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## **The California Library Services Board**

Anne R. Bernardo, President  
Paymaneh Maghsoudi, Vice-President  
Greg Lucas, Chief Executive Officer  
Brandy Rose Buenafe  
Gary M. Christmas  
Aleita Huguenin  
Florante Peter Ibanez  
Adriana Martinez  
Peter Mindnich  
Elizabeth O. Murguia  
Sandra Tauler  
Connie Williams  
Maria Senour

**October 4, 2018**  
**BOARD MEETING**

### **Library Development Services Bureau**

900 N Street, Suite 400  
P.O. Box 942837  
Sacramento, California 94237-0001  
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California  
**STATE LIBRARY**  
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## **NOTICE OF PUBLIC MEETING**

**California Library Services Board**  
**October 4, 2018**  
**9:30am – 4:00pm**

**LSTA Advisory Council on Libraries Meeting**  
*Immediately following Board business meeting*

**California State Capitol**  
**Room 113**  
**Sacramento, CA 95814**

For further information contact:

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California State Library  
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Sacramento, CA 94237-0001  
(916) 323-0057  
monica.rivas@library.ca.gov  
<http://www.library.ca.gov/loc/meetings.html>

### **Additional Meeting call-in locations are as follows:**

Anaheim Public Library  
500 W. Broadway  
Anaheim, CA 92805

Calaveras County Library  
1299 Gold Hunter Rd.  
San Andreas, CA 95249

Pasadena Public Library  
285 E. Walnut Street  
Pasadena, CA 91101

Pacific Library Partnership  
2471 Flores Street  
San Mateo, CA 94403

Visalia Branch Library  
200 W. Oak Avenue  
Visalia, CA 93291

Yolo County  
Library Central Services/Archives/Records  
Center  
226 Buckeye Street  
Woodland, CA 95695

## October 4, 2018 Meeting Agenda

### 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 California Library Services Board Strategic Planning Meeting Minutes – Document 1**  
Consider minutes as presented or amended
4. **Approval of April 2018 Meeting Minutes – Document 2**  
Consider minutes as presented or amended
5. **Approval of California Library Services Board Public Regulatory Hearing Minutes – Document 3**  
Consider minutes as presented or amended
6. **Election of Board Officers for 2018 – Document 4**
  - a. Report from the Nominating Committee
  - b. Consider nominations for Board President and Vice-President for 2019
7. **Board Meeting Schedule for 2019 – Document 5**  
Consider the Board's meeting schedule for 2019

### 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. **Lighting Up Libraries: Broadband Update Report**  
Update on technology improvement grants and broadband efforts
5. **Libraries Illuminated: Software and Hardware Improvement Program Grant Program Report**  
Update on the status of the Software and Hardware Improvement program funded by a one-time grant
6. **Impact Study and Online Clearing House Grant Program Report**  
Update on the status of the Impact Study and Online Clearing House program funded by a one-time grant
7. **California eBook Platform with Library Owned Content Program Report**  
Update on the status of the California eBook Platform with Library Owned Content program funded by a one-time grant
8. **Cross Platform eBook Discovery App and Reader Program Report**  
Update on the status of the Cross Platform eBook Discovery App and Reader program funded by a one-time grant
9. **Innovation Lab Grant Program Update**  
Update on the status of the Innovation Lab program funded by a one-time grant
10. **Zip Books Grant Program Report**  
Update on the status of the Zip Books program funded by a one-time grant

**C. CALIFORNIA LIBRARY SERVICES ACT PROGRAM ITEMS FOR INFORMATION/ACTION**

**BUDGET AND PLANNING**

**1. System Plans of Service and Budgets – Document 6**

- a. Consider System population and membership figures for the 2018-2019 Fiscal Year
- b. Consider 2017-2018 Library Services Act System Plans of Service for the \$3.63 million in ongoing funding
- c. Approval of Final Budget for 2018-2019 Fiscal Year

**2. Library Services Act New Budget allocation for 2018-2019 Fiscal Year – Document 7**

Consider the additional \$1.45 million allocated under the California Library Services Act Communication and Delivery for Zip Books (\$1 million) and Digital Catalogue Connection (\$450,000)

**RESOURCE SHARING**

**Consolidation and Affiliations – Document 8**

Consider Hayward Public Library affiliation with Pacific Library Partnership

**CALIFORNIA LIBRARY SERVICES ACT REPORTING**

Update on the status of potential changes to the Library Services Act reporting requirements and forms.

**D. CALIFORNIA LIBRARY SERVICES ACT REGULATIONS**

Update on the status of the amendments to the Library Services Act regulations.

**E. LEGISLATIVE UPDATE**

- a. Update on federal and state legislative issues
- b. Potential budget requests 2019-2020 Fiscal Year. – Document 9  
Discussion on what; if anything the Board should ask for in the next budget cycle, how should the Board advocate for any requests, and how the Board can keep informed on legislative issues.

**F. BOARD DISCUSSION ITEMS 2018-2019**

Discussion of California Library Services Board goals: Education and Advocacy

- a. Presentation by the nine cooperative systems on how the systems work, expend funds, what resources are available, etc.

**G. PUBLIC COMMENT**

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

**H. 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

**I. OLD BUSINESS**

Any old business to be discussed



**J. AGENDA BUILDING**

Agenda items for subsequent State Board meetings

**K. ADJOURNMENT**

Adjourn the meeting.

1 California Library Services Board Strategic Planning Session

2 April 16, 2018

3  
4 Stanley Mosk Library and Courts Building

5 914 Capitol Mall, Room 500

6 Sacramento, CA 95814

7  
8 **A. WELCOME AND INTRODUCTIONS**

9 President Bernardo called the California Library Services Board Strategic Planning  
10 Session to order on April 16, 2018 at 1:00pm.

11 **Board Members Present:** Anne Bernardo, Brandy Buenafe, Gary Christmas, Aleita  
12 Huguenin, Florante Ibanez, Paymaneh Maghsoudi, Adriana Martinez, Elizabeth  
13 Murguia, Sandra Tauler, and Connie Williams.

14 **California State Library Staff Present:** State Librarian Greg Lucas, Deputy State  
15 Librarian Narinder Sufi, Monica Rivas, Annly Roman, and Rebecca Wendt (Moderator).

16 **B. THE CALIFORNIA LIBRARY SERVICES ACT**

17 Annly Roman reported that the California Library Services Act was signed into law in  
18 1977 for the purpose to encourage equitable access regardless of population, location,  
19 and financial status with special focus on providing services to the underserved. The act  
20 was amended in 1998, and funding was limited in 2003. Funding at one point was at 0,  
21 but in 2010 it was reinstated with a line item for communication & delivery. The budget  
22 was set at 1.88 million and it is at 3.63 million currently. The Board has 13 members -  
23 two appointed by the Assembly, two by the Senate and nine by the governor. Some  
24 members represent the public-at-large and some are appointees by the governor who  
25 represent specific areas such as school libraries, the underserved, English language,  
26 academics, and institutionalized individuals. The State Librarian serves as the Executive  
27 Officer on the California Library Services Board. The funding the Board currently  
28 receives goes to nine cooperative library systems that serve the State of California. The  
29 intent of the ACT is to provide all residents with the opportunity to obtain from their  
30 public libraries needed materials and information services by facilitating access to all  
31 resources of all libraries in the state. This policy is accomplished by assisting public

1 libraries to improve services to the underserved of all ages and by enabling public  
2 libraries to provide their users with services and resources. The intent is to equalize  
3 access because different areas of the state have different levels of funding. Support for  
4 libraries depends on their populations the intent of the ACT is to create a more equal  
5 balance. The current programs of the ACT are communication & delivery and resource  
6 sharing. The Board has one-time grants that are currently out in the field and those  
7 were given as part of a one-time budget augmentation in 2016. Past programs dealt  
8 with transaction based reimbursements which are a reimbursement for libraries that  
9 were loaning out a lot of materials, but most of those programs have been removed  
10 from the statute.

11

### 12 **C. BOARD PURVIEW**

13 Annly Roman reported on the overview of the Board's purview with respect to CLSA  
14 and as the LSTA advisory committee. The Board has the power to adopt what is in the  
15 California Services within CLSA, the power to change the funding formula, responsibility  
16 to approve budgets and plan services for the systems, and to designate any other  
17 funding that may come to the Board. The Board can allocate funding through  
18 communication and delivery and resource sharing. There is also a section that allows  
19 special services programs similar to 2016 when the one-time funding came to the  
20 Board. There is also a provision for an assessment of services for the systems and  
21 there is currently no money allocated under that section. It is something that is being  
22 changed in the regulations to allow the systems to possibly use some of their current  
23 communication & delivery funds for those kinds of necessities. The Board also has  
24 approval of consolidations and affiliations within the systems, they have the ability to  
25 make resolutions, take positions on legislation, and write letters to legislators. The  
26 Board also serves as the advisory council for LSTA funding which means the Board can  
27 give advice and make recommendations.

28

### 29 **D. MISSION AND VISION STATEMENT**

30 Annly Roman reads out the mission and vision statement and it reads as follows:

31

1 **CLSB Mission Statement:** The Mission of the California Library Services Board is to  
2 ensure that all Californians have free and convenient access to all library resources and  
3 services for the enrichment of their lives and for lifelong learning, regardless of their age  
4 or ethnicity, or any geographical, financial or administrative constraints. In carrying out  
5 its mission, the CLSB expresses its values through the following policies:

6 **Local Control** – We affirm the principle of control and administration of public libraries  
7 by local government within the framework of statewide equity. Decisions are made  
8 locally about books and other materials.

9 **Local Financing** – We encourage adequate financing of libraries from local sources,  
10 with state and federal funds furnished to supplement, not supplant, local funds.

11 **Service for the Underserved** – We support service to any population segment of any  
12 age and ethnicity with service needs not adequately met by traditional library service  
13 patterns; including, but not limited to, those persons who are geographically isolated,  
14 economically disadvantaged, functionally illiterate, non-English speaking, shut-in,  
15 institutionalized, or handicapped.

16 **Resource Sharing** – We encourage and enable the sharing of resources among  
17 libraries of all types – school, academic, special, and public.

18 **Equitable Reimbursement** – We endorse equitable and sufficient reimbursement of  
19 any participating library for services it provides beyond its jurisdiction, if a public library,  
20 or if not a public library, beyond its normal clientele.

21 **Public Participation** – We value and ensure public participation in carrying out the  
22 intent of the California Library Services Act through locally appointed System Advisory  
23 Boards, open public meetings, and involvement of voluntary groups.

24 **Statewide Coordination** – We encourage quick and equitable access to information for  
25 the entire state, including use of technology.

## 26 **CLSB Values Statements**

27 **Literacy** - We recognize the importance of reading, and therefore literacy, to all  
28 Californians for life enrichment and for intelligent self-government as an essential  
29 component of democracy.



1 **Diversity** – Congress shall enable libraries in our increasingly multicultural and diverse  
2 society to target relevant services and programs to the special/unique segments of their  
3 communities' populations, including people with disabilities, and to serve as gateways  
4 by actively disseminating information to everyone in the U.S., its tribe, territories and  
5 freely associated states, including those in remote areas, through both traditional and  
6 nontraditional methods and locations. Services to reach both individuals and families of  
7 traditionally underserved populations should be equitable to those services offered to  
8 traditional users of a service-oriented public library. Coalitions should be encouraged  
9 between libraries and such diverse community groups, government institutions,  
10 business and health care providers.

11 **Technology** – The California Library Services Board will facilitate the balance between  
12 new technologies while preserving traditional Library services and value.

13 Board President Bernardo says both the mission and the vision statement are great  
14 things for the Board to have. Bernardo asks the Board if they want to streamline either  
15 the mission or vision statement, as both are big and broad. Member Buenafe believes  
16 the first paragraph in the mission statement fits well, and everything following fits better  
17 under the value statement. The diversity section seems pretty broad and questions if it  
18 is the Boards place to talk about what Congress should do.

19 Rebecca Wendt states that if the Board wants to be less wordy that can be done.  
20 First, Rebecca suggest that the Board look at the mission statement and values and  
21 make sure the Board is doing what it should be doing based upon legislation. Member  
22 Murguia questions why there is a reference to Congress, since it doesn't seem to reflect  
23 the Board's mission. Annly Roman stated that we were unable to track information on  
24 when this was specifically approved by CLSB. The last information dealing with visions,  
25 values statement, and strategic plans all have to do with the Library of California Board  
26 whose mission and values are very different. President Bernardo would argue that  
27 diversity is one of our values but that we do not necessarily need to have the support of  
28 Congress in the statement regarding diversity. Rebecca Wendt asks the Board if they  
29 would be comfortable striking the first part and beginning almost two thirds of the way  
30 down on "services to reach both individuals and families" and starting there. Both  
31 Members Buenafe and President Bernardo would like to see that. Member Martinez  
32 would have liked to have more context and history and as to why the language was  
33 adopted. Rebecca Wendt stated that although we could not find the history we could  
34 make educated guesses. Annly Roman clarified that we are lacking in the historical

1 knowledge department and we were unable to find specific documentation on what and  
2 why this language was chosen.

3 Member Williams suggests that the Board would best be served if the statement  
4 says what the Board stands for regardless of what programs come in and out of its  
5 purview. Williams suggests that the diversity statement read along the lines, "CLSB  
6 embraces the diversity that makes up the state of California". Williams asks if we need  
7 to define diversity because in the context of the statement it is defined by location as  
8 opposed to a wide variety of diversities. The Board's core values should state that they  
9 embrace diversity and encourage libraries to do all the things that bridge that diversity.  
10 There is a brief discussion on digital literacy as it relates to the value statement. Annly  
11 Roman states historically the Board had a portion of literacy funding under its purview  
12 but it was removed and put under its own program. Member Buenafe suggests that the  
13 mission statement should be relatively simple, not a two-page document, and that the  
14 values should be a separate document. There is a discussion that the issue may be a  
15 formatting one.

16 Member Williams believes the value statement should be a broad statement of  
17 belief and in carrying out those broad beliefs these are the actions the Board should  
18 take: encourage local control and local financing, and at the same time encourage  
19 service to the underserved. There is a discussion on the value statements portraying  
20 the big ideas and that underneath there should be the mission statement, followed by  
21 how to carry them out. Member Martinez suggests that the mission statement should be  
22 supported by values. Then, the local controls and financing, then "how" we are  
23 suggesting it be carried out. Member Tauler believes we need to make it clearer, so that  
24 we do not talk about "how," before we talk about what is important. Member Buenafe  
25 believes that is a good point because it sounds like the beginnings of priorities. It might  
26 be helpful to arrange it in the following way, our mission, our values, our priorities. There  
27 is also discussion on the wording aspect of the phrase "service for the underserved."  
28 Member Tauler has an issue with the technology sentence she believes it sounds old. It  
29 is suggested to change the sentence to something along the lines of: technology is our  
30 world and to use technology to provide library services in a variety of ways. Rebecca  
31 Wendt suggests the Board re-look at the mission statement now that the Board has had

1 time to discuss and decide what changes need to be made. Annly Roman reads the  
2 mission statement as follows:

3 *The mission of the CLSB is to ensure that all Californians have free and convenient*  
4 *access to all Library resources and services for the enrichment of their lives and their*  
5 *lifelong learning regardless of their age or ethnicity or any geographical, financial or*  
6 *administrative constraints.*

7 State librarian Lucas makes a suggestion to change it to:

8 *“The mission of the CLSB is to foster lifelong learning by ensuring that all*  
9 *Californians have free and convenient access to all Library resources and services*  
10 *regardless of their age or ethnicity or any geographical, financial, or administrative*  
11 *constraints.”*

12 Member Buenafe states that in her opinion the Board has come up with quite enough  
13 to think about with the mission and values. The vision statement is a larger picture, it is  
14 really not necessary in the role the Board plays since they are relatively constrained.

15 Rebecca Wendt asks the Board if they are in consensus on their mission statement  
16 reading as follows:

17 *“The mission of the CLSB is to ensure that all Californians have free and convenient*  
18 *access to all Library resources and services for the enrichment of their lives and their*  
19 *lifelong learning regardless of their age or ethnicity or any geographical, financial or*  
20 *administrative constraints.”*

21 The Board agrees unanimously and they have a mission statement.

22 Rebecca moves onto the value statements and clarifies that the Board already has  
23 had some discussion on the initial policy statements and the values. There was also  
24 discussion on cutting down parts of the diversity section by removing the part that  
25 addressed the Congress. In the technology section there was some consensus to bring  
26 it up to date and some of the policy statements need to be revised. Rebecca Wendt  
27 clarified that from the Board discussion she understood that they would move up the  
28 value statements closer to the mission and once they were fully developed the Board  
29 would come up with a list of policies on how to carry them out. The Board had a  
30 discussion on what is under values statement. Member Williams suggested the value  
31 statement read that the CLSB Board values literacy, diversity, technology, service to the

1 underserved, and explanation for each one of them. Rebecca Wendt suggested a  
2 brainstorming session to discuss other things that Board values. The values currently  
3 listed are literacy, serving the underserved, technology, resource sharing, cooperation  
4 and diversity. Member Buenafe points out that the particular items like local control and  
5 local financing are the concrete things and that they stem from a value.

6 Member Martinez suggests enhancing technology to access to technology. Libraries  
7 are a critical part of Wi-Fi connection for a lot of homes. Member Williams suggest that  
8 we have access as a value in itself because we want the public to have access not just  
9 to technology but many other things. One of the hardest parts will be defining  
10 technology and literacy and what that looks like in today's libraries.

11 Rebecca Wendt suggests looking at access to technology for the purposes of  
12 information gathering, sharing information, or things along those lines. The physical  
13 access to technology is important because you cannot use it at home, stated member  
14 Tauler. Member Maghsoudi saw access as the value and technology as a tool. Literacy  
15 can be your value and then define parts of literacy like technology. State Librarian  
16 Lucas states that in Ireland the meaning of literacy is defined as follows:

17 *"The meaning of literacy is changed to reflect changes in the society and the skills*  
18 *needed by individuals to participate fully in society involves listening, speaking, reading,*  
19 *writing, and using everyday technology to communicate and handle information."*

20 The statement seems to encompass both points of view being discussed. The Board  
21 was leaning toward the following statement:

22 *"The California Library Services Board values literacy, diversity, cooperation, and*  
23 *access to information."*

24 Member Martinez followed with a discussion on keeping "serving the underserved"  
25 separate from diversity, as not all diverse communities are underserved. Member  
26 Tauler suggests that keeping it separate gives it more importance and Member  
27 Christmas agrees. President Bernardo points out that it would be keeping in line with  
28 the intent of the legislation. Member Tauler points out that the phrase access to  
29 information is to limiting. Rebecca Wendt suggests they enumerate the values they  
30 have been discussing; the Board comes up with the following values:

31



- 1 1. Literacy first
- 2 2. Collaboration
- 3 3. Diversity
- 4 4. Service to the underserved
- 5 5. Access

6  
7 Now that the values have been identified they will need to be defined. The Board  
8 starts with literacy and goes back to a phrase previously suggested to describe literacy:

9 *“The skills needed by individuals to participate fully in society including listening,*  
10 *speaking, reading, writing, numeracy and using everyday technology to communicate*  
11 *and handle information”.*

12 In an effort to cut down the verbiage Member Buenafe suggests we end right before  
13 the examples listed in the phrase:

14 *“The skills needed by individuals to participate fully in society.”*

15 Rebecca Wendt points out that the one disadvantage to listing everything is things  
16 change and you might miss something. A discussion follows on the format of the  
17 phrasing with the Board either recognizing a value or taking action. Rebecca Wendt  
18 reads the working phrase to define literacy as:

19 *“Promote the importance of reading and the skills needed by individuals to*  
20 *participate fully in society.”*

21 The Board agrees on the definition and moves onto Collaboration.

22 Rebecca Wendt starts a discussion on defining Collaboration. It is suggested by  
23 Member Buenafe that the term be changed to Cooperation because it is more neutral.  
24 Member Murguia states under Cooperation the Board should include resource sharing  
25 and statewide coordination. Both members Christmas and Tauler believe using the  
26 word encourage would fit well:

27 *“Encourage sharing of resources between libraries, other agencies and*  
28 *organizations.”*

29 After further discussion, the Board agrees on the following phrase as the definition:

30 *“Encourage sharing resources and in collaboration with libraries and other*  
31 *government agencies, organizations, and diverse community groups.”*

32 The Board moves on to defining diversity and has a discussion regarding  
33 inclusion and creating policies that are inclusive to the unique diversity of California.

1 Member Williams asks the Board what they value regarding diversity. Member Tauler  
2 suggests the following definition, "Target relevant services and programs to the  
3 increasingly multicultural and diverse population of California." The Board focuses on  
4 changing the word from target to support. A question is raised if services refer to library  
5 services only and a discussion is had over the wording of the phrase and not limiting  
6 diversity to just cultural diversity. The Board then agrees on the following phrase:

7 *"Support programs and services that reflect the multicultural and diverse population*  
8 *California."*

9 The Board then addresses defining Service to the Underserved. Member Martinez  
10 goes over the current definition of "service to the underserved" under the CLSB Mission  
11 Statement and addresses her concerns with it being too wordy and suggests we keep it  
12 more general and should reflect services being equitable. Rebecca Wendt suggests  
13 using the following phrase:

14 *"Resources and services to any population segment whose needs are not*  
15 *adequately meet by traditional library service patterns."*

16 The Board has a discussion on using an action word to complete the phrase and  
17 discuss using statements that address equitable distribution. The Board reaches a  
18 consensus on the following phrase:

19 *"Strengthen the equitable distribution of resources and services to any population*  
20 *segment regardless of economic status or other circumstances whose needs are not*  
21 *adequately met by traditional Library service patterns."*

22 The discussion then moves on to defining access. Rebecca Wendt points out a  
23 previous discussion on access to technology tools that could be used for specific  
24 learning engagement, along with access to information and resources such as books.  
25 Member Murguia interjects whether this is where they should talk about local financing  
26 and local controls. President Bernardo states that local financing and local controls are  
27 not goals, it is what we would want communities to do. She suggests using the word  
28 Champion. Member Williams suggests using the following phrase:

29 *"We affirm the principles of equitable access to resources across library systems*  
30 *through local control, local financing, and resource sharing."*

31

1 **E. THREE-YEAR GOALS/PRIORITIES**

2 After completing the mission and vision portion the Board now focuses on identifying  
3 their strategic goals and priorities for the next 3 years. Rebecca Wendt asks the Board if  
4 one of their goals might be advocacy as it lines up with what they have been discussing.  
5 Member Murguia believes that they should advocate for more state or federal funding.  
6 Annly Roman adds that they can also address advocacy as it relates to public  
7 awareness and show legislators the impact libraries have. Member Williams would like  
8 to encourage local libraries to seek financing from local sources; particularly, state  
9 funds. Member Christmas clarifies that the Board does not have any control over local  
10 funds but the Board can still advocate to the legislature on current issues like the  
11 broadband initiative. Rebecca Wendt then asks the Board if they have an idea on how  
12 they want to advocate. Member Christmas replies that the Board would primarily do it  
13 through the State Library. He suggests that the Board on a yearly basis talk to their  
14 legislators and advocate for funding for the State Library, its programs, CLSA, and  
15 IMLS. State Librarian Lucas brings the Board back to the law that focuses on  
16 communication & delivery, and resource sharing that is under the Boards purview and  
17 asks in order to fulfill the Board's mission whether there is something missing from law.  
18 There is a new Administration coming in January that may be open to changes or have  
19 a different concept of what the state role is with regard to supporting public libraries.  
20 How does the Board do a better job reaching underserved communities? State Librarian  
21 Lucas asks how we get closer to achieving the goals and Member Maghsoudi replies it  
22 is through funding. Member Williams also suggests that the Board encourage better  
23 communication between the diverse library types.

24 The Board holds a discussion on being more informed about what is happening in  
25 the legislature in order to help promote libraries. It is vital for the Board to communicate  
26 with other types of libraries, advocating for a more purposeful conversation of diverse  
27 library types. The Board feels that advocacy has to be a big part of what they do and  
28 discusses how they can do that. Member Martinez asks if we have any examples of  
29 past advocacy efforts and Annly Roman stated that in the last couple years the Board  
30 has done advocacy through letters. In the 16/17 budget year the Board was awarded an  
31 additional 3 million dollars in one time funding as well as doubling of the communication

1 & delivery funding from 1.88 million to 3.63 million. The Board submitted a letter to the  
2 relevant budget committees in support of additional funding. Last year they also  
3 supported a CLA sponsored bill dealing with changing the voter threshold from 2/3rds  
4 to 55% for special taxes in favor of libraries. The Board has done advocacy on  
5 measures through letters and in some cases direct face-to-face advocacy.

6 Rebecca Wendt asks if the advocacy efforts have been systematic or as things have  
7 come up. The fact that the Board meets twice a year limits what they can do. The Board  
8 holds a further discussion on how to create an effective Board. Member Williams asks  
9 how can they best represent who it is that they represent on the Board. Communication  
10 is identified as one of the things they can focus on. The Board points out that they can  
11 do better at communicating among themselves the different needs of each of the groups  
12 they represent. Someone suggests maybe doing presentations would help. State  
13 Librarian Lucas states that the first 6 months of this 3-year plan is basically an  
14 education process. Find out what everybody is doing and identify points where they can  
15 connect, and then the Board can combine these areas of commonality and possibly  
16 bring them to the speaker of the assembly or the Senate pro-temp to get them to invest.  
17 State Librarian Lucas also points out another valuable resource. The Board can tap into  
18 the cooperative library systems, as they have some of the most innovative resource  
19 sharing ideas. There are all kinds of best practices ideas out there that can be gathered  
20 together. Member Martinez would like to see information and education as a way to  
21 advocacy; you need information in order to represent what is potentially out there. She  
22 would like to see the Board come up with ideas on legislation. Monica Rivas advised the  
23 Board that at their next Board meeting LDS will be reporting to them the grants they are  
24 working on, so that the Board is better educated on the current programs that could  
25 benefit from additional funding. Rebecca Wendt summarizes what the Board has come  
26 up with to tackle in their 3-year plan, " The Board will track library legislation along with  
27 current projects and best practices , meet with legislators at both the district level and in  
28 Sacramento, write letters, work with other organizations like CLA, ask for funding for  
29 projects, and advocate for libraries'. Rebecca Wendt then asks the Board what will be  
30 there plan for the next 6 months, or there next Board meeting. Member Martinez asks if  
31 we have some one that tracks legislation. Annly Roman advised the Board the she



1 tracks legislation, but that the Board has not introduced legislation. The State Library  
2 would need specific permission from the governor's office in order to introduce any  
3 legislation. The State Library does track legislation; most of the time it is specific to  
4 budget issues, but it could start looking at measures with a broader brush. If there is any  
5 legislation that is relevant to the library, it is usually contained in the Board packet which  
6 is maintained to keep the Board informed. Rebecca Wendt suggests that if any Board  
7 members have any legislation that they would want the Board to know about they bring  
8 it to Annly Roman so that she can share it. State Librarian Lucas states that in October,  
9 by the time the Board meets again, this legislative session will have been concluded,  
10 with a fresh two-year session beginning in January. The Board might consider  
11 beginning the education process we talked about earlier. The Board can inquire about  
12 what is going on in school and prison libraries and what are some of the best practices  
13 and cool things the cooperative systems are doing. All of that can be done in order to  
14 find those connection points we discussed earlier. The Board can come up with some  
15 strategies that the state could pursue in 2019.

16

17 **F. OBJECTIVES: NEXT STEPS IN ACHIEVING THE GOALS/PRIORITIES**

18 Rebecca Wendt asks the Board how they envision what they have been talking  
19 about to happen. A suggestion is made that the Board meeting agenda include a  
20 section that highlights best practices, a place to share information, educate the Board,  
21 and advocate. In this part of the agenda Board members can share their perspective  
22 and information from the segment they represent, or speakers can come from the  
23 system or libraries to talk about library programs. This would help the Board learn from  
24 each other, something like lightning talks. Member Williams shares that our 6-month  
25 goal can be that we develop protocols the Board could use to share information. The  
26 Board agrees that they would like to concentrate on education and advocacy.

27

28 **G. ADJOURNMENT**

29 With no further comments President Bernardo called for adjournment of the  
30 California Library Services Board Strategic Planning Session at 4:13 PM.



California Library Services Board Meeting  
April 17, 2018  
Stanley Mosk Library and Courts Building  
914 Capitol Mall, Room 500  
Sacramento, CA 95814

**Welcome and Introductions**

President Bernardo called the California Library Services Board meeting to order on April 17, 2018 at 9:38 a.m.

**Board Members Present:** Anne Bernardo, Gary Christmas, Aleita Huguenin, Florante Ibanez, Paymaneh Maghsoudi, Adriana Martinez, Elizabeth Murguia, Sandra Tauler, and Connie Williams.

**California State Library Staff Present:** State Librarian Greg Lucas, Deputy State Librarian Narinder Sufi, Carolyn Brooks, Natalie Cole, Janet Coles, Susan Hanks, Monica Rivas, Annly Roman, and Mark Webster.

**Adoption of Agenda**

*It was moved, seconded (Ibanez/Tauler) and carried unanimously that the California Library Services Board adopts the agenda of the April 17, 2018 meeting.*

**Approval of October 2017 Board Minutes**

*It was moved, seconded (Christmas/Maghsoudi) and carried unanimously that the California Library Services Board approves the draft minutes of the October 17, 2017 meeting.*

**Board Resolutions**

*It was moved, seconded (Ibanez/Williams) and carried unanimously that the California Library Services Board adopts California Library Services Board Resolution 2018-01 for Dr. H. Eric Schockman. (See Exhibit A)*

**Board Meeting Date for Fall 2018/Spring 2019**

Annly Roman reported that the Board had already decided they wanted their next meeting to be in Sacramento and a Doodle Poll determined the best date was October

1 4, 2018. The question before the Board was what their preference was for the Spring  
2 2019 meeting. Member Murguia stated that she would prefer an in-person meeting and  
3 Members Martinez and Christmas agreed. Member Williams stated that since the Board  
4 had discussed a need for greater advocacy that would be a good time to pursue it.

5 Roman asked what time period the Board would prefer. She stated that April tended  
6 to get a little crazy for the legislators if the Board wanted to meet with them. Most Board  
7 members indicated April as long as they were not on top of the legislators' spring break.

8 State Librarian Lucas stated that when the Legislature came back from Spring break  
9 their schedules were very busy and policy committees were meeting around the clock  
10 and they were beginning to have sub-committee hearings for the budget. He wanted to  
11 say the deadline for introducing bills was at the end of February. He felt that early April  
12 would be a good time but they might want to consider March as well to be ahead of their  
13 Spring break. Member Christmas suggested the end of March or first part of April and  
14 suggested the Board come in a day early to meet with legislators.

15 Roman stated that she would send out a Doodle Poll with attention to which days  
16 would work for legislator meetings.

17  
18 **Nomination of Board Officers**

19 Roman stated that she knew in the regulatory changes the Board would be moving  
20 to two-year terms for officers with elections to be held every odd year, but since the  
21 regulations were not in place yet Roman felt they should at least start the process for  
22 nominating officers for the next meeting. If the regulations were to be finalized and  
23 approved before the October meeting and the Board decided they wanted to postpone  
24 until the next year they would have the option to do so.

25 Roman reported that normally the Board would elect two members to serve as the  
26 nominating committee. The nominating committee, for the last few years, had solicited  
27 names for those interested in running for one of the officer positions; then, put forward a  
28 poll to the Board to gauge Board opinion. The nominations had been based on that  
29 feedback. The Nominating Committee could also have solicited interest in leadership  
30 and decided amongst themselves who to nominate.



1 Member Williams stated that she was happy to serve again and Member Ibanez  
2 volunteered as well.

3 *It was moved, seconded (Maghsoudi/Tauler) and carried*  
4 *unanimously that the California Library Services Board appoints*  
5 *Florante Ibanez and Connie Williams to the Nominating Committee to*  
6 *select Board officers for 2019.*  
7

## 8 **REPORTS TO THE BOARD**

### 9 **Board President's Report**

10 President Bernardo reported that she had been busy advocating with the Council of  
11 California County Law Libraries for state funds to subsidize the county law libraries  
12 statewide. Their request was not to backfill the libraries for their losses since 2009 but to  
13 stabilize the libraries for a period of time so they can come up with a long term solution.  
14 They would be in budget hearings beginning this week with the legislative committees.  
15 So they had been visiting at district offices to try and make that happen.

16 Bernardo stated she had also been following the CALIX listserv, various small library  
17 listservs, as well as special libraries listserv. She did continue to attend a number of  
18 training webinars. She was able to attend the previous months Northern California  
19 Association of Law Libraries in Sacramento and they had Patrick Sweeney as a guest  
20 speaker. Bernardo felt it was a very good day as Pat had a special boot camp for  
21 County Law Libraries on legislative advocacy. Pat was the founder of everylibrary.org.  
22

### 23 **Board Vice-President's Report**

24 Vice-President Maghsoudi reported that she continues to represent the Board on the  
25 California Library Association's Legislative Committee. Locally, unfortunately, they lost  
26 their bond measure by ten votes.  
27

### 28 **Chief Executive Officer's Report**

29 State Librarian Lucas reported that over the last six months most of what the State  
30 Library had been doing was fiscally related. Coming up on the first of May was the first  
31 budget sub-committee hearing on the Governor's proposed budget from January which  
32 contained \$9.5 million in library-related spending. Of that amount \$6.5 million is one-

1 time funding, \$5 million of which was directed at helping local libraries connect to the  
2 broadband network that is operated by CENIC. Part of that \$5 million would have  
3 helped libraries pay some of the cost of connection and there was a new pot of \$3  
4 million which was aimed at helping libraries to be able to deliver broadband at a higher  
5 capacity. Libraries connected to CENIC could connect at one gigabit but some libraries  
6 lack the ability to connect at that speed inside the library because of the age of their  
7 system, and a variety of other reasons. So the second pot of money is aimed at trying to  
8 facilitate improving capacity. One of the reasons that was proposed had to do with the  
9 Board funded Lighting Up Libraries program because a number of the applications were  
10 more for basic capacity/hardware sort of issues than what the State Library had  
11 expected.

12 Of the other \$1.5 million, half of that is to help the NorthNet libraries connect their  
13 catalogues digitally. For example, you could live in a community in one of the 24  
14 counties that are north of Sacramento, look on your laptop at your libraries for a specific  
15 book, hit a button and it would be all of the catalogues combined. So it would provide  
16 access to significantly more information and materials than is currently available.  
17 NorthNet is finding the money to pay for the ongoing costs of that, so the Governor's  
18 proposal was to pay for the upfront cost of setting up the digital catalogue connection.  
19 The other \$1 million that related to book delivery was for Zip Books, which was another  
20 program that the Board had supported.

21 Those funds would allow the library to expand that program into different areas. It  
22 had been a success in rural parts of the state so the library was expanding it to the  
23 central coast where Maureen and the Black Gold Cooperative Library System was, as  
24 well as the central valley and two larger urban library jurisdictions, Long Beach and  
25 Hayward, to see how it would work in a more urban environment.

26 The State Library had been asked by the International Federation of Library  
27 Associations to make a presentation about Zip Books at their annual convention in  
28 Kuala Lumpur, Malaysia.

29 Lucas reported there was another \$2.5 million in ongoing money for the California  
30 Library Literacy Services Program to help bring back a portion of the program that used  
31 to exist, which provided family related literacy services. The program was traditionally

1 aimed at adult learners. In the past there was a component that included the kids of the  
2 adult learners, so you could have a family-wide literacy strategy. If you could intervene  
3 with a kid at a younger age there is a larger benefit and potentially end the cycle of  
4 illiteracy. You read these studies about how just having a book at home or books to  
5 read at home was a step toward ending that cycle. There were jurisdictions that did  
6 have literacy programs that involved the entire family and what they had found and  
7 reported to the State Library was that having the kids involved incentivized the adult  
8 learner and had the other benefits he mentioned previously. Assuming the budget was  
9 passed by the legislature and approved by the Governor that \$2.5 million would get the  
10 literacy program to the highest amount of money it had ever had.

11 Finally, Lucas reported there was another \$500,000 in ongoing money. \$300,000 for  
12 fees CENIC had to pay to the Public Utilities Commission, etc. to maintain its broadband  
13 network and the rest to add a position at the State Library to focus exclusively on  
14 helping libraries benefit to the maximum extent they could from broadband connectivity.  
15 Part of that role would be to focus on a federal program with a variety of discounts. One  
16 of the discounts they already took advantage of when libraries connect to CENIC, but  
17 there are other ones for equipment. There were a variety of different pots of e-rate  
18 discount money that the state could get a bigger share of and the idea of getting a  
19 person to focus on that was to help get more money from the federal government.

20 State Librarian Lucas reported the Congress ignored the recommendation of the  
21 Trump administration and did not line out the money for the Institute for Museum and  
22 Library Services and approved the Library and Information Services Act funding at a  
23 slightly higher level than last year, he wanted to say about \$8 million more. If things held  
24 up the way they had in the past, with California about 13% of the national population,  
25 and federal money handed out on a per-capita basis, California would potentially get  
26 \$800,000 more. That was for the 2018 federal fiscal year. The 2019 federal fiscal year  
27 was still in flux, but there was a lot of really good advocacy work that was done at the  
28 Federal level by the American Library Association and State Librarians from across the  
29 country. Lucas said he felt that generally there was a lot of reluctance by members of  
30 Congress to vote against libraries and literacy.

1 Member Martinez mentioned that the Zip Books program was designed for rural  
2 communities primarily but that she thought State Librarian Lucas had mentioned that it  
3 was now going into some of the urban areas. Lucas stated that when it was done as a  
4 pilot the rural areas seemed like they would benefit from it the most because of  
5 geographic remoteness. Long Beach and Hayward would be trying the program to see if  
6 it worked. Again, it was a delivery system for library materials that worked in a number  
7 of cases, but it was unlikely that it would have fully replaced the traditional delivery of  
8 books.

9 President Bernardo asked if State Librarian Lucas could update the Board on the K-  
10 12 online content for schools. Lucas said that the Governor's budget for the current  
11 fiscal year included \$3 million for online resources for K-12 schools. Up until this year  
12 California was the only state in the nation that didn't offer a suite of online content of any  
13 kind to public schools. Texas, for example, spent \$6 million a year for online databases  
14 for 5.3 million kids, New York, Ohio, Michigan and others had programs as well. The  
15 Governor's late chief of staff, Nancy McFadden, thought that it was important for  
16 California not to be the only state that didn't provide this and put \$3 million in the budget  
17 to make it happen.

18 The State Library had worked with the Riverside County Office of Education to put  
19 together an RFP and had about eight bidders. The end result was that the \$3 million  
20 was split between three different databases: TeachingBooks.net, Encyclopedia  
21 Britannica, and ProQuest, one of the larger database companies. The thinking by the  
22 team of educators and librarians, which included Member Williams, who evaluated the  
23 proposals, was that there needed to be a broad mix of databases available to kids. The  
24 Governor's office wanted the resources to be available to school kids at the beginning of  
25 the next school year. The contracts had been awarded to those three bidders.  
26 TeachingBooks and Britannica had said that they would make themselves available, as  
27 part of the deal, in public libraries around the state. There was still some discussion  
28 about how ProQuest doing that would look. The three database providers had split up  
29 the 1000 school districts in the state and were gathering needed information to connect  
30 the schools to their databases. 100 school districts had already been signed up.

1 Member Williams stated that she felt this was a ripe opportunity to make the  
2 connections between school and public libraries.

3  
4 **Lighting up Libraries: Broadband Update report**

5 Natalie Cole reported that over the past four years the California State Library had  
6 been engaged in the state-funded High-Speed Broadband in California Libraries project.  
7 The goal of the project was to bring high-speed broadband to all California public  
8 libraries by connecting them to the California Research and Education Network  
9 (CaIREN), which is managed by the Corporation for Education Network Initiatives in  
10 California (CENIC).

11 Cole reported that the State Library continues to make strong progress on the  
12 project. A total of 143 jurisdictions had joined the project. 139 of those jurisdictions were  
13 connected or were in the process of connecting. Four additional jurisdictions, Los  
14 Angeles County, San Diego Public, Roseville, and Santa Clarita, had signed contracts  
15 and were working through the connection process in the current year. An additional 17  
16 jurisdictions that were already connected were adding branches in year four. From all  
17 those jurisdictions there was the possibility of approximately 150 branches from the  
18 jurisdictions to be connected, with the majority of those being from Los Angeles County.  
19 69 more branches might have finalized their connections.

20 Cole reported that the State Library has a new consultant working on the project,  
21 CTC Technology & Energy. CTC was working with the State library on the strategic  
22 direction and implementation of the project.

23 Cole stated that the project was having a positive impact around the state. The State  
24 Library was still getting really positive feedback from the public libraries once they had  
25 been connected for 12 months. There are, as the Board had been previously told, some  
26 challenges which made it hard for some libraries to connect and the broadband team  
27 was actively strategizing to overcome the challenges. A lot of the libraries with  
28 difficulties connecting were in rural communities so they were still continuing to look for  
29 ways to address those issues.

30 Member Murguia clarified that the proposed budget talked about another \$3 million  
31 to support the program. Natalie Cole stated that was correct. The money would go to



1 help new libraries connect and to increase the capacity of libraries that were already on  
2 Board. Member Martinez asked about the 338 that were not yet connected or that have  
3 chosen not to connect to the high speed broadband network. She wondered what  
4 connections they had now. Cole said that those libraries did have internet access; it was  
5 just not as fast of a connection. She stated that some libraries want to connect but had  
6 challenges that prevent it, such as geographical or topographical challenges. In the rural  
7 part of the state it was very hard for libraries to get connected. Cole also said that some  
8 libraries already had contracts with other service providers so that was a case of waiting  
9 until those contracts expired, since it was not always easy to get out of a contract. Some  
10 libraries had internet service with which they were currently happy, but that could  
11 always change. Cole said at this point it was a case-by-case basis and different libraries  
12 had different reasons for not participating. They wanted the money and program to  
13 continue so that when libraries are ready they can accommodate them.

14 Member Ibanez said that based on their past discussions on the broadband issue he  
15 wanted to confirm there was some priority or ranking to include underserved  
16 communities. Natalie Cole said the underserved communities are being included and  
17 they were working closely with any library that wanted to participate.

18

### 19 **Libraries Illuminated: Software and Hardware Improvement Grant Program Report**

20 Natalie Cole reported that the Libraries Illuminated project was connected to the  
21 Broadband project because the goal was to help libraries, particularly those in  
22 underserved communities, make software and hardware improvements to maximize  
23 benefits to patrons as they access new high-speed Internet connections.

24 Since the last Board meeting 45 library jurisdictions submitted applications to  
25 participate in the project and we awarded funds to 38 of them. Project funds will be used  
26 to support a whole variety of technologies in city, county, and special district libraries in  
27 rural, suburban, and urban communities. The project team made sure to award funds to  
28 libraries that would support new programs in underserved communities.

29 The State Library held a webinar with Public Library Association's Project Outcome  
30 to train participating libraries on how to use the Project Outcome tools to evaluate the  
31 impact of the programs they offered with their technologies. Cole stated that they had

1 wanted to use the assessment tools to determine if the new technology was used and to  
2 document the impact.

3 Natalie Cole reported that the project was connected to Broadband but was also  
4 connected to the Value of Libraries Project because by using Project Outcome they can  
5 use project data to show the impact libraries could have by having those new  
6 technologies. Libraries submitted their first progress reports in March which showed  
7 they had started buying a lot of new technologies. A lot of the purchases were not the  
8 new cutting edge technologies that had been anticipated at the start of the project, but it  
9 did illustrate the need that libraries had for more technologies. Libraries also reported  
10 that they had started planning their programs which included robotics, resumes, job  
11 searching and business start-up support, coding camps and classes, research  
12 programs, homework help, senior outreach, gaming, tax preparation assistance, etc.

13 Cole reported that the program required libraries to work with partners and they had  
14 seen a variety of partnerships strengthened and new partnerships created. Also,  
15 already there had been a cash match of \$222,470 and in-kind contributions of \$155,696  
16 to the project and that was just in the very early stages.

17 President Bernardo asked if they expected all \$1 million of the one-time funding to  
18 be disbursed. Cole replied that most of the money had been awarded but some had  
19 been held back because they knew that some libraries might come back and say they  
20 had other unanticipated needs.

21

## 22 **Impact Study and Online Clearing House Grant Program Report**

23 Natalie Cole reported that the goal of the project was to create an impact study and  
24 online clearinghouse cataloging the economic and social value of libraries. Cole stated  
25 they were focusing on public libraries because of the timeline and funding.

26 So far two sets of resources had been made available in an online clearinghouse.  
27 Those resources did really focus on academic research. The first set demonstrated the  
28 financial value and return on investment of public libraries. The second set  
29 demonstrated the different types of value that libraries provide. The categories for that  
30 data were the social value to vulnerable populations, personal economic development  
31 for users, the value of services provided by libraries during times of crisis response and

1 how they contribute to community resilience, the opportunity for users to enhance their  
2 personal learning and knowledge development, and the development of social capital in  
3 communities. What the project team was looking at doing was providing some sort of  
4 infographic or visual demonstration of all that information to make it easy to access.

5 Cole reported they had also worked with their British colleagues and participated in  
6 their summit for the Libraries Unlimited organization and the University of Exeter.  
7 England was doing a very similar project so they had been sharing information and  
8 research.

9 Natalie Cole stated that they were at the point when they felt the project would  
10 speed up a little bit. The plan was to connect what had been found with the library data  
11 with published data in other fields. So if they said that libraries provide learning  
12 opportunities and were a trusted space, they would also look at data from other fields to  
13 show why it is important to have learning opportunities or trusted spaces in the  
14 community. We knew that libraries did these things and now just needed to look at why  
15 that is important.

16 Cole said they would also be drawing on the data from some of the other projects to  
17 show what was happening in California. The Library Development Services Bureau had  
18 developed a set of outcome statements and surveys to evaluate outcomes of the LSTA  
19 funded projects. They were going to use the data from those projects to tie into this  
20 project and show the impacts of what LDS had been doing. They were also going to pull  
21 in the data from all other statewide initiatives and projects including early learning,  
22 summer learning, mental health, services to rural communities, technology in libraries,  
23 and more.

24 The project team also wanted to do some kind of public opinion survey, probably  
25 working with Sacramento State so they know that Californian's value and they know  
26 what Californian's value about their libraries. The goal would be to connect all the things  
27 that libraries were doing, all the information about the value of what libraries were doing  
28 and connect that with the information on what people want and value. The goal was to  
29 publish the data in peer reviewed and professional journals to make it accessible.

30 Cole reported that an advisory group would also be convened to provide input on the  
31 optimum way to use, make available, and raise awareness of the data collected e.g. via

1 online distribution, in a series of reports, via a PSA, and/or through a convening of  
2 stakeholders to raise awareness. Member Williams asked what the timeline would be on  
3 all the studies and data connections up to convening an advisory group. Natalie Cole  
4 stated that she thought it would be six to nine months. She had been in discussions with  
5 Greg about seeking, with Board approval to extend the end date of the project to make  
6 the post of the data on projects which had a July to June timeline. The hope would be to  
7 establish the advisory group in the fall of this year. Williams said that school libraries  
8 had done these kinds of studies with similar, great data and still it was not helping; to  
9 her it would be about the advisory group and making those next steps and getting  
10 political and getting the data out there to the people.

11 Cole stated that she agreed and that was why they wanted to make sure that  
12 everything they did had a very solid foundation and solid information. Williams said it  
13 would be nice to be able to put stories along with the information and Cole stated that  
14 they had stories and images as well. Member Martinez clarified that the one-time  
15 funding for this project only carried through the convening of the advisory group but did  
16 not include any plan of action that group might develop. Cole confirmed that was the  
17 case.

18

### 19 **California eBook Platform with Library Owned Content Program Report**

20 Paula McKinnon with Califa reported that the allocated funds were to connect more  
21 California libraries to the enki library ebook platform. Enki was started in 2013 and was  
22 meant to be a support platform for libraries. Many libraries purchase ebooks through  
23 Overdrive or 3M and a lot of those are best sellers. The enki platform was trying to find  
24 materials that maybe the libraries were not able to curate on their own because their  
25 entire budget was going toward best sellers and copies of best sellers.

26 They had been able to purchase some different kinds of publishers and story shares.  
27 A new publisher in Philadelphia curates original stories written for middle and high  
28 school students who have difficulty reading. So rather than those students having to  
29 read stories that are below their age level, these were stories for their age level but the  
30 reading level was lower. They had been able to purchase 4000 new titles for enki, which

1 brought the collection up to 77,000 titles. The database was really over a million copies  
2 so it was quite extensive.

3 McKinnon also reported that they had connected 24 new jurisdictions, which brought  
4 total connections up to 109 jurisdictions out of a total 184 unconnected jurisdictions.  
5 There were 7 more in the queue to be set-up. The program was contributing a lot to  
6 libraries, adding a very large new collection to support the collection they already had.

7 Califa was also looking to buy materials that were always available, so when you  
8 were talking about connecting 180 jurisdictions in California you don't want to have hold  
9 queues so some titles can be purchased with licenses that made them always available  
10 so no one had to wait in line. McKinnon said that they did still have some funds  
11 available to purchase new content and Califa had just recently purchased the California  
12 University Press Collection which contained some really good non-fiction and research  
13 materials. Califa has also worked at building out the children's collection, there were not  
14 a lot of children's works purchased early on because children were not reading eBooks,  
15 it was mostly adults. So they have worked on purchasing graphic novels and picture  
16 books titles as well.

17 Member Williams asked if the enki books were single use. Paula McKinnon said that  
18 some of them were, it depended on the licensing model for the publisher but they were  
19 trying to actively purchase more always available titles. Califa was finding that through  
20 some third party vendors that were negotiating with the publishers for different  
21 purchasing models they were able to get things that were normally one copy, one user  
22 as always available. Williams stated that she loved the idea of the collection for  
23 struggling readers and was wondering how a public library might get the word out about  
24 that enki collection to their local special education programs in schools. McKinnon said  
25 that there was a google group that all participating libraries were added to and all new  
26 collections were noticed on there.

27 Member Martinez asked how much the grant was for and McKinnon told her it was  
28 for \$200,000 to enhance the collection and \$100,000 to connect additional library  
29 jurisdictions to enki.

30  
31



## 1 **Cross Platform eBook Discovery App and Reader Program Report**

2 Paula McKinnon reported that SimplyE was an e-book discovery and e-reader  
3 application. There were 6 libraries that were selected to be connected under the grant.  
4 One of the 6 was the Black Gold Cooperative which included 6 libraries, so there was a  
5 total of 11 jurisdictions now connected in the application.

6 SimplyE allows libraries to stream all of their purchased eBook collections into a  
7 single app so patrons are not siloed into the Overdrive app. They are able to see  
8 whatever the library purchased in real time. The app was created using IMLS funding. It  
9 was just last year that New York Public Library in Brooklyn launched the app. There had  
10 been efforts by other states to get their public libraries connected, as well.

11 Member Murguia asked how complicated it was for new jurisdictions to get the app.  
12 McKinnon stated that Califa was going to offer it as a subscription service; they would  
13 be making enki available to libraries that wanted to pay for it annually. Once all of the  
14 libraries being connected through the grant have made it publically available to their  
15 patrons, Califa has a queue of about 25 libraries that have said they are interested in  
16 connecting. Murguia asked what they thought the subscription rate would be. McKinnon  
17 said that because everything was an unknown they would start out with a flat \$3000  
18 annual subscription per jurisdiction. That would get the jurisdictions the SimplyE app  
19 which is the patron facing side it. The other, back side part of the process was Califa  
20 connecting each jurisdiction's collection to the app. There was a server component to it.  
21 Member Williams asked if SimplyE was similar to Hoopla. McKinnon replied that it was  
22 not. Rather, Hoopla was on-demand, so if an item was available in the collection a  
23 patron could use it. SimplyE was an app like the Overdrive app, except that it was not  
24 limited to one vendor's collection. So a library could have SimplyE, Hoopla, Overdrive,  
25 3M, etc. but the difference was that SimplyE drew all the collections together. McKinnon  
26 answered in the affirmative Williams scenario about whether a patron of a participating  
27 library could find all available eBooks there with one app.

## 28 29 **Innovation Lab Grant Program Update**

30 Diane Satchwell presented an infographic that surveyed all 18 participating libraries.  
31 In which 78% of participants have already planned their programs and are making good

1 progress. An advisory group that was created met, reviewed applications, and awarded  
2 funds based on their projects. The projects are all different and they tried to break it up  
3 by types. There are projects around workforce development and some on education.  
4 These projects are serving their communities and creating extensive partnerships a lot  
5 of the libraries have really reached out to their communities and local vendors. Under  
6 education they have created mobile labs that go out into the community and some have  
7 partnered with schools where the lab stays at the school. Under workforce development  
8 they are using the broadband connection to do a lot more, such as applications on line  
9 and programs where they are video steaming different projects. The funding for this  
10 project was \$200,000 and it's been a phenomenal return on investment. They haven't  
11 yet captured the in-kind, but they will have it for the next board meeting. Member  
12 Williams asked if program was repeatable and Mrs. Satchwell replied yes and  
13 furthermore one of the pieces of the application process has questions regarding  
14 sustainability. This project has been used out in the community. They are using virtual  
15 reality at local events, such as flea markets and the sustainability factor is there. In  
16 Alhambra they had a space that already had some technology pieces and this project  
17 enhanced what they already had. They also partnered with the Los Angeles Dodgers  
18 who helped them promote the project.

19 .

## 20 **Zip Books Grant Program Report**

21 Janet Coles provided a brief report to go over in which she describes a two part zip  
22 book program. The program is a combination of federally funded project with 30 libraries  
23 and state funded program .As of 2017 the state program had 12 libraries that launched  
24 their services before November 2017, and 12 more libraries came on board in spring  
25 2018, with a mix of libraries from rural to urban including some large libraries. The North  
26 Net System Coordinator Jacquelyn Brinkley and the Zip Books coordinator Brett Lear  
27 are currently working on bringing another wave of libraries on board focusing on  
28 municipal libraries. New promotional materials were printed and distributed to the new  
29 participating libraries. The new libraries are happy with the project and Janet Coles  
30 provided testimonial from some of the participating libraries. The project is on track to  
31 bring 35 libraries on board by 07/01/2018 as outlined in the original project. It is also

1 expected to meet its target of new libraries hitting 40,000 Zip book transactions by the  
2 end of the project. Member Murguia asked if there was a subscription fee for  
3 participating libraries and Janet Coles replied there was not any fee. Janet Coles  
4 commented that they are looking at some sustainability models in hopes that libraries  
5 will see the cost benefit and patron service benefit and start to dedicate some of their  
6 book budgets to this method of procuring and community based collection. Janet Coles  
7 is not confident that without continued support from the federal/state funding the  
8 program will continue in the same way it has. State Librarian Lucas commented that the  
9 governor's budget has carried this project for at least one more year.

## 11 **CLSA PROGRAM ITEMS FOR INFORMATION/ACTION**

### 12 **BUDGET AND PLANNING**

#### 13 **Approve final CLSA Budget for FY 2017/2018**

14 Monica Rivas reported that in the previous meeting we didn't have a chance to bring  
15 to the board the final budget allocation for fiscal year 2017/2018 and at this time we  
16 should take a motion to approve the final numbers.

17  
18 *It was moved, seconded (Maghsoudi/Christmas) and carried*  
19 *unanimously that the California Library Services Board adopts the*  
20 *Final 2017/2018 California Library Services Act budget as directed in*  
21 *the Governor's 2017/2018 budget, totaling \$3,630,000 for allocation to*  
22 *Cooperative Library Systems.*  
23

#### 24 **CLSA Proposed Budget for FY 2018/19**

25 Monica Rivas presented the Board with the Preliminary Budget for fiscal year  
26 2018/2019 for the amount of \$3,680,000 pending any changes. Before a vote was taken  
27 to approve the preliminary budget a representative from the Southern California Library  
28 Cooperative asked if it was possible to be granted an extension on the submittal date  
29 for their Plans of Service and expedite their official letters. An extension was requested  
30 on the basis that the system executive board meetings have a full agenda and that they  
31 meet in May, which makes it a tight time line since the Plans of Service are due in June.  
32 It was brought to the attention of the board that the Plans of Service are very time  
33 consuming and if an extension could be granted until 07/01/2018 that would be

1 fantastic. Monica Rivas pointed out that the system receive no such letter but instead an  
2 email that provides the systems with the documents to complete their Plans of Service  
3 and that typically an email goes out right before or right after the Board meets and  
4 furthermore that the email would be going out that day. As for the extension Monica  
5 Rivas stated that when extensions have been requested, they have always been  
6 granted within reason and therefore had no problem with granting an extension until  
7 07/01/2018. Because the next board meeting wasn't scheduled until October it allowed  
8 for sufficient time to gather and process the documentation. If the board meeting would  
9 have been scheduled for September as they usual are it would have created an issue.  
10 Member Christmas suggested that we permanently extend the dead-line for the  
11 submission of the Plans of Service to July and presented a motion for a vote. There was  
12 some discussion before the vote that the Plans of Service had taken longer to be  
13 delivered since there were some changes and additional questions were added.  
14 Concerns were brought up that if we extended the due date to July 01, what would  
15 happen if the systems asked for an extension past that date. Monica Rivas made the  
16 comment that if we permanently moved the due date to July 01, if an extension was  
17 requested, it would be hard to grant and at the same time complete the documentation  
18 needed. Carol Frost informed the board that they typically met in May and review the  
19 plans of service, and that at times the entire executive counsel only meets once per  
20 year. There was further discussion on feasibility of permanently moving due date and  
21 the complications it may cause. Annly Roman provided a point of clarification that the  
22 regulations stated that due date for the Plans of Service is June 01, so unless it was  
23 changed it in the regulations, we couldn't make a motion to amend.

24 Member Christmas removed his motion and it was agreed that Monica Rivas would  
25 grant the systems an extension until July 01 for the Plans of Service.

26 ***It was moved (Christmas) and withdrawn (Christmas) that the***  
27 ***California Library Services Board approves extending the deadline***  
28 ***for Cooperative Library Systems to submit their plans of services***  
29 ***from June 1 to June 30.***

30 The board proceeded with the motion to approve the Preliminary Budget for fiscal  
31 year 2018/2019.

1 *It was moved, seconded (Maghsoudi/Tauler) and carried*  
2 *unanimously that the California Library Services Board adopts,*  
3 *contingent upon the passage of the State Budget Act, the 2018/2019*  
4 *California Library Services Act budget as directed in the Governor's*  
5 *proposed 2018/2019 budget, totaling \$3,630,000 for allocation to*  
6 *Cooperative Library Systems.*

## 7 **RESOURCE SHARING**

### 8 **CLSA System-Level programs**

9 Monica Rivas informed the board that the Plans of Service tell us what the systems  
10 plan to do with their funding and the Annual Reports reflect what they actually did with  
11 the funding. Typically physical delivery continues to be the number one priority,  
12 although the board has suggested that they do more with e-resources and resource  
13 sharing. The systems have begun to do a lot more with digital material such as e-books,  
14 Hoopla, Link+, Zinio, Overdrive and Enki. The review of the Annual Report shows the  
15 systems are doing there due diligence in using their funds in an efficient way. Exhibit A  
16 is a synopsis of how each system is using their C&D funds. Diane Satchwell  
17 commented that she thought it was great that both Annly and Monica reached out to the  
18 system coordinators and had a long conversation on working together on the reports,  
19 because the systems struggle sometimes to make sure they align with what they are  
20 asked to report on since they all do things a bit differently when it comes to the  
21 reporting. Additional comments from the audience focused on proving more definitions  
22 and instructions for clarity on the Plans of Service and that this would also help them out  
23 when there's turnover of their staff.

### 24 **CLSA REPORTING**

25 Annly Roman pointed out that at the last board meeting we discussed CLSA  
26 reporting and trying to look at a way to encourage uniformity among the systems in their  
27 reporting. The State Library is looking at what information their currently reporting, and  
28 what new information might be useful to the board and the state library. A meeting was  
29 held with the systems were we discussed new information we would like to see, the  
30 issues the systems are having with the current reporting in terms with turnover, the  
31 systems reporting things differently, and general issues with the forms. A discussion  
32 was had that moving forward a uniform reporting form would be great, but nothing  
33 concrete was agreed upon on yet. In the scheduled Plans of Service for this year the



1 state library is asking for new information just to see how they are reporting things and  
2 how the funds are going out, so we can determine what will work for effective reporting  
3 as well what information they are tracking that they can provide. We don't want to create  
4 a new form where we ask for information that they don't have. It also gives them an  
5 opportunity to come back and say we have additional information to share, we don't  
6 want to limit them by not including information they would think of to provide. The  
7 systems will be proving their audit reports with their Plans of Service in order for us to  
8 see the overall health of the system and also for transparency. We will meet again to  
9 review the information that was provided, look at a new format of reporting, and to make  
10 sure as we are developing a new form we create something that works for everyone.

11 President Bernardo asked if anyone was helping to develop the forms such as the  
12 Department of Finance or the state auditor's office. Annly Roman replied that we  
13 haven't looked that far into it; we want to develop the base form with the State Library  
14 accounting department and the systems. Monica Rivas added that it is crucial that we  
15 involve the systems when we create the forms so that we make the process easy for all  
16 involved. Member Williams asked if the new reports will streamline the activities for the  
17 systems and make it easier for them to speak the same language. Monica Rivas replied  
18 that the new reports will make it easier to report the data since the reports haven't been  
19 updated in a very long time. Annly Roman added that the hope is that these new forms  
20 are clearer and easier to use.

21

22 **D. CLSA REGULATIONS**

23 Annly Roman updated the board on the status of the regulations. At this point the  
24 regulations have been filed with the office of administrative law and are in the middle of  
25 the public comment period which will end on Friday after this meeting. The State Library  
26 has received some public comments in the form of letters from the systems that are  
27 included in the board packet. There was also a suggestion from the Department of  
28 Finance in section 20125 regarding speakers. The Department of Finance  
29 recommended in the interest of transparency that the word "will" not be changed to  
30 "may" in the sentence "members of the public or the state library staff will ". In same  
31 section A of 20125 they recommend that the stricken sentence that says, "No person

1 other than the person having the floor and members of the State Board shall be  
2 permitted to enter the discussion”, not be removed. President Bernardo informed the  
3 board that a further discussion would be held during the regulatory meeting and this  
4 piece was just an update. Annly Roman reminded the board that if any changes we  
5 made we would have to submit new paperwork to the Office of Administrative Law and  
6 have an additional public comment period of 15 days. If someone came in those 15  
7 days and requested an additional public hearing, then we would have to hold another  
8 public hearing when the board meets next time. Otherwise we should be able to move  
9 forward as long as there are no other comments requesting changes during those 15  
10 days, we should hopefully get the regulations finalized and approved during this  
11 calendar year.

#### 12 **E. LEGISLATIVE UPDATE**

13 Annly Roman reviews document 9 specifically SCA 3 which is a bill the board  
14 supported last year that was sponsored by the California Library Association. This bill  
15 didn't pass last year and was held over, mainly because there was an early vote in the  
16 year on a tax related issue that several moderate democrats voted for. Because of the  
17 legislative climate and the elections legislators were hesitant to go up again on a tax  
18 related bill. Due the fact that there are several vacancies in the legislature this bill is  
19 very unlikely to pass, the board expressed an interest to send a letter of continued  
20 support which they did. The bill is unlikely to pass this year because of the vacancies.

21 The next measures AB2523, SB830, and SB947 are all included because they are  
22 of a similar topic of a bill the board supported last year AB390. AB390 deals with the  
23 model school library curriculum. The bill did go all the way through the legislative  
24 process but was vetoed by the governor as he felt it was unnecessary. These three bills  
25 are hitting on a similar topic. AB2523 deals with considering content standards on digital  
26 literacy in terms of computer science. SB830 is a reintroduced bill from last year that  
27 would require a model curriculum by January 01, 2023 for media literacy in kindergarten  
28 through 12 grades. SB947 states that by December 01, 2019 the Board of Education's  
29 superintendent of public instruction would identify best practices and recommendations  
30 for digital citizenship, internet safety, and media literacy. These measures were brought  
31 forward since they are of similar topic and we wanted to determine if the board had any

1 interest in them. We do have letter from Member Williams were the School Library  
2 Association is in support of a couple of these bills and there's also a letter where they  
3 ask the Department of Education to update the model school library curriculum  
4 standards.

5 Member Murguia inquires if CLA has taken a position on these measures and Annly  
6 Roman informs her that they have not. Member Williams elaborates on the letter to the  
7 Board of Education were they discuss the model school library standards that where  
8 created 10 years ago and how they need be re-updated to include information literacy  
9 and digital citizenship upgrades. Member Christmas asks if approved would the drafted  
10 letters show how these measure connect with libraries and how students can pursue  
11 information resources. Member Williams replies and asks the board if at the very least  
12 they would consider drafting a letter in support of updating the standards. Member  
13 Martinez asks if there's any budget implication in any of the bills being discussed. Anny  
14 Roman states that these bills are in the appropriation committee that would imply  
15 there's a fiscal implication, she's not sure what the set cost is for each one, but they do  
16 have fiscal attachments because they are in the appropriations committee.

17 Member Williams would like the support of the board in the form of a letter for both  
18 SB947 and SB830. Member Tauler suggest that the board support SB947 because it is  
19 in line with the discussion they had on the importance of literacy in all forms. Member  
20 Ibanez thinks the board should write letters in support of both since they apply to digital  
21 literacy. Motions where made as follows:

22 ***It was moved, seconded (Ibanez, Tauler) and carried with a vote of***  
23 ***seven ayes (Bernardo, Huguenin, Ibanez, Maghsoudi, Murguia,***  
24 ***Williams, Tauler), one nay (Christmas), and one abstention (Martinez)***  
25 ***that the California Library Services Board directs State Library staff***  
26 ***to draft and send a letter of support for SB 830 on behalf of the***  
27 ***California Library Services Board.***

28 ***It was moved, seconded (Ibanez/Tauler) and failed with a vote of six***  
29 ***ayes (Bernardo, Ibanez, Maghsoudi, Murguia, Williams, Tauler), two***  
30 ***nays (Christmas, Martinez), and one abstention (Huguenin) that the***  
31 ***California Library Services Board directs State Library staff to draft***  
32 ***and send a letter of support for SB 947 on behalf of the California***  
33 ***Library Services Board.***

34 ***It was moved, seconded (Williams/Ibanez) and carried with a vote of***  
35 ***seven ayes (Bernardo, Huguenin, Ibanez, Maghsoudi, Murguia,***

1 ***Williams, Tauler), one nay (Christmas), and one abstention (Martinez)***  
2 ***that the California Library Services Board directs State Library staff***  
3 ***to draft a letter to the Department of Education of support of***  
4 ***renewing the Model School Library Standards.***  
5

6 President Bernardo discussed the last items in the legislative update which are  
7 some draft letters in support of CLSA funding for local libraries in this upcoming budget  
8 to the Senate Budget Review Committee and letter of support for IMLS funding. Annly  
9 Roman advised the board they can choose to send letters in support; they can choose  
10 only to support certain sections or do nothing. State Librarian Lucas speaks to what was  
11 proposed in the governor's budget to be spent on libraries, which is 9.5 million dollars.  
12 State Librarian Lucas informs the board that the legislative analyst is urging the  
13 legislature not to approve any of it. Their recommendation is to reject all proposals.  
14 State Librarian Lucas believes that their recommendation is not fatal, but is not ideal  
15 either. State Librarian Lucas states the bigger the chorus of voices taking a divergent  
16 view than the legislative analyst, the more improved the odds are of lawmakers bucking  
17 their recommendations and approving the proposed expenditures. Member Murguia  
18 questions if we should be asking for more money than is proposed, that we certainly  
19 want the amount that is in the budget but it seems that we have an opportunity to ask  
20 for more funds. Member Murguia asks if we should be working with the senate budgets  
21 committee or certain legislatures to add more money. Member Christmas is in favor of  
22 both letters supporting the budget and the IMLS letter, but in order to write the letter in  
23 support the board should offer areas where the budget can be increased at a state  
24 level.

25 Annly Roman states that October would be a good time to start a discussion on  
26 asking for increases for next fiscal year because the governor will be coming out with  
27 his proposed budget in January. State Librarian Lucas points out that some of the  
28 issues discussed at the strategic meeting may lead to a strategic use for more funding  
29 that could be put together by next October and put in in the hands of the new  
30 administration that is going to be looking for good ideas on investments that should be  
31 made in public libraries. Member Murguia suggests the State Library come up with a  
32 proposal of where those investments should be made.

1 Member Martinez asks if the State Library had input in the proposed budget for 9.5  
2 million dollars. State Librarian Lucas replied that they did and that this particular plan  
3 was created through conversations with the California Library Association, and CENIC,  
4 the folks that operate broadband. Both parties met at the table and brought forth their  
5 priorities and together came up with 9.5 million. The Department of Finance also  
6 recommended that the budget be kept under 10 million dollars, but they would entertain  
7 something up to 10 million dollars. Carol White added that the California Library  
8 Legislative Advocacy Committee worked closely with State Librarian Lucas and the  
9 California Library Association president to come up with the letter, in order to represent  
10 the collaborative work between all of the public libraries and the state library. Mrs. White  
11 is concerned that the analyst office just completely rejected wholesale all the  
12 recommendations and so it would mean a lot in the spirit of advocacy to support this  
13 initiative. There are so many competing priorities since we are such a diverse state and  
14 you can see that in the plans of service. A letter of support from the board would be  
15 appreciated. Individual libraries will also be writing letters to the department of finance.

16 Member Tauler states she is in support of the letters and believes we should have  
17 further discussion in October with the recommendation of the State Library. Annly  
18 Roman recommends that the letters be sent to chairs, CC the members of the  
19 subcommittees, Holly Mitchel, and CC the members of the regular budget committee.  
20 Diane Satchwell advises the board that she will be attending National Library Legislative  
21 Day in DC and would be happy to make copies and carry the letters. Motion was made  
22 as follows:

23  
24 ***It was moved, seconded (Tauler/Ibanez) and carried unanimously***  
25 ***that the California Library Services Board directs State Library Staff***  
26 ***to send the draft letter (See Exhibit B) in support of the Governor's***  
27 ***proposed 2018/2019 spending on library programs and the draft***  
28 ***letter (See Exhibit C) in support of continued Federal IMLS funding***  
29 ***included in the Board packet and work on a plan to increase state***  
30 ***funding for the October meeting.***  
31

## 32 **F. BOARD DISCUSSION ITEMS 2018/19**

33 President Bernardo thanked Rebecca Wendt for doing a good job in facilitating the  
34 discussion and keeping the board on task. Annly Roman advised the audience that the



1 board held a strategic planning session to take a look at their mission and their value  
2 statement to try to set some goals in order to strategically move forward and achieve  
3 those goals. A document was created with the motions based on changes that the  
4 board made to the mission and to the value statement, as well as to goals that underline  
5 the actions to be taken to reach those goals as determined by the board. The motions  
6 made are open for discussion in order to take action. The first point of the discussion  
7 was the mission statement that read as follows:

8 “The Mission of the California Library Services Board is to foster lifelong learning by  
9 ensuring that all Californians have free and convenient access to all library resources  
10 and services regardless of their age or ethnicity, or any geographical, financial, or  
11 administrative restraints.” When asked if there were any comments from the audience it  
12 was pointed out that, “It’s great to be inclusive, but there are several designations that  
13 are not included, so the statement could be more inclusive by being more general or by  
14 being more specific”. Member Williams ask if it would be a good idea to relook at the  
15 mission statement in order to address the concerns that were brought up. Member  
16 Murguia suggested striking out everything from *regardless* on to read, “The Mission of  
17 the California Library Services Board is to foster lifelong learning by ensuring that all  
18 Californians have free and convenient access to all library resources and services”. A  
19 motion was made to amend the mission statement with Member Murguia’s suggestion;  
20 the results were as follows:

21 ***It was moved, seconded (Murguia/Maghsoudi) and carried***  
22 ***unanimously that the California Library Services Board adopts the***  
23 ***following mission statement:***  
24

25 ***The mission of the California Library Services Board is to foster***  
26 ***lifelong learning by ensuring that all Californians have free and***  
27 ***convenient access to all library resources and services.***  
28

29 Annly Roman read the values statement and accompanying clarifying statements that  
30 reads as follows:

31 “The California Library Services Board values literacy, cooperation, diversity, service to  
32 the underserved, and access.”

- 33 • **Literacy:** Promote the importance of reading and the skills needed by individuals to  
34 participate fully in society  
35

- 1 • **Cooperation:** Encourage the sharing of resources and collaboration between  
2 libraries and other government agencies, organizations, and diverse community  
3 groups.
- 4
- 5 • **Diversity:** Support programs and services that reflect the multicultural and diverse  
6 population of California.
- 7
- 8 • **Service to the Underserved:** Strengthen equitable distribution of resources and  
9 services to any population segment, regardless of economic status and other  
10 circumstances, whose needs are not adequately met by traditional library service  
11 patterns.
- 12
- 13 • **Access:** Affirm the principles of equitable access to resources across library systems  
14 through local control, local financing, and resource sharing.
- 15

16 When asked if there were any comments from the audience it was suggested to remove  
17 from the diversity section the word multicultural to just read, "Support programs and  
18 services that reflect the diverse population of California". Member Martinez also  
19 suggested we change under Cooperation the word "between" to "among", because we  
20 are talking about more than two. A motion to consider value statement and  
21 accompanying clarifying statements with the suggested corrections was made and the  
22 results were as follows:

23  
24 ***It was moved, seconded (Murguia/Ibanez) and carried unanimously***  
25 ***that the California Library Services Board adopts the following***  
26 ***values statement and accompanying clarifying statements.***

27  
28 ***The California Library Services Board values literacy,***  
29 ***cooperation, diversity, service to the underserved, and access.***

- 30
- 31 • ***Literacy: Promote the importance of reading and the skills***  
32 ***needed by individuals to participate fully in society.***
- 33 • ***Cooperation: Encourage the sharing of resources and***  
34 ***collaboration among libraries and other government agencies,***  
35 ***organizations, and diverse community groups.***
- 36 • ***Diversity: Support programs and services that reflect the***  
37 ***diverse population of California.***
- 38 • ***Service to the underserved: Strengthen equitable distribution***  
39 ***of resources and services to any population segment,***  
40 ***regardless of economic status and other circumstances,***  
41 ***whose needs are not adequately met by traditional library***  
42 ***services patterns.***
- 43 • ***Access: Affirm the principles of equitable access to resources***

1 *across library systems through local control, local financing,*  
2 *and resource sharing.*

3 Annly Roman read the Goals and subsequent actions to help accomplish those  
4 goals and they read as follows:  
5

- 6 • Education
  - 7 ○ Legislation Tracking (California State Library) and report
  - 8 ○ Lightening talks – Board members or experts in field
  - 9 ○ Develop protocols for sharing information
- 10
- 11 • Advocacy (Money for a program)
  - 12 ○ Meet with Legislators
  - 13 ○ Write Letters
  - 14 ○ Work with other organizations (Example: California Library Association)
  - 15 ○ Determine best mode of advocacy

16 With no added corrections from the audience a motion was made and the results  
17 were as follows:

18 *It was moved, seconded (Williams/Tauler) and carried unanimously that the*  
19 *California Library services Board adopts the following goals and*  
20 *subsequent actions to help accomplish those goals.*  
21

- 22 • *Education*
  - 23 ○ *Legislation Tracking (California State Library) and report*
  - 24 ○ *Lightening talks – Board members or experts in field*
  - 25 ○ *Develop protocols for sharing information*
  - 26
- 27 • *Advocacy (Money for a program)*
  - 28 ○ *Meet with Legislators*
  - 29 ○ *Write Letters*
  - 30 ○ *Work with other organizations (Example: California Library*
  - 31 *Association)*
  - 32 ○ *Determine best mode of advocacy*

### 33 **G. PUBLIC COMMENT**

34 There was no public comment brought forward.

### 35 **H. COMMENTS FROM BOARD MEMBERS/OFFICERS**

36 There was no comment from the board.

1 **I. OLD BUSINESS**

2 There was no old business brought forward.

3 **J. AGENDA BUILDING**

4 Member Murguia would like to see a discussion regarding the budget, advocacy and  
5 asking the library lobbyists to come talk to the board in October. Member Williams  
6 would like to discuss at the next meeting the sharing of information protocols and  
7 brainstorming advocacy steps. Member from the audience suggested that the nine  
8 library systems do a presentation for the board on how the library systems work.

9

10 **K. ADJOURNMENT**

11 President Bernardo called for adjournment of the California Library Services Board  
12 meeting at 2:03PM.





California Library Services Act Regulatory Hearing

April 17, 2018

Stanley Mosk Library and Courts Building

914 Capitol Mall, Room 500

Sacramento, CA 95814

**A. CALL TO ORDER**

President Bernardo convened the regulatory hearing for the California Library Services Act regulations on April 17, 2018 at 2:05PM.

**B. INTRODUCTIONS**

**Board Members Present:** President Anne Bernardo, Gary Christmas, Aleita Huguenin, Florante Ibanez, Vice-President Paymaneh Maghsoudi, Adriana Martinez, Elizabeth Murguia, Sandra Tauler, and Connie Williams.

**California State Library Staff Present:** State Librarian Greg Lucas, Deputy State Librarian Narinder Sufi, Carolyn Brooks, Natalie Cole, Janet Coles, Susan Hanks, Monica Rivas, Annly Roman, and Mark Webster.

**Public Present:** Jacquie Brinkley, NorthNet Library System; Todd Deck, Tehama County Library and NorthNet Library System; John Alita, Community Services Director for City of Stockton and Director of San Joaquin County Library; Suzy Daveluy Executive Director at Stockton-San Joaquin County; Heidi Murphy, Pacific Library Partnership; Brad McCulley, Pacific Library Partnership; Mila Alvarez, Pacific Library Partnership; Carol Frost, Pacific Library Partnership and NorthNet Library System; Diane Satchwell, Southern California Library Cooperative, Serra Library Cooperative, Inland Library System, 44-99 Cooperative Library System, and Santiago Library System.; Carol Denuzo, Southern California Library Cooperative; Hilary Thayer, Torrance Library and Southern California Library Cooperative; Joyce Ryden Southern California Library Cooperative; Nancy Schramm, Director Ventura County Library and Southern California Library Cooperative; Donna Ohr, Chair, Serra Cooperative Library System and Deputy Director of San Diego County Library System; Erin Christmas,

1 Interim Library Director of Riverside Public Library; and Michelle Perera, Pasadena  
2 Public Library.

3 **C. REGULATORY HEARING**

4 Annly Roman stated that the California Library Services Board had received public  
5 comment submitted as letters from the Southern California Library Cooperative, Pacific  
6 Library Partnership, and NorthNet Library System which had been included in the  
7 hearing packet.

8 Roman stated that the hearing had been structured to go through the regulations by  
9 sections. As each section was brought up, people could bring forward their comments  
10 or questions at that time.

11 **General Provisions** (§ 20101, 20105, 20107)

12 Annly Roman stated that the proposed changes to the General Provisions section  
13 included changes in sections 20101, 20105, and 20107. President Bernardo called for  
14 comments from those in the audience, those participating remotely, and Board  
15 members. There were no comments on the changes proposed in sections 20101,  
16 20105, and 20107.

17 **California Library Services Board Procedures** (§ 20116, 20118, 20119, 20122, 20123,  
18 20124, 20125, 20127, 20130, 20134)

19 Annly Roman stated that the proposed changes in Article 2. California Library  
20 Services Board Procedures included changes in sections 20116, 20118, 20119, 20122,  
21 20123, 20124, 20125, 20127, 20130, 20134. State Librarian Lucas stated that the  
22 submitted written comments centered around sections 20118 and 20125.

23 John Alita commented that he wished to echo the requests from the written public  
24 comment. He stated that the Board should meet at least twice a year to conduct  
25 business. For example, if libraries were planning to leave a System or there were other  
26 issues that need to be addressed by the Board. Alita said that in section 20125, the  
27 provision that was most important was to make sure that there was ample time and  
28 opportunity for the public to speak. By changing the language to say that the public may  
29 be recognized took away from the value they provided. Aleita recommended that the  
30 language stay that the public comment will be recognized.

1 John Alita also brought up an earlier discussion, held during the regular California  
2 Library Services Board meeting, regarding the regulatory requirement that Plans of  
3 Service be submitted by June 1<sup>st</sup>. He recommended that the language be changed to  
4 give systems a certain number of days, like 60, after receiving their letters to submit the  
5 Plans of Service. President Bernardo asked Annly Roman to look for the code that  
6 contained the June 1<sup>st</sup> requirement.

7 Hillary Theyer echoed support for the submitted letters. Theyer stated that she did  
8 not think the Board could get their work done in less than two meetings. She also  
9 addressed proposed changes to public speaking at meetings, stating that public  
10 libraries were educators in their communities that informed citizens of their right to  
11 speak to their government and explained the processes. Libraries were leaders of  
12 democracy and the right of people to speak and Theyer felt the board's practice should  
13 not reflect the change.

14 Heide Murphy echoed what was already said and asserted that twice a year  
15 meetings are crucial for Systems to be able to come to the Board and for the work to get  
16 done. Libraries served the entire population of California and their constituents were the  
17 Board's constituents. Murphy stated that libraries wanted to keep the wheel open for  
18 public comment and meet twice a year.

19 Donna Ohr, Chair of Serra Cooperative Library System, stated that on behalf of the  
20 Serra Cooperative she wanted to submit public comments on the proposed updates to  
21 the California Library Services Board regulations implementing the California Library  
22 Services Act and the procedures of the California Library Services Board.

23 In the initial statement of reasons, provided by the Board, regarding the purpose of  
24 the changes to various Article 2 sections that included sections 20118 and 20125 it was  
25 stated that the proposed changes were to ensure that the business of the Board was  
26 "carried out in an organized, timely, transparent manner with ample opportunity for  
27 public participation." Ohr stated those she represented believed that the following  
28 proposed changes were not in keeping with the Board's own words. Firstly, they agreed  
29 with the elimination of the language for the CLSB to meet at least bi-monthly as  
30 proposed for Article 2, section 20118, regular meetings. However, in order for the Board  
31 to meet in an organized and timely manner, meeting at least once a year is not enough.

1 The California Library Services Board carried out important work, such as the approval  
2 of Plans of Service. As it was, cooperatives struggled to meet state timelines and align  
3 their meetings with the Board's schedule. Therefore, Serra Cooperative respectfully  
4 request that the language be changed for CLSB to meet at least twice a year.

5 Secondly, Ohr stated there was an issue with the proposed change to subsection a  
6 of article 2, section 20125, speakers. She respectfully requested that the CLSB not  
7 change the word "will" to "may" in the phrase "member of the public or the state library  
8 staff may be recognized by the President." Referring to the initial statement of reasons,  
9 changing the word "will" to "may" seemed to contradict the Statement of Reasons  
10 language to assure that the business of the Board was "carried out in a transparent  
11 manner with ample opportunity for public participation." She stated that Serra  
12 Cooperative wanted the CLSB to continue to hear all public comment at the Board  
13 meetings which would ensure that the Board was in compliance with the letter and spirit  
14 of the Bagley-Keene Open Meeting Act.

15 Nancy Schram, the director of the Ventura County Library System, commented that  
16 she echoed the statements of the other library directors and the Cooperative Library  
17 Systems. Schram stated that librarians were in the field delivering services and working  
18 with the public, and, forming collaborative partnerships with schools and the law  
19 libraries, so it was critical to be able to communicate as much as possible. She  
20 suggested that meetings should be held four times a year. Schram also stated that she  
21 felt it was important to change the word in section 20125 back to "will" from "may"  
22 because hearing comment from the public was important.

23 Joyce Ryan, Chair of Southern California Library Cooperative, said that she would  
24 also like to echo what others before her had said regarding the meetings. Ryan felt that  
25 meeting once a year was not sufficient, and while meeting twice a year was acceptable  
26 she felt the Board might want to consider holding more meetings to address Board and  
27 System business. Additionally, Ryan felt that one of the purposes of the Bagley-Keene  
28 Act was to protect and serve the interest of the general public to monitor and participate  
29 in state bodies. She felt changing a word from "will" to "may" was not compatible with  
30 that purpose.

1 President Bernardo had questions on some of the regulatory sections. She stated  
2 that the Board had previously requested the definition of a “home library” be included  
3 but she did not see it under section 20107. Annly Roman stated that it should have  
4 been included in the proposed language but was inadvertently left out. Roman said that  
5 a definition was not in the publicly noticed version but could be added to the language  
6 and the changes could be re-noticed.

7 Member Christmas asked what regulatory section contained the deadline for  
8 submitting Plans of Service. Annly Roman stated that deadline was in section 20135 but  
9 was not included in the official regulatory notice because no changes had been  
10 proposed. That section read

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

16 Member Christmas suggested changing the submittal date requirement to within 30-  
17 days of notice from the State Library. Annly Roman stated that timeframe would be  
18 sooner than the current June 1<sup>st</sup> deadline. Christmas suggested a change to June 30<sup>th</sup>  
19 or 60 days. John Alita stated that he would recommend 60 days after the Systems  
20 received their notice letter from the State Library.

21 Carol Frost, speaking on behalf of the Pacific Library Partnership and the NorthNet  
22 Library System, clarified that system Executive Committees met four times a year and  
23 the whole council met once or twice a year. At the Pacific Library Partnership, for  
24 example, the Council met in January, would not meet again until May 4<sup>th</sup> and would  
25 meet briefly in early June to approve the budgets. Frost stated that 60 days would  
26 probably not be enough time depending on when the package was released. Frost  
27 supported going to the end of June to give the Systems flexibility.

28 Frost stated that PLP had always been granted extensions when needed but the  
29 regulations did not contain language on flexibility to extend that date. She felt if the  
30 Board wanted to change to a set date she would recommend June 30<sup>th</sup> or they could  
31 continue on with the practice of the State Library interpreting the law that they are able  
32 to extend it on a case-by-case basis.



1 Diane Satchwell and Maureen Theobald stated that they would support the June  
2 30<sup>th</sup> date because it would give them an opportunity to go back in June and re-write any  
3 corrections to the Plans of Service.

4 Monica Rivas stated that part of the reason for the June 1<sup>st</sup> date was the beginning  
5 of a new fiscal year in July. Rivas stated that she would also need to check with  
6 accounting to see how a change would impact their process. If deadlines were moved it  
7 would impact when the Systems got their checks. Rivas also stated that if deadlines  
8 were moved the Board needed to be aware that their meetings would have to coincide  
9 with giving staff enough time to produce the meeting documents such as meeting later  
10 in fall and earlier in spring.

11 President Bernardo and Member Christmas asked if there was language in the  
12 regulations regarding extensions and Monica Rivas stated there was not. Christmas  
13 suggested extending the deadline to June 30<sup>th</sup> and adding language allowing the State  
14 Library to provide extensions. Monica Rivas clarified that he was suggesting extending  
15 the deadline and providing extensions.

16 Member Martinez said that she supported State Library staff's preference for  
17 keeping the June 1<sup>st</sup> deadline because she felt if the date was moved to June 30<sup>th</sup>  
18 people would just ask for extensions beyond that date. However, she thought that  
19 language should be added about flexibility or extensions to address the Systems'  
20 concerns.

21 Monica Rivas pointed out that the Systems' annual reports were due in September  
22 so extending the deadline to June 30<sup>th</sup> limited the time between reports. She stated that  
23 staff were aware of the systems' timelines and Board meetings and had been flexible  
24 with the Plans of Service and reports.

25 Member Williams stated if the regulations required something to be due on a certain  
26 date, that should be the date. Current State Library staff may grant extensions but  
27 successors may not. Williams suggested adding flexibility extension language or moving  
28 the deadline to June 15<sup>th</sup>. Monica Rivas stated that when she took over the position  
29 there were guidelines about when to give extensions and Systems requesting one were  
30 required to provide a reason for the extension.

1 Member Christmas stated that there should be language in the regulations that  
2 allowed State Library staff the discretion to grant extensions. He felt without that  
3 language there could be a situation where System that did not get the Plan of Service in  
4 on time was denied funding.

5 John Aleita stated that if Systems were requesting regular extensions the deadline  
6 was not working. He thought there should be a more nuanced discussion of a logical  
7 timeline based on the time it took for System creation of a Plan of Service and State  
8 Library staff review of a Plan of Service as the System and State Library timeframes  
9 were equally important. He felt there should be some set date or rule that made  
10 everyone happy.

11 Nancy Schram commented that she felt if the Systems were rushed in providing the  
12 Board information what they provided could be inaccurate so she would suggest  
13 extending the deadline to ensure accurate information. Diane Satchwell stated that she  
14 wrote five Plans of Service and was wondering if the Systems could meet with Monica  
15 Rivas and Annly Roman to look at calendars and look at adjusting or adding a meeting  
16 to their cooperatives. Monica Rivas stated that State Library staff usually liked to share  
17 funding information with the Board before sending the packets to the Systems which  
18 was what was behind the timeline for sending the packets. Rivas stated that if the Board  
19 was comfortable with staff notifying the Systems ahead of time that could be done.  
20 Member Tauler stated that the Board could meet earlier and Rivas confirmed that was  
21 an option.

22 Member Ibanez moved that the Board add flexibility language to the regulations.  
23 Member Murguia stated that she felt the Board would need to see the exact language to  
24 make a determination and they did not have it in their packet. Annly Roman read the  
25 sentence in section 20135 that referred to the Plan of Service deadline.

26 "After approval of the Administrative Council, the System Budget request and Plan  
27 of Service shall be annually submitted to the State Board by June 1<sup>st</sup> of the fiscal  
28 year immediately preceding the fiscal year for which funds are requested."

29 Member Murguia asked for specific language that would be added by the motion and  
30 Annly Roman stated that she did not have specific language prepared. President  
31 Bernardo stated that because it was a code section that was not part of the discussion

1 she did not think the Board could take action on it at that time. Member Ibanez withdrew  
2 his motion.

3 Member Martinez asked for that issue to be on the agenda for the next meeting  
4 because there were enough suggestions and comments to merit further discussion. She  
5 agreed that there should be a meeting with those involved in the Plans of Service to  
6 come up with a suggestion for the Board's meeting in October, including specific  
7 language.

8 President Bernardo asked if they wanted to proceed or deal with any actions on  
9 other proposed changes. Annly Roman recommended addressing any changes the  
10 Board wanted to adopt when those particular sections were being discussed. President  
11 Bernardo stated that in the current section they were discussing, which was Article II,  
12 there were proposed changes from those who commented to section 20118 and 20125.  
13 Bernardo asked if they Board would like to discuss or take action on those change  
14 requests.

15 ***It was moved, seconded (Murguia/Christmas) and carried***  
16 ***unanimously that the California Library Services Board adopts the***  
17 ***proposed changes to the regulatory language filed with the Office of***  
18 ***Administrative Law changing section 20118(a) to state that the State***  
19 ***Board will meet at least twice each year instead of once, (Date.***  
20 ***Regular meetings of the State Board shall take place at least bi-***  
21 ***monthly on the third Thursday of the months of February, April,***  
22 ***June, August, October; the December meeting shall be held in***  
23 ***conjunction with the California Library Association conference twice***  
24 ***each year.) and retaining the word "will" in section 20125(a) instead***  
25 ***of the word "may" (Recognition of Speakers. Members of the public***  
26 ***or the State Library staff will be recognized by the President of the***  
27 ***State Board to speak at any State Board meeting. 35:12***

28 **General Provisions from Systems** (§ 20135, 20136, 20140)

29 President Bernardo called for discussion from those in the audience, those  
30 participating remotely, and Board members. Member Murguia stated that in section  
31 20135 under 4 that there was a comma at the end of the sentence in addition to a  
32 period so that should be fixed. No other comments were presented from the public  
33 attending or Board members on sections 20135, 20136, and 20140.

34 **System Reference** (§ 20158)

1 President Bernardo called for comments from those in the audience, those  
2 participating remotely, and the Board. There were no comments on the changes  
3 proposed in section 20158.

4 **Consolidations and Affiliations** (§ 20180, 20185, 20190)

5 President Bernardo called for comments from those in the audience, those  
6 participating remotely, and members of the Board. President Bernardo brought up that  
7 there was a small typo in section 20185(a) next to the word contiguous where the  
8 spaces were struck through. Annly Roman stated that it was accidentally left there from  
9 when the Board was considering removing the word contiguous and would be fixed.  
10 There were no other comments on the changes proposed in sections 20180, 20185, or  
11 20190.

12 **Direct Loan** (§ 20203, 20205, 20215, 20216, 20217)

13 President Bernardo called for comments from those in the audience, those  
14 participating remotely, and members of the Board. President Bernardo stated that in  
15 section 20203 where it talked about the following rules as "...excepted from  
16 Government Code section 244...", it was part of the existing regulations but seemed like  
17 a typo. She suggested that the language should read "...as provided in..." instead  
18 Member Christmas asked if that could be discussed in October.

19 There were no other comments on the changes proposed in sections 20203, 20205,  
20 20215, 20216 and 20217.

21 **Communication and Delivery** (§ 20235, 20236)

22 President Bernardo called for comments from those in the audience, those  
23 participating remotely, and members of the Board. There were no comments on the  
24 changes proposed in sections 20235 and 20236.

25 **Interlibrary Loan** (§ 20251, 20252, 20255, 20257, 20260, 20265))

26 President Bernardo called for comments from those in the audience, those  
27 participating remotely, and members of the Board. There were no comments on the  
28 changes proposed in sections 20251, 20252, 20255, 20257, 20260, and 20265.

1 Annly Roman stated that all sections had been discussed and clarified that the  
2 Board had made one motion for changes and had sections 20135 and 20203 for  
3 additional discussion in October. President Bernardo asked if the timeframe would  
4 change and Roman confirmed it would extend out past October, probably closer to the  
5 end of the year. Any regulatory changes would need to be publically noticed for 15 days  
6 and if there were any comments or a request for an additional public hearing the  
7 timeframe could extend out further. If there was no comment the regulations would  
8 move forward.

9 State Librarian Lucas asked if it would be possible to have the discussion on those  
10 sections, determine an acceptable outcome and hold a teleconference meeting between  
11 April and October to approve the changes without extending the timeline. Roman stated  
12 that could be done provided she was given adequate time to prepare for and notice the  
13 teleconference meeting. Roman said a month was probably the soonest they could  
14 have the meeting and still not extend the regulatory process.

15 Lucas asked why the Board couldn't change those sections at the current meeting.  
16 Annly Roman stated that she thought the Board could recommend changes to section  
17 20135 and 20203 at the current meeting because they were part of the regulations  
18 being addressed. Roman asked to go print the language for the Board.

19 Carol Frost stated that part of the proposed regulatory language included changes to  
20 how Systems could spend CLSA funds and the Systems were waiting for the language  
21 to be adopted to institute those changes. She felt holding a phone meeting before  
22 October would be to the benefit of the Systems. State Librarian Lucas stated that the  
23 Board could also choose to leave the June 1<sup>st</sup> date.

24 Carol Frost stated that the regulatory language was strict but there was the ability to  
25 interpret that language. She felt that the State Library had demonstrated great ability to  
26 interpret in granting extensions. If the Board did not change the Plan of Service due  
27 date but continued to allow the State Library to interpret the regulations, perhaps no  
28 change was needed.

29 Vice-President Maghsoudi suggested leaving the code section with the  
30 understanding that the State Library had the ability to grant extensions. Several other



1 Board members agreed since that system has been working. Monica Rivas confirmed  
2 that it had never been a problem for the State Library.

3 ***It was moved, seconded (Maghsoudi/Christmas) and carried***  
4 ***unanimously that that California Library Services Board will not***  
5 ***make any changes to the language in section 20135 pertaining to the***  
6 ***June 1 deadline for Cooperative Library Systems to submit their***  
7 ***budget requests and Plans of Service to the Board but will leave it up***  
8 ***to State Library staff's discretion to grant extensions to that deadline***  
9 ***as necessary.***

10 ***It was moved, seconded (Huguenin/Ibanez) and carried unanimously***  
11 ***that the California Library Services Board adopts the language***  
12 ***change in the last sentence of the first paragraph in section 20203***  
13 ***replacing the word "excepted" with "provided in" (In determining the***  
14 ***places of residency, the following rules as excepted provided in***  
15 ***Government Code Section 244 shall be observed:).***

16 **D. ADJOURNMENT**

17 President Bernardo called for adjournment of the California Library Services Board  
18 regulatory hearing at 3:08PM.

**AGENDA ITEM:** Election of California Library Services Board Officers for 2019

**ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:** Election of Board Officers for calendar year 2019.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the California Library Services Board elect Anne Bernardo as President of the California Library Services Board for the year 2019.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the California Library Services Board elect Gary Christmas as Vice-President of the California Library Services Board for the year 2019.

**BACKGROUND:**

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

A Nominating Committee, elected at the April 17, 2018 meeting, sought member’s interest in becoming a board officer for 2019. Members Bernardo, Christmas and Williams responded that they were willing to run, with Williams requesting to only run for Vice-President. The Committee then took a poll of the Board to determine the Board’s opinion. The Nominating Committee is prepared to make a report at the meeting.

**AGENDA ITEM:** 2019 Meeting Schedule and Locations

<b>2019 Proposed Board Meeting Schedule</b>		
<u>Date</u>	<u>Location</u>	<u>Activities</u>
April 2, 2019	Sacramento	Legislative Visits? Budget and Planning Election of the Nominating Committee for 2020 and 2021
Late August- Early September? 2019	Sacramento?	Regular Business Annual Budget Meeting Election of Board Officers for year 2020 and 2021 LSTA State Advisory Council on Libraries Meeting

**BACKGROUND:**

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

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

Staff has provided members with a Doodle Poll for the April 2019 meeting which will be held on April 2, 2019. The question for Board members is when and where to schedule the Fall 2019 meeting. A calendar of upcoming and future library-related events and dates is included to this agenda item as Exhibit A.

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

<b>2018</b>		
Educause Annual Conference	October 30-November 2, 2018	Denver, CO
CLA (California Library Association) Annual Conference	November 9-11, 2018	Santa Clara, CA
<b>2019</b>		
ALA (American Library Association) Midwinter Conference	January 25-29, 2019	Seattle, WA
California School Library Association 2019 Conference	February 7-10, 2019	City of Industry, CA
ACRL (Association of College & Research Libraries) 2019 Conference	April 10-13, 2019	Cleveland, OH
ARL (Association of Research Libraries) Association Meeting	May 7-9, 2019	Minneapolis, MN
SLA (Special Libraries Association) Annual Conference & Info Expo	June 13-18, 2019	Cleveland, OH
ALA (American Library Association) Annual Conference	June 20-25, 2019	Washington, DC
PLA (Public Library Association) at ALA	June 20-25, 2019	Washington, DC
AALL (American Association of Law Libraries) Annual Meeting and Conference	July 13-16, 2019	Washington, DC
Society of American Archivists Annual Meeting	July 29-Aug 3, 2019	Austin, TX
IFLA (International Federation of Library Associations & Institutions) General Conference & Assembly	August 24-29, 2019	Athens, Greece
State Bar of California Annual Meeting	September 12-15, 2019	San Diego, CA
ARL (Association of Research Libraries) Association Meeting, Fall 2019	September 23-26, 2019	Washington, DC
ARL (Association of Research Libraries) Association Meeting, Fall	September 24-25, 2019	Washington, DC
Educause Annual Conference	October 14-17, 2019	Chicago, IL
AASL (American Association of School Libraries) National Conference	November 14-16, 2019	Louisville, KY

**AGENDA ITEM:** CLSA System Plans of Service and Budgets

**ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:**

1. Consideration of 2018/19 CLSA System Population and Membership figures
2. Consideration of 2018/19 CLSA System Plans of Service
3. Consider the Final CLSA budget for FY 2018/19

**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 2018/19.

**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 2018/19.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the California Library Services Board adopt, the Final 2018/19 CLSA budget as directed in the Governor's 2018/19 Budget, totaling \$3,630,000 for allocation to Cooperative Library Systems.

**ISSUE 1:** Consideration of 2018/19 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 1<sup>st</sup> 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 2018/19 are documented in Exhibit A.

**ISSUE 2:** Consideration of CLSA System Plans of Service and Budgets for FY 2018/19

**BACKGROUND:**



CLSA System Plans of Service for FY 2018/19 were submitted for Board approval as authorized in CLSA Sections 18724(b) and 18745. Exhibit B 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 C gives the estimated workload for delivery and the vehicle used to transport materials throughout the region. Exhibit D 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 3:** Consideration of the governor's budget, approved on June 27, 2018 for the 2018-2019 fiscal year, includes \$3,630,000 million in funding for the California Library Services Act. Exhibit E

**RELATED ISSUE TO COME BEFORE THE BOARD IN THE FUTURE:** Summary of 2018/19 System Annual Reports (Spring 2019).



### 2018/19 System Population & Membership

The following pages contain the System membership and System population figures which will be used to allocate funds to the individual Systems for the System Communications and Delivery Program in the 2018/19 fiscal year.

In 2008, the State Board adopted a policy for allocation of CLSA System-level funding that allows two or more CLSA Cooperative Library Systems to consolidate and retain the same funding level by simply adding together the allocations for each System.

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

Pursuant to Section 20106 of the Code of California Regulations, the population figures, certified by the California State Librarian, are based on the most recently published (June 2018) combined estimate for cities and counties from the California State Department of Finance.



TO: All California Public Library Directors

FROM: Greg Lucas  
State Librarian of California

DATE: June 1, 2018

SUBJECT: Certification of Population Figures for 2018-19

Section 18021 of the California Education Code specifies that the State Librarian must determine and certify on June 1<sup>st</sup> of each fiscal year the population served by each public library of the state based upon census data compiled by the United States Department of Commerce or estimates prepared by the California Department of Finance, whichever is more current. For such purposes, no person shall be deemed to be served by more than one public library. The figures certified are for January 1, 2018 based on the most recently published (May 2018) State of California, Department of Finance, Demographic Research Unit, City/County Population Estimates, with Annual Percent Change, January 1, 2017 and 2018.

If you have questions about the Certified Population Figures, please contact Andrea Freeland, Bureau Analyst at 916-651-3191 or by email at: [andrea.freeland@library.ca.gov](mailto:andrea.freeland@library.ca.gov).

### STATEMENT OF CERTIFICATION

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

  
Greg Lucas  
State Librarian of California  
June 1, 2018

SYSTEM/MEMBERPOPULATION**Pacific Library Partnership - 34 Members (BALIS + MOBAC + PLS + SVLS)**

6,755,436

**BALIS - 9 Members**

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

3,194,272

**MOBAC - 10 Members**

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

830,411

**PENINSULA - 8 Members**

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

774,155

**SILICON VALLEY - 7 Members**

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

1.956.598



SYSTEM/MEMBER

POPULATION

**BLACK GOLD - 7 Members**

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

796,645

**49-99 - 6 Members**

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

1,452,359

**INLAND - 19 Members**

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

4,467,078

**SANTIAGO - 10 Members**

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  
Yorba Linda Public Library

2,544,609

**SYSTEM/MEMBER**

**POPULATION**

**Southern California Library Cooperative - 39 Members (MCLS+SSCLS)**

10,834,375

**MCLS - 35 Members**

7,021,112

- Alhambra Public Library
- Altadena Library District (incorp)
- 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

**SOUTH STATE - 4 Members**

3,813,236

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



**SYSTEM/MEMBER**

**POPULATION**

**NorthNet Library System - 44 Members (MVLS+NBC+NSCLS)**

5,256,778

**MVLS - 14 Members**

2,636,896

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**

1,502,685

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**

1,117,197

Butte County Library  
Del Norte County Library District  
Humboldt County Library  
Lassen Library District  
Modoc County Library  
Orland Free Library  
Plumas County Library  
Shasta Public Libraries  
Siskiyou County Free Library  
Tehama County Library  
Trinity County Library  
Willows Public Library  
+ Crescent City/Del Norte

**SYSTEM/MEMBER**

**POPULATION**

**SJVLS- 10 Members**

2,997,526

- 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**

3,555,622

- 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**                      **42,473,691**
- All System Members:              **182\***
- All System Population:            **42,473,691**

**Unaffiliated Public Libraries - 7 Libraries**

838,098

- Cerritos Public Library
- Hayward Public Library
- Redlands (A.K. Smiley) Public Library
- San Leandro Community Library
- Santa Ana Public Library
- Simi Valley Public Library
- Vernon Public Library

**Jurisdictions that don't have service**

15,391

- Industry
- Lassen County

**TOTAL STATE POPULATION: 43,327,180**

\*Includes Consolidations since 1/1/78  
P:SH/2018 October Board Meeting docs/system population 2018-19

**California Library Services Act  
System Communications and Delivery Program  
Plan of Service – FY 2018/19**

**Exhibit B**

Baseline Budget and Number of Member Libraries Served	Goals for Using CLSA Funding To Meet the Needs of the Community	Support for C&D Using Non-CLSA System Funds
<p>Black Gold \$150,454 Members: 7</p>	<ul style="list-style-type: none"> <li>• Goals for C&amp;D funding are to have as few barriers to access as possible and to provide items to patrons as quickly as possible. (Delivery contract: 4 days a week with courier services using 2 drivers)</li> <li>• Sharing of e-Content</li> </ul> <p><b><u>Meeting the Community needs:</u></b> Patrons are able to request items from other libraries that their library does not own, and have them made available to them locally.</p>	<p><b><u>Local Funds :</u></b></p> <ul style="list-style-type: none"> <li>• Provide a shared ILS to 32 branches in an 8,000 square mile region all connected to servers from a central location.</li> <li>• Public Internet Connection ( in the process of adding CENIC to many branches)</li> <li>• Sponsor downloadable and streaming products including Over Drive, Zinio magazines, Hoopla and Enki.</li> </ul>
<p>Inland \$383,282 Members: 19</p>	<ul style="list-style-type: none"> <li>• Delivery of physical materials remains Inland priority. Inland will continue using the contracted delivery services.</li> <li>• Inland purchased digilabs to share. Each library will be trained to tag scanned items to comply with standards.</li> <li>• E-resources are widely used and will add additional titles and copies.</li> <li>• Refresh Inland logo and update website.</li> </ul> <p><b><u>Meeting the Community needs:</u></b> Based on usage of the e-resources and scanned items from the digilabs, Inland can ascertain the value of their goals. There are valuable items to be scanned and archiving of material that have historical significance.</p>	<ul style="list-style-type: none"> <li>• Each library has their own allocation within their budgets for e-resources. Ontario has created a lab that is open to the public. It has been a good example of using the equipment from grants, developing partnerships, and reinventing resources.</li> <li>• Staff will be trained on digilabs.</li> <li>• Marketing of resources and showcasing of searchable materials</li> </ul>

<p>NorthNet \$816,895 Members: 44</p>	<ul style="list-style-type: none"> <li>• Shared resources remain a priority for all NorthNet; NLS will use C&amp;D funds to research the feasibility of implementing Link+ or a similar model.</li> <li>• Continue supporting the Zinio consortium.</li> <li>• Expand a very popular Overdrive eBook subscription and membership.</li> <li>• Enki eBook subscriptions</li> <li>• Support the physical movement of resources from one library to another to enable resource sharing among System members.</li> <li>• Continued support for the ongoing development of CLSA-INFO, a knowledge –sharing database for system libraries statewide.</li> </ul> <p><b><u>Meeting the Community needs:</u></b> ILL statistics will continue to be tracked and reported. Use of shared e-resources will be measured and compared to the most recent fiscal year. North Net will continue to monitor effectiveness of services through feedback from member libraries.</p>	<p><b><u>Local Funds :</u></b></p> <ul style="list-style-type: none"> <li>• Supplement CLSA to enable effective resource sharing</li> <li>• Local funds will be also used to cover primarily delivery cost</li> </ul>
<p>PLP \$ 694,827 Members: 34</p>	<ul style="list-style-type: none"> <li>• Support resource sharing by moving materials within PLP from location to location, PLP has a 5 day a week delivery model.</li> <li>• eResources purchase annual Enki subscription for 34 libraries for access to additional shared eBooks. Provide libraries with options for funding for shared eResources such as subscriptions to Enki, networking, broadband , purchase of Overdrive eMaterials, cost related to Link+, purchase of eMaterials in Biblioteca’s Cloud library, or participating in a study for a shared ILS between 5 PLP libraries.</li> <li>• Connection to the SimplyE app for aggregating eResources</li> <li>• Funds will also be used to refresh the PLP website.</li> </ul> <p><b><u>Meeting the Community needs:</u></b> ILL statistics will be evaluated along with usage patterns to determine the most effective delivery schedules. PLP will remain responsive to the local needs of its members.</p>	<p><b><u>Local Funds :</u></b></p> <ul style="list-style-type: none"> <li>• Support PLP’s 5-day delivery due to the increase in use because of the addition of AMHS.</li> <li>• ILL services such as Link+ and OCLC inter-library loan</li> <li>• Joining CalREN using local funds and funds from the state-wide CENIC grant.</li> </ul>

<p>SJVLVS \$ 240,362 Members: 10</p>	<ul style="list-style-type: none"> <li>• Physical deliveries three times per week to all headquarter libraries.</li> <li>• Any broadband monies that still remain unspent will be applied toward any MPLS disconnection cost</li> <li>• Supplement a shared e-book collection (Biblioteca Cloud Library )</li> <li>• Digitization of local collections, maintaining support of upgrades for large format scanner, and provide training/assistance for member libraries</li> <li>• Share in the cost of the operation and maintenance of the Depository of Information agreed upon with Black Gold Cooperative pilot project.</li> </ul> <p><b><u>Meeting the Community needs:</u></b> The goals will be met by SJLVS as it continues to deliver materials in a timely fashion, increasing the number of e-book in circulation, and access to digitized collection.</p>	<p><b><u>Local Funds :</u></b></p> <ul style="list-style-type: none"> <li>• Local member funds will be used to support the remaining telecommunications cost</li> </ul>
<p>Santiago \$210,054 Members: 10</p>	<ul style="list-style-type: none"> <li>• Funding of e-resources and purchase additional e-books ( No CLSA funding used for physical delivery)</li> </ul> <p><b><u>Meeting the Community needs:</u></b> The use of e-books is a good return on investment and adds value to the library. The funding allows for additional copies of popular titles as well as new titles.</p>	<ul style="list-style-type: none"> <li>• Distribute e-books and additional funds toward e-resources</li> </ul>

<p>Serra \$270,816 Members: 13</p>	<ul style="list-style-type: none"> <li>• Physical delivery of material (contracted service pickups and drop offs)</li> <li>• Member library directors will review potential use of LINK+</li> <li>• Continual funding for RBDigital and OverDrive</li> <li>• Update the system website and refreshing logo</li> </ul> <p><b><u>Meeting the Community needs:</u></b></p> <p>Serra continues to determine an improved delivery method of physical materials to demonstrate value to their communities. Serra will continue to reviewing LINK+ as a potential service.</p>	<ul style="list-style-type: none"> <li>• Task force will review potential projects which will be created to use non-CLSA funds.</li> <li>• Serra hosts a Youth Services Professional Day. Funds are used from membership dues.</li> </ul>
<p>SCLC \$712,544 Members: 39</p>	<ul style="list-style-type: none"> <li>• Interest in pursuing e-resources</li> <li>• Physical delivery through a contracted company every other day</li> <li>• Digilabs were rolled out and it was determined SCLC could purchase digilabs for each library rather than share through delivery and a rotation schedule</li> <li>• African American Archive</li> <li>• LGBTQ Archive</li> </ul> <p><b><u>Meeting the Community needs:</u></b></p> <p>SCLC will utilize tools within the e-resources to capture data. SCLC staff will track the progress of the digilabs and uploaded items. The communities will benefit from the library's historical information available.</p>	<ul style="list-style-type: none"> <li>• SCLC member libraries provide e-resources to their communities. The programs and services vary between libraries. SCLC offers traditional shared programs and services such as universal borrowing, book clubs, story time, summer reading events, movies, and many more. It also offers some unique programs like Gale e-books, brain aerobics, Maker Space, Toy loan program, and STEAM workshops.</li> </ul>



<p>49-99 \$150,766 Members: 6</p>	<ul style="list-style-type: none"> <li>• 49-99 joined LINK+ for delivery.</li> <li>• Utilizing a local delivery company for courier service for daily delivery</li> <li>• A logo and a website will be designed</li> </ul> <p><b><u>Meeting the Community needs:</u></b></p> <p>Prior to LINK+, the library would average 50 books a month in delivery. With the implementation of LINK+, the library now averages over 600 items loaned and borrowed. Customers receive their request quickly.</p>	<ul style="list-style-type: none"> <li>• Supplement the LINK+ service</li> <li>• Provide additional training of staff</li> <li>• Pay for Califa membership to provide discounts to libraries</li> </ul>
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P:/sh/2018 October Board meeting documents/C&D PoS report FY18-19

**Exhibit C**

**System Communications & Delivery Program  
2018/19 Service Methods and Workload Estimates**

	Estimated Delivery Workload (Items)	Delivery Systems Usage				
		System Van	Contracted Delivery	US Mail	UPS	Other
BLACK GOLD	573,267	0%	97%	2%	0.5%	0.5%
49-99	49,000	0%	99%	1%	0%	0%
INLAND	24,296	0%	97%	2%	1%	0%
NORTHNET	1,265,000	0%	79.5%	1%	19.50%	0%
PLP	3,070,000	70%	28.8%	1%	0.1%	0.1%
SJVLS	900,000	97%	3%	0%	0%	0%
SANTIAGO	847	0%	0%	12%	7%	81%
SERRA	18,700	0%	97%	2%	1%	0%
SCLC	15,800	0%	99%	1%	0%	0%
<b>TOTALS</b>	<b>5,916,910</b>	<b>50.1%</b>	<b>42.6%</b>	<b>0.9%</b>	<b>4.2%</b>	<b>2.2%</b>

System C&D workload FY18-19

### SYSTEM DEMOGRAPHICS

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

	BLACK GOLD	49-99	INLAND	NORTHNET	PLP	SJVLS	SANTIAGO	SERRA	SCLC	Total Population All Systems	
<b>Total Population</b>	748,358	747,739	4,448,972	4,703,096	6,718,865	2,876,539	2,856,183	3,520,515	10,900,265	37,520,532	
<b>Underserved Population</b>											
<b>Children &amp; Youth</b>											
Under 5	8%	7%	7%	6%	6%	8%	6%	6%	6%	2,429,263	6.5%
5 to 9	6%	7%	8%	6%	6%	8%	6%	6%	6%	2,450,063	6.5%
10 to 14	7%	7%	8%	6%	6%	8%	7%	6%	6%	2,455,691	6.5%
15 to 19	9%	7%	8%	7%	6%	8%	7%	6%	7%	2,551,244	6.8%
<b>Aged 65+</b>	12%	14%	12%	16%	13%	11%	13%	12%	12%	4,819,258	12.8%
<b>Ethnicity</b>											
Black	1%	2%	7%	5%	6%	4%	2%	5%	8%	2,174,266	5.8%
Hispanic	49%	34%	49%	22%	26%	54%	28%	35%	48%	14,382,676	38.3%
Asian	4%	6%	6%	9%	26%	6%	20%	11%	14%	5,152,039	13.7%
Native American	1%	3%	1%	1%	0.5%	1%	1.0%	1%	1%	300,892	0.8%
Other *	45%	4%	17%	1%	1%	4%	40.0%	42.0%		2,438,458	6.5%
<b>Limited English Speaking</b>	10%	34%	40%	10%	3%	18%	55%	35%	56%	13,143,624	35.0%
<b>Non-English Speaking</b>	6%	2%	3%	24%	42%	24%	26.0%	18%	5%	6,644,695	17.7%
<b>Functionally Illiterate</b>	4.0%	17%	20%	8%	16%	10%	15%	21%	32%	7,421,247	19.8%
<b>Institutionalized</b>	2%	2%	2%	1%	1%	3%	1.0%	1%	2.0%	565,765	1.5%
<b>Shut-in</b>	3%	5%	4%	5.0%	4.0%	1%	3%	4%	4%	1,441,924	3.8%
<b>Handicapped</b>	11%	14%	11%	13%	9%	12%	8%	11%	10%	3,937,103	10.5%
<b>Economically Disadvantaged</b>	16%	17%	18%	15%	11%	24%	13%	15%	17%	5,981,112	15.9%
<b>Geographically Isolated</b>	6%	17%	5%	15%	2.0%	13%	1%	4%	1.0%	1,827,296	4.9%

All #'s in thousands

\* White, Multi-race, Native Hawaiian, Pacific Islander

**Exhibit E****CLSA Final System Budget Allocations - FY 2018/19  
Communications and Delivery Program**

System	2018-2019		
	Baseline Budget	System Administration	Total
Black Gold	\$ 120,363	\$ 30,091	\$ 150,454
49-99	\$ 120,613	\$ 30,153	\$ 150,766
Inland	\$ 306,625	\$ 76,657	\$ 383,282
NorthNet	\$ 653,516	\$ 163,379	\$ 816,895
PLP	\$ 555,862	\$ 138,965	\$ 694,827
SJVLS	\$ 192,290	\$ 48,072	\$ 240,362
Santiago	\$ 168,043	\$ 42,011	\$ 210,054
Serra	\$ 216,653	\$ 54,163	\$ 270,816
SCLC	\$ 570,035	\$ 142,509	\$ 712,544
<b>TOTAL</b>	<b>\$ 2,904,000</b>	<b>\$ 726,000</b>	<b>\$ 3,630,000</b>

Totals are based on May 2017 population figures from the Department of Finance.

**AGENDA ITEM:** New Budget Allocations for the 2018 - 2019 Fiscal Year

**ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:** Consideration of the 2018 - 2019 allocation of \$1 million for Zip Books and \$450,000 to connect the catalogues of all libraries north of Sacramento.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the California Library Services Board approve the \$1 million allocated in the 2018-2019 budget to invest in the Zip Books program to ensure timely and cost-effective access to information in California's hard-to-reach and underserved communities.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the California Library Services Board approves the \$450,000 allocated in the 2018-2019 budget to pay the one-time connection cost of digitally connecting the catalogs of 26 county library systems and 15 city library systems, and 13 academic libraries in the northern third of the state.

**BACKGROUND:**

In November 2017, the California State Library, California Library Association, and the Corporation for Education Network Initiatives in California, better known as CENIC, presented a joint package of budget requests totaling \$9.5 million in library-related funding to the Department of Finance and the governor for their consideration. In January when Gov. Brown introduced his proposed budget for the fiscal year that started July 1, 2018 it included the requested \$9.5 million in new library funding. That funding included:

- \$5 million in one-time funds to improve Internet speed and broadband connectivity for California's 1,119 public libraries.
  - \$2 million for broadband connection grants for public libraries that lack access to the broadband network.
  - \$3 million to expand capacity for libraries already connected or in the process of being connected.
- \$1.45 million in one-time funding to encourage innovative strategies to better connect more Californians to the information they're looking for.
  - \$1 million for Zip Books to improve customer service and reduce library operational costs by buying some books rather than borrowing from other libraries.

- \$450,000 to digitally connect the catalogs of city, county and academic libraries north of San Francisco. The affected libraries are likely to use Link+ to connect their catalogs, a system in use by other library systems in other parts of the state.
- \$2.5 million in on-going funds to include the children of adult learners in the California Library Literacy Services program
- \$500,000 in ongoing funds to improve the management and cost-effectiveness of the state's broadband connectivity projects with local libraries.
  - \$350,000 to reimburse CENIC for various fees and surcharges imposed by the California Public Utilities Commission and others as part of connecting libraries to CENIC's broadband network.
  - \$150,000 to add a new position at the California State Library to focus specifically on assisting public libraries with maximizing discounts through the federal Education-Rate program, coordinate state connectivity efforts and liaison with CENIC and the California Teleconnect Fund.

When the budget was signed on June 27, 2018 this funding was included as well as one-time expenditures for several other library-related programs such as Lunch-at-the-Library, which provides free and subsidized meals to low-income children.

Of the \$9.5 million, \$1.45 million in one-time funds to encourage innovative strategies to more easily connect more Californians to the information they're looking for is included under California Library Services Act "communication and delivery" funding.

Of the \$1.45 million, \$1 million is for Zip Books, an innovative delivery model the Board has supported in the past, and \$450,000 to digitally connect the catalogs of the libraries north of San Francisco and Sacramento, as noted above.

Even though the budget specifies how the funds are to be spent, the Board still must approve the allocations.

### **ZIP BOOKS**

In 2013, the California State Library established the pilot Zip Books program, using federal funding. The program was beta-tested in several rural libraries. Since then, another 28 rural jurisdictions have joined. An additional 14 Central Valley and Central Coast jurisdictions have been added recently to the program using \$1 million in one-time funding approved by the California Library Services Board in the 2016/2017 fiscal year.

Zip Books gets its name from the speed of delivery. If a patron requests a book that a local library doesn't have, instead of borrowing a copy from another library, the local librarian buys a copy and has it delivered directly to the patron who returns it to the library when finished.



This process is cheaper and more efficient than the normal loan delivery process. Some Zip Book orders arrive within one day, compared to one or two weeks with traditional interlibrary loan, depending on the remoteness of the area and the availability of the request material. Additionally, a Zip Book transaction, on average, costs \$15 in time and labor compared to \$35 for the traditional loan process.

This additional \$1 million in one-time funding maintains the program in existing jurisdictions and assist with expansion to additional areas around the state.

The board may wish to consider requesting the new administration make an ongoing Zip Books investment. That would allow better long-term planning and shaping of growth patterns as additional libraries adopt the model for some of their patron transactions.

### **DIGITAL CATALOG CONNECTION**

The digital aggregation of multiple library catalogues allows a library patron, either in the library or on the library's website at home, to have access to materials within an entire network of libraries rather than just their own. With the push of a button, a library user can select a resource from the multi-library catalog, and then pick it up at their library within a week. Having access to the digital network allows patrons to find the closest copy to their location, which reduces delivery costs and the carbon footprint of deliveries.

San Joaquin County and Bay Area libraries, both public and academic, are already connected this way using a system called Link+. It has dramatically expanded the volume and scope of what their patrons can access.

The city, county, and academic libraries north of San Francisco, which cover 26 of the state's 58 counties, see a value in connecting to each other in the same way, in part because of the rural nature of many of the jurisdictions, which slows the interlibrary loan process. They plan on using Link+, a proprietary system, as well.

The \$450,000 contained in the budget represents the costs of merging the library catalogs into one network. Ongoing service costs will be borne by the libraries in the network.

**AGENDA ITEM:** CLSA Consolidations and Affiliations

**ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:**

1. Consideration of Hayward Public Library affiliation with the Pacific Library Partnership Cooperative Library System

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the California Library Services Board approve the affiliation of the Hayward Public Library with the Pacific Library Partnership Cooperative Library System effective July 1, 2019, and waive the September 1, 2018 notification date for 2018/19 affiliations.

**BACKGROUND:**

Notification has been received from the Hayward Public Library requesting approval to join the Pacific Library Partnership (PLP) Exhibit A and A1. Hayward Public Library withdrew its membership in PLP in July 2014 in order to redirect membership dues to other activities to benefit the Hayward community due to the elimination of Public Library Fund monies. A letter from the City Manager of the City of Hayward in support of membership in PLP is included as Exhibit C. The Pacific Library Partnership has approved the affiliation request to rejoin its membership (see Exhibit D).

**GENERAL OVERALL PROGRAM UPDATES:**

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

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

At its September, 2014 meeting, the Board was notified that the Hayward Public Library Wished to withdraw from the Pacific Library Partnership beginning July 1, 2014 (see Exhibit B and B1). This change was reflected in 2014/2015 for the purpose of allocating CLSA funding to cooperative systems.

Included for your information is a revised history of CLSA consolidations and affiliations through fiscal year 2017/18 (see Exhibit E). A revised map of cooperative library systems, based on proposed membership for fiscal year 2019/20, is including as Exhibit F.

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

Staff Liaison: Monica Rivas



Exhibit A

August 20, 2018

Ann Bernardo, President  
California Library Services Board  
c/o California State Library  
PO Box 94237  
Sacramento, CA 94237-0001

I am pleased to inform you that the Hayward Public Library will again be a member of the Bay Area Library and Information System (BALIS) and through it a member of the Pacific Library Partnership effective July 1, 2019. The BALIS Administrative Council unanimously approved Hayward's written request at its July 6, 2018 meeting.

Hayward withdrew from membership in 2014 due to the financial impacts of the Great Recession. Hayward did not institute any non-resident fees and has continued to issue library cards to any California resident. As the City prepares to open its new Library and Learning Center, we look forward to participating in regional cooperative library services and activities once again.

I am requesting that the California Library Services Board waive the September 1, 2018 deadline for document submittal so that Hayward Public Library may be eligible to receive California Library Services Act funds beginning July 1, 2019.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jane Light', with a long, sweeping horizontal line extending to the right.

Jane Light  
Interim Library Director

Attachments:

Memo dated June 25, 2018 from Sean Rinehart, Library Director, Hayward Public Library  
Draft minutes of July 6, 2018 BALIS meeting

cc: Annly Roman, CLSB Administrative Assistant  
Monica Rivas, Fiscal Office, CLSA Fiscal Analyst  
Greg Lucas, State Librarian  
PLP President Brad McCulley  
Carol Frost, Pacific Library Partnership CEO  
Pacific Library Partnership Executive Committee

Hayward Public Library  
835 C St., Hayward, CA 94541  
[www.hayward-ca.gov/public-library](http://www.hayward-ca.gov/public-library)

T 510.293.8685





Date: June 25, 2018  
To: BALIS Administrative Council  
From: Sean Reinhart, Library Director, Hayward Public Library  
Subject: **Request to rejoin the Bay Area Library and Information System**

---

I am writing to formally request that Hayward Public Library rejoin the Bay Area Library and Information System and by extension, Pacific Library Partnership. Hayward Public Library's operating budget has sufficiently recovered from the long-term adverse financial impacts of the Great Recession to afford BALIS membership again.

Please let me know if you have any questions or need any further action on my part for this request. On behalf of the entire Hayward Public Library team, we look forward to working together with you again.

Sincerely,

A handwritten signature in black ink that reads "Sean Reinhart".

Sean Reinhart  
Library Director  
City of Hayward  
510-881-7956 office  
sean.reinhart@hayward-ca.gov



August 21, 2014

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

Dear Paymaneh,

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

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

Sincerely,

A handwritten signature in cursive script that reads "Linda".

Linda Crowe  
Chief Executive Officer  
Pacific Library Partnership





August 6, 2014

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

Dear Linda,

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

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

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

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

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

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

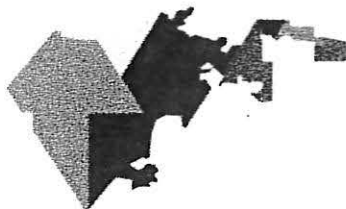
The decision to discontinue membership is purely based in economic considerations, and is not a reflection of the quality of the BALIS/PLP organization nor its members in any way. I enjoy and benefit from connecting with each and every one of my counterparts in other library jurisdictions, and I look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

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

Sincerely,

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

cc: BALIS Administrative Council



September 19, 2018

Ann Bernardo, President  
California Library Services Board  
c/o California State Library  
PO Box 94237  
Sacramento, CA 94237-0001

I am writing in reference to the request for the Hayward Public Library to be reinstated as an active, participating member of the Bay Area Library and Information System (BALIS) and through its membership in the Pacific Library Partnership (PLP) effective July 1, 2019. The BALIS Administrative Council unanimously approved Hayward's written request at its July 6, 2018 meeting.

Hayward ceased paying its annual membership fee in 2014 due to the financial impacts of the Great Recession. Hayward did not institute any non-resident fees and has continued to issue library cards to any California resident. As the City prepares to open its new Library and Learning Center, we look forward to participating in regional cooperative library services and activities once again.

Although the Hayward Library ceased participating in BALIS and PLP programs and activities, the City did not take action to withdraw from its membership in BALIS, a joint powers agency. Therefore, we are requesting that Hayward be reinstated as an active member effective July 1, 2019 and be eligible to receive California Library Services funds as of that date.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly McAdoo", is positioned above the typed name.

Kelly McAdoo  
City Manager

cc: Annly Roman, CLSB Administrative Assistant  
Monica Rivas, Fiscal Office, CLSA Fiscal Analyst  
Greg Lucas, State Librarian  
Carol Frost, Pacific Library Partnership CEO

**BALIS Administrative Council Meeting  
Alameda County Library Administration  
2450 Stevenson Blvd., Fremont, CA 94538  
Friday, July 6, 2018, 10:00 a.m.**

**MINUTES**

**Attendees:**

**Council**

Cindy Chadwick, Chair, Alameda County  
Jane Chisaki, Alameda Free  
Elliot Warren, Berkeley Public  
Melinda Cervantes, Contra Costa County  
Jamie Turbek, Oakland Public  
Katy Curl, Richmond Public  
Michael Lambert, San Francisco Public  
Heidi Murphy, Pleasanton Public  
Tamera LeBeau, Livermore Public

**Staff:**

Carol Frost, PLP/BALIS  
Yemila Alvarez, PLP/BALIS

**Library Staff:**

Ben Gomberg, ACL  
Chris Kyauk, ACL  
Gail McPartland, CCCL

**Others:**

Sean Reinhart

- I. **Call to Order and Introductions**  
The meeting was called to order at 10:04 AM by Chair Chadwick
- II. **Adoption of Agenda**  
The Agenda was adopted as presented (Chadwick/Murphy)
- III. **Approval of the April 6, 2018 Minutes**  
The Minutes were adopted as presented (LeBeau/Lambert)
- IV. **Old Business**
  - A. **BALIS Priorities for Use of Reserves – Update on Sub-Committee in Supporting Library School Students**

Chadwick reported that the subcommittee concluded that due to limitations within personnel structures within each jurisdiction, it is not a viable option to hire an intern jointly as a group. They proposed that BALIS consider offering scholarships to staff who are working on their MLIS, which could compliment the funds staff currently receive from PLSEP, and that funding could offer enhanced elements, such as mentoring and staff development. Some directors expressed that if a subset of BALIS libraries wanted to move forward with hiring a shared intern, they would support this. The directors discussed several needs, including ensuring the staff are able to promote into librarian positions within a reasonable amount of time, and that it is less about the degree and

more about training and soft skills, and the gap between education and work experience. It was suggested that BALIS might work with the PLP Staff Development Committee to develop some kind of leadership class similar to the PLP middle managers and executive leadership cohorts for a shared training model for part-time and full-time librarians and paraprofessionals who have been in their position for 2 years or less. Since this is a BALIS-specific initiative it was suggested that BALIS libraries develop their own cohort for new library hires. There would be a rotation among the BALIS libraries and funds could be used to support facilitation and coordination, as well as reimbursement for mileage and for food. Each BALIS library could choose a topic and lead that topic on their rotation. Potential topics discussed for inclusion were political savvy, networking, engaging with customers, and understanding libraries and their role in their community. The directors expressed interest in working with a facilitator to shape the program. Further discussion included having an elected official or city manager or someone outside the profession incorporated into the academy as a presenter. The Council agreed to develop a group of qualities and topics for skills development. This will be discussed further at the next meeting.

**B. Update on SJSU iSchool Discussion and Presentation**

Murphy discussed the recent SJSU iSchool webinar that she and Deb Sica from Alameda County participated in about soft-skills in interviews and the workplace. Murphy offered to share the template of the presentation with those members of BALIS that will be presenting at CLA on a similar topic. The webinar is archived at the iSchool and Murphy offered to explore whether it is something that can be shared openly or whether it requires authentication through an SJSU iSchool account.

**C. Update on Planning for Regional PLP Meeting**

Murphy discussed the regional PLP 'Get Acquainted' breakfast for Library Friends and Foundations at the Pleasanton Doubletree on September 16. All costs will be paid for by PLP. The Council expressed a desire for an elected official or a keynote. It was agreed that advocacy be the theme. Lambert offered to contact Luis Herrera as a potential speaker, and Cervantes offered to contact Senator Dodd. The draft postcard was reviewed and will be sent out to the Council.

**D. BALIS Day in the District Coordination/Identification of Lead and Process**

A discussion was begun around Day in the District advocacy. Several years ago, the CLA Legislative Committee had taken the lead in setting up appointments and talking points, but this stopped. The Council expressed that they would like to see stronger coordination with CLA's Legislative Committee. It was clarified that in the past several years, the four regions of PLP handled their own appointments with both State and Federal representatives. There was discussion around centralizing the appointment process for BALIS, with a target date of March for the actual appointments. Frost and Lambert are on the CLA Legislative Committee and offered to discuss at their next meeting if the coordinated information from CLA could be made available sometime in January. There was discussion around hiring someone to schedule appointments for BALIS. Most of the County librarians will be meeting with the State Librarian, and this would be another opportunity for advocacy. Other tools that were discussed for coordination of BALIS efforts were a packet and instruction sheet; compelling stories; a

preparation checklist; and sharing of training videos from NLLD trainings. There was also discussion about the value of bringing constituents such as literacy program students, a COHS graduate, or teens from advisory boards. Members expressed that it would be prudent to schedule meet and greet meetings in December to begin developing relationships with elected officials.

**E. Update on CLSA Funds**

The PLP Executive Committee agreed to discontinue the past practice of making system-wide purchases with CLSA funds such as enki for FY 2018/19. They have allocated \$200,000 for individual libraries to choose between five options for using their distribution. As soon as the letter from the State is received confirming CLSA awards, letters will go out to members with their distribution amounts (likely in August).

**F. Update on the California Library Services Board (CLSB) participation**

Murphy discussed participation and representation at the California Library Services Board meeting in April and how empowering it was to have a voice as well as meeting of the system chairs last year to discuss library relationships with the State. It is an ongoing discussion.

**V. New Business**

**A. Consideration and Approval of Request from Sean Reinhart, Director, asking that Hayward Public Library Rejoin BALIS**

BALIS received a letter from Hayward Public Library Director Sean Reinhart requesting that the Hayward Public Library rejoin BALIS, and, by association, the Pacific Library Partnership (see Attachment 3 of packet). Per PLP Bylaws, the four legacy systems comprise the membership of PLP, rather than the individual libraries. Since receipt of the letter, Reinhart has stepped down as the Hayward Public Library Director. As a member of the public, Reinhart provided the BALIS Council with a review of why the Hayward Public Library left PLP and, with their new library almost being completed, their desire to rejoin BALIS and PLP. It was noted that PLP staff confirmed with the Hayward Public Library Interim Director, Jane Light, that the library would like to rejoin BALIS/PLP. A motion was made and passed for Hayward Public Library to rejoin BALIS, and by default, PLP (LeBeau/Curl). Hayward Library will submit a letter to the California Library Services Board for their upcoming meeting.

**B. Election of Cindy Chadwick as BALIS Chair and Melinda Cervantes as Vice-Chair for FY 2018/19 (Action Item)**

Per the BALIS By-Laws, the BALIS Chair and Vice-Chair serve two two-year terms. CEO Frost brought forth an item to formally elect Chadwick who stepped in from a Vice-Chair position to replace a previous Chair for a one-year term to continue into a full-term as Chair; and for Cervantes to continue in her current capacity as Vice-Chair for another year. A motion was made and passed to elect Cindy Chadwick as Chair and Melinda Cervantes as Vice-Chair for FY 2018/19. (Curl/Warren)



**C. Discussion of Linear Regression and Public Service Staffing Models (Presentation by Contra Costa County Library and San Francisco Public Library)**

San Francisco Public Library and Contra Costa County Library staff presented their respective models of staffing. Examples were given as to how the studies have allowed the libraries to use the data to better leverage their requests for funding with their decision makers. There was discussion around a developing a workshop for linear regression and staffing models for PLP libraries, and for allowing members to run through scenarios.

**D. SimplyE Demonstration**

Alameda County Library gave a demonstration on SimplyE illustrating the front-end and the back-end of the eBook aggregator and how it pulls in resources from all of their other subscription resources. All attendees were given Alameda County Library cards as part of the demonstration.

**VI. Reports**

**A. Report of System Chair**

Chair Chadwick gave a description of Fuse Fellows and how they are being utilized at Alameda County Library.

**B. Report of System Administration**

CEO Frost reported that the PLP Technology and Innovation Grants will be announced in the next two weeks. The redesigned PLP website will be launching next week. Palo Alto is hosting a day long workshop called *Positioning Libraries for the Future*. Two LSTA grants are moving forward – Student Success and Cybersecurity for Youth Using Minecraft.

**VII. Public Comment – There was no public comment.**

**VIII. Agenda Building for Next Meeting on October 5, 2018 at Berkeley Library – North Branch**

**A. BALIS Scholarship Cohort Project for New Librarians and Paraprofessionals Update**

**B. Legislative Priorities for Day in the District and Structure for Appointments**

**IX. Announcements**

Announcements were shared by all

**X. Adjournment**

Meeting was adjourned at 12:55pm.



### Consolidations and Affiliations Made Under CLSA

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

#### 1978/79 (first year of CLSA)

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

#### 1979/80

- a. Public library consolidations: None
- b. Library System consolidations: None
- c. Affiliations:
  - Buena Park Public Library/Santiago
  - Arcadia Public Library/MCLS
  - Dixon Public Library/MVLS
  - Del Norte County Library District/North State

#### 1980/81

- a. Public library consolidations: None
- b. Library System consolidations: None
- c. Affiliations:
  - King City Public Library/MOBAC
  - Livermore Public Library/BALIS

#### 1981/82

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

#### 1982/83

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

**1983/84**

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

**1984/85**

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

**1985/86**

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

**1986/87**

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

**1987/88**

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

**1988/89**

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

**1989/90**

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

### 1990/91

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

### 1991/92

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

### 1992/93

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

### 1993/94

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

### 1994/95

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

### 1995/96

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

**1996/97**

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

**1997/98**

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

**1998/99**

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

**1999/2000**

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

**2000/01**

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

**2001/02**

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

**2002/03**

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

**2003/04**

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

**2004/05**

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

**2005/06**

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

**2006/07**

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

**2007/08**

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

**2008/09**

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

**2009/10**

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

**2010/11**

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

**2011/12**

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

**2012/13**

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

**2013/14**

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



**2014/15**

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

**2015/16**

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

**2016/2017**

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

**2017/2018**

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

**2018/2019**

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

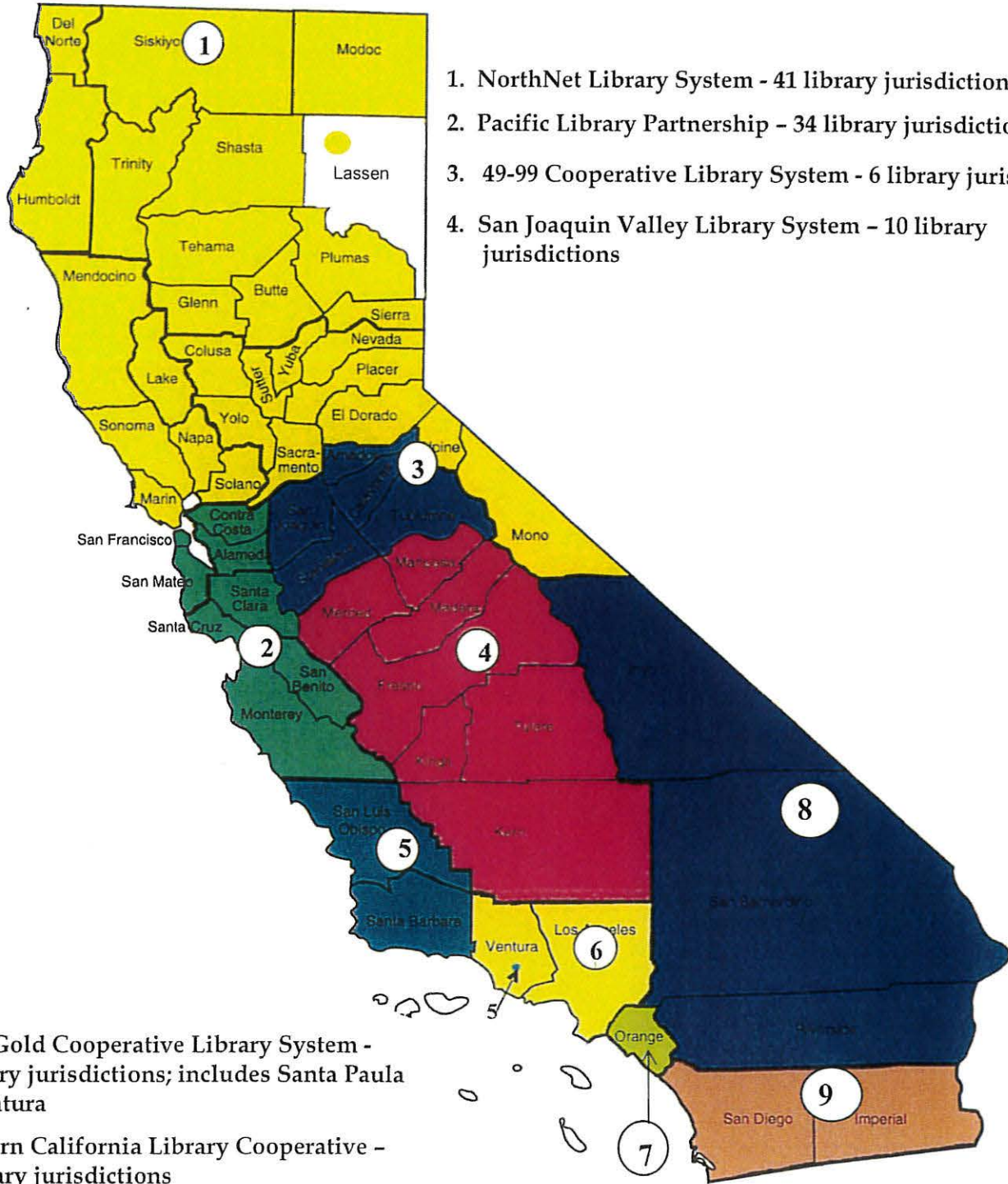
NOTE: September 1, 1982 was the last filing date for affiliations before grants for this part of the Act ended. (CLSA Regulations, Section 20190(a)(3)).

Public Libraries not members of any System, July 1, 2018

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

\* CLSA ILL Participants

# CALIFORNIA LIBRARY SYSTEMS



- 5. Black Gold Cooperative Library System - 7 library jurisdictions; includes Santa Paula in Ventura
- 6. Southern California Library Cooperative - 38 library jurisdictions
- 7. Santiago Library System - 10 library jurisdictions
- 8. Inland Library System - 19 library jurisdictions
- 9. Serra Cooperative Library System - 13 library jurisdictions

**DISCUSSION ITEM:** Potential Budget request 2019-2020 Fiscal Year

**ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:**

At the spring 2018 Board meeting the board asked the California State Library to come up with possible budget request for the 2019-2020 fiscal year and suggestions on how to pursue a greater advocacy role.

**California State Library Proposal:**

At its April 2018 meeting, the board asked State Library staff to identify potential initiatives that would benefit California's public library community, were the board to pursue a greater advocacy role with state policy.

Advocating for libraries involves a lot of educating. Policy makers often forget about libraries and a major part of improving local and state investment in libraries is to make sure the people who control the budget know all the good things that libraries do.

That said, libraries have a tendency to offer a long list of how they touch people's lives and build community. The list of good things libraries do every day in every community in California is long but after the first few the audience tends to stop listening.

So when educating it can be more effective to pick one thing that the listener quickly understands is something positive libraries do – and leave it at that. Early childhood development, homework help, “Summer slide” prevention, literacy tutoring are all individual things that people know libraries do to help their communities.

Another face of education is taking positions on bills or policy initiatives. If the governor's budget is generous to libraries, no harm comes from some public praise. If a piece of legislation would be more beneficial by including libraries, tell the lawmaker who wrote it. As we have in the past the State Library is happy to draft those letters.

Politics is often described as “the art of the possible.” What's “possible” – rather than what's desirable or ideal – is a key thing to consider when the board weighs its advocacy role and potential priorities.

Libraries provide myriad benefit to the communities they serve, as already noted. But state decision-makers might be eager to invest in only one of those topics listed above. Or maybe something that isn't even on the list of good things libraries do.

The art of advocacy is marrying a desired investment with the goals or interests of the potential

investor. Put another way, the things libraries and librarians identify as top priorities may not be priorities of state or local officials. Successful advocacy finds areas where these priorities intersect.

For example, a continuing priority of the state and, most likely, the next governor, is early childhood development. Libraries are very active in this area but could be even more effective if the programming for toddlers was more aligned with the characteristics that pre-schools and kindergarten seek in 4-year-olds and 5-year-olds. If the state offered grants to help facilitate that libraries would be able to boost their early childhood learning programs.

Investment in early childhood education can take many forms – improved collections for younger readers, more storytimes, toolkits for parents and caregivers and so on. That flexibility allows libraries to serve the needs of their communities but also accomplish an important state goal of improved outcomes in early childhood development.

As to more specific issues to consider for advocacy, nearly every local library director cites facilities needs as their highest priority. Renovation and rehabilitation of existing facilities, compliance with the Americans with Disabilities Act and creating capacity for high-speed internet are all expensive but needed improvements. Many communities have outgrown their libraries and need either new branches or a larger central location.

Two years ago, the California Library Association identified a facilities need of more than \$5 billion. The last successful statewide bond measure approved for libraries appeared on the 2000 ballot. It provided \$750 million.

The Brown administration has resisted increasing the state's "wall of debt." The next administration might be more receptive to helping meet unmet, long-term facilities needs for libraries.

As to continued investment in programs in which the board has already invested, there are routinely more applications than available funding. The one-time nature of most of the funds the board has been given to allocate also contributes to the ongoing inability to meet local demand.

Several current programs are strong candidates for continued investment.

### **Zip Books**

Zip Books, the subject of a presentation at the International Federation of Library associations conference in Kuala Lumpur, is an innovative, cost-effective program that is demonstrating benefit to a growing number of jurisdictions beyond the initial 30 rural libraries that beta-tested the idea. Urban and suburban libraries are finding that the service, whose online transactions cost about one-third of a traditional library loan, not only saves money but boosts customer satisfaction.

There is \$1 million in the budget to support the program but they are one-time funds. Making

Zip books an ongoing investment – and including funds in the budget for the fiscal year that starts July 1, 2019 – would allow libraries to better integrate Zip books into their fiscal planning and service models.

Boosting spending to \$2 million or \$3 million would allow more libraries to participate, more online purchased to be made and greater economies of scale to be achieved. Saying that the intent is to help libraries integrate Zip Books into their own budgets but ultimately ratchet down state spending after a certain number of years might make continued or increased spending more palatable to some decision-makers.

### Libraries Illuminated

Of 45 applications, 38 received one-time funding for technology purchases under this program. Using what they purchased many libraries are designing programs for children, teens, and adults, that use their purchases and haven't been offered before by the library. Such as coding camps, robotics and 3D printing.

Libraries also report innovative partnerships, with community volunteers, universities, school districts, interest groups like CoderDojo and makerspace groups, senior centers, service organizations, local government, corporations like GoPro, and community access TV stations.

Because technologies continue to change at a rapid pace, and as more libraries upgrade to higher speed broadband services, there will continue to be increased need for programs like Libraries Illuminated.

Small, underfunded libraries use the resources to upgrade basic technology used by almost all patrons and see immediate results. Other libraries, where basic needs have kept pace with technological change, may seek cutting-edge technology to use in partnerships with community organizations such as schools, higher education, and businesses.

Continuing this program provides a way to leverage considerable community resources, forge new partnerships, and tie public libraries more closely to the aspirations of the communities they serve.

### SimplyE & Enki

SimplyE is a way a patron can access multiple online e-book platforms like overdrive and 3M's Biblioteca. With the funds invested by the board the system is being piloted in Alameda County Library, Black Gold Cooperative Library System, Butte County Library, Los Angeles Public Library, Porterville Public Library and Santa Clara County Library.

Each library is in various phases of launching the new service to their patrons. There were 42 libraries that applied to pilot the project so 36 are essentially waitlisted. Potentially there's benefit in adding more pilot libraries but, technology here is changing and today's platform can be replaced with something faster and cheaper tomorrow. It might be prudent to see what the results are in the test jurisdictions first.





**AB-2252 State grants: state grant administrator.** (2017-2018)

SHARE THIS:



Date Published: 09/10/2018 09:00 PM

**Assembly Bill No. 2252**

**CHAPTER 318**

An act to amend Section 8333 of, to add Sections 8333.1 and 8333.2 to, and to repeal and add Section 8334 of, the Government Code, relating to state government.

[ Approved by Governor September 10, 2018. Filed with Secretary of State September 10, 2018. ]

**LEGISLATIVE COUNSEL'S DIGEST**

AB 2252, Limón. State grants: state grant administrator.

The Grant Information Act of 1999 authorizes state agencies to make available on the Internet a listing, of all grants administered by that agency, that includes specified information and provides instructions on filing grant applications electronically, or on the manner in which to download, complete, and mail grant applications to the state agency, or both. The act also authorizes each state agency to make available on the Internet any printed grant application form used by the agency to award grants that are administered by that agency.

This bill would, instead, enact the Grant Information Act of 2018. The bill would require the California State Library, on or before July 1, 2020, to create a funding opportunities Internet Web portal that provides a centralized location for grant seekers to find state grant opportunities. The bill would additionally require each state agency, on or before July 1, 2020, to register every grant the state agency administers with the California State Library prior to commencing a solicitation or award process for distribution of the grant, as specified. The bill would require each state agency, on or before July 1, 2020, to provide for the acceptance of electronic applications for any grant administered by the state agency, as appropriate. The bill would additionally require the California State Library to create an annual report to the Legislature relating to the effectiveness of the Internet Web portal, as specified.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no

**THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:**

**SECTION 1.** Section 8333 of the Government Code is amended to read:

**8333.** This chapter shall be known, and may be cited, as the Grant Information Act of 2018. All state agencies shall implement this act in a manner that is consistent with the statewide strategy for electronic commerce as established by the Department of Information Technology.

**SEC. 2.** Section 8333.1 is added to the Government Code, to read:

**8333.1.** On or before July 1, 2020, the California State Library shall create a funding opportunities Internet Web portal that provides a centralized location for grant seekers to find state grant opportunities. The funding opportunities Internet Web portal shall include, but is not limited to, an interactive Internet Web site that is



launched to include, at a minimum, information identifying every grant administered by the state and any incentive opportunities allocated by statute or in the annual budget that will provide local assistance funds. The California State Library, in consultation with the Strategic Growth Council and the State Air Resources Board, shall ensure that the Internet Web site is accessible and provides helpful information to a diverse set of potential applicants, including nonprofit and community-based organizations, and other entities that are working to support and benefit disadvantaged and low-income communities.

**SEC. 3.** Section 8333.2 is added to the Government Code, to read:

**8333.2.** (a) The California State Library shall provide an annual report to the Legislature on the effectiveness of the Internet Web portal, including, but not limited to, the utilization rate by state agencies, the number of grants registered, the amount of funding per grant, the number of visits to the Internet Web portal, including what parts of the Internet Web portal are visited, and whether there has been an increase in grant applications. The first annual report shall be submitted on or before January 1, 2022, and shall cover the period of July 1, 2020, to July 1, 2021, inclusive. Each subsequent annual report shall be submitted on or before January 1, and shall cover the previous fiscal year.

(b) A report to be submitted pursuant to subdivision (a) shall be submitted in compliance with Section 9795.

**SEC. 4.** Section 8334 of the Government Code is repealed.

**SEC. 5.** Section 8334 is added to the Government Code, to read:

**8334.** (a) (1) On or before July 1, 2020, each state agency shall register every grant the state agency administers with the California State Library prior to commencing a solicitation or award process for distribution of the grant. Each agency shall provide information regarding the grant, that assists the California State Library with cataloging the distribution of grants and provides potential applicants with understandable and consistent information about available funding opportunities, including, but not limited to, all of the following:

- (A) The title of the grant opportunity and grant identification number.
- (B) The revenue source allocated to fund the grant.
- (C) The purpose of the grant.
- (D) A brief description of the grant, including, but not limited to, the mechanism used to announce the availability of funding.
- (E) Any eligibility requirements, including, but not limited to, any matching funds requirements.
- (F) Geographic limitations, if any.
- (G) A description of the total available grant funding, the number of awards, and the amounts per award.
- (H) The period of time covered by the grant.
- (I) The date the grant will be issued.
- (J) The deadline for proposals to be submitted.
- (K) Internet address for electronic submission of the proposal.
- (L) Contact information of a staff member responsible for communicating the grant requirements.

(2) Each state agency shall provide a link to the California State Library's funding opportunities Internet Web portal on the state agency's Internet Web site.

(b) On or before July 1, 2020, each state agency shall provide for the acceptance of electronic proposals for any grant administered by the state agency, as appropriate.

(c) "Grant" as used in this chapter means any mechanism used by a state agency to distribute appropriations that have been allocated for the purpose of financial assistance through a competitive or first-come award process. The term shall include loans and federal assistance funds that are administered by a state agency. The term shall not include the procurement of goods or services for a state agency nor the acquisition, construction, alteration, improvement, or repair of real property for a state agency.

(d) The Government Operations Agency shall assist the California State Library with state agency compliance and creating streamlined processes, as appropriate.


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**SB-830 Pupil instruction: media literacy: resources.** (2017-2018)

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## Senate Bill No. 830

### CHAPTER 448

An act to add Section 51206.4 to the Education Code, relating to pupil instruction.

[ Approved by Governor September 17, 2018. Filed with Secretary of State September 17, 2018. ]

#### LEGISLATIVE COUNSEL'S DIGEST

SB 830, Dodd. Pupil instruction: media literacy: resources.

Existing law requires the adopted course of study for grades 1 to 6, inclusive, and for grades 7 to 12, inclusive, to offer courses in specified areas of study, including social sciences.

This bill would require, on or before July 1, 2019, the State Department of Education to make available to school districts on its Internet Web site a list of resources and instructional materials on media literacy, as defined, including media literacy professional development programs for teachers.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no

#### THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.** (a) The Legislature finds and declares all of the following:

(1) The social implications of technological development are pervasive, and the reach and influence of digital media platforms will continue to expand.

(2) Nearly two-thirds of American adults use social networking Internet Web sites, and social media usage is ubiquitous among the youngest adults, with over 90 percent of young adults using social media.

(3) Two out of every three adults say fabricated news stories cause a great deal of confusion about the basic facts of current issues and events.

(4) A recent Stanford University study showed that 82 percent of middle school pupils struggled to distinguish advertisements from news stories.

(5) During the final, critical months of the 2016 presidential campaign, 20 top-performing false election stories from hoax Internet Web sites and hyperpartisan blogs generated 8,711,000 shares, reactions, and comments on social media; where, within the same time period, the 20 best-performing election stories from 19 major news Internet Web sites generated a total of 7,367,000 shares, reactions, and comments on Facebook.

(6) It is necessary to confront questions about the moral obligations and ethical standards regarding what appears on social media networks and digital platforms.

(7) Access to media literacy education for all pupils is a challenge, especially for underrepresented and economically disadvantaged communities.

(b) It is therefore the intent of the Legislature to ensure that young adults are prepared with media literacy skills necessary to safely, responsibly, and critically consume and use social media and other forms of media.

**SEC. 2.** Section 51206.4 is added to the Education Code, to read:

**51206.4.** (a) For purposes of this section, the following terms have the following meanings:

(1) "Digital citizenship" means a diverse set of skills related to current technology and social media, including the norms of appropriate, responsible, and healthy behavior.

(2) "Media literacy" means the ability to access, analyze, evaluate, and use media and encompasses the foundational skills that lead to digital citizenship.

(b) On or before July 1, 2019, the department shall make available to school districts on its Internet Web site a list of resources and instructional materials on media literacy, including media literacy professional development programs for teachers.