



The California Library Services Board

Connie Williams, President
Anne Bernardo, Vice President
Greg Lucas, Chief Executive Officer
Sara Hernandez
Paymaneh Maghsoudi
Elizabeth O. Murguia
Dr. Maria Nieto Senour
Sandra Tauler
James Lau

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October 05, 2022
BOARD MEETING

California Library Services Board Mission

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

California Library Services Board Vision

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

- **Literacy:** Promote the importance of reading and the skills needed by individuals to participate fully in society.
- **Cooperation:** Encourage the sharing of resources and collaboration among libraries and other government agencies, organizations, and diverse community groups.
- **Diversity:** Support programs and services that reflect the diverse population of California.
- **Service to the underserved:** Strengthen equitable distribution of resources and services to any population segment, regardless of economic status and other circumstances, whose needs are not adequately met by traditional library services patterns.
- **Access:** Affirm the principles of equitable access to resource across library systems through local control, local financing, and resource sharing.



MEETING NOTICE

California Library Services Board

October 05, 2022

10:00am – 2:00pm

Remote meeting:

This meeting will be a Zoom meeting

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

**If you would like to listen and/or participate in this meeting, please
contact Monica Rivas for the Zoom meeting information at:
monica.rivas@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

Imperial Public Library

200 West 9th St
Imperial, CA. 92251

Los Angeles and the other Public Library (Central Library)

Meeting Room A

630 W. Fifth St.
Los Angeles, CA 90071

The San Diego Community College District Headquarters Building

Suite 300

3375 Camino Del Rio South
San Diego, CA 92108

Petaluma Regional Library

100 Fairgrounds Dr.
Petaluma, CA 94962

Tulare County Public Law Library

Kenneth E. Conn Conference Room

221 S Mooney Blvd
Visalia, CA 93291

Whittier Public Library

7344 Washington Aver
Whittier, CA 90602

Glendale Public Library

Central Branch
222 East Harvard St.
Glendale, CA 91205



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 May 2022 Board Minutes – Document 1

Consider minutes as presented or amended

4. Board Resolutions – Document 2

Consider the resolutions for Florante Ibanez

5. Meeting dates for Spring and Fall 2023- Document 3

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 4

Update on the status of Zip Books program

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

BUDGET AND PLANNING

1. Library Services Act Final Budget for FY 2022-2023 – Document 5 Consider FY 2022-2023 Final budget

2. SCLC Amended Plan of Service – Document 6

Consider the Amended 2020-2021 Plan of Service of SCLC

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

a) Review and Approve System Plans of Service, FY 2022 – 2023

b) Consider System population and membership figures for the 2022- 2023 Fiscal Year



RESOURCE SHARING

1. Consolidation and Affiliations- Document 8

Consider San Leandro Library affiliation with the PLP Library Cooperative.

D. LEGISLATIVE UPDATE

1. Consider federal and state legislative issues

E. BOARD DISCUSSION ITEMS FY 2023-2024

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
May 17, 2022
Remote Meeting: Zoom

BOARD OPENING

Welcome and Introductions

President Williams called the California Library Services Board meeting to order on May 17, 2022, at 10:08 a.m.

Board Members Present:

Vice-President Anne Bernardo, Sara Hernandez, James Lau (non-voting), Paymaneh Maghsoudi, Elizabeth Murguia, Maria Nieto Senour, Sandra Tauler, and President Connie Williams.

California State Library Staff Present:

Natalie Cole, Meg DePriest, Chris Durr, Gina Iwata, Lisa Nowlain, Lena Pham, Julianna Robinson, Annly Roman, Beverly Schwartzberg, Shana Sojoyner, Celeste Stewart, Reed Strege, Scott Taylor, and Deputy State Librarian Rebecca Wendt.

Adoption of Agenda

It was moved, seconded (Maghsoudi/Tauler) and carried unanimously that the California Library Services Board adopts the agenda for the May 17, 2022 meeting.

Approval of November 2021 Meeting Minutes

Annly Roman stated that Member Murguia had one point of clarification for the Board Minutes. At the last meeting it had been stated that none of the Board members were current in their appointment term, but those appointed by the Legislature (Elizabeth Murguia, Sara Hernandez, and James Lau) were current in their appointments.

Vice President Bernardo pointed out a typo that also needed to be corrected.

It was moved, seconded (Bernardo/Murguia) and carried unanimously that the California Library Services Board approves, as amended, the draft minutes of the November 5, 2021 California Library Services Board Meeting.

Meeting Date – Fall 2022 & 2023

President Williams brought up that the Board could meet in August or September. She wondered if early August were the best time for the Board to

1 meet and stated she was unsure if that was too early or too late for the Systems to
2 accomplish the work they needed to do. Annly Roman stated that August was
3 the earliest the Board could meet because the Systems' Plans of Service were
4 due in June, as set by the regulations, and State Library staff needed time to
5 properly review the Plans of Service, receive responses to questions, and put
6 together documentation for the board.

7 Carol Frost expressed that their system would prefer August over September.
8 Annly Roman stated that State Library staff could send out a Doodle Poll with
9 dates for late August and push into September if a workable date could not be
10 found.

11 Member Murguia asked if the August Meeting would be held over Zoom or in
12 person. Annly Roman stated that prior to the pandemic the fall meeting was
13 typically held remotely. Williams said that the Board could meet in person in May
14 to do legislative visits if they were allowing them at that time. Roman stated that
15 the situation was still in flux. Legislators had moved out of the Capitol and into the
16 new swing space while they were tearing down the Annex. Roman said she was
17 unsure what the meeting situation would look like because of the Pandemic and
18 because Legislators did not have the meeting space they used to, when they
19 were in the Capital.

20 **REPORTS TO THE BOARD**

21 **Board President's Report**

22 President Williams reported that since coming onboard she had written a letter
23 on behalf of the Board, but highlighting school libraries, to the Governor thanking
24 him for the funding that was out there. She had reminded them that libraries were
25 here and about the school library push for the Model School Library State
26 Standards and for what is called a library lead. This involved having a designated
27 person who that can pinpoint and target schools that need librarian services for
28 each area.

29 **Vice President's Report**

30 Vice President Bernardo reported that she continued to follow and keep up
31 with Special Library activity going around California. She had been keeping up
32 with advocacy efforts of the County Law Libraries and the American Library
33 Association efforts in advocacy nationwide.

34 Bernardo stated that she was following in the footsteps of some of her public
35 library colleagues with improvements to the law library. They had some staffing
36 issues and vandalism but were holding on and coming out of their COVID
37 restrictions.

1 **Chief Executive Officer's Report**

2 Deputy State Librarian Rebecca Wendt gave the report on behalf of State
3 Librarian Greg Lucas who was in a budget hearing. Wendt reported that the State
4 Library team had been busy with all the grant funding that had come through
5 over the past year. The Building Forward Library Infrastructure grants opportunity
6 closed earlier in the calendar year and the State Library received an astonishing
7 number of applications, so the team was working through those. Once that was
8 finished, notifications would be going out. Wendt stated that the State Library also
9 had many other grant programs. The Board served as the Library Services and
10 Technology Act (LSTA) Advisory Board and the State Library did have federal
11 funds going out various grant programs. There were also other state funded grants
12 including books for early learning and bookmobiles. Wendt said it had been a
13 good year for libraries in terms of funding that was available.

14 Deputy State Library Wendt stated that everyone throughout the state was in
15 various stages of reopening or going back to in-person. The State Library was
16 seeing a lot of people being very busy and appreciated having grant
17 applications due at the same time was challenging but the State Library wanted
18 to help as many people as possible.

19 Wendt stated that the May Revision had been released and there were even
20 more amazing things for libraries, including more money for the Parks Pass
21 program which was an extraordinarily popular program and had been drawing
22 members of the public to libraries to check out passes.

23 Member Murguia asked if, related to the Building Forward applications, there
24 was a tally of how much was requested over the \$439 million. Wendt stated that
25 275 eligible applications were received for a total of \$540,711,948 in Round One.
26 Murguia asked what the timing was in terms of letting jurisdictions know about
27 awards. Natalie Cole reported the State Library had an Advisory Group who were
28 going to be reviewing the applications. The applications would go to the Advisory
29 Group soon, they would review and then the feedback would come back to the
30 State library. The timeline depended on how long it took staff to address any of
31 the advisors' questions or concerns. The reviews would be completed in June and
32 ideal we would notify in July, but it just really depended.

33 Member Murguia said that she was aware some jurisdictions, based upon their
34 economic status or the poverty level, could reduce the match and she wondered
35 how the State Library handled that issue. Natalie Cole stated that the question of
36 a match reduction was part of the review process and those decisions had not
37 yet been made.

38 **Zip Books Grant Program**

1 Reed Strege, Library Programs Administrator at the California state library,
2 reported that it was the most successful year for Zip Books if measured by the
3 number of participating jurisdictions. The current year there were 89 participating
4 jurisdictions, and the grant awards range from quite small for some of the smaller
5 participating libraries and with some of the larger library systems requested up to
6 \$35,000. The average grant award was about \$11,000. Strege stated that there
7 were quite a few new libraries participating this year and about eight libraries
8 requested a small amount of money to support local education and outreach to
9 increase awareness about the Zip Books program. He stated State Library staff
10 were going through reports and would share the data at the next board meeting

11 President Williams asked if, based on the State Library experience, the program
12 seemed like long term way of getting materials into the libraries. Strege said that
13 a lot of the participating libraries seem to have built the program into their
14 collection development strategy to build their collections in a user driven way and
15 to ensure that some of the books that were not in their collections got added
16 quickly and efficiently.

17 Williams asked about the experience for the newer library systems coming on
18 board with getting the word out. Strege said the State Library was getting some
19 reporting on that now in the first year. President Williams said that she was
20 wondering if there was a difference between the more rural library, for which
21 something like this would make a huge difference, versus urban libraries. Lena
22 Pham stated that it seemed to have a wide appeal to audiences across all of
23 California. One of the big equity points that the project hit was reaching
24 homebound seniors and others that had barriers or hardship getting to the library.

25 Pham stated that the biggest challenge for libraries in implementing Zip Books,
26 especially for the newer libraries, was getting their Amazon account created
27 because of the processes or procedures that they had to go through to get
28 approval from their Cities and Counties to open an account.

29 **BUDGET AND PLANNING**

30 **Library Services Act Preliminary Budget for FY 2022-2023**

31 Annly Roman reported that the next item was the preliminary budget
32 allocations for the System based on the Governor's proposed budget, which was
33 \$3.63 million for the Communication, Delivery, and Resource Sharing portion of
34 the California Library Services Act funding as well as an additional \$1 million for
35 the continuation of the Zip Books Program.

36 For communication, delivery, and resources sharing the systems received a
37 baseline budget, which was the program portion of the budget and the system

1 administration portion for the administration of the funds. The allocations were
2 based on a formula that included distance, population, and number of member
3 libraries in each system.

4 ***It was moved, seconded (Maghsoudi/Tauler) and carried unanimously***
5 ***that the California Library Services Board adopts, contingent upon the***
6 ***passage of the State Budget Act, the 2022-2023 CLSA budget as***
7 ***directed in the proposed 2022-2023 budget, totaling \$3,630,000 for***
8 ***allocation to Cooperative Library Systems.***

9 ***It was moved, seconded (Tauler/Murguia) and carried unanimously***
10 ***that the California Library Services Board approves the \$1 million***
11 ***allocated in the 2022-2023 budget to invest in the Zip Books program to***
12 ***ensure timely and cost-effective access to information in California's***
13 ***hard-to-reach and underserved communities.***

14 **SJVLS Amended Plan of Service**

15 President Williams stated the next issue to come before the Board was to
16 consider an amendment to the San Joaquin Valley Library System's (SJVLS) 2021-
17 2022 Plan of Service. Annly Roman reported that originally the San Joaquin Valley
18 Library System had allocated all their California Library Services Act funding to
19 physical delivery. They found that they were not spending as much as originally
20 anticipated, so they were requesting to move \$41,250 to support
21 telecommunications, eBooks, and audio books for their system wide cloud library.

22 Williams asked about the access points being funded and if they were already
23 established or new. Chris Wymer, Administrative Librarian for San Joaquin Valley
24 Library System, stated that SJVLS already owned the equipment, but needed to
25 renew the licenses to keep them operating. Without the funding their Members
26 would have to pay out of pocket to keep wireless Internet access going at most
27 locations.

28 ***It was moved, seconded (Bernardo/Maghsoudi) and carried***
29 ***unanimously that the California Library Services Board approves San***
30 ***Joaquin Valley Library System's amended Plan of Service for the fiscal***
31 ***year 2021-2022.***
32

33 **Updated Plan of Service Document**

34 Annly Roman reported that the State Library was working on amending the
35 Plan of Service documents. A year or two ago, staff realized the way information
36 was being recorded was not meeting some of the changes in the way that
37 Systems are spending the funding. Systems were moving from funding physical
38 delivery to funding more shared resources. Roman said that this was causing a lot

1 of back and forth between State Library staff and the Systems on the submitted
2 Plans of Service because the questions did not specifically speak to the way the
3 program was running. Staff were trying to amend the forms again to see if they
4 could better reflect those changes. The changes included adding some
5 definitions so that they were easy for the Systems to reference when they were
6 completing the information. Some previously combined questions regarding how
7 Systems were spending their allocation and how that was supporting the
8 community were separated for clarity. There were also updates to questions
9 regarding spending of non-CLSA funds and broadband connectivity spending.
10 Finally, questions were added pertaining to the fact that the funding could be
11 spent over three years.

12 Annly Roman said that staff wanted to inform the Board about the changes
13 and see if there were any questions. President Williams asked about the Plan of
14 Service forms the Systems received. Roman responded that the Systems received
15 Plan of Service documents with a narrative section and accompanying
16 spreadsheets. Vice President Bernardo asked if the Systems had reviewed the
17 changes and thought they were workable. Roman clarified that staff had
18 received feedback from the Systems and that was considered in the update
19 process. She thought that the forms would continue to be updated over the next
20 couple of years.

21 **RESOURCE SHARING**

22 **California Library Services Act System Level Programs**

23 Annly Roman stated that this section was updating the board, by System, on
24 how California Library Services Act funding was being spent. Systems were
25 spending their money on delivery, e-resources and shared resources,
26 telecommunication, and Link+. President Williams stated she liked seeing the
27 diverse services that were being funded.

28 **Black Gold Affiliation Updates**

29 Annly Roman reported that the San Luis Obispo Public Library and the Santa
30 Barbara Public Library had decided to separate from the Black Gold Cooperative
31 System effective at the beginning of the next fiscal year. This was just information
32 for the Board since it impacted the membership numbers for Black Gold and
33 those changes had already been included in the projected awards for next fiscal
34 year.

35 Member Maghsoudi asked what other system they were joining. Roman stated
36 that the two jurisdictions had not asked to join another system. If they wanted to

1 they would have to apply to the Board and, potentially, for waivers to the
2 contingent border requirements.

3 **LEGISLATIVE UPDATE**

4 Annly Roman reported that the Board sent a letter to the Governor ahead of
5 his introduced budget for the 2022-2023 fiscal year asking for items the Board,
6 would like to see reflected in the budget. This was something the Board had
7 traditionally done every year. When the budget was introduced, it included
8 additional funding for workforce development, as well as maintained the current
9 level of California Library Services Act funding and provided additional funding
10 for some other programs. President Williams had sent a follow-up letter and the
11 May Revision had been released containing additional funding for the other
12 library program that Deputy State Librarian Wendt mentioned in her report.

13 Member Murguia asked for clarification on what had been in the original
14 introduced budget and what was had been added. Deputy State Library Wendt
15 stated that there were several items specific to the State Library's budget.
16 Additions of interest to the Board included \$1.4 million to the workforce
17 development databases, to complement that \$8.8 million already included in the
18 Governor's January budget. This was a full complement of databases that the
19 State Library was calling CAcareer Pathways and were available through local
20 libraries. The program would be two years of continuing subscriptions to the
21 databases.

22 There would be additional communications team members added to the
23 State Library to assist local libraries with their outreach, particularly pertinent to
24 grant funding and programs that they had the ability to participate in rolling out
25 via the State Library. Wendt stated that the State Parks Pass Program, which was
26 already funded for three years at the \$3 million level, had \$13.5 million added to
27 it. That would make more passes available at libraries and increase the grant
28 funding available for wrap around programming.

29 Member Murguia asked if there was an increase for Zip Books and Wendt
30 confirmed the funding level was the same as the previous year at \$1 million.
31 Murguia asked if there had been an increase for broadband. Wendt replied
32 broadband continued at the high level from the existing fiscal year, which was \$6
33 million for the previous type of broadband and \$35 million for the ability to
34 connect schools, libraries, tribal entities, and telehealth providers.

35 Member Murguia wondered if the Board should be advocating for more
36 money for Zip Books if the State Library was able to get the full \$1 million dollars
37 out the door every year. Wendt stated all the funds had been awarded.

1 Annly Roman stated that this was the first fiscal year with on-going funding.
2 Previously Zip Books had been a one-time funded program which had received
3 several rounds of funding. President Williams said that it seemed like Zip Books had
4 moved from being a pilot or a one-time program into the fabric of library services,
5 and should the Board think about advocacy. Murguia said the Board had heard
6 how popular it was with libraries and it seemed like a small amount of money for
7 an important program. Libraries were still struggling, and Zip Books was a way to
8 support collection development. It seemed appropriate to Member Murguia, for
9 the Board to send a letter advocating for more money for the program.

10 Member Maghsoudi asked about the \$335,000 for the communications and
11 outreach to local libraries contained in the budget. Deputy State Librarian Wendt
12 clarified it was for staff members to be added to the State library team to be
13 outward facing to Librarians to assist them with their messaging. Vice President
14 Bernardo clarified that, additionally, on-going funding was provided for the Lunch
15 at the Library programs

16 Member Murguia followed up on if the Board could ask the State Library to
17 send a letter seeking an increase in Zip Books funding. Annly Roman stated that
18 was an option. In the past the Board had voted to direct the State Librarian to
19 draft a letter on their behalf in support of various budget item.

20 Member Maghsoudi stated that the California Library Association (CLA) had
21 asked for more money for materials in general. Carol Frost, Pacific Library
22 Partnership and NorthNet, said that the CLA Legislative and Advocacy
23 Committee had updated their budget priorities at the March meeting, and she
24 could share those with the Board. The Committee was requesting an additional
25 \$1.4 million of California Library Services Act funding, since the \$3.6 million had not
26 increased in several years.

27 The Committee also asked for \$450,000 for Lunch at the Library to increase the
28 total commitment to \$1.125 million as well as \$785,000 for JobNow, VetNow, and
29 LearnNow. Those were three databases, previously funded by the State Library
30 through CARES Act funding until around June, that support veterans and
31 economic recovery. They were asking the Administration to maintain the current
32 ongoing funding for Zip Books and were asking for \$4 million to support the Ebooks
33 For All Project that the State Library was doing. The State Library had not provided
34 a unified platform for ebooks. This project, led by Chris Durr, developed a platform,
35 and rolled it out this year. CLA wanted to support it as an incubator idea, grow
36 the collection and have more libraries join.

37 President Williams asked Chris Durr to give a brief overview of Ebooks For All.
38 Durr stated that there would be a shared collection of ebooks that every public
39 library could access. Additionally, any public library that had an eBook vendor

1 already, such as Overdrive, Libby, or a cloud library, will be able to integrate that
2 collection into this new Palace App. You could use the Palace App and browse
3 the statewide collection and your local collection, or even your Cooperatives
4 local collection as well. The Palace App was platform agnostic and could borrow
5 from other vendors, besides the Digital Public Library of America, which was where
6 the state library was purchasing books, in conjunction with public libraries. The
7 Digital Public Library of America was a not-for-profit vendor of ebooks that sought
8 to provide solutions for ebooks to libraries across the country.

9 President Williams asked if the program was a solution to a library patron
10 wanting an eBook and only one App. Durr stated that was the idea. It could be
11 a unified App so that a library could shop around the marketplace of eBook
12 vendors choose where it buys books and not have to send a patron to seven
13 different Apps to see the entirety of the collection. Durr stated that if the
14 collection was built diligently and carefully, eventually California, being the
15 biggest state in the Union could develop the largest publicly accessible eBook
16 library in the world.

17 Williams asked if vendors, like Hoopla and Overdrive, were interested. Durr
18 clarified that Hoopla was a slightly different model because the library did not
19 collect or own the materials in Hoopla, but rather it purchased the materials
20 individually for the patrons when they asked for them and then no longer
21 maintained access to that title. The App was compatible with Overdrive.
22 Overdrive had their interest in keeping their market shares themselves, but this
23 would allow libraries to give access to the Overdrive collection to their patrons,
24 as well as other collections and other avenues that a library could purchase from
25 at the same time.

26 A participant asked how to sign up. Durr stated there was an email address set
27 up, CAsupport@thepalaceproject.org or you could email the American Rescue
28 Plan Act team at the state library at arpa@library.ca.gov.

29 Member Murguia pointed out that the State was sitting on a \$98 billion surplus
30 so she thought the Board should send a letter supporting the California Library
31 Association priorities as well as an additional \$1 million for Zip Books. Member
32 Maghsoudi agreed the Board should ask for funds and pointed out that the Board
33 would probably have a better luck asking for one-time funding, because you do
34 not know what would happen next year.

35 A meeting participant asked if the Board would like to ask for more one-time
36 funding for library infrastructure. Deputy State Library Wendt pointed out that in
37 the Senate Democrats plan they released on the budget did mention the
38 possibility of \$750 million additional dollars for infrastructure. Member Murguia
39 recommended supporting what the Senate Democrats had asked for and

1 including in the Board's letter that the Board fully supports additional money for
2 infrastructure.

3 Vice President Bernardo asked that the letter emphasis the additional
4 California library Services Act funding.

5 ***It was moved, seconded (Murguia/Maghsoudi) and carried***
6 ***unanimously that the California Library Services Board directs the***
7 ***California State Librarian to draft a letter to the Governor on behalf of the***
8 ***Board in support of: the California Library Association's legislative***
9 ***priorities, especially the additional funding for CLSA; an additional \$1***
10 ***million for Zip Books; and the Democratic Senate Leadership's proposal***
11 ***of an additional \$750 million for library infrastructure.***

12 **BOARD DISCUSSION ITEMS FY 2021-2022**

13 No Board discussion items were brought forward.

14 **PUBLIC COMMENT**

15 Mark Fink, Yolo County Library, brought up that with the current library
16 infrastructure project, the maximum award for a j single project was \$10 million
17 and they were finding that, with the rising rate of inflation, costs for capital projects
18 had also increased. He asked if, since the Board was supporting the \$750 million
19 in additional infrastructure funding, would there be an option for the \$10 million
20 ceiling to be raised. Member Maghsoudi agreed, as a jurisdiction that had just
21 finished a project, that what they had predicted was different than what they
22 ended up with. Mark Fink stated that they were seeing a 20% increase in the cost
23 of construction, between now and 2024.

24 Maghsoudi asked where the ceiling came from. Annly Roman clarified the \$10
25 million cap came directly from the budget language allocating the funding.
26 Member Murguia brought up if, in the language addressing the \$750 million dollar
27 the Board ask the legislature to revisit the cap. Member Maghsoudi agreed.

28 Yolande Wilburn, Director at Santa Cruz Public Libraries, echoed Mark's
29 statement. They were doing several construction projects and were finding costs
30 were coming in much higher than originally predicted. Whatever
31 recommendation, the California Library Services Board could make to the
32 legislature, regarding getting that cap increased would be appreciated.

33 ***It was moved, seconded (Maghsoudi/Murguia) and carried***
34 ***unanimously that the California Library Services Board directs the***
35 ***California State Librarian to draft a letter to the Democratic Senate***
36 ***Leadership's in support of the proposal to provide an additional \$750***
37 ***million for library infrastructure projects and asking to revisit the \$10***
38 ***million cap for grant awards due to the rising costs of construction and***
39 ***materials.***

1 **COMMENTS FROM BOARD MEMBERS/OFFICERS**

2 No comments from Board Member/Officers were brought forward.

3 **OLD BUSINESS**

4 President Williams asked for an update on where the State Library was in the
5 process of hiring the Assistant to the Board. Annly Roman stated that they had not
6 hired anyone yet. Deputy State Librarian Wendt stated that she knew President
7 Williams would be on the panel so once the State Library reached that point the
8 HR Coordinator would be reaching out for scheduling. Wendt clarified the
9 interviews would be remote.

10 **AGENDA BUILDING**

11 Member Murguia asked if the Board could have a report on the infrastructure
12 grants.

13 **ADJOURNMENT**

14 President Williams called for the adjournment of the California Library Services
15 Board meeting at 11:43 p.m.

***California Library Services Board Resolution 2022-01
In Honor of Florante Peter Ibanez***

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

WHEREAS, The Board wishes to honor Florante Peter Ibanez for his exceptional public service and engagement representing special libraries since his appointment by Governor Edmund G. Brown, Jr. on June 20, 2014; and

WHEREAS, Florante Peter Ibanez worked for over 25 years at the Loyola Law School before retiring from his position as Manager of Library Computer Services, and

WHEREAS, Florante Peter Ibanez has pursued Asian American Studies, serving as an Adjunct Professor at Loyola Marymount University where he taught Asian Pacific American Studies, and co-authoring *Filipinos in Carson and the South Bay*; and

WHEREAS, Florante Peter Ibanez has been an involved member of the library community and has participated in many organizations including serving as the Diversity Chair of the Southern California Chapter of the Special Libraries Association, serving as the Past President of the Asian/Pacific American Librarians Association, was on the steering committee for the 2nd National Joint Conference of Librarians of Color 2012, served on the Board of Directors of the Filipino American Library, and has been a member of the Association of American Law Libraries, Southern California Association of Law Libraries; American Library Association; California Library Association; Society of California Archivists; Society of American Archivists; and the Association of Asian American Studies; and

WHEREAS, Florante Peter Ibanez's dedication, experience, and insight have proven invaluable to California Library Services Board; and

NOW, THEREFORE, BE IT RESOLVED THAT

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

Florante Peter Ibanez

*for his contributions and service
to the libraries and people of the State of California
on this day of October 5, 2022*

AGENDA ITEM: Spring and Fall 2023 Meeting Schedule and Locations in

2023 Proposed Board Meeting Schedule

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

BACKGROUND:

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

Zip Books Grant Program Report

About the Program

For over ten years, the Zip Books program has provided a quick and cost-effective alternative model for interlibrary loan service that allows patrons to have a say in how their community library builds its book collection. By offering fast access to books beyond their local collections, Zip Books levels the playing field for libraries. This patron-centric model involves buying books rather than borrowing them and responding to a patron's request by having the book sent to the patron's residence. This method saves the customer a return trip to the library, which in rural California can be 30 miles or more. The patron then returns the book to the local library, where it is added to the library collection. In a recent two-year survey, over 95 percent of respondents gave the Zip Books program an overall "excellent" rating. The 2022-2023 California State Budget includes \$1 million in funding for Zip Books.

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. In FY 2022/23, the number of participating libraries has expanded to include 96 jurisdictions, a 30% increase over the past two years.

Recent Activity

In FY 21/22, Zip Books grants were provided by the State Library directly to participating libraries. In their reports to the State Library, public library leaders expressed enthusiasm for the program. In their final report, the Colusa County Free Library wrote:

Our patrons love this program; it has truly transformed our collections, our ability to get materials to patrons in a timely manner and connected our collections

development department with the interests and trends that our patrons are driving.

The Placentia Library District reported:

We have had Zip Books requested by a wide variety of individuals of all ages and many different ethnicities. Requested titles have ranged in scope from board books, picture books, and fiction for all ages, to nonfiction on many different topics. We emailed a survey to 100 emails used by Zip Book users (some families used a single email address). To date we have had 35 responses all of which were happy with their Zip Book experience. The rest of the responses were overwhelmingly positive. Sample responses include, "Placentia Library is amazing at removing any barriers to helping people access library services. Thank you for all that you do." "What a good way to expand the library's collection more quickly! I love the longer checkout period for these books too."

The City of El Centro shared patron perspectives:

Patron: Love the convenience of this option!

Patron: Love Zip Books, I read uncommon thing you always provide.

Patron: Easy to use, great program!

Patron: This program is a blessing for my heart and also for my budget. Thank you so much, I am so grateful for this program.

Patron: I love Zip Books! When I run across a book that I feel must be read, I'm sad when the library doesn't carry it. Zip Books allows me to read every book. Thank you!

For the 2022/23 program year, the number of participating libraries expanded to 96 jurisdictions, the highest number yet. The total amount of money requested was approximately \$1.4 million, well over the \$1 million available to fund the program. Libraries were given a smaller award than they applied for, based on Local Income Per Capita (LIPC) level. The average grant award was approximately \$10,000. The smallest grant was \$1,350 and the largest was \$24,725. 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.

AGENDA ITEM: Library Services Act Final Budget for FY 2022-2023

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

Consider the Final CLSA budget for FY 2022-2023

1. RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:

I move that the California Library Services Board adopt, the Final 2022/2023 budget as directed in the Governor's 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.

ISSUE 1:

Consideration of the Final 2022/2023 CLSA budget totaling \$3,630,000 for allocation to Cooperative Library Systems (**Exhibit A**).

ISSUE 2:

Consideration of the \$1 million allocated in the CLSA 2022/2023 budget to invest in the Zip Books.

BACKGROUND:

The Governor's final budget, released on June 30, 2022, 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.

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.

CLSA Final 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: SCLC Amended Plan of Service

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

Consider the Amended 2020-2021 Plan of Service of SCLC

1. RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:

I move that the California Library Services Board adopt, the amended 2020-2021 Plan of Service of SCLC.

ISSUE 1:

Consideration of the amended 2020-2021 Plan of Service of SCLC to re-allocate previously approved funding.

BACKGROUND:

SCLC DigiLab project was funded with CLSA funds. Of the funds approved by the Board for FY 2020-2021 for this project, SCLC would now like to re-allocate the roll-over funds from the fiscal year to be spent in FY 2022-2023 on E-Resources. (Exhibit A)

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:

Any future Amendments to any of the System's Plans of Service.

SCLC proposed Amendments to 2020-2021 Plans of Service

Original answer to question 1 of SCLC 2020-2021 Plan of Service

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?

Considering reductions to local budgets and clarification from the CLSB on authorized uses of baseline CLSA funds, SCLC will take a modified approach to its use of CLSA funds in FY20/21. \$34,748 has been allocated for the selection and adoption of a systemwide shared digital resource subscription to leverage volume discount pricing – this is in addition to the \$1,100 already allocated for the renewal of the shared license to the Gale Archives of Sexuality and Gender. For the first time, SCLC will also distribute a portion of funds to member libraries using a population-based formula, anticipating that approximately \$25,000 of those distributed funds will be used by jurisdictions to offset their internet service provider fees and \$113,993 will be used by the members to license digital resources to address local community needs.

The system will continue offer and grow its DigiLab project, which provides member libraries with software, equipment and training to digitize materials in their local collections and store them in a hosted, publicly accessible environment. Thirty of SCLC's 39 member libraries have opted to participate in the DigiLab program, and twelve have uploaded digitized content to the hosted solution. Funds in the current fiscal year (\$30,000) will cover the costs of the hosted content management software and annual maintenance for the digital scanning equipment.

SCLC will also continue to use a courier delivery service (\$72,000) to transport materials to the 39 member libraries in support of system-level interlibrary loan. Remaining fund allocations include \$5,000 in hosting fees for the system's website and \$12,020 for the annual audit.

Amended answer to question 1 of SCLC 2020-2021 Plan of Service

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?

Considering reductions to local budgets and clarification from the CLSB on authorized uses of baseline CLSA funds, SCLC will take a modified approach to its use of CLSA funds in FY20/21. \$34,748 has been allocated for the selection and adoption of a systemwide shared digital resource subscription to leverage volume discount pricing – this is in addition to the \$1,100 already allocated for the renewal of the shared license to the Gale Archives of Sexuality and Gender.

Updated 9/13/2022 – \$25,000 Fund distribution to members directly for Internet Service Provider fees was not enacted and used for other various Telecommunications expenses including a large portion for tech support.

Updated 9/13/2022 - Request to move \$65,848 in Resource Sharing funds for DigiLab to be spent on E-Resources, with a new E-Resources grand total of \$179,841

SCLC will also continue to use a courier delivery service (\$72,000) to transport materials to the 39 member libraries in support of system-level interlibrary loan. Remaining fund allocations include \$5,000 in hosting fees for the system's website and \$12,020 for the annual audit.

Original answer to question 2 of SCLC 2020-2021 Plan of Service

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.).

Majority of the funds will be used for services that directly benefit all member libraries, namely administrative costs, courier delivery services, the SCLC website, the annual audit, the Gale Archives of Sexuality and Gender database, and an additional shared e-resource service to be selected during the fiscal year. 8% percent of the funds will be used for the DigiLab program which benefits the 30 member libraries who chose to participate. The remaining funds will be distributed across the 39 member libraries on a population-based formula for use on local e-resource subscriptions and/or internet service provider fees.

Amended answer to question 2 of SCLC 2020-2021 Plan of Service

2. 54% of the funds will be used for services that directly benefit all member libraries, namely administrative costs, courier delivery services, the SCLC website, the annual audit, the Gale Archives of Sexuality and Gender database, and an additional shared e-resource service to be selected during the fiscal year.

Updated 9/13/2022 - Request to move \$65,848 in Resource Sharing funds for DigiLab to be spent on E-Resources. DigiLabs funding was not expended as the program was funding by previous FY funds and is coming to a close.

Updated 9/13/2022 – \$25,000 Fund distribution to members directly for Internet Service Provider fees was not enacted and used for other various Telecommunications expenses including a large portion for tech support.

Original answer to question 3 of SCLC 2020-2021 Plan of Service

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.

Up until now, the SCLC member libraries have used local funds to cover charges for internet service providers fees – this year, \$25,000 in CLSA funds will be allocated as an option for libraries to offset those fees.

Amended answer to question 3 of SCLC 2020-2021 Plan of Service

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.

Updated 9/13/2022 – \$25,000 Fund distribution to members directly for Internet Service Provider fees was not enacted and used for other various Telecommunications expenses including a large portion for Tech Support.

AGENDA ITEM: California Library Services Act System-level programs

ISSUE TO COME BEFORE THE BOARD AT THIS MEETING:

Consider the 2022/2023 CLSA System Plans of Service

Consider the 2022/2023 CLSA System Population and Membership figures

1. RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:

I move that the California Library Services Board approve the CLSA System Plans of Service and Budgets for the nine Cooperative Library Systems, submitted for fiscal year 2022/2023.

2. RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:

I move that the California Library Services Board approve the System Population and Membership figures for use in the allocation of System funds for the fiscal year 2022/2023.

ISSUE 1:

Consideration of CLSA System Plans of Service for FY 2022/2023 (**Exhibit A**)

BACKGROUND:

CLSA System Plans of Service for FY 2022/2023 were submitted for Board approval as authorized in CLSA Sections 18724(b) and 18745. **Exhibit A** summarizes each System's goals for the Communications and Delivery (C&D) program funding, and how each will support the needs of their communities. It also displays program support through local funds and in-kinds contributions. C&D continues to be a valuable program as it provides the physical and digital delivery of materials within cooperative member libraries. **Exhibit B** gives the estimated workload for delivery and the vehicle used to transport materials throughout the region. **Exhibit C** displays a summary of the demographics of each System's service area. These statistics help ensure that underserved populations are addressed in system-wide services.

ISSUE 2:

Consideration of 2022/2023 CLSA System Population and Membership Figures (**Exhibit D**).

BACKGROUND:

Section 20158 of the Administrative Regulations provides for an annual review and approval of System population and membership figures used in the allocation of System funds by the State Board. Section 20106 stipulates that any CLSA funds distributed on the basis of population shall be awarded using the most recently published and available combined estimate for cities and counties from the State Department of Finance. By June 1st, the State Librarian must certify that the population for each public library jurisdiction is a true accounting of the geographic service area of California public library jurisdictions.

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.

California Library Services Act
System Communications and Delivery Program
Plan of Service – FY 2022/2023

Pacific Library Partnership: 36 Members

Total CLSA Budget: \$700,760

Previous year(s) CLSA funds being used: \$151,386

- Funds will be provided back to libraries for them to choose their own priority based on the approved service menu (E-Resources) Pacific Library Partnership provides (\$110,134) and Flipster (\$41,525).

CLSA Baseline Funding Total: \$560,608

- **Physical Delivery of materials (\$222,264)**

CLSA funds will continue to support the physical movement of resources from one library to another. Services within each of the four PLP regions as well as between the regions is handled through a combination of couriers as well as outsourcing the Peninsula Library System's in-house delivery.

Estimated average cost to move on item in the region: \$0.21

- **E-Resource: (\$207,609)**

Overdrive (\$66,084), Flipster (\$41,525), and Future E-Resources Purchases (\$100,000)

To ensure equity and access among members, PLP will allocate funds for a shared E-Magazine resource for libraries with the smallest budgets; the contract will be renewed for 8 libraries. PLP estimated that 18 libraries will allocate funds for shared E-Materials including eBooks, E-Audiobooks.

- **Resource Sharing: (\$100,000)**

Link+ (\$100,000)

PLP estimates that eleven libraries will use funding for Link+.

- **Broadband \$17,000**

CENIC (\$16,000) and Hardware Cost (\$1,000)

It is possible that one or more libraries may use CLSA funds to support broadband connectivity, including purchasing network hardware at their main location or at branches. Two libraries will allocate approximately \$17,000 of their CLSA allocation to broadband costs, including \$16,000 to support ongoing CENIC costs and \$1,000 to purchase networking hardware.

- **Office Supplies: (\$1,550)**

Postage: (\$800) and General Office Supplies (\$750)

- **Telecommunications: (\$12,185)**

Web Hosting (\$4,000), ZOOM (\$800) and Phone/Fax (\$6,300)

CLSA System Administrative Funding Total: \$140,152

Salary and Benefits for

- Chief Executive Officer: \$98,854 (FTE .27/1)
- Assistant Director: \$13,173 (FTE .04/1)
- Controller: \$16,199 (FTE .05/1)
- Operations Manager: \$5,348 (FTE .03/1)
- Accounting Clerk: \$4,430 (FTE .03/1)
- Administrative Assistant II: \$2,148 (FTE .01/1)

Program support using non-CLSA funds:

- PLP member libraries contribute \$693,216 in local funds to support 5-day delivery.
- Use local funds for ILL services such as OCLC inter-library loan and Link+.
- PLP libraries also use local funds for E-Resources.

Meeting the Goals of the community: PLP primary goals is to share materials and resources (both physical and electronic). These goals are being met through using CLSA funds to support shared courier/delivery services, shared E-Materials including eBooks and E-Audiobooks, Link+ material sharing, and to support the networks within the libraries to deliver these services to residents.

Total CLSA Funds for PLP: \$700,760

Fiscal Year	Administrative Funding	Baseline Program Funding	Intentions for funding	Status of funding	Previously approved purpose
2022-2023	\$140,152	\$560,608	E-Resources: \$207,609 <ul style="list-style-type: none"> • Flipster: \$41,525 • OverDrive \$66,084 • Future E-Resources Purchases \$100,000 Office Supplies: \$1,150 <ul style="list-style-type: none"> • Postage: \$800 • General office supplies: \$750 Delivery: \$222,264 Resource Sharing: \$100,000 <ul style="list-style-type: none"> • Link+: \$100,000 Telecommunications: \$12,185 <ul style="list-style-type: none"> • Website Hosting \$ 4,000 • Zoom \$800 • Phone & fax: \$6,300 Broadband: \$17,000 <ul style="list-style-type: none"> • Cenic: \$16,000 • Hardware Cost: \$1,000 	Not yet approved	N/A
2021-2022	\$0	\$151,386	Shared E-Resources Menu of services: \$110,134 Flipster: \$41,525	rollover; will use in Fiscal Year 2022-2023	Future Purchases
TOTAL:	\$141,639	\$711,994			

NorthNet Library System (NLS): 44 Members

Total CLSA Budget: \$832,503

Previous year(s) CLSA funds being used: \$91,934

- From FY 2021-22, \$50,000 will be rolled over from E-Resource to support the purchase of additional OverDrive titles in FY 2022-23.
- From FY 2021-22 \$40,000 of roll-over from OverDrive will also roll over into FY 2022-23 to be used to support E-Resources.
- In addition, a total of \$1,934 of FY 2021-22 funds will be used to support conferencing and website hosting.

CLSA Baseline Funding Budget: (\$666,002)

- **Physical delivery of materials (\$187,950)**

Contracted Van \$187,500 and US Postal Service \$450

CLSA funds will continue to support the physical movement of resources from one library to another. This delivery system enables resource sharing among System members which is a high priority for most NLS libraries.

Estimated average cost to move on item in the region: Variations in delivery demand & method, the costs differ from one region to another. For contracted services, costs are based on volume, number of stops and distance. Cost of shipping items through package delivery is determined based on weight and other variables.

- **Shared E-Resource: (\$370,934)**

OverDrive (\$326,934) and E-Magazines (\$44,000)

The investment in the shared collection among 27-member library systems has proven to be very successful, and usage continues to increase; the shared consortium purchase allows members to receive significantly discounted subscription rates on electronic periodicals.

- **Telecommunications: (\$2,066)**

Web Updates/Hosting (\$1,533) and Conference Services (\$533)

- **Office Supplies: (\$600)**

- **Broadband (\$40,950)**

CENIC (\$40,000) and Hardware Cost (\$950)

NorthNet estimated that five libraries may allocate an estimated \$950 for broadband hardware, and \$40,000 for CENIC or other service provider costs.

- **Resource Sharing: (\$63,502)**

Link+

NorthNet estimates that \$63,502 in funding will be used for Link. The master contract absorbs the fourteen existing libraries plus four new libraries.

CLSA System Administrative Funding Budget: (\$166,501)

Salary and benefits for: (\$157,345)

- Chief Executive Officer: \$ 26,424 (FTE .1/1)
- System Coordinator: \$50,700 (FTE .33/1)
- Controller: \$24,937 (FTE .11/1)
- Operations Manager: \$27,810 (FTE .2/1)
- Accounting Clerk: \$6,705 (FTE .08/1)
- Administrative Assistant II: \$4,192 (FTE .04/1)
- Administrative Assistant: \$4,410 (FTE .1/1)
- Fiscal Admin. Svs. Specialist: \$12,167 (FTE .09/1)

Indirect Cost: Contracted services to PLP for fiscal and administrative support and services (preparation of system for audit, budgeting, accounts receivable and payable, contract negotiations, preparation and submission of reports, fiscal accountability.) Includes overhead costs. **\$9,156**

Program Support using non-CLSA funding:

- Support NLS Delivery Cost \$187,328
- NLS libraries also use local funds to enable effective resource sharing.

Meeting the Goals of the community: NLS's primary goals are to share materials and resources (both physical and electronic), and these goals are being met through using CLSA funds to support shared courier/delivery services and shared E-Materials, including eBooks, E-Audiobooks, and E-Magazines. NLS leadership has conducted numerous member surveys over the past several years to understand how they can better serve all NLS libraries and their communities and to determine how to most equitably distribute and allocate CLSA funding throughout the region.

Total CLSA Funds for NORTHNET: \$832,503

Fiscal Year	Administrative Funding	Baseline Program Funding	Intentions for funding	Status of funding	Previously approved purpose
2022-2023	\$166,501 <ul style="list-style-type: none"> Salaries & Personnel: \$157,345 Indirect Cost: \$9,156 	\$666,002	E-Resources: \$370,934 <ul style="list-style-type: none"> OverDrive: \$326,934 E-Magazines: \$44,000 Delivery: \$187,950 <ul style="list-style-type: none"> US Postal Service: \$450 Contracted Van: \$187,500 Telecommunications: \$2,066 <ul style="list-style-type: none"> Website updates/ Hosting: \$1,533 Conference Services: \$533 Broadband: \$40,950 <ul style="list-style-type: none"> CENIC: \$40,000 Hardware Cost: \$950 Office Supplies: \$600 Resources Sharing: \$63,502 <ul style="list-style-type: none"> Link+: \$63,502 	Not yet approved	N/A
2021-2022	\$0	\$50,000 \$40,000 \$1,934	E-Resources OverDrive titles Support Services	Rollover: will use in Fiscal Year 2022-2023	OverDrive OverDrive Support Services
TOTAL:	\$166,501	\$757,936			

Inland Library System: 19 Members

Total CLSA Budget \$374,680

Previous year(s) CLSA funds being used: \$0

CLSA Baseline Funding Budget: (\$299,743)

- **Delivery of physical materials:** (\$26,500)

Inland's delivery service is a vital service that assists all member libraries, large and small, urban, and rural, in maintaining their ability to satisfy patron demand efficiently and effectively.

Estimated average cost to move on item in the region: \$2.21 without staff and \$2.65 with staff costs

- **E-Resources:** (\$260,897)

Cloud Library (\$225,850)

This shared platform through Bibliotheca Cloud Library offers over 3,200 online magazines for patrons across Inyo, Riverside, and San Bernardino Counties. Additionally, seven member libraries are allocating their CLSA funding to purchase titles for their libraries.

OverDrive (\$16,634)

Five member libraries will receive eBook and E-Audio selections.

Hoopla (\$6,746)

Two libraries will subscribe to Hoopla.

Truflix (\$5,236)

One library will subscribe to the Truflix service.

Palace Project (\$6,431)

One library will add additional titles to their Palace Project platform.

- **Other: (\$5,081)**

Audit

- **Telecommunications: (\$7,265)**

Zoom: (\$200)

These funds will pay for licensing the Zoom application to ensure online meeting capabilities for this extremely large geographic area.

Inland Library: Telecommunications continued

Web Hosting (\$300)

The Inland Library System hosts a website readily used by members and the public to find information about the Cooperative.

Internet Services (\$6,765)

Connectivity, both basic service and high-speed access is extremely important for the three member libraries– Palo Verde Valley, Palm Springs, and Upland. Without CLSA funds, members like Palo Verde Valley would have no alternative source for funds and their already internet poor area would have no options for low-cost internet access.

CLSA System Administrative Funding Budget: \$74,937

Salary and Benefits for:

- Executive Director: \$21,516(FTE .100/1)
- Deputy Director \$1,496 (FTE .010/1)
- Controller \$32,594 (FTE .210/1)
- Project Manager \$1,027 (FTE .008/1)
- Administrative Assistant \$18,304(FTE .200/1)

Program Support using non-CLSA funding:

Member libraries pay an annual membership fee to the System. This is non-CLSA revenue, which is available to support the work of the Cooperative, is \$50,171 for 2021-2022. There will be a negligible rise in membership fees to \$50,283, for 2022-2023. Given the outstanding pension debt, it is likely some funds may be used to offset this liability, however, it is available to the System for Communication and Delivery expenses, should it be necessary.

Most libraries rely heavily on local funds for eBook and E-Resource licensing. Several libraries also allocate local funds to broadband connectivity when eRate funding is either unavailable or insufficient to cover expenses.

Santiago Library System: 11 Members

Total CLSA Budget: \$221,254

Previous year(s) CLSA funds being used: \$ 0

CLSA Baseline Funding Budget: \$177,003

- **E-Resources: (\$81,146)**

OverDrive: (\$41,972)

Six member libraries have allocated funds to purchase eBooks and E-Audiobooks for their collections based upon feedback from the previous year and circulation statistics.

Bibliotheca Cloudlibrary: (\$36,412)

Three libraries have opted to allocate funds to enhance their Cloud Library collections.

Kanopy: (\$2,762)

One member will be allocating funds to support their Kanopy subscription.

Telecommunications: (\$89,682)

Internet/ Broadband Equipment (\$89,432)

One member library is allocating funds to offset service fees and ensure access to high-speed connections. Both remain a critical lifeline in this System area where, although mostly urban and suburban, there remains a considerable population of individuals and families underserved by internet service providers.

ZOOM (\$250)

Other: Audit (\$6,175)

Estimated average cost to move an item in the region \$0.22

CLSA System Administrative Funding Budget: \$44,251

Salary and benefits for:

- Executive Director: \$23,668 (FTE .110/1)
- Deputy Director \$1,794 (FTE .012/1)
- Controller \$10,555 (FTE .068/1)
- Project Manager \$899 (FTE .007/1)
- Administrative Assistant \$7,335(FTE .080/1)

Program Support using non-CLSA funding:

Santiago member libraries support programs (E-Resources and broadband) with some level of local funding. At this time, it is not known, given that their local budgets are not yet passed, exactly how much additional support they will receive.

Serra Library System: 13 Members

Total CLSA Budget: \$266,703

Previous year(s) CLSA funds being used: \$32,266

- From FY 2021/2022 \$32,266 from the fiscal year 2021/2022 budget that will be rolled over to supplement the fiscal year 2022/2023 budget. These funds were originally allocated to pay for Link+ services which took longer to implement than originally anticipated. Those funds will be applied to the Flipster program.

CLSA Baseline Funding Budget: \$213,362

- **Physical delivery of materials. (\$15,500)**

Courier Delivery enables transit of materials between member libraries, enabling patrons to use more than one library system to meet their needs.

Estimated average cost to move one item in the region: \$1.10 and \$1.31 with staff included.

- **E-Resources: (\$67,734)**

Overdrive (\$50,000)

Funds for a shared collection of Overdrive eBooks and E-Audio books. Heavily used, each year Serra members supplement the CLSA allocation with local funding to meet increased demand. For some of the smaller jurisdictions, this is the only way for them to build or offer a robust eBook collection

Flipster; (\$17,734)

This highly popular collection will now cover the entire System with the reincorporation of San Diego Public Library into the System's contract. Along with the expanded location access, alternative titles have been added to Flipster's roster.

- **Resource Sharing: (\$123,328)**

LINK+

This service was previously only offered at a few of Serra's member libraries but thanks to CLSA and local funding from Imperial County, all System member patrons will now have expanded access to materials across the two counties.

- **Telecommunications: (\$500)**

Zoom: (\$200)

ZOOM license

Website Hosting: (\$300)

Services and maintenance associated with the Serra System website.

- **Other: Audit (\$6,300)**

CLSA System Administrative Funding Budget: \$53,341

Salary and Benefits:

- Executive Director: \$21,947 (FTE .102/1)
- Deputy Director \$747 (FTE .005/1)
- Controller \$21,729 (FTE .140/1)
- Project Manager \$514 (FTE .004/1)
- Administrative Assistant \$8,404(FTE .092/1)

Program Support using non-CLSA funding:

- Serra provided non-CLSA funding for Overdrive, Flipster, and delivery.
- Serra expects the need to supplement CLSA funding with local funds to the amount of \$292,000 to help offset the first three years of LINK+ implementation fees.

Total CLSA Funds for SERRA: \$266,703

Fiscal Year	Administrative Funding	Baseline Program Funding	Intentions for funding	Status of funding	Previously approved purpose
2021-2022	\$53,341	\$213,362	E-Resources: \$67,734 <ul style="list-style-type: none"> • OverDrive: \$50,000 • Flipster: \$17,734 Delivery: \$15,500 Other: Audit \$6,300 Telecommunications: \$500 <ul style="list-style-type: none"> • ZOOM: \$200 • Website updates/Hosting: \$300 Resource Sharing: \$123,328 (Link+)	Not yet approved	N/A
2021-2022	\$0	\$32,266	Flipster: \$32,266	rollover; will use in Fiscal Year 2022-2023	Link+
TOTAL:	\$53,341	\$245,628			

Southern California Library Cooperative (SCLC): 40 Members

Total CLSA Budget: \$704,171

Previous year(s) CLSA funds being used: \$ 439,927

- **\$65,848** from FY 2020-2021 originally allocated to Digilabs will be used for E-Resources in FY 2022-2023 (pending Board Approval at Fall 2022 Meeting).
- **\$288,419** from FY 2021-2022 originally allocated to E-Resources will be used for E-Resources in FY 2022-2023
- **\$6,905** from FY 2021-2022 originally allocated to Audit will be used for the Audit in FY 2022-2023
- **\$22,013** from FY 2021-2022 originally allocated to Delivery will be used for Delivery in FY 2022-2023
- **\$21,742** from FY 2021-2022 originally allocated to Telecommunications will be used for Telecommunications in FY 2022-2023
- **\$35,000** from FY 2021-2022 originally allocated to E-Resources will be used for E-Resources in FY 2022-2023 (pending a request to move from E-Resources to Resource Sharing)

CLSA Baseline Funding Budget: \$563,338

- **Delivery of Physical Materials: (\$66,500)**

Courier delivery services will move materials between SCLC's 40 member libraries through weekly pickups and deliveries. While courier delivery had previously been viewed as a means of transporting materials back to owning libraries. Delivery is now being adopted as a tool for low-cost interlibrary loan, whereby a patron could request an item from any library within SCLC and have it delivered to the library that is most convenient to them.

Estimated average cost to move one item in the region: \$4.03 and \$4.84 including staff cost.

- **Telecommunications: (\$30,000)**

- Website Updates/Hosting (\$3,750)

An online presence is necessary for SCLC member libraries and the public to be able to get real-time updates and document retrieve relating to the System.

- Internet (\$10,000)

Internet connectivity is crucial to maintain SCLC System operations. With an almost fully remote staff, the daily work of the organization is conducted remotely requiring high speed and a secure connectivity.

- Zoom (\$250)

With the large geographic area, hybrid meetings are an important element to enable efficient and effective communication across the SCLC System.

- Support (\$10,000)

IT support for System staff is essential to ensure staff can respond when System hardware is not working as intended.

Phone/Fax (\$5,000)

Telecommunications Equipment (\$1,000)

- **E-Resources: (\$445,338)**

Press Reader (\$368,434)

Access to newspapers across the world, it enables patrons of diverse backgrounds to receive news and information from their home country, in their language.

Gale Archives of Sexuality and Gender (\$1,212)

This extensive and unique collection of primary sources covers the depth and breadth of 20th and 21st century human sexuality.

E-Resource To be Determined (\$75,691)

- **Other: Audit (\$12,200)**

- **Office Supplies: (\$9,300)**

General office supplies (\$8,500) and Postage (\$800)

CLSA System Administrative Funding Budget: \$140,833

Salary and Benefits for:

- Executive Director: \$49,488 (FTE .230/1)
- Deputy Director \$17,939 (FTE .120/1)
- Controller \$34,146 (FTE .220/1)
- Project Manager \$19,263 (FTE .150/1)
- Administrative Assistant \$19,997 (FTE .220/1)

Program Support using non-CLSA funding:

CLSA funds are being used to fund Systemwide selections and access to vital resources not being funded locally. Given that most SCLC System members are smaller libraries with smaller budgets, systemwide funding of this kind is essential to ensure their patrons have access to these vital and robust international resources.

Total CLSA Funds for SCLC: \$704,171

Fiscal Year	Administrative Funding	Baseline Program Funding	Intentions for funding	Status of funding	Previously approved purpose
2022-2023	\$140,833	\$563,338	E-Resources: \$445,338 <ul style="list-style-type: none"> • Press Reader: \$368,435 • Gayle Archives: \$1,212 • To Be Determined: \$75,691 Delivery: \$66,500 Other: Audit \$12,200 Telecommunications: \$30,000 <ul style="list-style-type: none"> • Support: \$10,000 • ZOOM: \$250 • Internet: \$10,000 • Website Updates/hosting: \$3,750 • Phone/Fax: \$5,000 • Telecommunications Equipment: \$1,000 Office Supplies: \$9,300 <ul style="list-style-type: none"> • Postage: \$800 • General Office Supplies: \$8,500 	Not yet approved	N/A
2020-2021		\$65,848	E-Resources	rollover; will use in Fiscal Year 2022-2023	DigiLabs (will be approved at Fall 2022 Meeting) E-Resources Audit Delivery Telecommunications E-Resources
2021-2022		\$288,419	E-Resources		
2021-2022		\$6,905	Audit		
2021-2022		\$22,013	Delivery		
2021-2022		\$21,742	Telecommunications		
2022-2022	\$0	\$35,000	E-Resources		

TOTAL:	\$140,833	\$1,003,265
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49-99 Cooperative Library System: 6 Members

Total CLSA Budget: \$150,196

Previous year(s) CLSA funds being used: \$0

CLSA Baseline Funding Budget: \$120,157

- **Resource Sharing: (\$113,857)**

Link+

49-99 member libraries will continue to use funds to support the LINK+ program and accompanying delivery between locations in 49-99. The program provides much needed materials to rural communities who, without it, would not otherwise have access.

- **Other: Audit (\$6,300)**

Estimated average cost to move one item in the region: \$1.88 without staff and \$2.26 with staff.

CLSA System Administrative Funding Budget: \$30,039

Salary and benefits for:

- Executive Director: \$6,025 (FTE .028/1)
- Deputy Director: \$10,465 (FTE .070/1)
- Controller: \$8,692 (FTE .056/1)
- Project Manager: \$513 (FTE .004/1)
- Administrative Assistant \$4,344 (FTE .046/1)

Program Support using non-CLSA funding:

49-99 member libraries pay annual membership dues to the Cooperative (non-CLSA revenue). This funding is available if needed to support the cost of System Administration or help cover any funding gaps in LINK+ and the accompanying delivery service.

San Joaquin Valley Library System (SJVLS): 10 Members

Total CLSA Budget: \$240,976

Previous year(s) CLSA funds being used: \$9,702

- \$9,702 of rollover funds from 2021-2022 originally allocated for e-Resources will be used for E-Resources in FY 2022-2023

CLSA Baseline Funding Budget: \$192,781

*Note: Baseline budget after the rollover of **Administrative Funds is \$240,976**

- **Delivery: (\$209,000)**

This service is the backbone of resource sharing within SJVLS, and all libraries benefit from using the funding in this manner.

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

- **E-Resources: (\$31,976)**

Bibliotheca Cloud Library

SJVLS has observed an increase in the usage of our Cloud Library collections. SJVLS aims to ensure we purchase both e-book and e-audiobook licenses for a larger number of titles, so that patrons can access the material in a format that is best for them.

CLSA System Administrative Funding Budget: \$48,195

Note: SJVLS does not use any administrative funds, instead they roll over their funds to the baseline.

Program Support using non-CLSA funding:

SJVLS will supplement the funding for purchases in the Cloud Library collection with an additional \$30,000 collected through membership dues.

Total CLSA Funds for SJVLS: \$240,976

Fiscal Year	Administrative Funding	Baseline Program Funding	Intentions for funding	Status of funding	Previously approved purpose
2022-2023	\$48,195	\$192,781 ** SJVLS Rolls over all of its administrative funding to the Baseline (\$48,195)	E-Resources: \$31,976 <ul style="list-style-type: none">• Bibliotheca Cloud Library Delivery: \$209,000	Not yet approved	N/A
2021-2022	\$0	\$9,702	E-Resources	rollover; will use in Fiscal Year 2022-2023	E-Resources
TOTAL:	\$0	\$250,678			

Black Gold Cooperative Library System: 6 Members

Total CLSA Budget: \$138,757

Previous year(s) CLSA funds being used: \$0

CLSA Baseline Funding Budget: \$111,006

*Note: Baseline budget after the rollover of Administrative Funds is \$138,757

- **Delivery of Physical Materials (\$60,382)**

- **Resource Sharing (\$48,930)**

ILS (\$48,930)

Estimated average cost to move one item in the region: \$0.35

- **E-Resources (\$29,445)**

OverDrive (\$29,445)

CLSA System Administrative Funding Budget: \$27,751

Note: Black Gold does not use any administrative funds, instead they roll over their funds to the baseline.

Program Support using non-CLSA funding:

- Each year significant local funds are used to supplement communications and delivery. Telecommunication costs are anticipated to be \$215,000. No CLSA funding goes toward these costs.
- E-resources, which are supplemented by local funds are anticipated to be \$98,000. 70% will be paid with local funds
- Delivery costs are anticipated to be \$60,000 and will be paid 100% by CLSA funds
- The shared ILS costs are anticipated to be \$90,000. \$47% will be paid with local funds.

Exhibit B**System Communications & Delivery Program 2022/23****Service Methods and Workload Estimates**

	Delivery workloads (items)	System Van	Contracted Delivery	US Mail	UPS	Other
Black Gold	481,040	0%	97.5%	2%	0%	0.50%
49-99	80,000	0%	100%	0%	0%	0%
Inland	12,000	0%	99%	1%	0%	0%
NorthNet	900,000	0%	81.5%	18%	0.50%	0%
PLP	2,860,203	0%	98.9%	1%	0.10%	0%
SJVLS	700,000	0%	100%	0%	0%	0%
Santiago	1,000	0%	0%	0%	0%	100%
Serra	20,000	0%	99%	1%	0%	0%
SCLC	16,500	0%	99%	1%	0%	0%
TOTALS	5,070,743	0%	95.8%	4%	0.10%	0.10%

System Demographics

Statistics taken from the 2022/2023 Plans of Service are Derived from a Combination of Federal State, County, and Municipal Sources

SYSTEMS	BLACK GOLD	49-99	INLAND	NORTHNET	PLP	SJVLS	SANTIAGO	SERRA	SCLC	Total Population all Systems
Total Population	400,385	1,474,401	4,569,583	4,922,784	6,968,088	3,066,902	3,162,245	3,466,635	10,614,912	38,645,935

Underserved Populations

SYSTEMS	BLACK GOLD	49-99	INLAND	NORTHNET	PLP	SJVLS	SANTIAGO	SERRA	SCLC	TOTAL POP.	Total %
Economically Disadvantaged	22.00%	12.70%	13.50%	12.09%	8.52%	20.61%	10%	12.40%	13.9%	4,924,443	12.7%
Institutionalized	3%	2.10%	2%	1.31%	0.72%	13.32%	1.40%	3%	1.8%	673,596	1.7%
Aged 65+	13.00%	13.90%	13.30%	17.36%	14.81%	11.47%	14.80%	14.20%	14.20%	4,054,791	10.5%
Children & Youth											
Under 5	5.90%	6.60%	6.80%	5.70%	5.76%	7.55%	58.80%	6.40%		3,264,167	5.7%
5 to 9	6.60%	7.00%	7.10%	6.03%	5.76%	7.85%	5.80%	5.90%	6.10%	2,196,786	5.7%
10 to 14	6.40%	7.40%	7.60%	6.35%	5.99%	8.27%	6.50%	6.30%	6%	2,575,963	6.7%
15 to 19	5.80%	6.90%	7.30%	6.25%	5.83%	7.38%	6.50%	6.40%	6.50%	2,506,570	6.5%
Disabled (people)	5.50%	12.80%	11.50%	11.37%	9.33%	11.79%	8.80%	12%	6.50%	4,090,412	10.6%
Limited English Speaking	31.00%	48.10%	53.00%	9.24%	16.77%	18.09%	60.20%	57.30%	74.50%	33,257,597	86.1%
Non-English Speaking	10%	UNAVBL	UNAVBL	23.60%	43.52%	UNAVBL	UNAVBL	UNAVBL	UNAVBL	4,235,659	11.0%
Ethnicity											
Black	1.50%	6.30%	9%	5.29%	5.55%	3.87%	2.60%	6.40%	9.10%	2,423,732	6.3%
Hispanic	48.80%	39.90%	52%	22.12%	26.19%	54.93%	33.90%	36.90%	49.10%	13,749,202	35.6%
Asian	4.00%	12.80%	8.90%	10.08%	28.40%	6.30%	23.80%	14.40%	16.6%	7,747,698	20.0%
Native American	2.40%	4.40%	2.20%	1.09%	0.55%	0.51%	1.30%	1.80%	1.80%	751,886	1.9%
Other*	39.00%	15.70%	26.10%	0.59%	0.58%	0.12%	16%	13.20%	25.40%	7,413,967	19.2%
Geographically Isolated	4.30%	17.70%	6.80%	14.04%	1.90%	15.59%	0.20%	3.50%	1.00%	1,117,968	2.9%
Functionally Illiterate	6.50%	13.00%	12.90%	7.95%	15.29%	16.42%	10.40%	11.20%	15%	4,578,811	11.8%
Shut-in	3%	4.90%	4.50%	4.43%	3.84%	3.98%	3.50%	4.80%	4.40%	1,661,893	4.3%

*Other: White, Multi-race, Native Hawaiian, Pacific Islander;

UNAVLB: Unavailable; SHUT-IN: Adult independent living as part of disability

2022/23 Population and Membership Figures

SYSTEM/MEMBER	POPULATION
Pacific Library Partnership – 36 Members (BALIS+MOBAC+PLS+SVLS)	7,069,871
<u>BALIS – 11 Members</u>	3,651,288
Alameda County Library	
Alameda Free Library	
Berkeley Public Library	
Contra Costa County Library	
Hayward Public Library	
Livermore Public Library	
Oakland Public Library	
Pleasanton Public Library	
Richmond Public Library	
San Francisco Public Library	
San Leandro Public Library	
 <u>MOBAC – 10 Members</u>	 779,138
Carmel (Harrison) Memorial Library	
Monterey County Free Library	
Monterey Public Library	
Pacific Grove Public Library	
Salinas Public Library	
San Benito County Free Library	
San Juan Bautista City Library	
Santa Cruz Public Library	
Watsonville Public Library	
+ King City/Monterey County	
 <u>PENINSULA – 8 Members</u>	 744,662
Burlingame Public Library	
Daly City Public Library	
Menlo Park Public Library	
Redwood City Public Library	
San Bruno Public Library	
San Mateo County Library	
San Mateo Public Library	
South San Francisco Public Library	
 <u>SILICON VALLEY – 7 Members</u>	 1,894,783
Los Gatos Public Library	
Mountain View Public Library	
Palo Alto City Library	
San Jose Public Library	
Santa Clara City Library	
Santa Clara County Library District	
Sunnyvale Public Library	

SYSTEM/MEMBERS	POPULATION
BLACK GOLD – 6 Members	406,845
Carpinteria Library Goleta Valley Library Lompoc Public Library Paso Robles Public Library Santa Maria Public Library Santa Paula (Blanchard Community) Library	
49-99 – 6 Members	1,474,401
Amador County Library Calaveras County Library Lodi Public Library Stanislaus County Free Library Stockton-San Joaquin County Public Library Tuolumne County Free Library	
INLAND – 19 Members	4,388,374
Banning Unified School District Library Beaumont Library District Colton Public Library Corona Public Library Hemet Public Library Inyo County Free Library Moreno Valley Public Library Murrieta Public Library Ontario City Library Palm Springs Public Library Palo Verde Valley Library District Rancho Cucamonga Public Library Rancho Mirage Public Library Riverside County Library System Riverside Public Library San Bernardino County Library San Bernardino Public Library Upland Public Library Victorville Public Library	
SANTIAGO – 11 Members	3,162,245
Anaheim Public Library Buena Park Library District Fullerton Public Library Huntington Beach Public Library Mission Viejo Public Library Newport Beach Public Library Orange County Public Library Orange Public Library Placentia Library District Santa Ana Public Library Yorba Linda Public Library	

SYSTEM/MEMBERS	POPULATION
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE – 40 Members (MCLS+SSCLS)	10,122,551
<u>MCLS – 36 Members</u>	6,437,008
Alhambra Public Library	
Altadena Library District	
Arcadia Public Library	
Azusa City Library	
Beverly Hills Public Library	
Burbank Public Library	
Calabasas Public Library	
Camarillo Public Library	
City of Commerce Public Library	
Covina Public Library	
Downey City Library	
El Segundo Public Library	
Glendale Public Library	
Glendora Library & Cultural Center	
Irwindale Public Library	
Long Beach Public Library	
Los Angeles Public Library	
Monrovia Public Library	
Monterey Park (Bruggemeyer) Memorial Library	
Moorpark City Library	
Oxnard Public Library	
Palos Verdes Library District	
Pomona Public Library	
Redondo Beach Public Library	
San Marino Public Library	
Santa Clarita Public Library	
Santa Fe Springs City Library	
Santa Monica Public Library	
Sierra Madre Public Library	
Signal Hill Public Library	
Simi Valley Public Library	
South Pasadena Public Library	
Thousand Oaks Library	
Torrance Public Library	
Ventura County Library Services Agency	
Whittier Public Library	
<u>SOUTH STATE – 4 Members</u>	3,685,543
County of Los Angeles Public Library	
Inglewood Public Library	
Palmdale City Library	
Pasadena Public Library	

SYSTEM/MEMBERS	POPULATION
NorthNet Library System – 44 Members (MVLS+NBC+NSCLS)	4,980,693
<u>MVLS – 14 Members</u>	2,702,843
Alpine County Library	
Colusa County Free Library	
El Dorado County Library	
Folsom Public Library	
Lincoln Public Library	
Mono County Free Library	
Nevada County Library	
Placer County Library	
Roseville Public Library	
Sacramento Public Library	
Sutter County Library	
Woodland Public Library	
Yolo County Library	
Yuba County Library	
<u>NORTH BAY – 17 Members</u>	1,523,079
Belvedere-Tiburon Library Agency	
Benicia Public Library	
Lake County Library	
Larkspur Public Library	
Marin County Free Library	
Mendocino County Library	
Mill Valley Public Library	
Napa County Library	
San Anselmo Public Library	
San Rafael Public Library	
Sausalito Public Library	
Solano County Library	
+Dixon Library District	
Sonoma County Library	
St. Helena Public Library	
+ Vacaville/Solano	
+ Calistoga/Napa	
<u>NORTH STATE – 13 Members</u>	754,771
Butte County Library	
Del Norte County Library District	
Humboldt County Library	
Lassen Library District	
Modoc County Library	
Orland Free Library	
Plumas County Library	
Shasta Public Libraries	
Siskiyou County Free Library	
Tehama County Library	
Trinity County Library	
Willows Public Library	
+ Crescent City/Del Norte	

SYSTEM/MEMBERS**POPULATION****SYSTEM/MEMBERS****POPULATION****SJVLS – 10 Members****2,969,371**

Coalinga-Huron Unified School District Library
 Fresno County Public Library
 Kern County Library
 Kings County Library
 Madera County Library
 Mariposa County Library
 Merced County Library
 Porterville Public Library
 Tulare County Free Library
 Tulare Public Library

SERRA – 13 Members**3,466,635**

Brawley Public Library
 Calexico (Camarena Memorial) Public Library
 Carlsbad City Library
 Chula Vista Public Library
 Coronado Public Library
 El Centro Public Library
 Escondido Public Library
 Imperial County Library
 Imperial Public Library
 National City Public Library
 Oceanside Public Library
 San Diego County Library
 San Diego Public Library

GRAND TOTALS

All System Members: 38,040,986
All System Population: 185*
38,040,986

Unaffiliated Public Libraries – 6 Libraries

LA Cerritos Public Library
 P Loomis Library and Learning Center
 SB Redlands (A.K. Smiley) Public Library
 LA Vernon Public Library

515,064

K Shafter Public Library
 SB Santa Barbara Public Library
 SLO San Luis Obispo City-County Library

Jurisdictions that don't have service

17,500

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

TOTAL STATE POPULATION: 38,573,550

*Includes Consolidations since 1/1/78

AGENDA ITEM: CLSA Consolidations and Affiliations

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:

Consideration of San Leandro Library affiliation with the PLP Library Cooperative System

RECOMMENDED MOTIONS FOR CONSIDERATION BY THE BOARD:

I move that the California Library Services Board approve the affiliation of the San Leandro Library with the PLP Library Cooperative System effective July 1, 2022, and waive the September 1, 2022, notification date for 2022-2023 affiliations.

ISSUE 1:

Consideration of San Leandro Library affiliation with the PLP Library Cooperative

BACKGROUND:

Notification has been received from the City of San Leandro (**Exhibit A**) and the PLP Library Cooperative (**Exhibit B**) requesting approval of the affiliation for the San Leandro Library to PLP Library Cooperative. This is especially significant in that the San Leandro Public Library has never been affiliated with a regional cooperative library system. At its July 8, 2022, meeting, the Bay Area Library and Information System (BALIS) Administrative Council unanimously approved a written request from Brian Simons, the San Leandro Public Library Director, for the San Leandro Public Library to join BALIS and thus PLP (**Exhibit C**). The BALIS Administrative Council subsequently met on August 4, 2022, to approve a BALIS Resolution for the San Leandro Library to join the JPA. The draft Minutes from these meetings are attached (**Exhibit D**).

GENERAL OVERALL PROGRAM UPDATES:

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

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

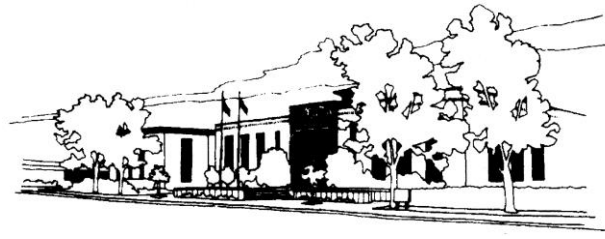
Included for your information is a revised history of CLSA consolidations and affiliations through fiscal year 2020/21 see (**Exhibit E**).

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

Staff Liaison: Monica Rivas

City of San Leandro

Civic Center, 835 E. 14th Street
San Leandro, California 94577
www.sanleandro.org



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

Dear Ms. Williams,

Please consider this letter a formal request from the San Leandro Public Library for California Library Services Act (CLSA) affiliation and waiver of deadlines. This request is based upon the resolution passed on March 1, 2021 by the San Leandro City Council to eliminate the non-district resident library card fee effective back dated to January 4, 2021. Since that date, the San Leandro Public Library has continued to issue library cards for free to any California resident.

On June 21, 2022, the San Leandro City Council passed a resolution for the San Leandro Public Library to join the Bay Area Library and Information System (BALIS), and, through its membership, the Pacific Library Partnership (PLP).

On behalf of the City of San Leandro and the San Leandro Public Library, I am requesting that the California Library Services Board affiliate the San Leandro Public Library with the Pacific Library Partnership and therefore be eligible to receive California Library Services funds. We look forward to working in collaboration with other jurisdictions and the State Library to provide relevant, free, and exceptional library service to all.

Sincerely,

Frances M. Robustelli
City Manager
City of San Leandro

cc: Monica Rivas, Fiscal Office, CLSA Fiscal Analyst
Greg Lucas, California State Librarian
Carol Frost, Pacific Library Partnership CEO

Pacific Library Partnership

September 9, 2022

Connie Williams, President
California Library Services Board
c/o California State Library
P.O. Box 942837
Sacramento, CA 94237-0001

Dear Ms. Williams,

I am delighted to inform you that the San Leandro Public Library will be a member of the Pacific Library Partnership (PLP). This is especially significant in that the San Leandro Public Library has never been affiliated with a regional cooperative library system. The PLP membership is delighted to have them join and look forward to collaborating with them.

At its July 8, 2022 meeting, the Bay Area Library and Information System (BALIS) Administrative Council unanimously approved a written request from Brian Simons, the San Leandro Public Library Director, for the San Leandro Public Library to join BALIS and thus PLP. Membership in a legacy system (BALIS) is a requirement to be a member of PLP, as PLP is a JPA of other JPAs. The BALIS Administrative Council subsequently met on August 4, 2022 to approve a BALIS Resolution for the San Leandro Library to join the JPA. The draft Minutes from these meetings are attached.

You have received a letter from Frances M. Robustelli, the San Leandro City Manager, which requests the deadline be waived so that they may be eligible for CLSA funding beginning July 1, 2023. PLP is in support of this request.

Sincerely,



Carol Frost
CEO, Pacific Library Partnership

Cc: Annly Roman, California State Library
Monica Rivas, California State Library
Greg Lucas, State Librarian
Brian Simons, San Leandro Public Library Director
Pacific Library Partnership Executive Committee

City of San Leandro

Civic Center, 835 E. 14th Street
San Leandro, California 94577
www.sanleandro.org



June 23, 2022

Alison McKee, Chair, Bay Area Library and Information System (BALIS)
c/o Pacific Library Partnership
32 W. 25th Avenue, Suite 201
San Mateo, CA 94403

Dear Alison,

I am writing to formally request that the San Leandro Public Library join the Bay Area Library and Information System (BALIS), and, by extension, the Pacific Library Partnership (PLP). The San Leandro Public Library eliminated library card fees for non-city residents and all fines associated with late fees for library materials on March 1, 2021, with the City Council's approval, effective back dated to January 4, 2021. See item 8.E. of the attached Minutes of that City Council meeting.

This was an historic moment for the San Leandro Public Library and the community as these changes to policies remove barriers to service. We found that the people who need the library the most were the ones who wound up being impacted by and eventually excluded from use of the library due to overdue fines they could not afford. Also, we know for a long time that the non-resident fee card was a barrier to people of color who lived just outside the incorporated city limits. Eliminating these barriers are just a few ways we are taking our commitment to Diversity, Equity, and Inclusion very seriously.

With this City Council action, the San Leandro Library is now eligible to join a library cooperative.

On June 21, 2022 the San Leandro City Council approved the attached Resolution #22-099 which affirms our membership to BALIS and, by extension PLP.

We have been working with Carol Frost, the CEO of the Pacific Library Partnership, to establish a reduced membership to PLP for FY 2022-23, based on the need to receive approval from the California Library Service Board for joining PLP. At the May 13, 2022 PLP Executive Committee meeting, the Committee approved a reduced membership of \$4,999.

San Leandro Public Library has never been a part of a cooperative. We are very excited to finally be a part of the greater library community in California. Sharing resources, benefiting from the training opportunities, and gaining better access to the collective brain

City of San Leandro

Civic Center, 835 E. 14th Street
San Leandro, California 94577
www.sanleandro.org



trust of the profession is something that will help elevate library services at the San Leandro Public Library and provide growth opportunities for our staff.

We look forward to working together. In the meantime, if you have questions, please do not hesitate to reach me.

Sincerely,

Brian Simons

Library Director
San Leandro Public Library
300 Estudillo Ave.
San Leandro, CA 94577
510-577-3942
bsimons@sanleandro.org



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Minutes

City Council

Welcome to your City of San Leandro City Council meeting.

Your City Councilmembers are:

Mayor Pauline Russo Cutter

Deborah Cox, District 1

Bryan Azevedo, District 2

Victor Aguilar, Jr., District 3

Fred Simon, District 4

Corina N. Lopez, District 5

Pete Ballew, District 6

Monday, March 1, 2021

7:00 PM

Access the meeting remotely by using this URL

<https://zoom.us/j/506831637>

**Joint Meeting of the City Council and the Successor Agency to the San Leandro
Redevelopment Agency of the City of San Leandro, and the San Leandro Public
Financing Authority**

San Leandro City Council conducted this meeting in accordance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020.

1. CALL TO ORDER

The meeting was called to order at 7:01 p.m.

1.A. PLEDGE OF ALLEGIANCE TO THE FLAG

1.B. ROLL CALL

Present 7 - Aguilar, Azevedo, Ballew, Cox, Lopez, Simon, Cutter

1.C. ANNOUNCEMENTS

None.

2. RECOGNITIONS

None.

3. PUBLIC COMMENTS

There were approximately 6 public speakers.

Comments were made by the following individuals:

Douglas Spalding, Ms. Hewitt King, Leo T. West, Mike Katz-Lacabe, Robbie, Pearl and Larry Johnson

4. PRESENTATIONS

4.A. [21-099](#) San Leandro Improvement Association Update

Public Comment was received by Robbie and Emily Griego.

This matter was Presented

4.B. [21-068](#) Staff Report for a Presentation on proposed funding for the Capital Improvement Program

There were approximately 5 public speakers.

Comments were made by the following individuals:

Douglas Spalding, Virginia Madsen, Leo T. West, Emily Griego, and Anthony Tejada

This matter was Presented

5. PUBLIC HEARINGS

None.

6. CITY MANAGER AND CITY ATTORNEY REPORTS AND COMMENTS

Public Comment was received by Douglas Spalding and Leo T. West.

7. AMENDMENT OF CONSENT CALENDAR

Item 8.B. was removed from the Consent Calendar to Item 9, Items Removed from Consent Calendar

8. CONSENT CALENDAR

Approval of the Consent Calendar

A motion was made by Councilmember Lopez, seconded by Councilmember Ballew, to Approve the Consent Calendar. The motion carried by the following vote.

Aye: 7 - Aguilar, Azevedo, Ballew, Cox, Lopez, Simon, Cutter

8.A. [21-103](#) Minutes of the City Council Meeting of February 16, 2021

Approved as Submitted on the Consent Calendar.

8.C. [21-104](#) MOTION Nominating Luis Mendoza as District 2 Representative to the Planning Commission and Board of Zoning Adjustments

Adopted on the Consent Calendar.

Enactment No: Min Order 2021-010

8.D. [21-049](#)

Staff Report for a City of San Leandro City Council Resolution to Award a \$1,874,058 Construction Contract to Westland Contractors, Inc. for the Sanitary Sewer Point Repairs 2021 Project, Project No. 2021.0120; to Authorize the City Manager to Negotiate and Approve Individual Change Orders Up to 5% (or \$93,703) of the Original Contract Amount; to Authorize the City Manager to Negotiate and Approve Change Orders up to a Cumulative Value not to Exceed 35% (or \$655,920) of the Original Contract Amount; and to Appropriate \$1,500,000 from the WPCP Enterprise Fund

Received and Filed on the Consent Calendar.**[21-050](#)**

RESOLUTION of the City of San Leandro City Council to Award a \$1,874,058 Construction Contract to Westland Contractors for the Sanitary Sewer Point Repairs 2021 Project, Project No. 2021.0120; to Authorize the City Manager to Negotiate and Approve Individual Change Orders Up to 5% (or \$93,703) of the Original Contract Amount; and to Authorize the City Manager to Negotiate and Approve Change Orders up to a Cumulative Value not to Exceed 35% (or \$655,920) of the Original Contract Amount and Appropriation of \$1,500,000 of WPCP Enterprise Funds (Provides for the repair and replacement of defective sanitary sewer pipelines and manholes at various locations within the City, authorization for the City Manager to negotiate and execute individual contract change orders up to 5% and cumulatively up to 35% of the contract amount and appropriation of WPCP Enterprise Funds for the work)

Adopted on the Consent Calendar.

Enactment No: Reso 2021-036

8.E. [21-077](#)

Staff Report for a City of San Leandro City Council Resolution to approve a one-time amnesty program that waives all outstanding uncollectable overdue fines as of January 4, 2021, and to remove Overdue Fines and the Non-Resident San Leandro Worker and Non-Resident Family Fee Card from the City of San Leandro's Fee Schedule

Received and Filed on the Consent Calendar.**[21-079](#)**

RESOLUTION of the City of San Leandro City Council Approving a One-time Amnesty Program that Waives the Collection of All Outstanding Uncollectable Overdue Fines, and Approving the Removal of the San Leandro Public Library's Overdue Fines and the Charges for Non-Resident San Leandro Worker and Non-Resident Family Fee Card from the City of San Leandro's Fee Schedule.

Adopted on the Consent Calendar.

Enactment No: Reso 2021-037

- 8.F. [21-092](#) Staff Report for City of San Leandro City Council Resolutions Updating Designations of Persons Authorized to Make Financial Transactions and Investments of Funds

Received and Filed on the Consent Calendar.

- [21-093](#) RESOLUTION of the City of San Leandro City Council to Rescind Resolution No. 2020-081 and Designating Signers on City Checks and Persons Authorized to Make Fund Transfers by Telephone and Wire (Updates Names of City Officials Authorized to Deposit, Withdraw, and Transfer Funds for the City Treasury)

Adopted on the Consent Calendar.

Enactment No: Reso 2021-038

- [21-094](#) RESOLUTION of the City of San Leandro City Council to Rescind Resolution No. 2020-082 and Authorizing Investment of Monies in the Local Agency Investment Fund and Designating Certain Depositories and Further Authorizing Specified City Officials to Remit Money in the City Treasury to the State Treasury for Deposit in the Local Agency Investment Fund

Adopted on the Consent Calendar.

Enactment No: Reso 2021-039

- [21-095](#) RESOLUTION of the City of San Leandro City Council, Acting in its Capacity as the Successor Agency to the Redevelopment Agency of the City of San Leandro, Rescinding Resolution No. 2020-003 SA and Authorizing Investment of Monies by the Successor Agency to the Redevelopment Agency of the City of San Leandro in the Local Agency Investment Fund and Designating Certain Depositories and Further Authorizing Specified Officers to Remit Money in the City Treasury to the State Treasury for Deposit in the Local Agency Investment Fund (LAIF) (Updating Successor Agency to the Redevelopment Agency of the City of San Leandro Signature Authority for LAIF)

Adopted on the Consent Calendar.

Enactment No: Reso 2021-002 SA

- 8.G. [21-069](#) Staff report for a City of San Leandro City Council Resolution to Authorize the City Manager to Execute a \$2,670,000 Consulting Services Agreement with Leland Environmental Solutions Corporation for Remediation of Soil at the Water Pollution Control Plant, Project 2015.0300; to Authorize the City Manager to Negotiate and Approve

Contract Amendments Up to 10% (or \$267,000) of the Original Contract Amount; and to Appropriate \$500,000 for the Project in Fiscal Year 2020-2021

Received and Filed on the Consent Calendar.

[21-070](#)

RESOLUTION of the City of San Leandro City Council to Authorize the City Manager to Execute a \$2,670,000 Consulting Services Agreement with Leland Environmental Solutions Corporation for Remediation of Soil at the Water Pollution Control Plant, Project 2015.0300; to Authorize the City Manager to Negotiate and Approve Contract Amendments Up to 10% (or \$267,000) of the Original Contract Amount; and to Appropriate \$500,000 for the Project in Fiscal Year 2020-2021 (provides for the design and supply of soil remediation material for the WPCP)

Adopted on the Consent Calendar.

Enactment No: Reso 2021-040

8.H. [21-105](#)

Staff Report for a City of San Leandro City Council Resolution Approving the Investment Report for the Quarter Ended December 31, 2020

Received and Filed on the Consent Calendar.

[21-109](#)

RESOLUTION of the City of San Leandro City Council Accepting the City Council Investment Report for the Quarter Ended December 31, 2020

Adopted on the Consent Calendar.

Enactment No: Reso 2021-041

8.I. [21-106](#)

RESOLUTION of the City of San Leandro City Council Extending the Confirmation of a Proclamation of Local Emergency and State of Emergency by the City's Director of Emergency Services Pursuant to California Government Code Section 8630 and Public Contract Code Section 22050(c) because of the COVID-19 Pandemic

Adopted on the Consent Calendar.

Enactment No: Reso 2021-042

9. ITEMS REMOVED FROM CONSENT CALENDAR

8.B. [21-064](#)

Minutes of the Facilities and Transportation Committee Meeting of December 2, 2020

A motion was made by Mayor Cutter, seconded by Councilmember Cox, that this Minutes be Approved as Submitted. The motion CARRIED by the following vote:

Aye: 7 - Aguilar, Azevedo, Ballew, Cox, Lopez, Simon, Cutter

10. ACTION ITEMS**10.A. [21-101](#)**

City of San Leandro City Council Ordinance to Require Large Grocery Stores in San Leandro to Pay Employees an Additional Five Dollars per Hour in Temporary Hazard Pay During a Specified Period of Time Associated with the Covid-19 Pandemic

There were approximately 5 public speakers.

Comments were made by the following individuals:

Emily Griego, Douglas Spalding, Lawrence Abbott, Leo T. West and Jim Prola

A motion was made by Councilmember Azevedo, seconded by Councilmember Cox, that this Ordinance be Adopted. The motion carried by the following vote.

Aye: 5 - Aguilar, Azevedo, Cox, Lopez, Simon

Nay: 1 - Ballew

Recused: 1 - Cutter

Enactment No: Ordinance 2021-002

11. REPORT ON CLOSED SESSION ACTIONS TAKEN

City Attorney Richard Pio Roda reported there was no reportable action taken however direction was provided to staff.

12. CITY COUNCIL REPORTS

City Councilmembers reported on attendance at intergovernmental agency meetings, conferences, and seminars since the last meeting.

13. CITY COUNCIL CALENDAR AND ANNOUNCEMENTS

City Councilmembers announced calendar of upcoming events and coordinated attendance; reported on local events attended since the last meeting; and made brief comments on issues of concern.

14. COUNCIL REQUESTS TO SCHEDULE AGENDA ITEMS

-A motion was made by Councilmember Azevedo, seconded by Councilmember Lopez to schedule a discussion on an Emergency Broad Band Benefit Program for discount on computing devices and internet services.

Roll call was taken as follows:

Aye: Aguilar, Azevedo, Ballew, Cox, Lopez, Simon, Mayor Cutter

Nay: None

Absent: None

Abstain: None

-A motion was made by Councilmember Azevedo, seconded by Mayor Cutter to work with federal lobbyist Simon & Co. and schedule a discussion on Earmarks in House and Senate for CIPs.

Roll call was taken as follows:

Aye: Aguilar, Azevedo, Ballew, Cox, Lopez, Simon, Mayor Cutter

Nay: None

Absent: None

Abstain: None

-A motion was made by Councilmember Ballew, seconded by Vice Mayor Aguilar to request to do a feasibility study within the next 12-18 months to put a tax on ballot on Public Storage units and if viable, plan for the November 2022 Election.

Roll call was taken as follows:

Aye: Aguilar, Azevedo, Ballew, Cox, Lopez, Simon, Mayor Cutter

Nay: None

Absent: None

Abstain: None

-A motion was made by Vice Mayor Aguilar, seconded by Councilmember Ballew to schedule a discussion on bringing in a consultant to review In-lieu fees.

Roll call was taken as follows:

Aye: Aguilar, Azevedo, Ballew, Cox, Lopez, Simon, Mayor Cutter

Nay: None

Absent: None

Abstain: None

-A motion was made by Councilmember Simon, seconded by Councilmember Azevedo to schedule a discussion on dredging the Marina for ferry service and use the dredge spoils to protect the Manor from floods in the next 12-15 months and look to Lobbyist for Federal funding.

Roll call was taken as follows:

Aye: Aguilar, Azevedo, Ballew, Cox, Lopez, Simon, Mayor Cutter

Nay: None

Absent: None

Abstain: None

15. ADJOURN

The meeting was adjourned at 10:44 p.m. In honor of all COVID-19 victims.

RESPECTFULLY SUBMITTED:

LETICIA I. MIGUEL

City Clerk of the City of San Leandro

IN THE CITY COUNCIL OF THE CITY OF SAN LEANDRO

RESOLUTION NO. 2022-099

RESOLUTION OF THE CITY OF SAN LEANDRO CITY COUNCIL TO AUTHORIZE THE CITY MANAGER TO APPROVE AND EXECUTE ALL DOCUMENTS NECESSARY FOR THE SAN LEANDRO PUBLIC LIBRARY TO JOIN THE BAY AREA LIBRARY AND INFORMATION SYSTEM (BALIS), AND BY DEFAULT, THE PACIFIC LIBRARY PARTNERSHIP (PLP) WITH A FIRST-YEAR MEMBERSHIP FEE OF \$4,999 FOR FISCAL YEAR 2022-2023 AND FUTURE FISCAL YEAR MEMBERSHIP FEES BASED ON THE PLP MEMBERSHIP FEE SCHEDULE

WHEREAS, the Bay Area Library and Information System (BALIS) is a part of the Pacific Library Partnership (PLP); and

WHEREAS, BALIS and PLP offer monetary, service, and staff enrichment benefit opportunities that can enhance library services; and

WHEREAS, the San Leandro Public Library has been interested in joining BALIS and by default PLP, since 2009; and

WHEREAS, the former City policy that required a non-resident fee card at the San Leandro Public Library precluded BALIS and PLP membership; and

WHEREAS, on March 1, 2021 the City of San Leandro City Council eliminated the non-resident fee card policy for library service at San Leandro Public Library making it possible for the San Leandro Public Library to join BALIS and PLP; and

WHEREAS, the PLP Executive Committee approved a reduced membership cost of \$4,999 for the San Leandro Public Library for FY 2022-2023 that includes participation in all PLP activities except those related to California Library Service Act (CLSA) funding, and that the PLP Executive Committee approved the full membership of the San Leandro Public Library for FY 2023-2024 at the full membership rate and with full benefits, pending BALIS and California Library Service Board (CLSB) approval; and

WHEREAS, once approved by BALIS and CLSB as a full member of BALIS and by default PLP, San Leandro Public Library is eligible for CLSA funding; and

WHEREAS, sufficient funds are included in the General Fund – Library Account in the Fiscal Year 2022-2023 budget and will not require additional requested funds for Fiscal Year 2023-2024; and

WHEREAS, PLP has agreed to the terms of the membership pending Council approval; and

WHEREAS, the City Council is familiar with the benefits and commitments of the memberships; and

WHEREAS, the City Manager recommends approval of said memberships.

NOW, THEREFORE, the City of San Leandro City Council hereby **RESOLVES** as

follows:

That said memberships are hereby approved and execution of all documents by the City Manager to effect this resolution is hereby authorized.

Introduced by Councilmember Aguilar and passed and adopted this 21st day of June 2022, by the following vote:

Members of the Council:

AYES: Councilmembers Aguilar, Azevedo, Cox, Lopez, and Cutter (5)

NOES: None (0)

ABSENT: Councilmembers Ballew and Simon (2)

ATTEST: Kelly B. Llaney for
Leticia I. Miguel, City Clerk

BALIS Administrative Council Meeting**MINUTES**

July 8, 2022
10:00 a.m. via Zoom

Attendees:**Council:**

Alison McKee, Chair, Contra Costa County
 Cindy Chadwick, Alameda County
 Jane Chisaki, Alameda Free
 Anwan Baker, Livermore Public
 Jamie Turbak, Oakland Public
 Lia Bushong, Pleasanton Public
 Melinda Cervantes, Richmond Public
 Michael Lambert, San Francisco Public

Staff:

Carol Frost, PLP/BALIS
 Justin Wasterlain, PLP/BALIS

Guest:

Brian Simons, San Leandro

I. Call to Order and Introductions

President McKee called the meeting to order at 10:02 a.m.

II. Adoption of Agenda

A motion was made and passed via roll-call vote to move item 5.B ("Consideration and Approval of Request from San Leandro Public Library to Join BALIS, and, by Default, PLP") before item 3 on the agenda. Cervantes was not present, all other parties voted in the affirmative. (M/S Addleman/Chisaki)

III. Approval of Consent Calendar**A. Approval of the April 1, 2022 Minutes**

A motion was made and passed via roll-call vote to approve the Consent Calendar. Cervantes was not present, Addleman and Bushong abstained, all other parties voted in the affirmative. (M/S Turbak/Chadwick)

IV. Old Business**A. COVID-19 Reopening Updates and Shareouts**

Chisaki reported multiple changes in Alameda County's mask mandate have caused confusion for staff and patrons and resulted in events being modified on short notice. Alameda Free Library is frequently short-staffed due to external COVID-19 exposures. Turbak noted the City of Oakland requires masks in all city-owned facilities. Many incidents start when staff approach patrons about wearing masks. Lambert stated San Francisco Public Library does not have a mask mandate for patrons, but a 14-day mask mandate for staff goes into effect if more than 3 staff

members in a location test positive within a certain number of days. McKee noted Contra Costa County has similar restrictions derived from Cal OSHA's "Outbreak Guidelines." McKee praised the excellent service she recently received at Oakland's Rockridge branch. Addleman reported a lack of timely communication between the County and cities about mask mandates caused confusion. McKee stated Contra Costa County Library will hire a temporary employee to manage the high number of COVID-19 notification being sent out. She also noted the library is hosting in-person storytimes again. Lambert presented statistics related to San Francisco Public Library's recovery since the March 2020 COVID-19 closures. Chadwick announced Alameda County may provide a one-time, \$1,500 "hero's pay" bonus for staff working onsite during pandemic. Turbak noted it could be difficult deciding how much onsite work qualifies for hero's pay. McKee added Contra Costa County was doing something similar. Baker shared that Livermore patrons are confused by the mask mandate, but there is high compliance. Baker noted illness was still causing staffing gaps. Cervantes announced Richmond has made an offer to a new library director. Cervantes' tenure at Richmond will end in August.

B. Staff Development Funding Updates

Frost provided a summary of how BALIS staff development funds were used in FY 2021-22. Reports for projects are included in the meeting agenda packet. Richmond's report will be included in the agenda packet for the October 7, 2022 meeting.

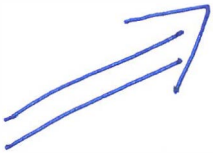
V. New Business

A. Review and Determine Continuation of BALIS Staff Development Support

McKee reported on recommendations from an Ad Hoc group comprised of herself, Murphy, and Cervantes to expand the allowable uses of BALIS staff development funds and define an equity-based method of distribution. Wasterlain presented on three equity-based models using local income per capita (LIPC) levels, staff size, and a combination of the two factors. A discussion occurred about how funds could be used for memberships to professional organizations. Addleman suggested limiting use to pay for institutional memberships rather than individual staff memberships. McKee suggested stipulating funds could not be used to pay for an organization's PLP membership. Turbak noted the categories for use, such as "collections" or "facilities," are too vague. McKee suggested that the Council could choose a subject of focus, like diversity, equity, and inclusion, and libraries could utilize funds for anything related to the chosen subject. Chadwick agreed that a focus is useful to help libraries learn from each other's projects. Turbak asked if funds could be used for conference attendance. Chadwick and McKee stated that they could, especially for staff who will be presenting. Addleman proposed maintaining a total allocation of \$70,000. McKee noted usage of funds might increase due to expanding the allowable uses. Addleman stated San Leandro Public Library should not have access to the BALIS staff development funds this year since it had not originally

contributed resources to its creation. A motion was made and passed via roll-call vote to allocate \$70,000 to be used by current BALIS members in FY 2022-23, excluding San Leandro, for institutional membership to any professional library organization or DEI related program or services. Cervantes was not present, all other parties voted in the affirmative. (M/S Addleman, Baker) An additional motion was made and passed via roll-call vote to allocate funds based on library LIPC levels in FY 2022-23. Cervantes was not present, all other parties voted in the affirmative. (M/S Addleman/Chadwick)

B. Consideration and Approval of Request from San Leandro Public Library to Join BALIS, and, by Default, PLP



Simons noted that he and his staff are excited for the San Leandro Public Library to join and contribute to BALIS. Frost noted the PLP Executive Committee has been informed of San Leandro Public Library's potential inclusion into BALIS and PLP. Frost recommended that San Leandro Public Library receive a reduced membership fee in FY 2022-23 of \$4,999 since they will not be able to benefit from CLSA funds this year. She noted BALIS has no CalPERS fiscal obligations but does have a fiscal responsibility to provide health care for one System retiree, noting that there is sufficient fund balance earmarked for those ongoing costs. She stated that should the retiree's health care costs exceed those funds; San Leandro Public Library should not be responsible for any additional resources needed to maintain the retiree's health care coverage. Frost noted she has been consulting PLP's attorney to clarify if approval at this meeting is sufficient for San Leandro Public Library to join the JPA, or if a Resolution would be required. If additional action is needed, a special meeting will be called. The San Leandro Public Library will need to petition the California Library Service Board in the fall for final approval. A motion was made and passed via roll-call vote to approve the San Leandro Public Library as a member of BALIS, and by default, a member of PLP, when procedure is determined and to exempt the San Leandro San Leandro Public Library from future retiree health care costs. Cervantes was not present, all other parties voted in the affirmative. (M/S Lambert/Addleman)

VI. Reports

A. Report of System Chair

McKee announced Contra Costa County was filling staff vacancies. Turbak noted library staffing is struggling, in part, due to employees who want to maintain work from home privileges. Lambert added working from home creates potential equity issues between higher paid positions that are given the opportunity to work from home and lower paid positions that are generally not. Chadwick shared Alameda County Public Library has lost employees to other departments that allow 100% work from home schedules.

Cervantes joined meeting at 11:46 a.m.

B. Report of System Administration

Frost announced PLP Innovation and Technology Grants were open. She added PLP Staff Development Initiatives Grants were also being accepted.

VII. Public Comment

No public comment

VIII. Agenda Building and Location for Next Meeting on October 7, 2022

- Hiring issues and remote work conversation
- COVID-19 updates
- Recruitment and retention strategies

IX. Announcements

Chadwick announced Brian Edwards is leaving Alameda County Library to become director of Monterey Public Library. Addleman announced the opening of a lactation pod at Hayward Public Library. She also noted the Hayward Library Commission and City Council endorsed ALA's Library Bill of Rights and Freedom to Read Statement. Lambert shared Mayor Breed agreed to a 25-year renewal of SFPL's property tax revenue stream. Turbak announced Oakland's Measure Q parcel tax passed by 82%. Cervantes encouraged libraries to do a classification and compensation study to improve staff retention.

X. Adjournment

The meeting was adjourned at 12:02 by Chair McKee.

BALIS Administrative Council Special Meeting

MINUTES

August 4, 2022
12:00 p.m. via Zoom

Attendees:

Council:

Alison McKee, Chair, Contra Costa County
Anwan Baker, Livermore Public
Cindy Chadwick, Alameda County
Heidi Murphy, Pleasanton Public
Jamie Turbak, Oakland Public
Jane Chisaki, Alameda Free
Jayanti Addleman, Hayward Public
Melinda Cervantes, Richmond Public
Tess Mayer, Berkeley Public

Staff:

Carol Frost, PLP/BALIS
Justin Wasterlain, PLP/BALIS

I. Call to Order and Introductions

Chair McKee called the meeting to order at 12:02 p.m.

II. Adoption of Agenda

A motion was made and passed via roll-call vote to adopt the agenda. Baker was not present, all others voted in the affirmative. (M/S Jayanti/Chisaki)

Baker joined meeting at 12:03 p.m.

III. Adoption of Resolution of the Bay Area Library and Information System Council in Support of the San Leandro Public Library Joining the Bay Area Library and Information System

Frost explained the process required for the BALIS Council to approve San Leandro Public Library joining BALIS. The adopted resolution supporting San Leandro Public Library joining BALIS would also allow San Leandro Public Library to be recognized by the California Library Services Board as a member of PLP. A motion was made and passed unanimously via roll-call vote to adopt the resolution of the BALIS Council in support of the San Leandro Public Library joining BALIS. (M/S Murphy/Cervantes)

IV. Public Comment

No public comment

V. Adjournment

The meeting was adjourned at 12:06 by Chair McKee

Consolidations and Affiliations Made Under CLSA

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

1978/1979 (first year of CLSA)

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

1979/1980

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

1980/1981

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

1981/1982

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

3. Banning Public Library/Inland
4. Beaumont District Library/Inland

1982/1983

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

1983/1984

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

1984/1985

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

1985/1986

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

1986/1987

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

1987/1988

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

1988/1989

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

1. Inglewood Public Library/MCLS
- d. System membership changes:
 1. Thousand Oaks Public Library from Black Gold to MCLS (*waived contiguous borders requirement*)

1989/1990

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

1990/1991

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

1991/1992

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

1992/1993

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

1993/1994

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

1994/1995

- a. Public library consolidations: None
- b. Library System consolidations: None
- c. Affiliations:
 1. Folsom Public Library/MVLS

- 2. Mariposa County Library/SJVLS
- d. System Membership changes:
 - 1. Los Gatos Public Library withdraws from South Bay

1995/1996

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

1996/1997

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

1997/1998

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

1998/1999

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

1999/2000

- a. Public library consolidations: None
- b. Library System consolidations: None
- c. Affiliations:
 - 1. Pleasanton Public Library/BALIS

- d. System Membership changes:
 - 1. Richmond Public Library from BALIS to North Bay

2000/2001

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

2001/2002

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

2002/2003

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

2003/2004

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

2004/2005

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

2005/2006

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

2006/2007

- a. Public library consolidations: None

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

2007/2008

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

2008/2009

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

2009/2010

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

2010/2011

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

2011/2012

- a. Public library consolidations: None
- b. Library Systems consolidations: None
- c. Affiliations:
 - 1. Camarillo Public Library/SCLC
 - 2. Santa Clarita Public Library/SCLC

- d. System Membership changes:
 - 1. Santa Clara County Library withdraws from PLP

2012/2013

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

2013/2014

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

2014/2015

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

2015/2016

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

2016/2017

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

2017/2018

- a. Public library consolidations: None
- b. Library Systems consolidations: None
- c. Affiliations: None
- d. System Membership changes: Goleta Valley Library separates from the City of Santa Barbara Library System and join Black Gold Cooperative Library System

2018/2019

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

2019/2020

- a. Public library consolidations: None
- b. Library systems consolidations: None
- c. Affiliations:
 - 1. Simi Valley Public Library/SCLC
- d. System Membership changes: None

2020/2021

- a. Public library consolidations: None
- b. Library systems consolidations: None
- c. Affiliations:
 - 1. Dixon Public Library/Solano County Library System
- d. System Membership changes: None

2021/2022

- a. Public library consolidation: None
- b. Library system consolidations: None
- c. Affiliations:
 - 1. Carpinteria Library/Black Gold
 - 2. Santa Ana Library/Santiago
- d. System Membership Changes:
 - 1. Santa Barbara withdraws from Black Gold
 - 2. San Luis Obispo withdraws from Black Gold

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

Public Libraries not members of any System, July 1, 2022

- 1. Cerritos Public Library *
- 2. Loomis Library and Learning Center
- 3. (Redlands) A.K. Smiley Public Library
- 4. San Luis Obispo Library
- 5. Santa Barbara Library
- 6. Shafter Library
- 7. Vernon Public Library

* *CLSA ILL Participants*

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