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3 **Approved May 17, 2022**
4 **California Library Services Board Meeting**
5 **November 5, 2021**
6 **Remote Meeting: Zoom**

7 **BOARD OPENING**

8 **Welcome and Introductions**

9 President Bernardo called the California Library Services Board meeting to
10 order on November 5, 2021, at 9:41 am.

11 **Board Members Present:**

12 Anne Bernardo, Florante Ibanez, Sara Hernandez, Paymaneh Maghsoudi,
13 Maria Nieto Senour, Sandra Tauler, Elizabeth Murguia, and Connie Williams.

14 **California State Library Staff Present:**

15 Deputy State Librarian Rebecca Wendt, Natalie Cole, Lynne Oliva, Lena
16 Pham, Alicia Sabado, Shana Sojoyner, Reed Strege, and Scott Taylor.

17 **Adoption of Agenda**

18 President Bernardo requested that agenda item B, System Plans of Service and
19 Budgets be amended to move the consideration of the population and
20 membership figures for 2021-2022 behind the approval of the final budget
21 allocations.

22 ***It was moved, seconded (Tauler/Ibanez) and carried***
23 ***unanimously that the California Library Services Board adopts the***
24 ***agenda, as amended, for the November 5, 2021 meeting.***

25 **Approval of April 2021 Meeting Minutes**

26 State Library General Counsel Scott Taylor brought up that the minutes showed
27 him as an attending Board member and State Library staff member so they
28 needed to be corrected.

29 President Bernardo and Vice-President Ibanez also had small updates to their
30 reporting sections.

31 ***It was moved, seconded (Maghsoudi/Ibanez) and carried***
32 ***unanimously that the California Library Services Board approves,***

1 **as amended, the draft minutes of the April 6, 2021 California**
2 **Library Services Board Meeting.**

3 **Election of Board Officers for 2022-2023**

4 Member Williams reported that the nominating committee put out a call for
5 nominations for Board officers and no one responded. Williams stated that she
6 suggested nominating President Bernardo for another term as President. President
7 Bernardo declined and suggested nominating Member Williams and that was the
8 nomination suggestion that was placed before the Board.

9 President Brando called for nominations from the floor. There were none.

10 ***It was moved, seconded (Maghsoudi/Tauler) and carried***
11 ***unanimously that the California Library Services Board elects***
12 ***Connie Williams as President of the California Library Services***
13 ***Board for the years 2022-2023.***

14 ***It was moved, seconded (Tauler/Ibanez) and carried***
15 ***unanimously that the California Library Services Board elects Anne***
16 ***Bernardo as Vice-President of the California Library Services Board***
17 ***for the years 2022-2023.***

18 **CALIFORNIA LIBRARY SERVICES ACT PROGRAM ITEMS FOR INFORMATION/ ACTION**

19 **1. BUDGET AND PLANNING**

20 **System Plans of Service and Budgets**

21 Monica Rivas reported that the first item before the Board was consideration
22 of the final budget numbers for fiscal year 2021-2022. The final state budget
23 allocated \$3,630,000 for Communications and Delivery and \$1 million for Zip
24 Books. President Bernardo pointed out that the \$3,630,000 was double the
25 amount the Board had initially expected to get so the Governor had listened to
26 the Board and its supporters in supplying the additional funding which was great
27 for libraries.

28 Rivas stated the second item in the System Plans of Service and Budgets
29 section was consideration of the 2021-2022 California Library Services Act system
30 population and membership figures. These were the numbers that were used in
31 the formula to determine the individual allocations to the Cooperative Library
32 Systems.

33 The final item in the Plans of Service and Budgets section was consideration of
34 the 2021-2022 California Library Services Act System Plans of Service. These
35 showed how the systems intended to use their budget allocations.

1 Rivas reported that the systems continued using their funds for delivery,
2 although they were moving away from asking to fund physical delivery of
3 materials and toward more electronic resources and resource sharing. The
4 systems continued to use funds to purchase eMagazines, ebooks, audiobooks,
5 Flipster, and Press Reader. Rivas stated that systems were also using some of the
6 funding for broadband related items such as equipment, ISP fees, and CENIC.
7 There was also funding in some plans for DigiLabs. Rivas stated that she added
8 extra information onto the Plan of Service summary that had been provided to
9 reflect roll over funds from previous years.

10 Rivas reported that the Systems had provided copies of their audits to the State
11 Library so if Board members had an interest in reviewing those staff would be able
12 to forward a copy.

13 Monica Rivas also informed that Board that State Library staff was working on
14 updating the Plan of Service documents again to improve the flow and make the
15 questions more reflective of what systems were actually including in the plans. She
16 reported that the State Library was also trying to align the document with the
17 documentation used for other State and Library Services and Technology Act
18 (LSTA) grants to better track how funds were used over the full timeframe systems
19 had to spend the money.

20 Member Tauler stated that in her review of the documents she noticed that
21 three of the systems (Santiago, Serra, and SCLC) put they used “other” for delivery
22 and she wondered what that meant. Diane Bednarski, Southern California Library
23 Cooperative, clarified that “other” reflected the use of local resources. For
24 example, Orange County Public Library System, part of the Santiago Cooperative
25 Library System, used their own delivery drivers and staff as a hub for the rest of
26 Santiago so they did not outsource the services. She stated that San Diego County
27 Library also served as a partial hub to complement the paid services through
28 courier delivery. SCLC sometimes used the mail but generally used a paid courier
29 delivery service complemented with in-kind type services from one or more of the
30 member libraries.

31 ***It was moved, seconded (Ibanez/Murguia) and carried unanimously***
32 ***that the California Library Services Board approves the final 2021-***
33 ***2022 California Library Services Act Budget as directed in the***
34 ***Governor’s 2021-2022 budget, totaling \$3,600,000 for allocation to***
35 ***the Cooperative Library Systems.***

36 ***It was moved, seconded (Ibanez/Murguia) and carried unanimously***
37 ***that the California Library Services Board approves approve the \$1***
38 ***million allocated in the 2021-2022 budget to invest in the Zip Books***

1 **program to ensure timely and cost-effective access to information in**
2 **California's hard-to-reach and underserved communities.**

3 **It was moved, seconded (Tauler/Ibanez) and carried unanimously**
4 **that the California Library Services Board approves the System**
5 **population and membership figured for use in the allocation of systems**
6 **funds for the fiscal year 2021-2022**

7 **It was moved, seconded (Ibanez/Tauler) and carried unanimously**
8 **that the California Library Services Board approves the California**
9 **Library Services Act System Plans of Service and Budgets for the nine**
10 **Cooperative Library Systems submitted for the fiscal year 2021-2022.**

11 **2. RESOURCE SHARING**

12 **Consolidation and Affiliations**

13 Monica Riva reported that there were two issues before the Board in the
14 Consolidation and Affiliations section. The first was a request to approve the
15 affiliation of the Carpentaria Library with the Black Gold Cooperate Library
16 System. The second was a request to approve the Santa Ana Public Library
17 affiliation with the Santiago Cooperated Library System. If approved both
18 affiliations would be effective July 1, 2022.

19 **It was moved, seconded (Ibanez/Williams) and carried unanimously**
20 **that the California Library Services Board approves the affiliation of**
21 **the Carpinteria Library with the Black Gold Cooperative Library System**
22 **effective July 1, 2022 and waive the September 1, 2021, notification date**
23 **for the 2022-2023 affiliations.**

24 **It was moved, seconded (Maghsoudi/Tauler) and carried**
25 **unanimously that the California Library Services Board approves the**
26 **affiliation of the Santa Ana Public Library with the Santiago Cooperative**
27 **Library System effective July 1, 2022 and waive the September 1, 2021,**
28 **notification date for the 2022-2023 affiliations.**

29 Annly Roman brought up that the systems had requested to receive a single payment
30 for their 2021-2022 allocation rather than two since it was so late in the fiscal year. Roman
31 said staff wanted to bring it up to see if the Board had any opinions or comments.

32 There was not Board member or public comment.

33 **A. BOARD ADMINISTRATIVE BUISNESS**

34 **Position of Administrative Assistant II to the California Library Services Board**

35 President Bernardo stated that the Board needed to consider the position of
36 the Administrative Assistant II to the California Library Services Board and

1 introduced Alicia Sabado with Human Resources at the California State Library.
2 Sabado introduced herself.

3 Annly Roman shared that her understanding of the process was that the
4 California Library Services Board would need to approve the duty statement for
5 the position and determine how it want to move forward with the hiring. Roman
6 stated the State Library had provided some potential options for the Board to
7 discuss. For example, the Board could direct the State Library to help collect
8 applicants for the Board to interview or the Board could designate authority to
9 the State Library to hire on their behalf.

10 Alicia Sabado confirmed that those were potential options available to the
11 Board. Sabado also stated that if the Board wanted to delegate hiring
12 responsibility to the state Library a board member could be designated to
13 participate in the hiring panel.

14 President Bernardo asked if anyone had comments or additions to the duty
15 statement that had been provided. No comments were made

16 ***It was moved, seconded (Maghsoudi/Murguia) and carried unanimously***
17 ***that the California Library Services Board approves the Administrative***
18 ***Assistant II duty statement provided by the State Library that will be used for***
19 ***recruitment of the position.***

20 President Bernardo posed the question of how the board wanted to move
21 forward with the recruitment process. Bernardo stated that she preferred to have
22 the State Library staff and the Executive Officer open the recruitment process and
23 conduct it on behalf of the Board, potentially with a Board representative
24 participating in the process.

25 Alicia Sabado stated that would be possible. The process could be that all
26 applications were also forwarded to the Board representative to select those who
27 would be interviewed, or they could just participate on the interview panel.

28 President Bernardo stated that she preferred that State Library staff and the
29 Executive Officer open recruitment and conduct it on behalf of the Board. She
30 preferred to have a representative from the Board participate, at least in the
31 interview panel. Members Murguia and Williams agreed.

32 ***It was moved, seconded (Murguia/Ibanez) and carried unanimously***
33 ***that the California Library Services Board authorizes State Library staff***
34 ***and the Executive Officer to conduct the recruitment and hiring***
35 ***process on behalf of the Board based on the approved duty***
36 ***statement.***

1 President Bernardo called for a Board volunteer to participate in the hiring
2 process. Member Williams asked for clarification on the process and time
3 commitment. Alicia Sabado stated that the State Library would advertise the
4 position for about 30 days or longer, due to the holidays coming up. Then staff
5 would need about 30 days to review applications. She estimated at least 60 days
6 before anyone would be interviewed. Member Williams volunteered to
7 participate.

8 ***It was moved, seconded (Murguia/Bernardo) and carried***
9 ***unanimously that the California Library Services Board appoints***
10 ***Member Connie Williams to represent them in the hiring process for***
11 ***the Administrative Assistant II position.***

12 **REPORTS TO THE BOARD**

13 President Bernardo opened discussion on the meeting date for the 2022 Board
14 meetings. She mentioned that the Board was looking at meeting in March or
15 maybe April if they met in person for the Spring meeting and late August, early
16 September for the Fall.

17 For the consideration of a remote versus in-person meeting in Spring Bernardo
18 brought up that the pandemic related changes in the Bagley-Keene Act allowed
19 them to meet virtually and that the Legislature was in the process of moving.
20 Deputy State Librarian Wendt confirmed that the legislature was in the process of
21 partially moving because the annex was going to be torn down. The building staff
22 would be moving to a swing space on 10th and O.

23 Annly Roman stated that in spring, Board members had come into town to
24 meet with legislators and currently, legislators were still not doing many meetings,
25 although that could change by 2022. Board members agreed that late March or
26 early April worked for meeting times and Monica Rivas stated that she would send
27 out a Doodle poll.

28 President Barnardo asked if having a meeting in late August or early
29 September worked for the Board. Member Williams asked which was the best time
30 for the Systems. Carol Frost, CEO Pacific Library Partnership and NorthNet Library
31 System, responded to the question of August or September. Frost stated that early
32 August was better for the Systems since they had contracts for services and
33 resources like Link+ they were having to pay for up front, then float until they
34 received their CLSA funding later in the fiscal year.

35 Member Williams asked if it would be possible to move the date earlier to get
36 the systems their funding sooner. Monica Rivas clarified that per the regulations
37 the Systems had until June to turn in their Plans of Service. State Library Staff

1 needed time to do its due diligence with the Plans once they were received so
2 early August was the soonest the meeting could happen for those reviews to be
3 done properly and documentation generated.

4 **Board President's Report**

5 President Bernardo reported that she continued to attend a number of sessions
6 and webinars presented by the law libraries, public libraries and special libraries.
7 She monitored the CLATalk listserv and other listservs as well as the Calls to
8 Action from ALA. Bernardo stated she had attended the Northern California
9 Association of Law Libraries Spring Institute, the American Association of Law
10 Libraries Annual meeting, and the Council of California County Law Librarians
11 Meetings.

12 Bernardo added that the Law Librarians were grateful to the Governor for
13 providing for the county public law libraries in his budget and giving a promise to
14 fund again for next year. They were thrilled that support was there for the services
15 their county law libraries offer.

16 On a personal note, Bernardo reported that her library was taking part in the
17 State Library's, offering of workforce training platforms through the ARPA funding
18 and they were thrilled to add that to their library services.

19 **Vice President's Report**

20 Vice President Florante reported that he had not been doing very much with
21 libraries. He saw their logo up on the screen when he attended the Los Angeles
22 film festival, so they were part of the funders of that which was nice to see. Ibanez
23 stated he was also on a couple of history and archival related zooms about
24 Filipino American communities. Ibanez also recently spoke at the city of Carson
25 Larry Itliong Day celebration for the co-founder of the UFW very early on.

26 **Chief Executive Officer's Report**

27 Deputy State Librarian Rebecca Wendt reported on behalf of State Librarian
28 Greg Lucas who was unable to attend. Wendt reported that in April the State
29 Library, at the request of the legislature, surveyed public libraries throughout the
30 state regarding their needs in the areas of infrastructure and broadband. The
31 surveys resulted in information that we were able to provide to the legislature and
32 that, at least in part, led to an enormous increase in the state budget for library
33 infrastructure. Since the new budget year, the State Library and Library
34 Development Services in particular, had been working to get the half a billion
35 dollars out the door to assist libraries throughout the State. There was an interim

1 application period that closed at the end of October, and that would allow staff
2 to build the final application for the first round of funding for that program.

3 Wendt stated that the State library would like to thank the Board for any
4 advocacy that was done to increase the budget for libraries throughout the
5 State. Getting the grant funds out to libraries had been and continued to be the
6 State Library's focus.

7 Member Murguia asked about the reference to the first round of funding.
8 Deputy State Library Wendt clarified that the State Library planned to give out up
9 to 75% of the funding in the first round. The funding was available for more than
10 one year so depending on applications in the first round, we would give up to 75%
11 at that time but hold some back for those who might not have been able to get
12 their applications together. There would be, at least, a second round.

13 Member Murguia asked if the State Library had an idea of the running total of
14 what came in with the preliminary applications. Wendt stated that she did not
15 know the entire amount of the preliminary applications that were requested, but
16 we had close to 100 applications. Murguia asked if the amount requested
17 exceeded the \$437 million that was available. Natalie Cole reported that it did
18 not but this was the preliminary where we asked people to give us an idea of the
19 kinds of projects. The State Library was aware of many libraries who did not apply
20 in the preliminary informational period but that would be applying in the first
21 round, so staff anticipated that applications would exceed the funding provided.

22 Deputy State Librarian Wendt stated that it was the preliminary application
23 that closed in October and libraries were not required to apply in the preliminary
24 application but it had been a helpful thing for both the applicants and for the
25 State Library to build out the full application.

26 Member Murguia asked if there was a timeline for the application to be
27 opened. Wendt stated that the State Library did not have a specific date
28 because staff were working through the questions that arose from the initial
29 applications.

30 President Bernardo asked if the Broadband funding was a separate pot of
31 money. Deputy State Librarian Wendt confirmed that broadband was a separate
32 pot of money. There was \$ 6 million and \$35 million provided for different aspects
33 of the broadband project.

34 Barnardo asked about SB 156, which past and was the \$6 billion broadband
35 bill. She wondered if the State Library had any part of that legislation. Wendt:
36 stated that the State Library had talked about it and put out information for
37 libraries on that, but it was not specific to libraries. Wendt confirmed that there
38 was a lot of broadband activity going on. The State Library had been extremely

1 active in that space and on getting libraries connection and would continue to
2 work on that. The new \$35 million was not just libraries but also Telehealth, tribal
3 and school where possible connections could be made.

4 **Zip Books Grant Program**

5 Board members had read the Zip Books report included in the agenda packet
6 and had no additional comments or questions.

7 **LEGISLATIVE UPDATE**

8 Deputy State Librarian Wendt reported that there was a possible last chance
9 on the federal budget. They were working through the budget reconciliation and
10 the American Library Association had called for people to contact their members
11 to possibly keep or add libraries in the budget reconciliation. Wendt could not say
12 if that would be successful.

13 President Bernardo asked if IMLS funding was restored or increased again.
14 Wendt confirmed that funding levels seemed to be approximately the same and
15 would be distributed using the same formula. California's population had
16 dropped, because they used the new census numbers, so people anticipated a
17 slight change from previous years, but not a tremendous drop.

18 President Bernardo asked if the board members wanted to approach the
19 Governor and Legislature with potential budget requests for the 2022-2023 fiscal
20 year. She pointed out that for the past couple of years the Board had sent a letter
21 asking for support for a number of library areas. The Board could have staff draft
22 a similar letter again with what they believed were the priorities the Board could
23 ask the Governor and legislators to support. Bernardo stated that she knew the
24 Board sometimes tried to follow what the California Library Association (CLA) was
25 looking at and she understand that they would have their priorities in another
26 month or so.

27 Member Maghsoudi confirmed that CLA was working on the legislative
28 priorities Vice President Ibanez asked if the Board want to write a letter in
29 conjunction with CLA or wait until after they presented their priorities. Bernardo
30 suggested waiting to see what their priorities were and including their own
31 priorities such as delivery issues.

32 Member Murguia brought up that she would be interested in the demand for
33 the construction money based on the projects that came in and if it appeared
34 that there is a need that the Board request the legislature build upon the \$439
35 million.

1 Board members agreed that State Library staff should draft a letter for the
2 Board President to sign, after CLA released their priorities, addressing those and
3 keeping in mind continued funding for the Board.

4 Yolande Wilburn, CLA Legislative Co-Chair, reported that the California Library
5 Association Legislative Committee had begun work on their priorities for the next
6 fiscal year and hoped to have those finalized after the next meeting. There was
7 strong support among the committee members for endorsing some type of
8 mandate to have school Librarians. She wanted to highlight that as well, because
9 the Committee felt that it was vitally important to bring back school Librarians into
10 our public schools. Member Williams stated that she hoped CLA and CSLA could
11 get together and perhaps work on that as a combo approach.

12 President Bernardo also brought up the potential need to contact the
13 Governor or the appointing authorities to bring their attention to the Board since
14 they need at least seven members to carry an action and several of the members
15 were not appointed beyond January 1, 2022.

16 **PUBLIC COMMENT**

17 There was no additional public comment.

18 **COMMENTS FROM BOARD MEMBERS/OFFICERS**

19 President Bernardo asked Member Maghsoudi if they had begun her library's
20 reconstruction project. Maghsoudi said they were starting demolition the next
21 week and the plan was to reopen in March 2022. Bernardo asked where they
22 were located during the process and Maghsoudi reported they were temporarily
23 in City Hall. Maghsoudi thanked the State, County Board of Supervisors, the City,
24 and Foundation and said it would be a wonderful project.

25 **OLD BUSINESS**

26 There was no old business brought forward.

27 **AGENDA BUILDING**

28 No additional items were requested.

29 **ADJOURNMENT**

30 President Bernardo called for the adjournment of the California Library Services
31 Board meeting at 10:53 am.