



MEETING NOTICE

**California Library Services Board
September 17, 2020
9:30am – 4:00pm**

Remote meeting:
This meeting will be a Zoom meeting

If you would like to listen and/or participate in this meeting please
contact Annly Roman for the Zoom meeting information at:
annly.roman@library.ca.gov or at (916) 323-0057

LSTA Advisory Council on Libraries Meeting
Immediately following Board business meeting

Outlets Hosting for Public participation

Fresno County Public Library (**phone only**)
2420 Mariposa Street,
Fresno, CA 93721

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[California Library Services Act Website](#)

California Library Services Board Meeting September 17, 2020

A. BOARD OPENING

1. Welcome and Introductions

Welcome and introductions of Board members, staff, and participants

2. Adoption of Agenda

Consider agenda as presented or amended

3. Approval of June 2020 Meeting Minutes – *Document 1*

Consider minutes as presented or amended

4. Board Meeting Schedule for 2021 – *Document 2*

Discuss the Board's meeting schedule for 2021

B. REPORTS TO THE BOARD

1. Board President's Report

Report on activities since last Board meeting

2. Board Vice-President's Report

Report on activities since last Board meeting

3. Chief Executive Officer's Report

Report on activities since last Board meeting

4. Zip Books Grant Program Report – *Document 3*

Update on the status of the Zip Books program funded by a one-time grant

5. Link+ Grant Program – *Document 4*

Update on the status of the Link+ grant program run by NorthNet

C. CLSA PROGRAM ITEMS FOR INFORMATION/ACTION

1. BUDGET AND PLANNING

System Plans of Service and Budgets – *Document 5*

- a. Consider System population and membership figures for the 2020-2021 Fiscal Year
- b. Consider 2020-2021 California Library Services Act System Plans of Service for the \$1.88 million in ongoing funding
- c. Approval of final budget for 2020-2021 fiscal year - \$1.88 million for communication, delivery, and resource sharing
- d. Consider 2020-2021 fiscal year payment schedule for the cooperative Library systems – In the past Systems have received one or two payments of state fund allocations. Discussion and possible action on the 2020-2021 payment schedule.

D. LEGISLATIVE UPDATE

1. Update on federal and state legislative issues

2. Potential budget requests 2020-2021 Fiscal Year – Document 6

Discussion and consideration/action on what; if anything the Board should ask for in the next budget cycle and how should the Board advocate for any requests.

E. BOARD DISCUSSION ITEMS 2020-2021 – Document 7

Florante Ibanez – Special Libraries

F. PUBLIC COMMENT

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

G. COMMENTS FROM BOARD MEMBERS/OFFICERS

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

H. OLD BUSINESS

Any old business to be discussed

I. AGENDA BUILDING

Agenda items for subsequent State Board meetings

J. ADJOURNMENT

Adjourn the meeting

California Library Services Board Meeting

June 25, 2020

Remote Meeting: Zoom

BOARD OPENING

Welcome and Introductions

President Bernardo called the California Library Services Board meeting to order on June 25, 2020 at 9:34 am.

Board Members Present: Anne Bernardo, Florante Ibanez, Sarah Hernandez, Paymaneh Maghsoudi, Elizabeth Murguia, Maria Senour, Sandra Tauler, and Connie Williams.

California State Library Staff Present: State Librarian Greg Lucas, Natalie Cole, Meg DePriest, Lena Pham, Monica Rivas, Annly Roman, Beverly Schwartzberg, Jodie Thomas, and Rebecca Wendt.

Adoption of Agenda

It was moved, seconded (Ibanez/Williams) and carried unanimously that the California Library Services Board adopts the agenda for the June 25, 2020 meeting.

Approval of February 2020 Meeting Minutes

It was moved, seconded (Murguia, Ibanez) and carried unanimously that the California Library Services Board approves the draft minutes of the February 4, 2020 California Library Services Board Meeting.

Board Resolutions

President Bernardo stated that several members had left the board this year, and resolutions were introduced in their honor.

It was moved, seconded (Ibanez, Tauler) and carried unanimously that the California Library Services Board adopts California Library Services Board Resolution 2020-01 for Brandy Rose Buenafe (Exhibit A).

It was moved, seconded (Maghsoudi, Ibanez) and carried unanimously that the California Library Services Board adopts

1 *California Library Services Board Resolution 2020-02 for Gary M.*
2 *Christmas (Exhibit B).*

3 *It was moved, seconded (Ibanez, Williams) and carried*
4 *unanimously that the California Library Services Board adopts*
5 *California Library Services Board Resolution 2020-03 for Adriana*
6 *Martinez (Exhibit C).*

7 *It was moved, seconded (Murguia, Williams) and carried*
8 *unanimously that the California Library Services Board adopts*
9 *California Library Services Board Resolution 2020-04 for Peter A.*
10 *Mindnich (Exhibit D).*

11 **Board Meeting for Fall 2020**

12 Annly Roman reported that at the last board meeting, the board discussed
13 holding the fall meeting in late October in Los Angeles to coincide with the
14 California Library Association conference. That conference was postponed until
15 May, due to the Coronavirus situation. Roman asked if the Board wanted to meet
16 earlier in mid-September instead. She also advised that the Board plan on
17 meeting remotely in fall since it was unclear when the state would begin to open
18 up. At that point all state agencies were not allowed to do any unnecessary
19 travel.

20 Member Williams stated that she thought planning for a distance meeting
21 would be prudent. She asked if there was a time to meet when all the budget
22 facts and figures would be in hand. State Librarian Lucas stated that with the
23 traditional budget schedule there was not much information until the governor
24 introduced his budget on January 1. State agencies put forward what they would
25 like to see in the January budget by Labor Day but no decisions were really made
26 until November. That being said, earlier this year the legislature said they would
27 take a first cut of the budget, in June, which they did. Then the legislature was
28 going to take another look in August, largely because the state pushed the tax
29 deadline from April 15 to July 15. Depending on what happened there could
30 have been some activity on the budget in August.

31 Several Board members agreed that September would be a good time to
32 meet. Monica Rivas suggested meeting in late September because she had been
33 reassigned to the COVID-19 tracing team. Due to the Coronavirus situation the
34 State Library had given the systems an extension on the Plans of Service until the
35 end of July. Meeting later would give Annly Roman enough time to compile all
36 the information that was needed.

1 **REPORTS TO THE BOARD**

2 **Board President’s Report**

3 President Bernardo reported that she had worked to prepare letters of support
4 to the state as well as to her federal and state legislators for library and literacy
5 funding efforts. She also continued to attend trainings, webinars, and Zoom, GoTo,
6 and WebEx meetings.

7 Bernardo stated that, before the shelter in place order, she had testified before
8 the Assembly Budget Subcommittee five on Public Safety on how county law
9 libraries impact services for the unrepresented and self-represented litigants. She
10 expressed hope that her testimony would have an effect on county law libraries’
11 support and how access to justice issues would be supported in the coming
12 budget. County law libraries rely on court civil filing fees and with the court closure
13 and slow reopening county law libraries might not get any funding until the new
14 year. Hopefully some of the testimony provided in February, would stick with the
15 legislators and they would get something to backfill revenues.

16 President Bernardo reported her library had been closed to the public since
17 March 23rd, but staff were considered essential workers and continued to provide
18 email and phone reference. Staff rotated into the office to access print collection
19 to continue to serve patrons. Legal publishers had stepped up, offering free
20 services or access to their legal databases.

21 On a positive note, her library was selected to participate in this year’s
22 maximizing learning spaces grant, as a furnishings participant. The library was
23 working toward a Lawyers in the Library program. So for the past eight weeks, they
24 had been remodeling to maximizing learning spaces and address social
25 distancing with movable furnishings.

26 **Vice President’s Report**

27 Vice President Ibanez had retired. He was also a participant in library work with
28 the Carlos Wilson book club based out of the Echo Park library. They would be
29 doing a webinar on the reading of “America in the Heart” and he would be one
30 of the two moderators.

31 **Chief Executive Officer’s Report**

32 State Librarian Lucas reported that due to the COVID-19 pandemic the State
33 was in a bad budget situation with something like a \$50 billion deficit. The
34 Governor and legislature were not planning on solving it in one year, instead they

1 were gambling a certain amount of economy recovery and more tax revenue to
2 prevent some of the deeper cuts.

3 Specific to libraries, increases proposed in the Governor's January budget
4 disappeared and several existing programs were eliminated. \$1 million dollars for
5 Lunch at the Library, which fed kids in the summertime when schools were closed,
6 and Zip Books, which was under the California Library Services Act budget were
7 both eliminated.

8 Since March the State Library had been conducting bi-weekly meetings with
9 library directors and the attendance was good. Lucas stated that the heartening
10 thing for him had been seeing how institutions that were premised on in-person
11 and online services pivoted so quickly to just online. On Instagram or Facebook
12 there were online storytimes and programming designed to reach out to people
13 from a digital distance. Lucas stated that he did not think there was any other
14 government or public institution that could adapt and change so fundamentally
15 in such a short period of time.

16 Lucas also stated that he was struck, in listening to the library directors, by how
17 individual and specific libraries were and the differences along the spectrums of
18 reopening. Some had been conducting what they called curbside delivery all
19 along, while others are just beginning that service. Some libraries were starting to
20 open their doors to patrons through appointments, while others had already
21 opened their computer and learning centers to help jumpstart job training or
22 workforce development.

23 State Librarian Lucas stated that it made him optimistic about the future to see
24 these community oriented entities respond to this unprecedented situation.

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

26 Natalie Cole reported that the project goal was to create an impact study
27 and online clearinghouse cataloging the economic and social value of libraries.
28 It was due to end this year, but State Librarian Lucas granted an extension,
29 because some of the activities had to be postponed due to the pandemic. Cole
30 was excited to report the project had gained a lot of momentum. It was a very
31 slow moving project for a couple of years as they worked to gather the relevant
32 data and information. In the last few months the value statement, which was
33 grounded in evidence, had been completed, so libraries could make those
34 statements of value and know they were backed up with data.

35 Cole reported they had been working on finalizing the Clearinghouse that
36 would be available on the State Library's website. It would be comprised of a
37 landing page where the bulk of the information would sit, the value statement,

1 project reports, reports about the values that are held by Californians and how
2 they align with what libraries are doing, a note about the project's methodology,
3 and pathways to other pages. There would be a second page with 15 information
4 sheets on different topics that library staff and other stakeholders could use to
5 support whatever case or statements they want to make to support their libraries.
6 Cole stated there would also be a searchable database of resources that people
7 could draw on.

8 The website also had a photo gallery. They had hoped to take photos tailored
9 to the project to ensure full representation but that had to be postponed, but
10 there are a lot of nice photos on the site. Additionally, the State Data Coordinator,
11 Meg DePriest, would be providing a link to the library usage and collection
12 statistics to show library outputs. Cole stated there would be a whole set of
13 information to draw on to demonstrate the value and the impact of the public
14 library.

15 Natalie Cole reported that some of the other things to highlight were that a
16 second journal article was just accepted. It would be helpful because people
17 would be able to view the full academic arguments and all the citations, so it
18 would support the more accessible information sheets that would be online.

19 For next steps, Cole stated they had training planned in fall which would focus
20 on telling the right story to the right person at the right time. They would also be
21 using social media, presentations at conference, and articles in professional
22 journals to raise awareness about the project outputs and results. The results would
23 also be used internally to inform the work being done in the Library Development
24 Services Bureau.

25 Member Williams stated she thought what had been done so far was amazing
26 but she want to know if there were plans to find ways to not only educate library
27 people, but also educate legislators and nonprofit groups on how a library could
28 help their group and how they could help libraries. Natalie Cole stated that they
29 would raise as much awareness as possible.

30 Member Murguia asked if all the information would be available for anyone to
31 use. Cole confirmed that it would be freely available on the State Library's website
32 and that some of the data had already been posted.

33 President Bernardo asked if this was a point-in-tiem study or would additional
34 information be added moving forward. Cole stated that the goal was for it to be
35 a living set of information and a lot of the information would be long lasting.

1 **Zip Books Grant Program Report**

2 Deputy State Librarian Rebecca Wendt reported that the Zip Books program
3 had been annually funded by the California Library Services board for several
4 years. It provided opportunities for people unable to come into the library to have
5 books delivered. The program began in the 2011-2012 fiscal year as a pilot
6 program. There was \$1 million from the 2019-2020 state budget that was awarded
7 to NorthNet in June of this year, which will allow the program to continue through
8 June of 2021.

9 At the beginning of the pandemic some libraries had to put a hold on their
10 iterations of Zip Books, but most had been able to resume. Wendt reported that
11 there were 74 libraries currently participating.

12 Wendt stated that over the past year, the Zip Books website, which was hosted
13 by NorthNet was updated with information on the program and videos. The
14 number of uses had continuously gone up. In the April 2020 information 45,610
15 items had been ordered through the Zip Books program, many of which were
16 added to library collections.

17 Vice President Ibanez asked if it would be possible to link their website on the
18 Board’s page as a success story or somehow demonstrate that the Board was
19 involved with the project. Annly Roman stated that she would work on getting
20 something added to the Board’s webpage.

21 **Link+ Grant Program**

22 Annly Roman stated that the Link+ program was funded through a one-time
23 funding allocation of \$450,000 for the California Library Services Board to
24 administrate. In Spring of 2019 the Board approved a motion to allocate “the
25 450,000 to NorthNet to pay the one time yearly cost for three libraries to join Link+,
26 and using the remainder to support the sustainability and growth of the Link+
27 regional resource sharing.”

28 Suzanne Olawski, Vice Chair of the NorthNet Library Cooperative System,
29 reported that the grant was awarded to NorthNet in March 2019. In September
30 2019 NorthNet provided an update on the status of the Link+ resource sharing
31 grant, and the board approved extending the grant opportunity beyond
32 NorthNet to all other California public and academic libraries. As a result of that
33 extension Coronado, Glendale, Rancho Cucamonga, and Alameda Free Library
34 were awarded grants to join Link+.

35 Olawski stated that the grants cover the first year subscription, first year of
36 delivery, and \$1,000 for supplies. NorthNet had been working with other libraries

1 throughout the state that had expressed interest in Link+, however since the
2 pandemic libraries are reluctant to commit to joining.

3 Suzanne Olawski reported that, due to the pandemic circumstances, NorthNet
4 had approximately \$85,000 (could vary slightly depending on courier fees, etc.)
5 in remaining funds that they did not believe they would be able to grant to any
6 additional new libraries. Olawski stated that NorthNet had been contacted by
7 the 49-99 consortium to inquire about receiving grant funds to help support their
8 Link+ costs due to the proposed 50% reduction in the CLSA funds in the 2020-2021
9 budget.

10 Olawski reported that NorthNet spoke with the State Library grant monitor for
11 the project, Lena Pham, and together they developed four options for expanding
12 the final funds for the board's consideration.

- 13 • Distribute the remaining grant funds to the NorthNet Library System to
14 support the master Link+ subscription renewal for fiscal year 2020-2021.
15 The cost would be divvied up proportionally between the 18 libraries
16 that would benefit.
- 17 • Divide the remaining grant funds proportionally between NorthNet and
18 49-99, with NorthNet receiving 70% of the remaining funds and 49-99
19 receiving the remaining 30%.
- 20 • Use the funds for courier costs. NorthNet anticipated a 5% increase in
21 the length plus courier contracts for fiscal year 2020-2021. NorthNet
22 could extend the funds to the 27 public libraries with Link+ courier
23 contracts that have not yet benefited from these grant funds to help
24 cover courier costs.
- 25 • Develop an equitable and competitive way for libraries to request the
26 remaining funds with 20% of the grant funds being reserved for NorthNet
27 Link+ subscription costs for fiscal year 2020-2021, and the other 80%
28 being awarded through a competitive process.

29 Olawski noted that the final two options would have required additional staff
30 time so NorthNet would needed additional administrative funds. NorthNet had an
31 ad hoc committee, working on the Link+ grant project so the four options being
32 presented for Board discussion and input were developed by that committee.

33 Laura Einstadter, County Librarian for Amador County and Chair of 49-99
34 Cooperative, stated that 49-99 requested consideration for additional funding for
35 the cooperative to cover Link+ costs that would not be covered due to the cuts
36 in CLSA funding. Einstadter stated 49-99 had been part of Link+ for a little over
37 three years. During that time, patrons had grown to rely on that service to provide
38 materials that their libraries would not able to provide. Most 49-99 libraries had

1 limited budgets, especially those like Amador that were rural. She stated that the
2 system did not have another means of getting funding to provide those resources
3 to members. For the month of January 2020, 49-99 community members had
4 requested 3,834 items and libraries loaned 3,263 items. Einstadter stated that the
5 service really had meant a lot to the communities in 49-99 and that was why they
6 were asking for consideration of some of the remaining funding.

7 Member Williams asked if the NorthNet Library System was asking for Board
8 input on how to use the funds. Suzanne replies that NorthNet was looking for any
9 questions, direction or opinions the Board might have had on how NorthNet
10 should expended the remaining funds. Carol Frost clarified that none of the
11 proposed options added any new libraries to Link+, itnwould just be determining
12 how far the funds could or should go to support already participating libraries.

13 Williams stated she supported whichever option allowed the most current
14 participants to stay in the system as long as possible.

15 President Bernardo stated she would not support an option with required
16 additional staff time and costs from NorthNet. She suggested the second options
17 mentioned which provided funds to both NorthNet and 49-99. Members Murguia,
18 Ibanez, and Hernandez agreed.

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

20 **BUDGET AND PLANNING**

21 **SJVLS Amended Plan of Service**

22 Annly Roman reported that the San Joaquin Valley Library System (SJVLS) had
23 requested an amendment to their 2019-2020 Plan of Service. SJVLS had originally
24 wanted to use funds to purchase the Omeka system. This would have provided a
25 digital archive and allowed member libraries to digitize, upload, and share local
26 collections. SJVLS had not been able make that program work so instead they
27 wanted to use those funds for e-resources and an e-card registration service for
28 member libraries to provide online registration for library cards.

29 President Bernardo clarified that it was \$25,970 that would have moved from
30 the original project to fund the new proposal. Member Williams asked what had
31 become of the Omeka project. Sally Gomez from SJVLS stated that they did have
32 the Omeka Project online, however, they did not have the participation from
33 libraries they had expected. In January they decided to put that project on hold
34 and move toward the e-card registration, which they had been wanting to
35 provide for some time. Due to the pandemic situation that project was even more
36 appropriate because so many people were using online services. So the e-card

1 registration system would make it easier for people to register online, and use
2 resources.

3 *It was moved, seconded (Murguia, Hernandez) and carried*
4 *unanimously that the California Library Services Board approves*
5 *San Joaquin Valley Library System's amended plan of service for*
6 *the fiscal year 2019-2020.*

7 **CLSA Preliminary Budget for Fiscal Year 2020-2021**

8 Monica Rivas reported that the next agenda item was the preliminary
9 California Library Services Act budget for fiscal year 2020-2021. Originally when
10 staff generated documentation for the budget, funding was proposed at \$3.63
11 million, but amendments to the budget had cut the proposed funded amount by
12 \$1.5 million to \$1.88 million.

13 Member Tauler asked if the Cooperative Library Systems would have to wait
14 to receive funds until after the Board met in late September. Rivas verified that
15 was correct because the plans of service would need to be approved before
16 funds were released. Annly Roman stated that the State Library would send out
17 awards as soon as possible.

18 *It was moved, seconded (Williams, Senour) and carried*
19 *unanimously that the California Library Services Board adopts,*
20 *contingent upon the passage of the State Budget Act, the 2020-*
21 *2021 California Library Services Act budget as directed in the*
22 *proposed 2020-2021 budget, totaling \$1,880,000 for allocation to*
23 *the Cooperative Library Systems.*

24 **Clarification of Use of CLSA Funds related to telecommunication equipment and** 25 **service fees**

26 Annly Roman reported that the California State Library had received a request
27 for clarification from the NorthNet Library System on whether certain
28 programs/items were considered an allowable use of funds under the California
29 Library Services Act. The items were things like paying for ongoing broadband
30 costs, system technology materials, network security software, and warranties. The
31 State Library responded that a case could be made that CENIC broadband bills
32 could be seen as service fees in support of communications, based on the
33 regulatory language in section 20236. The State Library did not feel that warranties
34 or security software would fall under that category. NorthNet Library Systems had
35 submitted a letter requesting official clarification by the Board.

1 Member Williams clarified that warranties were somewhat like insurance, and
2 would pay for any repairs. Annly Roman stated that it depended on what kind of
3 warranty as some companies will do repairs or replace items no matter what and
4 some warranties had conditions. Williams stated that she was curious because it
5 was a question of how much it would have cost to repair or replace something
6 and if you had the money.

7 Preside Bernardo stated that she agreed that the CENIC bills, could be
8 considered service fees. She thought what NorthNet was really asking was about
9 maintenance of technology. It seemed prudent to have a way to repair or
10 replace things that were purchased and if the funding for that did not come from
11 this pot she wondered how it would be funded.

12 State Librarian Lucas stated that, from the State Library's reading, the
13 regulations seems to indicate that warranties, maintenance, and things like that
14 are the costs of carrying out the various programs and fit under the administrative
15 umbrella.

16 President Bernardo asked if NorthNet was saying that covering those costs
17 under the administrative portion was insufficient so they wanted to be able to use
18 the bigger piece of the pie to fund those things. She wondered if they were asking
19 the Board if those items, like warranties, would fit under the baseline pot. Lucas
20 stated there were a variety of expenses that NorthNet wanted clarification on;
21 broadband, ongoing telecommunications costs from CENIC, warranties on the
22 data center network router, and network security software at the data center to
23 protect the network from hacks viruses and breaches. As he had said, the State
24 Library reading was that the administrative costs the systems received was
25 adequate to cover the expenses of conducting the programs of the Act. Member
26 Williams indicated that she felt they would not be asking if there was not a lack of
27 funding somewhere.

28 Todd Deck, Tehama County Library and Chair of the NorthNet Library
29 Consortium, stated that NorthNet was asking the Board to fully explore what
30 monthly service fees, as referenced in the regulations, meant. Deck stated that in
31 the memo provided to the Board there were two statements from rural libraries.
32 One from Jody Meza, Orland Public Library, talking about the challenges with
33 software renewal costs and another from Michael Perry about the challenges of
34 maintenance support. Deck stated that many local library budgets had not been
35 adjusted to fully support the additional costs of CENIC and they hoped that the
36 Board considering this could give libraries the additional support to keep that
37 program thriving. CENIC was becoming more important every day during the
38 pandemic.

1 Michael Perry, County Librarian for Siskiyou County, stated while they were
2 able to use Communication and Delivery funds to purchase hardware equipment
3 to support CENIC within the 12 branch system, one of the challenges his library
4 faced was that if any of the equipment failed they would have to repurchase.
5 Perry stated they could use the same funding source to do that but the timeline
6 on repurchasing was week, if not months.

7 Perry stated that his IT department said they were walking a tightrope without
8 a net because should any of the routers fail, especially the central branch router,
9 which was the hub of the system, everything was down until that piece of
10 equipment was replaced. He recalled when the equipment was purchased four
11 years ago it took about three to six months to get everything ordered, approved,
12 and delivered

13 Carol Frost clarified, as the fiscal agent for NorthNet, the way that NorthNet
14 distributed funds. There was the baseline funds, which was 80% and system
15 administration funds which was the 20%. The 20% went to support staff costs to run
16 the system. There was not one shared network in NorthNet so 80% of the funds
17 went back to libraries to support delivery and shared resources like overdrive.
18 NorthNet used a formula to distribute the funds back to libraries. Frost stated that
19 libraries had a menu that they could choose from that were allowable costs under
20 CLSA. Some examples were: local shared resources, or local shared delivery.

21 Frost stated that in the Plan of Service there was a section that talked about
22 use of CLSA funds to support telecommunications/broadband. A few years ago
23 they asked for clarification on what using CLSA funds for that purpose meant and
24 the response was that it supported hardware purchases. Frost stated that
25 NorthNet was asking for that definition to be expanded past hardware,
26 particularly for the rural libraries that really struggle to pay for those basic things to
27 support their network.

28 Frost explained as others have said a service warrantee made it so that if a
29 network border router broke down libraries would not have to come up with
30 \$20,000 to replace it. The money NorthNet allocated back to the libraries was not
31 very much, and they want to stretch the dollar as much as they could. Frost stated
32 that since the use of broadband or telecommunications funds were listed under
33 baseline it seemed like those other costs should be eligible as either administrative
34 or baseline costs.

35 Member Murguia stated that it sounded like NorthNet was asking for greater
36 flexibility on how funds could be used because they had limited resources.
37 Murguia and Williams wondered if the Board had authority to make that change

1 and if so, would that change be on an on-going basis for any system or a one-
2 time exception.

3 State Librarian Lucas stated that the regulations for the California Library
4 Services Act had language related to allowable expenses. NorthNet is asking if
5 the above mentioned expenses could be interpreted to fall under the umbrella
6 of those allowable costs. Lucas stated he thought NorthNet was requesting the
7 board say yes these expenses are allowable. Todd Deck confirmed that was
8 correct.

9 Member Tauler stated that she felt warranties fell under maintenance of
10 technology which was listed as an allowable costs and Member Ibanez agreed.

11 ***It was moved, seconded (Ibanez, Murguia) and carried with one***
12 ***no vote (Hernandez) and seven aye votes that the California***
13 ***Library Services Board accept the interpretation that the six items***
14 ***requested in the Summary of the NorthNet Library System's letter,***
15 ***Document 9 of the Board packet (See Exhibit E) are included in***
16 ***the regulatory language (Section 20236) as allowable baseline***
17 ***costs.***

18 Fund Disbursement

19 Annly Roman stated that this agenda item was a continuation of a discussion
20 the board had been having regarding fund disbursement. At the last meeting the
21 systems had expressed that they would like to get funds sooner, especially since
22 the Board was considering meeting at the end of October.

23 Member Tauler stated that she remembered the discussion had covered how
24 difficult it was for the systems to work through five or six months of their budget
25 without any money. It seemed to her that it would be best to give them part of
26 the funds since having to work through months of a fiscal year without any funding
27 was difficult, especially during the hard times everyone was having. Tauler said
28 she would suggest releasing 25% of their funding early and asked if that was
29 allowed.

30 State Librarian Lucas said that there was no money to provide 25% because
31 the budget had not been approved. So it was not legal for the Board to earmark
32 funds that did not exist. He understood that it made operations difficult, but was
33 not something anyone could do before the budget had passed. Tauler stated
34 that if it was not allowed of course they would not but urged for funds to be
35 released as soon as possible.

36 Monica Rivas stated that when the budget was finalized and the Board met
37 to approve the plans of service the State Library could do award packets as soon

1 after that as possible. Additionally they could consider the idea of giving the
2 systems all of the funding at once rather than in two payments.

3 **RESOURCE SHARING**

4 **CLSA System – Level programs**

5 Monica Rivas reported that this section was for the Board to look at the annual
6 reports. Rivas stated she compared the plans of service and the annual reports to
7 make sure they were consistent. The annual reports showed most of the systems
8 funding was still going toward delivery, whether by contracted van, UPS or a
9 postal service. The system were beginning to use more of the funding for e-
10 resources like ebooks, audiobooks, e-magazines, Enki, and Overdrive. There were
11 also some systems using their funding for Link+, and a couple used funds for
12 Digilabs this fiscal year.

13 **Consolidations and Affiliations**

14 Annly Roman reported that this agenda items was related to a section in the
15 regulations leftover from when there used to be funds available for consolidations
16 and affiliations. It required the board to approve consolidations of library
17 jurisdictions because it impacted the number of members within a cooperative
18 system. The Dixon Public Library affiliated with the Solano County Library System
19 effective July 1, 2020. This was coming before the Board as information and also
20 for approval with regards to the CLSA funding and the potential impacts on the
21 formula because of changes to the number of member libraries.

22 *It was moved, seconded (Maghsoudi, Murguia) and carried*
23 *unanimously that the California Library Services Board approves*
24 *the affiliation of the Dixon Public Library with the Solano County*
25 *Library System effective July 1, 2020, and waives the September 1,*
26 *2019 notification dated for affiliations.*

27 **LEGISLATIVE UPDATE**

28 Annly Roman stated that other than the state budget, which State Librarian
29 Lucas had already discussed, there was not any library related legislation moving
30 forward. Legislative leadership, for the purposes expediency and considering the
31 financial emergency situation, asked legislators to limit legislation to bills related
32 to COVID-19 or other emergency situations such as homelessness or fire
33 emergencies.

34 State Librarian Lucas reported that the federal government, as part of the
35 CARES Act, passed a \$50 million package for libraries and museums. The money

1 went to the Institute of Museum and Library Services and \$30 million of that was
2 given out on a per capita basis. \$3.5 million of that funding came to the State
3 Library. The language associated with the funding directed that the funds be
4 spent on closing the digital gap, and it specifically talked about laptops and
5 hotspots. The State Library's strategy on spending the money, within the
6 parameters, was to look at how to take this one time, money, and create the
7 most ongoing benefit.

8 Lucas reported that the State Library spent \$1 million buying a statewide
9 subscription to a service called Beanstack, which is basically, all though it does
10 do a lot more, an online reading program. Libraries have had to change their
11 summer reading programs because of the health pandemic which, in the past,
12 have been very in-person with events and things in the library. In surveying libraries
13 we discovered that more than 60% were using this service. By doing a statewide
14 subscription, we could touch the greatest number of libraries and reduce some
15 of their in-house costs

16 The bulk of the remaining funding was going to focus on job training workforce
17 development because what library directors were saying was, not unlike the
18 recession caused by the collapse of the housing industry in 2008, their expectation
19 was that, at a time when their budgets were shrinking, more people were going
20 to come to the library. More people are going to look for help, whether that's
21 employment or looking for social services, and what directors tell told us was that
22 it was more likely now that the first door that Californians knock on at the library
23 would be the digital one. So the State Library was looking at helping create kind
24 of a minimum level of service as it related to things like job training and workforce
25 development in as many libraries as possible.

26 Lucas stated that the House had passed a bill, called the HEROES Act that was
27 around \$1 trillion dollars or more. It contained \$5 million to support libraries
28 throughout the United States. That legislation was not going to go anywhere in
29 the Senate. There had been efforts by the American Library Association. A
30 majority of Senators had signed a letter circulated by ALA recommending
31 investing more money in libraries, something around \$1 billion dollars. It was
32 unclear what, if anything, would come from that.

33 Lucas stated that the Administration, through the Department of Finance, had
34 made it clear that they want the State Library to make it a priority to find as much
35 federal funding as possible that could go to local libraries. Lucas reported that
36 many of the spending reductions in the budget that the legislature and the
37 governor approved would not happen if \$14 billion in federal aid came to the

1 state of California. However, it seemed unlikely that there would be that level of
2 federal support

3 President Bernardo asked about the California Library Association's
4 information. State Librarian Lucas stated that the most recent update from CLA
5 related to the \$1.5 million reduction to the California Library Services Act. CLA is
6 concerned as to whether that reduction would be restored if federal money
7 came through. Lucas stated that his understanding was that the \$1.5 million
8 reduction was on the list of reductions to be restored if the federal money
9 materialized, but that was not clear from the budget document approved by the
10 legislature, and was not yet signed by the Governor. If the funds were not going
11 to be restored CLA stated they would work with lawmakers and the administration
12 in August, to get that issue clarified.

13 **BAORD DISCUSSION ITEMS 2020-2021**

14 Member Williams gave a presentation (Document 12 of the June 2020 CLSB
15 packet found [here](#)) on school libraries and librarians to inform the Board about
16 the group she represented on the Board and why representation was so
17 important. Among other things Williams explained that school librarians taught
18 students how to navigate and assess digital information. She also pointed out
19 how school libraries had pivoted to assist teachers and students with distance
20 learning due to the pandemic. She also brought up that although studies
21 showed that having a teacher librarian on staff improved education and
22 technology usage California had some of the lowest rates of teacher librarians
23 in schools in the nation.

24 **PUBLIC COMMENT**

25 Member Murguia issued a thank you on behalf her local public library, the
26 Humboldt County Public Library. The library, like all libraries across the state, had
27 really stepped up their game in terms of online resources. Murguia stated that she
28 knew they had received enormous support from the State Library and wanted to
29 let the Library State Library staff know that it had been helpful.

30 State Librarian Lucas stated that e-resources were a request made by
31 NorthNet. \With the stay at home order, the request for online resources were
32 significantly higher than before. The State Library had received some money back
33 from libraries that couldn't be used because the grant was premised on sort of
34 physical contact, so when the State Library got the request we were able to send
35 these grants to a number of jurisdictions to help them increase resources.

1 **COMMENTS FROM BOARD MEMBERS/OFFICERS**

2 There were not comments from Board members.

3 **OLD BUSINESS**

4 There was no old business brought forward.

5 **AGENDA BUILDING**

6 There were no additional agenda items brought forward.

7 **ADJOURNMENT**

8 President Bernardo called for adjournment of the California Library Services
9 Board meeting at 2:10 PM. Adjournment was made in recognition of those who
10 we had lost recently to the corona virus pandemic, and to their families and
11 friends; of those we had lost in systemic and individual racism and social injustices
12 and their families and friends; and in recognition of the Porterville Public Library,
13 and Captain Raymond Figueroa and firefighter, Patrick Jones who died in the
14 fight to save the library.

15

*California Library Services Board Resolution 2020-01
In Honor of Brandy Rose Buenafe*

WHEREAS, The California Library Services Board desires to recognize Brandy Rose Buenafe for her 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 Brandy Buenafe for her public service and expertise representing the institutionalized individuals since her appointment by Governor Edmund G. Brown, Jr. on March 29, 2016; and

WHEREAS, It should be noted that Brandy Buenafe has served as the Library Services Administrator for the California Department of Corrections and Rehabilitation since 2014; and

WHEREAS, Prior to her Administrator position she held several prison librarian positions with the Department including Senior librarian for the Pleasant Valley State Prison and Librarian at Corcoran State Prison; and

WHEREAS, Brandy Buenafe has also worked with the National Institute of Corrections on Evidence Based Correctional Librarianship and provided a library voice in evaluation literacy plans from organizations receiving Workforce Innovation and Opportunity Grants; and

WHEREAS, For the last several years Brandy Buenafe has served on the California Library Association’s Committee for the PRExcellence award; and

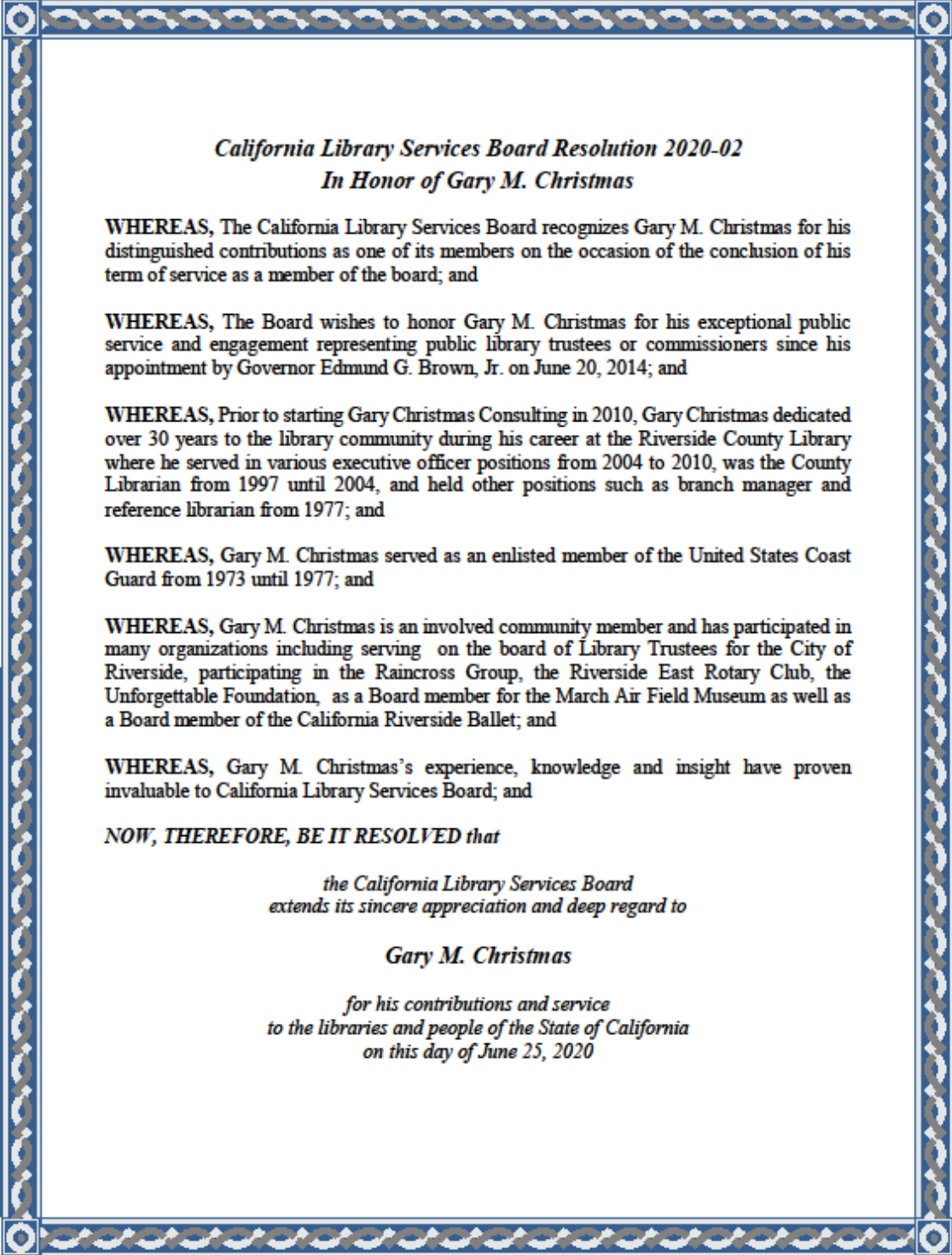
WHEREAS, Brandy Buenafe’s professional perspective, and enthusiasm have proven invaluable to the California Library Services Board;

NOW, THEREFORE, BE IT RESOLVED that

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

Brandy Rose Buenafe

*for her contributions and service
to the libraries and people of the State of California
on this day of June 25, 2020*



***California Library Services Board Resolution 2020-02
In Honor of Gary M. Christmas***

WHEREAS, The California Library Services Board recognizes Gary M. Christmas for his distinguished contributions as one of its members on the occasion of the conclusion of his term of service as a member of the board; and

WHEREAS, The Board wishes to honor Gary M. Christmas for his exceptional public service and engagement representing public library trustees or commissioners since his appointment by Governor Edmund G. Brown, Jr. on June 20, 2014; and

WHEREAS, Prior to starting Gary Christmas Consulting in 2010, Gary Christmas dedicated over 30 years to the library community during his career at the Riverside County Library where he served in various executive officer positions from 2004 to 2010, was the County Librarian from 1997 until 2004, and held other positions such as branch manager and reference librarian from 1977; and

WHEREAS, Gary M. Christmas served as an enlisted member of the United States Coast Guard from 1973 until 1977; and

WHEREAS, Gary M. Christmas is an involved community member and has participated in many organizations including serving on the board of Library Trustees for the City of Riverside, participating in the Raincross Group, the Riverside East Rotary Club, the Unforgettable Foundation, as a Board member for the March Air Field Museum as well as a Board member of the California Riverside Ballet; and

WHEREAS, Gary M. Christmas’s experience, knowledge and insight have proven invaluable to California Library Services Board; and

NOW, THEREFORE, BE IT RESOLVED that

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

Gary M. Christmas

*for his contributions and service
to the libraries and people of the State of California
on this day of June 25, 2020*

*California Library Services Board Resolution 2020-03
In Honor of Adriana Martinez*

WHEREAS, The California Library Services Board recognizes Adriana Martinez for her contributions as one of its members on the occasion of the conclusion of her service as a member of the Board; and

WHEREAS, The Board wishes to honor Adriana Martinez for her public service representing the public-at-large since her appointment by the Assembly Speaker’s Office on October 25, 2017; and

WHEREAS, It should be recognized that Adriana Martinez was the Director of Outreach for the CA Complete Count Census 2020 from 2018 until 2019; and

WHEREAS, Prior to her time at the census Adriana Martinez was the Director of External Affairs and Statewide Relations for AT&T from 2011 until 2018; and

WHEREAS, Adriana Martinez launched her own consulting practice in 2007 providing government, community and public affairs services with a focus on economic development in under-resourced communities; and

WHEREAS, Before starting her practice Adriana Martinez served as the Associate Director of Economic Development for Mayor Antonio R. Villaraigosa, the Economic Policy Director for Mayor James K. Hahn, the Spokesperson for the CA Census Undercount Campaign under Governor Gray Davis, and a Policy Advisor to Congresswoman Lucille Roybal-Allard in Washington, D.C.; and

WHEREAS, Adriana Martinez has received numerous awards for her civic work including the Community Champion Award from the YMCA, Mujeres Destacadas, and Alumna of the Year, UCLA Latino Business Association; and

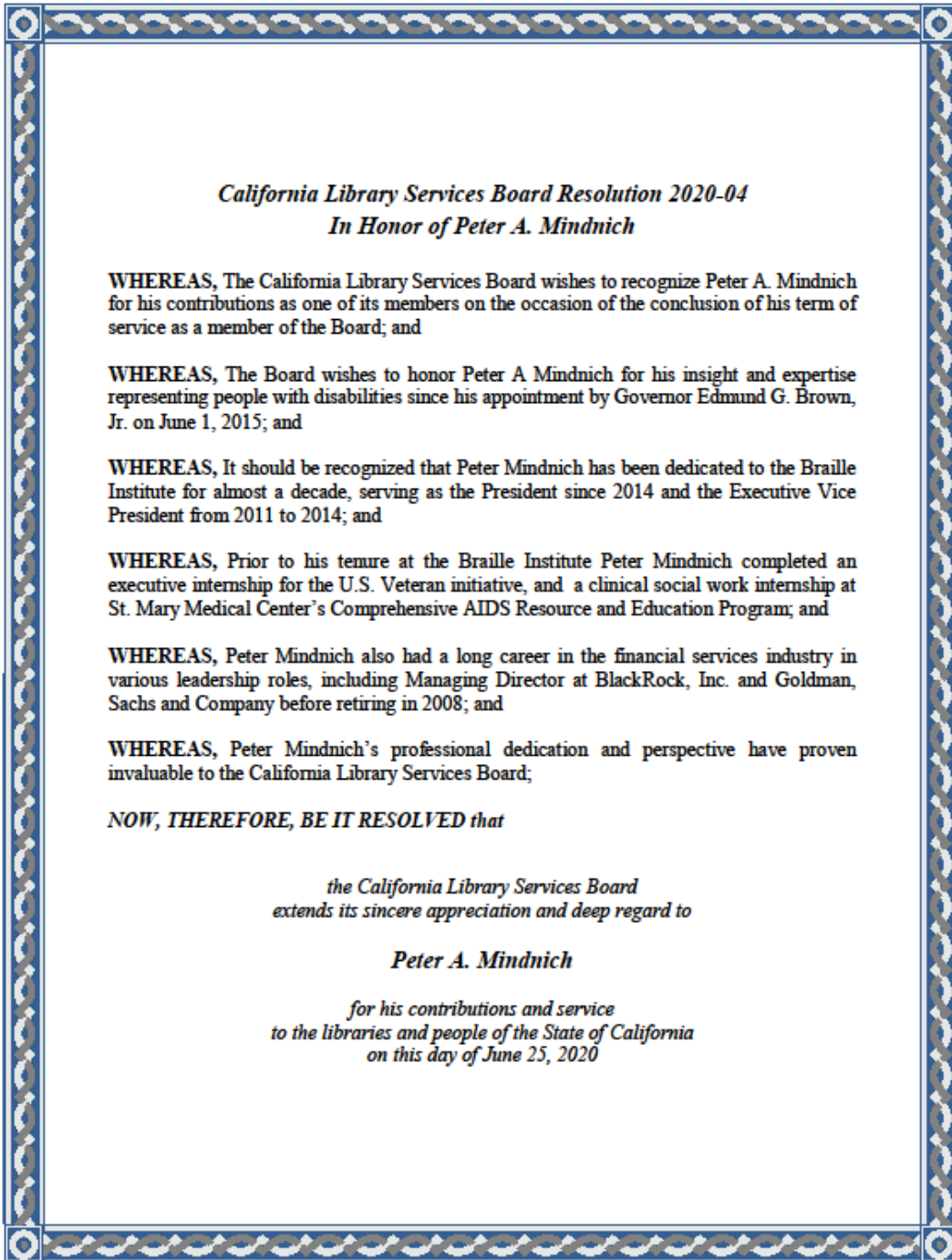
WHEREAS, Adriana Martinez’s policy and civic experience and perspective have proven invaluable to the California Library Services Board;

NOW, THEREFORE, BE IT RESOLVED that

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

Adriana Martinez

*for her contributions and service
to the libraries and people of the State of California
on this day of June 25, 2020*



AGENDA ITEM: 2021 Meeting Schedule and Locations

2021 Proposed Board Meeting Schedule

<u>Date</u>	<u>Location</u>	<u>Activities</u>
January/February	Virtual	Legislative priorities/budget asks
March/April	Sacramento/LA/Virtual	Legislative Visits? Budget and Planning
Late August- Early September	In-person/Virtual	Regular Business Annual Budget Meeting LSTA State Advisory Council on Libraries Meeting

BACKGROUND:

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

In 2020 the Board met in February to discuss their legislative priorities and decide if there were any budget items they wanted to request from the Administration and/or legislature at in-person advocacy meetings in spring. For the past few years the Board has scheduled its Spring Board meeting in Sacramento at the same time as legislator meetings. The spring meeting for 2020 was rescheduled and ultimately was held remotely due to the COVID-19 pandemic situation.

The Board has also been discussing meeting in Southern California to provide an opportunity for stakeholders in that part of the state to participate, which may be something the wishes to consider in the future depending on if the state is allowing travel and safety restrictions are lifted. Prior to the COVID-19 stay at home orders the Board had indicated a wish to piggyback off of the California Library Association Conference in Pasadena. That conference has been rescheduled to May 5-6 of 2021.

Based on board preferences, staff will provided members with a Doodle Poll for the winter (if requested), spring and fall 2021 meetings. 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:

2020 Event	2020 Date	Location
Association for Rural and Small Libraries Conference	September 30-October 3	Wichita, Kansas
Association for Library Services to Children National Institute	October 1-3	Minneapolis, MN
Association of Research Libraries Association Meeting	October 5-7	Washington, DC
Association of Research Libraries - Library Assessment Conference	October 26-28	Rosemont, IL
Educause Annual Conference	October 26-29	Boston, MA
2021 Events	Date	Location
American Library Association, Midwinter Meeting	January 22-26	Indianapolis, IN
California School Library Association Conference	February 18-20	Reno, NV
Association of Research Libraries Association Meeting	April 27-29	Toronto, Canada
California Library Association Annual Conference	May 5-8	Pasadena, CA
American Library Association, Annual Conference	June 24-29	Chicago, IL
American Association of Law Libraries Annual Meeting and Conference	July 17-20	Cleveland, OH
Society of American Archivists Annual Meeting	July 31-Aug 7	Anaheim, CA
International Federation of Library Associations and Institutions General Conference and Assembly	August 19-26	Rotterdam, Netherlands
Association of Research Libraries Association Meeting	October 5-6	Washington, DC
Educause Annual Conference	October 26-29	Philadelphia, PA
American Association of School Libraries National Conference	October 21-23	Salt Lake City, UT
2022 Events	Date	Location
Joint Council of Librarians of Color	October 5-9	St. Pete Beach, FL

Zip Books Program

Background

The Zip Books Project is an alternative model for interlibrary loan service that bridges the gaps between a library's patron request service, a normal acquisitions process, and an outreach/home delivery service.

This program began as a Library Services and Technology Services Act funded pilot program with just a few libraries in the 2011/2012 fiscal year and will continue in partnership with the NorthNet Library System as a full-fledged program with at least 74 libraries participating. Funding of \$1 million from the 2019/20 state budget was awarded to NorthNet in June 2020 which will allow the program to continue as currently constituted through June 2021.

Recent Activity

Zip Books has been extremely popular with both libraries and patrons, especially during the current COVID-19 situation. While libraries across the state were forced to shutter their physical doors during the shelter-in-place, Zip Books remained one of the few services that libraries could still provide to their communities. The program continues to provide patrons with speedy access to materials they might not otherwise be able to get through the library, without the long wait often associated with ILL requests. It has been easy for library staff to administer. And since Amazon ships materials directly to the patron, it has saved the effort and cost of packaging and mailing materials, or the need to require patrons to return to the library to pick up their requested materials. Zip Books has added a patron-driven collection development approach to a library's usual process, resulting in a collection more closely attuned to the needs of the local community. And it has exposed library staff to patrons and materials they might not otherwise encounter, improving their ability to market library services and serve their communities.

Zip Books is particularly effective for rural areas, where patrons may live many miles from a library. And although it initially started as a service for rural libraries, in the last two years it has expanded with good results to include suburban and urban library systems, many of whom serve underserved populations, such as the elderly, vulnerable populations, or those who lack transportation. As COVID-19 continues to be a health threat for many communities, Zip Books provides a way for the elderly or at-risk population to continue reading and remain connected with others. It has also provided families and students with printed resources to continue their education while away from school.

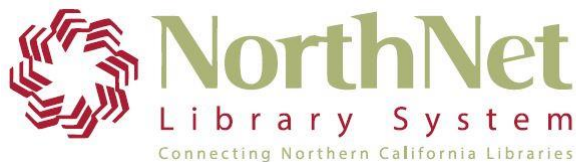
There are currently 74 libraries participating in the program all over the state, with every cooperative system being represented. Since the program first launched in 2012 it has served over 49,000 unique patrons, with nearly 15,500 new first-time customers being added in this year alone. Since July 2019, nearly 57,000 items have been purchased and 28,473 have been added to library collections so far. Of these items purchased, 3,779 of those were purchased with local funds used to supplement programs. Even more items are expected to be added to library collections in the upcoming months as libraries are now once again accepting Zip Books returns after the library closures.

In the second half of this past fiscal year, over 6,300 new first-time customers participated in the Zip Books program. This breaks down to a rough average of 663 patrons per library, with Humboldt County Library, Placer County Library, Sacramento Public Library, and Yolo County all serving more than 2,000 patrons each. A total of 56,981 Zip Books items were ordered this past fiscal year, which is a 71% increase from the total number of items ordered during the last fiscal year (33,337). Of the items ordered, roughly 50% or 28,473 items have been added to library collections and made available for use to other library patrons. The number of items added has decreased in the last several months due to library closures, but the number is expected to increase in the upcoming months as more libraries open their doors and book drops. Nearly \$66,000 in supplemental funds were contributed this year by libraries using local funds to support their Zip Books programs.

After a brief pause for fiscal year transition in July 2020, the Zip Books program is continuing to serve the needs of Californians.

Recent Zip Books Feedback from Library Patrons and Staff

- “Zip Books is a very simple and easy system for getting and reading books that are not in the library, love it! – El Centro Public Library
- Patrons have said how thankful they were to be able to use this program during this time when they can’t come in or they are still staying home” – Colusa County Free Library
- We’ve had nothing but very positive feedback from our patrons for Zip Books. They love the service!” – Chula Vista Public Library
- “Our patrons are excited and appreciative to participate in Year 8 of Zip Books!” – Modoc County Library



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www.northnetlibs.org

To: Anne Bernardo, President, California Library Services Board
From: Suzanne Olawski, Assistant Director of Library Services, Solano County Library and NorthNet Library System Chair
Subject: Update on Link+ Regional Resource Sharing Project
Date: September 17, 2020

At the March 28, 2019 California Library Services Board (CLSB) meeting, the Board approved \$450,000 to the NorthNet Library System (NLS) for the "Link+ Regional Resource Sharing Project." The grant assists libraries with their connection fees to join INN-Reach (Link+) for resource sharing of physical materials statewide.

An update was provided to the Board at the June 2020 meeting. The purpose of this memo is to provide an update of activities since that meeting.

EXPLANATION OF LINK+ AND RESOURCE SHARING

Link+ is a resource sharing subscription service with a 95% fill rate. Current membership stands at 67 libraries (22 academic and 45 public) and the catalog includes 7.2 million titles and over 22.7 million volumes.

Link+ enables participating libraries to increase the amount of materials they offer and reduce the fulfillment time, and items are typically delivered in four days. 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.

LIBRARIES WHICH HAVE BENEFITTED FROM THIS GRANT

Grant funds cover the one-time software implementation fee, the first year of the subscription and delivery courier costs, and \$1,000 in start-up supplies to join Link+.

The following libraries completed their implementation in 2019 or early 2020: El Dorado County Library, Sonoma County Library, Woodland Library and Nevada County Library.

Since the last report, the Coronado Library went live on August 4, 2020.

There are three remaining libraries which will be going live in the next few months:

Glendale Library (anticipated implementation date September 2020)

Rancho Cucamonga Library (anticipated implementation date September 2020)

Alameda Free Library (anticipated implementation date October 2020)

To support the sustainability of the libraries using Link+, the 49-99 Cooperative Library System was awarded \$25,500 for pay for a portion of their Link+ subscription costs. 49-99 had been using CLSA funds to pay for this subscription, and with the 50% reduction in allocations in FY 2020/21, the system requested funds to close their gap. The remainder of the funds was allocated to the NorthNet Link+ FY 2020/21 subscription costs, to offset some of the cost for the 18 participating libraries.



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DELIVERABLES OF THE GRANT

Below is a summary of the deliverables in the grant and their status:

Goal 1: Fund first-year costs for four NorthNet libraries (El Dorado County, Nevada County, Sonoma County, Woodland Public) (by August 30, 2019) **COMPLETED**

Goal 2: Develop a plan for use of the remainder of the grant funding to support the sustainability and growth of Link+ regional resource sharing (by August 30, 2019). The plan will include at least the following:

- A plan for adding three to four more libraries to the Link+ system **COMPLETED**
- An analysis and action steps to promote growth and sustainability of Link+ for the NorthNet region **COMPLETED**

Goal 3: Implement the plan:

- Add three to four libraries to Link+ (by June 30, 2020) **COMPLETED**
- Implement action steps for growth and sustainability of Link+ for the NorthNet region (continuously from October 1, 2019-December 31, 2020) **IN PROGRESS**

Goal 4: Collect and compile data **ONGOING**

As part of the grant, the libraries joining Link+ are required to submit loaning and borrowing statistics to demonstrate the value of this service. Since May of 2019 and through July 2020, the libraries that joined during that period reported:

15,498 Link + items were loaned

19,046 Link+ items were borrowed

Total of **34,544** Link+ items loaned and borrowed

Due to the pandemic, libraries statewide paused all Link+ services in April, May and June 2020 and most resumed in July 2020.

SUMMARY

NLS has earmarked all of the funds and will be issuing the final reimbursements to the libraries that will be completing their implements in the Fall. NLS will expend all of the funds by the end of the grant.

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

AGENDA ITEM: CLSA System Plans of Service and Budgets

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

1. Consideration of the 2020/2021
2. Consideration of the 2020/2021 CLSA System Population and Membership figures
3. Consideration of 2020/2021 CLSA System Plans of Service
4. Consideration of 2020-2021 fiscal year payment schedule of CLSA funds for the cooperative Library systems

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:

I move that the California Library Services Board adopt, the Final 2020/21 CLSA budget as directed in the Governor's 2020/2021 Budget, totaling \$1,880,000 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 2020/2021.

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 202/2021.

ISSUE 1:

Consideration of the governor's budget, approved on June 27, 2020 for the 2020-2021 fiscal year, includes \$1,880,000 million in funding for the California Library Services Act. **Exhibit A**

ISSUE 2:

Consideration of 2020/2021 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 2020/2021 are documented in **Exhibit B**.

ISSUE 3:

Consideration of CLSA System Plans of Service and Budgets for FY 2020/2021

PLEASE NOTE: There is an item in the Plans of Service Summary (**Exhibit C**) for the Pacific Library Partnership that the Board has not previously seen. The Pacific Library Partnership requests to use \$311,389 in California Library Services Act funds from previous fiscal year(s) to backfill the reduction in state funding to 2020-2021 fiscal year levels.

There is neither a prohibition in the Library Services Act statute for use of state funds in this manner nor is there specific authorization. Under state law, Library Services Act funds provided to systems must be spent within three fiscal years.

In this case, the Pacific Library Partnership proposes to divide the \$311,389 among its member libraries through a formula created by the Pacific Library Partnership. Member libraries can choose from the system's menu of "Communication and Delivery" related services and spend their apportioned share of the \$311,389 on a service of their choice. These services include an Enki subscription, Networking/broadband costs, Link+ costs, and eMaterials.

This request raises several policy issues that the Board may wish to consider in the future:

- Do system routinely have unspent funds at the end of a fiscal year which they sequester for later use?
- Should such funds be specifically identified in a system's annual plan of service?
- Modify annual report requirements for the systems to include unspent state funds from previous fiscal years.

BACKGROUND:

CLSA System Plans of Service for FY 2020/2021 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.

ISSUE 4:

Consideration of the payment schedule for 2020-2021 CLSA funds to the Cooperative Library Systems.

BACKGROUND:

Normally, the Cooperative Library Systems receive their California Library Services Act in two payments, one just after the beginning of the fiscal year and the other at the end of the first half of the fiscal year. In instances where the California Library Services Board has held its fall meeting later in the year the Board has, occasionally, approved giving the systems all of their funds in a single payment.

At the June 2020 board meeting it was brought up that, since the Board could not meet earlier in the fiscal year due to the postponement of the spring meeting and due to the reductions in funding from the pandemic caused budget issues, the Board should discuss providing funds in a single payment.

RELATED ISSUE TO COME BEFORE THE BOARD IN THE FUTURE: Summary of 2020/2021 System Annual Reports (Spring 2020).

**CLSA Final System Budget Allocations – FY 2020/2021
Communications and Delivery Program**

2019-2020

System	Baseline Budget	System Administration	Total
Black Gold	\$ 66,266	\$ 16,566	\$ 82,832
49-99	\$ 62,708	\$ 15,677	\$ 78,385
Inland	\$ 158,367	\$ 39,593	\$ 197,960
NorthNet	\$ 334,343	\$ 83,586	\$ 417,929
PLP	\$ 291,865	\$ 72,967	\$ 364,832
SJVLS	\$ 99,998	\$ 24,999	\$ 124,997
Santiago	\$ 84,267	\$ 21,067	\$ 105,334
Serra	\$ 112,325	\$ 28,081	\$ 140,406
SCLC	\$ 293,861	\$ 73,464	\$ 367,325
TOTAL	\$ 1,504,000	\$ 376,000	\$ 1,880,000

Totals are based on May 2019 population figures from the Department of Finance and the following changes to membership:

- Affiliation of Simi-Valley Library with the Southern California Library Cooperative

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

2020/21 Population and Membership Figures

SYSTEM/MEMBER	POPULATION
Pacific Library Partnership – 35 Members (BALIS+MOBAC+PLS+SVLS)	6,908,174
<u>BALIS – 10 Members</u>	3,546,341
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>	634,232
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>	765,632
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>	1,961,969
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****618,713**

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**1,468,957**

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**4,313,149**

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**2,524,228**

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)	10,486,177
<u>MCLS – 35 Members</u>	6,720,874
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>	3,765,303
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)****4,897,468**MVLS – 14 Members

2,669,052

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

NORTH BAY – 17 Members

1,478,348

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

NORTH STATE – 13 Members

750,068

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****2,695,291**

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**3,259,930**

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**37,172,087****All System Members:****184*****All System Population:****37,172,087****Unaffiliated Public Libraries – 6 Libraries****550,781**

LA Cerritos Public Library
 P Loomis Library and Learning Center +
 SB Redlands (A.K. Smiley) Public Library +
 A San Leandro Community Library +
 O Santa Ana Public Library +
 LA Vernon Public Library +

Jurisdictions that don't have service**15,543**

LA Industry +
 Las Lassen County (remainder of county not Served by Susanville) +

TOTAL STATE POPULATION: 37,738,411

*Includes Consolidations since 1/1/78

P:SH/Cooperative Systems/system population worksheet – blank

Rev. 8/24/2020

**California Library Services Act
System Communications and Delivery Program
Plan of Service – FY 2020/2021**

Pacific Library Partnership: 35 Members

Total CLSA Budget: \$364,832

Previous year(s) CLSA funds being used: \$311,389

- Funds will be provided back to libraries for them to choose their own priority based on the approved service menu Pacific Library Partnership provides.

CLSA Baseline Funding Total: \$291,865

- Physical Delivery of materials (\$213,232)
Estimated average cost to move on item in the region: \$0.21
- eResource: Shared e-magazine (\$57,953)
- Office Supplies: (\$2,000)
- Telecommunications: Web Hosting, Web Development, 800#, and Zoom (\$18,680)

CLSA System Administrative Funding Total: \$72,967

- Salary and Benefits for
 - Chief Executive Officer: \$72,967 (FTE .28/1)

Program support using non-CLSA funds:

- PLP member libraries contribute \$664,671 in local funds to support 5-day delivery.
- Use local funds for ILL services such as OCLC inter-library loan and Link+.
- 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: \$417,929

CLSA Baseline Funding Budget: \$334,343

- Physical delivery of materials (\$147,548)
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: (\$102,000)
 - RBDigital
 - OverDrive
 - Enki
 - Cloud Library
- Telecommunications: Zoom, Web Hosting, 800 Number (\$4,000)
- Office Supplies: (\$450)
- Link+: (\$80,345)

CLSA System Administrative Funding Budget: \$83,586

- Salary and benefits for:
 - Chief Executive Officer: \$12,622 (FTE .06/1)
 - System Coordinator: \$50,700 (FTE .33/1)
 - Controller: \$20,264 (FTE .10/1)

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. Shared e-resources remain a priority for all NLS members, especially those in smaller, more geographically remote areas. NLS members continue to commit CLSA funding to support the very popular OverDrive subscription and membership. NLS CLSA funds will continue to support Link+.

Inland Library System: 19 Members

Total CLSA Budget \$197,960

CLSA Baseline Funding Budget: \$158,367

- Delivery of physical materials (\$22,500)
Estimated average cost to move on item in the region: \$0.85 without staff and \$1.05 with staff costs
- Renewal of RBDigital subscription (\$70,000)
- Purchase of digital resources: (\$56,103)
 - e-Books,
 - e-magazines,
 - streaming videos, and
 - audio books
- Audit: (\$9,264)
- Telecommunications: Webhosting (\$500)

CLSA System Administrative Funding Budget: \$39,593

- Salary and Benefits for:
 - Executive Director: \$18,492 (FTE .090/1)
 - Deputy Director \$4,778 (FTE .036/1)
 - Controller \$10,357 (FTE .075/1)
 - Project Manager \$3,074 (FTE .025/1)
 - Administrative Assistant \$2,892 (FTE .034/1)

Program Support using non-CLSA funding:

- Each library currently has database and electronic subscriptions funded entirely from local funds. The funds disbursed through a population-based formula will be used to enhance their current collections. In 19/20, several libraries supplemented the consortial RBDigital e-magazine subscription with local funds to gain access to titles of local interest.

Santiago Library System: 10 Members

Total CLSA Budget: \$105,334

CLSA Baseline Funding Budget: \$84,267

- Purchase of digital resources: (\$157,559)
 - e-books
 - e-magazines
 - streaming videos
 - audio books
- Audit: (\$6,361)
- Estimated average cost to move an item in the region \$0.15

CLSA System Administrative Funding Budget: \$21,067

- Salary and benefits for:
 - Executive Director: \$11,301 (FTE .55/1)
 - Deputy Director \$1,592 (FTE .012/1)
 - Controller \$4,833 (FTE .035/1)
 - Project Manager \$1,229 (FTE .01/1)
 - Administrative Assistant \$2,112 (FTE .025/1)

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: Santiago will use the funds for digital resources. Each library will enhance a current program or service related to the digital resource which is determined by customer interest and use. The libraries make the determination and best use of funds as need is increased based on statistics pulled from their products.

Serra Library System: 13 Members

Total CLSA Budget: \$140,406

CLSA Baseline Funding Budget: \$112,325

- Physical delivery of materials. (\$23,000)
Estimated average cost to move one item in the region: \$1.10 and \$1.31 with staff included
- E-Resources: Overdrive and Flipster (\$83,341)
- Audit (\$5,984)

CLSA System Administrative Funding Budget: \$28,081

- Salary and Benefits:
 - Executive Director: \$14,178 (FTE .069/1)
 - Deputy Director \$2,787 (FTE .021/1)
 - Controller \$5,524 (FTE .04/1)
 - Project Manager \$2,574 (FTE .021/1)
 - Administrative Assistant \$3,018 (FTE .036/1)

Program Support using non-CLSA funding:

- Serra members have traditionally supplemented CLSA funding for Overdrive with local funds to purchase 'Advantage' titles which may be accessed by any member library provided there are no hold requests from patrons of the funding library. In 20/21, Serra will also need to supplement the Overdrive base fee due to the reduced CLSA allocation for FY20/21.

Southern California Library Cooperative: 40 Members

Total CLSA Budget: \$367,325

CLSA Baseline Funding Budget: \$293,861

- Delivery of Physical Materials (\$72,000)
Estimated average cost to move one item in the region: \$4.36 and \$5.24 including staff cost
- Digilabs: Provides member libraries with software, equipment and training to digitize materials in their local collections and store them in a hosted, publicly accessible environment. Thirty of SCLC's 39 member libraries have opted to participate in the DigiLab program, and twelve have uploaded digitized content to the hosted solution. Funds in the current fiscal year will cover the costs of the hosted content management software and annual maintenance for the digital scanning equipment. (\$30,000)
- Telecommunications: Webhosting (\$5,000) and Internet Provider Fees (\$25,000)
- Resource Sharing: System wide shared digital resource subscription (\$34,748) and renewal of shared license to the Gale Archives of Sexuality and Gender (\$1,100)
- E-Resources: Options such as Analytics on Demand, Biblioteca, Link+, OverDrive, and RBDigital (\$113,993)
- Audit: (\$12,020)

CLSA System Administrative Funding Budget: \$73,464

- Salary and Benefits for:
 - Executive Director: \$36,985 (FTE .18/1)
 - Director \$9,289 (FTE .07/1)
 - Controller \$12,566 (FTE .091/1)
 - Project Manager \$7,870 (FTE .64/1)
 - Administrative Assistant \$6,754 (FTE .079/1)

Program Support using non-CLSA funding:

- The system also provides staffing required to coordinate the licensing and logistics associated with each of the services funded in whole or in part with CLSA funds. Staff works with the courier and libraries to track materials, 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.
- SCLC staff are contracted by four systems for administrative and fiscal support. The same tasks are required for the four systems.

49-99 Cooperative Library System: 6 Members

Total CLSA Budget: \$78,385

CLSA Baseline Funding Budget: \$62,708

- Resource Sharing: Link+ (\$56,724)
- Audit: (\$5,984)

Estimated average cost to move one item in the region: \$1.72 without staff and \$2.06 with staff

CLSA System Administrative Funding Budget: \$15,677

- Salary and benefits for:
 - Executive Director: \$2,055 (FTE .010/1)
 - Deputy Director: \$9,289 (FTE .070/1)
 - Controller: \$2,762 (FTE .020/1)
 - Project Manager: \$246 (FTE .002/1)
 - Administrative Assistant \$1,325 (FTE .0158/1)

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.

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: \$124,997

CLSA Baseline Funding Budget: \$99,998

*Note: Baseline budget after the rollover of Administrative funds is \$124,997

- Delivery of Physical Materials (\$124,997)

Estimated average cost to move one item in the region: \$0.16

Because SJVLS continues to deliver more than 900,000 items annually at a cost of approximately \$173,100, the CLSA allocation remains a critical need. SJVLS has elected to expend 100% of their System administrative and baseline funds to meet their delivery needs.

CLSA System Administrative Funding Budget: \$24,999

Note: SJVLS doesn't use any administrative funds, instead they roll over their funds to the baseline.

Program Support using non-CLSA funding:

The total Communication and Delivery budget is \$1,396,666. Local member funds will be used to support SJVLS' remaining telecommunication costs. Members have allocated funding for this cost in their local budgets. The total CLSA funding \$124,997 provides 2.06% of communication funding.

SJVLS will pursue California State Library Broadband grant to improve other areas of Telecommunications operations for rural branch locations.

Black Gold Cooperative Library System: 7 Members

Total CLSA Budget: \$82,832

CLSA Baseline Funding Budget: \$66,266

*Note: Baseline budget after the rollover of Administrative funds is \$82,832

- Delivery of Physical Materials (\$41,416)
Estimated average cost to move one item in the region: \$0.28
- eResources: Overdrive eBooks and Audiobooks (\$41,416)

CLSA System Administrative Funding Budget: \$16,566

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 \$480,000) This includes funds for CENIC connections as well as telecom for locations which are not CENIC, due to Black Gold's location.
- OverDrive, RBdigital, and Enki collections for which local funds total \$230,000 next FY.

Meeting the goals of the community: Black Gold has determined that the needs of the community are best met when patrons are able to request items from other libraries within their System, and still be able to pick them up locally. These needs have been determined by the Administrative Council members with input from staff and patrons. In order to continue to offer to their patrons the optimal service they will put as much funding as possible toward shared digital collections while still reserving funds for the future date at which they will resume delivery services.

Exhibit D

**System Communications & Delivery Program
2020/21 Service Methods and Workload Estimates**

Delivery Systems Usage

	Esimated Delivery Workload (Items)	System Van	Contracted Delivery	US Mail	UPS	Other
BLACK GOLD	775,796	0%	97%	2.00%	0.50%	0.5%
49-99	75,000	0%	100%	0.00%	0%	0%
INLAND	25,750	0%	98%	2%	0%	0%
NORTHNET	900,000	0%	81.5%	18.00%	0.5%	0%
PLP	3,471,924	70%	28.8%	1%	0.1%	0.1%
SJVLS	900,000	0%	100%	0%	0.0%	0.0%
SANTIAGO	1,100	0%	0%	0%	0%	100%
SERRA	21,000	0%	97%	2%	1%	0%
SCLC	16,500	0%	99%	1%	0%	0%
TOTALS	6,187,070	39.3%	56.9%	3.4%	0.2%	0.2%

SYSTEM DEMOGRAPHICS

Statistics taken from 2020/21 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	759,488	1,468,957	4,570,473	4,912,710	7,144,213	3,034,231	2,859,280	3,532,132	10,809,615	39,091,099	
Underserved Population											
Economically Disadvantaged	14%	14.67%	15.46%	13.55%	9.27%	22.00%	12.57%	12.58%	15.44%	5,912,850	15.1%
Institutionalized	2%	1.96%	1.87%	1.31%	0.70%	3.00%	1.51%	2.80%	1.75%	656,697	1.7%
Aged 65+	15%	13.12%	13.31%	16.33%	13.61%	11.00%	16.48%	13.09%	13.16%	12,095,068	30.9%
Children & Youth											
Under 5	7%	6.67%	7%	5.79%	5.76%	8.00%	6.60%	6.42%	6.25%	2,497,541	6.5%
5 to 9	9%	7.17%	7.13%	6.19%	5.76%	8.00%	6.62%	6%	6.11%	2,539,262	6.5%
10 to 14	7%	7.11%	7.58%	6.22%	5.85%	9.00%	7.21%	6.01%	6.34%	3,109,983	8.0%
15 to 19	8%	7%	7.34%	6.28%	5.67%	8.00%	7.30%	6.31%	6.59%	3,157,276	8.1%
Handicapped	7%	12.65%	11.79%	12.69%	9.09%	12.00%	9.25%	9.53%	10.03%	4,041,307	10.3%
Limited English Speaking	42%	39.28%	33.81%	9.23%	17.06%	12.00%	54.17%	41.39%	60.93%	12,363,102	31.6%
Non-English Speaking	7%	2.46%	1.44%	23.52%	41.94%	43.00%	2.31%	2.20%	4.30%	5,585,417	14.3%
Ethnicity											
Black	2%	6.02%	7.41%	5.32%	5.46%	4.00%	1.91%	4.84%	8.60%	2,274,691	5.8%
Hispanic	51%	39.01%	52.29%	21.48%	98.14%	56.00%	37.77%	36.49%	48.60%	15,178,189	38.8%
Asian	4%	9.83%	7.02%	9.43%	26.33%	7.00%	22.23%	11.12%	14.17%	5,645,181	14.4%
Native American	1%	0.73%	1.31%	1.14%	0.49%	1.00%	0.50%	0.64%	0.71%	343,142	0.9%
Other *	41%	17.11%	23.82%	0.58%	0.59%	16.00%	18.74%	11.83%	24.30%	5,831,518	14.9%
Geographically Isolated	11%	12.64%	4.50%	14.13%	1.86%	15.00%	0.15%	3.74%	0.78%	1,554,386	4.0%
Functionally Illiterate	4%	13.62%	7.23%	7.96%	14.91%	15.00%	11.56%	10.00%	15.57%	5,214,469	13.3%
Shut-in	3%	4.80%	4.15%	4.83%	3.73%	3.00%	3.71%	3.87%	4.24%	1,573,499	4.0%

All #'s in thousands

* White, Multi-race, Native

Hawaiian, Pacific Islander

CALIFORNIA LIBRARY
SERVICES BOARD

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February 10, 2020

Governor Gavin Newsom
California State Capitol
Governor's Office
Sacramento, CA 95814

Dear Governor Newsom;

Thank you for the investment you've made through your January budget plan to build a vibrant 21st Century system of local libraries.

As you know, libraries are essential parts of the state's education system. They're community hubs that create stronger readers of all ages and onramp Californians to the information they need to succeed.

Your support for "Lunch at the Library" not only helps feed hungry kids during the summer but exposes them to all the other benefits a library provides. Your \$1 million investment in "Zip Books" helps deliver books faster, more cheaply and with a smaller carbon footprint by using the online marketplace to send books directly to a customer's residence.

And the \$2.5 million to expand the online content and research tools California offers its 6.2 million public school students puts the information they need to succeed literally at their fingertips, accessible when and wherever they want it.

The 12 members of the California Library Services Board -- appointed by you, the Senate Rules Committee and the Assembly Speaker -- represent different types of libraries and different types of library stakeholders such as underserved communities and the visually impaired. That puts the board in a unique position to assess both the needs and challenges of California's local, public school, special and academic libraries.

There are other areas in which local libraries still require state support to deliver services the way their communities expect. Several innovative programs initiated by the board using one-time funding helped libraries meet customer expectations and deliver important information in this increasingly digital age. Additional one-time money would allow those benefits to continue.

As you consider spending priorities for the May Revision, we would strongly recommend investment in the following areas, all of which further this administration's goals of greater inclusivity and accessibility.

Invest \$1.5 million in "Libraries Illuminated" grants, which allow lesser-resourced libraries to buy technology to share the benefits of improved broadband connectivity. One-time funds awarded by the board allowed 35 libraries to create new programs for children, teens and adults such as coding camps, robotics and 3D printing in

partnership with schools, CoderDojo, universities, service groups and corporations like GoPro. Many more libraries had innovative projects but funding wasn't sufficient.

Invest \$1 million to create more "Innovation Stations" – partnerships that help students develop the skills needed in an information and innovation-centered economy.

For example, Chula Vista partners with Qualcomm to operate a "maker space" and "career learning center." Students identify the skills needed for a career that interests them and then they work with a team on a project that puts those skills to use. Every 6th Grader in the city spends at least one day of the school year at the Innovation Station.

Other libraries have used the one-time funds previously available to begin similar projects. Investing \$1 million each year for at least two years would help those projects proceed as well as foster new partnerships in other communities.

Add \$3 million to the state's current \$7.3 million to support library-based literacy programs aimed at helping English speakers and their families become stronger readers and writers.

These local programs, which invest nearly \$23 million of their own funds, to the state's current \$7.3 million, are experiencing a major influx of English language learners. Current funding can't accommodate them. A \$3 million increase will allow services to continue to English-speaking learners while helping address the growing number of English learners seeking one-on-one tutoring in the stigma-free environment of libraries.

Invest \$4 million annually to give every California public school student access to online and over-the-phone tutoring. Trained tutors can offer academic assistance, in English or Spanish, seven-days-a-week until 10 pm, for less than \$4 million each year.

These four investments will make it easier for public school students to realize their potential and allow *all* libraries to provide their communities the services and the access to information they not only need, but are demanding.

We look forward to working with you to ensure that all Californians have access to vital library services and resources.

Sincerely,

A handwritten signature in blue ink, appearing to read "Anne Bernardo".

Anne Bernardo, President
California Library Services Board

cc: Assmeblymember Ting, Chair, Assembly Committee on Budget
Assmeblymember Obernolte, Vice Chair, Assembly Committee on Budget
Assemblymember McCarty, Chair, Assembly Budget Sub. 2 on Education Finance
Mark Martin, Consultant, Assembly Budget Subcommittee 2
Senator Mitchell, Chair, Senate Committee on Budget and Fiscal Review
Senator Nielsen, Vice Chair, Senate Committee on Budget and Fiscal Review
Senator Roth, Chair Senate Budget and Fiscal Review Sub. 1 on Education
Anita Lee, Consultant, Senate Budget and Fiscal Review Subcommittee 1



California
STATE LIBRARY
FOUNDED 1830
PRESERVING OUR HERITAGE. SHAPING OUR FUTURE

TO: Members, Library Services and Technology Act (LSTA) State Advisory Council on Libraries
FROM: Greg Lucas, California State Librarian
DATE: September 8, 2020
SUBJECT: September Meeting

I am convening a meeting of the Library Services and Technology Act (LSTA) State Advisory Council on Libraries to discuss the LSTA program and priorities. The meeting coincides with the September meeting of the California Library Services Board.

We will meet Tuesday, September 17, 2020, immediately following the California Library Services Board meeting. An agenda is enclosed.

Time is scheduled for questions and for receiving public testimony.

Thank you for your invaluable continuing advice and assistance with this important program.

LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)
STATE ADVISORY COUNCIL ON LIBRARIES
September 2020 Meeting

AGENDA

- | | |
|---|------------------|
| 1. Convening of the Advisory Council | Greg Lucas |
| 2. Purposes and Priorities of the Library Services and Technology Act | Rebecca Wendt |
| 2. Review of 2019 Grants | Rebecca Wendt |
| 3. Review of 2020 Grants | Rebecca Wendt |
| 4. Highlighted LSTA Projects
Consultants | Library Programs |
| 6. Comments by Advisory Council Members | |
| 7. Comments from Audience | |
| 8. Other Business | |
| 9. Adjournment | |