



MEETING NOTICE

California Library Services Board

May 17, 2022

10:00am – 2:00pm

Remote meeting:

This meeting will be a Zoom meeting

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

For further information contact:

Greg Lucas

California State Library

P.O. Box 942837, Sacramento, CA 94237-0001

(916) 323-9759

Greg.lucas@library.ca.gov

[California Library Services Act Website](#)

Physical Meeting Locations can be found in the next page:

California State Library Building

State Librarian's Office Suite

914 Capitol Mall

Sacramento, CA 95814

Camarena Memorial Library

Robert Morales Multipurpose Room

850 Encinas Avenue

Calexico, CA 92231

Humboldt County Library (Main Branch)

Large Meeting Room

1313 3rd St.

Eureka, CA 95501

Los Angeles and the other Public Library (Central Library)

Meeting Room A

630 W. Fifth St.

Los Angeles, CA 90071

Petaluma Regional Library

100 Fairgrounds Dr.

Petaluma, CA 94962

The San Diego Community College District Headquarters Building

Suite 300

3375 Camino Del Rio South

San Diego, CA 92108

Tulare County Public Law Library

Kenneth E. Conn Conference Room

221 S Mooney Blvd

Visalia, CA 93291

Whittier City Hall

Administration Conference Room

13230 Penn St.

Whittier, CA 90602

A. BOARD OPENING

1. Welcome and Introductions

Welcome and introductions of Board members, staff, and audience

2. Adoption of Agenda

Consider agenda as presented or amended

3. Approval of November 2021 Board Minutes – Document 1

Consider minutes as presented or amended

4. Meeting date for Fall 2022 & 2023- Document 2

Discuss dates for the upcoming Board meetings

B. REPORTS TO THE BOARD

1. Board President's Report

Report on activities since last Board meeting

2. Board Vice-President's Report

Report on activities since last Board meeting

3. Chief Executive Officer's Report

Report on activities since last Board meeting

4. Zip Books Grant Program Report – Document 3

Update on the status of Zip Books program

C. CALIFORNIA LIBRARY SERVICES ACT-- ITEMS FOR INFORMATION/ACTION

BUDGET AND PLANNING

1. Library Services Act Preliminary Budget for FY 2022-2023 – Document 4

Consider FY 2022-2023 preliminary budget

2. SJVLS Amended Plan of Service – Document 5

Consider the updated 2021-2022 Plan of Service of SJVLS

3. Updated Plan of Service Document – Document 6

Review updated Plan of Service Documents and processes to seek Board feedback/approval.

RESOURCE SHARING

1. California Library Services Act System-level programs – Document 7

Review and discuss System Annual Reports, FY 2020 – 2021

2. Black Gold Affiliation Updates – Document 8

Update the Board on Santa Barbara Public Library and San Luis Obispo Public Libraries withdrawing from the Black Gold Library Cooperative.

D. LEGISLATIVE UPDATE

1. Letter to the Legislature for FY 2022-2023 – **Document 9**
2. Consider federal and state legislative issues

E. BOARD DISCUSSION ITEMS FY 2022-2023

Discussion items brought forward by the Board that fall under their purview.

F. PUBLIC COMMENT

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

G. COMMENTS FROM BOARD MEMBERS/OFFICERS

Board member or officer comment on any item or issues that is under the purview of the California Library Services Board and is not on the agenda

H. OLD BUSINESS

Any old business the Board members wish to discuss

I. AGENDA BUILDING

Input on agenda items for subsequent Board meetings

J. ADJOURNMENT

Adjourn the meeting

California Library Services Board Meeting

November 5, 2021

Remote Meeting: Zoom

BOARD OPENING

Welcome and Introductions

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

Board Members Present:

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

California State Library Staff Present:

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

Adoption of Agenda

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

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

Approval of April 2021 Meeting Minutes

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

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

It was moved, seconded (Maghsoudi/Ibanez) and carried unanimously that the California Library Services Board approves, as amended, the draft minutes of the April 6, 2021 California Library Services Board Meeting.

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

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

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

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

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

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

17 **1. BUDGET AND PLANNING**

18 **System Plans of Service and Budgets**

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

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

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

34 Rivas reported that the systems continued using their funds for delivery,
35 although they were moving away from asking to fund physical delivery of
36 materials and toward more electronic resources and resource sharing. The

1 systems continued to use funds to purchase eMagazines, ebooks, audiobooks,
2 Flipster, and Press Reader. Rivas stated that systems were also using some of the
3 funding for broadband related items such as equipment, ISP fees, and CENIC.
4 There was also funding in some plans for DigiLabs. Rivas stated that she added
5 extra information onto the Plan of Service summary that had been provided to
6 reflect roll over funds from previous years.

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

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

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

28 ***It was moved, seconded (Ibanez/Murguia) and carried unanimously***
29 ***that the California Library Services Board approves the final 2021-***
30 ***2022 California Library Services Act Budget as directed in the***
31 ***Governor’s 2021-2022 budget, totaling \$3,600,000 for allocation to***
32 ***the Cooperative Library Systems.***

33 ***It was moved, seconded (Ibanez/Murguia) and carried unanimously***
34 ***that the California Library Services Board approves approve the \$1***
35 ***million allocated in the 2021-2022 budget to invest in the Zip Books***
36 ***program to ensure timely and cost-effective access to information in***
37 ***California’s hard-to-reach and underserved communities.***

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

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

9 **2. RESOURCE SHARING**

10 **Consolidation and Affiliations**

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

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

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

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

30 There was not Board member or public comment.

31 **A. BOARD ADMINISTRATIVE BUISNESS**

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

33 President Bernardo stated that the Board needed to consider the position of
34 the Administrative Assistant II to the California Library Services Board and
35 introduced Alicia Sabado with Human Resources at the California State Library.
36 Sabado introduced herself.

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

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

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

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

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

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

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

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

35 President Bernardo called for a Board volunteer to participate in the hiring
36 process. Member Williams asked for clarification on the process and time
37 commitment. Alicia Sabado stated that the State Library would advertise the

1 position for about 30 days or longer, due to the holidays coming up. Then staff
2 would need about 30 days to review applications. She estimated at least 60 days
3 before anyone would be interviewed. Member Williams volunteered to
4 participate.

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

9 **REPORTS TO THE BOARD**

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

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

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

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

32 Member Williams asked if it would be possible to move the date earlier to get
33 the systems their funding sooner. Monica Rivas clarified that per the regulations
34 the Systems had until June to turn in their Plans of Service. State Library Staff
35 needed time to do its due diligence with the Plans once they were received so
36 early August was the soonest the meeting could happen for those reviews to be
37 done properly and documentation generated.

1 **Board President's Report**

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

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

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

16 **Vice President's Report**

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

23 **Chief Executive Officer's Report**

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

35 Wendt stated that the State library would like to thank the Board for any
36 advocacy that was done to increase the budget for libraries throughout the

1 State. Getting the grant funds out to libraries had been and continued to be the
2 State Library's focus.

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

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

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

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

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

30 Barnardo asked about SB 156, which past and was the \$6 billion broadband
31 bill. She wondered if the State Library had any part of that legislation. Wendt:
32 stated that the State Library had talked about it and put out information for
33 libraries on that, but it was not specific to libraries. Wendt confirmed that there
34 was a lot of broadband activity going on. The State Library had been extremely
35 active in that space and on getting libraries connection and would continue to
36 work on that. The new \$35 million was not just libraries but also Telehealth, tribal
37 and school where possible connections could be made.

1 **Zip Books Grant Program**

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

4 **LEGISLATIVE UPDATE**

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

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

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

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

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

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

36 Yolande Wilburn, CLA Legislative Co-Chair, reported that the California Library
37 Association Legislative Committee had begun work on their priorities for the next

1 fiscal year and hoped to have those finalized after the next meeting. There was
2 strong support among the committee members for endorsing some type of
3 mandate to have school Librarians. She wanted to highlight that as well, because
4 the Committee felt that it was vitally important to bring back school Librarians into
5 our public schools. Member Williams stated that she hoped CLA and CSLA could
6 get together and perhaps work on that as a combo approach.

7 President Bernardo also brought up the potential need to contact the
8 Governor or the appointing authorities to bring their attention to the Board since
9 they need at least seven members to carry an action and none of the members
10 were appointed beyond January 1, 2022.

11 **PUBLIC COMMENT**

12 There was no additional public comment.

13 **COMMENTS FROM BOARD MEMBERS/OFFICERS**

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

20 **OLD BUSINESS**

21 There was no old business brought forward.

22 **AGENDA BUILDING**

23 No additional items were requested.

24 **ADJOURNMENT**

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

AGENDA ITEM: Fall 2022-2023 Meeting Schedule and Locations

2022-2023 Proposed Board Meeting Schedule

<u>Date</u>	<u>Location</u>	<u>Activities</u>
Late August/Early September 2022	Remote?	Regular Business Plans of Service LSTA State Advisory Council on Libraries Meeting
January/February 2023	Virtual	Legislative priorities/budget asks
March/April 2023	Sacramento/LA/ Virtual	Legislative Visits? Budget and Planning

BACKGROUND:

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

Zip Books Grant Program Report

Purpose

The Zip Books program provides library users with speedy access to books that are not available at their local libraries. A patron simply requests the item, the library purchases it from Amazon, and the book is shipped directly to the patron's home. When finished, the patron returns it to the library, and the library adds it to the collection. Because Zip Books is a user-driven program, the library collection becomes more closely matched to the needs of the local community.

About the Program

Zip Books began as a pilot project in 2011, funded by an LSTA grant from the California State Library.

The program has proved to be extremely popular with libraries and library users throughout the state and has grown substantially over the past decade. In a recent two-year survey, over 95 percent of respondents gave the Zip Books program an overall "excellent" rating.

The 2021-2022 California State Budget includes \$1 million in ongoing funding to support the Zip Books program within the California's State Library's budget.

Recent Activity

In FY 21/22, Zip Books grants were provided by the State Library directly to participating libraries. In their applications, libraries were asked to share their processes for delivering the service effectively, share how they would ensure books purchased will be added to their permanent collections, and share how the principles of Equity, Diversity, and Inclusion (EDI) will guide their Zip Books program planning, implementation, and evaluation.

This year, the number of participating libraries expanded to 89 jurisdictions, the highest number yet. The average grant award was approximately \$11,000. The smallest grant was \$500 and the largest was \$35,000. Eight libraries also took advantage of a new program feature in which we offered grant funding to support local marketing efforts.

We are currently processing mid-year reports and we will share this data at the next board meeting.

AGENDA ITEM: Preliminary CLSA Budget for FY 2022-2023

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

Consider the preliminary CLSA budget for FY 2022-2023

1. **RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:**

I move that the California Library Services Board adopt, contingent upon the passage of the State Budget Act, the 2022-2023 CLSA budget as directed in the proposed 2022-2023 budget, totaling \$3,630,000 for allocation to Cooperative Library Systems.

2. **RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:**

I move that the California Library Services Board approve the \$1 million allocated in the 2022-2023 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.

BACKGROUND:

The Governor's proposed budget, released in January for the 2022-2023 fiscal year, included a proposal to provide \$3,630,000 million in funding for the California Library Services Act and \$1 million in on-going funding for the Zip Books program.

Recommendation: Staff recommends that the Board adopt the preliminary budget Exhibit A at this meeting so that the systems have preliminary numbers to base their plans of service on.

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:

Review and approve System Plans of Service and Budget for the 2023-2024 fiscal year.

Exhibit A

CLSA Preliminary System Budget Allocations

FY 2022/23 Communications and Delivery Program

System	Baseline Budget	System Administration	Total	Zipbooks
Black Gold	\$ 111,006	\$ 27,751	\$ 138,757	
49-99	\$ 120,157	\$ 30,039	\$ 150,196	
Inland	\$ 299,743	\$ 74,937	\$ 374,680	
NorthNet	\$ 666,002	\$ 166,501	\$ 832,503	
PLP	\$ 560,608	\$ 140,152	\$ 700,760	
SJVLS	\$ 192,781	\$ 48,195	\$ 240,976	
Santiago	\$ 177,003	\$ 44,251	\$ 221,254	
Serra	\$ 213,362	\$ 53,341	\$ 266,703	
SCLC	\$ 563,338	\$ 140,833	\$ 704,171	
Total funding	\$ 2,904,000	\$ 726,000	\$ 3,630,000	\$ 1,000,000

AGENDA ITEM: San Joaquin Valley Library System Amended Plan of Service

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

Consider an amendment to the San Joaquin Valley Library System's 2021-2022 plan of service

RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:

I move that the California Library Services Board approve San Joaquin Valley Library System's amended plan of service for the fiscal year 2021-2022.

BACKGROUND:

In their original 2021-2022 Plan of Service San Joaquin Valley Library System (SJVLS) had allocated 100% (\$235,672) of its California Library Services Act funding, to support system-wide delivery services.

Due to a projection of lower delivery costs than anticipated, SJVLS would like to reallocate \$41,250 from delivery services to support other services for the benefit of its members.

In their amended plan of service (Exhibit A) SJVLS has requested to reallocate \$31,548 to telecommunications. This funding, on combination with local funding would be used to purchase licenses for wireless internet access points at 79 locations.

Additionally, SJVLS has requested to reallocate \$9,702 to purchase eBook and E-Audiobook titles for the system-wide Cloud Library collection.



**CALIFORNIA LIBRARY SERVICES ACT
AMENDED PLAN OF SERVICE AND BUDGET
For use with 2021/2022 Communication & Delivery Program**

California State Library
Sacramento
March 2022

Greg Lucas, Chief Executive Officer
California Library Services Board

Introduction

Welcome to the 2021/2022 Amended Plan of Service and Budget process. This document contains the following key areas that you will need to provide information about in order to officially have your funding approved.

1. System Information – Due September 8, 2021
2. Demographics of System Service Area – Due June 3, 2021 **ALREADY COMPLETED**
3. Budget:
 - C&D Service Program Budget Request and Budget Summary – Due September 8, 2021 **UPDATE WITH NEW BUDGET NUMBERS**
 - System Detailed Budget – Due September 8, 2021 (separate attachment)
4. Use of Funding for Communications and Delivery – Due September 8, 2021 **PLEASE AMEND AND HIGHLIGHT CHANGES FROM ORIGINAL**
5. Future Plans for Cooperative System – Due September 8, 2021 **PLEASE UPDATE IF NECESSARY**

Once you have completed the process, please email your Plan of Service and Budget Request to Monica Rivas at monica.rivas@library.ca.gov.

Dates for physical delivery counts – FY 2021/2022:

Please note the dates below for the two-week sample period. The number of items will be reported on your System Annual Report for FY 2021/2022, due at the State Library on September 1, 2022. Please count all items, including envelopes, for physical items going one way through your System delivery.

August 24- September 7, 2021

October 12 – October 26, 2021

January 11 – January 25, 2022

April 26 - May 10, 2022

If you have any questions about any portion of the process, please do not hesitate to contact Monica Rivas at monica.rivas@library.ca.gov or at 916-603-7159.

System Information
FY 2021/2022

System Name: San Joaquin Valley Library System			
Director: Sally Gomez, Interim Administrator		Email: Sally.Gomez@fresnolibrary.org	
Address: 2420 Mariposa Street		City: Fresno	State: Zip: CA 93721
Phone: (559) 600-6237		Fax:	

System Chair for FY 2021/2022 (if known): Amy Taylor, Merced County Librarian	Fiscal Agent: Fresno County
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Date approved by Administrative Council: August 13, 2021
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X	
Signature of System Administrative Chair for FY 2021/2022	Date
Print Name: Amy Taylor, SJVLS Chair, Merced County Librarian	

Conditions of Award

1. Accounting
Separate accounting must be maintained for each CLSA program to ensure responsible program fund management and the ability to submit timely and accurate financial reports. Financial records for each program must be retained for three years from the end of the grant period.
2. Budget adjustments within approved programs
Recipients may wish to respond to unforeseen developments by adjusting the amounts allocated to service program budget categories (e.g. shifting funds from salaries to operations). **Changes of this sort must be authorized, in writing, by the CLSA Program Coordinator.** Any such adjustments should be reflected in the Annual Objective Evaluation and Expenditure Report.

Under no circumstance may CLSA funds be moved into any category for which no funding was approved.

3. Earning interest
Recipients are encouraged to deposit CLSA grant funds in interest-bearing accounts wherever possible, with the understanding that interest earned on CLSA monies will be used for library purposes. Interest income need not be reported on the CLSA System Expenditure Report, but should appear as a source of income on the System Detailed Budget (due at the State Library on September 8, 2021).
4. Personal memberships and travel
Use of CLSA funds for personal membership in organizations is not an approved use of State funds, nor is travel.
5. Credit line
Publications of and information releases about CLSA-funded activities must credit the California Library Services Act. An appropriate statement for a publication is:

“This publication was supported in whole or in part by the State of California under the provisions of the California Library Services Act, administered by the California Library Services Board.”

As appropriate, this disclaimer should be added:

“The opinions expressed herein do not necessarily reflect the position or policy of the California Library Services Board or the California State Library, and no official endorsement by those agencies should be inferred.”

This credit line on system publicity and products is important to all concerned in fostering State support for library services.

6. Funding alternatives
Some program needs or good project ideas may not be appropriate for CLSA. Other sources of funding for library projects are available, both public and private. The applicant, if unsuccessful in obtaining funds from one source, should investigate other appropriate sources.

Budget Documents

Communications & Delivery (C& D) Service Program Budget Request – Due at the State Library by Wednesday, September 8, 2021

Use the budget request as a detailed line item budget for all CLSA funded activity for System Administration costs and Baseline cost for the Communications and Delivery program. If any budget items support both CLSA *Communications & Delivery Program* and non-CLSA programs/ or a CLSA programs other than *Communications & Delivery*, only those costs that directly support the CLSA *Communications & Delivery Program* may be budgeted. Excluded from the *CLSA Communication & Delivery Service Program Request* should be activities funded by local contributions, in-kind, other grants, etc.

Section Definitions

As you complete the *CLSA Communication & Delivery Service Program Request*, please note the following definitions to ensure consistency in reporting.

- a. **Personnel** (Salaries & Benefits) – complete this section if you budget CLSA *Communications & Delivery Program* funds for system staff. System personnel must be budgeted under Personnel, not under Contract Services, even if hired on contract. Only submit job descriptions for positions that have changed significantly from the previous year.
- b. **PC& E:** Planning, Coordination, & Evaluation
- c. **Indirect Costs:** Such services generally include payroll, accounting, office space, utilities, etc. Please describe exactly what services were provided.
- d. **Operations** – complete this section using the categories noted. For short-term contracts for consultant or auditing staff, Contract Services may be charged. If Indirect Costs/Fiscal Agent Fees are budgeted, you must describe exactly what services are provided to the System.
- e. **Capital Outlay** – estimate costs not only for necessary proposed purchases but also for maintenance of any established equipment replacement revolving fund, out of which purchase of replacement equipment will be made in the future.
- f. **Anticipated Current Year-end Balance in the Equipment Revolving Fund** – use this space to provide the estimated year-end revolving fund balance.

The total of a-e must equal your total allocation for both System Administration and Baseline.

System Detailed Budget – Due at the State Library by Wednesday, September 8, 2021

This portion of the System Plan is intended for use as a planning tool. While funding sources are not always guaranteed, this budget should represent the most current information available to the System. All figures entered on this form should represent funds allocated to specific programs and categories. All programs

and services offered through the System should be included (i.e., LSTA, centralized ILL, etc.) whether they are funded by CLSA or not. Likewise, all sources of income should be included. The System Detailed Budget should offer as complete a picture of the Systems' services and sources of support for those services as possible.

Column Definitions

As you fill out the System Detailed Budget, please be aware of the following definitions to ensure consistency.

- a. **CLSA** - enter the amount allocated to each category for C&D System Administration and C&D Baseline. Include only the baseline budget for Program 2: C&D Baseline. The total System Indirect, PC&E, and Personnel should be shown in Program 1: C&D System Administration.
- b. **LSTA** - enter any LSTA awards that the System has received for the fiscal year. See "Program Definition" below.
- c. **Local funds/fees** - enter the total of all member contributions, charges or other income generated by the System itself. Include income from sales of publications.
- d. **Interest** - enter all interest earned on System funds.
- e. **Other** – enter sources of income not otherwise covered, e.g., local program grants or government programs other than LSTA.
- f. **Total budgeted** - is the sum of Columns a through e.

Program Definition

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

Services as described in Plans of Service: Those individual services that the System identified on the Plan of Service that fall into the categories of E-Resources or Resource Sharing.

Other Definitions

Indirect means any administrative charge made by a jurisdiction against System operations (e.g. a city or county may charge to serve as the fiscal agent for a Cooperative Library System). Unless documented elsewhere in the Plan of Service, attach a description of the services received.

Grand Total System Budget

The total on this row for Column f. should be the anticipated total for all System operations for the fiscal year.

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C&D Service Program Budget Request FY 2021/2022 (Section 18745)

System Administration

(a) Personnel (Salaries & Personnel)

<u>Classification</u>	<u>FTE/NO of positions</u>	<u>Salary</u>	<u>Benefits</u>
<u>Total</u>			
	/	\$	\$
	/	\$	\$
	/	\$	\$
	/	\$	\$
	/	\$	\$
Total of	/	\$	\$
(a)			

(b) Planning, Coordination, & Evaluation (PC&E)			
Total (b)			\$

(c) Indirect Cost (Do not include PC&E and provide description of services)			
Total of (c)			\$

Total of (a-c) \$

Baseline Budget

(d) Operations

1. Office supplies	\$
2. Duplication/Photocopy	\$
3. Training (C&D program related)	\$
4. E-Resources (Enki, Zinio,OverDrive, etc.) - eBook and eAudiobook purchases for our system-wide CloudLibrary collection	\$9,702
5. Contract Services for Delivery (UPS, US Postal Service, Contracted Van)	\$ 194,422
6. System van/vehicle (fuel/insurance/maintenance)	\$
7. Telecommunications (Internet/web/tech support/phone/fax/VOIP/telecomm equipment maintenance/ web software)	\$31,548
Specify what funds were used for: Meraki Access Point License Renewals	\$31,548
8. Resource Sharing (Zipbooks, Link+, document depository)	\$
* Breakdown of cost i.e. software/subscription/delivery	
9. Other (with prior approval) and Planning, Coordination, & Evaluation (PC&E) not used in System Administration	\$
Total of (d)	\$235,672

(e)Capital Outlay		
1. Equipment (specify)	\$	
2. Equipment revolving fund	\$	
Total of (e)	\$	

(f) Anticipated Current (2019/2020) Year-end Balance in the Equipment Revolving Fund	
	\$

Total of (a-e)	\$235,672
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2021/2022 AMENDED CLSA BUDGET

BUDGET SUMMARY	
Expense Category	Communications & Delivery Program
Salaries & Benefits	
PC&E	
Indirect	
Sub-total	
Operations	\$235,672
Equipment	
Sub-total	
TOTAL	\$235,672

C&D FUNDING: System Administration 20%
 System Baseline 80%

Funding for Communications and Delivery – FY 2021/2022

There are two sections to this portion of the plan. The first section requires your best estimate for workload for the physical delivery of items, and estimated totals for e-resources, training, and broadband usage. The second section contains several questions that help us understand your plans for communication and delivery.

Section 1

Estimated Workload of Physical Delivery

Physical Items Sent by:	Physical Items Delivered to:		
	System Member Public Libraries	Non-public Libraries in System Area	TOTAL
a. System member public library	900,000		900,000
b. Non-public libraries in System area			
TOTAL			900,000
		System Owned	Contracted Vendor
c. Number of delivery vehicles that physically move items			4
d. Frequency/schedule of physical delivery service			2-3 days/week
e. Percentage of items to be physically delivered by:			
U.S. Mail	UPS	System Van	Contracted Van
%	%	%	100%
			Other %

Estimated Totals for e-Resources, Training, and Broadband Usage

f. Estimated total number of e-resources to be purchased (circulated/downloaded/streamed, etc.) by residents of System member libraries	155 Titles Purchased
g. Percentage of CLSA funds to be spent on e-resources?	4.1%
h. Percentage of CLSA funds to be used for Broadband technology improvements	13.38%

i. Which member libraries will benefit from Broadband improvements using CLSA allocated funds?

CLSA allocated funds will be used to provide broadband improvements at the following library branches: Huron, Auberry, Bear Mountain, Big Creek, Caruthers, Easton, Firebaugh, Fowler, Fresno Central, Gillis, Laton, Mendota, Orange Cove, Parlier, Piedra, Politi, Reedley, Shaver Lake, Teague, Tranquillity, West Fresno, Beale, Boron, Buttonwillow, California City, Frazier Park, Holloway, Kern River Valley, Mojave, Ridgecrest, Taft, Tehachapi, Armona, Avenal, Corcoran, Hanford, Kettleman City, Lemoore, Stratford, Chowchilla, Madera, Madera Ranchos, North Fork, Oakhurst, El Portal, Mariposa, Red Cloud, Wawona, Yosemite, Atwater, Delhi, Dos Palos, Gustine, Hilmar, LeGrand, Livingston, Los Banos, Merced, Santa Nella, Snelling, Winton, Alpaugh, Dinuba, Earlimart, Exeter, Farmersville, Ivanhoe, Lindsay, London, Orosi, Pixley, Springville, Strathmore, Terra Bella, Three Rivers, Tipton, Visalia, Woodlake, Tulare Public Library.

Section 2

(Please, highlight the amended changes from the original plan of service; complete only the questions impacted by your changes.)

1. Describe the goals for the Communication and Delivery funding. Please specify how the System will spend its allocation of funding and provide specifics amounts allocated for each service or program. How will the System support the needs of their community? How will the System determine these needs? How will the System **evaluate** that the goals were met, and the funding has met the needs of the community?

The San Joaquin Valley Library System serves a diverse population that is spread over 300 miles from El Portal in Mariposa County to Boron in Kern County. In all of the 10 jurisdictions that make up the San Joaquin Valley Library System, the branches are spread throughout urban and rural areas. In order for this system to work efficiently and effectively to meet the needs of its patrons, a strong delivery system is necessary.

The total Communication and Delivery budget is \$2,005,221 of SJVLS Total Adopted Budget \$4,386,297. With the increase of CLSA funds, the primary use of CLSA funds will be to support System delivery services and related supplies in the amount of \$261,800 that consists of \$261,800 in contract services. Total System Delivery costs in the amount of \$261,800 is funded by CLSA \$235,672 and collection from local members fees in the amount of \$26,128. Because of the importance of these services to the patrons of San Joaquin Valley Library System, we are proposing to use 100% of the CLSA funding in the amount of \$235,672 to support 90% Delivery services.

While Delivery services are considered an integral part of SJVLS, it is important to continuously review and analyze policies, procedures, and opportunities for improvements. The San Joaquin Valley Library System is currently undertaking such a review to determine whether there are opportunities for cost savings or

improvements in efficiency, while also ensuring that services and member fees are being allocated and distributed in the most equitable manner. In this way, we can evaluate how well we are meeting community needs and ensuring that our system members are receiving the best return on their investment.

San Joaquin Valley Library System staff, business manager, contractor's (Fresno County) delivery manager and supervisor, and fiscal staff from current library chair, Kern County Library, make up the committee that is undertaking this endeavor.

Moving forward, future assessments will include surveying member library directors to assess ongoing needs. This ongoing assessment, paired with quantitative data (delivery statistics), will help determine whether costs are appropriate for the services and whether services are being carried out in the most efficient way; and this will determine whether the funding has met the needs of the community.

March 2022 Amendment

The San Joaquin Valley Library System serves a diverse population that is spread over 300 miles from El Portal in Mariposa County to Boron in Kern County. In all of the 10 jurisdictions that make up the San Joaquin Valley Library System, the branches are spread throughout urban and rural areas, with patrons who have a diverse range of needs. To meet those needs, the San Joaquin Valley Library System operates a wide area network providing internet access to patrons, including wireless internet access, a shared catalog of materials and online resources, and contracts to provide delivery services to facilitate lending materials between our member libraries.

In our initial Plan of Service, San Joaquin Valley Library System intended to spend 100% of our CLSA allocation, \$235,672, to support system-wide delivery services. However, analysis of our actual costs to operate the delivery system for the first 7 months of the year, projects the costs for operating delivery at \$194,422. This represents 82% of our CLSA allocation.

To further support our members and their communities, we are requesting to reallocate the remaining \$41,250 not needed to fund delivery services. The remaining funds would be reallocated as follows:

- \$31,548 reallocated to Telecommunications, this represents 14% of our CLSA allocation.
- \$9,702 reallocated to E-Resources, this represents 4% of our CLSA allocation.

The \$31,548 for Telecommunications would be combined with \$16,700 in local funding to purchase 3-year licenses for wireless internet access points at the 79 locations where we manage wireless internet access for our members. This supports the needs of the community because the library is often one of, if not the only source of reliable internet access, especially in our rural communities.

The \$9,702 for E-Resources would be combined with \$51,000 in local funding to purchase e-Book and e-Audiobook titles for our system-wide CloudLibrary collection. The additional purchases support our communities by providing our patrons with access to a larger array of titles that meet their education or recreational reading interests.

In order to evaluate that the purchases of access point licenses meet the needs of the community, San Joaquin Valley Library System staff will review wireless internet usage statistics and survey library directors and staff. For the E-Resources purchases, we will also review usage statistics and conduct surveys of library staff and patrons.

2. How will the System's Communication and Delivery funds be disbursed (i.e., system wide, allocated to individual libraries, mix)? If not all libraries are participating in programs/services indicate which ones are and why others are not served (i.e. choice, funds, etc.).

The C&D funds are disbursed system-wide. SJVLS does not allocate funds to specific libraries.

3. Are the programs funded by CLSA being supplemented with local funds and if so, how much or what percentage of the funding? Please briefly describe how any non-CLSA funds will be used to support communication and delivery. This information will help to document the significant contributions of non-CLSA funds toward library cooperation in California.

~~Yes. Total System Delivery costs in the amount of \$261,800 is funded by CLSA \$235,672 and collection from local members fees in the amount of \$26,128. Because of the importance of these services to the patrons of San Joaquin Valley Library System, we are proposing to use 100% of the CLSA funding in the amount of \$235,672 to support 90% Delivery services.~~

Yes. San Joaquin Valley Library System is utilizing \$16,700 in local funding to supplement the \$31,548 in telecommunications for the purchase of 3-year licenses for wireless internet access points. Local funds will provide funding for 1 year of the 3-year license purchase.

In addition, San Joaquin Valley Library System is utilizing \$51,000 in local funding to supplement E-Resources purchases for our system-wide CloudLibrary collection.

4. If the System is providing e-resources, what exactly are those e-resources? (i.e. number of books, kind of titles, how many libraries are you providing this service to, any circulation statistics if available)

~~None this year due to cuts in CLSA funding and local fees committed towards EResources.~~

The San Joaquin Valley Library System provides all of our members with access to a system-wide e-Book and e-Audiobook platform, Bibliotheca's CloudLibrary. This year's allocation of \$9,702 will provide approximately 275 additional e-Book and e-Audiobook for our patrons.

5. Describe the System's current delivery model. Specify if it changed from last year or if the System will be making any changes in the upcoming year.

SJVLS System Delivery supports three separate delivery modules throughout the service area: Basic, Madera premium and Fresno HQ.

The basic HQ module deliver materials three times per week to all headquarter libraries. Premium module delivers twice a week to Madera County for additional route to serve four branches one day a week for interlibrary materials. Fresno HQ is the portion of total services performed by Fresno County as the contract van.

6. What is the estimated average cost (including library and system staff time) to move one item in the region? Please provide a description of how the System utilized C&D administrative funding? (i.e. staff, what type of staff, do which program did you allocate staff, how much time was allocated)

The current average is approximately 16 cents per item. Because SJVLS runs a shared ILS, branch library staff time to process items for delivery is minimal, so administrative funding is not applied. The primary cost is the central sorting of items from bins to the appropriate jurisdiction and the actual delivery time.

7. Will the System be using any of the communications funding to address broadband connectivity issues?

If so, what were the funds used for and what were the connectivity issues?

San Joaquin Valley Library System will be using \$31,548 of our CLSA allocation to assist with the purchase of 3-year license renewals for wireless access points at the member library branches where we manage wireless internet access for our

members. Without these licenses we would be unable to offer wireless internet to patrons when they're visiting the library.

Future Plans for Cooperative System

Given the uncertainty of State funding, how is your cooperative system preparing and planning for the future? How will the System be funded? What services are priorities? And lastly, how will your system evolve?

The San Joaquin Valley Library System is continuing with its transition to its new network model with GENIC in an effort to increase bandwidth and decrease costs. This is an ongoing, multiyear transition due to the cost required for installation and other fees involved. To carry out this effort, we have leveraged opportunities with grants and e-rate funding. Our priorities for the network are to grow the network into sustainable robust infrastructure with the flexibility to change with technology and time or membership. Funding for SJVLS is primarily provided through membership dues and a Tech Reserve fund. Equipment has been purchased through a combination of grant funds and individual member's budgets and Tech Reserve accounts. SJVLS takes advantage of e-rate discounts and Califa discounts to purchase and install the infrastructure necessary to implement GENIC and E-rate Category 2 related work, and members continue to budget for future costs.

The shared library management platform (Horizon) continues to be the central priority for SJVLS, and a new contract is currently underway. After an RFP process that allowed SJVLS to explore other products, the decision was made to continue with SirsiDynix and Horizon. This will help maintain continuity and stability for our users.

In addition, SJVLS continues to improve its existing digital collections platform. Future planning for SJVLS will include outsourcing Fiscal consultant, working on a new Strategic Plan to include goals and strategies regarding service, resource sharing, technology, training, fiscal stability, and improving and promoting the network.

It is important to note that SJVLS is in its second year without a fully dedicated SJVLS Administrative Librarian. While current efforts focus on maintaining a strong system of services for the members, the expectation is that once a dedicated, permanent Administrative Librarian is in place, moving forward with new goals and strategic planning will be a top priority.

Changes Made to CLSA Reporting Forms

CLSA Plans of Service

Definition Added

"It is the intent of the California Library Services Act is 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."
(Education Code 18702)

When submitting your Library Systems' proposals, they shall be based upon the most cost-effective methods of exchanging print and digital materials and information among the member libraries.

Unless otherwise prohibited by Education Codes 18745-18746, intra-system communication, delivery, and resource sharing include the acquisition or maintenance of technology or digital transmission products required to locate, create, or make accessible digital, virtual, or electronic material, which may also include telecommunication equipment and its installation along with service fees. The System must describe the communication, delivery method, or shared resource and the outcome of providing it.

Section 2 Funding Goal (What have you done, for whom, and for what benefit?)

Original Question

Describe the goals for the Communication and Delivery funding. Please specify how the System will spend its allocation of funding and provide specifics amounts allocated for each service or program. How will the System support the needs of their community? How will the System determine these needs? How will the System **evaluate** that the goals were met, and the funding has met the needs of the community?

New Version

(Split into 2 questions)

- A) How will the Library System determine the needs of their community. Please describe the **goals** for the Communication and Delivery funding for your Library System and how it addresses that need.
- B) Please specify how the Library System **will spend its 2022-2023 CLSA allocation of funding** and **provide specifics amounts** allocated for each service or program based on your C&D Service Program Budget Request. Provide details of the services and how many libraries will benefit from the funding.

Original Question

Are the programs funded by CLSA being supplemented with local funds and if so how much or what percentage of the funding? Please briefly describe how any non-CLSA funds will be used to support communication and delivery. This information will help to document the significant contributions of non-CLSA funds toward library cooperation in California.

New Version

Are the programs funded by CLSA (those proposed in your C&D Service Program Budget Request) being supplemented with local funds and if so, **how much**, and **what percentage** of the funding? Please briefly describe how any non-CLSA funds will be used to support communication and delivery. This information will help to document the significant contributions of non-CLSA funds toward library cooperation in California.

Original Question

Will the System be using any of the communications funding to address broadband connectivity issues? If so, what were the funds used for and what were the connectivity issues?

New Version

Will the System be using any of the communications funding to address broadband connectivity issues? If so, what were the funds used for and what were the connectivity issues? If this includes **installation along or service fees**, **please specify the cost and** which member libraries will benefit (please list libraries)?

New Questions Added

- How did you determine the funding amounts per your C&D Service Program Budget Request?
- If it will take you longer than 1 year to spend 2022-2023 funding specify why?
- If you plan on using roll-over funds from a previous year to supplement 2022-2023 funding goals; what are the amounts, for which program or service will it be used, and what was the original intent on that funding when approved by the Board?

C&D Service Program Budget Request FY Form

Changes Made

Provided more detailed categories (example below)

Old Version on the Budget Request Form

[E-Resources \(Enki, Zinio, OverDrive, etc.\)](#)

New Version on the Budget Request Form

E-Resources:

- ENKI
- Zinio
- OverDrive
- Flipster
- Hoopla
- Bibliotheca Cloud Library
- E-books (please specify)
- E-Magazines (please specify)
- E-Audiobooks (please specify)
- PressReader
- Simply E
- Other not specified (name service):
- Other not specified (name service):
- Other not specified (name service):

CLSA System Detailed Budget Report

Added the following Sections:

- If you project to expend all your funding in Fy 2022 2023 please check here:
- Projected funds that will spend in 2023-2024:
- Projected funds that will spend in 2024-June 2025:

AGENDA ITEM: CLSA System Annual Report, FY 2020/21

GENERAL OVERALL PROGRAM UPDATES:

CLSA funds continue to support the Communications and Delivery (C&D) program at the cooperative system level. In FY 2020/21, C&D funds supported all or a portion of each System's physical delivery of materials and the use of shared e-resources. Exhibit A provides a summary of System activities for 2020-2021 and shows how communities benefited through state funding. Exhibit B displays a summary of the actual workload statistics for 2020/21.

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:

Consideration of 2022/23 System Plans of Service.

Staff Liaison: Monica Rivas

California Library Services Act System Program Annual Report FY 2020/2021

Southern California library Cooperative (SCLC): Interim Executive Director Heather Cousin

CLSA funding allocated by the CLSA Board for FY 2020/2021: \$367,325

Approved Baselines Funds: \$293,861

Program	Budgeted from funding of FY 2020/2021	Expended from budget of FY 2020/2021	Rollover to FY 2021/2022 From FY 2020/2021	Additional funds used	Additional funds being rolled over
E-Resources	\$113,993	\$0	\$113,993		\$382,359 CLSA Funds from 2019/2020
Delivery	\$72,000	\$54,282	\$17,718		
Audit	\$12,020	\$12,020			
Telecommunications	\$30,000	\$13,276	\$16,724		
Resource Sharing (Digilab)	\$65,848	\$0	\$65,848		\$65,848 funds from FY 2019/2020
TOTAL	\$293,861	\$79,578	\$214,283		\$448,207

Approved System Administration Funds: \$73,464

Salaries & Benefits	Budgeted 2020/2021	Expended 2020/2021	Rollover to 2021/2022	Additional funds used	Additional funds being rolled over
Executive Director	\$36,985	\$36,985			
Deputy Director	\$9,289	\$9,289			
Controller	\$12,566	\$12,566			
Project Manager	\$7,870	\$7,870			
Administrative Assistant	\$6,754	\$6,754			
TOTAL	\$73,464	\$73,464			

Southern California library Cooperative (SCLC) Continued

Were Goals Met-How did the Community Benefit?

SCLC's CLSA funds were allocated to the following areas audit, delivery, E-Resources, resource sharing, and telecommunications. The 2019/20 annual audit was completed in the 2020/21 fiscal year and accepted by the Administrative Council.

SCLC resumed a full year of delivery service between its members, following the suspension of services due to the pandemic. Simi Valley was added to the delivery route, resulting in twice weekly transport of materials between the 39 member libraries.

SCLC renewed its subscription to the Gale Archives of Sexuality and Gender, which provides patrons throughout LA and Ventura County with authenticated information on gender, sexuality and LGBTQ history and culture. SCLC also carried forward 2019/20 funds and 2020/21 funds to accumulate sufficient funds to license a systemwide eResource license. SCLC plans to apply its rollover funds and new funding toward a two-year systemwide license to PressReader digital newspapers and magazines.

SCLC maintained its subscription to the Auto-Graphics Montage digital asset management solution and continued to pay maintenance for scanning equipment for 30 libraries participating in the DigiLab project.

SCLC underspent its Telecommunications allocation, mainly due to the lack of staff time to focus on strengthening the content and value of its website.

Non-CLSA funded activities

- SCLC staff provide in-office support for contracted courier delivery services
- Glendale Library continued to offer programming in its Be the Change Series
- SCLC contracted with Ryan Dowd to provide its members with a one-hour Customers Without Masks training via Zoom
- SCLC established a formal Technology Committee

Inland Library System: Interim Executive Director Heather Cousin

CLSA funding allocated by the CLSA Board for FY 2020/2021: \$197,960

Approved Baselines Funds: \$158,367

Program	Budgeted from funding of FY 2020/2021	Expended from budget of FY 2020/2021	Rollover to FY 2021/2022 From FY 2020/2021	Additional funds used	Additional funds being rolled over
E-Resources	\$70,000	\$0	\$70,000	\$75,000 CLSA Funds from 2019/2020	
Delivery	\$22,500	\$18,813	\$3,687	\$2,121 CLSA Funds from 2019/2020	
Audit	\$9,264	\$9,264			
Telecommunications	\$500	\$0	\$500	\$500 CLSA Funds from 2019/2020	\$655 CLSA Funds from 2019/2020
Resource Sharing (Digilab)	\$56,103	\$50,000	\$6,103		
TOTAL	\$158,367	\$78,077	\$80,290	\$77,621	\$655

Approved System Administration Funds: \$39,593

Salaries & Benefits	Budgeted 2020/2021	Expended 2020/2021	Rollover to 2021/2022	Additional funds used	Additional funds being rolled over
Executive Director	\$18,492	\$18,492			
Deputy Director	\$4,778	\$4,778			
Controller	\$10,357	\$10,357			
Project Manager	\$3,074	\$3,074			
Administrative Assistant	\$2,892	\$2,892			
TOTAL	\$39,593	\$39,593			

Inland Library System Continued

Were Goals Met-How did the Community Benefit?

The annual audit was successfully completed for FY2020/21.

Delivery services were suspended for a portion of the year due to pandemic-related library closures. Services resumed as libraries reopened, and unspent funds will be carried forward.

Minor updates were applied to the Inland website as planned, allowing for further content updates and design improvements.

A total of \$56,103 was set aside for Resource Sharing and will be carried forward to 2021/22. It is Inland's practice to distribute these funds to its members in October of the following fiscal year. To that end, Inland distributed \$75,000 in 2019/20 rollover funds to the member libraries who in turn used them on various locally licensed solutions including cloudLibrary, Overdrive and Biblioboard eBooks, Kanopy streaming movies, and BrainFuse online tutoring.

Non-CLSA funded activities

- Inland continued its biweekly Director's Discussions via Zoom to discuss common challenges, approaches, and solutions during COVID-19 restrictions.
- Riverside County Library System continues to manage delivery across its branch libraries, and contracts with Murrieta and Morena Valley to provide courier delivery of library materials.
- Focus on Inland addressing its outstanding pension liability with the San Bernardino County Employee's Retirement Association. The members have worked with outside legal counsel to determine a funding formula to distribute the \$2.5 million liability among the members.

49-99 Cooperative Library System: Interim Executive Director Heather Cousin

CLSA funding allocated by the CLSA Board for FY 2020/2021: \$78,385

Approved Baselines Funds: \$62,708

Program	Budgeted from funding of FY 2020/2021	Expended from budget of FY 2020/2021	Rollover to FY 2021/2022 From FY 2020/2021	Additional funds used	Additional funds being rolled over
Resource Sharing	\$56,724	\$56,724			
Audit	\$5,984	\$5,984			
TOTAL	\$62,708	\$62,708			

Approved System Administration Funds: \$15,677

Salaries & Benefits	Budgeted 2020/2021	Expended 2020/2021	Rollover to 2021/2022	Additional funds used	Additional funds being rolled over
Executive Director	\$2,055	\$2,055			
Deputy Director	\$9,289	\$9,289			
Controller	\$2,762	\$2,762			
Project Manager	\$246	\$246			
Administrative Assistant	\$1,325	\$1,325			
TOTAL	\$15,677	\$15,677			

49-99 Cooperative Library System Continued

Were Goals Met-How did the Community Benefit?

The goals of the Communication and Delivery Program were successfully met. LINK+ continues to be a major boost to the collections for the six participating libraries. 49-99 member libraries borrowed 28,699 items in FY 20/21. This equates to approximately \$719,650 on average in collection enhancement for the libraries.

The service continues to be a benefit to the community for access to materials that some of the 49-99 libraries may not have in their collections. It also provides a quicker loaning period, so community members are not waiting on hold lists for materials.

The delivery costs were lower in the beginning of FY 20/21 due to the pandemic's effect on the volume of items being placed into delivery but began to trend upwards towards the end of the year as the pandemic eased and library operations and patron requests began to recover. 49-99 member libraries pay annual membership dues, and those funds were used to help offset some of the delivery expenses.

Non-CLSA funded activities

- Book Club in a Box is a service provided by 49-99 which enables not only the library's book clubs to offer many different reading options but local book clubs as well.
- Stockton is the hub for **LINK+** at no cost to the member libraries. They provide training and support; Stockton sorts all the 49-99 materials and Unity picks up from Stockton which is a substantial savings for the member libraries.

Serra Cooperative Library System: Interim Executive Director Heather Cousin

CLSA funding allocated by the CLSA Board for FY 2020/2021: \$140,406

Approved Baselines Funds: \$112,325

Program	Budgeted from funding of FY 2020/2021	Expended from budget of FY 2020/2021	Rollover to FY 2021/2022 From FY 2020/2021	Additional funds used	Additional funds being rolled over
E-Resource	\$83,341	\$30,485	\$52,856		
Audit	\$5,984	\$5,984			
Delivery	\$23,000	\$11,938	\$11,062		
TOTAL	\$112,325	\$48,407	\$63,918		

Approved System Administration Funds: \$28,081

Salaries & Benefits	Budgeted 2020/2021	Expended 2020/2021	Rollover to 2021/2022	Additional funds used	Additional funds being rolled over
Executive Director	\$14,178	\$14,178			
Deputy Director	\$2,787	\$2,787			
Controller	\$5,524	\$5,524			
Project Manager	\$2,574	\$2,574			
Administrative Assistant	\$3,018	\$3,018			
TOTAL	\$28,081	\$28,081			

Serra Cooperative Library System Continued

Were Goals Met-How did the Community Benefit?

Serra achieved the Communications and Delivery objectives, with one exception. Courier delivery services to Imperial Valley libraries were suspended throughout the year due to reduced library services during the pandemic. Courier services to the San Diego area libraries were in place for the duration of the fiscal year, but the level of activity was reduced.

The annual audit was successfully completed and accepted by the Serra Administrative Council.

Serra continued to maintain a shared Overdrive eBook collection for all member libraries except San Diego County and San Diego Public. The shared eBook collection served as a great resource throughout the pandemic while the library was closed to the public and when it reopened. Patrons were able to continue receiving access to books online during the uncertain times in their lives, providing at least one element of continuity.

The system also maintained a systemwide subscription to Flipster eMagazines. Patrons grew to prefer online access to these resources when library facilities closed due to the pandemic, and others adopted access to eMagazines when libraries suspended or ceased their paper subscriptions during the pandemic. One library reported that from February 2020 to March 2020 there was a 19% increase in the number of eMagazine issues checked out, and a 91% increase in user sessions.

Non-CLSA funded activities

- Serra used local funds this year to adopt a new subscription to Overdrive eMagazines for member libraries other than San Diego County and San Diego Public. This complements the system's subscription to eMagazines through Flipster by adding nearly 3,000 additional titles.
- Serra also relaunched its Seguimos Creando Enlaces Conference.
- Serra continues to maintain active committees for Adult Services, Youth Services and Technology as forums for sharing best practices and fostering continuing education amongst staff.

Santiago Library System: Interim Executive Director Heather Cousin

CLSA funding allocated by the CLSA Board for FY 2020/2021: \$105,334

Approved Baselines Funds: \$84,267

Program	Budgeted from funding of FY 2020/2021	Expended from budget of FY 2020/2021	Rollover to FY 2021/2022 From FY 2020/2021	Additional funds used	Additional funds being rolled over
E-Resource	\$77,906	\$0	\$77,906		
Audit	\$6,361	\$5,984			
TOTAL	\$84,267	\$5,984	\$77,906		

Approved System Administration Funds: \$21,067

Salaries & Benefits	Budgeted 2020/2021	Expended 2020/2021	Rollover to 2021/2022	Additional funds used	Additional funds being rolled over
Executive Director	\$11,301	\$11,301			
Deputy Director	\$1,592	\$1,592			
Controller	\$4,833	\$4,833			
Project Manager	\$1,229	\$1,229			
Administrative Assistant	\$2,112	\$2,112			
TOTAL	\$21,067	\$21,067			

Santiago Library System Continued

Were Goals Met-How did the Community Benefit?

The annual audit was successfully completed.

Libraries applied funds toward a total of 3,970 eBooks from Overdrive and Bibliotheca cloudLibrary, 3,700 eMagazines from Recorded Books, and the World Book online.

Non-CLSA funded activities

- Santiago supports six library interest groups to promote information sharing and best practices amongst staff at the member libraries: Children's Services Committee, Young Adult Services Committee, Circulation Committee, Marketing Committee, Reference Committee and Technology Committee.
- Santiago continues to supplement eResources with local funds and delivery services across the region.

Pacific Library Partnership (PLP): Executive Director Carol Frost

CLSA funding allocated by the CLSA Board for FY 2020/2021: \$364,832

Approved Baselines Funds: \$291,865

Program	Budgeted from funding of FY 2020/2021	Expended from budget of FY 2020/2021	Rollover to FY 2021/2022 From FY 2020/2021	Additional funds used	Additional funds being rolled over
e-Magazine Flipster Subscription	\$0	\$0	\$0	\$70,205 Rollover from 2019/2020	
Delivery	\$167,443	\$167,441	\$0	Local \$1,338 \$38,451 Rollover from 2019/2020	
Local Cost (office supplies, postage, website, communications)	\$14,428	\$14,429	\$0	\$1,597 Rollover from 2019/2020	
e-Resources	\$109,994	\$0	\$109,994	\$301,136 Rollover from 2019/2020	
TOTAL	\$291,865	\$181,870	\$109,994	\$412,727	

Approved System Administration Funds: \$72,967

Salaries & Benefits	Budgeted 2020/2021	Expended 2020/2021	Rollover to 2021/2022	Additional funds used	Additional funds being rolled over
Chief Executive Officer	\$72,967	\$72,967			

Pacific Library Partnership Continued

Were Goals Met-How did the Community Benefit?

The goals for the Communications & Delivery Program were met through the ongoing CLSA funding.

PLP member libraries continue to prioritize delivery services for use of CLSA system funding. Libraries throughout the system depend on the ability to share materials and resources as a mechanism to enhance the breadth and depth of their individual collections and Delivery is the critical component that makes this sharing possible. PLP currently provides Delivery in four separate service areas within the region, with each service area receiving a CLSA subsidy for operations according to a formula approved by the PLP Executive Committee. All communities benefit from the reliable sharing of resources enabled by Delivery, which enhances collections and allows materials to move from library to library in a timely manner.

CLSA funds were also used to fund communications items. Libraries were given the option to choose from the following menu choices:

enki; OverDrive; Bibliotheca's CloudLibrary Consortia product; Broadband hardware costs; Link+; SimplyE; PLP negotiated shared eContent platform for select libraries; curbside pickup; remote reference; or CENIC telecommunication costs.

The shared ILS study has been halted in its second phase due to the COVID-19 pandemic.

Non-CLSA funded activities

Member libraries spend local funds to support Communications and Delivery in four primary categories:

- Local funding for delivery
- Inter-Library Loan Services
- Broadband
- Digital Collections

NorthNet Library System (NLS): Executive Director Carol Frost

CLSA funding allocated by the CLSA Board for FY 2020/2021: \$417,929

Approved Baselines Funds: \$334,343

Program	Budgeted from funding of FY 2020/2021	Expended from budget of FY 2020/2021	Rollover to FY 2021/2022 From FY 2020/2021	Additional funds used	Additional funds being rolled over
Delivery	\$158,548	\$158,548	\$0	Local \$197,087	
Local Cost (office supplies, postage, List-services)	\$4,396	\$4,396	\$0		
e-Resources (Zinio, Overdrive, and Link+)	\$171,399	\$134,582	\$36,817	\$120,000 Rollover from 2019/2020	
TOTAL	\$334,343	\$297,526	\$36,817	\$317,087	

Approved System Administration Funds: \$83,586

Salaries & Benefits	Budgeted 2020/2021	Expended 2020/2021	Rollover to 2021/2022	Additional funds used	Additional funds being rolled over
System Coordinator	\$50,700	\$50,700			
CEO	\$12,622	\$12,622			
Controller	\$20,264	\$20,264			
TOTAL	\$83,586	\$83,586			

NorthNet Library System Continued

Were Goals Met-How did the Community Benefit?

The goals for the NorthNet Library System (NLS) Communication and Delivery programs were met through the on-going CLSA funding. NLS completed all the funding objections described in the Plan of Service.

The NorthNet Library System distributes its CLSA funds back to the libraries, for them to choose to use the funds for shared courier delivery services, a shared eMagazine collection, a shared OverDrive collection, local shared OverDrive collections among 3 or more libraries, broadband hardware, and Link+.

Shared e-resources remain a priority for all members, especially those in smaller, more geographically remote areas. The Library-to-Go consortium-shared OverDrive shared eBook, eMagazine, and eAudio collection which can be accessed 24/7 through a custom library portal continues to be popular with NLS patrons, and particularly valued during the COVID conditions where eResources were for several weeks the only access patrons had to their library's collection.

NLS also has a shared eMagazine collection through OverDrive (formerly RBDigital). The shared eMagazine collection circulation among 23-member library systems totaled 82,662 items.

17 NLS libraires now offer Link+ services to their communities. The shared contract is saving NLS participating libraries nearly \$17,000 annually.

Four member libraries allocated CLSA funds to help cover their CENIC costs. One member library allocated CLSA funds to support their Broadband hardware costs, now allowable under C&D permitted expenditures.

Non-CLSA funded activities

Twenty-seven NLS libraries use Zip Books as an alternative to traditional inter-library loan. NLS worked with the Zip Books Advisory Group and the State Library to develop an expenditure tracking system for Zip Books member libraries and explore sustainability of funding resources at the local level.

The ILL/Link+ contracts that are in place at this time will allow NLS Link+ members the opportunity to review additional ILL options and identify long-term and sustainable means of continuing to improve and enhance resource sharing among all member libraries.

One member library used local funds to subscribe to enki, a shared eBook platform.

San Joaquin Valley Library System (SJVLS): Administrative Librarian Christopher Wymer

CLSA funding allocated by the CLSA Board for FY 2020/2021: \$124,997

Approved Baselines Funds: \$99,998

- **SJVLS combines their administrative funds with their Baseline funds to use their total budget of \$124,997 on the Baseline**

Program	Budgeted from funding of FY 2020/2021	Expended from budget of FY 2020/2021	Rollover to FY 2021/2022 From FY 2020/2021	Additional funds used	Additional funds being rolled over
Delivery	\$124,997	\$124,997	\$0	Local \$48,103	
TOTAL	\$124,997	\$124,997	\$0	\$48,103	

Approved System Administration Funds: \$24,999

- **System Administration funds are combined with the Baseline**

Salaries & Benefits	Budgeted 2020/2021	Expended 2020/2021	Rollover to 2021/2022	Additional funds used	Additional funds being rolled over
TOTAL	\$0	\$0			

San Joaquin Valley Library System Continued

Were Goals Met-How did the Community Benefit?

For the system to work efficiently and effectively to meet the needs of its patrons, a strong delivery system is necessary. The shortfall in CLSA funding allocation and pandemic was problematic and challenging. CLSA funding was reduced by \$115,077. Due to the decrease, Council cut funding to shared e book collection.

During the pandemic, a priority goal was to maintain delivery services on a limited schedule to make available materials to the community. Due to the funding cut, the CLSA allocation \$124,997 funded System Delivery for a portion of the \$ 173,100 total costs. This impacted the System to fund the shortfall with local reserve funds \$48,103. With the reduction of CLSA funds, the primary use of CLSA funds supported System delivery services on a reduced number of stops under contract service with Fresno County.

Non-CLSA funded activities

The System supports online materials, collections, cataloging, network telecommunication, and shared integrated library system (ILS) outside funding sources from CLSA which allows all the member libraries' 110 branches equal access to the shared collection and network expertise with funding from Memberships and other funding sources.

Due to reduced CLSA funding, SJVLS used other funding resources. Telecommunication expenditure in the amount of \$1,264,924 represents core service that provided connectivity for all SNLS headquarters and branch libraries funded by Membership Fees \$579,413 and Members share of telecommunications \$685,511.

Black Gold Cooperative System: Executive Director Glynis Fitzgerald

CLSA funding allocated by the CLSA Board for FY 2020/2021: \$82,832

Approved Baselines Funds: \$66,266

- **Black Gold combines their administrative funds with their Baseline funds to use their total budget of \$82,832 on the Baseline**

Program	Budgeted from funding of FY 2020/2021	Expended from budget of FY 2020/2021	Rollover to FY 2021/2022 From FY 2020/2021	Additional funds used	Additional funds being rolled over
Delivery	\$20,502	\$20,502	\$0	Local \$12,358	
Telecommunications	\$0	\$0	\$0	Local \$323,472	
e-Resources (OVERDRIVE)	\$62,330	\$62,330	\$0	Local \$264,566	
TOTAL	\$82,832	\$82,832	\$0	\$600,396	

Approved System Administration Funds: \$16,566

- **System Administration funds are combined with the Baseline**

Salaries & Benefits	Budgeted 2020/2021	Expended 2020/2021	Rollover to 2021/2022	Additional funds used	Additional funds being rolled over
TOTAL	\$0	\$0			

Black Gold Cooperative System Continued

Were Goals Met-How did the Community Benefit?

Black Gold members share an automated library system (ILS) which makes it very easy for patrons to request items from other libraries in the Cooperative. Having a delivery service to ship items to the patron's home library is essential to fulfilling this service. The primary use of CLSA funds has always been the delivery of materials between library jurisdictions. As COVID continued throughout the year, Black Gold libraries chose not to share books for the entirety of FY20-21. Black Gold allowed renewals for any checkouts in the system as of the shutdown date and then books were returned by the delivery service as the patrons were able to return them to their local libraries. Not sharing physical items had a huge impact on the services that Black Gold is accustomed to providing to their patrons.

The CLSA funds usually allocated to delivery services were instead reallocated to OverDrive purchases. This way Black Gold was able to fill the void that the patrons were experiencing during the period that the Black Gold physical collection was not being shared among jurisdictions.

Non-CLSA funded activities

- Local funds pay for the network connections from 33-member library buildings.
- Local funds pay for a telephone service which allows patrons to call in to renew items via an 800 number, and the system also calls patrons to let them know when a requested hold is available or when items are overdue.
- Local funds pay for 80% of the Overdrive costs for our shared collection.
- Local funds pay for 100% of the additional subscriptions to the shared eResources that Black Gold offers its patrons - Enki and OverDrive magazines

System Communications & Delivery Program 2020/21 Methods and Workloads

Annual Cost of Service	Black Gold	49-99	Inland	NorthNet	PLP	SJVLS	Santiago	Serra	SCLC	Total of all Systems
Phone/Faxed	\$6,292	\$1,419	\$1,419	N/A	N/A	Unknown	\$1,419	\$1,419	\$1,419	\$13,387
Internet/Email	\$11,957	\$1,332	\$1,332	\$2,982	\$8,382	Unknown	\$1,332	\$1,332	\$1,332	\$29,981
Other	\$236,482	\$150	\$303	\$1,414	\$1,901	Unknown	\$196	\$299	\$639	\$241,384
Total of Individual System Cost	\$254,731	\$2,900	\$3,054	\$4,496	\$10,283		\$2,947	\$3,049	\$3,390	\$284,850

Workload Statistics	Black Gold	49-99	Inland	NorthNet	PLP	SJVLS	Santiago	Serra	SCLC	Total of all Systems
Delivery Workload Items	17,446	48,984	5,363	802,704	3,103,150	760,045	1,144	13,195	13,085	4,765,116
System Van	0%	0%	0%	0%	0%	0%	0%	0%	0%	
Contracted Delivery	97%	100%	98%	99.96%	98.9%	100%	0%	99%	99%	
US Mail	2%	0%	2%	0.03%	1%	0%	0%	1%	1%	
United Parcel Service	0.05%	0%	0%	0.01%	0%	0%	0%	0%	0%	
Other Services	0.05%	0%	0%	0%	0.01%	0%	100%	0%	0%	
Traveled Miles	8,050	40,000	22,429	195,627	126,828	55,642	Not available	7,723	45,000	501,299



BLACK GOLD

COOPERATIVE LIBRARY SYSTEM

580 Camino Mercado
Arroyo Grande, CA 93420
805 543 6082
Blackgold.org

March 11, 2022

Connie Williams, President
California Library Services Board
PO Box 942837
Sacramento, CA 94237-0001

RE: Change in the Black Gold Cooperative Library System Membership

This letter formally recognizes the withdrawal of the County of San Luis Obispo Public Libraries and Santa Barbara Public Library from membership in the Black Gold Cooperative Library System.

Please see attached

- A Resolution of the Council of the City of Santa Barbara Declaring the Intent to Withdraw from the Black Gold Cooperative Library System
- Resolution Declaring the Intent of the Board of Supervisors of the County of San Luis Obispo to Withdraw from the Black Gold Cooperative Library System

The effective date of withdrawal for both library systems is July 1, 2022. Both notices were delivered to Black Gold on January 26, 2022, in compliance with the 1984 Black Gold Cooperative Library System Joint Powers Agreement, which states that notice of withdrawal must be delivered "prior to February 1 of the calendar year in which it is to become effective and shall become effective only as of July 1".

Sincerely,

A handwritten signature in black ink, appearing to read 'Jessica Cadiante', written over a white background.

Jessica Cadiante
System Chair
Black Gold Cooperative Library System

Santa Barbara Public Library

SANTA BARBARA
PUBLIC LIBRARY

Central Library
40 E Anapamu St.
PO Box 1019
Santa Barbara, CA
93102
Tel: (805) 962-7653
Fax: (805) 564-5660

Carpinteria Library
5141 Carpinteria Ave.
Carpinteria, CA
93103
Tel: (805) 684-4314


Eastside Library
1102 E Montecito St.
Santa Barbara, CA
93103
Tel: (805) 963-3727

Montecito Library
1469 East Valley Rd.
PO Box 5039
Santa Barbara, CA
93108
Tel: (805) 969-5063

DATE: January 26, 2022
TO: Administrative Council, Black Gold Cooperative Library System
FROM: Jessica Cadiente, Library Director
SUBJECT: Santa Barbara Declaring the Intent to Withdraw from the Black Gold Cooperative Library System

In accordance with the 1984 Black Gold Joint Powers Agreement, which allows any member agency to withdraw from the cooperative by providing written notice of withdrawal to the Administrative Council of the Cooperative System prior to February 1 of the year of withdrawal, please find enclosed the Resolution of the Council of the City of Santa Barbara declaring the intent to withdraw from the Black Gold Library System effective July 1, 2022.

Sincerely,



Jessica Cadiente
Library Director

RESOLUTION NO. 22-007

A RESOLUTION OF THE COUNCIL OF THE CITY
OF SANTA BARBARA DECLARING THE INTENT
TO WITHDRAW FROM THE BLACK GOLD
COOPERATIVE LIBRARY SYSTEM

WHEREAS, the City of Santa Barbara entered into a Joint Powers Agreement (the "Agreement") on July 1, 1975, to establish the Black Gold Cooperative Library System; and

WHEREAS, on October 1, 1984, the Agreement was amended and superseded by an "Amended Joint Powers Agreement Creating as a Separate Legal Entity the Black Gold Cooperative Library System" (the "Amended Agreement"); and

WHEREAS, the purpose of the Amended Agreement is to provide for the exercise of the common power of each of the parties to provide public library services through the Black Gold Cooperative Library System (the "Cooperative System"); and

WHEREAS, the Cooperative System is currently composed of the County of San Luis Obispo, and the cities of Santa Paula, Santa Barbara, Goleta, Lompoc, Santa Maria, and Paso Robles; and

WHEREAS, the Amended Agreement allows any member agency to withdraw from the Cooperative System by providing written notice of withdrawal to the administrative council of the Cooperative System prior to February 1st of the year withdrawal is to become effective; and

WHEREAS, withdrawal will become effective on July 1st of the calendar year in which such written notice is provided; and

WHEREAS, the City's withdrawal from the Cooperative System will allow an increase efficiency of library operations and to enter online catalog systems that will provide better customer service for its patrons; and

WHEREAS, the Santa Barbara City Council desires to exercise its withdrawal option in accordance with the terms in Section 14 of the Amended Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SANTA BARBARA THAT:

1. The City elects to withdraw from the Black Gold Cooperative Library System and terminate its participation in the Amended Agreement.

2. The Director of the Santa Barbara City Library, or a designee, is hereby authorized and directed to provide, prior to February 1, 2022, written notice to the

administrative council of the Black Gold Cooperative Library System, by copy of this Resolution, thereby satisfying the notification of withdrawal requirement set forth in Section 14 of the Amended Agreement.

3. The Santa Barbara City Library Director, or a designee, is hereby authorized and directed to perform all acts necessary to carry out the purposes of this Resolution.

RESOLUTION NO. 22-007

STATE OF CALIFORNIA)
)
COUNTY OF SANTA BARBARA) ss.
)
CITY OF SANTA BARBARA)

I HEREBY CERTIFY that the foregoing resolution was adopted by the Council of the City of Santa Barbara at a meeting held on January 25, 2022, by the following roll call vote:

- AYES:** Councilmembers Eric Friedman, Alejandra Gutierrez, Oscar Gutierrez, Meagan Harmon, Mike Jordan, Kristen W. Sneddon; Mayor Randy Rowse
- NOES:** None
- ABSENT:** None
- ABSTENTIONS:** None

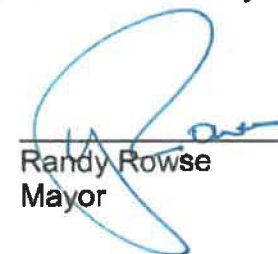
IN WITNESS WHEREOF, I have hereto set my hand and affixed the official seal of the City of Santa Barbara on January 26, 2022.





Sarah P. Gorman, MMC
City Clerk Services Manager

I HEREBY APPROVE the foregoing resolution on January 26, 2021.



Randy Rowse
Mayor

IN THE BOARD OF SUPERVISORS

COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA

Tuesday, January 25, 2022

PRESENT: Supervisors John Peschong, Dawn Ortiz-Legg, Lynn Compton, Debbie Arnold
and Chairperson Bruce S. Gibson

ABSENT: None

RESOLUTION NO. 2022-017

RESOLUTION DECLARING THE INTENT OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN LUIS OBISPO TO WITHDRAW FROM THE BLACK GOLD COOPERATIVE LIBRARY SYSTEM

The following resolution is now offered and read:

WHEREAS, the County of San Luis Obispo entered into a Joint Powers Agreement (the "Agreement") on July 1, 1975, to establish the Black Gold Cooperative Library System, and

WHEREAS, on October 1, 1984, the Agreement was amended and superseded by an "Amended Joint Powers Agreement Creating as a Separate Legal Entity the Black Gold Cooperative Library System" (the "Amended Agreement"); and

WHEREAS, the purpose of the Amended Agreement is to provide for the exercise of the common power of each of the parties to provide public library services through the Black Gold Cooperative Library System (the "Cooperative System"); and

WHEREAS, the Cooperative System is currently composed of the County of San Luis Obispo, and the cities of Santa Paula, Santa Barbara, Goleta, Lompoc, Santa Maria, and Paso Robles; and

WHEREAS, the Amended Agreement allows any member agency to withdraw from the Cooperative System by providing written notice of withdrawal to the administrative council of the Cooperative System prior to February 1 of the year withdrawal is to become effective; and

WHEREAS, withdrawal will become effective on July 1 of the calendar year in which such written notice is provided; and

WHEREAS, the County's withdrawal from the Cooperative System will allow the

County to have local control over all library resources, increase efficiency of library operations, cost savings, better service, and increase network security measures and support, all of which will enhance customer service resulting in a well-governed community.

WHEREAS, the Board of Supervisors of the County of San Luis Obispo desires to exercise its withdrawal option in accordance with the terms in Section 14 of the Amended Agreement.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Supervisors of the County of San Luis Obispo, State of California, as follows:

1. The County elects to withdraw from the Black Gold Cooperative Library System and terminate its participation in the Amended Agreement.
2. The Director of the County Libraries, or a designee, is hereby authorized and directed to provide, prior to February 1, 2022, written notice to the administrative council of the Black Gold Cooperative Library System a copy of this resolution, thereby satisfying the notification of withdrawal requirement set forth in Section 14 of the Amended Agreement.
3. The Director of the County Libraries, or a designee, is hereby authorized and directed to do and perform all acts necessary to carry out the purposes of this Resolution.

Upon motion of Supervisor Compton, seconded by Supervisor Ortiz-Legg, and on the following roll call vote, to wit:

AYES: Supervisors Compton, Ortiz-Legg, Peschong, Arnold and Chairperson Gibson

NOES: None

ABSENT: None

ABSTAINING: None

the foregoing resolution is hereby adopted.

Bruce S. Gibson
Bruce S. Gibson
Chairperson of the Board of Supervisors

ATTEST:

WADE HORTON
Ex-Officio Clerk of the Board of Supervisors

By: T'Ana Christiansen
Deputy Clerk

[SEAL]

APPROVED AS TO LEGAL FORM AND EFFECT:

RITA L. NEAL
County Counsel

By: /s/ Benjamin Dore
Deputy County Counsel

Dated: January 12, 2022

CALIFORNIA LIBRARY SERVICES BOARD

Anne Bernardo, President
Florante Ibanez, Vice President
Sara Hernandez
Paymaneh Maghsoudi
Elizabeth Murguia
Maria Senour
Sandra Tauler
Connie Williams

December 22, 2021

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

Dear Governor Newsom:

Thank you for working to ensure this year's budget included the state's largest single investment in local libraries – in particular, more than \$430 million to help renovate and modernize aging community libraries.

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

The board recommends leveraging the state's current investments in helping local libraries better respond to virus-related challenges and contribute to restoring California's economic vitality in the following ways:

1. Increase the state's investment in renovating and modernizing community libraries by adding \$250 million to improve broadband connectivity and increase Americans with Disabilities Act compliance so that California has a network of 21st Century libraries that are truly accessible to all.
2. Maintain the library workforce re-entry, job training and skill-building online resources for at least three years at a cost of \$5.3 million each year. Three years allows more Californians to take advantage of the opportunity and more meaningful analytics of its use. Maintaining these online resources, initially paid for with federal COVID-19 relief funds is also supported by the California Library Association.

We also recommend the following modest ongoing investments to speed the state's recovery:

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1. Increase Lunch-at-the-Library incentives and program funding so that more libraries can provide summer meals and fewer poor kids go hungry. Create positions at the State Library whose purpose is to make it easier for more local libraries to participate and build partnerships with other summer lunch providers.
2. Invest at least \$2 million annually in Zip Books, which helps deliver books faster, more cheaply and with a smaller carbon footprint by using the online marketplace. During the pandemic Zip Books has become a lifeline to the elderly and disabled who can no longer receive personal outreach from library staff. The number of library jurisdictions using Zip Books has tripled over three years to 73 – about one-third of the state's 1,130 libraries -- but funding has remained at \$1 million, making the "slice" available to participating libraries thinner and thinner.
3. Increase funding under the California Library Services Act by \$1.4 million to \$5 million. Several innovative programs, including leveraging broadband connectivity and boosting library-community partnerships, have been initiated by the board using one-time funding. These programs have helped libraries meet customer expectations and better deliver important information in this increasingly digital age. Additional library services act funding would allow them to continue.

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'Anne Bernardo', written in a cursive style.

Anne Bernardo, President
California Library Services Board