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California Library Services Board Meeting

March 28, 2019

State Library Building

900 N Street, Room 501

Sacramento, CA 95814

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A. <u>WELCOME AND INTRODUCTIONS</u>

President Bernardo called the California Library Services Board meeting to order on March 28, 2019 at 9:31 a.m.

Board Members Present: Anne Bernardo, Gary Christmas, Sara Hernandez, Florante Ibanez, Paymaneh Maghsoudi, Adriana Martinez, Peter Mindnich, Elizabeth Murguia, Maria Senour, Sandra Tauler, and Connie Williams.

California State Library Staff Present: State Librarian Greg Lucas, Deputy State Librarian Narinder Sufi, Carolyn Brooks, Natalie Cole, Janet Coles, Lena Pham, Monica Rivas, Annly Roman, and Beverly Schwartzberg.

Adoption of Agenda

President Anne Bernardo indicated that Member Buenafe was unable to attend so her presentation on correctional libraries would be removed from the agenda.

> *It was moved, seconded (Ibanez/Christmas) and carried unanimously that the California Library Services Board adopts the agenda, as amended, of the March 28, 2019 meeting.*

Approval of October 2018 Board Minutes

Annly Roman stated that the date at the top of the minutes needed to be changed from October 2017 to October 2018.

> *It was moved, seconded (Christmas/Tauler) and carried unanimously that the California Library Services Board approves the draft minutes, as amended, of the October 4, 2018 California Library Services Board meeting.*

CLA Legislative Advocates

President Bernardo introduced Mike Dillon and Christina DiCaro, California Library Association's (CLA) Legislative Advocates from KP Public Affairs, to report on the issues that the California Library Association had been pursuing and the lobbying process.

Christina DiCaro stated that Mike Dillon had been working for the Association since 1978. She joined the firm in 1994. Over the last few decades they had successfully secured passage of library construction bonds, fought for millions in library funding in state budgets, worked with stakeholders to ensure that all public libraries were connected to the high speed broadband network run by CENIC, and been involved in passing and defeating legislation.

One of the recent success stories, which was a result of the joint effort between CLA, the State Library, and the Corporation for Information Network Initiatives in California (CENIC), had been to secure state funding to connect all public libraries to a high speed broadband backbone. DiCaro reported that they still had a lot of work to do as there were about 400 branches left to connect.

In November, 2017, based on a request from the Director of the Department of Finance to collaborate CENIC, CLA and State Librarian Lucas developed a $9.5 million compromise budget request that was incorporated into the January Budget for last year: $2 million in one-time funding for broadband equipment grants to continue to connect the public libraries to CENIC; $3 million in broadband capacity grants to increase connection speed for public libraries that were already connected; $1.5 million in one-time funding to the California Library Services Board for online service systems (Zip Books and Link+); $2.5 million in on-going funding for library literacy services to help bolster family centered literacy programs; and $350,000 for CENIC tax payments to the Public Utilities Commission and an e-rate coordinator at the State Library.

DiCaro reported that also, during the 2018-19 budget process, the Senate Budget Chair, Holly Mitchell, based on a conversation with the State Librarian, requested $1 million to fund the lunch at the library program. This program fed youth during the summer months when there was no access to a free school lunch. All those requests were included in the final 18-19 budget.

The new Governor had been active on the issue of early childhood education including pushing for more preschool slots for children, better daycare options, and day long kindergarten. In December the CLA Legislative Committee started talking about how to appeal to the new administration for early childhood development funding. The State Librarian had also petitioned the administration and Department of Finance on similar issues.

DiCaro said that in meetings with the Governor's staff and the staff for the Assembly Budget Subcommittee on Education Finance on February 20th they had received feedback that libraries were perceived as doing good work but were considered supplemental to the bigger programs like more pre-school slots. The Governor's staff particularly wanted to understand what the overlap was with libraries and other providers of early education services because they did not want to fund overlapping services. The administration instead wanted to know how they could effect and serve the most vulnerable children and placed an emphasis on bilingual components

DiCaro stated that, the Governor would release his May revision on or around May 15th and they wanted to get something into the May revise because it was next to impossible to get something in later.

DiCaro said that another challenge was that the state was overdue for another major recession. Because of this Governor Newsom committed to a lot of one-time funding rather than on-going programs. So whatever CLA and the State Library could imagine in the next few weeks needed to be mindful that what they requested might have needed to include one-time funding components.

Finally, DiCaro reported that CLA was supporting ACA 1 by Assemblymember Aguiar-Curry, which would lower the 2/3 vote threshold that currently existed for local construction bonds and special taxes down to 55%. The bill pertained to all kinds of city, county, and special district projects but public libraries and broadband were prominently featured. The bill had passed the Assembly Local Government Committee and had opposition from the Howard Jarvis Taxpayers Association and some business groups. ACA 1 had support from some housing groups, water agencies, CLA, labor unions, transportation groups, and the cities, counties, and special districts.

1   Member Williams asked what CLA was doing with stakeholders in regards to

2 determining the overlap for programming. DiCaro stated that was a daunting task and she

3 thought it was more realistic that they would be able to get one county's information to

4 provide a snapshot. She gave the "hub" model in El Dorado County as an example of the

5 end goal, where they had created a sort of one-stop-shop for libraries/social services.

6 Kids could get lunch, parents were connected to information about WICK, CalFresh and

7 other services, and kids could take home a STEM kit, DiCaro thought that bilingual

8 components could be added as well. The model was libraries providing wrap around

9 services.

10   Member Christmas stated the Board members did not have information on the Hub

11 with wrap around services at their legislator meetings but that program had come up in

12 some of the conversations. He thought that program was something that would make it

13 better for libraries in terms of financing and he thought it was a good suggestion.

14   Member Murguia asked State Librarian Lucas if he could continue to work with the

15 CLA Lobbyists on something that the Board could support. Member Murguia asked if the

16 Board wanted to reflect on a unified ask and update their priorities. Lucas stated that the

17 Board had identified a series of priorities in a letter to the administration when it first

18 started. Some of those things, Zip Books and Lunch at the Library, were already in the

19 budget. He thought, since getting a request to the budget committees was time sensitive,

20 the Board should reiterate their original position and react to what happened in the May

21 revise.

22   Member Ibanez asked how the El Dorado hub worked. State Librarian Lucas stated

23 that some library locations were using a variety of delivery systems to provide family

24 strengthening services. In LA County they were trying to route those wrap around services

25 through LA Cares, the health insurance outfit for lower income Los Angelinos. What El

26 Dorado did was a partnership between the library and, primarily, First 5 and the County

27 Office of Education. Funding from various sources was used to provide a public health

28 nurse in the five El Dorado County branches, a community navigator to help connect

29 people to services, and a family literacy specialist. Lucas said that libraries were good

30 locations for this kind of programing because they were safe, accessible, did not have

1 attached stigma, and had other programing that could compliment/supplement the
2 services.

3 Lucas stated that the administration had allocated about $10 million to come up with
4 a strategy for early learning and they were just beginning that. He was unsure how quickly
5 they would be ready to consider programs like that with their agenda.

6 **Board Resolution**

7 *It was moved, seconded (Christmas/Tauler) and carried*
8 *unanimously that the California Library Services Board adopts*
9 *California Library Services Board Resolution 2019-01 for Aleita*
10 *Huguenin. (See Exhibit A)*

11 **Board Meeting Date for Fall 2019/Spring 2020**

12 Annly Roman reported that the Board had talked about having the Fall Board meeting
13 in late August, early September but the Board had been unsure where they wanted to
14 meet. Roman reported that she had done a cost comparison of how much it would cost
15 to meeting in northern vs. southern California. Both sets of travel costs had been done
16 with as few people traveling/staying overnight as possible as well as working out which
17 airport/mileage combinations would be the cheapest for each traveling board member.

18 Members Christmas, Maghsoudi, and Ibanez thought the Board should meet in
19 Southern California since they had not been there in a while. Members Maghsoudi and
20 Mindnich both offered to host.

21 *It was moved, seconded (Christmas/Ibanez) and carried*
22 *unanimously that the California Library Services Board will meet in*
23 *Southern California for their fall meeting at a locations to be*
24 *determined by California State Library staff.*

25 **Nomination of Board Officers**

26 Annly Roman stated that the update regulations were finalized and the Board had set
27 elections for every other odd year. The Board would elect new officers this year to serve
28 until 2021.

29 Roman explained the nominating process. Member Williams and Member Ibanez
30 stated that they would be willing to continue on the Committee.

31 *It was moved, seconded (Murguia/Christmas) and carried*
32 *unanimously that the California Library Services Board appoints*

***Florante Ibanez and Connie Williams to the Nominating Committee
to select board officers for 2020-2021.***

B. <u>REPORTS TO THE BOARD</u>

Board President's Report

President Bernardo reported that she had been active with the Council of California County Law Librarians. She had been attending Infopeople webinars and trainings because it was hard to get away from her library and encouraged her staff to do the same. Bernardo had been active in advocacy with local legislators and participated in the ALA asks to Congress and Representatives on library issues.

She reported she had participated in the Asian Pacific Leadership Foundation's Leadership Retreat where a number of appointed and elected officials were attending and was able to speak with them one-on-one.

Board Vice-President's Report

Vice-President Christmas reported that there was an organizations for library trustees and advocates called California Public Library Advocates. They had an annual conference in Ontario and the next conference would be on May 23rd at the convention center in Ontario. He had been many times and thought it was a great opportunity to learn ways that trustees, library foundation members, and other library supporters can help library efforts throughout California.

He had attended the City of Riverside library ground-breaking on March 18th. State Librarian Lucas was one of the speakers and it was a nice event. They intended to have the new library done by next summer. The old library would be turned into the Cheech-Marin Center for Art, Technology and focus on Chicano art. The legislature, with State Librarian Lucas' help appropriated about $10 million for the center.

Chief Executive Officer's Report

State Librarian Lucas reported that the most significant change since last October was the new administration in Sacramento.

Lucas stated that the Dillons had mentioned there had been $5 million in one-time money to help facilitate library connections to high speed broadband. They had spent a

lot of time mapping out the most strategic way to connect. One decision that came out of those discussions was to marry the grant cycle with the federal timeline for e-rate. Lucas stated that one of the advantages of joining CENIC was help filling out paperwork for the federal e-rate programs, which took about two years to go into effect. The marrying of the timelines was a way to make it easier, not just for the State Library, but also for participating libraries.

State librarian Lucas stated that under a piece of legislation from last year, the State Library was responsible for creating a website where people could find every grant offered by the state of California. The project had been an eye opener for the State Library on some of the grant programs structures that exist within other state agencies. Lucas said it was outside our comfort space as an agency, but positive things would come from the project, both from how State agencies look at each other and at the State Library. Hopefully it would create a better customer service experience for people trying to connect with state grant funds.

State Librarian Lucas shared that on the negative side, for the third year in a row the President of the United States of American had eliminated, in his budget, the $200 million for public libraries, which was about .000045% of the entire federal budget. In the past Congress had put the money back in but always at the same level from previous years.

Lucas stated that finally, Senator Richard Pan had introduced a bill to create the Children's Cabinet of California. It was modeled after the Homelessness Council that Senator Mitchell created two years ago which required all agencies that touch on homelessness to coordinate and collaborate. In his bill Senator Pan identified the Department of Education, Department of Social Services, but not the State Library as related agencies. The State Library had put out about $10 million annually in local grant programs, many of which were related to children and education. Lucas stated that Senator Pan had agreed to add the State Library to the bill.

Lighting up Libraries: Broadband Update report

Beverly Schwartzberg reported that for the last four years the California State Library had been engaged in the state-funded High-Speed Broadband in California Libraries project. The project goal was to bring high-speed broadband of at least 1 Gigabit per second to all California public libraries by connecting them to the California Research and

7

1 Education Network (CalREN), which is managed by the Corporation for Education

2 Network Initiatives in California (CENIC).

3 Since the October 2018 meeting, the project team had been focused on Year 5

4 connections, and planning and implementing changes to the grant program. As part of

5 the strategic planning process for the project, the State Library had looked at next steps.

6 These efforts included issuing an RFA for the Aggregator and Program Manager roles,

7 revising and creating a more efficient grant program application process, and adding new

8 grant program options to support expansion of capacity.

9 149 jurisdictions, out of a total of 185, had joined the project and of those

10 jurisdictions, 144 were connected or in the process of connecting to CalREN. There

11 were five Year 5 jurisdictions that had signed contracts with Califa and another two were

12 working on completing contracts with Califa.

13 Of the 1,125 public library outlets, 53 percent were connected, 17 percent were in the

14 process of connecting, and approximately 30 percent were either not yet connected,

15 chose not to participate, or were not eligible. Of the 30 percent 'not participating,'

16 approximately half were not CSLA eligible locations.

17 Schwartzberg reported that after a jurisdiction had been connected for a year, its

18 director was surveyed about the value and challenges of connecting to broadband. The

19 feedback received to date continued to be positive and constructive. Challenges included

20 getting funding situated in order to join, overcoming geographical issues that stymied

21 vendor interest in bidding, infrastructure build delays, and access to a reliable IT

22 professional to assist with daily technical issues.

23 For Year 4 connections were being implemented for County of Los Angeles Public

24 Library, San Diego County Library, Roseville Public Library, and City of Santa Clarita

25 Public Library. An additional 17 jurisdictions applied for grants.

26 Schwartzberg said that the library locations that remained to be connected were the

27 most challenging to connect, mostly because they lacked adequate broadband

28 infrastructure. In an effort to address those challenges, the State Library was making

29 grant funds available specifically to address infrastructure issues.

30 For unconnected jurisdictions or branches still in need of broadband, the State Library

31 planned to utilize new funds to expand the current program to address a broader range

1 of connectivity challenges. This included funds for upgraded wiring, construction for
2 infrastructure needs, and training for staff.

3   Member Murguia asked if the State Library thought the last round of funding would be
4 adequate to connect all libraries. Schwartzberg stated that was unknown. The goal was
5 to get as many connected as possible and the new funding help.

6 **Libraries Illuminated: Software and Hardware Improvement Program Grant**
7 **Program Report**

8   Beverly Schwartzberg reported that the Libraries Illuminated Initiative was designed
9 to help libraries explore the uses of high-speed internet, through programs and services
10 or improved staff efficiencies and internal processes. Thirty-eight jurisdictions received
11 funding totaling $1,000,000.

12   Libraries purchased technology to take advantage of broadband or other connections.
13 Participants forged creative partnerships with businesses, volunteers and education.

14   Since the October 2018 meeting, the advisory board allocated the remaining $38,000
15 to participating libraries. Ten participating libraries were able to identify needs that had
16 developed as a result of initial funding or new needs that became apparent and received
17 small additional grants of $1500 to $6400.

18   Schwartzberg reported that libraries used the Libraries Illuminated funds to: purchase
19 computers, tablets, routers, and laptop kiosks; fill makerspaces and libraries with
20 everything from bots to sewing machines and equipment for STEAM programming for
21 children, teens, and adults. In addition to the individual grants, the State Library provided
22 35 libraries with virtual reality equipment. The initial $1,000,000 in state funding was
23 matched by $1,053,000 in cash or local funds and $630,000 of in-kind matches.

24   Hundreds of programs were supported by the funds, and libraries were asked to use
25 the Public Library Association's Project Outcome tools to evaluate the impact of their
26 grant program. As of mid-March, there were 1581 survey responses about 243 programs,
27 demonstrating that the Libraries Illuminated programs had a positive impact.

28   Schwartzberg, in response to a question on how much unmet need could be
29 addressed by continuing the program, responded that, the speed of technological change
30 made programs like Libraries Illuminated imperative. The project's emphasis on
31 community partnerships helped libraries look to their communities and leverage skilled

1 volunteers and local resources. Additionally, each year, more libraries connected to

2 higher-speed connections, and user demands grew and change. The challenge was to

3 reach underserved audiences, stay on pace with technology, and showcase libraries as

4 accessible technology leaders.

5   If the program continued libraries could continue to do outreach to small, underserved

6 communities, including rural libraries, and provide specific examples of targeted projects

7 to certain needs and circumstances.

8 **Impact Study and Online Clearing House Grant Program Report**

9   Natalie Cole reported that they had two recent papers be accepted for

10 presentation/publication; one at the 10th International Evidence Based Library and

11 Information Practice Conference, taking place in Glasgow and one in the peer-reviewed

12 journal *Library Management*. They had been getting preliminary results from the

13 academic literature review and getting those results out there to receive feedback and

14 input.

15   Cole reported that to supplement the review of academic publications, they were in

16 the process of reviewing approximately 240 articles published in professional journals.

17 Cole was also looking at the topics of presentations being given at professional

18 conferences to really get the full scope of what libraries were doing.

19   The results of the annual Public Libraries Survey provided quantitative data to

20 contribute to the full picture of the value of California's public libraries. The survey showed

21 the breadth of library services and their impacts. Some questions had been inserted that

22 were specific to the project, so they were able to tailor questions to get specific data

23   They had just announced a mini-grant program to 30 libraries to support programming

24 that represented different aspects of the value framework. Those programs included

25 financial literacy workshops; a therapeutic gardening workshop for veterans; literacy

26 programs presented in collaboration with barbershops; and a community support center

27 for at-risk individuals. There had been a whole range of proposals which demonstrated

28 the many different facets of value public libraries provide. Those projects would be

29 providing data to show the impact on the communities.

1   Cole stated that the 59 local, regional, and copycat LSTA grants that would be funded
2   this year were all being evaluated using the same survey used in the mini-grants so there
3   would be data on those programs as well.

4   They had worked with Sacramento State University's Institute for Social Research to
5   conduct a survey which explored Californians' values and perspectives on the role and
6   value of public libraries. The results showed that people believed libraries were essential
7   to their communities and their families. Even if they did not personally benefit from
8   services, they felt libraries were a valuable institution for the contributions they made to
9   the community as a whole. Californian's also highly value the kinds of community services
10   that libraries provided but did not necessarily connect those services to libraries.

11   Cole stated that they had also conducted conversations with library leaders in the field.
12   Those discussions produced examples of the role libraries played in terms of wellness in
13   the community, things that the public did not associate with libraries like trauma care,
14   clinics, and vaccinations.

15   A prominent part of the conversations was the role libraries played with families and
16   young children. Cole thought it was very interesting that people in the field talked a lot
17   about the community services libraries provided to vulnerable populations. While that
18   might have been a huge part of what libraries were doing, it was not how libraries were
19   perceived. The general public perceived libraries in terms of books and information and
20   Cole thought addressing that disconnect was something for libraries to work on.

21   The next steps for the project were to integrate results from reports issued by agencies
22   and organizations such as Institute for Museum and Library Services, American Library
23   Association, Public Library Association, Aspen Institute, and others; look at what those
24   reports were saying, and integrate that information with the other findings. They were also
25   going to look at key publications on the value and benefit of having libraries in the
26   community and collect data from the LSTA and State-funded projects to finalize the value
27   framework being created. They would use the data sets to create materials that libraries
28   could use to demonstrate their value built on solid data. There would be an advisory group
29   to make sure this was done in the most effective way.

30   Member Williams stated that the most important part of the project would be convening
31   an advisory group to provide input on the optimum way to present the information. She

1 wanted to make sure this information went somewhere. Natalie Cole stated that was why

2 they spent time going through the approach of gathering all the academic information,

3 professional literature, and collect the grant program data from our own libraries. To give

4 the advisory council something to work with.

5 **California eBook Platform with Library Owned Content Program Report**

6 Lena Pham reported that the Enki library was a shared eBook platform with library

7 owned content. All of the grant funds had been expended, with the last portion being for

8 e-content. During the course of the grant program over 7,500 new eBook titles were

9 purchased from multiple publishers based on the initial collection development survey.

10 Many titles were licensed for simultaneous unlimited use. The purchases included a

11 collection of always available fiction and non-fiction, non-fiction from UC Press, story

12 sharers (young adult fiction for struggling readers), children's fiction, graphic novels,

13 young adult and adult fiction, travel collection, business and technology collection, and

14 study guides.

15 Additionally, 29 new library jurisdictions were connected to the eBook platform,

16 bringing the total number 101. The Enki eBook collection was also integrated into

17 SimplyE, so Enki titles could be searched and read in the SimplyE app.

18 Pham reported that in 2015 Enki had over 84,000 checkouts. Since then annual eBook

19 circulation has increased to about 100,000 items each year. Moving forward Califa would

20 continue to manage the open source platform.

21 **Cross Platform eBook Discovery App and Reader Program Report**

22 Lena Pham reported that SimplyE allowed patrons to access to all their library's

23 eBooks from various vendors in a single application. Through the board's support and

24 additional LSTA funds, 27 California library jurisdictions were either currently live or in

25 process of being setup on SimplyE. That included the original 11 pilot jurisdictions. An

26 additional five libraries were live on SimplyE and 11 more library jurisdictions had signed

27 on to subscribe.

28 Each library had a range of eBook platforms that were integrated into the app and

29 libraries that subscribed to Novelist Select were getting that book recommendation

30 service integrated into their app. Audiobook integration had also begun and audiobooks

purchased on Bibliotheca Cloud Library, Axis360 and RBdigital were discoverable. Overdrive audiobook integration was underway. They were also exploring PDF functionality and expected that would be available in 6-8 months.

The initial set up of the app was complete and Califa would continue to maintain the SimplyE servers. Further outreach would be conducted in the next few months to assist libraries in promoting SimplyE to their patrons. The project had grown in scale, and the Digital Public Library of America (DPLA) had taken the lead on setting up a national governance model to ensure sustainability and development going forward.

Innovation Lab Grant Program Update

Lena Phan reported that the Innovation Station Project created innovation labs through partnerships between libraries, employers, and educators. Funds for the project had been awarded to 18 libraries so that they could create their own Innovation Stations.

In December a follow up survey was sent to participating libraries to gather information on project impacts. A few of the projects included: 29 Innovation Station Project funded programs in Monrovia; five programs where people tried out Makerboxes in Butte County Library, 141 Library on the Go outreach programs in Santa Barbara Public Library with a total of 4,948 participants, and three training sessions and four instructional guides were created in Alhambra Civic Center Library. San Luis Obispo Public Library created nine different Mobile MakerKits, and circulated the kits through their catalog on three-week loans.

Zip Books Grant Program Report

Carolyn Brooks reported that the Zip Books program was a unique model set-up by the Butte, Humboldt, and Shasta County Libraries as an LSTA project in 2011-2012. It allowed patrons to order a book that their library did not own from amazon, shipped the resource to the patron's home and when the patron was done they returned it to the library. The library would then have the option of adding that resource to their collection. The program allowed for patron driven collection development so that patrons helped to create the collection within their library.

Brooks reported that there were 69 libraries participating. They had piloted it in different areas and explored the functionality in rural, urban and suburban areas.

1   The past year they had been able to get all participating libraries onto the same
2   funding calendar cycle. That allowed the State library to streamline processes related to
3   the project and reduced the costs associated with trying to track different cycles. The
4   State Library had also gotten each library set-up on its own Amazon account with its own
5   payment processes, which helped alleviate fraud alerts from amazon related to multiple
6   locations ordering on one account

7   The State Library had been gathering library and patron feedback to assess the
8   difficulties and successes of the program. They were looking at creating a toolkit that
9   anyone could use. Based on the conversations with the libraries they had updated the
10   messaging to make the program clearer to patrons.

11   There was a new project Coordinator and she had been mentoring new libraries
12   coming on board. She had also been facilitating and encouraging the connections
13   between the established libraries and the new libraries that had questions. There was a
14   listserv in place for questions.

15   Member Murguia asked if the reimbursement covered the entire cost or if there was a
16   local share. Brooks stated that the program covered the cost of the material which
17   averaged about $15. Libraries submitted their charges and those charges were paid
18   through the fiscal agent.

19   President Bernardo stated that one of the consultants she had met with the previous
20   day was asking about Zip Books and if there was a report of the titles being purchased.
21   Brooks stated that Amazon provided lists of that information. Member Williams said one
22   aide asked if there were issues getting the books back. Brooks said that some libraries
23   did have issues determining how to get the books back so they created new messaging
24   of "Read, Return, Repeat". Some the libraries made a simple record in their catalogue so
25   there was a reminder process in place and other libraries made calls. Yolande Willburn,
26   Nevada County library, stated her library had not had trouble getting the books returned
27   because patrons could not get another Zip Book until they return the one they had.

C. CLSA PROGRAM ITEMS FOR INFORMATION/ACTION

BUDGET AND PLANNING

Reconsider $450,000 2018/19 Fiscal Year Funds

State Librarian Lucas reported that in the 2018-19 budget t $1.45 million was allocated to the California Library Services Act for the Board to distribute; $1 million for Zip Books and $450,000 for the one-time connection costs of digitally linking the catalogs of all libraries north of San Francisco. The Board approved those allocations at its October 4th meeting. The mechanism that was commonly used to digitally connect library catalogs was a product called Link+, which allowed users to access all the books of all of the libraries that were connected to Link+ in their area. Users could make a selection, hit a button, and that book would be delivered to their library.

After the October meeting there were some discussions between Greg and NorthNet, the library consortium that has all the libraries north of Sacramento, and they reported that, at that time, only three libraries could participate. The issue with participation centered on the ongoing expenses associated with Link+. The initial connection cost was much smaller than the annual subscription costs and delivery fee, which was $12,000. Lucas stated that the Board needed to make a decision on what to do with the $450,000 in one-time money, which had to be encumbered before the end of the fiscal year.

Lucas reported there was a letter submitted by NorthNet that requested the Board give the $450,000 to NorthNet to pay all the first year costs of Link+ membership for the three libraries that wished to participate and the remaining $312,000 would be used for the sustainability and growth of the Link+ regional resource sharing. That would include covering start-up costs for new libraries to joint Link+ under the NorthNet master contact and support ongoing costs throughout the grant period.

State Librarian Lucas stated that there were three options provided to the Board. One was to comply with NorthNet's request to leave the $450,000 with them. The other two options were to provide the one-time connection cost to the three libraries that had elected to participate, about $50,000, or approve the full one year's worth of cost for the three libraries that wished to participate, which was about $137,000, and both would keep the balance for some other purpose.

1   Member Murguia asked if the project had always involved paying the full first year

2   subscription. Annly Roman reported that the Board's exact motion for the initial approval

3   of the project was "…the California Library Services Board approves the $450,000

4   allocated in the 2018-2019 budget to pay the one-time connection cost of digitally

5   connecting the catalogs of 26 county library systems,15 city library systems, and 13

6   academic libraries in the northern third of the state." Member Murguia stated that their

7   initial motion to expend the funds did not include the one year subscription. Roman stated

8   that the Board could make another motion that did include all the first year costs.

9   Member Hernandez said that as she looked at NorthNet's letter it stated that

10   budgetary and delivery concerns were what prohibited membership and she wondered

11   what the delivery concerns were. Lucas responded that it was the delivery subscription

12   cost discussed previously.

13   Todd Deck, representing Tehama County Library and NorthNet, stated that Link+

14   currently had 14 NorthNet libraries and was incredibly popular with patrons. Some of the

15   benefits were cost savings, connectivity, and access to the 11 million titles of books

16   available. When NorthNet began the process of exploring the connected catalog it really

17   became a multi-year process because NorthNet was a big geographic area. The

18   challenges identified were start-up costs, ongoing delivery, locating curriers for the most

19   rural areas, and the time for implementation. Also during this time talk of the recession

20   began so taking on that type of commitment became harder for a small rural library like

21   his. With that in mind, they had learned so much during the process. Link+ was a really

22   ambitious program and they did need some time to fulfill the program's potential.

23   He encouraged that Link+ really captured the core values of the California Library

24   Services Board which were literacy, cooperation, diversity, serving the underserved, and

25   access for all. He urged the Board to consider allocating all the money to NorthNet

26   because each library that joined pushed small libraries closer to being able to join as well.

27   Brad McCulley, Pacific Library Partnership Executive Chair, stated from the

28   perspective of his library consortium, when something new came along it took a lot of

29   hand holding to get everybody on board because there were questions, technical

30   difficulties, and budget issues. It usually took about a year or two to get the momentum

31   to push all of that forward and he thought that was a lot of what was happening with the

1   Link+ program and NorthNet. He thought that by pulling the money away to soon they

2   would be doing themselves a disservice. NorthNet was a large, very rural area, and they

3   really need the service.

4   Yolande Wilburn, Nevada County, stated they would have loved to join but there were

5   some things they needed to work out before committing. Nevada County was rural and

6   delivery was an issue. They, as a group, had been having conversations about if

7   Sacramento Public would serve as the hub for their Link+ delivery and then got shipped

8   to Nevada County from there. Nevada County had a delivery driver that went to their

9   branches each day, so getting it to Nevada was the main concern. The biggest hesitancy

10 in joining were questions surrounding what that would look like and how to do delivery in

11 a way that was quick.

12   Wilburn stated that they were a small library so they did not have the space to hold

13 huge collections. Link+ would really expand the number of items available to their patrons

14 who would otherwise have to ask for interlibrary loans, which cost patrons $3 per loan.

15   Mark Fink, Yolo County Library, explained the Link+ model. If a patron was looking for

16 an item their library did not own, if the library had Link+ the patron would have the option

17 of searching for the item in another catalog, placing a hold on that item and having it

18 delivered to the patron's library. In addition to patrons being able to borrow items from

19 other libraries, each library's collection would become part of the larger Link+ collection.

20   Fink reported that Yolo County Library offered ILL, Zip Books and Link+. In the last

21 fiscal year, they had 500 Zip Book requests but their patrons request almost 12,000 items

22 from Link+ and they sent out about 8,000 items to other libraries. Each one of the

23 transactions were material that they did not have to buy. Additionally, the material that

24 might not have circulated well in their library system was available to other libraries. It

25 was also a way for Yolo County patrons to get materials in other languages which they

26 could not support at the level they needed.

27   NorthNet had negotiated a five year contact for the Link+ service, so libraries that were

28 joining would know their expenses four years into the future. There were logistical issues

29 that had to be worked out and it took time to resolve some of the complexity associated

30 with participating in Link+. Fink thought that NorthNet's had taken a very thoughtful

17

1 approach to how they wanted to move forward, so he would encourage the Board to
2 maintain that funding and let them add more rural libraries.

3 Susan Hildreth, Sonoma County, said they were the only new county library that was
4 joining Link+ as a part of the grant. Hildreth wanted the Board to be aware that the three
5 libraries joining had already signed contracts with innovative and anticipated being able
6 to manage the future cost. She thought the Board should give NorthNet more time, given
7 its diverse geographic area and members.

8 Member Christmas stated that he would favor only providing funding for one-time
9 costs, not the whole first year, for the three joining libraries and reallocating the remainder
10 of the funds to a different California Library Services Act grant program. He thought there
11 had been adequate time for libraries to decide if they could afford it and a better use of
12 the money would be to put it into Libraries Illuminated and other programs.

13 Member Tauler questions that if they had only gotten three libraries in six months, how
14 NorthNet would be able to spend the money. She wondered if a smaller amount would
15 be more appropriate. Tauler suggested paying for the connection for the three committed
16 libraries but allocating half the $450,000 for Link+. That would allow them to grow but
17 would also allow part of the money to be used for a program that was ready. Member
18 Christmas stated he supported that proposal.

19 Member Maghsoudi stated that her understanding was that the money needed to be
20 encumbered in the current fiscal year and couldn't be changed. Annly Roman stated that
21 once the money was encumbered at the end of the fiscal year the Board could not use it
22 for another purpose.

23 Nancy Giddens, 49-99 Library Cooperative and Calaveras County and the library
24 directors from Tuolumne County and Amador County, stated that they were all very rural
25 library systems and it look their libraries a lot longer than six months even though they
26 were committed because of the delivery and connectivity logistics.

27 Member Williams stated that she felt giving NorthNet the full $450,000 to keep working
28 on the program, made a lot of sense given that the Board was supposed to be providing
29 access. Members Murguia and Ibanez supported that position and thought they should
30 give the proposal a chance to succeed.

1   Member Hernandez asked if there was an urgent need for Zip Books or Libraries
2   Illuminated since those had been mentioned. State Librarian Lucas stated that there were
3   more applications for Libraries Illuminated than the state library had been able to fund
4   totaling about $132,339.

5   Member Tauler stated that she supported giving the full $450,000 to the NorthNet
6   system for the Link+ program but suggested a lower amount because she was worried
7   about their ability to spend all the money based on participation so far. She said she did
8   see the value in the program and in connecting libraries. Member Maghsoudi asked if
9   NorthNet had any additional commitments.

10   Yolande Wilburn stated that she though Link+ was a great idea. However, the ILS
11   system they used was not compatible so they had to wait for their contact to expire. Now
12   she was in negotiations to have Polaris as the ILS, which was completely compatible, but
13   it was with county council so it would not go live until the end of the year. So she needed
14   to one, be able to have that piece in place, and two, determine how to do delivery. Wilburn
15   stated that she was committed because she thought that it was a good deal for their
16   patrons and, in the long run, it would have provided savings in the collection budget
17   because they would not have to buy things that were available elsewhere. As a rural
18   system it was taking some time because of the hurdles.

19   Carol Frost, NorthNet administrator, said that they knew that the one-time costs for
20   year one for the three libraries would be $137,295. Adding the three other interested
21   libraries (Nevada County, Del Norte, and Siskiyou) would come to about $110,000. The
22   wild card on those libraries was the delivery issue because it meant inventing a new
23   delivery model. NorthNet had hired a consultant and done some preliminary routes on
24   how that could happen, but a lot of couriers did not want to drive to those remote areas.
25   Frost stated they were trying to create a hub-and-spoke, based on where couriers would
26   go and then develop that last hundred miles connection. Frost stated that allocating the
27   funds to support the sustainability and growth of Link+ would offer flexibility.

28   She stated this was supposed to be a demonstration project of how it could be done.
29   If there was a concern that NorthNet might not be able to spend all the money, maybe in
30   that last year, if it looked like there would be money left over, other libraries would be

1   given an opportunity to join. Frost stated that she believed NorthNet had the ability to
2   succeed but she thought that might be an option to address Board concerns.

3   State Librarian Lucas stated that he had just heard testimony that there was a lot that
4   needed to be done to make the program work. He stated he was trying to understand why
5   it would be good to send the money without answering those questions first. It was the
6   Board's decision but he wondered why they would allocate funds without seeing a more
7   robust plan with specifics.

8   Member Murguia stated that not allocating the funds to NorthNet seemed like
9   abandoning the effort to expand Link+ in very rural areas. Member Christmas stated that
10 he did not agree that allocating half the money to NorthNet and reallocating the rest was
11 abandoning the project. He thought that it would be better to give $225,000 that the Board
12 knew they could spend and use the rest of the money around the state for other libraries
13 and get results rather than spend money to see what could happen with Link+.

14   Member Murguia asked where the proposal for the $450,000 originated. State
15 Librarian Lucas stated that it was represented by NorthNet that if the State of California
16 provided $450,000 it would have covered the one-time connection costs of the libraries
17 listed as NorthNet members. Lucas stated that NorthNet did come to the State Library
18 shortly after the Board approved the money to say that was not possible.

19   ***It was moved, seconded (Christmas/Tauler) and failed with a vote of***
20   ***five ayes and five nays (Hernandez, Ibanez, Maghsoudi, Murguia,***
21   ***Williams) that the California Library Services Board approves***
22   ***allocating $225,000 to the NorthNet Library System to use for Link+***
23   ***within their library system, allocating $132,339 to the Libraries***
24   ***Illuminated program, and leaving the remaining $92,661 with the***
25   ***Board for other programs.***

26   Various members spoke in support of giving the full $450,000 to NorthNet to continue
27 trying to connect to Link+. Member Maghsoudi stated that she thought the Board should
28 add a caveat that if they were unable to spend the money within NorthNet they would
29 open it up to other libraries around the state. Member Williams stated that she thought
30 allocating all the funds to NorthNet but requiring a plan be provided to the Board at the
31 next meeting was the best idea. Member Senour asked what would happen if they could
32 not spend all the money. Williams stated they would open the program for other libraries
33 to join outside of NorthNet.

1   ***It was moved, seconded (Ibanez/Murguia) and carried with a vote of***
2   ***eight ayes and two nays (Christmas, Bernardo) that the California***
3   ***Library Services Board approves allocating $450,000 to the NorthNet***
4   ***Library System to pay for the one-year costs for three libraries to join***
5   ***Link+ and use the remainder to "support the sustainability and***
6   ***growth of Link+ regional resource sharing" consistent with the digital***
7   ***connection of catalogs mandated in the Governor's budget. NorthNet***
8   ***Library System will develop a plan of execution which will be***
9   ***submitted to the Board at their fall, 2019 meeting.***

10 **CLSA Proposed Budget for FY 2019/20**

11   Monica Rivas stated that the budget was for the preliminary $3.63 million which would

12 be divided up based on the formula.

13   ***It was moved, seconded (Ibanez/Christmas) and carried***
14   ***unanimously that the California Library Services Board adopts,***
15   ***contingent upon the passage of the State Budget Act, the 2019/2020***
16   ***California Library Services Act budget as directed in the Governor's***
17   ***proposed 2018/2019 budget, totaling $3,630,000 for allocation to***
18   ***Cooperative Library Systems.***

19   Monica Rivas reported that there had been a proposed $1 million in one-time funding

20 for Zip Books.

21   ***It was moved, seconded (Christmas/Tauler) and carried unanimously***
22   ***that the California Library Services Board approves, contingent upon***
23   ***the passage of the State Budget Act, the $1 million allocated in the***
24   ***2019-2020 budget to invest in the Zip Books program to ensure timely***
25   ***and cost-effective access to information in California's hard-to-reach***
26   ***and underserved communities.***

27 **RESOURCE SHARING**

28 **CLSA System-Level programs**

29   Monica Rivas reported that this section dealt with the Annual Reports from 2017-2018.

30 She had gone through the Plans of Service for 2017-18 and made sure that the proposals

31 matched the Annual Reports. Systems continued using their funding for delivery services

32 like Link+ and Zip Books. They were also moving toward e-resources like Zinio, Hoopla,

33 Overdrive, RB Digital and other eBooks.

34 **CLSA REPORTING**

35   Monica Rivas reported that at the last two Board meetings they had discussed

36 updating some of the Systems' reporting forms. State Library staff had meetings with the

1   Systems to ask for their input on changes. Library staff also determined what changes

2   they thought would be necessary. Rivas stated that she had looked at the historical plans

3   of service and a lot of the verbiage on the forms related to programs that no longer

4   existed. All the language that did not fit communication and delivery was removed, and

5   definitions were added based on suggestions from the systems.

6   Additionally, in the updated regulations, systems were allowed to use funds for

7   planning, coordination, and evaluation so a section was created for that on the budget

8   request form. Rivas stated that she had also added examples to the budget request form

9   to give the systems an idea of what should be under each item.

10   Rivas had updated the expenditure reports in an effort to make it easier for State

11   Library staff to understand. When systems filled out their Plans of Service they specified

12   what programs they would be funding. At the end of the report Rivas added a section to

13   detail how much each program cost. Instead of systems only reporting spending a certain

14   amount on e-resources they would also show how much was on each resource (Zinio,

15   Overdrive, etc.) individually.

16   Rivas also added a section where the systems could report CLSA funds from prior

17   year. The board can then see what had been encumbered, and what had been spent.

18   Member Tauler said she thought the systems would have spent all the money each year.

19   Annly Roman stated that sometimes there were programs that were too expensive to fund

20   in one year so they would save some of the funding until they got the next years allocation

21   to fully fund the program. Roman stated that the funding cycle was the same of the Link+

22   funding so they had the first fiscal year, then the two years after to spend the money.

23   Rivas stated that the forms were still a work in progress. She had spoken to a couple

24   of the system coordinators and requested a phone call to go over the proposed changes.

25 **D.** **CLSA REGULATIONS**

26   Annly Roman reported that the California Library Services Act regulatory process had

27   been completed. The regulations were effective as of January 1, 2019.

28 **E.** **LEGISLATIVE UPDATE**

29   Member Hernandez stated that she was new so legislator meetings were educational.

30   She was curious to know how priorities were formed and how the Board collaborated and

coordinated with the CLA lobbyists. In legislator meetings there were hurried meetings with staffers getting requests from everyone so how could they clarify their ask so it was as digestible as possible.

Member Christmas stated that he agreed that the Board needed to fine-tune their message. At legislator meetings the day before he waited with people from all different organizations so they needed to make their message stand out.

Member Murguia stated that she attended four legislator meetings and met with her own Assemblymember and Senator as well as the staff for the Senate Budget Chair. She had promised a letter from the Board that would summarize and prioritized the budget items they had asked for. She thought it would be useful and should go out at least to the Budget Chairs and other usual suspects.

President Bernardo said that she had joined fellow board members on their legislative visits the day before. The previous day she was with the County Law Librarians on their Legislative Day. She was able to visit her five local legislators and she included the California Library Services Board's positions in her conversations.

Member Murguia asked if there was a legislator they should be targeting as a champion. Annly Roman stated that she did not think that there was a legislator who would spearhead all seven requests that the Board had made. Member Hernandez asked what the realistic odds were of getting the items they discussed with legislators the previous day into the May revise. She was wondering how next time they could be more effective, determine the amount of priorities that could be easily digestible, and be aligned with whoever was following up. State Librarian Lucas said that the best place to be in the budget process was in the Governor's proposed budget. To do that, they were making decisions shortly after the Board's fall meeting. The second best place was in the May revision. Then there was a month of opportunity between May 14th and June 15th where smaller ticket items could be added.

Member Hernandez stated that she thought the Board should take a critical look at what was in the draft budget and then prioritize what they wanted to push for in the May revise. Annly Roman stated that would be difficult because of when the Board met, fall and spring. The proposed budget did not come out until after the fall meeting and their spring meeting was right in the middle of when the legislature was already working on the

1 May revise. Roman stated that the Board could have a teleconference meeting after the

2 budget came out at the beginning of the year to discuss the budget.

3   Annly Roman said that she wanted to bring ACA 1 to the Board's attention. It would

4 lower the vote threshold for local measures to 55%. ACA 1 was similar in nature to SCA

5 3 from last session, which the Board supported. The difference was that the SCA 3 was

6 targeted to libraries, whereas ACA 1 was broader. Roman reported that CLA was in

7 support.

8   *It was moved, seconded (Murguia/Tauler) and carried unanimously*
9   *that the California Library Services Board supports ACA 1 (Aguiar-*
10   *Curry).*

11 **F. BOARD DISCUSSION ITEMS 2018/19**

12   There was no additional Board discussion brought forward.

13 **G. PUBLIC COMMENT**

14   There was no public comment brought forward.

15 **H. COMMENTS FROM BOARD MEMBERS/OFFICERS**

16   Members made comments about past and upcoming events and thanked staff for

17 their work.

18 **I. OLD BUSINESS**

19   There was no old business brought forward.

20 **J. AGENDA BUILDING**

21   There was no additional agenda items brought forward.

22 **K. ADJOURNMENT**

23   President Bernardo called for adjournment of the California Library Services Board

24 meeting at 3:07PM.

California Library Services Board Resolution 2019-01
In Honor of Aleita Huguenin

WHEREAS, the California Library Services Board desires to recognize Aleita Huguenin for her distinguished contributions as one of its members on the occasion of the conclusion of her term of service as a member of the board; and

WHEREAS, the board wishes to honor Aleita Huguenin for her exceptional public service and engagement representing the "Public-at-Large" since her appointment by the Assembly Speaker on February 19, 2014; and

WHEREAS, it should be noted that Aleita Huguenin has served as the Chair of the Democratic National Committee – Western States Region since 2005; and

WHEREAS, In 2007 Aleita Huguenin became President of Aleita & Partners, a firm that works on Democratic races in the 13 western states; and

WHEREAS, with a background in education from teaching elementary and junior high school from 1969 to 1987, Aleita Huguenin was the Bay Area Political Manager for the California Teachers Association from 1987 to 1996 and the Statewide Government Relations Manager for the Association from 1995 to 2007; and

WHEREAS, Aleita Huguenin's education background, public policy knowledge, and insight have proven invaluable to the California Library Services Board;

***NOW, THEREFORE, BE IT RESOLVED** that*

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

Aleita Huguenin

for her contributions and service
to the libraries and people of the State of California
on this day of 28 March, 2019

AGENDA ITEM: Election of California Library Services Board Officers for 2020-2021

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING: Election of Board Officers for calendar year 2020-2021.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board elect Anne Bernardo as President of the California Library Services Board for the year 2020-2021.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board elect Gary Christmas as Vice-President of the California Library Services Board for the year 2020-2021.

BACKGROUND:
California Library Services Act regulations, Section 20116 (a), state that, "The state board shall biennially elect a president and vice-president at the last regular meeting of every off numbered calendar year." This will be the first year for the board to elect officers to a two year term.

A Nominating Committee, elected at the March 28, 2019 meeting, sought member's interest in becoming a board officer for 2020-2021. No members expressed interest but Members Bernardo, and Christmas responded that they were willing to run again. The Nominating Committee is prepared to make a report at the meeting.

AGENDA ITEM: 2020 Meeting Schedule and Locations

2020 Proposed Board Meeting Schedule

Date	Location	Activities
January?	?	Legislative priorities/budget asks?
Spring	?	Legislative Visits? Budget and Planning
Late August- Early September? 2020	?	Regular Business Annual Budget Meeting LSTA State Advisory Council on Libraries Meeting

BACKGOUND:

California Library Services Act (CLSA) regulations specify that the Board shall conduct meetings at least twice a year.

At the March 28, 2019 meeting the Board had discussed possibly meeting in January to look at what was in the budget, what CLA's asks and priorities are, and what, if anything the Board wanted to ask of form the Governor's office or Department of Finance.

Based on board preferences, staff will provided members with a Doodle Poll for the winter (if requested) and spring 2020 meetings which is usually held in March or April 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:

2019 Event	Date	Location
ARL (Association of Research Libraries) Association Meeting, Fall 2019	September 23-26, 2019	Washington, DC
ARL (Association of Research Libraries) Association Meeting, Fall	September 24-25, 2019	Washington, DC
Educause Annual Conference	October 14-17, 2019	Chicago, IL
California Library Association	October 24-26, 2019	Pasadena, CA
AASL (American Association of School Libraries) National Conference	November 14-16, 2019	Louisville, KY
2020 Event	Date	Location
ALA (American Library Association) Midwinter Conference	January 24-28, 2020	Philadelphia, PA
CSLA (California School Library Association) Conference	February 6-8, 2020	City of Industry, CA
PLA (Public Library Association) 2020 Conference	February 25-29, 2020	Nashville, TN
ARL (Association of Research Libraries) Association Meeting	May 12-14, 2020	Albuquerque, NM
SLA (Special Libraries Association) Annual Conference & Info Expo	June 6-9, 2020	Charlotte, NC
ALA (American Library Association) Annual Conference	June 25-30, 2020	Chicago, IL
PLA (Public Library Association) at ALA	June 25-30, 2020	Chicago, IL
AALL (American Association of Law Libraries) Annual Meeting and Conference	July 11-14, 2020	New Orleans, LA
Society of American Archivists Annual Meeting	August 2-8, 2020	Chicago, IL
IFLA (International Federation of Library Associations & Institutions) General Conference & Assembly	August , 2020	Auckland, New Zealand
State Bar of California Annual Meeting	September 10-13, 2020	San Diego, CA
ARSL (Association for Rural and Small Libraries) Conference	September 30-October 3, 2020	Wichita, Kansas
ARL (Association of Research Libraries) Association Meeting, Fall	October 5-7, 2020	Washington, DC
Educause Annual Conference	October 26-29, 2020	Boston, MA

Project Goal

Create an impact study and online clearinghouse cataloging the economic and social value of libraries.

Project Funding

$300,000 through June 2020.

Achievements

Value Framework and Statements: We have refined the value framework and supporting statements in preparation for completing the project and making available the final results.

Conference Paper: We presented a paper titled "Measuring the Value of California's Public Libraries" at the 10th International Evidence Based Library and Information Practice Conference, in Glasgow, UK, June 17-19, 2019.

Journal Article: We published a paper titled "A Review Exploring the Facets of the Value of Public Libraries" in the peer-reviewed journal *Library Management*. The article proposes a preliminary value framework that emerged from the academic literature review. [1] It can be found at: Stenstrom, C., Cole, N. and Hanson, R (2019), "A review exploring the facets of the value of public libraries", *Library Management*, Vol. 40 No. 6/7, pp. 354-367.

Review of Professional Literature: To supplement our review of academic publications, we reviewed approximately 240 articles published in professional journals (such as *American Libraries*, *Public Libraries*, *Library Journal*, *Children and Libraries*, and *Young Adult Library Services*) and presentation topics at professional conferences (such as the American Library Association, Public Library Association, and California Library Association conferences). The review helped us strengthen and refine the value framework but it did not cause us to change it significantly.

Mini-Grant Program: The 30 programs funded by the mini-grant program are almost complete. As a whole, the programs represent different aspects of the value framework and range from financial literacy workshops to a therapeutic gardening workshop for veterans to literacy

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[1] The framework is evolving as the project develops. The framework described in the article differs from the framework we are currently working with.

programs presented in collaboration with barbershops. Participating libraries will evaluate the impact of their programs and provide us with data and stories to support and illustrate our literature review. Programs are scheduled to end by September 30, 2019, with all impact data to be collated and analyzed by December 31, 2019.

Next Steps

- Talk with elected officials and other local decision-makers to help us think about how to deliver the message about the value of California's public libraries.

- Provide the revised value framework and supporting documentation to members of the library community to ensure that it continues to resonate.

- Finalize the value framework and statements and the full set of collected and original data.

- Prepare content for library staff and other stakeholders to use to demonstrate the value of their libraries, including:
    - An online clearinghouse that organizes and makes available the data gathered and generated by the project.
    - Supplementary materials, such as infographics, that are accessible and highlight key talking points that are grounded in the data.
    - Briefing papers to provide more in-depth analysis of the data.
    - Guidelines on using the data to greatest effect.

- Identify the kind of training and resources that the library community needs to be able to use the project data most effectively.

- Identify opportunities to use the data and raise awareness of the value of public libraries, for example, through presentations at meetings and conferences that convene city and county leaders; opinion pieces in key publications; summits convened to connect local leaders to their local libraries; and collective impact efforts designed to help communities work together on common challenges, such as third-grade reading or affordable housing.

Project Partner: Black Gold Cooperative Library System
Co-Project Lead: Cheryl Stenstrom, San José State University
Research Assistant: Jane'a Johnson, Brown University

Report submitted by Natalie Cole, Library Programs Consultant | natalie.cole@library.ca.gov

Document 6

CALIFORNIA STATE LIBRARY

Six Month Program Narrative Report

Grant Information	
Grantee:	Pacific Library Partnership
Project Title:	Cross platform eBook Discovery App & Reader (SimplyE)
Grant Award Number:	1617-03
Grant Period:	Jan 1, 2019 – June 30, 2019
Amount of Grant Award:	$200,000
Amount of Grant Expended:	$14,638 this period; $200,000 total

Project Coordinator	
Name:	Carol Frost
Title:	CEO, Pacific Library Partnership
Address:	2471 Flores St., San Mateo CA 94403
Phone Number:	(650) 349-5538
Fax Number:	(650) 349-5089
E-mail Address:	frost@plpinfo.org

This report is due on the date listed in the Grant Guide for this project. All questions regarding this report should be directed to State Library Program Consultant Lena Pham, (916) 651-0376 or lena.pham@library.ca.gov.

Email in "Word" format to monica.rivas@library.ca.gov.

Send original (signed in blue ink) and one copy **by the due date** to:

By Mail:

California State Library
Monica Rivas, LDS
P.O. Box 942837
Sacramento, CA 94237-0001

By Non-USPS Delivery:

California State Library
Monica Rivas, LDS
900 N Street
Sacramento, CA 95814

Signature: _____   **Date:** _____

1

Progress Report

Please provide simple and concise information for each of the questions below.

Project Purpose
What have you done, for whom, and for what benefit?

In April 2019, the Digital Public Library of America (DPLA) announced a new national collaborative effort to develop a national digital ebooks platform for libraries, called the DPLA Exchange, built on the foundation of SimplyE and a new governance structure to help sustain the open source library eReader app.

The SimplyE Advisory Council includes representatives from Califa, DPLA, New York Public Library, Lyrasis, Connecticut State Library, Maryland State Library eLibrary Consortium, Minitex, Amigos, and Reaching Across Illinois Library System. This group meets monthly to advise on new functionality and development, and to share the cost of maintaining and supporting SimplyE.

SimplyE has received international attention this past month via IFLA's Copyright and other Legal Matters (CLM) Advisory Committee News.

The California State Library's CLSA grant funding has played an enormous role in increasing the use and visibility of this IMLS, library-developed, cross-platform eReader app, which allows library patrons to read ebooks and listen to audiobooks from multiple vendors in a single app.

27 CA library jurisdictions are either currently live, or in process of being setup on SimplyE and the State Library of Kansas will be going live in the coming month.

The original 6 grant libraries/systems –

- Alameda County Library
- Black Gold Cooperative Library System (including 6 library jurisdictions: Blanchard/Santa Paula Public Library, Lompoc Public Library, Paso Robles Public Library, San Luis Obispo City-County Library, Santa Barbara Public Library and Santa Maria Public Library),
- Butte County Library
- Los Angeles Public Library
- Porterville Public Library; and
- Santa Clara County Library

– have been setup on SimplyE and are live in the production apps (iOS and Android). Anyone who downloads the SimplyE app will now see these and many other California libraries available in the "Find Your Library" dropdown. Those libraries that subscribe to Novelist Select are now getting that book recommendation service integrated into their app.

Each library has a range of eBook and Audiobook platforms that have been integrated into the app:

Alameda County: Bibliotheca Cloud Library, Overdrive, Enki Library, RBdigital, Open Access SimplyE collection, and the DPLA Exchange. Total titles: 202,000 eBooks from 6 vendors. Audiobooks from Bibliotheca and RBdigital are discoverable in the app. Overdrive audiobook integration is not yet available and will be forthcoming this year. At the time this report, there were 600 active holds and 114 active loans and 680 SimplyE users. The app is being promoted on the library website.

Project Purpose
What have you done, for whom, and for what benefit?

Los Angeles Public Library: Overdrive, BiblioBoard, RBdigital, Open Access SimplyE collection and Enki Library. Total titles: 488,500 from 5 vendors. The majority of audiobooks for this library are from Overdrive and will be discoverable once Overdrive integration is completed. RBDigital audiobooks are available through the app. At the time this report, there were 1,000 active holds and 31 active loans and 554 users. LAPL is actively promoting SimplyE on their website with a video.

Black Gold Cooperative Library System: Overdrive, Open Access SimplyE collection and Enki Library. Total titles: 157,400 from 3 vendors. When Overdrive audiobook functionality is available, audiobooks will be turned on for this group of libraries. At the time this report, there were 57 active holds and 8 active loans and 59 users.

Butte County Library: Axis360, Overdrive, RBdigital, Open Access SimplyE collection, and Enki Library. Total titles: 147,000 from 5 vendors. At the time this report, there were 338 active holds and 50 active loans and 414 SimplyE users. The app is being promoted on the library website.

Porterville City Library: Bibliothea Cloud Library, Overdrive, Open Access SimplyE collection and Enki Library. Total titles: 143,900 from 4 vendors. At the time this report, there were 16 active holds and 2 active loans and 8 users. The app is now being promoted on the library website.

Santa Clara County Library District: Bibliotheca Cloud Library, Overdrive, Odilo, and RBdigital. Novelist Select integration is completed for this library. Total titles: 125,800 from 5 vendors. At the time this report, there were 863 active holds, 108 active loans and 444 SimplyE users.
Audiobooks are turned on for this library.

San Jose Public Library and San Francisco Public Library also have active SimplyE usage.

Patrons would normally have to go from app to app, platform to platform to see the eBooks the library has purchased from each of the above vendors. Many patrons simply settle on one app and one platform, never exploring the other platforms and eBooks available through the library. With SimplyE, patrons have access to all of their library's eBooks from various vendors in a single app.

Audiobook integration has begun and audiobooks purchased on Bibliotheca Cloud Library, Axis360 and RBdigital are now discoverable on the app. Overdrive audiobook integration is underway.

PDF functionality is also underway and expected to be available in 6-8 months.

27 CA library jurisdictions are either currently live, or in process of being setup on SimplyE. In addition to the 6 grant pilot organizations (including 11 library jurisdictions), 9 more California libraries are now live on SimplyE including:

- San Francisco Public Library
- Sunnyvale Public Library
- Mountain View Public Library
- Contra Costa County Library
- San Jose Public Library
- Corona Public Library
- Glendora Public Library
- Oakland Public Library

| **Project Purpose** |
| What have you done, for whom, and for what benefit? |

- San Mateo County Library

7 more library jurisdictions have signed on to subscribe to SimplyE through Califa including:

- Alameda Free Library
- Palo Alto City Library
- Berkeley Public Library
- Monterey Public Library
- Pleasanton Public Library
- San Bruno Public Library
- San Mateo Public Library

The CA State Library provided $40,000 in LSTA funding in FY 2018/19 to help connect more libraries on SimplyE.

| **Project Activities and Methods** |
| What have you accomplished so far in the project? What are the steps you have completed or which are currently in process? Are you on schedule? If not, and extension for the grant period is needed, please explain. |

1. 20 library jurisdictions (14 separate libraries and 1 library cooperative of 6 libraries that share an ILS) are now live on SimplyE in the Apple App Store and Google Play. Patrons can download the SimplyE app, find their library listed in the "Find My Library" dropdown, and login with their library card number and PIN. Participating libraries and their patrons can now use SimplyE to authenticate on the library ILS patron database to find, checkout and read library eBooks from multiple eBook providers.

2. Presentations on SimplyE and this CLSA grant project were delivered at ALA 2019 and ALA 2018 conferences including:
   - DPLA hosted eBook Innovation Lightning Round
   - "SimplyE and the Library-Developed solution to eBook discovery and patron privacy." Two participating grant libraries – Alameda County Library and Los Angeles Public Library – joined Califa, New York Public Library, and RAILS consortium (IL) to talk about how SimplyE is working for their libraries.
   - "Implementing SimplyE: the technical side."
   - "A look at the state of the Book with DPLA."

3. A panel presentation on SimplyE was also presented at PLA 2018: "Changing the Patron E-book Experience"

4. A presentation on SimplyE and this CLSA project was given at Internet Librarian 2018 called "Ebooks: Partners, Platforms & Tools"

5. Participating libraries who subscribe to Novelist Select are now getting that book recommendation service integrated into their app.

6. Califa has completed the setup and deployment and will continue to maintain the SimplyE servers and upgrade the SimplyE server software going forward.

7. The national SimplyE Advisory Council had its inaugural meeting in May 2019 with representatives from DPLA, Califa, Lyrasis, Amigos, RAILS, Minitex, State Library of Connecticut, State Library of Maryland, and New York Public Library.

8. Califa has begun talks with Midwest Tapes to integrate Hoopla into SimplyE.

Project Outputs

Give an account of the outputs generated by the project to date.   Attach additional pages as needed.

1. "Getting Started" guides have been developed for libraries to provide to their patrons
2. Libraries can find all information and resources for SimplyE on Califa's Website, which includes help and FAQs. In addition, a help desk support system has been set up.
3. Marketing templates for bookmarks, posters and popup banners have been made available to libraries.
4. California's Enki eBook platform has been integrated into the app.
5. A national website has been developed at http://dev-librarysimplified.pantheonsite.io/

Optional: Success stories

Are there any great stories worth sharing with the Governor and Legislature?

Over 100 libraries in 12 states, including several state libraries (Connecticut, Maryland, Kansas, Georgia and Montana) are participating in the use of SimplyE. The Digital Public Library of America (DPLA) has taken the lead on setting up a national governance model for SimplyE to ensure its continued funding, sustainability and development going forward. The partnerships that support the development and distribution of this library-built eReader are giving libraries a stronger voice with publishers and 3rd party ebook vendors by reducing dependency on 3rd party distributors and encouraging competition in the ebook marketplace. And giving patrons a quicker, and more private means (no Adobe ID) to access all of their libraries ebooks and audiobooks in a single app.

Problems/Concerns

State any problems or concerns that you have encountered so far.

Budget Expenditure

As you review your financial reports for this project, does it appear your encumbrances/expenditures are on schedule to be expended by the project end date? If not, please explain.

The budget has been fully expended by 6/30/19.

CALIFORNIA STATE LIBRARY
Innovation Station Project

Six Month Program Narrative Report

Grant Information	
Grantee:	Southern California Library Cooperative
Project Title:	Innovation Station Project
Grant Award Number:	1617-05
Grant Period:	7/1/2017-6/30/2019
Amount of Grant Award:	$200,000
Amount of Grant Expended:	$200,000

Project Coordinator	
Name:	Diane Satchwell
Title:	Executive Director
Address:	254 N. Lake Avenue #874 Pasadena, CA 91101-1829
Phone Number:	(626) 283-5949
Fax Number:	(626) 283-5949
E-mail Address:	dsatchwell@socallibraries.org

This report is due on the date listed in the Grant Guide for this project.

Email in "Word" format to monica.rivas@library.ca.gov

Send original (signed in blue ink) and one copy **by the due date** to:

By Mail: By Non-USPS Delivery:

California State Library   California State Library
Monica Rivas, LDS   Monica Rivas, LDS
P.O. Box 942837   900 N Street
Sacramento, CA 94237-0001   Sacramento, CA 95814

Signature: _____   **Date:** _____

Progress Report

Please provide simple and concise information for each of the questions below.

Project Purpose
What have you done, for whom, and for what benefit?

The Innovation Station Project aims to create innovation labs through partnerships between libraries, employers and educators. This concept was modeled by the collaboration between Chula Vista Public Library, Chula Vista Elementary School District, and Qualcomm to create a space for learning called the Innovation Station. Qualcomm designed the original Thinkabit Lab to encourage students to consider science, technology, engineering, and math (STEM)-related careers by spending a full day exploring STEM tools in a hands-on, do-it-yourself, learning lab.

Funds for this project will be used to create Innovation Stations and further expand upon the concept of collaborations between libraries, educators, and public/private organizations. Through this project, formally known as the "Innovation Station Project," the Southern California Library Cooperative will work with California State Library staff to connect people with the skills required in various jobs and encourage the creative problem-solving that is central to success in California's innovation-based economy.

Project Activities and Methods
What have you accomplished so far in the project? What are the steps you have completed or which are currently in process? Are you on schedule? If not, and extension for the grant period is needed, please explain.

Activities and methods:

- Created and distributed narrative report forms and surveys for libraries participating in the IS Project
- Collected IS Project final narrative reports and surveys from 18 participating libraries
- Presented at CLSB meeting and shared project results and partnerships libraries made
- Analyzed surveys from 18 libraries for writing overall project final narrative

Schedule:

For participating libraries the grant period ended March 2019. The overall project reporting closed with final reports in July 2019.

Project Outputs
Give an account of the outputs generated by the project to date.   Attach additional pages as needed.

General project outputs:

- 1 IS Project webpage on CSL website maintained
- Held call IS Project team call to form plan for surveying IS Project participants and determined collection process
- 1 final narrative form created for participating libraries
- 1 survey form created to gather project progress
- 18 surveys and 18 final narratives collected from all 18 participating libraries (PDF attached)
- 2 infographics created for IS Project (one wordcloud based on Final Narrative's project outcomes and the other based on outputs)

| **Project Outputs** |
| Give an account of the outputs generated by the project to date.   Attach additional pages as needed. |

Of the surveys collected, a summary of results regarding learning experiences are:

1. 94% of participating libraries agreed or strongly agreed that they learned something by participating in the IS Project and 6% neither agreed nor disagreed.
2. 94% of participating libraries agreed or strongly agreed that they are confident about using what they have learned from working on their library's IS Project and 6% neither agreed nor disagreed.
3. 94% of participating libraries agreed or strongly agreed that they are likely to apply what they learned and 6% neither agreed nor disagreed.
4. 94% of participating libraries agreed or strongly agreed that applying what they learned will help improve library services to the public and 6% neither agreed nor disagreed.

Project outputs from participating libraries include:

1. Alhambra Civic Center Library: 10 posters; 300 bookmarks (280 distributed); 150 brochures printed (106 distributed); 4 staff training sessions, with 14 staff members trained; 3 programs were conducted (Fort building: 70 attendees; Sewing Class: 8 attendees; Tinkercad Program: 15 attendees); 240 people used the Discovery center in the first full month of operation.
2. Arcadia Library: Two promotional brochures were created and 500 copies have been produced and distributed. Various size and formats of web graphics have been produced and used to advertise the programs on our website and via social media. Press releases were also sent out to promote the programs.
3. Butte County Library held five programs in five of our six branches, in total 107 people attended and tried out the Makerboxes; created and posted approximately 75 signs within 5 branches; had roughly 900 calendars featuring kit advertisement from all branches; one Career Expo targeting high school students eager to enter the education sector. Its partner, the Tehama County Library, included the Makerbox into their built-in programming.
4. Glendale Library, Arts & Culture: During this grant we offered 16 programs to a total of 321 students. I also coordinated class visits with the principals and Day Camp supervisors. For the students at the Edison Elementary School, we created flyers to promote the program, which were shared with parents via e-mail, part of the weekly phone call reminders and at school outreach events. Each student had the opportunity to participate in one program. The second set of programs we offered were for the Day Camp students at the Pacific Park Community Center and the Sparr Heights Community Center. Our staff went to the site and provided workshops to different classes during their Thanksgiving and Winter Camps. Our last set of programs was offered to the 3rd/4th grade students at the Jefferson Elementary School. Students experienced these workshops during school hours at our Grandview Library site. We also received interest from a local Boys Scouts troops and we conducted a one time workshop for their group.
5. Huntington Beach Public Library: 7 programs were created and presented at 3 of our library branches. 1 programs was presented at our Central library. 230 students participated in our Mobile Maker Space programs from August 2018-January 2019. Program and training materials were created for each program. Volunteer flyers were created and distributed. 3d creations were printed and distributed to students.
6. Los Gatos Library: Since the last final report was submitted in January we have conducted these additional programs: Guided programs (staff member or partner volunteer lead program): 3-D printing programs = 2 programs, 16 participants; Virtual reality programs = 4 programs, 8 participants; Robotics and Coding programs = 3 programs, 26 participants; Art and maker programs = 3 programs, 49 participants. Self-directed/open-ended manipulative innovation station (no staff or volunteers present): Open 7 days a week, since the last reporting period approximately 280 participant visits per week over a 12-week period for a total of approximately 3360 individual visits to the station.

Project Outputs
Give an account of the outputs generated by the project to date.   Attach additional pages as needed.

7. Marin County Free Library: We reached 130 students in TK-8th grade. Teachers have students use AWE station when they come in for class visits. The STEAM materials are have been used in open house/drop-in programs.

8. Monrovia Public Library: The library offered a total of 29 Innovation Station Project funded programs from April 2018 to January 2019. The programs include SciLab series, 3D printing programs, and outreach programs. A total of 4275 library programming brochures were distributed to Monrovia Unified School district schools in March, May, and August 2018.

9. Monterey County Free Libraries: An application form and a promotional flyer were created – in both English and Spanish. Approximately 150 were distributed between the library's 15 branch system as well as posted on community bulletin boards. Approximately 200 flyers were produced and distributed for Dr. Ralucca Gera's presentation. Weekly sign-in sheets, lab rules sheets, and class agendas were created for the 48 lessons. The 48 standard lessons were modified to adjust to the schedule and the needs of the students in the project. An Innovation Station banner and other signage were produced to designate the work space during program sessions.

10. Orange County Public Libraries: 76 Programs with 611 total attendance, 5 Staff training classes, 9 Introductory skills classes for public, Promotional stickers / flyers / posters / signs / book displays, Promotional 3D printed items: keychains, small toys, etc., 2 Papier-mache Fil the Octopus mascots, 1 promotional video

11. Rancho Cucamonga Library Services: 3 programs & 125 attendees; 2 outreach sessions at Teen Center & 40 attendees; Technology training for 25 staff; Approximately 50 additional items added to the library collection related to Media Lab technology including videography, video editing, and virtual reality; 4 project press releases including one grant announcement and one press release per program; Multiple publicity pieces including approximately 500 flyers, 500 calendar listings, 25 social media posts, website and online calendar listings, publicity articles in City's quarterly recreation guide reaching 62,000 households; 1 Library Board of Trustees presentation; 1 Library Foundation Board presentation

12. Riverside Public Library: We have partnered with our local school and City partners to engage the community with our re-designed STREAM mobile bus. We've also sent a City wide email to employees and patrons about our new space and STREAM activities.

13. Sacramento Public Library: Eight promotional brochures were created and disseminated electronically to over 100 recipients. Curriculum for four 3D design classes were developed by library staff for the four sessions held, and 16 people were in attendance. 14 library staff and volunteers were introduced to Intel's AI Nervana technology. Four robotics workshops were delivered; 37 youth gained hands-on experience with new technology.

14. San Diego Public Library: Two promotional flyers were created to promote the programs which were distributed through the Library calendar of Events page, social media, and the Library Foundation Newsletter, [which] reaches over 10,000 San Diego patrons. Six instructional PowerPoint presentations were created to explain the key concepts of 3D printing, Die-Cutting, Breadboarding, circuitry, programming a raspberry Pi, and how to build a power source. Two training classes were designed. We originally trained six library staff members on the equipment purchased with this grant including the 3D printer, vinyl cutter, and the related software. Due to turn over and promotions, an additional five staff were trained for a total of 11. We have held two five-week camps serving a total of 24 students and 6 adults. We have designed and collected 24 surveys from participants.

15. County of San Luis Obispo Public Libraries: We provided a total of 13 Innovation Station programs before circulating the kits. We did press releases, interviews, and social media posts to spread the word. The kits currently have 73 holds and branches with Friends of the Library support groups are willing to supplement the program since it's becoming quite popular.

Project Outputs

Give an account of the outputs generated by the project to date.   Attach additional pages as needed.

16. Santa Barbara Public Library: Over the course of January 2018 – March 2019 we held 171 Library on the Go outreach programs with a total of 5,846 participants. In addition, the tech kits were used in our weekly in-house tech classes, which are consistently filled to capacity.

17. Shasta Public Libraries offered three tech-related activities. Two of these programs gave a greater number of youth an opportunity to experience coding and technology during their busy summer vacations.

18. Whittier Public Library: The library increased STEAM programs for Adults, Teens and Children by offering a minimum of 40 STEAM programs during the grant period. There has been an increased awareness in library resources. The Innovation Station Project was at the forefront of the "Library Card Sign-Up Month" promotions in the form of a "Show us your card" selfie station at both libraries with the characters from "The Incredibles".

Optional: Success stories

Are there any great stories worth sharing with the Governor and Legislature?

The Innovation Station Project has funded many amazing STEM and STEAM related programs in libraries across California. Much anecdotal and project outcome information can be found through the final narratives provided by the participating libraries. Additionally, the impact of the project can be heard through some of the feedback libraries provided in the surveys:

"The Innovation Station Project has been a wonderful experience and I am thankful we were given the opportunity to participate. We have received many positive feedbacks from patrons and community partners. This project has allowed us to provide a different kind of STEAM programming for larger groups. The wonderful part of this project is that it did not end with the grant period. We will continue to explore and expand not only programs at our library but other sites as well." - Glendale Public Library

"We were inspired by the wonderful feedback we got from the participants in the programs we created with the Innovation Station grant to dream big. As a result we presented a proposal to our administrative staff that would allow us to take over a room and create a permanent space for our programs. We also applied for a LSTA grant to purchase more materials, and to hire a staff person to coordinate programs and provide open lab opportunities for our library users. We feel very confident that within the next year we will have a new space at our Central Library that the entire community will be able to use to explore, and create using STEAM materials that they would not have access to otherwise. Thank you for providing the funding we needed to start this project." – Huntington Beach Library

"It has been so great to see kids get excited about learning and having new materials and resources in their school library. We and the school are very grateful for this grant. Thank you." – Marin County Library

"It has exposed teenagers to robotics in an open, friendly environment. This program has increased teen use of the library and has exposed our teen patrons to other services and our Young Adult collection. Several teens have suggested new titles for the collection." Monterey County Library

"The grant and the programming I offered using the grant funding gave me an opportunity to learn a lot about science materials and programs for children. I also attended workshops and trainings to ensure that programs offered are developmentally appropriate and achieve projected outcomes. This experience helped me grow as a librarian and gave me tools to create more science and technology programming at the library." – Monrovia Public Library

Optional: Success stories
Are there any great stories worth sharing with the Governor and Legislature?

"Staff have created programming workshops on Arduino and Python. They have also created a resource guide for beginners or anyone else just getting started. We have also begin subscribing to MagPi Magazine with Raspberry Pi projects and tutorials." – San Diego Public Library

"Because of the IS grant, our library was able to implement Mobile MakerKits which in turn became a Library of Things project. Since the MakerKits have been launched we received a great deal of positive publicity. This has created additional partnerships beyond our original partnership with SLO Makerspace. For example, the City of SLO has approached us asking if we can add items that they have purchased into our Mobile MakerKits so that the community can have added benefits. We were easily able to say yes to this partnership since we are now well versed in a Library of Things." – San Luis Opisbo Library

"The practices we created as part of our participation with this project have helped us build relationships in the community, understand the best way in which to integrate technology learning into our outreach opportunities, and helped us improve the technology programming opportunities at our branch locations." – Santa Barbara Public Library

"There has been an increase in adults with adult-age children with special needs. It has become a way for them to participate in age-appropriate programs in an environment where everyone is learning something new. One of the comments from these patrons with special needs has been "Crafterhours is a great place for us all to 'learn something new together' so that we don't feel bad about not knowing how to do the craft." – Whittier Public Library

Problems/Concerns
State any problems or concerns that you have encountered so far.
None.

Budget Expenditure
As you review your financial reports for this project, does it appear your encumbrances/expenditures are on schedule to be expended by the project end date? If not, please explain.

The budget has been expended and all participating libraries were awarded funds.

AGENDA ITEM: CLSA System Plans of Service and Budgets

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:
1. Consider the Final CLSA budget for FY 2019/20
2. Consideration of 2019/20 CLSA System Population and Membership figures
3. Consideration of 2019/20 CLSA System Plans of Service

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:
I move that the California Library Services Board adopt, the Final 2019/20 CLSA budget as directed in the Governor's 2019/20 Budget, totaling $3,630,000 for allocation to Cooperative Library Systems.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:
I move that the California Library Services Board approve the System Population and Membership figures for use in the allocation of System funds for the fiscal year FY2019/20.

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:
I move that the California Library Services Board approve the CLSA System Plans of Service and Budgets for the nine Cooperative Library Systems, submitted for fiscal year 2019/20.

ISSUE 1:
Consideration of the governor's budget, approved on June 27, 2019 for the 2019-2020 fiscal year, includes $3,630,000 million in funding for the California Library Services Act. Exhibit A

ISSUE 2:
Consideration of 2019/20 CLSA System Population and Membership Figures

BACKGROUND:
Section 20158 of the Administrative Regulations provides for an annual review and approval of System population and membership figures used in the allocation of System funds by the State Board. Section 20106 stipulates that any CLSA funds distributed on the basis of population shall be awarded using the most recently published and available combined estimate for cities and counties from the State Department of Finance. By June 1st the State Librarian must certify that the population for each public library jurisdiction is a true accounting of the geographic service area of California public library jurisdictions.

The System population and membership figures for FY 2019/20 are documented in **Exhibit B**.

ISSUE 3:
Consideration of CLSA System Plans of Service and Budgets for FY 2019/20

BACKGROUND:
CLSA System Plans of Service for FY 2019/20 were submitted for Board approval as authorized in CLSA Sections 18724(b) and 18745. **Exhibit C** 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 and digital delivery of materials within cooperative member libraries. **Exhibit D** gives the estimated workload for delivery and the vehicle used to transport materials throughout the region. **Exhibit E** displays a summary of the demographics of each System's service area. These statistics help ensure that underserved populations are addressed in system-wide services.

RELATED ISSUE TO COME BEFORE THE BOARD IN THE FUTURE: Summary of 2019/20 System Annual Reports (Spring 2020).

CLSA Final System Budget Allocations – FY 2019/2020
Communications and Delivery Program

2019-2020

System	Baseline Budget	System Administration	Total	2019-2020 One time funding-Zip Books
Black Gold	$ 127,892	$ 31,973	$ 159,865	
49-99	$ 120,541	$ 30,135	$ 150,676	
Inland	$ 304,423	$ 76,107	$ 380,530	
NorthNet	$ 656,094	$ 164,024	$ 820,118	
PLP	$ 561,011	$ 140,253	$ 701,264	
SJVLS	$ 192,059	$ 48,015	$ 240,074	
Santiago	$ 162,059	$ 40,514	$ 202,573	
Serra	$ 216,408	$ 54,102	$ 270,510	
SCLC	$ 563,513	$ 140,877	$ 704,390	
TOTAL	$ 2,904,000	$ 726,000	$ 3,630,000	$ 1,000,000

Totals are based on May 2018 population figures from the Department of Finance and the following changes to membership:

- Re-affiliation of Hayward to PLP

P:sh/my doc/Prelim system allocations 2019-20

2019/20 Population and Membership Figures

SYSTEM/MEMBER	POPULATION
Pacific Library Partnership – 35 Members **(BALIS+MOBAC+PLS+SVLS)**	**6,898,845**
<u>BALIS – 10 Members</u>	3,369,966
Alameda County Library	
Alameda Free Library	
Berkeley Public Library	
Contra Costa County Library	
Hayward Public Library	
Livermore Public Library	
Oakland Public Library	
Pleasanton Public Library	
Richmond Public Library	
San Francisco Public Library	
<u>MOBAC – 10 Members</u>	797,108
Carmel (Harrison) Memorial Library	
Monterey County Free Library	
Monterey Public Library	
Pacific Grove Public Library	
Salinas Public Library	
San Benito County Free Library	
San Juan Bautista City Library	
Santa Cruz Public Library	
Watsonville Public Library	
+ King City/Monterey County	
<u>PENINSULA – 8 Members</u>	774,485
Burlingame Public Library	
Daly City Public Library	
Menlo Park Public Library	
Redwood City Public Library	
San Bruno Public Library	
San Mateo County Library	
San Mateo Public Library	
South San Francisco Public Library	
<u>SILICON VALLEY – 7 Members</u>	1,957,286
Los Gatos Public Library	
Mountain View Public Library	
Palo Alto City Library	
San Jose Public Library	
Santa Clara City Library	
Santa Clara County Library District	
Sunnyvale Public Library	
Yorba Linda Public Library	

System/Members	Population
BLACK GOLD – 7 Members	**797,944**

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

49-99 – 6 Members   **1,467,358**

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

INLAND – 19 Members   **4,507,242**

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

SANTIAGO – 10 Members   **2,547,066**

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

System/Members	Population
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE – 39 Members (MCLS+SSCLS)	**10,255,718**

<u>MCLS – 35 Members</u>   6,476,651
Alhambra Public Library
Altadena Library District
Arcadia Public Library
Azusa City Library
Beverly Hills Public Library
Burbank Public Library
Calabasas Public Library
Camarillo Public Library
City of Commerce Public Library
Covina Public Library
Downey City Library
El Segundo Public Library
Glendale Public Library
Glendora Library & Cultural Center
Irwindale Public Library
Long Beach Public Library
Los Angeles Public Library
Monrovia Public Library
Monterey Park (Bruggemeyer) Memorial Library
Moorpark City Library
Oxnard Public Library
Palos Verdes Library District
Pomona Public Library
Redondo Beach Public Library
San Marino Public Library
Santa Clarita Public Library
Santa Fe Springs City Library
Santa Monica Public Library
Sierra Madre Public Library
Signal Hill Public Library
South Pasadena Public Library
Thousand Oaks Library
Torrance Public Library
Ventura County Library Services Agency
Whittier Public Library

<u>SOUTH STATE – 4 Members</u>   3,779,067
County of Los Angeles Public Library
Inglewood Public Library
Palmdale City Library
Pasadena Public Library

System/Members	Population
NorthNet Library System – 44 Members (MVLS+NBC+NSCLS)	**5,046,270**

<u>MVLS – 14 Members</u>   2,668,504
Alpine County Library
Colusa County Free Library
El Dorado County Library
Folsom Public Library
Lincoln Public Library
Mono County Free Library
Nevada County Library
Placer County Library
Roseville Public Library
Sacramento Public Library
Sutter County Library
Woodland Public Library
Yolo County Library
Yuba County Library

<u>NORTH BAY – 17 Members</u>   1,603,337
Belvedere-Tiburon Library Agency
Benicia Public Library
Dixon Library District
Lake County Library
Larkspur Public Library
Marin County Free Library
Mendocino County Library
Mill Valley Public Library
Napa City-County Library
San Anselmo Public Library
San Rafael Public Library
Sausalito Public Library
Solano County Library
Sonoma County Library
St. Helena Public Library
+ Vacaville/Solano
+ Calistoga/Napa

<u>NORTH STATE – 13 Members</u>   774,429
Butte County Library
Del Norte County Library District
Humboldt County Library
Lassen Library District
Modoc County Library
Orland Free Library
Plumas County Library
Shasta Public Libraries
Siskiyou County Free Library
Tehama County Library
Trinity County Library
Willows Public Library
+ Crescent City/Del Norte

System/Members	Population

SJVLS – 10 Members   3,028,059
Coalinga-Huron Unified School District Library
Fresno County Public Library
Kern County Library
Kings County Library
Madera County Library
Mariposa County Library
Merced County Library
Porterville Public Library
Tulare County Free Library
Tulare Public Library

SERRA – 13 Members   3,542,052
Brawley Public Library
Calexico (Camarena Memorial) Public Library
Carlsbad City Library
Chula Vista Public Library
Coronado Public Library
El Centro Public Library
Escondido Public Library
Imperial County Library
Imperial Public Library
National City Public Library
Oceanside Public Library
San Diego County Library
San Diego Public Library

GRAND TOTALS	**38,090,554**
All System Members:	**183***
All System Population:	**38,050,554**

Unaffiliated Public Libraries – 6 Libraries   678,108
LA Cerritos Public Library   +
SB Redlands (A.K. Smiley) Public Library   +
A   San Leandro Community Library   +
O   Santa Ana Public Library   +
V   Simi Valley Public Library   +
LA Vernon Public Library   +

Jurisdictions that don't have service   30,343
LA   Industry   +
Las Lassen County (remainder of county not +
    Served by Susanville)

TOTAL STATE POPULATION: 38,938,438

Exhibit C

California Library Services Act
System Communications and Delivery Program
Plan of Service – FY 2019/2020

Pacific Library Partnership: 35 Members
Total CLSA Budget: $701,264

CLSA Baseline Funding Total: $561,011
- Physical Delivery of materials ($206,840)
  Estimated average cost to move on item in the region: $0.21
- eResource purchase options: ($300,000)
  - subscription to Enki,
  - networking/broadband costs,
  - costs related to Link+,
  - purchasing Overdrive eMaterials in a shared environment,
  - purchases of shared eMaterials in Biblioteca's Cloud Library,
  - purchasing Zinio eMaterials in a shared environment, or
  - participating in a study for a shared ILS between 7 PLP libraries Connection to the SimplyE app for aggregating eResources.

(Estimate: $77,995 Link+, $54,513 CENIC hardware, $136,136 eResources, and $31,356 ILS Study)

CLSA System Administrative Funding Total: $140,253
- Salary and Benefits for
  - Chief Executive Officer: $140,253 (FTE .53/1)

Program support using non-CLSA funds:
- Support PLP's 5-day delivery
- Joining CalREN using local funds and funding from the statewide CENIC grant
- PLP libraries also use local funds for eResources

Meeting the Goals of the community: PLP member libraries continue to place the highest value and priority on the delivery of materials. The ability to provide delivery services in support of resource sharing allows member libraries to enhance the breadth and depth of their individual collections.

NorthNet Library System: 44 Members
Total CLSA Budget: $820,118

CLSA Baseline Funding Budget: $656,094
*Note: Roll over of $7,308 funds from Admin funds, actual baseline budget is $663, 402
- Physical delivery of materials ($148,348)
  Estimated average cost to move on item in the region: Variations in delivery demand & method, the costs differ from one region to another. For contracted services, costs are based on volume, number of stops and distance. Cost of shipping items through package delivery is determined based on weight and other variables.
- Shared eResource purchase options: ($511.354)
  - Link+ and feasibility study
  - Overdrive
  - Zinio, and
  - Knowledge sharing/document repository

CLSA System Administrative Funding Budget: $164,024
*Note: Roll over of $7,308 to baseline. Actual Admin budget $156,716
- Salary and benefits for:
  - Chief Executive Officer: $19,630.21 (FTE .08/1)
  - Coordinator: $51,480 (FTE .33/1)
  - Controller: $19,416.80 (FTE .2/1)
  - Office Manager: $11,391.12 (FTE .09/1)
  - Administrative Assistant: $4,246.52 (FTE .04/1)
  - Management Analyst: $11,391.12 (FTE .09/1)
  - Accounting Clerk: $7,514.62 (FTE .08/1)
  - Administrative Assistant $3,860.48 (FTE .10/1)
- Contracted services to PLP for fiscal and administrative support and services (preparation of system for audit, budgeting, accounts receivable and payable, contract negotiations, preparation and submission of reports, fiscal accountability.) Includes overhead costs. $14,246

Program Support using non-CLSA funding:
- Support NLS Delivery Cost
- NLS libraries also use local funds for eResources.

Meeting the Goals of the community: CLSA funds will continue to support the physical movement of resources that enables resource sharing among System members which is a high priority for most NorthNet libraries. NLS will continue to commit C&D funds to research the feasibility of implementing a LINK+ or similar model of alternative interlibrary lending of materials within the NorthNet System.

Inland Library System: 19 Members
Total CLSA Budget $380,530

CLSA Baseline Funding Budget: $304,423
- Delivery of physical materials ($25,000)
  Estimated average cost to move on item in the region: $1.00 without staff costs
- Renewal of RBDigital subscription ($75,000)
- Purchase of digital resources: ($201,423)
  - e-Books,
  - e-magazines,
  - streaming videos, and
  - audio books
- Closure of office/moving CLSA Files: The member libraries are responsible for paying into the retirement, vacation, sick and other liabilities for the staff. The funds will come out of remaining system administration and membership dues. There are insufficient funds to cover the cost of the move. ($500.00)

CLSA System Administrative Funding Budget: $75,107
- Salary and Benefits for:
  - Executive Director: $21,621 (FTE .025/1)
  - Deputy Director $9,094 (FTE .020/1)
  - Controller $24,326 (FTE .20/1)
  - Project Manager $914 (FTE .005/1)
  - Administrative Officer $6,994 (FTE .060/1)
  - Project Assistant $13,158 (FTE .25/1)

Program Support using non-CLSA funding:
- The member libraries will pay the pension liability and vacation payout of the staff with local funds (membership dues).
- Each library currently has database and electronic subscriptions. The funds will be used to enhance their current collections. The average percentage of CLSA funds is as low as 12% and as high as 50%.

Santiago Library System: 10 Members
Total CLSA Budget: $202,573

CLSA Baseline Funding Budget: $162,059
- Purchase of digital resources: ($157,559)
  - e-books
  - e-magazines
  - streaming videos
  - audio books
- Audit: The member libraries voted to place the audit in the Baseline fund line since the entire audit is required by state law. ($4,500)

CLSA System Administrative Funding Budget: $40,514
- Salary and benefits for:
  - Executive Director: $23,342 (FTE .24/1)
  - Deputy Director $3,552 (FTE .028/1)
  - Controller $8,101 (FTE .071/1)
  - Project Manager $1,000 (FTE .009/1)
  - Administrative Officer $2,885 (FTE .056/1)
  - Project Assistant $1,634 (FTE .020/1)

Program Support using non-CLSA funding:
- The Santiago member libraries continue to provide in-kind physical delivery between the libraries. The Orange County Public Library provides a branch near the member library to pick up and drop off materials.
- Each member library has a digital resource in place. The library director determines which service to increase the funding at the local level. These services are part of their library's budget and therefore considerable local non-CLSA funds are dedicated to the services.
- Santiago also has a very active list of committees which all member libraries participate. The committees develop workshops, share policies and work to create a more collegial cooperative. The time dedicated to these committees is in-kind and brings value to the library communities.

Meeting the Goals of the community: Libraries will use their funds for digital resources, each library will enhance its current program or service related to the digital resources which are determined by customer interest and use. Libraries will make the determination and best use of funds based on increased need and statistics pulled from their products.

Serra Library System: 13 Members
Total CLSA Budget: $270,510

CLSA Baseline Funding Budget: $216,408
- Physical delivery of materials. ($26,000)
  Estimated average cost to move one item in the region: $1.47
- Overdrive renewal ($55,000)

- Replace RBDigital with Flipster (($50,000)
- Purchase of digital resources: ($80,908)
  - e-books
  - e-magazines
  - streaming videos
  - audio books.
- Audit: Serra member library directors are including the audit as a Baseline expense, as the audit is required by law when accepting state funding. Serra just turned a corner on their funding and the member libraries prefer to use their membership dues for other programming. ($4,500)

CLSA System Administrative Funding Budget: $54,102
- Salary and Benefits:
  - Executive Director: $14,964 (FTE .069/1)
  - Deputy Director $7,063 (FTE .020/1)
  - Controller $11,069 (FTE .035/1)
  - Project Manager $1,888 (FTE .006/1)
  - Administrative Officer $15,642 (FTE .095/1)
  - Project Assistant $3,476 (FTE .015/1)

Program Support using non-CLSA funding:
- Serra committees host workshops each year. Membership dues pay for the performer, speaker and meals.
- Committees host an annual professional development day workshop. The topics are decided by the committees and funded through the membership dues.
- Help develop the Seguimos Creando Enlaces Conference each year.
- Staff provide in-kind to organize, promote and present at the yearly conferences; providing networking, resource sharing and strengthening relationships with librarians across borders.

Meeting the Goals of the Community: Physical delivery is an important resource for the libraries. It creates a seamless service to the communities and minimizes confusion. Serra's STARC committee meets on a regular schedule and evaluates current and potentially new products to benefit the communities. A variety of new products and services were presented at the May meeting.

Southern California Library Cooperative: 39 Members
Total CLSA Budget: $704,390

CLSA Baseline Funding Budget: $563,513
- Delivery of Physical Materials ($75,000)
  Estimated average cost to move one item in the region: $6.00
- Digilabs: Upload of material to the cloud, document design, and training. Plan to renew subscription and add new libraries, each library will manage their own content. ($100,000)
- Upgrade SCLC website ($5,000)
- Renewal of archive subscription and purchase of digital resources such as e-books, e-magazines, streaming videos, and audio books. ($383,513)

CLSA System Administrative Funding Budget: $140,877
- Salary and Benefits for:
  - Executive Director: $45,271 (FTE .25/1)
  - Director $19,445 (FTE .20/1)
  - Controller $24,512 (FTE .27/1)

- o Project Manager $12,482 (FTE .18/1)
- o Administrative Officer $31,753 (FTE .30/1)
- o Project Assistant $7,414 (FTE .19/1)

Program Support using non-CLSA funding:
- SCLC staff are contracted by four systems for administrative and fiscal support. The same tasks are required for the four systems.
- Staff work with the courier and libraries to track material, respond to calls from the public on lost or late materials, bring contracts to the Council for approval, pay invoices, work with vendors to implement programs and services, trouble shoot, collect statistics, coordinate with four systems for agreements, write and submit CLSA reports, manage websites, update listservs, update CSL of any new directors, forward communications to member libraries, and prepare agenda packets on a quarterly basis.

49-99 Cooperative Library System: 6 Members
Total CLSA Budget: $150,676

CLSA Baseline Funding Budget: $120,541
- Link+ ($116,041)
- The member library directors voted to include the yearly required audit funding under Baseline, rather than system administration. ($4,500)

CLSA System Administrative Funding Budget: $30,135
- Salary and benefits for:
  - o *Executive Director: $11,632 (FTE .060/1)
  - o Deputy Director $9,882 (FTE .070/1)
  - o Controller $3,515 (FTE .020/1)
  - o Project Manager $918 (FTE .005/1)
  - o Administrative Officer $3,794 (FTE .030/1)
  - o Project Assistant $394 (FTE .002/1)

Program Support using non-CLSA funding:
The member libraries are paying membership dues for a total of $15,000. This is non-CLSA revenue. The funding offsets System Administration, and is being saved for LINK+. Delivery costs are increasing and member libraries are planning to subsidize the program if necessary. A line item was created in the budget to monitor the revenue and evaluate the membership fee level when necessary.
Estimated average cost to move one item in the region: $1.61

Meeting the Goals of the Community: Due to the high demand of LINK+ by the community members, the 49-99 member library directors will continue using funds for LINK+. The service has provided material to the rural communities that would not necessarily have access to the items. The member libraries have also loaned equal amounts of materials as borrowed. Even with Zip Books, LINK+ broadened their access to unique titles and audio materials.

San Joaquin Valley Library System: 10 Members
Total CLSA Budget: $240,074

CLSA Baseline Funding Budget: $192,059
*Note: Baseline budget after the rollover of Administrative funds is $240,074
- Scanner Maintenance & renewal service: SJVLS has previously purchased scanners, hard drives, and training for the libraries to support these initiatives. ($3,000)

- Telecommunications: SJVLS will utilize $24,000 towards the repair, maintenance & replacement of networking hardware. ($24,000)
- SJVLS will use funds towards the redesign and implementation of the System-Wide Open Digital Collection system. This Omeka-based resource provides a digital archive to the community & member libraries that allows them to digitize, upload and provide free access to local photographs, maps, and other objects that make up the community's public memory. ($22,970)
- Delivery of Physical Materials ($159,540)
  Estimated average cost to move one item in the region: $0.16
- eResources: Supplement for shared e-book collection (Bibliotheca Cloud Library) ($30,000)

CLSA System Administrative Funding Budget: $48,015
Note: SJVLS doesn't use any administrative funds, instead they roll over their funds to the baseline.

Program Support using non-CLSA funding:
- Telecommunications for FY 2019-20 are estimated at $1,575,198. Local member funds will be used to support SJVLS' remaining telecommunication costs. Members have allocated funding for this cost in their local budgets. CLSA provides 3.23% of communication funding.

Meeting the goals of the community: Because SNLS continues to deliver more than 900,000, the CLSA allocation remains a critical need in our eight-county area. The Cloud Library collection is visible to users of the main SJVLS library catalog integrated with print collections and member Overdrive collections. Many of the SJVLS members have a small level of e-book collections, due to small materials budgets. Increasing this collection would provide a robust collection to communities with currently low accessibility to these materials.

Black Gold Cooperative Library System: 7 Members
Total CLSA Budget: $159,865

CLSA Baseline Funding Budget: $127,892
*Note: Baseline budget after the rollover of Administrative funds is $159,865
- Delivery of Physical Materials ($118,368)
  Estimated average cost to move one item in the region: $0.29
- eResources: Overdrive eBooks and Audiobooks ($41,497)

CLSA System Administrative Funding Budget: $31,973
Note: Black Gold doesn't use any administrative funds, instead they roll over their funds to the baseline.

Program Support using non-CLSA funding:
- Each year significant local funds are used to supplement communications and delivery. (Telecommunication budget total of $477,754) This includes funds for CENIC connections as well as telecom for locations which are not CENIC, due to Black Gold's location.
- OverDrive and Zinio collections for which local funds total $242,000 next FY.

Meeting the goals of the community: Goals for Communications and Delivery funding are to have as few barriers to access as possible and to provide items to patrons as quickly as possible. The needs of the community are met when patrons are able to request items from other libraries that their library does not own, and have them made available to them locally. These needs have been determined by the Administrative Council members with input from staff and patrons.

System Communications & Delivery Program
2019/2020 Service Methods and Workload Estimates

System	Estimated Delivery Workload (Items)	System Van Delivery	Contracted Delivery	US Mail Delivery	UPS Delivery	Other Delivery System
BLACK GOLD	733,408	0%	97%	2%	0.5%	0.5%
49-99	72,000	0%	100%	0%	0%	0%
INLAND	25,000	0%	98%	2%	0%	0%
NORTHNET	1,180,300	0%	79.5%	19.5%	1%	0%
PLP	4,098,000	70%	28.8%	1%	0.1%	0.1%
SJVLS	900,000	0%	100%	0%	0%	0%
SANTIAGO	1,102	0%	0%	0%	0%	100%
SERRA	21,500	0%	97%	2%	1%	0%
SCLC	16,000	0%	99%	1%	0%	0%
TOTALS	7,047,310	40.7%	54.8%	4.1%	0.3%	0.1%

SYSTEM DEMOGRAPHICS

Statistics taken from 2018/19 System Plans of Service and are Derived from a Combination of Federal, State, County, and Municipal Sources

	BLACK GOLD	49-99	INLAND	NORTHNET	PLP	SJVLS	SANTIAGO	SERRA	SCLC	Total Population All Systems	
Total Population	**759,858**	**1,452,359**	**4,467,078**	**4,893,689**	**7,113,916**	**2,876,539**	**2,544,609**	**3,555,622**	**10,834,375**	**38,498,045**	
Underserved Population											
Economically Disadvantaged	13%	15.74%	16.54%	17.83%	7.32%	24.49%	14.87%	13.15%	16.38%	5,799,105	15.1%
Institutionalized	2%	1.97%	2.04%	1.32%	0.70%	2.76%	1.69%	2.75%	1.74%	656,697	1.7%
Aged 65+	16%	12.84%	12.23%	15.76%	13.24%	11.05%	16.76%	12.57%	12.78%	12,095,068	31.4%
Children & Youth											
Under 5	6%	6.72%	7%	5.81%	5.83%	7.36%	7.43%	6.41%	6.32%	2,497,541	6.6%
5 to 9	7%	7.16%	7.40%	6.24%	5.87%	8.50%	7.56%	6%	6.23%	2,539,262	6.6%
10 to 14	8%	7.20%	7.58%	6.21%	5.81%	8.16%	8.16%	5.93%	6.32%	3,109,983	8.1%
15 to 19	8%	7%	7.65%	6.33%	5.69%	7.79%	8.30%	6.32%	6.72%	3,157,276	8.2%
Handicapped	6%	12.67%	11.15%	12.87%	9.10%	11.65%	10.66%	9.48%	10.02%	4,041,307	10.5%
Limited English Speaking	33%	39.46%	42.95%	9.31%	17.35%	19.63%	34.25%	41.03%	60.99%	12,363,102	32.1%
Non-English Speaking	5%	2.46%	2.95%	23.26%	41.62%	23.08%	3.28%	2.28%	4.39%	5,585,417	14.5%
Ethnicity											
Black	2%	4.65%	7.34%	5.27%	5.53%	4.93%	2.09%	4.82%	7.79%	2,274,691	5.9%
Hispanic	38%	38.07%	50.21%	21.22%	25.63%	55.65%	42.41%	35.72%	48.47%	15,178,189	39.4%
Asian	5%	9.68%	6.61%	9.23%	25.84%	7.48%	27.15%	10.88%	14.04%	5,645,181	14.7%
Native American	2%	0.68%	0.87%	1.16%	0.49%	1.87%	1.38%	0.68%	0.69%	343,142	0.9%
Other *	52%	17.33%	23.61%	0.56%	0.59%	15.79%	21.37%	12.62%	24.03%	5,831,518	15.1%
Geographically Isolated	6%	12.64%	4.61%	14.12%	1.87%	2.72%	0.17%	3.72%	0.79%	1,554,386	4.0%
Functionally Illiterate	4%	13.93%	13.97%	7.99%	14.97%	15.51%	14.06%	10.32%	15.90%	5,214,469	13.5%
Shut-in	3%	4.76%	4.23%	4.89%	3.71%	0.03%	4.11%	3.78%	4.23%	1,573,499	4.1%

All #'s in thousands
* White, Multi-race, Native Hawaiian, Pacific Islander

Exhibit E

Exhibit F

September 17, 2019

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

RE: Item #C.1.a

Dear Ms. Bernardo:

The 49-99 Cooperative Library System is writing to request your consideration for approval of the 49-99 Plan of Service which includes the audit to be paid under Baseline funding.

To provide some background, 49-99 consists of rural libraries with limited resources. The member libraries consistently work collaboratively and support each other in sharing resources. LINK+ has proven to be much beloved service, improving access to materials at no cost to the customer. The return on investment for the funds is far reaching, enhancing collections and providing material that may not be available locally. 49-99 member libraries are committed to continuing this service each year.

49-99 libraries pay membership dues. These funds are not restricted and the member libraries placed the funds in a separate account to cover future costs of LINK+ if funding goes away. There have been reductions in library budgets, making LINK+ more critical as a service.

The audit is required due to 49-99 accepting state funds. The majority of revenue is CLSA fund s and therefore seems appropriate to have the audit paid with Baseline funds, rather than system administration. Historically, 49-99 has been allowed to pay the audit from Baseline. This change could have a financial impact on the member libraries.

Thank you for your consideration to this matter.

Deborah Samson
Tuolumne County Public Library
49/99 Chairperson

AGENDA ITEM: Planning, Coordination, and Evaluation – Administrative vs. Baseline Funds

ISSUE TO COME BEFORE THE BOARD: Should funding for evaluation tools be paid for through Systems' administrative funds or through funding used for programs and services?

The State of California provides California's nine cooperative library systems $3.63 million to support communication, delivery, and resource sharing. Of those funds, $638,704 is spent for administrative purposes that include staff salaries and other contracted services such as preparation of audits, budgets and contract negotiations. Two systems, Black Gold and the San Joaquin Valley Library System – don't use state funds to pay for their administrative costs.

The systems that use state funds for administrative costs, which are currently capped at 20 percent of operations, wish to either increase the allowable percentage of administrative costs or secure permission from the Board to pay for an evaluation tool, Analytics on Demand, out of funds that would otherwise be earmarked for programs and services to their member libraries.

BACKGROUND:

The California Library Services Act Regulations were updated, effective January 1, 2019, to conform to changes made in 2016 to the California Library Services Act's governing statute Education Code, Sections 18700-18767. Among the changes to the regulations was the addition of Section 20236, which provides greater clarity regarding the use of communications, delivery, and resource sharing funds. It reads:

> "Unless otherwise prohibited by Education Code Sections 18745-18746, intra-system communication, delivery and resource sharing includes the acquisition or maintenance of technology or digital transmission products required to locate, create, or make accessible digital, virtual, or electronic material, which may also include telecommunication equipment and its installation along with service fees."

Section 18746 pertains to the "planning, coordination, and evaluation of the overall system wide services authorized by this chapter." Planning and evaluation had formerly been funded as a separate program under the California Library Services Act but was included as an allowable use of the communication, delivery, and resource sharing funding, as requested by the Cooperative Library Systems during the regulatory process, so that the costs of evaluation tools such as Analytics on Demand would be eligible.

When the California Library Services Act was passed, planning and evaluation was a separate program, like communications and delivery. The state no longer provides specific funding for planning and evaluation but the spending category remains in statute. State Library staff researched how the Board previously treated planning and evaluation when state funds were provided for this spending category. According to past Board minutes, planning and evaluation was recorded as an administrative expense. (Exhibit A).

The Cooperative Library Systems are allowed to use up to 20 percent of communications and delivery funding that they receive for the administration of communications and delivery funds and programs. The remaining 80 percent are baseline funds used to provide programs and services related to communication, delivery and resource sharing.

The Pacific Library Partnership, NorthNet Library Cooperative, Black Gold Library Cooperative, Southern California Library Cooperative, 49-99 Library Cooperative System, Inland Library Cooperative System, Santiago Library Cooperative System, and Serra Library Cooperative System all request designating planning and evaluation as a baseline program rather than an administrative program.

Of the 7 Systems that spend up to 20 percent of state funds for administrative purposes – an amount ranging from $30,135 to $142,470 per System -- all but one use the funds solely to pay staff salaries. The Systems have stated that the 20 percent does not fully cover the cost of staff time used for the administration of the programs they operate.

The Cooperative Library Systems say that funding the evaluation tools they wish to use out of administrative funds would leave inadequate resources to staff communications and delivery programs. The Pacific Library Partnership and North net Library Systems have submitted letters that are attached to this document at **Exhibits B and C**.

OPTIONS:

Option #1: Maintain the status quo. Keep planning, coordination, and evaluation costs, including Analytics on Demand and any other assessment tools, an administrative expense.

Option #2: Keep planning, coordination, and evaluation costs as an administrative expense but allow an increase in administrative spending.

Option #3: Move planning, coordination, and evaluation to be paid with baseline funds. The Board could cap costs by limiting how often Systems conduct evaluation/planning projects using communication, delivery or resource sharing funding.

Option #4: Allow planning, coordination, and evaluation to be paid with baseline funds with no restrictions other than normal Board approval.

May 1985

Reiterated a point that had been brought up earlier in the meeting that the Governor's proposed Budget does not include funding for PC&E. This is the fourth year that the staff has attempted to obtain that funding through budget change proposals submitted to the Department of Finance. The Budget Committee will be scheduling a discussion of this issue at its May meeting.

Mr. Strong reminded the Board that we were currently in the third year of a five-year phase out of LSCA support to the CLSA PC&E activities and we needed to adequately prepare ourselves and the library community beyond the fifth year. Gary Strong said the issue for the Board's action today pertained to the adoption of a planning schedule for the development of alternative strategies for providing adequate state support for essential CLSA Planning, Coordination, and Evaluation activities. He asked Cameron Robertson to walk through the background for this issue.

Mr. Robertson explained that the last time a comprehensive review of the System Planning, Coordination, and Evaluation Program took place with the intent of obtaining funding for this previously unfunded component was in 1981 and 1982. That review led to a series of Board actions which established service goals and program guidelines for the Planning, Coordination, and Evaluation component. The principle was established of addressing the funding of that program on an indirect cost basis where PC&E was viewed as administrative activities for the other CLSA system level programs and a 25% rate was established for calculating the amount of funds necessary to provide those services.

Two issues remain. The first was a question of where the money came from. The Budget Change Proposal process was one means of obtaining funding. For the past four budget cycles, the staff had submitted, at the Board's direction, BCP's for the funding of the PC&E program. None of these attempts had been successful. The other source of funds available to the Board came from the redirection of monies from existing CLSA local assistance appropriations. Education .Code Section 18724(d) empowered the Board to expend the funds appropriated by the Legislature to implement the CLSA. Once these funds had been identified, the problem remained as to how they were to be allocated at the system level. They had identified two possible ways of accomplishing this. They could allocate funds directly to individual system PC&E budgets, or another alternative would be to authorize a PC&E indirect cost charge on another CLSA system level program. In the scheme of things, the Board would authorize a percentage, or a maximum percentage, or a range of percentages. The systems would then be responsible for determining what indirect

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September 3, 2019   Exhibit B

Anne Bernardo, President
California Library Services Board
California State Library
P.O. Box 942837
Sacramento, CA 94237

Dear Ms. Bernardo:

As the President of the Pacific Library Partnership (PLP), I wanted to provide some input about the CLSA Plan of Service and System Annual Report forms, which have recently been updated.

The California State Library staff met several times with the system coordinators of the cooperative library systems to update the language in the CLSA Plan of Service, Annual Report, and associated budgets and to include the updated regulatory language into the forms.

My comments are based on discussions we have had at our PLP Executive Committee meetings, as well as conversations with other systems.

PLAN OF SERVICE -- PLANNING, COORDINATION AND EVALUATION (PC&E)

First, we would like to again thank the CLSB for approving the updates to the California Library Services Act Regulation and the ability to use funds for assessment.

Our first request is for the California Library Services Board (CLSB) to consider moving Planning, Coordination and Evaluation (PC&E) from the System Administration section (20% of the budget) to the Baseline section of the budget (80% of the budget) in the CLSA Plan of Service, where systems have discretion to allocate funds towards resources that will benefit their region.

The updated language is found in Article 7. Communications and Delivery, Section 20236. Inclusion states: "Unless otherwise prohibited by Education Codes 18745-18746, intra-system communication, delivery and resource sharing includes the acquisition or maintenance of technology or digital transmission products required to locate, create, or make accessible digital, virtual, or electronic material, which may also include telecommunication equipment and its installation along with service fees," with the explanation "Language required clarifying that funds could also be used for products or fees necessary to facilitate the communication, and delivery of print, digital or other information materials or the sharing of resources. This section also includes reference to the statute language on assessment."

When this was approved and adopted into law in January 2019, the Pacific Library Partnership Executive Committee approved allocating CLSA funds to purchase a subscription to an assessment tool which analyzes their communities. The tool indicates the changes in populations, demographics, and needs of the communities. This data will allow libraries to modify their various ways of community engagement.

For instance, if demographics are changing where more parents with young children are moving in, or elders are decreasing, the libraries can adjust programming and collections (print and electronic). As the collections change and grow, it benefits other neighboring libraries through C&D resource sharing. The assessment tool also identifies geographic pockets of the library's service area where there are fewer people using the library, which helps with outreach efforts, and can help identify where resources are lacking in the library so that adjustments can be made.

PLP received approval from the State Library for purchase of the resource assessment tool, and after its purchase, a discussion ensued about whether PC&E's current placement in the System Administration portion of the budget was the best place, or if it should be brought to the CLSB for consideration to move it to Baseline. PLP worked with State Library staff and was granted a one-time exception to use Baseline funds for this purchase.

PLP is asking the CLSB to consider moving PC&E to the Baseline portion of the budget for the following reasons:

- The CLSA budget for systems is broken down into two portions: System Administration (no more than 20% of the budget, which includes staffing and indirect to support the system); and Baseline (80% of the budget, including operational support such as delivery and telecommunications; as well as the purchase of shared resources).
- In 1985, the CLSB voted to place PC&E in the System Administration portion of the budget in 1985. With a new definition of PC&E, reconsideration is needed based on future use of funds.
- For several of the systems, all 20% of the System Administration funds are used to cover the staffing for fiscal and administrative oversight of the system, and some systems reallocate System Administration funds to Baseline. Each system is different and has different needs. Placing PC&E in System Administration and not increasing the 20% would force a system to choose between paying for staff and paying for a service. It would be a fair guess to say that systems would choose paying for a staff, which would result in the inability to use CLSA funds for assessments.
- If the CLSB were to increase the 20% of the System Administration budget to something larger (for example, 35%), it is possible that the system still would not have enough funds available to pay for the assessment as well as staff. In addition, unless restrictions were placed on this, it would also be possible for systems to use all of those funds for staffing support.
- Placing PC&E in the Baseline budget allows a system to be more flexible in using Baseline funds for a blend of assessment and resource sharing. It also continues the practice that there is a cap on the amount of CLSA funds being used for administering a system.
- Perhaps a consideration about using PC&E funds for assessment should be the length of time a system may allocate funds towards assessment. For a system as large as PLP, with 42 library jurisdictions spanning 8 counties, two years would allow enough time for each system to perform their analysis and then work with the data results from the assessment for several years.

In PLP's case, we would not have been able to purchase a subscription to the assessment tool if we were limited to using System Administration funds.

PLAN OF SERVICE -- USE OF FUNDS FOR AUDIT

Most of the cooperative library systems are not part of a larger organization (such as a county) and operate independently as a Joint Powers Authority or some other type of joint agreement between the agencies. To provide fiscal and administrative oversight, most of the cooperatives obtain an annual audit. An audit serves several purposes: it ensures good fiscal management and it is tangible proof to members and stakeholders that funds (membership dues, CLSA, grants, etc.) are being spent correctly. Audits also provide substantial financial information for our records.

The audit of the financial statements is required by California State law for all governmental organizations. The single audit is required by Federal law for qualifying organizations that have federal expenditures of $750,000 or more within its fiscal year. The State Controller requires governmental organizations to file their financial statements to maintain compliance as a system.

The previous instructions on the Plan of Service included the following:
Operations – complete this section using the categories noted. For short-term contracts for consultant or auditing staff, Contract Services may be charged. If Indirect Costs/Fiscal Agent Fees are budgeted, you must describe exactly what services are provided to the System. Such services generally include payroll, accounting, office space, utilities, etc.

It has now been modified to the following:
Operations – complete this section using the categories noted

There has been a longstanding precedent for some systems to use CLSA funds to cover costs related to audits, which typically cost a few thousand dollars. By removing the language of what is allowed, it leaves the category open for interpretation. PLP would like to ask the CLSB to clarify that this precedent be able to be continued using CLSA Baseline funds, and that the former language be included to ensure clarity for all allowable costs.

PLAN OF SERVICE – SYSTEM PENSION LIABILITY

The newly revised FY 2019/20 Plan of Service asks for the following: "Please also provide any Pension Liability for the Cooperative Library Systems including Legacy Systems." The systems were told that this was included at the request of a CLSB member. We ask that this be removed from the next Plan of Service, since the data will not have changed significantly, and the request is extraneous to the activities of Communication and Delivery.

SYSTEM ANNUAL REPORT – PROGRAM WORKLOAD, COMMUNICATIONS ACTIVITY

The following question is on the Communications Activity section of the Annual Report: "What is the number of messages sent via each communication device listed below, on an annual basis: Telephone/ Tele facsimile; Internet (including electronic mail); Other (specify) (example postage)."

It is our belief that reporting the number of messages may be a holdover data request from when there were more systems participating that had their own shared automated library system. For cooperative

systems which have a shared automated library system for circulation and delivery (San Joaquin Valley Library System and Black Gold Cooperative), their data includes the number of email notices and telephone calls going out to patrons to notify them of their items being held for them or for their overdue items. For the other seven cooperative library systems, they may count actual communications with directors, etc., and report those numbers. Other systems, such as PLP and the NorthNet Library System, indicate N/A, as it is too difficult to quantify the number of phone calls and emails going to systems.

There is no clear standard being used by the nine cooperative systems, and it is difficult to establish a common data point.

For the fiscal accounting portion, this reporting is also done on the System Expenditure Report, so this is somewhat redundant.

We understand that CLSA funds are used for Communications and Delivery, and that this report, as it stands now, has sections to provide data points for these two deliverables. We believe the Delivery portion is still valuable but would like to suggest that the Communications section is no longer measurable for all of the systems and be either removed or else revised. The narrative questions may adequately cover the reporting out needed to ensure funds are being spent correctly.

Thank you for considering these changes. Should you have any questions, you may contact me at mcculley@plsinfo.org.

Sincerely,

Brad McCulley
Burlingame Public Library Director
Pacific Library Partnership President FY 2019/20

cc: Pacific Library Partnership Executive Committee
         Greg Lucas, State Librarian, California State Library
         Annly Roman, Administrative Assistant to CLSB, California State Library

September 3, 2019   Exhibit C

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

Dear Ms. Bernardo:

As the Chair of the NorthNet Library System (NLS), I wanted to provide some input about the CLSA Plan of Service and System Annual Report forms, which have recently been updated. My comments are based on discussions we have had at our NLS Executive Committee meetings, as well as conversations with other systems.

PLAN OF SERVICE – PLANNING, COORDINATION AND EVALUATION (PC&E)

First, we would like to again thank the California Library Services Board (CLSB) for approving the updates to the California Library Services Act Regulation and the ability to use funds for assessment.

Our first request is for the CLSB to consider moving Planning, Coordination and Evaluation (PC&E) from the System Administration section (20% of the budget) to the Baseline section of the budget (80% of the budget) in the CLSA Plan of Service, where systems have discretion to allocate funds towards resources that will benefit their region.

Assessment tools benefit systems and the residents they serve because they allow systems to better understand the needs of their community. They can also be used to provide research on the feasibility of implementing a new product.

For instance, when the CLSB allocated one-time CLSA funds in FY 2016/17, NLS used some of the funds to perform an analysis of resource sharing, and, based on those results, they developed a system-wide resource sharing contract for Link+.

NLS is asking the CLSB to consider moving PC&E to the Baseline portion of the budget for the following reasons:

- In 1985, the CLSB voted to place PC&E in the System Administration portion of the budget in 1985. With a new definition of PC&E, reconsideration is needed based on future use of funds.
- For several of the systems, all 20% of the System Administration funds are used to cover the staffing for fiscal and administrative oversight of the system, and some systems reallocate System Administration funds to Baseline. Each system is different and has different needs. Placing PC&E in System Administration and not increasing the 20% would force a system to choose between paying for staff and paying for a service. It would be a fair guess to say that systems would choose paying for a staff, which would result in the inability to use CLSA funds for assessments.

- If the CLSB were to increase the 20% of the System Administration budget to something larger (for example, 35%), it is possible that the system still would not have enough funds available to pay for the assessment as well as staff. In addition, unless restrictions were placed on this, it would also be possible for systems to use all of those funds for staffing support.
- Placing PC&E in the Baseline budget allows a system to be more flexible in using Baseline funds for a blend of assessment and resource sharing. It also continues the practice that there is a cap on the amount of CLSA funds being used for administering a system.

For NLS, the study mentioned above took about two years to complete. Once NLS received the analysis from the consultant, they realized further time was needed to assess the delivery portion of shared resources. The ultimate results of those assessments have made a significant impact on NLS, where three libraries have now joined the contract, and a fourth one plans to do so this upcoming fiscal year.

PLAN OF SERVICE - USE OF FUNDS FOR AUDIT AND OTHER OPERATION COSTS

Most of the cooperative library systems are not part of a larger organization (such as a county) and operate independently as a Joint Powers Authority or some other type of joint agreement between the agencies. To provide fiscal and administrative oversight, most of the cooperatives obtain an annual audit. An audit serves several purposes: it ensures good fiscal management and it is tangible proof to members and stakeholders that funds (membership dues, CLSA, grants, etc.) are being spent correctly. Audits also provide substantial financial information for our records.

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There is no clear standard being used by the nine cooperative systems, and it is difficult to establish a common data point to quantify these data points. For the fiscal accounting portion, this reporting is also done on the System Expenditure Report, so this is somewhat redundant.

We understand that CLSA funds are used for Communication and Delivery, and that this report, as it stands now, has sections to provide data points for these two deliverables. We believe the Delivery portion is still valuable, but would like to suggest that the Communication section is no longer measurable for all of the systems and be either removed or else revised. The narrative questions may adequately cover the reporting out needed to ensure funds are being spent correctly.

Should you have any questions, please feel free to contact me at todd@tehamacountylibrary.org.

Sincerely,

Todd Deck,
County Librarian, Tehama County
Chair, NLS Executive Committee

cc: NorthNet Library System Executive Committee
        Greg Lucas, State Librarian, California State Library
        Annly Roman, Administrative Assistant to CLSB, California State Library

September 3, 2019   Document 10

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

Dear Ms. Bernardo:

At the March 28, 2019 California Library Services Board (CLSB) meeting, the Board approved $450,000 to the NorthNet Library System (NLS) to pay for the one-year costs for three new libraries to join INN-Reach (Link+) and to use the remainder to "support the sustainability and growth of Link+ regional resource sharing." The Board stipulated that NLS would develop a plan of execution to be submitted to the CLSB at its Fall 2019 meeting. The purpose of this memo is for the NorthNet Library System to provide the CLSB with the plan of execution.

Explanation of Link+ and Resource Sharing

The California Library Services Act (CLSA) Communications and Delivery baseline funds support the sharing of physical and electronic resources (books, media, magazines, etc.) among three or more different libraries, inclusive of costs associated with the delivery of the physical items. Resource sharing may be done in a variety of ways. Localized sharing may be done amongst libraries in close proximity, generally amongst member libraries of a regional consortium and resulting in a lower volume of materials shared. There are external services to which libraries may subscribe that allow greater resource sharing. Link+ is such a subscription service. It is a user-initiated consortial borrowing system of public, academic and special libraries within California and Nevada, with over 70 participating libraries and 11 million titles, enabling participating libraries to increase the amount of materials they offer and reduce the fulfillment time. An item typically can be delivered in four days, with a 91% fulfillment rate. If a patron does not find what they need in their library's catalog, they can click a button and see if the item they are searching for is in the entire Link+ collection. The patron places a hold in the catalog where the request is automatically routed to an owning library, and the item gets put into the designated courier system. The courier system is what sets Link+ apart from any other resource sharing system.

Nearly a third of the libraries in the NLS region resort to mailing books and materials to participate in resource sharing since it is difficult to find a courier to deliver physical items especially in the most remote areas of Del Norte, Siskiyou, and Mono counties. Of the three new NLS libraries that have benefited from this funding and have implemented Link+ between June and July 2019, two have shared usage data to-date (see chart below). It is expected that libraries participating in Link+ will be able to borrow and loan at a rate of at least three times more than through any other form of resource sharing.

NorthNet
Library System
Connecting Northern California Libraries

2471 Flores Street, San Mateo, CA 94403
650-349-5538 Fax: 650-349-5089

www.northnetlibs.org

	Sonoma County Library (June 18-Aug 16, 2019)	El Dorado County Library (July 1-Aug 16, 2019)
# LINK+ Items LOANED:		
# books loaned:	908	620
# media loaned:	1,115	164
# youth materials loaned:	N/A	113
Total Link+ Items Loaned:	**2,023**	**897**
# LINK+ Items BORROWED:		
# books borrowed:	1,397	368
# media borrowed:	745	52
# youth materials borrowed:	489	79
Total Link+ Items Borrowed:	**2,631**	**499**

Plan of Execution

It took NLS approximately two years to develop a consortium-wide contract for Link+ for a term of five years. Fourteen NLS libraries previously with individual contracts moved to the centralized contract, and three new NLS libraries joined and implemented by June 2019. An additional library will be joining in this fiscal year.

Below is a summary of allocated funds, which covers the one-time software implementation fee, the first year of the subscription and delivery courier costs, and $1,000 in start-up supplies. The costs below vary depending on the library's circulation, and whether they are currently using Innovative as their ILS.

$ 50,222   El Dorado County (implemented June 2019)
$ 68,438   Sonoma County (implemented June 2019)
$ 21,803   Woodland Library (implemented June 2019)
$ 24,143 * Nevada County (to implement in late 2019 or early 2020)
$ 45,000   Indirect
$209,606   Committed Amount
$240,394   Amount available for other libraries to join Link+

(note: Nevada County's delivery costs are not yet finalized as the courier is changing, which may result in a slight change in costs)

NLS has formed an ad hoc group to strategize ways to expend the remaining funds. Working with NLS's State Library grant monitor, the group developed a Call for Interest survey, which was released on August 7 and was open to any public or academic library that belongs to one of the nine library cooperatives and is not an existing Link+ member. The survey closed on August 28. Three libraries completed the survey, and two more inquired about the funding. Since libraries were not required to have a quote to apply, the actual total funding request is not known at this time.

The NLS ad hoc group will be working with the State Library grant monitor to review the applications. Knowing that it can take several months to receive quotes and negotiate details, it is anticipated that NLS will be able to award funding to the libraries in December 2019 or January 2020. Those libraries must complete their implementation and expend their grant funds before December 2020. It generally takes 3-4 months for a library to implement Link+.

Summary

NLS has done its due diligence to onboard all NLS libraries, especially its very rural libraries, to the Link+ resource sharing platform; however, delivery costs and lack of access to delivery mechanisms make it prohibitive for the very remote libraries to participate. The three new libraries that have recently joined have been pleased with Link+ and the above statistics demonstrate favorable usage for the resource sharing platform. The fourth library eagerly is awaiting its implementation later this calendar year.

The NLS ad hoc group has developed a three-phase approach to expending the remaining Link+ grant funds. Phase One is the submittal of application of interest and review of applications; Phase Two is the review of contract and delivery quotes and determination of fund awards; and Phase Three is to award the funds and ensure funds are expended by December 2020. We expect to complete Phase One by September 30, 2019; Phase Two by no later than November 30, 2019; and Phase Three by no later than January 31, 2020. NLS will continue to work with the State Library grant monitor throughout these phases.

Should you have any questions, please feel free to contact me at seolawski@solanocounty.com.

Sincerely,

Suzanne Olawski
Assistant Director of Library Services, Solano County Library
Vice Chair, NLS Executive Committee

cc: NorthNet Library System Executive Committee
        Greg Lucas, State Librarian, California State Library
        Annly Roman, Administrative Assistant to CLSB, California State Library
        Janet Coles, Acting Bureau Chief, California State Library; Grant Monitor

ACTION

AGENDA ITEM: CLSA Consolidations and Affiliations

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:

1. Consideration of Simi Valley Library affiliation with the Southern California Library Cooperative Library System

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the California Library Services Board approve the affiliation of the Simi Valley Library with the Southern California Library Cooperative Library System effective July 1, 2020

BACKGROUND:

Notification has been received from the Southern California Library Cooperative requesting approval for Simi Valley Library to joint their Cooperative System (Exhibit A). The Simi Valley Library separated from the Ventura County Library System to become its own library in January 2012 (Exhibit B). The independent Simi Valley Library has not belonged to a cooperative library system before. A resolution from the Simi Valley Library Board of Trustees, made up of the mayor and the members of the city council, in support of membership in SCLC is included as Exhibit C. The Southern California Library Cooperative has approved the affiliation request to its membership (see Exhibit D).

GENERAL OVERALL PROGRAM UPDATES:

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

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

Included for your information is a revised history of CLSA consolidations and affiliations through fiscal year 2018/19 (see Exhibit E). A revised map of cooperative library systems, based on proposed membership for fiscal year 2019/20, is including as Exhibit F.

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

Staff Liaison: Monica Rivas

September 17, 2019

Anne Bernardo, President
California Library Services Board
P.O. Box 94237
Sacramento, CA 94237

Dear Ms. Bernardo:

It is my pleasure to inform you effective July 25, 2019, Simi Valley Library has been approved for membership in the Southern California Library Cooperative. We are hoping to include them in this year's activities and begin our resource sharing programs as soon as possible.

SCLC looks forward to working with Simi Valley and providing support to their library.

Sincerely,

Diane R. Satchwell
Executive Director

Attachments

Board discussion of Simi Valley Library request to join the Southern California Library Cooperative library system.

Ordinance from the city Council of Simi Valley stablishing the Municipal Library in 2012.

[Ordinance No. 1182](#)

Exhibit C

RESOLUTION NO. PL-28

A RESOLUTION OF THE SIMI VALLEY LIBRARY BOARD OF TRUSTEES REQUESTING THE SIMI VALLEY PUBLIC LIBRARY'S AFFILIATION WITH THE SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

WHEREAS, on January 30, 2012, the City Council adopted Ordinance No. 1182 which added Chapter 15 to Title 2 to the Simi Valley Municipal Code establishing the Simi Valley Public Library, a municipal public library to be operated by the City in accordance with the Municipal Public Library Act (California Education Code Section 18900); and

WHEREAS, on March 26, 2012, the Mayor of the City of Simi Valley, with the consent of the City Council, appointed himself and the members of City Council as the Simi Valley Library Board of Trustees; and

WHEREAS, the Simi Valley Library Board of Trustees desires to enter into the Southern California Library Cooperative as a direct and equal member, subject to approval by the Southern California Library Cooperative Administrative Council.

NOW, THEREFORE, THE SIMI VALLEY LIBRARY BOARD OF TRUSTEES DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1.   The Simi Valley Library Board of Trustees requests the Simi Valley Public Library's affiliation with the Southern California Library Cooperative, subject to approval by the Southern California Library Cooperative Administrative Council.

SECTION 2.   This resolution will take effect immediately upon adoption.

SECTION 3.   The Board Secretary shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the Office of the Board Secretary.

PASSED and ADOPTED this 17th day of June 2019.

Attest:

_____
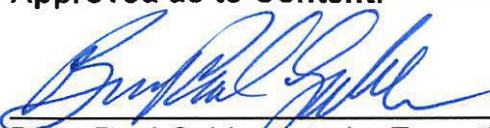Julia Fritz, Acting Board Secretary

_____
Keith L. Mashburn, President
Simi Valley Library Board of Trustees

Approved as to Form:

_____
Lonnie J. Eldridge, General Counsel

Approved as to Content:

_____
Brian Paul Gabler, Interim Executive Officer

_____
Ronald K. Fuchiwaki
Interim Community Services Director

CERTIFICATION

I, Acting Board Secretary of the Simi Valley Library Board of Trustees of the City of Simi Valley, California, do hereby certify that the foregoing Resolution No. PL-28 was regularly introduced and adopted by the Simi Valley Library Board of Trustees of the City of Simi Valley, California, at a regular meeting thereof held on the 17th day of June 2019, by the following vote of the Board of Trustees:

AYES: Trustees Luevanos and Judge, President Pro Tem Cavanaugh and President Mashburn

NAYS: None

ABSENT: Trustee Litster

ABSTAINED: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Simi Valley, California, this 19th day of June 2019.

Julia Fritz
Acting Board Secretary

17. <u>Simi Valley Public Library Membership in SCLC</u>
    Diane Satchwell reported that the Simi Valley Public Library has requested
    membership in SCLC, retroactive to July 1, 2019 if possible.

    ACTION: It was MSP (McDermott, Theyer) to approve the membership of the
               Simi Valley Public Library in SCLC and to recommend membership
               approval to the California Library Services Board.

Consolidations and Affiliations Made Under CLSA

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

1978/1979 (first year of CLSA)
a. Public library consolidations:
1. Crescent City Public Library/Del Norte County Library District
2. Vacaville Unified School District/Solano County Free Library
3. Calistoga Public Library/Napa City-County Library
4. Woodland Public Library/Yolo County Library (Note: This consolidation was reversed by initiative, and the grant award was returned to the State.)
b. Library System consolidations:
1. Berkeley-Oakland Service System/East Bay Cooperative Library System/BALIS
c. Affiliations: None

1979/1980
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
1. Buena Park Public Library/Santiago
2. Arcadia Public Library/MCLS
3. Dixon Public Library/MVLS
4. Del Norte County Library District/North State

1980/1981
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
1. King City Public Library/MOBAC
2. Livermore Public Library/BALIS

1981/1982
a. Public library consolidations: None
b. Library System consolidations:
1. Los Angeles Public Library/Long Beach Public Library/MCLS
2. San Francisco Public Library/BALIS
c. Affiliations:
1. San Leandro Public Library/BALIS *(San Leandro withdrew from BALIS at the end of its first year of membership and the second year of the grant was not awarded)*
2. Palmdale Public Library/South State

3. Banning Public Library/Inland
4. Beaumont District Library/Inland

1982/1983
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
    1. Hayward Public Library/BALIS
    2. Los Gatos Memorial Library/South Bay

1983/1984
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
    1. Thousand Oaks Public Library/Black Gold

1984/1985
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
    1. Benicia Public Library/North Bay
d. System membership changes:
    1. Kern County Library from South State to SJVLS

1985/1986
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes:
    1. Larkspur Public Library withdraws from North Bay

1986/1987
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

1987/1988
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

1988/1989
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:

1. Inglewood Public Library/MCLS
d. System membership changes:
    1. Thousand Oaks Public Library from Black Gold to MCLS *(waived contiguous borders requirement)*

19891990
a. Public library consolidations:
    1. King City Library/Monterey County Library
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes:
    1. San Benito County Library from South Bay to MOBAC
    2. San Juan Bautista Public Library from South Bay to MOBAC

1990/1991
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
    1. Oxnard Public Library/MCLS *(waived contiguous borders requirement)*
    2. Signal Hill Library/MCLS
d. System membership changes: None

1991/1992
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

1992/1993
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. Systems membership changes: None

1993/1994
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes:
    1. Monterey Public Library withdraws from MOBAC
    2. Pasadena Public Library from MCLS to South State

1994/1995
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
    1. Folsom Public Library/MVLS

      2. Mariposa County Library/SJVLS
d. System Membership changes:
      1. Los Gatos Public Library withdraws from South Bay

1995/1996
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
      1. Rancho Cucamonga Public Library/Inland
      2. Susanville Public Library/North State
      3. Rancho Mirage Public Library/Inland
d. System Membership changes:
      1. Huntington Beach Public Library withdraws from Santiago
      2. Inglewood Public Library withdraws from MCLS

1996/1997
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
      1. Inglewood Public Library/South State
      2. Belvedere-Tiburon Library/North Bay
      3. Mission Viejo Public Library/Santiago
d. System Membership changes:
      1. Santa Ana Public Library withdraws from Santiago

1997/1998
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
      1. Riverside County Library System/Inland
      2. Riverside Public Library/Inland
d. System Membership changes: None

1998/1999
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
      1. Calabasas Public Library/MCLS
      2. Moreno Valley Public Library/Inland
      3. Murrieta Public Library/Inland
d. System Membership changes: None

1999/2000
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
      1. Pleasanton Public Library/BALIS

    d. System Membership changes:
        1. Richmond Public Library from BALIS to North Bay

2000/2001
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
    1. Larkspur Public Library/North Bay
    2. Los Gatos Public Library/Silicon Valley
d. System Membership changes: None

2001/2002
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations:
    1. Irwindale Public Library/MCLS
d. System Membership changes:
    1. Colusa County Free Library from North State to MVLS

2002/2003
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

2003/2004
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes:
    1. Dixon Unified School District Library District from MVLS to North Bay
    2. Fullerton Public Library withdraws from Santiago

2004/2005
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

2005/2006
a. Public library consolidations: None
b. Library System consolidations: None
c. Affiliations: None
d. System membership changes: None

2006/2007
a. Public library consolidations: None

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

2007/2008
   a. Public library consolidations: None
   b. Library System consolidations: None
   c. Affiliations:
      1. Monterey Public Library/MOBAC
      2. Moorpark City Library/MCLS (waived contiguous borders requirement)
      3. Victorville Public Library/Inland
      4. Shasta Public Libraries/North State
   d. System membership changes: None

2008/2009
   a. Public library consolidations: None
   b. Library System consolidations: None
   c. Affiliations: None
   d. System Membership changes:
      1. Merced County Library from 49-99 to SJVLS
      2. San Juan Bautista City Library withdraws from MOBAC

2009/2010
   a. Public library consolidations: None
   b. Library System consolidations:
      1. BALIS/MOBAC/Peninsula/Silicon Valley merged to form Pacific Library Partnership
      2. MVLS/North Bay/North State merged to form NorthNet Library System
      3. MCLS/Santiago/South State merged to form Southern California Library
         Cooperative
   c. Affiliations:
      1. San Juan Bautista City Library/MOBAC
   d. System membership changes:
      1. Cerritos Public Library withdraws from SCLC

2010/2011
   a. Public library consolidations: None
   b. Library Systems consolidations: None
   c. Affiliations: None
   d. System Membership change:
      1. Ventura County Library from Black Gold to SCLC

2011/2012
   a. Public library consolidations: None
   b. Library Systems consolidations: None
   c. Affiliations:
      1. Camarillo Public Library/SCLC
      2. Santa Clarita Public Library/SCLC

   d. System Membership changes:
      1. Santa Clara County Library withdraws from PLP

2012/2013
a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations: None
d. System Membership changes: None

2013/2014
a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations: None
d. System Membership changes:
    1. Nine library jurisdictions in Orange County withdraw from SCLC and reinstate as Santiago Library System
    2. Santa Monica Public Library withdraws from SCLC (MCLS)

2014/2015
a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations: None
d. System Membership changes: None

2015/2016
a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations:
    1. Santa Clara County Library District/PLP
    2. Huntington Beach Public Library/Santiago
d. System Membership changes:
    1. Hayward Public Library withdraws from PLP (BALIS)

2016/2017
a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations:
    1. Santa Monica Public Library/SCLC
d. System Membership changes: None

2017/2018
a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations: None
d. System Membership changes: None

2018/2019
a. Public library consolidations: None
b. Library Systems consolidations: None
c. Affiliations:
    1. Hayward Public Library/PLP
d. System Membership changes: None

2019/2020
a. Public library consolidations: None
b. Library systems consolidations: None
c. Affiliations:
    1. Simi Valley Public Library/SCLC
d. System Membership changes: None

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

Public Libraries not members of any System, July 1, 2019
1.   Cerritos Public Library *
3. (Redlands) A.K. Smiley Public Library
4.   San Leandro Public Library * *(was in BALIS 1981/82 only)*
5.   Santa Ana Public Library *
7.   Vernon Public Library
* CLSA ILL Participants

Updated 10/7/2019

California Library Systems Map

1. NorthNet Library System – 41 Library Jurisdictions
2. Pacific Library Partnership – 34 Library Jurisdictions
3. 49-99 Cooperative Library System – 6 Library Jurisdictions
4. San Joaquin Valley Library System – 10 Library Jurisdictions
5. Black Gold Cooperative Library System – 7 Library Jurisdictions, Includes Santa Paula in Ventura
6. Southern California Library Cooperative – 39 Library Jurisdictions
7. Santiago Library System – 10 Library Jurisdictions
8. Inland Library System – 19 Library Jurisdictions
9. Serra Cooperative Library System – 13 Library Jurisdictions

Document 12

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CALIFORNIA LIBRARY SERVICES ACT

2018/19 SYSTEM PROGRAM ANNUAL REPORT

COOPERATIVE LIBRARY SYSTEM

</div>

_____

System Name

_____

System Fiscal Agent Jurisdiction

Report submitted by: _____

Signature of System Chair

Contact person: _____ Phone: _____

Fiscal Approval: I certify that this report is a true and accurate account of the expenditures made in support of the indicated California Library Services Programs and that supporting invoices, contracts, and other documents and necessary records are on file and available for audit and will remain so for the four years of accountability.

_____   _____

Signature of agent of fiscal authority responsible   Date
for accuracy of fiscal accounting and reporting

Introduction

This packet contains the reporting documents to file the FY 2018/19 CLSA System Program Annual Report. The key areas to complete are:

1. Communications and Delivery program workload and plan of service objective evaluation
2. Detailed reporting of all System expenditures, including one-time funding allocations (see separate attachment for all expenditures)

Once you have completed the process, please mail a signed original and one copy of the report to:

California State Library
Fiscal Office – CLSA Fiscal Analyst
P.O. Box 942837
Sacramento, CA 94237-0001

All annual report documents must be postmarked by September 3, 2019

Please contact Monica.Rivas@library.ca.gov or at (916) 653-5471 with any questions.

CALIFORNIA LIBRARY SERVICES ACT
SYSTEM EXPENDITURE REPORT

<u>INSTRUCTIONS</u>

The Expenditure Report is expected from all systems. This does not mean that all systems received equal funding, or that they have the same income sources, system services, or expenditure programs. What was expended should be presented in the same way, through use of the System Expenditure Report.

This Expenditure Report is used to document all the actual expenditures made at the system level and should not be confused with the System Detailed Budget. For the purposes of this report, all legal encumbrances should be considered as expenditures. Funds put into equipment revolving funds are considered to be encumbered and should be shown as expenditure. All amounts entered on this form represent expenditures from a specific income source and for a particular program category. If there is more than one income source for expenditures against a single category, it should be shown that way and then totaled in the "Expended/Encumbered" column. It should be noted here that the sources of funds for expenditures are the same as those used in the System Detailed Budget, shown as income sources, but now the system is spending against these income sources.

We realize that it may not be possible to have all the final accounting data available in time to comply with the September 3 deadline for this report. If this is the case, please make all attempts to provide the latest data available. When the final data is made available, please resubmit a revised document with that data.

This expenditure form is a matrix with the income sources supporting expenditures as one dimension and system program expenditure categories as the other. Note that only major categories of expenditure are required -- this is not a line item expenditure report. However, all programs and services offered through the system should be included (i.e., LSTA programs, local programs, etc.) whether they are funded by CLSA or not. Likewise, all sources of expenditure should be included. The System Expenditure Report should offer as complete a picture of the system's services and sources of support for those services as possible. Note that all income received is considered to be either expended/encumbered or unexpended/unencumbered.

Expenditure Source Definitions

    a. "Total Funds Budgeted." This column is for final budget figures, i.e., the final spending authority for the reported fiscal year. This final budget figure is used instead of the preliminary budget figures from the System Detailed Budget to reflect as accurately as possible what actually occurred during the reported year. One of the values in having similar forms for these reports is to permit the System Detailed Budget figures to be compared to the actual expenditure in the System Expenditure Report. This comparison, along with other planning documents, will aid Systems in determining how well their budget estimation and planning process is working.

    b. "CLSA." Enter the amount expended for each expenditure category for the CLSA C&D Program. Include <u>only</u> the C&D program baseline amounts for Program 2. PC&E should be shown in Column b (CLSA) for Program 1 (System Administration)

c. "LSTA" includes expenditures for System Administration grant awards and any other LSTA awards that the <u>System</u> has received for the fiscal year. See Program Definition below.

d. "Local funds/fees" means those expenditures against the total of all member contributions, charges, or other income generated by the System itself. Include expenditures for System reference here, and income from sales of publications.

e. "Interest" means expenditure against interest earned on System funds from whatever source.

f. "Other" is used for expenditures against sources of income not otherwise covered, e.g., local project grants or government programs other than LSTA. Include transfers from System reserves.

g. "Expended" funds already used or payed out. (b through f).

h. "Encumbered" funds are placed aside for a specific future expense (b through f).

i. "Unexpended Balance" is the difference between the total budgeted (a) and the total expended/encumbered (g & h).

Encumbered Funds from Prior Year

State (CLSA), Federal and Local funds encumbered from prior year and not yet expended.

<u>Program Definition</u>

A program includes any program, service, or project, administered and funded through the System. This includes not only the CLSA System C&D Program and (System Administration/Baseline) but also LSTA demonstration projects, System reference, and the like. It does <u>not</u> include programs, projects, and services which are administered and funded separately from the System.

<u>Other Definitions</u>

"Indirect" means any administrative charge made by a jurisdiction against System operations. Unless documented elsewhere in the Plan of Service, attach a description of the services received.

"Grand Total Expenditures." Use this line for total actual expenditures for all System programs.

In summary:

1) This is an <u>expenditure</u> document, not a budgeting document.

2) This is an accounting document and should be as accurate as possible.

3) Legal encumbrances should be considered the same as expenditures.

4) If there are expenditures from more than one income source for a specific program category, this should be indicated and then totaled in the "Expended/Encumbered" column.

We welcome comments on your experience in using this form and would appreciate any suggestions for its improvement.

CLSA Funding for Communications and Delivery

<u>**Section 1**</u>
Program Workload

COMMUNICATIONS ACTIVITY, FY 2018/19

What is the number of messages sent via each communication device listed below, on an annual basis?	Number Of Messages	Annual Cost of Service
a. Telephone / Tele facsimile		
b. Internet (including electronic mail)		
c. Other (specify) (example postage)		
Total		

Items delivered to member public libraries in the two-week sample period:
U.S. Mail_____% UPS_____% System Van_____% Contracted Van_____% Other_____%

f. Total number of e-books purchased/circulated through member public libraries using CLSA funds.

_____

Count all items (including envelopes) for the two-week survey period. This would be the item going to the library (one way). Record the number in the appropriate date below, then multiple the totals by 6.5 to get the number of items representing the full year.

Plan of Service Objective Evaluation

1. Were the goals for the Communications and Delivery Program met through the on-going CLSA funding? Please explain. How did the community benefit? Did you complete all the funding objectives described in your Plan of service, if not why?

2. How much of the System's funding for the FY 2017/18 has been spend? If not all the funds have been spend are you on track to expend funds by June 2020, please explain.

3. What related non-CLSA activities were provided for C&D?

sh/cooperative systems/annual report and expenditures FY 2018-19

Board Discussion of Assembly Bill ACA 1 by Assemblymember Aguiar-Curry.
Local Government financing: affordable housing and public infrastructure: voter approval.

ACA 1 language