to a more Internet accessible form.

Proposals examined by the State Library to begin experimenting with this conversion software hold out the promise of potentially benefiting only a handful of libraries, at least in the near term (Exhibit A). A pilot using federal Library Services and Technology Act funds might be a more appropriate first step.

Yewno
Yewno.com was another potential investment the State Library sought to investigate further. Yewno offers a more intuitive and more focused way of searching for information, akin to the increasing semantic organization of information on the Worldwide Web.

Pioneered by Stanford University and others, the search tool would give access to over 50 million – and growing -- pieces of information organized by relevance. The company went public in April of 2016.

Generally, the reaction of librarians asked to "test drive" it was that Yewno is geared more toward use in academic libraries which Yewno's creators say is what the search tool was initially designed for. Additionally, while the creators offered a significantly discounted price to provide Yewno to all California libraries, it requires an annual subscription that both exceeds the $1.5 million in funds still to be programmed by the board and the board mandate that those funds be used solely for one-time purposes.

As a result, the library examined different options offering more immediate impact to the greatest number of public libraries possible.

ALLOCATIONS OF THE REMAINGING $1.5 MILLION

State Library Recommendations:

During the initial April 2016 discussion on programming the $3 million in one-time funding

available through the budget, the board stressed that priority for expenditure was to promote and enhance resource sharing among libraries on a statewide or regional level. Other considerations the board said it would weigh in evaluating spending proposals include:

- Sustainability,
- System-wide or statewide benefits,
- Opportunities for multi-agency partnerships, and
- Improved access to underserved individuals or communities.

In readying the following list of recommendations, State Library staff measured each spending proposal against the board's stated priorities and the board's insistence that projects neither generate nor require state-paid ongoing costs.

Improved Internet Access:

-- Invest $1 million in software and hardware improvements inside libraries, particularly those in under-served communities, in order to maximize the benefits to patrons as they access the new high-speed Internet connections.

By June 30, 2018, 143 of California's 183 public library jurisdictions will be connected to the California Research and Education Network, a statewide high-speed, high-bandwidth network managed by the Corporation for Education Network Initiatives in California, known as CENIC. Some 400 branches are expected to be connected by the same date.

This ongoing commitment by the state was buoyed by a $1 million award of one-time funds by the board to offer Technology Improvement Grants to libraries needing financial help with equipment or site preparation in order to connect to CENIC.

During the first two years of this broadband connectivity effort –and also during the recently completed application process for the third year – a common need expressed by a number of libraries is better equipment to deliver the new services available to their patrons because of a better broadband connection.

In Merced, the library was using hand-me-down terminals and laptops, some from the county Health & Human Services Administration. Other jurisdictions reported not having tools to check if wifi was working.

San Bernardino's city library struggled until recently with 2003 servers and desktops dating to 2006 that could not receive Microsoft security updates. A number of libraries still use Microsoft Office 2003.

Fifteen-year-old, 10-year-old and even in some cases five-year-old technology can't deliver what a 2016 library user expects.

Innovation Labs:

-- Allocate $200,000 to create innovation labs through partnerships between libraries, employers and educators.

These labs, akin to Maker Spaces, promote creativity, collaboration and help align individual interests and values to potential career paths. The initial investment of $200,000 would be supplemented by contributions from employers and possibly federal grant funds for libraries.

The concept is based on an idea pioneered in San Diego by Qualcomm called the "Thinkabit Lab." These labs are designed to connect people with the skills required in various jobs and encourage the creative problem-solving that's central to success in California's innovation-based economy.

Qualcomm's "Thinkabit Labs" have served various populations from middle school students to veterans.

The State Library was a participant in a recent "Thinkabit Lab" collaboration between the Chula Vista Elementary School District, Qualcomm and the Chula Vista Public Library that resulted in the creation of an "Innovation Station" in the lower level of the library.

Every 6th Grader in the school district cycles through the "Innovation Station" at least once during the academic year. During their stay, a teacher or coach helps the 6th Graders use flash cards to connect potential career paths with the skills needed for success.

Then, in teams of three or four, the students are encouraged by volunteer facilitators to use various building materials – popsicle sticks, plastic cars, toy animals -- in conjunction with Arduino boards and laptops to complete projects like powering a propeller.

At the end, students are asked to use a Sharpie and write about their experience on the tabletop. While their spelling could be better, the reaction seems universally positive:

> "This experience has given me the courage to do anything in my life including technology," wrote 11-year-old Selena after an innovation Station session.

> Said 'P.R.': "The first thing we learned was how to light up an LED light. It was kinda hard but it was worth it. And we had a big project with hot glue. I burned myself a bit then we learned how to program a mini fan."

This model of shared resources among public and private partners exemplifies the board's desire to foster collaboration. A number of major California employers would be strong partners that could allow creation of such labs throughout the state, particularly in under-served communities.

While the expense of creating the lab itself is relatively small, some libraries don't have the available space Chula Vista did, which could boost the cost of labs in some jurisdictions.

As part of the board approval the State Library recommends:
  • Creating an advisory board composed of librarians, educators and employers to work

with the State Library in connecting business and library partners and finding the most suitable locations for future labs that can open within the next 18 months.

Value Study:

-- Invest $300,000 to create an impact study and online clearinghouse cataloguing the economic and social value of California's libraries.

For a number of years, libraries have grappled with the challenge of both quantifying and articulating the value they bring to a community -- let alone a state or country.

Some libraries have conducted studies similar to the one recommended here, although on far smaller scales. For example, San Francisco determined that the money it spent to renovate or rebuild 24 branch libraries contributed $330 million in indirect benefits to San Francisco's economy, a return of between $5.19 and $9.11 for every $1 invested.

This statewide impact study dovetails with a recently announced national effort by the federal Institute of Museum and Library Services and the Chief Officers of State Libraries Association called "Measures That Matter," which seeks to examine and evaluate the landscape of public library data collection in the United States.

In California, the study would include assessing the impact libraries have in providing access to information, delivering social services, offering space for community engagement, supplying programming for all age groups, improving reading proficiency, fostering creativity, complementing school curriculum, connecting persons with employment and boosting workforce development.

Like the federal project, a key part of the impact study is to determine what work has already been done in attempting to measure the "return on investment" libraries provide. The State Library will be partnering with the California State University at San Jose's School of Information Science to assist in this and other parts of the impact study.

As the Institute for Museum and Library Sciences notes in announcing its effort, there has been a chronic lack of coordination among entities collecting data about the value of libraries. Creation of the online clearinghouse in this proposal is aimed at bringing together the best of the information uncovered through the statewide study and making it easily available for use by California libraries.

To that end, this proposal contemplates the clearinghouse being brought online first so that as information is collected and evaluated it can then be immediately provided to libraries rather than waiting for the eventual findings of the impact study.

Linked Data Project: Enhanced Discovery of Library Resources on the Internet
October 4, 2016

Background

Although many people use our California libraries, there are still more residents who do not think to turn to the library when searching for information. According to OCLC's *Perception of Libraries,* 84% of people begin their informational searches using a web search engine, rather than the library. New technology is being developed which will allow library data to be displayed when people perform searches using Internet search engines, such as Google, Bing and Yahoo. Library data that will be discoverable includes links to books and collections from the catalog, as well as events, photos, archives, and databases, and will be tailored to the geographic region of the person performing the search.

Since 1971, most libraries have used the MARC (Machine Readable Cataloging) standards to describe books and collections. The MARC format is unique to the library field. As searching on the Internet continues to be defined, Linked Data defines best practices for sharing and connecting pieces of data. This is quite often done by using RDF (Resource Description Framework). There are elements to the MARC record which use Linked Data, but traditionally the information in library catalogs cannot be fully discovered using Internet searches because of the limitation of MARC.

Library of Congress Development of New BIBFRAME Tools

The Library of Congress has been developing an open source, public domain standard called BIBFRAME, which creates better web discovery of library materials. The Library of Congress describes BIBFRAME as follows:

> *"Initiated by the Library of Congress, BIBFRAME provides a foundation for the future of bibliographic description, both on the web, and in the broader networked world. In addition to being a replacement for MARC, BIBFRAME serves as a general model for expressing and connecting bibliographic data. A major focus of the initiative will be to determine a transition path for the MARC 21 formats while preserving a robust data exchange that has supported resource sharing and cataloging cost savings in recent decades."*

There are two tools which the Library of Congress is developing. The first tool is a framework to catalog in BIBFRAME rather than in MARC. This transition from MARC records to BIBFRAME records is expected to take at least 3-5 years, due to many resource constraints and MARC formats being encoded in most existing library platforms. The second tool is a converter that allows libraries and developers to take the descriptive MARC information in library catalogs and display it so that it can be discovered when people search for items on Internet. The converter will be available with new standard, BIBFRAME version 2.0, which is set to be released in Winter 2017. The Library of Congress is recommending that libraries use the converter for development while they continue to work on the development of cataloging in BIBFRAME.

This undertaking by the Library of Congress is incredibly significant. Rarely do we see such significant technological advancements in our field. This is completely rewriting and replacing the MARC record and reworking it using Linked Data methods and RDF (Resource Description Framework) specifications to make library resources discoverable.

Libraries Using BIBFRAME for Discoverability of Collections Through the Web

To date, only a handful of mostly academic libraries have run small pilots to convert their MARC data, or create records from scratch, using BIBFRAME. Only one company has taken BIBFRAME and turned it into a commercial product. This product is still in the early stages of implementation in libraries. With the release of BIBFRAME 2.0, the Library of Congress enhanced version of BIBFRAME, the doors will be open for libraries to do this themselves.

While the Library of Congress is focusing on professional development and building cataloger skills in the creation of library records using BIBFRAME, they have recommended that libraries wanting to evaluate the success of Linked Data use the conversion and publishing approach. This approach is much simpler and achievable as the pilot

libraries would use an automated process to convert the MARC records, then publish and evaluate the success of their newly discoverable data.

The State of California has an opportunity to advance this work and make significant contributions to the library profession by developing a pilot project to do just that.

Pacific Library Partnership Proposal

The Pacific Library Partnership is well poised to lead this pilot project. They have dedicated IT staff who have already been investigating BIBFRAME and their member libraries of the Peninsula Library System (PLS) have a shared ILS which can serve as the basis of this project.

PLS can be the lead site for this pilot project. A call can be put out to all public libraries in California, and 3 more pilot sites can be identified. CLSA funds will pay for a combination of programmers and catalogers at each of the sites for development of BIBFRAME parameters, build-out, and testing. Each site would choose a discrete portion of their database, or new data sets (such as library programs and event data) to build on.

The development would take approximately a year and a half. Once completed and discoverable, an evaluator would gather quantitative and qualitative data to assess the success of the pilot, and the process would be documented to expand this to other libraries. This will initiate a larger discussion of merit based on data, and future steps for California public libraries and other libraries throughout the nation.

Since a regional and/or statewide approach to this initiative has not yet been done, it is anticipated the project will have high visibility which will attract development partners and industry attention. The Library of Congress is very interested in finding additional partners, and this project will benefit them as well as the library community.

Cost: $600,000

- 18-month development
- 1 full-time project manager
- 4 full-time catalogers (one at each location)
- 4 full-time programmers/technical staff (one at each location, two additional to lead the programming requirements and for the technical documentation)
- Server/storage needs
- 1 evaluator
- Educational materials for staff/public
- 10% for PLP administration

Outcomes
1. PLS, along with 3 pilot sites, will identify a portion or special collection in their library. They will develop the BIBFRAME converter and apply it to the MARC records of their collections, and place the contents on the web for potentially increased discoverability. Documentation will be created for development of the BIBFRAME converter.
2. A tool will be developed to convert future MARC records to ensure ongoing conversion.
3. Evaluation tools will be developed, and the libraries will evaluate their usage for at least three months to gauge any increased usage. Analysis will also include discoverability by geographic location (for instance, are locals finding the collection, and what are the impacts of the collection being discovered by people who want access but are not geographically close to the library).
4. An analysis of the findings along with the scripts will be created to deem if this project has merit to continue development. The scripts will be made available for use by any library.

PALMDALE

a place to call home

Palmdale City Library
700 E Palmdale Blvd.
Palmdale, CA 93550

Ms. Ann Bernardo

July 25, 2016

Dear Ms. Bernardo:

The Palmdale City Library, an extremely busy and diverse library serving a population of 160,000, is a proud member of the Southern California Library Cooperative (SCLC). As a strong proponent of sustainable statewide initiatives towards greater unification of the public library sphere, we are excited about the one-time funds being made available for the benefit of California's libraries.

We feel, however, that the current Rules and Regulations unnecessarily hinder the ability of the cooperatives to use the funds in a truly transformative way. We urge you to make the revisions to those rules and regulations that are proposed by the cooperatives in order that they might be fully turned towards developing a new model of 21st century librarianship for California, perhaps incorporating such things as a shared ILS, shared database access, and many other cooperative exercises that can indeed be found in the majority of states throughout the country. Sharing materials is an excellent start, but greater unification of California's public libraries can only take place if the creativity of the State's consortia is freed from unnecessary limitations.

Going forward, we likewise hope that a dedicated revenue stream can be focused on specific, transformative projects on which the cooperatives can concentrate for their mutual benefit. By doing so, we could easily become an example to other state systems going forward.

Respectfully submitted,

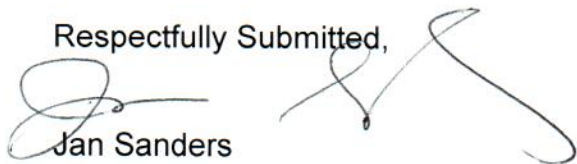Thomas Vose
Library Director

July 25, 2016

Dear Ms. Bernardo:

As a member of the Southern California Library Cooperative (SCLC), Pasadena Public Library is a community of about 140,000 potential users, including a field of current active supporters. As an active member of this group; we applaud the formation of a Task Force to develop impactful and sustainable projects with the ongoing CLSA funds recently approved in the Governor's budget. We support the State Library staff and the members of the California Library Service Board's goal to focus on projects that are sustainable and will have a positive impact on our residents, but realize the current Rules and Regulations limit our creativity and ability to think out of the box.

At an SCLC Planning Workshop in November, 2014, members noted special themes for valuable outcomes for the cooperative. These included three possible service areas: 1) SCLC Shared Resources, 2) SCLC University (planned to provide staff, board and advocate training and continuing education, and 3) SCLC Consulting Services (planned to provide specialized assistance in grant writing, political trends, innovative technology, etc.). We followed up on this conversation by noting specific needs our area, and are excited to submit a revised Plan of Service for your October meeting that will reflect the needs and vision of the Los Angeles County and Ventura County member libraries. There is a commitment from all members to provide local funding through our membership dues and other funding sources so that we may increase the project or projects we hope to submit, therefore allowing an opportunity to expand the scope of the project beyond the CLSA funding source. By uniting at the regional level, we are able to make better use of matching dollars from CLSA, and are able to more closely respond to the specific needs and demands of our highly-urbanized customer bases.

The challenging task ahead for the decision for the one-time funds has the potential to benefit libraries in California. We wish you much success in your endeavor. SCLC would also support using the allocation formula for the one-time funding to be used at the local level within the cooperative if that was to become an option.

Respectfully Submitted,

Jan Sanders
Director, Pasadena Public Library

July 22, 2016

Dear Ms. Bernardo:

As a member of the Southern California Library Cooperative (SCLC), Altadena Library District is in a community of almost 55,000 people.

SCLC has formed a Task Force to develop impactful and sustainable projects with the ongoing CLSA funds recently approved in the Governor's budget and I am a member of that Task Force. I support the State Library staff and the members of the California Library Service Board's goal to focus on projects that are sustainable and will have a positive impact on our residents, but realize *the current Rules and Regulations limit our creativity and ability to think out of the box.*

I firmly believe that the best use of these onetime funds is to use them to get the message out about the value of public libraries to the residents of California. A key tool in doing this is the one library card and a state wide marketing initiative. While the Altadena Library District would love to have more money to use for our many, many financial needs, including a quickly deteriorating infrastructure that needs a complete remodel in order to be ADA compliant (among many other structural and safety problems with our facilities), I feel strongly that the health of ALL California libraries is paramount right now and should be our main focus. It is by building this type of state wide support for libraries that libraries will be able to successfully request additional funding from their communities to support their many needs.

The challenging task ahead for the decision for the one-time funds has the potential to benefit libraries in California. I offer my assistance if needed, and want you to know that I am here to help in any way I can.

Respectfully Submitted,

Mindy Kittay

Mindy Kittay
Altadena Library Director
626-798-0833 x 103
mkittay@altadenalibrary.org

<u>**DISCUSSION ITEM**</u>: CLSA REGULATORY AMENDMENTS

<u>**ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:**</u>
Discuss potential regulatory changes to the California Library Services Act

<u>**BACKGROUND:**</u>

In 2013 the Board was presented with and approved draft amendments to the California Library Services Act regulations. The regulatory changes were triggered by passage of by Senate Bill 1044, signed into law in August of 2012. SB 1044 amended and repealed sections of California Library Services Act law based on recommendations from a taskforce of public library directors.

Besides the regulatory changes required by the passage of SB 1044, other amendments were proposed to streamline and modernize the language. Ultimately, only the changes necessitated by SB 1044 were made to the regulations.

The package of budget-related bills for the 2016-2017 fiscal year contained AB 1602 which, among other things, made additional statutory changes to the California Library Service Act, Education code 18700-18767. These changes removed language addressing obsolete, unfunded programs, added modernizing language, and expanded the programs allowed under "Communications and Delivery" to include resource sharing.

 Due to the extent of these changes, the regulations associated with the Act need to be updated accordingly. Many of the changes dictated in AB 1602 mirror changes proposed to the Board in 2013.

Library staff has also received feedback from the Cooperative Library Systems that other language in the regulations -- especially the section pertaining to "communications and delivery" -- do not account for newer technologies and digital resources as well as being too restrictive in how funds appropriated to the systems can be used.

Their thoughts and recommendations regarding regulatory changes are included as Exhibit B. Additionally, board members Eric Schockman and Connie Williams, the 2016 Nominating Committee, argue that biennial elections for Board officers would create more continuity for the Board, which would precipitate another regulatory change.

Library staff library staff has examined the regulations for necessary changes relating to AB 1602 as well as taking into account the concerns of the Systems and the recommendation of the Nominating Committee.

Amendments are being proposed for discussion for sections on the California Library Services Board Procedures, General Provisions for Systems, Consolidations and Affiliations, Direct Loans, Communication and Delivery, and Interlibrary Loan. Exhibit A displays the California Library Services Act regulations being considered for amendment and/or repeal. A brief statement of the reasons for the proposed changes follows:

Article 1. General Provisions
Sec. 20101. General Provisions – *amend*
Revise to make minor conforming changes; remove language referring to the direct loan program as all references of this program were removed from statute.
Sec. 20105. General Requirements for Participation – *amend*
Revise to make minor conforming changes.

Article 2. California Library Services Board Procedures
Sec. 20116. Officers of the Board – *amend*
Revise to allow for the election of Board President and Vice-President every two years.

Sec. 20118. Regular meetings – *amend*
Revise to reflect current approach to Board meetings currently taking place at least once a year; and to address the Bagley-Keene Open Meeting Act when noticing meetings.

Sec. 20124. Agenda – *amend*
Revise language to allow for email submittal and update mailing address.

Sec. 20125. Speakers – *amend*
Revise section to broaden who is allowed to speak at meetings and items that can be addressed.

Article 3. General Provisions for Systems
Sec. 20135. System budget request and plan of service – *amend*
Revise language to remove obsolete provisions relating to information requirements for cooperative system budget requests and plans of service.

Article 5. Consolidations and Affiliations
Sec. 20180. Public library consolidation – *amend*
Remove language referring to consolidation grants because state grants are no longer available for public library consolidations.

Sec. 20185. System consolidations – *amend*
Remove language referring to consolidation grants because state grants are no longer available for system consolidations; remove language requiring system members to have contiguous borders.

Sec. 20190. Public library affiliation with an existing System – *amend*
Remove language referring to affiliation grants because state grants are no longer available for library affiliations with existing systems; remove language requiring system members to have contiguous borders.

Article 6. Direct Loans
Sec. 20215. Reimbursement for Net Direct Loans – *repeal*
Sec. 20216. Reporting Requirements – *repeal*
Sec. 20217. Reimbursable costs – *repeal*
These sections are no longer needed as funds have not been available for these reimbursements for several years and all reference to this kind of reimbursement were removed from statute in 2016.

Article 7. Communication and Delivery
Sec. 20235. Definitions – *amend*
Revise language to include changes pertaining to digital delivery, e-resources, and resource sharing to the Communication and Delivery definitions.

Article 8. Interlibrary Loans
Sec. 20251. Scope – *repeal*
Sec. 20252. Intent – *repeal*
Sec. 20255. Eligibility – *repeal*
Sec. 20257. Reimbursable transaction – *repeal*
Sec. 20260. Reimbursable costs – *repeal*
Sec. 20265. Participation requirements – *repeal*
These sections are no longer needed as funds have not been available for these reimbursements for several years and all references to this program were removed from statute in 2016.

CALIFORNIA LIBRARY SERVICES REGULATIONS
(Code of California Regulations, Title 5, Division 2, Chapter 1, Subchapter 2,
Articles 1-8, Sec. 20101-20265)

SUBCHAPTER 2. CALIFORNIA LIBRARY SERVICES

ARTICLE 1. GENERAL PROVISIONS

§ 20101. General Provisions.
(b) Any public library participating in programs of the Act shall, under section
18724(g)(e) of the Act, provide access to the library's bibliographic and location data
upon request from the State Board for inclusion in the appropriate database established
by the State Board in implementation of the Act. The access shall be provided in such
form, manner, and frequency as are agreed upon between the State Board and the
library.
(d) A public library participating in any program of the Act must participate in the direct
loan transaction reporting, whether the library participates in either of the direct loan
programs or not. During the designated transaction reporting periods all CLSA
participating libraries must record all direct loans made to eligible residents of other
jurisdictions whose libraries are participating in the direct loan programs, as long as the
handling costs of paid loans are not being covered in whole, or in part, by CLSA funds
in addition to direct loan reimbursement funds, LSTA funds, or by funds provided by the
jurisdiction of the eligible non-resident.

§ 20105. General Requirements for Participation.
(b) Public Library Certification. Upon the authorization by the jurisdictional governing
body, the head librarian of each public library wishing to participate in the programs of
the Act must file a certification of compliance with provisions of the Act. This certification
shall remain in effect until the library jurisdiction no longer complies with the stated
provisions. The certification shall specifically include compliance with Education Code
Sections 18703(c) and 18724(e)(d).

§ 20116. Officers of the State Board.
The State Board shall elect a President and Vice-President. The State Librarian shall be
the Chief Executive Officer of the State Board.
(a) The State Board shall annually biennially elect a President and Vice-President at the
first last regular meeting of each every even calendar year.
(b) Should a vacancy occur in the Office of President or Vice-President, the State Board
shall at its next regular meeting elect one of its members to fill such vacancy for the
remainder of the term.

§ 20118. Regular Meetings.

(a) ~~Date.~~ Regular meetings of the State Board shall take place at least ~~bi-monthly on the third Thursday of the months of February, April, June, August, October; the December meeting shall be held in conjunction with the California Library Association conference~~ once each year.

(b) ~~Place.~~ The tentative date and locations for the regular meetings ~~of~~ in the ~~following~~ forthcoming calendar year shall be determined ~~annually~~, at the last regular meeting of the preceding calendar year.

(c) ~~Change of date or place.~~ Nothing in this regulation shall be construed to prevent the State Board from altering its regular meeting dates or ~~places~~ altering the locations of meeting.

(d) ~~Meeting notice. A notice of regular meetings shall be provided at least seven days prior to the meeting date to any person annually requesting such notice under section 20119 below. Such notice shall include the time, date, and place of the regular meeting and a copy of the agenda therefor~~ Any person or organization desiring to receive notice(s) of State Board meetings may direct the request to: California Library Services Board, California State Library, P.O. Box 942837, Sacramento, CA 94237-0001.

§ 20124. Agenda.

(a) All matters to be submitted for consideration of the State Board shall be sent to the Secretary at least 10 days preceding a regular meeting of the State Board, by email to the Administrative Assistant to the Board or by mail at California Library Services Board, California State Library, P.O. Box 942837, Sacramento, CA 94237-0001.

(b) Setting of Agenda. The agenda for regular meetings of the State Board shall be set by the Chief Executive Officer at least 8 days prior to the meeting.

§ 20125. Speakers.

(a) Recognition of Speakers. Members of the public or the State Library staff ~~will~~ may be recognized by the President ~~of the State Board~~ to speak at any State Board meeting. All remarks made shall be germane to the business at hand and shall be addressed to the President. ~~No person other than the person having the floor and members of the State Board shall be permitted to enter the discussion.~~

(b) Subject of Remarks. All speakers before the State Board shall confine their remarks to the subject ~~indicated in their written request, or~~ indicated in the recognition ~~by~~ of the President.

<center>ARTICLE 3. GENERAL RPOVISIONS FOR SYSTEMS</center>

§ 20135. System Budget Request and Plan of Service.

Each System participating in programs of the Act shall adopt a System Plan of Service and prepare a budget for carrying out the objectives of the Plan. After approval by the Administrative Council, the System budget request and Plan of Service shall be annually submitted to the State Board by June 1 of the fiscal year immediately preceding the fiscal year for which funds are requested.

(a) Plan of Service. The annual Plan of Service shall describe in the form and manner

prescribed by the State Board how the System proposes to carry out the purposes of the Act, and it shall include information relative to the following statements:

(1) A population profile. This shall be no more than five years old, and shall use the most current data available.

(2) A description of the users ~~and the non-users~~ of the services of the members of the System.

(3) A description of the services provided by the System.

~~(4) A list of the major unmet information needs of the population of the System area.~~

(5) A plan for the use of CLSA funds, listing each of the service~~s~~(s) in (3) above which the System plans to maintain or improve, ~~and each of the unmet needs in (4) above which the System plans to address.~~ Under each such service to be provided, the plan shall include:

(A) The user benefit expected.

(B) A brief description of the method by which the benefit will be provided.

(b) Budget. The System budget shall document in the form and manner prescribed by the State Board the dollar amounts to be expended for providing each System service ~~or addressing each unmet need~~.

(c) In addition, each System shall file by September 1 of each year a report, in the form and manner prescribed by the State Board for the fiscal year just ended, that describes actual accomplishments and expenditures of the System program, compares them with the planned accomplishments and expenditures for the fiscal year reported and includes other appropriate commentary.

ARTICLE 5. CONSOLIDATIONS AND AFFILIATIONS

§ 20180. Public Library Consolidations.

(a) If any two or more contiguous jurisdictions operating public libraries wish to consolidate their libraries into a single library agency ~~and receive establishment grants under Education Code Section 18732~~, a joint notice of intent signed by the head librarians of the consolidating jurisdictions must be filed with the State Board no later than September 1 of the fiscal year immediately preceding the effective date for consolidation. Authorizations to consolidate, approved by the governing body of each consolidating jurisdiction, and a joint plan for provision of consolidated services, signed by the head librarians, must be filed with the State Board no later than June 1 of the fiscal year immediately preceding the effective date of the consolidation.

(b) The State Board's approval of requests for library consolidation ~~funds under Education Code Section 18732~~ shall be based on its determination that the consolidation provides a more effective means of carrying out the purposes of the Act than would be the case if the consolidation did not occur.

(c) ~~For purposes of determining the eligibility of the consolidating jurisdictions to receive funds under other provisions of the Act, a~~ A public library consolidation approved by the State Board will be considered effective beginning July 1 of the fiscal year immediately following the fiscal year in which the consolidation authorizations are filed.

§ 20185. System Consolidations.

(a) If any two or more Systems ~~whose borders are contiguous~~ wish to consolidate ~~and receive a consolidation grant under Education Code Section 18751~~, a joint notice of intent, approved by the Administrative Councils of the consolidating systems, must be filed with the State Board no later than September 1 of the fiscal year immediately preceding the effective date of consolidation. System participation authorizations approved by the jurisdictional governing body of each of the System's member libraries, and a new system plan of Service and budget, must be filed with the State Board no later than June 1 of the fiscal year immediately preceding the effective date of consolidation. ~~If the State Board approves the consolidation funding request, a grant shall be awarded for each of the two fiscal years following the fiscal year in which the filing is made.~~

(b) The State Board's approval of requests for System consolidation ~~funds under Education Code Section 19851~~ shall be based on its determination that the consolidation provides a more effective way of carrying out the purposes of the Act than would be the case if the consolidation did not occur.

~~(c) For purposes of determining the eligibility of the consolidating systems to receive funds under other provisions of the Act, a~~ A system consolidation approved by the State Board will be considered effective beginning July 1 of the fiscal year immediately following the fiscal year in which the consolidation authorizations are filed.

§ 20190. Public Library Affiliation with an Existing System.

(a) If any jurisdiction, not previously a member of any System, joins a System ~~with borders contiguous to the jurisdiction, and the System wishes to receive an affiliation grant under Education Code Section 18752~~, the administrative body of the System shall file a notice of intent and the jurisdictional governing body of the affiliating library shall file an affiliation authorization with the State Board.

(b) The State Board's approval of requests for affiliation shall be based on its determination that the proposed membership is at least as effective a way of carrying out the purposes of the Act as would be the case if the membership were with a System other than the one joined.

(c) ~~For purposes of determining the eligibility of the affiliating public library or system to receive funds under other provisions of the Act, a~~An affiliation will be considered effective beginning July 1 of the fiscal year immediately following the fiscal year in which the affiliation authorization is filed.

<center>ARTICLE 6. DIRECT LOANS</center>

~~**§ 20215. Reimbursement for Net Direct Loans.**~~
~~Loan of a library material of any type by a participating public library to an eligible nonresident borrower shall result in reimbursement from the state under Education Code Sections 18731 and 18743 to the extent that the number of such loans exceeds the number of items borrowed by that library jurisdiction's residents from other participating public libraries, during a specific reporting period.~~

§ 20216. Reporting Requirements.

~~To obtain reimbursement, participating public libraries shall provide reports in the form and manner, and for the period required. Reports must be submitted by established deadlines. Records in support of claims for state funds must be maintained for four years.~~

§ 20217. Reimbursable Costs.

~~Reimbursable costs, expressed on a unit basis, are those handling costs incurred by the lending library in processing a direct loan to a non-resident. The State Board shall periodically review, at least once a year, and approve such cost data, but the reimbursement rate, as adopted, shall be uniform statewide.~~

ARTICLE 7. COMMUNICATION AND DELIVERY

§ 20235. Definition of Reporting Terms.

In complying with the reporting requirements of Section 20135 each system shall report the following items using the following definitions with respect to the communication, ~~and~~ delivery, and resource sharing programs:

(a) "Message" means the transmission of a discrete body of information from one library to another by means of a telecommunications system to a single individual or institutional addressee. Many separate items of information may be contained in a single message. The same body of information transmitted to several addressees at physically distinct locations constitutes several, not one, messages. Written information physically conveyed by delivery van, U.S. Mail, or other courier services is not considered a "message" for communications and delivery reporting purposes.

(b) "Item delivered" means the physical ~~removal~~ of a discrete item from one library to another by means of a delivery van, U.S. Mail, courier service, or other delivery system or the delivery of digital and virtual materials using a digital delivery system based on the most cost effective methods of exchanging print and digital materials and information among the member libraries. Reasonable judgement shall be exercised in determining particular "items" status (e.g., a carton containing 10,000 brochures is one - not 10,000 items).

(c) "Digital Delivery System" means the platform, including the discovery layer or portal used for accessing delivered items, which is required to make digital or virtual material accessible for use by participating libraries. This also includes any required telecommunications equipment, installation or monthly service fees needed to provide access to content.

~~(c)~~(d)"Frequency/schedule of delivery service" means that specific (daily, twice weekly, weekly, etc.) frequency of delivery service received by member libraries. If not all members receive the same frequency of delivery service the number of member libraries served on each differing schedule must be reported.

(d) "Other" means that when a system employs communications, ~~or~~ delivery, or resource sharing methods other than those specifically cited on the standard reporting forms, the system must specify the method(s) employed and separately account for the

message or delivery volume for each such method. It may also include the delivery of eContent, including ebooks, eMagazines, E Music, and other digital content that is procured by one (1) or more participating libraries to be shared by three (3) or more participating libraries, accessible for use by participating libraries.

ARTICLE 8. INTERLIBRARY LOANS

§ 20251. Scope.

The regulations in this article refer to interlibrary loan activity covered under the provisions of Education Code section 18744 (i.e. System interlibrary loan) and 18765 (i.e. Statewide loan).

§ 20252. Intent.

It is the intent of this program of the Act to support the sharing of library resources through interlibrary loan. Library materials needed by a library user and not available in that user's library will be made available to the user via interlibrary loan.

§ 20255. Eligibility.

(a) Public Libraries. Any public library as defined in Education Code section 18710(l), which has been authorized by its jurisdiction to participate in programs of the Act must participate in the interlibrary loan programs of the Act.

(b) Libraries Other Than Public Libraries. To be eligible to participate these libraries must be authorized by their own administrative authorities to do so and must file the proper notice with the State Board as outlined in section 20105(c). Further, a library, other than a public library, may be eligible for a reimbursement only for a loan to an eligible public library. Libraries, other than public libraries, which can become eligible for participation in the interlibrary loan reimbursement programs of the Act include only the following:

(1) Libraries operated by public schools or school districts. These libraries include only those defined in Education Code section 18710(m).

(2) Libraries operated by public colleges or universities. These include those academic libraries (Education Code section 18710(a)) which are funded primarily with public funds. Academic libraries potentially eligible for these programs include the libraries of the University of California, of the State University and College System, and of the California Community Colleges.

(3) Libraries operated by public agencies for institutionalized persons. Libraries for the institutionalized include hospital, correctional, and residential treatment facility libraries which are funded primarily with public funds (i.e. local, state, or federal tax monies).

(4) Libraries operated by nonprofit private educational or research institutions. These libraries include those operated by private colleges and universities which maintain nonprofit status under provisions of the federal Internal Revenue Service or the California Franchise Tax laws. These libraries also include those operated by private companies which are primarily devoted to educational or research purposes and which maintain nonprofit status under provisions of the federal Internal Revenue Service or the

California Franchise Tax laws. Such libraries may be required by the State Board to
furnish proof of their nonprofit status in addition to any other required notices and forms.

§ 20257. Reimbursable Transaction.
An interlibrary transaction can result in reimbursement under Education Code sections
18744 and 18765 if it consists of the loan of a library material of any type which is
collected by a library or if it consists of the provision of a copy in lieu of loan of a library
material, from any eligible, participating lending library to any eligible public library as
defined in section 20255 and in Education Code sections 18744 and 18765.

§ 20260. Reimbursable Costs.
Reimbursable costs are only those handling costs which a lending library incurs in filling
a successfully completed interlibrary loan transaction. The State Board shall
periodically, and at least annually, review and approve the cost data and determine an
appropriate funding formula which shall be uniform statewide.

§ 20265. Participation Requirements.
Participating libraries, both public and nonpublic, shall conform to the following
requirements:

(a) Reporting. To obtain reimbursement a library shall provide by the deadline reporting
date, all required reports of its interlibrary loan transactions in an established form and
manner determined by the Board for the period required.
(b) Audit. For audit purposes, a record of the interlibrary loan transactions must be
maintained for four years.
(c) Fees. A library providing an item for interlibrary loan may not collect a handling fee
on a transaction for which that library claims an interlibrary loan reimbursement under
provisions of this article. A photocopy fee, exclusive of photocopy handling charge, may
be collected.
(d) Direct Loan Availability. Participating libraries shall make maximum use of available
bibliographic access tools to refer users to borrow directly from nearby libraries where
requested material is easily available, rather than to process an interlibrary loan.
(e) Responsibility for Borrowed Materials. The borrowing library shall be responsible for
all items it borrows, and if such item is lost or damaged by the library or its users, the
borrowing library may be required by the lending library to make restitution for the item.
(f) Adherence to Standards. All participating libraries shall attempt to follow the
standards described in the "California Library Services Act Interlibrary Loan Standards,"
which is hereby incorporated by reference. The State Board may withhold
reimbursements to libraries which continually fail to meet the standards of performance.

September 2, 2016

Annly Roman
California State Library
Office of the State Librarian
Administrative Assistant to California Library Services Board
914 Capitol Mall
Sacramento, CA 95814

Dear Ms. Roman,

This letter is in response to the email dated August 5, 2016 requesting the System Coordinators of the nine California library cooperatives for opinions on updating the California Library Services Act (CLSA) regulatory language. The System Coordinators agree with the updated language the State Library has added and omitted in the draft updated CLSA regulations you provided in your email. We thank the State Library for sharing those draft recommendations with us.

Each of us has discussed with our Boards what changes they might like to see reflected in the updated regulations. Our public library directors were grateful for this opportunity, and expressed interest in updating the language to reflect not only the current needs, but also the future of our libraries in relation to communication and delivery. As one director said, "We need to ensure our language represents future delivery models, including drones!"

In reviewing section § 20235 Definition of Reporting Terms of the regulations, we believe the sections can be distilled as follows:

(a) "Messaging" refers to the material we are sharing – "the what." The term "library owned" can be expanded in its definition to include services such Zip Books because the library buys the books and then loans them to patrons. It could also include databases or other library owned or leased content. It may also be expanded to include library generated content, such as resource databases which could be shared to benefit all California libraries.

(b) "Item Delivered" is more about what is delivered and how it is counted - "the how." This area can be expanded to include platforms, infrastructure, etc. This can include the clarification of telecommunications. We also believe technology will continue to be developed to enhance our access to our shared collections through discovery layers to our catalogs or other online portals. Therefore, we recommend expanding language to include discovery layers or portals.

(c) "Frequency" is fairly straightforward and no proposed changes.

(d) "Other" allows a potential for further broadening of areas not captured in the three previous sections to further clarify language in Code 18745: "*Each system shall annually apply to the state board for funds for intrasystem communications and delivery and resource sharing. Proposals shall be based upon the most cost-effective methods of exchanging print and digital materials and information among the member libraries.*" We suggest expanding the definition to include digital materials such eBooks, eStreaming and other eContent. This section can also include wording that reflects Section 18746: "*Funds for planning, coordination and evaluation of overall*

systemwide services" to include library cooperatives' analysis of our constantly changing demographics to better respond to our patrons.

Based on these observations, below in italics are some thoughts on how the existing language could be expanded upon to become more inclusive of the current and future needs.

ARTICLE 7. COMMUNICATION AND DELIVERY

Sec. 20235. Definition of reporting terms. In complying with the reporting requirements of Section 20235, each system shall report the following items using the following definitions with respect to the communication and delivery programs:

(a) "Message" means the transmission of a discrete body of information from one library to another by means of a telecommunications system to a single individual or institutional addressee. Many separate items of information may be contained in a single message. The same body of information transmitted to several addressees at physically distinct locations constitutes several, not one, messages. Written information physically conveyed by delivery van, U.S. mail, or other courier services is not considered a "message" for communications and delivery reporting purposes.

   A discrete body of information may include library-owned, library-leased or library-created physical or digital items, content or resources and the platforms that support the sharing of these bodies of information, including databases, that are procured by one (1) or more participating libraries to be shared by three (3) or more participating libraries.

(b) "Item delivered" means the physical removal of a discrete item from one library to another by means of a delivery van, U.S. mail, courier service, or other delivery system. Reasonable judgment shall be exercised in determining particular "items" status (e.g., a carton containing 10,000 brochures is one -- not 10,000 items).

   A delivery system may also include the platform that is required to make digital or virtual material, that is procured by one (1) or more participating libraries to be shared by three (3) or more participating libraries, accessible for use by participating libraries. It may also include the discovery layer or portal for access to the items delivered.

   A delivery system may also include the telecommunications equipment, installation and monthly service fees needed to provide access to content based on the most effective methods of exchanging materials and information among participating libraries.

(c) "Frequency/schedule of delivery service" means that the specific (daily, twice weekly, weekly, etc.) frequency of delivery service received by member libraries. If not all members receive the same frequency of delivery service the number of member libraries served on each differing schedule must be reported.

(d) "Other" means that when a system employs communications or delivery methods other than those specifically cited on the standard reporting forms, the system must specify the method(s) employed and separately account for the message or delivery volume for each such method.

"Other" may include any service, communication or resource provided in support of the stated intent of the Act as defined in Section 18702. The system must describe the service, communication or resource provided and the outcome of providing it. "Other" may include resources that support planning, coordination and assessment of system-wide services so that programs and services are provided that meet the changing demographics of 21st century populations. It may also include the delivery of eContent, including eBooks, eMagazines, eMusic, and other digital content that is procured by one (1) or more participating libraries to be shared by three (3) or more participating libraries, accessible for use by participating libraries.

In conclusion, the System Coordinators are interested and willing to contribute and participate in further discussions regarding changes in the regulatory language.

Respectfully submitted,

Maureen Theobald, Black Gold
Carol Frost, Pacific Library Partnership
Jacquie Brinkley and Carol Frost, NorthNet
Kelley Landano, San Joaquin Valley
Diane Satchwell, Southern California Library Cooperative, Santiago, Inland, 49-99 and Serra
Susan Hildreth, Strategic Advisor, Pacific Library Partnership and NorthNet

cc: Sara Jones, Chair, CLA Advocacy and Legislation Committee
        Christina DiCaro, Lobbyist, Michael F. Dillon and Associates
        Greg Lucas, State Librarian, California State Library

Exhibit C

CALIFORNIA
LIBRARY
ASSOCIATION

September 9, 2016

Anne Bernardo, President
California Library Services Board
914 Capitol Mall
Sacramento, CA. 95814

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

RE: **Proposed Regulatory Changes – California Library Services Act: Support**

Dear President Bernardo and State Librarian Lucas,

The California Library Association (CLA) Legislative Committee would respectfully like to register its support for the proposed revisions to the California Library Services Act that are being suggested by the collective System Coordinators (see attached). Specifically, the proposal submitted by the System Coordinators seeks to amend Section 20235 of the California Code of Regulations, which addresses communications and delivery.

The 2016-17 California Budget bill and corresponding Budget "Trailer bill," contain several major changes to the California Library Services Act, including the statutory elimination of Transaction-based reimbursement and other amendments, which attempt to streamline the delivery of services between collaborating libraries and Systems. The statutory changes now necessitate that the regulations provide both an adequate modernization and conformance to the Act.

The regulatory changes proposed by the System Coordinators incorporate language that recognizes the increased usage of digital or virtual materials, shareable platforms, and databases. The existing regulations are deficient in their acknowledgement of this more modern way of sharing materials between Systems and libraries, as the current language seems to embrace a more physical mode of delivering and exchanging items.

CLA has been impressed with the outreach of the California Library Services Board to the Systems Coordinators for the purpose of seeking their expertise regarding Section 20235. Similarly, CLA is appreciative of the System Coordinators for their exhaustive work in developing language and concepts for Section 20235 that our Legislative Committee feels comfortable supporting.

Thank you for your consideration of CLA's comments and for your thoughtful review of the System Coordinators language and concepts, attached.

Sincerely,

Sara Jones, Legislative Committee Chair
California Library Association

cc: Annly Roman, California State Library
        Misty Jones, CLA President
        System Coordinators

September 2, 2016

Annly Roman
California State Library
Office of the State Librarian
Administrative Assistant to California Library Services Board
914 Capitol Mall
Sacramento, CA 95814

Dear Ms. Roman,

This letter is in response to the email dated August 5, 2016 requesting the System Coordinators of the nine California library cooperatives for opinions on updating the California Library Services Act (CLSA) regulatory language. The System Coordinators agree with the updated language the State Library has added and omitted in the draft updated CLSA regulations you provided in your email. We thank the State Library for sharing those draft recommendations with us.

Each of us has discussed with our Boards what changes they might like to see reflected in the updated regulations. Our public library directors were grateful for this opportunity, and expressed interest in updating the language to reflect not only the current needs, but also the future of our libraries in relation to communication and delivery. As one director said, "We need to ensure our language represents future delivery models, including drones!"

In reviewing section § 20235 Definition of Reporting Terms of the regulations, we believe the sections can be distilled as follows:

(a) "Messaging" refers to the material we are sharing – "the what." The term "library owned" can be expanded in its definition to include services such Zip Books because the library buys the books and then loans them to patrons. It could also include databases or other library owned or leased content. It may also be expanded to include library generated content, such as resource databases which could be shared to benefit all California libraries.

(b) "Item Delivered" is more about what is delivered and how it is counted - "the how." This area can be expanded to include platforms, infrastructure, etc. This can include the clarification of telecommunications. We also believe technology will continue to be developed to enhance our access to our shared collections through discovery layers to our catalogs or other online portals. Therefore, we recommend expanding language to include discovery layers or portals.

(c) "Frequency" is fairly straightforward and no proposed changes.

(d) "Other" allows a potential for further broadening of areas not captured in the three previous sections to further clarify language in Code 18745: "*Each system shall annually apply to the state board for funds for intrasystem communications and delivery and resource sharing. Proposals shall be based upon the most cost-effective methods of exchanging print and digital materials and information among the member libraries.*" We suggest expanding the definition to include digital materials such eBooks, eStreaming and other eContent. This section can also include wording that reflects Section 18746: "*Funds for planning, coordination and evaluation of overall*

1

(d) "Other" means that when a system employs communications or delivery methods other than those specifically cited on the standard reporting forms, the system must specify the method(s) employed and separately account for the message or delivery volume for each such method.

"Other" may include any service, communication or resource provided in support of the stated intent of the Act as defined in Section 18702. The system must describe the service, communication or resource provided and the outcome of providing it. "Other" may include resources that support planning, coordination and assessment of system-wide services so that programs and services are provided that meet the changing demographics of 21st century populations. It may also include the delivery of eContent, including eBooks, eMagazines, eMusic, and other digital content that is procured by one (1) or more participating libraries to be shared by three (3) or more participating libraries, accessible for use by participating libraries.

In conclusion, the System Coordinators are interested and willing to contribute and participate in further discussions regarding changes in the regulatory language.

Respectfully submitted,

Maureen Theobald, Black Gold
Carol Frost, Pacific Library Partnership
Jacquie Brinkley and Carol Frost, NorthNet
Kelley Landano, San Joaquin Valley
Diane Satchwell, Southern California Library Cooperative, Santiago, Inland, 49-99 and Serra
Susan Hildreth, Strategic Advisor, Pacific Library Partnership and NorthNet

cc: Sara Jones, Chair, CLA Advocacy and Legislation Committee
       Christina DiCaro, Lobbyist, Michael F. Dillon and Associates
       Greg Lucas, State Librarian, California State Library