



## **MEETING NOTICE**

### **California Library Services Board Strategic Planning Session**

**April 16, 2018**

**1:00pm – 4:00pm**

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

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<http://www.library.ca.gov/services/to-libraries/ca-library-services-act/>

**A. WELCOME AND INTRODUCTIONS**

Introduction of Board members, staff, and any guests

**B. THE CALIFORNIA LIBRARY SERVICES ACT**

Short history of the CLSA, its intent, and programs

**C. BOARD PURVIEW**

Overview of the Board's power with respect to the CLSA and their role as the LSTA advisory council.

**D. MISSION AND VISION STATEMENT**

Review of the Board's Mission and Vision statement and discussion of its current relevance

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

Identify strategic goals/priorities for the Board to achieve over the next three years.

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

Identification of the concrete steps or actions needed to achieve each of the three-year goals/priorities set by the Board.

**G. ADJOURNMENT**

Adjourn the meeting

## Mission and Values

The following mission and value statements are the most recent to be approved by the California Library Services Board.

### CLSB Mission Statement

The Mission of the California Library Services Board is to ensure that all Californians have free and convenient access to all library resources and services for the enrichment of their lives and for lifelong learning, regardless of their age or ethnicity, or any geographical, financial or administrative constraints.

In carrying out its mission, the CLSB expresses its values through the following policies:

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

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

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

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

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

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

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

## **CLSB Values Statements**

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

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

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

**California Library Services Act**  
(Education Code, Title 1, Division 1, Part 11, Chapter 4,  
Sec. 18700-18767)

**Article 1. General Provisions**

**18700.** This chapter shall be known as the California Library Services Act.

**18701.** The Legislature finds and declares that it is in the interest of the people of the state to ensure that all people have free and convenient access to all library resources and services that might enrich their lives, regardless of where they live or of the tax base of their local government. This finding is based on the recognition that:

- (a) The public library is a primary source of information, recreation, and education to persons of all ages, any location, or any economic circumstance.
- (b) The expansion of knowledge and the increasing complexity of our society creates a need for materials and information that goes beyond the ability of any one library to provide.
- (c) The public libraries of California are supported primarily by local taxes. The ability of local governments to provide adequate service is dependent on the taxable wealth of each local jurisdiction and varies widely throughout the state.
- (d) Public libraries are unable to bear the greater costs of meeting the exceptional needs of many residents, including people with disabilities, non-English-speaking and limited-English-speaking persons, those who are confined to home or in an institution, and those who are economically disadvantaged.
- (e) The effective sharing of resources and services among the libraries of California requires an ongoing commitment by the state to promote access to information in both print and digital format.

**18702.** It is the intent of the Legislature to provide all residents with the opportunity to obtain from their public libraries needed materials and informational services by facilitating access to the resources of all libraries in this state.

This policy shall be accomplished by assisting public libraries to improve service to the underserved of all ages, and by enabling public libraries to provide their users with the services and resources of all libraries in this state.

**18703.** In adopting this chapter, the Legislature declares that its policy shall be as follows:

- (a) To reaffirm the principle of local control of the government and administration of public libraries, and to affirm that the provisions of this chapter apply only to libraries authorized by their jurisdictions to apply to participate in the programs authorized by this act.
- (b) To require no library, as a condition for receiving funds or services under this chapter, to acquire or exclude any specific book, periodical, film, recording, picture, or other material, or any specific equipment, or to acquire or exclude any classification of books or other material by author, subject matter, or type.
- (c) To encourage the adequate financing of libraries from local sources, with state aid to be furnished to supplement, not supplant, local funds.
- (d) To encourage service to the underserved of all ages.
- (e) To encourage and enable the sharing of resources between libraries.
- (f) To ensure public participation in carrying out the intent of this act.

## California Library Services Act Programs – Past and Current

### Currently Funded Programs

#### System-level service programs

##### **System Communications and Delivery (C&D)** – \$3.63 million per year

- Supports coordinated delivery of interlibrary loan and other materials among the libraries in the System
- Cooperative Systems support and coordinate intrasystem communications among their member libraries
- Allows for the support of resource sharing among member libraries
- Funding determined by a formula that incorporates population, membership and geography
- Systems are required to provide the Board with two reports annually
  - In June, a Plan of Service and budget are due at CSL
  - In September, Systems report on how their service objectives were met for the preceding year, along with how they spent state and local funds

##### **CLSA Consolidations and Affiliations (C&A)** – *not funded; legislation repealed in 2016.*

*However, Board must approve new affiliations so that System funds can be accurately distributed based on population and membership. The Board has the authority to approve a new public library jurisdiction, or a public library change of system membership, into an existing cooperative system.*

### Past Programs, Not Funded

#### Loan Services

##### **Transaction Based Reimbursements (TBR)** – *Funding eliminated in 2011/12 Fiscal year*

- Interlibrary Loan (ILL) – *funding eliminated in 2011*
  - Sharing of resource from one public library jurisdiction to another public library jurisdiction or to an eligible non-public library
  - Non-public libraries (i.e., public and private academic libraries, special libraries, not-for-profit corporate libraries, school libraries) were reimbursed only when the borrowing library is a California public library
- Direct Loan – *funding eliminated in 2011*
  - Over-the-counter loan of material by a California public library to a resident of another California public library jurisdiction
  - DLs were reimbursed on a net imbalance basis. The cost incurred when a library directly lends a greater number of items to users from outside its jurisdiction than its residents directly borrow from libraries of other jurisdictions.
  - The DL program has two provisions of service:
    - **Equal Access:** Public libraries participating in the EA program belong to the same CLSA cooperative library system as the lending library. A public library must be a CLSA System member in order to participate in the EA program. FY14/15, 8 of the 184 public library jurisdictions do not belong to a CLSA System, mostly because they charge a non-resident fee for borrowing materials from their library

- **Universal Borrowing:** Public libraries participating in the UB program agree to provide over-the-counter loan service to the residents of all other California public library jurisdictions
- Supported reimbursement to local libraries for a portion of the costs (handling costs) they incur when loaning materials beyond their normal clientele
- Handling costs do not include delivery of material to the user
- Public libraries report transactions annually to the state

## System-level service programs

**CLSA Consolidations and Affiliations (C&A)** – *not funded; legislation repealed in 2016. However, Board must approve new affiliations so that System funds can be accurately distributed based on population and membership. The Board has the authority to approve a new public library jurisdiction, or a public library change of system membership, into an existing cooperative system.*

- Library jurisdictions wishing to consolidate into a single library could be allocated up to \$40,000 by the Board for two years with a maximum of \$20,000 each year for the newly constructed library jurisdiction.
- Library Cooperative Systems wishing to consolidate could be allocated up to \$20,000 by the Board for two years with a maximum of \$10,000 each year for the newly formed system.

**System Reference** – *unfunded, legislation and regulations repealed in 2013*

- Designed to provide:
  - Interlibrary reference
  - Improved local reference services
  - Improved reference services to the underserved
- The legislation supporting this program was repealed because of the low levels of reference questions being asked at the System level. With the Internet and databases readily available, the local library is now able to answer the more difficult questions on their own.

**System Advisory Boards (SAB)** – *unfunded, legislation and regulations repealed in 2013*

- Each system would have a board of locally appointed representatives from each library jurisdiction that was a member of the System.
- Assisted the System Administrative Councils with:
  - Development of the plan of service
  - Determining service needs
  - Evaluation of services
  - Promotion and publicity
  - Special projects
- The legislation supporting this program was repealed because of the ability to get and retain reliable members; many of the System were using their library friends groups for the mandated duties of this program. The intent of this program was to provide a means for public input to help ensure that library services provided by the System met the needs of its residents. This is now done by many of the library friends groups.

**System Planning, Coordination, and Evaluation** – *Not currently funded unless a system decides to use some of their allowed administrative funds*

## State-wide Service Programs



**Statewide Database – *unfunded 2005/06***

- Provided for the Collection and maintenance of bibliographic and location information on the current acquisitions of California Public libraries by:
  - Giving annual subsidies for OCLC access or other methods of making catalogues available
  - Making payments directly to vendors for services

**State Reference Centers – *never funded under CLSA***

- Designed to:
  - Allow for the answering of request that could not be handled by systems or libraries participating in CLSA.
  - Provide multicultural, multilingual information resources through electronic and other technological means
  - Enhance and expand local public libraries reference services to meet general information and ethnic population needs.

**Statewide Communications and Delivery – *never funded under CLSA***

- Idea of communicating information and delivering materials between different types of libraries statewide.



Code:  Section:

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**EDUCATION CODE - EDC**

**TITLE 1 GENERAL EDUCATION CODE PROVISIONS [1. - 32500]** ( Title 1 enacted by Stats. 1976, Ch. 1010. )

**DIVISION 1 GENERAL EDUCATION CODE PROVISIONS [1. - 32500]** ( Division 1 enacted by Stats. 1976, Ch. 1010. )

**PART 11. LIBRARIES [18010 - 20092]** ( Part 11 enacted by Stats. 1976, Ch. 1010. )

**CHAPTER 4. California Library Services Act [18700 - 18767]** ( Chapter 4 repealed and added by Stats. 1977, Ch. 1255. )

**ARTICLE 3. Administration [18720 - 18726]** ( Article 3 added by Stats. 1977, Ch. 1255. )

**18725.** The state board shall serve as the State Advisory Council on Libraries for the purpose of meeting the requirements of the federal Library Services and Technology Act.

(Amended by Stats. 2012, Ch. 219, Sec. 2. (SB 1044) Effective January 1, 2013.)

**SIX-MONTH OBJECTIVES**  
(February 16, 2001 - August 15, 2001)  
(adopted by the LoC Board, Feb. 16, 2001)

**THREE-YEAR GOAL:** *Achieve full implementation and funding of the Library of California Act and complete the transition from CLSA*

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**SIX-MONTH OBJECTIVES:**

1. By the conclusion of the April 2001 Board meeting, each Board member will distribute educational packets to at least three legislators and will participate in CLA Legislative Day activities.
2. By the June 2001 Board meeting, the Legislative Committee will determine the appropriate role of staff, subject to legal and staff resource limitations, in developing legislative strategy and advocacy to the legislature, Governor's office, etc.
3. At the June 2001 Board meeting, the Legislative Committee will present a strategy to build support for LoC funding among relevant constituencies.
4. By the August 2001 Board meeting, staff and appropriate Board committees will develop plans for the transition of CLSA programs into LoC programs.

**THREE-YEAR GOAL:** *Promote public awareness and support of the Library of California*

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**SIX-MONTH OBJECTIVES:**

1. Beginning in March 2001 and ongoing thereafter, the Director of LoC will make Board members aware of upcoming events that promote the LoC Board's responsibilities.
2. By the April 2001 Board meeting, President Dawe will establish an ad hoc Public Awareness Committee of two Board members and a staff liaison to work with the new CSL Information Officer.
3. By the June 2001 Board meeting, the ad hoc Public Awareness Committee, in conjunction with the staff liaisons, will identify and present at least two LoC services that need to be promoted and ways of promoting them.
4. By the August 2001 Board meeting, the ad hoc Public Awareness Committee, working with the CSL Information Officer, will ensure that LoC Board business cards will include the LoC mission statement (on the back of card).

**THREE-YEAR GOAL: *Implement regional and statewide programs and services*****SIX-MONTH OBJECTIVES:**

1. At the April 2001 Board meeting, the Electronic Resources Consultant will propose to the Support Services Committee a statewide cooperative licensing service, including cost analysis, for immediate implementation and continuation for FY 2001-2002.
2. By the June 2001 Board meeting, staff, working with the Support Services Committee, will review Regional Plans of Service and recommend funding for FY 2001-2002 to Regional Library Networks to partially implement (or continue partial implementation) of the seven designated areas of the Act.
3. By the June 2001 Board meeting, the Electronic Resources Consultant will report to the Support Services Committee recommendations for the components of regional and statewide telecommunications with identified funding for 2001-2002.
4. By the June 2001 Board meeting, the Bureau Chief will report to appropriate Board committees preliminary recommendations for BCPs for FY 2002-2003 to continue implementation of the identified LoC programs and services.
5. By the August 2001 Board meeting, the CLSA Program Coordinator will provide to the Access Services Committee the results of the Direct Loan Handling Cost Study and recommend a process and timeline for implementing a statewide direct loan pilot program.
6. At the August 2001 Board meeting, staff will provide to the Access Services Committee an initial draft of regulations on interlibrary loan and recommend a process and timeline for field review.
7. At the August 2001 Board meeting, the CLSA Program Coordinator will report to the Access Services Committee on the completed the Interlibrary Loan Handling Cost Study, provide analysis of its outcomes and make recommendations for possible Board action.
8. At the August 2001 meeting, the Director of LoC, working with the Resource Libraries Group, will report to the Access Services Committee on a proposed Statewide Resource Library Program and make recommendations for possible pilot projects with identified funding.

**THREE-YEAR GOAL: *Establish an effective Board***

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**SIX-MONTH OBJECTIVES:**

1. By March 1, 2001, the President will talk with Board members who have been unable to attend meetings to determine if they want to continue as a Board member.
2. Before April 1, 2001, the President and the CEO will encourage the Governor to fill the Board vacancies for the April Board meeting.
3. By the April 2001 Board meeting, each Committee Chair, working with his/her Staff Liaison, will develop a draft mission/purpose statement for his/her committee.
4. By the June 2001 Board meeting, the LoC Director will develop a proposed Board Training Plan (including funding for the training) for 2001-2002 to address needs identified in the November 2000 survey.
5. By the June 2001 Board meeting, the Board President, Vice President and Assistant Bureau Chief will review the existing planning process and make recommendations to the Board on future planning processes.