



The California Library Services Board

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

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February 7, 2023
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

February 07, 2023

10:00am – 12:00pm

Remote meeting:

This meeting will be a Zoom meeting

**If you would like to listen and/or participate in this meeting, please contact Iulia Bodeanu for the Zoom meeting information at:
iulia.bodeanu@library.ca.gov**

For further information contact:

Greg Lucas

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[California Library Services Act Website](#)

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 October 5, 2022 Board Minutes – Document 1

Consider minutes as presented or amended

4. Meeting date for Spring & Fall 2023 – Document 2

Discuss dates for the upcoming Board meetings

B. REPORTS TO THE BOARD

1. Board President's Report

Report on activities since last Board meeting

2. Board Vice-President's Report

Report on activities since last Board meeting

3. Chief Executive Officer's Report

Report on activities since last Board meeting

4. Zip Books Grant Program Report

Report on status of Zip Books program

5. Bagley-Keene Open Meeting Act and Conflict of Interest Presentation – Document 3

Scott Taylor, General Counsel

C. CALIFORNIA LIBRARY SERVICES ACT

BUDGET AND PLANNING

1. Amended Plan of Service Edits

Consider the updated edits on 2020-2021 Plan of Service and Population Information

2. California State Library Five Year Plan – Document 4

Consider the State Library's Five-Year Plan

D. LEGISLATIVE UPDATE

Library Services Act Final Budget for FY 2023-2024 – Document 5

Overview of approved FY 2023-2024 budget

E. BOARD DISCUSSION ITEMS FY 2023-2024

Discussion to increased digital access to libraries via hot spots

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

October 5, 2022

Remote Meeting: Zoom

BOARD OPENING

Welcome and Introductions

President Williams called the California Library Services Board meeting to order on October 5, 2022, at 10:08 am.

Board Members Present:

Anne Bernardo, Sara Hernandez, James Lau, Paymaneh Maghsoudi, Maria Nieto Senour, Sandra Tauler, and Connie Williams.

California State Library Staff Present:

State Librarian Greg Lucas, Natalie Cole, Meg DePriest, Chris Durr, Lena Pham, Amanda Ramos Gamon, Monica Rivas, Julianna Robbins, Beverly Schwartzberg, Shana Sojoyner, Reed Strege, Scott Taylor, and Rebecca Wendt.

Adoption of Agenda

It was moved, seconded (Maghsoudi/Bernardo) and carried unanimously that the California Library Services Board adopts the agenda for the October 5, 2022, meeting.

Approval of May 17, 2022, Meeting Minutes

Vice President Bernardo commented that the minutes showed a duplicate action entry on Page 5 line 28. This was noted by Monica Rivas to be corrected.

It was moved, seconded (Lau/Senour) and carried unanimously that the California Library Services Board approves the draft minutes of the May 17, 2022, California Library Services Board Meeting.

Board Resolutions

Vice President Bernardo introduced resolution 2022-01 in honor of former Board member Florante Peter Ibanez.

Whereas, the California Library Services Board recognizes Florante Peter Ibanez for his distinguished contributions as one of its members on the conclusion of his term of service as a member of the California Library Services Board.

1 Whereas, the Board wishes to honor Florante Peter Ibanez for his
2 exceptional public service and engagement representing special libraries, since
3 his appointment by Governor Edmund G. Brown, Jr. on June 20th, 2014.

4 Whereas, Florante Peter Ibanez has worked for over 25 years at the Loyola
5 Law School before retiring from his position as Manager of Library Computer
6 Services.

7 Whereas, Florante Peter Ibanez pursued Asian-American studies, serving as
8 an Adjunct Professor at Loyola Marymount University, where he taught Asian-
9 Pacific American Studies and cooperating Filipinos in Carson and the South Bay.

10 Whereas, Florante Peter Ibanez has been an involved member of the library
11 community, and has participated in many organizations, including serving as the
12 Diversity Chair of the Southern California chapters of the Special Libraries
13 Association, serving as the past President of the Asian Pacific American Librarians
14 Association, was on the Steering Committee for the Second National Joint
15 Conference of Librarians of Color in 2012. He served on the Board of Directors of
16 the Filipino American Library and has been a member of the Association of
17 American Law Libraries, Southern California Association of Libraries, American
18 Library Association Society of California Archivists, the Society of American
19 Archives and the Association of Asian American Studies.

20 Whereas, Florante Peter Ibanez's dedication, experience and insight have
21 proven invaluable to the California Library Services Board.

22 Therefore, be it resolved, that the California Library Services Board extends
23 its sincere appreciation and deep regard to Florante Peter Ibanez to his
24 contribution and service to the libraries and people of the State of California on
25 this day of October 5th, 2022.

26
27 ***It was moved, seconded (Maghsoudi/Tauler) and carried***
28 ***unanimously that the California Library Services Board approves***
29 ***the resolution to acknowledge the service of Florante Peter Ibanez***
30 ***on the California Library Services Board.***

31 **Meeting Date – Spring 2022 & Fall 2023**

32 President Williams reminded the board they have historically met in January
33 (virtually) to set up any legislative priorities and determine actions that the Board
34 might want to take ahead of the May budget decisions. Previously, a meeting
35 would also be set in March or April. Pre-pandemic the board conducted
36 legislative visits. President Williams opened the topic of future meetings for
37 discussion.

1 State Librarian Lucas stated that the Governor's budget is introduced at the
2 end of January, which would provide a better sense of the upcoming budget
3 cycle. California's budget is dependent on capital gains taxes, and when the
4 market is down, people aren't cashing out their capital gains. We will have a
5 better idea of what the budget outlook is after the Governor proposes his final
6 budget. Board Member Lau clarified that the meeting would be used to discuss
7 the budget and legislative priorities and it would be prudent to have a meeting
8 toward the end of January to coincide with the legislative calendar. President
9 Williams stated that in the past the January meeting was used to discuss whether
10 the Board should be sending letters or advocating on behalf of libraries. President
11 Williams suggested State Library staff send out a Doodle poll for the last week of
12 January and first two weeks of February, with a regular (virtual) meeting to be
13 held in the Spring.

14 President Williams asked about the possibility of legislative visits. Annly Roman
15 responded that accessibility is very much dependent on the office, since not all
16 offices are open and not all staff is on-site. Some legislative offices have moved
17 out of the capital building. Additionally, the expiration deadline for remote
18 meetings has been extended and the Board has the option to continue to meet
19 remotely until June 2023.

20 For the Spring meeting, Monica Rivas commented that March or April would
21 be a better timeframe, because the Library Cooperative Systems have their
22 board meetings in April. Having the preliminary budget information for the Systems
23 would allow them to work with their boards. Rivas added that the previous Spring
24 Board meeting was in May. For the Fall Board meeting President Williams stated
25 that the Board aimed for late August or early September, yet this season it was
26 held in October. Williams asked if having the meeting in October presented a
27 hardship for the Systems. Monica Rivas responded by stating in the past to help
28 the systems we facilitated one payment instead of two. When the meetings occur
29 later in the year, The State Library process one check.

30 President Williams said we should set a date for a late August or early
31 September meeting to do our due diligence on behalf of the state and the
32 Systems. Monica Rivas said she would send a Doodle poll out for that time frame.
33 State Librarian Lucas asked if it would be possible to send one Doodle poll that
34 encompasses all three meetings discussed. President Williams agreed that one
35 Doodle poll would facilitate planning. Monica Rivas agreed to send out the
36 Doodle poll with possible dates for all three meetings.

37

38

1 **REPORTS TO THE BOARD**

2 **Board President's Report**

3 President Williams reported the California School Library Association is still
4 working toward school library standards to be updated. There has not been an
5 agenda item, or a budget item introduced yet regarding this topic. The
6 organization is moving forward with a school library lead, through the CCCE
7 Consortium that provides a school librarian leads for projects to be implemented
8 in schools. Leads connect County Offices of Education and individual school
9 districts.

10 **Vice President's Report**

11 Vice President Anne Bernardo continues to monitor listservs on the State and
12 National levels. Monitoring the Council of California County Law librarian's listserv
13 in addition to attended online trainings. The Tulare County Public Law Library has
14 been translating legal step-by-step guides from English to Spanish.

15 **Chief Executive Officer's Report**

16 State Librarian Lucas reported that the Institute of Museum and Library Services
17 (IMLS) approved the California State Library's five-year plan. The response from
18 the IMLS stated "we greatly enjoyed reading your five-year plan and find it to be
19 an excellent roadmap for success in California. We think your approach to these
20 new goals stands as a great example for other States in the future." Lucas stated
21 that the plan is more collaborative and focuses on equity, diversity, inclusion and
22 belonging. It is a different strategic approach for us that has been well received
23 by the Federal Government.

24 Building Forward is a grant program to upgrade local library facilities. A total
25 of \$489 million has been approved by the State of California. \$254 million to 170
26 Cities and 34 Counties. Building Forward is the largest single investment the State
27 has ever made in public libraries. The first round of funding was specific and
28 addressed issues of deferred maintenance and safety in low-income areas of
29 California. We used a measure of poverty that was more precise, on the
30 community level, that took multiple factors into consideration. Additionally, there
31 was an independent panel chaired by the former State Librarian of Texas, in
32 collaboration with other State librarians to review the projects. Building Forward
33 will open new applications before the end of 2022. The next round of funding in
34 2023 will be \$50 million and have different eligibility rules that allow for a broader
35 range of projects and for library jurisdictions to meet the match requirements. The
36 goal with the next round of Building Forward funding is to offer more opportunities
37 for local libraries to do the kind of projects that really excite communities and
38 make a visible impact.

1 A two-year pilot project will be launched to implement a State-wide online
2 tutoring program partners with the company, Brain Fuse to provide tutoring
3 services in English, Spanish and Mandarin.

4 The Lunch at the Library budget has been increased from \$800,000 to \$5 million
5 a year. There are 2.5 million California school kids who are eligible for free or
6 subsidized Federal meals, and of those 11% percent are getting meals during the
7 summer. To expand the program, we are initially bringing together some other
8 organizations who can distribute summer meals including schools, Boys and Girls
9 Clubs of America, food banks, Department of Food and Ag, and the State
10 Department of Food and Ag. What we would like to focus on with our partners is
11 letting people know that there are places to go where kids can receive meals
12 during the summer. More and more we are seeing libraries take the micro grants
13 and bringing the library to other meal sites. By having conversations with other
14 partners and the possible 11,000 sites, we are focusing on something simple and
15 seeing what positive impact can be made.

16 The California State Library has purchased a new grant management system
17 that is being implementing and simplifies the grant application, tracking and
18 reporting process.

19 Career Pathways utilized one-time federal funding to create a suite of online
20 learning resources that include Coursera, LinkedIn Learning, Skillshare and
21 GetSetUp, among others. These services are available for free through public
22 libraries. We have been doing outreach around the services and they are gaining
23 in usage.

24 In the current budget year, the greatest challenge is the State-wide
25 implementation of the Dolly Parton Imagination Library. The program provides a
26 book in the mail every month for children zero to five years old. When the child
27 turns five, participants get a congratulatory note from Dolly Parton herself. Like
28 the Zip Books program, this program delivers books to underserved or remote
29 areas. The Dolly Parton Foundation is delivering books in English and in Spanish to
30 meet the needs of our diverse demographics. The program starts July 1, 2023. \$60
31 million allocated over 3 years. 10% is allocated for staffing. A non-profit will be
32 created to help coordinate the program to connect with the 2.2 million children
33 in California under the age of five. Partnering with other agencies will be key in
34 expanding our capacity to sign up program participants.

35 Regarding the upcoming budget year, the projected revenue from the
36 Department of Finance is projecting are below previous forecasts. We are not
37 anticipating significant expansions but are able to maintain existing programs.

38 Member Lau asked if there is a central web location for the digital learning
39 resources via local library websites as well as via the California State Library

1 Webpage. State Librarian Lucas stated that Career Pathway resources are
2 located at <https://www.library.ca.gov/services/to-public/career-pathways/>. Lau
3 also provided his support in setting up the non-profit aspect of the Imagination
4 Library project.

5 **Zip Books Grant Program**

6 Lena Pham reported on the Zip Books program which allows for patrons to
7 receive books in the mail when they are not available at their local library. Over
8 \$1.4 million was requested in Zip Books funds. The current budget is \$1 million so
9 the allocation was a little less than requested. We were able to add 96 library
10 jurisdictions to FY 2022 -2023. The program is popular with patrons who want to
11 read books in a different language.

12 State Librarian Lucas commented that the Board in the past has called for an
13 increased in funding of Zip Books, as has the California Library Association. We
14 continue to echo that request and continue to do so as more libraries want to
15 participate. Monica Rivas added that the funding covered membership and the
16 books, but it would be good to be able to fund the overhead associated with the
17 program.

18 **BUDGET AND PLANNING**

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

20 President Williams proposed the motion that the California Library Services
21 Board adopt the final 2022-2023 budget.

22

23 ***It was moved, seconded (Maghsoudi/Lau) and carried unanimously***
24 ***that the California Library Services Board adopts the CLSA budget,***
25 ***totaling \$1,630,000 for allocation to Cooperative Library Systems.***

26 President Williams proposed the motion that the California Library Services
27 Board adopt the additional \$1 million for Zip Books. Vice President Bernardo asked
28 for clarification that the funding for Zip Books is now ongoing funding. Annly
29 Roman verified that the funding is ongoing.

30

31 ***It was moved, seconded (Lau/Bernardo) and carried unanimously***
32 ***that the California Library Services Board approves approve the \$1***
33 ***million allocated in the 2022-2023 budget to invest in the Zip Books***
34 ***program to ensure timely and cost-effective access to information in***
35 ***California's hard-to-reach and underserved communities.***

36

37

1 **SCLC Amended Plan of Service**

2 Monica Rivas stated that SCLC has requested an amendment to their 2020-
3 2021 plans of service to re-allocate funds. They started a Digi Lab program that is
4 coming to an end. SCLC would like to re-allocate left-over funding to resource
5 sharing. They updated their plan of service to move \$65,000 from resources to e-
6 resources and \$25,000 for internet fees to IT services.

7
8 ***It was moved, seconded (Maghsoudi/Senour) and carried***
9 ***unanimously that the California Library Services Board approves the***
10 ***2020-2021 amended plans of services for SCLC.***

11 **California Library Services Act System – Level Programs**

12 Monica Rivas provided information for the review and approval of CLSA plans
13 of service for the current FY 2022-2023. The systems continue to use money
14 diligently and efficiently. The nine systems spend \$788,000 on physical delivery
15 compared with \$1.4 million on e-resources, which includes Press reader,
16 Overdrive, eMagazines, Hoopla, True Flicks, Cloud Library, inky, Canopy, and
17 Flipster. Resource sharing is about \$449,000 and most of the resource sharing,
18 \$57,000, is going to Link+ and broadband services and equipment. System
19 communications, delivery service and methods of workload pertain to those
20 systems that are doing physical delivery, which is mostly contracted out. System
21 demographics show the communities they serve.

22 President Williams asked if the money provided could be used for e-readers or
23 more hot spots. If we have a lot of e-resources we are offering, but no way to read
24 them, where does that fit into our plan? Monica Rivas stated that we have
25 connectivity kits funded through another program. The delivery funds are
26 therefore utilized for a more specific purpose. State Librarian Lucas stated the
27 connectivity kits were purchased with one-time pandemic funds to purchase
28 laptops and hotspots and provide internet enabled devices.

29 Monica Rivas stated that we are working with our Cooperative Systems to
30 make forms easier to complete. We are adding a budget modification form to
31 make the process of making amendments easier. Vice President Bernardo asked
32 what the Santiago System's "other" fiscal category consisted of. Wayne Walker
33 of SCLC responded that Santiago neither contracts with the third-party courier,
34 nor has their own system for delivery, so the delivery is provided in-kind by other
35 libraries without a cost to the Santiago collective, which is represented by the
36 "other" category. Wayne Walker also requested that the CLSA funds be
37 distributed in one payment.

38

1
2 ***It was moved, seconded (Tauler/Maghsoudi) and carried***
3 ***unanimously that the California Library Services Board approves the***
4 ***California State Library Plans of Service and Budgets for the nine***
5 ***cooperative systems submitted for FY 2022-2022.***

6 Monica Rivas stated there are updated System population membership
7 figures for each Cooperative Systems that we will be using for the next fiscal
8 year. Carpentaria was updated and added to Black Gold.

9
10 ***It was moved, seconded (Tauler/Senour) and carried unanimously***
11 ***that the California Library Services Board approved the system,***
12 ***population and membership figures for used allocation of the system***
13 ***funds for FY 2022-2023.***

14 Carol Forst noted that Dixon is no longer part of Northnet, but part of Solano
15 County. Chris Wymer noted that Shafter City separated from Kern County and
16 should be listed under unaffiliated. Jacquie Brinkley noted that Napa is now Napa
17 County Library. Glynis Fitzgerald noted that Goleta Public Library should be
18 Goleta Valley Public Library. Monica Rivas noted the edits on the membership list
19 to be updated.

20 21 **RESOURCE SHARING**

22 **Consolidation and Affiliations**

23 San Leandro is combining with PLP's Cooperative Library System. They have
24 submitted all the proper documentation. Jamie Turbach, President of PLP and
25 Director of the Oakland Public Library expressed her strong support for this action.
26 As Oakland borders San Leandro it is a great gift to our patrons as well as
27 regionally, to have San Leandro enter the cooperative fold. Turbach hope that
28 the Board supports this action. Brian Simons, Director of the San Leandro Library
29 stated he is excited to be part of PLP and to be part of the bigger brain trust to
30 help serve the region better, learn from one another, and to contribute to
31 California Library service in a more wholistic way.

32 ***It was moved, seconded (Tauler/Senour) and carried unanimously***
33 ***that the California Library Services Board approved the affiliation of***
34 ***the San Leandro Library with the PLP Library Cooperative System***
35 ***effective July 1st, 2022, and wave the September 1st, 2022***
36 ***notification date for the 2022-2023 affiliations.***

1 **LEGISLATIVE UPDATE**

2 State Librarian Lucas reported some of the legislative update items had
3 already been discussed. The two most significant legislative actions are the
4 statewide Dolly Parton Imagination Library and the addition of \$50 million to the
5 Building Forward Library Facilities Grant Program.

6 On the federal level there hasn't been a change at the Institute of Museum
7 and Library Services, as funding remains at same levels as last year.

8

9 **BOARD DISCUSSION ITEMS FY 2023-2024**

10 Vice President Bernardo asked for an update on the Administrative Assistant
11 to the Board position. President Williams stated that interviews are currently
12 happening and there should be news regarding the position by the end of the
13 week.

14

15 **PUBLIC COMMENT**

16 There was no public comment brought forward.

17 **COMMENTS FROM BOARD MEMBERS/OFFICERS**

18 There were no comments brought forward.

19 **OLD BUSINESS**

20 There was no old business brought forward.

21 **AGENDA BUILDING**

22 Monica Rivas confirmed that the State Library will issue one check for Library
23 Cooperative Systems funding and has processed the award letters to be sent to
24 the Systems.

25

26 **ADJOURNMENT**

27 President Williams called for the adjournment of the California Library Services
28 Board meeting at 1:39 PM.

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>
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.

Bagley-Keene Open Meeting Act and Conflict of Interest Overview

Presented by Scott Taylor, General Counsel
Office of Legal Services
California State Library and State Library Board



Purpose of the Act

To allow members of the public to attend and participate as fully as possible in a state body's decision-making processes.

(Gov. Code section 11120; 103 Ops.Cal.Atty.Gen. 42)



Applicability to the California State Library Board

Bagley-Keene applies to “state bodies,” such as any state board or “similar multimember body” that is created by statute...” (Gov. Code section 11121(a)).

The State Library Board is created by Education Code section 18720.



What is a Meeting?

Bagley-Keene sets requirements for the Board's "**meetings.**"

"Meeting" Definition: A **quorum** of the Board convening, at the same time and place, to hear, discuss, or deliberate on any item within the subject matter of the Board.

- A "**quorum**" is the minimum number of members who must be present for the Board to transact business and California law generally states that a quorum is a majority of members. (94 Ops.Cal.Atty.Gen. 100).
- There are 13 members appointed to the Board, and a quorum is established with seven (7) members. (Ed. Code section 18722).



Meeting Notices and Agendas

The Board must post meeting notices on the internet at least **10 days** before a meeting. Notices must have:

- Time and place(s) of the meeting.
 - For virtual meetings, the notice must contain “the means by which members of the public may observe the meeting and offer public comment”
- A **specific agenda** for the meeting that contains a brief description of all items to be discussed/transacted at the meeting.
 - The description should provide enough information to allow the public to understand what issues will be discussed or considered.



- Generally, if an issue is not on the agenda, the Board cannot consider it. However, a new issue can be mentioned for the purpose of including it at a future meeting.

The 10-day notice requirement does not apply for “emergency” or “special” meetings as defined under statute.

(Gov. Code sections 11125 and 11133)



“Meeting” Exceptions

- The Act does not consider the following to be “meetings”:
 - **Public Contacts:** a member of the public contacting a quorum of Board members if Board members do not solicit such contacts.
 - **Social Gatherings:** a quorum of the Board may attend a purely social event, if they do not discuss Board issues among themselves.
 - **Conferences:** Conferences are exempt as long as they are open to the public and involve subject matter of general interest, and a quorum of Board members do not discuss Board issues among themselves, other than as part of the scheduled program. (Gov. Code section 11122.5(c)).

Physical Presence/Location Requirements and COVID-19 Exception

Normally, the Act requires the physical presence of Board members at meetings and a physical location where the public may attend. The Act allows some teleconferencing, but still requires physical presence and location.

Because of COVID-19, the Legislature, suspended the physical presence/location requirements until July 1, 2023. (Gov. Code section 11133).

- The Board must still comply with the notice and public participation requirements of the Act.
- Statute urges state bodies to adhere as closely to the Act as possible to “maximize transparency and provide the public access to meetings.”



Public Attendance and Participation

Generally, meetings must be **open and public**.

- Conditions on public attendance at the meeting cannot be imposed. An individual is not required to identify themselves or to sign-in to attend.

Public Participation: The Board must give the public an opportunity to directly address the Board on each agenda item before or during the Board's discussion or consideration of the item.

- Public criticism of the Board cannot be prohibited.

Broadcasting/Recording of Meetings: Members of the public are allowed to record and broadcast meetings.

(Gov. Code sections 11123, 11124, 11124.1, and 11125.7)



Closed Sessions

Closed sessions are parts of meetings without the public and are allowed only for specific statutorily-stated reasons. For example, discussions on pending litigation or to discuss employment issues.

These sessions have to be included on the agenda and the specific statutory authority allowing the closed sessions must be stated.

(Gov. Code section 11125)



Serial Communications Are Prohibited

Outside of a properly noticed “meeting” a quorum of members must not:

- communicate in a series of communications of any kind,
- directly or through intermediaries,
- regarding items within the subject matter of the Board.

Purpose: to prevent Board deliberations/actions/decisions being made in secret, without public knowledge or participation.

(Gov. Code section 11122.5(b))



Meeting Documents

Generally, materials distributed to the Board prior to or during a meeting are disclosable public records.

- Some materials can be held confidential pursuant to certain sections of the California Public Records Act.
- Materials prepared by Board members or Board staff are required to be available to the public at the meeting.
- Materials prepared by others are required to be available to the public after the meeting.

(Gov. Code section 11125.1)



Voting

The vote or abstention of each Board member must be publicly reported. (Gov. Code section 11123(c)).

- If a virtual meeting, votes must be taken by rollcall. (Gov. Code sections 11123(b) and 11123.5(e)).

Vote by secret ballot at a meeting is not allowed. (68 Ops.Cal.Atty.Gen. 65).

Vote by proxy is not authorized. (68 Ops.Cal.Atty.Gen. 65).



Abstentions

Abstentions may complicate voting.

In general, a state body cannot act without support of at least a majority of its quorum. For the full Board, this is at least seven (7) members.

Members who voluntarily abstain are counted toward a quorum, but decisions will only require the majority of those members who actually vote as long as there is support from a majority of the quorum.

Members who are disqualified from voting by law are not counted toward a quorum. (94 Ops.Cal.Atty.Gen. 100.).



Penalties for Non-Compliance

- Civil:
 - Any interested person, the Attorney General, or a district attorney can commence court action to stop or prevent violations of the Act. (Gov. Code section 11130).
 - Any interested person can also commence court action to declare a Board action taken in violation of the Act's notice, agenda, and public attendance requirements as "null and void." (Gov. Code section 11130.3).
 - If successful, a plaintiff can obtain a court order, court costs, and attorneys' fees. (Gov. Code section 11130.5).
- Criminal:
 - It is also a misdemeanor for any Board member to attend a meeting in violation of the act and where the member "intends to deprive the public of information to which the member knows... the public is entitled." (Gov. Code section 11130.7).



Conflict of Interest and Form 700



Overview of Conflict-of-Interest Laws

Conflict of Interest Laws (non-exhaustive List):

- Financial Conflicts: A board member must not make, participate in making, or in any way attempt to use their official position to influence a governmental decision in which the member knows or has reason to know the member has a financial interest.
- Common Law Doctrine: A member is prohibited from placing themselves in a position where their private and personal interests may conflict with their official duties.
- Incompatible Activities: A member shall not engage in any employment, activity, or enterprise which is clearly inconsistent, incompatible, in conflict with, or inimical to his or her duties as a state officer or employee. (Gov. Code section 19990).



Purpose of Conflict-of-Interest Laws

The State of California's "conflict-of-interest statutes are concerned with what might have happened rather than merely what actually happened....

They are aimed at eliminating temptation, avoiding the appearance of impropriety, and assuring the government of the officer's undivided and uncompromised allegiance....

Their objective 'is to remove or limit the possibility of any personal influence, either directly or indirectly which might bear on an official's decision..... '"

(People v. Honig (1996) 48 Cal.App.4th 289, 314).



Appearance of Impropriety

The State of California is concerned with not just actual conflicts of interest, but also the appearance of impropriety.

This is to instill confidence and build public trust in government and that its decisions are legitimate.



Exception: Financial Effect on Representative Interest

There is no conflict of interest if a decision would generally impact the industry, trade, or profession or other identified interest the Board member legally represents in the Board.

(Cal. Code Regs., title 2, section 18703(e))



Disqualification and Recusal

A Board member disqualified from making or participating in decision must not take part in the decision, and the member's recusal from the decision must meet the following requirements:

- (1) The member's determination of a conflict of interest may be accompanied by an oral or written disclosure of the conflicting interest.
- (2) The member's presence will not be counted toward achieving a quorum.
- (3) During a closed session, a disqualified member must not be present when the decision is considered or knowingly obtain or review a recording or any other nonpublic information regarding the governmental decision.
- (4) The Board may adopt a rule requiring the member to step down from the dais or leave the chambers.

(Cal. Code Regs., title 2, section 18707(b))



Form 700

The California State Library's Conflict-of-Interest Code identifies the positions that involve the making or participation in the making of decisions that may have financial effects. These positions are required to file a Statement of Economic Interests, Form 700.

Board members are included in The State Library's Conflict of Interest Code and are required to file Form 700 about relevant financial interests. Generally, Form 700 requires a member to disclose foreseeable conflict of interests, which the State Library specifically identifies in its Conflict-of-Interest Code.

This serves to provide transparency to the public and also acts as a reminder to members of potential conflicts of interest.





CALIFORNIA
LIBRARY SERVICES AND TECHNOLOGY ACT
INVESTMENT PLAN 2023-2027

**Submitted to
the Institute of Museum and Library Services
June 2022
Revised August 2022**

Greg Lucas, State Librarian of California

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Mission, Vision, and Priorities

Mission Statement

The mission of the California State Library's grant funding is to strengthen and advance access, equity, and innovation through strategic collaboration, capacity building, and the careful and responsible management of the federal funds entrusted to our care. Our efforts help libraries across California focus on public service as they improve their work with communities.

We will achieve our mission by targeted distribution of resources and opportunities, which ultimately leads to fairness and justice (Worcester State University, n.d.). As we build more equitable programs and services with and for libraries, our capacity building activities will ensure that libraries have staff with the necessary knowledge and skills to implement the work required. We will continue to build partnerships focused on reaching mutual goals that also show libraries across the state how to develop local partnerships that impact their communities in positive ways.

Vision Statement

The California State Library strengthens the ability of local libraries to meet the needs and expectations of California's communities and improve access to opportunities for all.

Priorities

To reach our mission and vision, we commit to:

Collaboration and partnership that enables California libraries to maximize the reach and quality of their services by including diverse stakeholder perspectives and creating opportunities to work together to reach mutual goals

Data-driven and outcomes-based impact that contributes to informed decision-making, enables continuous improvement, and eliminates systemic barriers.

Equity-centered work to help ensure all communities have the library services and programs they need to thrive.

Ongoing internal and external communication to facilitate information-gathering and sharing, leading to improved community-centered programs and services.

Needs Assessment

The California Library Services and Technology Act Investment Plan for 2023-2027 is informed by:

- **Regular communications** between the California State Library's staff, the library community including library directors and staff, and staff from library cooperatives and networks across the state, as well as state agencies and offices such as the California Department of Education, California Department of Parks and Recreation, and the California Labor and Workforce Development Agency.
- Data gathered during the **evaluation** of the 2018–2022 Library Services and Technology Act Investment Plan.
- Data gathered during the **planning and development** of the 2023-2027 Library Services and Technology Act Investment Plan.
- **Documented needs** of the communities served by California's libraries.

Ongoing Communication

The Library Development Services staff communicates regularly with staff in California libraries and other state agencies and offices as well as local, regional, and statewide partners. Library Development Services staff gather data from grant awardees and community partners about their changing needs, assets, aspirations, and practices and the impact of Library Services and Technology Act funds. This is achieved during site visits, networking calls and discussions, training sessions, conference participation, joint programming activities, communities of practice, committee participation, meetings of California's regional library cooperatives, and

an annual Public Library Directors Forum.

Beginning in March 2020, Library Development Services staff began to host monthly virtual meetings with public library directors and all levels of library staff. These types of meetings are now a regular part of the Library's communications with the California library community.

Five Year Evaluation

The California State Library has completed an evaluation of the 2018-2022 Library Services and Technology Act Investment Plan. The evaluation was conducted by QualityMetrics, a consulting firm with expertise in evidence-based decision-making, library assessment, research, and development. Feedback on current and recent Library Services and Technology Act grant-funded projects was gathered from Library Development Services staff, Library Services and Technology Act project advisors, and members of California's library community, including directors, mid-level managers, and front-line staff. Data was gathered through focus groups, interviews, and electronically distributed surveys. Evaluators also reviewed numerous documents including State Program Report data, Public Libraries Survey statistics, and the California State Library website and social media accounts.

Development of the Current Plan

The California State Library engaged in a rigorous process to develop our 2023-2027 Library Services and Technology Act Investment Plan. The effort was led by LEO: Librarians & Educators Online, a consulting, planning, evaluation, and training company that facilitates learning and planning processes with non-profit organizations and communities.

During the planning phase, LEO gathered data from multiple stakeholders about current Library Services and Technology Act funded programs, practices, and activities to identify what libraries in California need to successfully serve local communities. LEO also reviewed internal and external documents related to the California State Library's current Library Services and Technology Act grant-funded work, as well as visioning documents and communication plans for the California State Library.

The State Library's internal document, "Where the State Library Will be in Five Years," is one of the documents reviewed as a part of the planning team's process. The goals outlined in that document align with the goals in this 2023-2027 Investment Plan. Connections between the two documents include: trusted stewardship of public funds; promotion of innovative equity-based community-centered programs and services; reducing barriers to access; and centering equity, diversity, and inclusion in all library services.

This data was used to draft a mission and vision statement, four guiding priorities, and four strategic goals that were revised in consultation with California State Library staff and various stakeholder groups. Multiple methods of stakeholder engagement were used throughout the planning and development phases. This included listening sessions, focus group discussions, and interviews.

Documented Needs of California's Communities

With more than 39 million people, California is the nation's most populous state.

- One of every eight United States residents lives in California (Public Policy Institute of California, 2021).
- By 2050, California's population is projected to reach 44 million people (California Department of Finance, 2019).
- From 2010 to 2020, California's population grew by 2.3 million, or 6 percent—low for the state and lower than the rest of the nation's 7 percent growth rate (United States Census Bureau, 2022).
- International migration to California has slowed, contributing to the decline in overall growth rate (United States Census Bureau, 2022).

California has distinct regions with very different population characteristics. The state has some of the country's largest cities. Los Angeles, with a population of 3.9 million, is the second largest in the nation. San Diego and San José are eighth and tenth, respectively (Ballotpedia, 2020).

But much of the state is sparsely populated. Nearly 80 percent of California's land area is characterized as rural. Fewer than 34,000 people live in Alpine, Mono, and Inyo counties, an area in the eastern Sierra Nevada that covers 14,000 square miles—almost three times the size of Connecticut, which has a population of 3.6 million (United States Census Bureau, 2021).

With its intentional focus on equity, and on building library worker capacity to connect and serve local marginalized communities, the California State Library Five-Year Investment Plan aligns the following specific need areas to funding goals and objectives:

- **Refugees and Immigrants**

At least 27 percent of Californians—almost 11 million people—is foreign born. That's twice the national average of 13 percent and a higher proportion than in any other state (United States Census Bureau, 2022). California is one of the most diverse places in the world. No race or ethnic group constitutes a majority of the population: 39 percent of state residents are Latino, 35 percent are white, 15 percent Asian American or Pacific Islander, 6 percent African American, 4 percent multiracial and 1.6 percent American Indian, according to the 2020 Decennial Census. In 2015, Latinos surpassed whites as the state's single largest ethnic group (United States Census Bureau, 2022).

Immigrants are a critical part of California's economy. They contribute some \$715 billion—about one-third—of the state's gross domestic product each year and comprise 35 percent of the state's civilian workforce (CALimmigrant, 2017). Research shows California local governments that develop policies and practices focused on inclusion build trust and relationships, increasing the economic and civic engagement of immigrants and the broader community. These efforts lay the groundwork for cross-sector partnerships, and support workforce development and economic prosperity (Institute for Local Government, 2021).

- **Socioeconomic Status**

Nearly one in four California families currently live in or near poverty. Federal poverty rates vary widely across California counties. Imperial County has the highest rate, at 19.4 percent, followed by Tulare and Fresno/Kern Counties, at 18.4 percent and 16.7 percent, respectively (United States Census Bureau, 2022).

Poverty rates are higher among people of color and among people with less education. In 2020, Latinos and African Americans had poverty rates of 16.2 percent and 19.6 percent, respectively. Asian Americans have a poverty rate of 10 percent. The rate for whites is 8.8 percent (United States Census Bureau, 2022).

Some 1.5 million California children live in families without the resources to meet basic needs. California's 16.8 percent child poverty rate is the highest in the nation. In 2019, “nearly one in six—16.4 percent—Californians were not in poverty but lived close to the poverty line (United States Census Bureau, 2022).

All told, more than one-third—34 percent—of state residents were poor or near poor in 2019 (United States Census Bureau, 2022).

The 2021 United States Health and Human Services poverty guideline for an individual is \$12,880. The poverty guideline for a family of four is \$26,500. The share of Californians in families with less than half the resources needed to meet basic needs—the “deep poverty” rate—was 4.6 percent (Public Policy Institute of California, 2022). Deep poverty equals less than \$6,440 for an individual and less than \$13,250 for a family of four.

The state has significant numbers of youth who face social, economic, educational, and health-related challenges. Statewide about 500,000 teens live in poverty (United States Census Bureau, 2022).

California has the largest numbers of homeless, unaccompanied youth in the country, 34.1 percent of the national total (United States Department of Housing and Urban Development, 2022).

Statistically, the impacts of childhood poverty are enormous. Family poverty is associated with a number of adverse conditions including high mobility and homelessness, hunger and food insecurity, parents who are in jail or absent, domestic violence and drug abuse. These stressors in early childhood negatively impact learning, including linguistic, cognitive, and social-emotional skills as well as “non-cognitive” skills, linked to school success. Poverty also affects behavior and health, contributing to low achievement, chronic absenteeism, and misbehavior (American Psychological Association, 2022).

- Housing and Unhoused Populations**

California has the highest number of residents experiencing homelessness in the country. As shown in the image below, in 2020, 27.89 percent of those experiencing homelessness in the nation were in California. New York ranks second in the nation with 15.76 percent of the population experiencing homelessness (United States Interagency Council on Homelessness, 2020). The largest number of persons experiencing homelessness in California—just under 38 percent—is in Los Angeles County (City of Mayors, 2020). Just under 48 percent of the unsheltered homeless in the nation are in California. Nearly four in 10 individuals in the United States with chronic patterns of homelessness are found in California (United States Department of Housing and Urban Development, 2022).

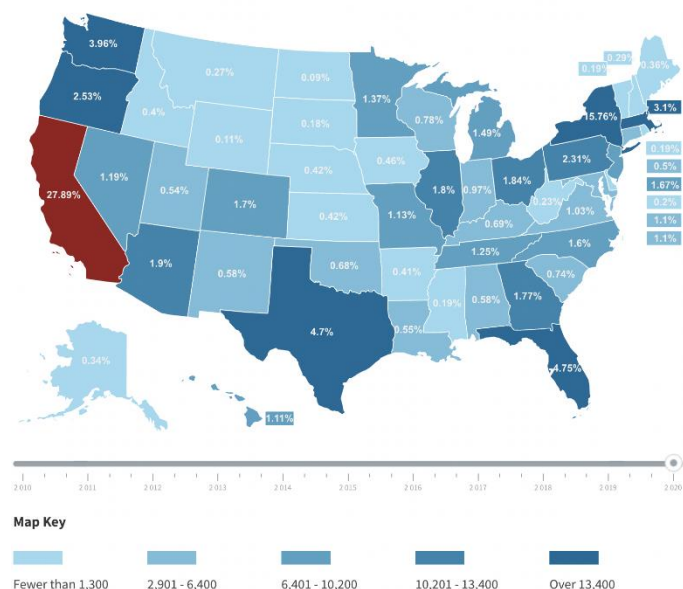


Figure 1: Total people experiencing homelessness ((United States Interagency Council on Homelessness, 2020)

Nearly 29 percent of veterans experiencing homelessness live in California and the same percentage of veterans—one in four—is struggling with a mental illness (United States Housing and Urban Development, 2022, National Alliance on Mental Illness, 2021).

Trends in California’s population numbers highlight that those migrating to the state have higher incomes than those who are leaving. Lower- and middle-income Californians who have left cite that the state’s high cost of living, primarily housing cost-related, is a major factor in their decision to leave (Public Policy Institute of California, 2022).

- Mental Health**

February 2021 data published by the National Alliance on Mental Illness recognizes the impact of the pandemic on mental health and highlights the needs of California’s residents. According to Alliance data, 46 percent of adults in California reported symptoms of anxiety or depression. Nearly 22 percent were unable to get needed counseling or therapy. Some 9.4 million Californians live in communities with insufficient mental health professionals.

Young people aged 12-17 also struggle with mental health challenges. Nearly 400,000 Californians in that age group report having depression and seven in 10 youth in the juvenile justice system have a mental health condition (National Alliance on Mental Illness, 2021).

- **Literacy**

The latest census says that 16.1 percent of Californians aged 25 or over have not attained a high school diploma or equivalency. On average, people who don't finish high school earn \$25,253 annually. That is \$7,300 less than high school graduates and almost \$40,000 less than a person holding a bachelor's degree. The poverty rate for people without high school diplomas is more than twice that of college graduates. The unemployment rate is 2.5 percentage points higher than the state average (United States Census Bureau, 2020).

Low literacy contributes to almost every socioeconomic issue in the state. More than 60 percent of United States prison inmates are functionally illiterate (Begin to Read, n.d.). Highlighting the challenges in serving the needs of minority Californians, low-literacy is more prevalent by as much as two-thirds among African American and Latino populations than among whites.

Low skills also do damage to a sense of community and shared democracy by limiting civic participation: 50 percent of low-literate adults do not believe that "people like them" have a say in what the government does (Organization for Economic Cooperation and Development (OECD), 2013).

Low functional, financial, and digital literacy contribute to major losses in productivity and economic potential for California. People who are minimally proficient in literacy earn significantly more than those at the lowest levels of literacy.

Raising the level of literacy for all adults in the United States would increase the gross domestic product by 10 percent, and in areas of California, the local gross domestic product could increase up to 26 percent (Rothwell, 2020).

- **Connectivity**

Gaps in broadband access exist across the state. In fall 2020, 26 percent of K-12 students and nearly 40 percent of low-income students did not have reliable internet access. Only 68 percent of adults 65 and older in rural counties had home broadband. Broadband in these areas is limited largely by financial, technological, and topological barriers.

Limited connectivity may reduce access to telehealth, which is important because rural areas face shortages of physicians and mental health providers (Public Policy Institute of California, 2021).

- **Workforce Development**

Only about 25 percent of students complete career education credential programs, according to a 2021 report by the Public Policy Institute of California.

"There are notable equity gaps," the Public Policy Institute finds. "Asian and white students are more likely to complete a credential or stackable pathway, while Black students are least likely. Students who do successfully complete a continuing education credential typically take nearly three years to do so, and equity gaps emerge there as well: starting as early as the first year, Black students appear to fall off the completion trajectory of other student groups and those differences grow over time. (Public Policy Institute of California, 2021).

Documented Needs as Seen Through the Eyes of Library Workers

During the needs assessment phase of the five-year investment planning process, the project team spent time learning from library workers how their challenges and successes relate to the documented needs of California communities. Frequently workers spoke of the need to better connect with marginalized community members—including refugees and immigrants, homeless populations, low literacy residents, and low socioeconomic status families—to build programs and services that leverage community strengths and help meet community challenges. Library workers spoke to their own challenges in:

- Knowing how to embed equitable practices into service design and implementation including designing outcomes and assessments, bringing voices of marginalized community members into planning and implementation, and developing skills in building and sustaining equity-based community partnerships.
- Understanding how to re-envision library systems and structures, for example job descriptions, policies, and staffing models, as a step towards overcoming barriers to providing equitable services.
- Gaining leadership skills in areas including relationship building with marginalized community members (defined by race, ethnicity, socioeconomic status, housing status, literacy level, etc.) and those who work with them, to design and implement equitable services and practices.
- Creating opportunities for library staff at all levels and in all roles to receive mentoring and coaching from colleagues and community members reflective of diverse staff members' own lived experiences.
- Collecting and analyzing data to build knowledge of the demographics of the local community, understand how strengths and challenges of varying local populations differ, learn where strengths and challenges are most apparent, create an ongoing cycle of assessment and evaluation, and explain the value of equitable practices and services.
- Expanding access to resources for marginalized members of the community including digital and analog access.
- Exploring and expanding access to the histories of those in the community whose stories are infrequently heard.

The 2023-2027 Investment Plan goals are closely tied to these documented needs and reflect the acute and visible ongoing challenges faced by California residents challenges exacerbated because of the worldwide pandemic and national civil unrest.

The goals provide library workers with opportunities to uncover challenges within their local communities and to work closely with stakeholders and community members to design services that reach Californians who need library services the most.

Goals

The goals and objectives of the 2023-2027 Library Services and Technology Act Investment Plan frame how the California State Library will help local libraries equitably serve their communities.

While each goal stands on its own, they are interrelated and focus on providing funding opportunities and resources to help libraries better engage their communities through services that support lifelong learning, community and economic development, and health and well-being.

Our goals also recognize the valuable position libraries hold in their communities as a partner and advocate for equitable services.

The California State Library recognizes that communities across the state are not the same and that barriers of varying degrees limit or prevent access to library services. The State Library's goals prioritize lowering those barriers in communities where they are highest.

Note: Library Services and Technology Act funded projects listed below represent samples of activities that will be implemented by the state over the next five years. Along with Library and Technology Services Act funded projects, the California State Library finances several activities in each goal area with dollars provided by the State of California.

Goal 1: Strengthen the ability of California libraries to design equitable programs and services in collaboration with their local communities

Supporting libraries in providing equitable services is at the heart of the goals the State Library strives to achieve over the next five years. Designing equitable programs and services requires that all libraries have a shared understanding of what equity means and know how to put equity principles into practice.

The State Library will develop initiatives and support projects that increase library workers' knowledge of equity, create opportunities for libraries to work with communities to improve equitable engagement, and eliminate barriers to access for marginalized communities.

Timeline	2023-2027
Needs assessment & documented needs addressed	<p>Knowing how to embed equitable practices into service design and implementation including designing outcomes and assessments, bringing voices of marginalized community members into planning and implementation, and developing skills in building and sustaining equity-based community partnerships.</p> <p>Understanding how to re-envision library systems and structures, for example job descriptions, policies, and staffing models, as a step towards overcoming barriers to providing equitable services.</p>
Objectives	<p>1.1 Increase library workers' knowledge of equity principles and practices. 1.2 Develop and implement library practices to foster equity-based community engagement. 1.3 Reduce barriers to service for underserved populations.</p>
Strategies	<ol style="list-style-type: none"> I. Projects include activities for library staff and communities to learn about local marginalized populations and develop a shared understanding and language of equity principles and practices. II. Projects engage staff in professional development activities that integrate equity-centered learning with practice. III. Projects include new or expanded partnerships and collaborations in which libraries engage with community stakeholders and groups from targeted populations. <p>Projects engage staff in understanding barriers to service to marginalized populations and in implementing strategies to remove those barriers.</p>
Library Services and Technology Act Funded Projects	<p>Building Equity-Based Summers in California</p> <p>This statewide project will help library workers develop a shared understanding of how to design and deliver equity-based summer services, re-think summer service structures and systems, and connect with marginalized populations to support their summer needs and align with their aspirations. Activities will include professional development opportunities, a community of practice, and resources to help libraries deliver equity-based summer programs.</p> <p><i>[Intent: Improve the library workforce]</i></p>
	<p>Inspiration Grant Program</p> <p>The Inspiration grant program will provide library workers with opportunities to design and implement innovative programs and services and apply for funds for projects that don't align with other opportunities.</p> <p>To receive funding, applicants must demonstrate attention to equity in their planning and implementation through existing and planned community partnerships, intentional connections made to marginalized communities, and the integration of equity principles and practices.</p> <p>Each funded project will connect to one of the Institute of Museum and Library Services' focal areas: lifelong learning, information access, institutional capacity, economic and employment development, human services, and civic engagement.</p> <p>The opportunity will be open on a rolling basis during the first part of the fiscal year during which projects are implemented.</p> <p><i>[Intent: Applicants will choose an appropriate intent when applying for funds]</i></p>

	<p>Local and Collaborative Grant Program</p> <p>The Local and Collaborative grant program will help library workers respond effectively to local needs and align services with community aspirations. It will support experimentation and research and development in California's libraries and provide training and support in grant writing and grant management for library workers.</p> <p>To receive funding, applicants must demonstrate attention to equity in their planning and implementation through existing and planned community partnerships, intentional connections made with marginalized communities, and the integration of equity principles and practices.</p> <p>Each funded project will connect to one of the Institute of Museum and Library Services' focal areas: lifelong learning, information access, institutional capacity, economic and employment development, human services, and civic engagement.</p> <p>The opportunity will be open for applications the year prior to the fiscal year during which projects are implemented. Applicants may apply for a local project involving one applicant library or a collaborative project involving three or more libraries. Special attention, including targeted communications and support, will be paid to libraries and jurisdictions that have not received Library Services and Technology Act funding during the implementation of the previous Five-Year Plan.</p> <p><i>[Intent: Applicants will choose an appropriate intent when applying for funds]</i></p>
	<p>Literacy Initiatives</p> <p>This statewide project will support library literacy staff, volunteers, and adult learners in developing a shared understanding of how to design and deliver equity-based library literacy services that support the needs of adult learners and their families and align with learners' and families' aspirations. Activities will include professional development opportunities, communities of practice, and resources to help library literacy staff and volunteers deliver equity-based literacy services for English-speaking adult learners, English-as-a-Second-Language learners, and their families.</p> <p><i>[Intent: Improve the library workforce]</i></p>
<p>LSTA Purposes & Priorities</p>	<ul style="list-style-type: none"> ● Provide training and professional development, including continuing education, to enhance the skills of the current library workforce and leadership <p>Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills.</p>
<p>IMLS Focal Areas/Intent</p>	<p>Lifelong Learning</p> <ul style="list-style-type: none"> ● Improve users' formal education ● Improve users' general knowledge and skills <p>Information Access</p> <ul style="list-style-type: none"> ● Improve users' ability to discover information resources ● Improve users' ability to obtain and/or use information resources <p>Institutional Capacity</p> <ul style="list-style-type: none"> ● Improve the library workforce ● Improve library operations <p>Economic & Employment Development</p>

	<ul style="list-style-type: none"> ● Improve users' ability to use resources and apply information for employment support ● Improve users' ability to use and apply business resources <p>Human Services</p> <ul style="list-style-type: none"> ● Improve users' ability to apply information that furthers their personal, family, or household finances ● Improve users' ability to apply information that furthers their personal or family health & wellness ● Improve users' ability to apply information that furthers their parenting and family skills <p>Civic Engagement</p> <ul style="list-style-type: none"> ● Improve users' ability to participate in their community <p>Improve users' ability to participate in community conversations around topics of concern</p>
Objectives	<p>1.1 Increase library workers' knowledge of equity principles and practices.</p> <p>1.2 Develop and implement library practices to foster equity-based community engagement.</p> <p>1.3 Reduce barriers to service for underserved populations.</p>
Strategies	<p>IV. Projects include activities for library staff and communities to learn about local marginalized populations and develop a shared understanding and language of equity principles and practices.</p> <p>V. Projects engage staff in professional development activities that integrate equity-centered learning with practice.</p> <p>VI. Projects include new or expanded partnerships and collaborations in which libraries engage with community stakeholders and groups from targeted populations.</p> <p>Projects engage staff in understanding barriers to service to marginalized populations and in implementing strategies to remove those barriers.</p>

Goal 2: Expand the capacity of California library workers to create and implement services that impact communities equitably

Library workers' skills and mindsets are key determinants in a library's ability to create and implement equitable services that have community impact. The State Library will support library workers, including directors, managers, and paraprofessionals, in developing the competencies and skills they need to effectively serve their increasingly diverse communities.

Timeline	2023-2027
Needs Assessment & Documented Needs Addressed	<p>Gaining leadership skills in areas including relationship building with marginalized community members (defined by race, ethnicity, socioeconomic status, housing status, literacy level, etc.) and those who work with them, to design and implement equitable services and practices.</p> <p>Creating opportunities for library staff at all levels and in all roles to receive mentoring and coaching from colleagues and community members reflective of diverse staff members' own lived experiences.</p>
Objectives	2.1 Increase equity-focused learning and implementation opportunities across library departments, positions, and external stakeholders.

	<p>2.2 Increase opportunities for library workers at all levels to build equity- and community-based leadership skills.</p> <p>2.3 Enhance the ability of libraries to apply for funds and implement grant-funded projects to accomplish equity- and community-based missions and goals.</p>
<p>Strategies</p>	<ol style="list-style-type: none"> I. Projects support mentoring for library workers at all levels and include both micro-mentoring and full mentoring activities with stakeholders and community members from outside the library field. II. Projects include leadership training components that reach workers across library departments, roles, and responsibilities. III. Projects include equity-centered and community-based training activities that reach workers across library departments, roles, and responsibilities. IV. State library activities support under-represented libraries in developing successful grant applications.
<p>Library Services and Technology Act Funded Projects</p>	<p>California Libraries Learn (CALL)</p> <p>This statewide project will provide professional development training for the library community. The project will comprise ongoing continuing education offerings and communities of practice that may include people within and outside the library profession. A leadership development program will include a leadership challenge activity with mentoring opportunities to engage library workers at all levels in working collaboratively on gaining understanding of and building solutions for challenges currently facing the profession. All activities will intentionally focus on inclusion and will bring equity into learning through conversation, practice, and reflection.</p> <p><i>[Intent: Improve the library workforce]</i></p>
	<p>Get Involved</p> <p>This statewide project will lead and support library workers in connecting with volunteers throughout their community. It will expand the capacity of libraries, draw on skilled volunteers, and bring in voices and experiences that are not traditionally a part of library programs and services.</p> <p><i>[Intent: Improve the library workforce]</i></p>
	<p>Public Library Staff Education Program</p> <p>The Public Library Staff Education Program will expand who is able to work towards a masters degree in library and information science by providing reimbursements to library workers attending ALA-accredited graduate programs. The program will be designed to improve library services</p>

	<p>to California's diverse communities. Successful applicants will demonstrate skills, abilities, and experience in outreach to underserved populations and commitment to equity, diversity, and inclusion.</p> <p><i>[Intent: Improve the library workforce]</i></p>
	<p>Internship Program</p> <p>This new Library Development Services and State Library Services program will build opportunities for the California State Library and public libraries to create internship opportunities which will strengthen library workers' ability to bring community voices and expertise into library programs and services.</p> <p><i>[Intent: Improve the library workforce]</i></p>
LSTA Purposes & Priorities	<ul style="list-style-type: none"> • Provide training and professional development, including continuing education, to enhance the skills of the current library workforce and leadership. <p>Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills.</p>
IMLS Focal Areas/Intent	<p>Institutional Capacity</p> <ul style="list-style-type: none"> • Improve the library workforce • Improve library operations <p>Civic Engagement</p> <ul style="list-style-type: none"> • Improve users' ability to participate in their community <p>Improve users' ability to participate in community conversations around topics of concern</p>

Goal 3: Broaden data-driven planning and decision-making centered on community impact

Data is central to effective decision-making and communication for both the California State Library and for libraries across the state. The State Library will help library workers diversify the types of data they collect and improve the ways they analyze and use data to leverage community strengths, meet community needs, align with aspirations, and demonstrate impact. All of these are essential in the delivery of more equitable programs and services. The State Library will also conduct equity-centered evaluations, assessments, and data collection efforts to inform funding decisions.

Timeline	2023-2027
Needs Assessment & Documented Needs Addressed	Collecting and analyzing data to build knowledge of the demographics of the local community, understand how strengths and challenges of varying local populations differ, learn where strengths and challenges are most apparent, create an ongoing cycle of assessment and evaluation, and explain the value of equitable practices and services.

Objectives	<p>3.1 Increase the ability of library workers to build long-term data knowledge reflective of the local community's challenges, strengths, and aspirations.</p> <p>3.2 Increase library workers' collection and use of diverse data to build equitable community-based services.</p> <p>3.3 Lead and support libraries in building a culture of impact-based decision-making.</p>
Strategies	<ol style="list-style-type: none"> I. Projects provide opportunities for library workers to learn and practice skills, reflect, iterate, and gain knowledge related to equity-based, data-driven decision-making. II. Projects provide resources—physical and intellectual—for library workers to explore and engage in equity-based data-driven decision-making. III. Grant applications, implementation, and reporting processes require evidence of equity-based data-driven decision-making.
Library Services and Technology Act Funded Projects	<p>Equity-Based, Data-Driven Decision-Making for Community Impact</p> <p>This project will provide resources and training to help library workers diversify the data they collect as well as improve how they analyze and use data to leverage community strengths, meet community needs, and align with community aspirations. The project will prioritize community engagement. It will be co-designed with the library workforce and the communities they serve. [Co-design is the process of "...creating with stakeholders to ensure the results meet their needs and are usable" (Stratos Innovation Group, 2016).] Activities will include the provision of resources, communities of practice, and professional development opportunities.</p> <p><i>[Intent: Improve the library workforce]</i></p>
	<p>Public Libraries Survey</p> <p>Data from the annual Public Libraries Survey will be organized and made accessible and available to California library workers and library stakeholders to support equity-based, data-driven planning and decision-making.</p> <p><i>[Intent: Improve the library workforce]</i></p>
LSTA Purposes & Priorities	<ul style="list-style-type: none"> ● Provide training and professional development, including continuing education, to enhance the skills of the current library workforce and leadership, and advance the delivery of library and information services. ● Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills. ● Develop library services that provide all users access to information through local, State, regional, national, and international collaborations and networks.
IMLS Focal Areas/Intent	<p>Institutional Capacity</p> <ul style="list-style-type: none"> ● Improve the library workforce ● Improve library operations <p>Civic Engagement</p> <ul style="list-style-type: none"> ● Improve users' ability to participate in their community ● Improve users' ability to participate in community conversations around topics of concern

Goal 4: Strengthen equitable resource-sharing and access to information, services, and opportunity with an emphasis on local community strengths and challenges

Ensuring California's diverse community members' lived experiences are included in library work is central to both (a) creating a shared understanding of and appreciation for the historical and current social, political, economic, and scientific contributions of marginalized communities, and (b) equitable resource-sharing and access in and through libraries.

As defined by the United States Department of Health and Human Services, "lived experiences" refers to "...individuals directly impacted by a social issue or combination of issues who share similar experiences or backgrounds and can bring the insights of their experience to inform and enhance systems, research, policies, practices, and programs that aim to address the issue(s)" (United States Department of Health and Human Services, n.d.).

The California State Library will foster and support resource-sharing and access to information, services, and opportunities that prioritizes community engagement and centers on the lived experiences, strengths, and challenges of local communities.

Timeline	2023-2027
Needs Assessment & Documented Needs Addressed	<p>Expanding access to resources for marginalized members of the community including digital and analog access.</p> <p>Exploring and expanding access to the histories of those in the community whose stories are infrequently heard.</p>
Objectives	<p>4.1 Increase opportunities for library workers to leverage local community and institutional knowledge in support of equitable resource-sharing and access to information, services, and opportunity.</p> <p>4.2 Expand engagement with stories and lived experiences from California's marginalized communities.</p> <p>4.3 Expand visibility and impact of stories and lived experiences from California's marginalized communities.</p>
Strategies	<ol style="list-style-type: none"> I. Projects intentionally bring together library workers and community members from a range of backgrounds and experiences to share resources and co-design projects and activities that deliver equitable access to information, services, and opportunity. II. Projects center on and are informed by California's culturally specific and unique resources, particularly the lived experiences of marginalized communities. III. Projects center on and make more visible lived experiences and histories from members of California communities whose stories are not usually seen.
Library Services and Technology Act Funded Projects	<p>Braille and Talking Book Library</p> <p>This project will provide library services in specialized formats to California residents unable to use standard print due to sensory, physical, and/or organic reading disabilities. These services lower barriers for a targeted underserved population by enabling users with disabilities to access print and electronic information needed in their daily lives as well as materials for lifelong learning.</p> <p>The Braille and Talking Book Library will engage its users in designing its services, including opportunities to test and reimagine services and give feedback on</p>

	<p>what is available and how materials are accessed.</p> <p><i>[Intent: Improve users' ability to obtain and/or use information resources]</i></p>
	<p>California Revealed</p> <p>California Revealed is a large-scale content creation, digitization, digital access, digital preservation, and resource-sharing project for local history collections in public libraries and other cultural heritage organizations. The project will help organizations across the state discover, preserve, and make accessible local history collections that are currently "hidden," and continue building a unique online research and reference resource of primary source materials. California Revealed will document the experiences of Californians and strive to ensure that all Californians see themselves in the collections it preserves.</p> <p><i>[Intent: Improve users' ability to discover information resources]</i></p>
	<p>CopyCat Grant Program</p> <p>The CopyCat grant program will help libraries, particularly in less well-resourced settings, adapt tried and tested programs and services for their communities. Customizable templates and resources from previously funded projects will be developed and shared among the library community.</p> <p>To receive funding, applicants must demonstrate how the program template will be adjusted to meet local needs and align with local aspirations and how the project will support community engagement.</p> <p>The opportunity will be open on a rolling basis during the first part of the fiscal year during which projects are implemented.</p> <p><i>[Intent: Improve users' ability to obtain and/or use information resources]</i></p>
	<p>eBooks-for-All</p> <p>eBooks-for-All will provide a platform from which all California library card holders will be able to access eBooks from major eBook providers.</p> <p>This equity-based resource-sharing project will provide participating libraries and their card holders with access to a shared collection of items purchased by the State of California. Libraries will be able to share materials with one another's communities with no jurisdictional boundaries. It will allow anyone in the state with a library card to access eBooks regardless of home location.</p> <p><i>[Intent: Improve users' ability to obtain and/or use information resources]</i></p>
	<p>Networking California Library Resources</p> <p>This project will deliver networking and resource-sharing opportunities for library workers including networking conversations and communities of practice based on shared interests that range from programming topics to job types; equity coaching for library staff implementing grant-funded programs; an annual Public Library Directors Forum; and shared subscriptions to resources. Activities will be co-designed by participants and will prioritize community engagement and participants' lived experiences, strengths, and challenges.</p>

	<p><i>[Intent: Improve library operations]</i></p>
	<p>Resource-Sharing for Californians</p> <p>This project delivers the resources and services of the California state government’s main public research library to meet the needs of all Californians. Working with libraries statewide, the State Library provides support to California’s entire information network through reference and referral services; access to, preservation of, and enhancement of specialized collections; interlibrary loan; document delivery; database access; government information services; and consultation upon request.</p> <p>As both a Federal Depository Library and the main California State Document Depository Library the California State Library provides access to government documents and information, resources that support needs not served through local resources and outreach. Materials in these and other collections support government transparency and tell the often-unheard stories and history of all California communities. Cataloging and digitization efforts improve equity in accessing these resources and enable Californians to use them without visiting the California State Library in-person.</p> <p><i>[Intent: Improve users’ ability to discover information resources]</i></p>
	<p>Statewide Strategic Library Development</p> <p>The California State Library’s Library Development Services Bureau will support California libraries, cooperative systems, and other library networks and their users in planning and developing services and resources. They will also support methods for delivery of access to information, services, and opportunity.</p> <p>Using an equity lens, work will focus on the areas of early learning, out-of-school-time, services to adults, literacy, continuing education, library technology, library collections, data collection and use, resource-sharing, and engaging and serving members of marginalized communities.</p> <p>Library Development Services’ staff will work closely with library workers individually and through small and large group conversations and virtual consulting. Project activities will prioritize community engagement and participants’ lived experiences, strengths, and challenges.</p> <p><i>[Intent: Improve the library workforce]</i></p>
	<p>Theme-Based Grant Program</p> <p>The Theme-Based grant program will support library workers in developing equity- and community-based programming around a shared theme. Working with the library community, a different theme will be identified each year. The themes will connect to California communities’ strengths and challenges. Activities will include communities of practice and the development of shared resources.</p> <p>To receive funding, applicants must demonstrate attention to equity in their planning and implementation through existing and planned community partnerships, intentional connections made to marginalized communities, and the integration of equity principles and practices. The funded projects will connect to one of the Institute of Museum and Library Services’ focal areas:</p>

	<p>lifelong learning, information access, institutional capacity, economic and employment development, human services, and civic engagement.</p> <p>The opportunity will be open for applications the year prior to the fiscal year during which projects are implemented. Special attention will be paid to libraries and jurisdictions (a) that have not received Library Services and Technology Act funding during the implementation of the previous Five-Year Plan and (b) for which the selected theme aligns closely with community strengths and challenges.</p> <p><i>[Intent: The intent will be dependent on the theme selected each year]</i></p>
<p>LSTA Purposes & Priorities</p>	<ul style="list-style-type: none"> ● Expand services for learning and access to information and educational resources in a variety of formats (including new and emerging technology), in all types of libraries, for individuals of all ages to support such individuals' needs for education, lifelong learning, workforce development, economic and business development, health information, critical thinking skills, digital literacy skills, and financial literacy and other types of literacy skills. ● Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, to individuals with disabilities, and to individuals with limited functional literacy or information skills. ● Target library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children (from birth through age 17) from families with incomes below the poverty line (as defined by the Office of Management and Budget and revised annually in accordance with section 9902(2) of title 42) applicable to a family of the size involved. ● Develop library services that provide all users access to information through local, State, regional, national, and international collaborations and networks.
<p>IMLS Focal Areas/Intent</p>	<p>Lifelong Learning</p> <ul style="list-style-type: none"> ● Improve users' formal education ● Improve users' general knowledge and skills <p>Information Access</p> <ul style="list-style-type: none"> ● Improve users' ability to discover information resources ● Improve users' ability to obtain and/or use information resources <p>Institutional Capacity</p> <ul style="list-style-type: none"> ● Improve the library workforce ● Improve library operations <p>Economic & Employment Development</p> <ul style="list-style-type: none"> ● Improve users' ability to use resources and apply information for employment support ● Improve users' ability to use and apply business resources <p>Human Services</p> <ul style="list-style-type: none"> ● Improve users' ability to apply information that furthers their personal, family, or household finances ● Improve users' ability to apply information that furthers their personal or family health & wellness ● Improve users' ability to apply information that furthers their parenting and

	<p>family skills</p> <p>Civic Engagement</p> <ul style="list-style-type: none"> ● Improve users' ability to participate in their community ● Improve users' ability to participate in community conversations around topics of concern
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Coordination Efforts

All the projects outlined in this plan connect with Institute of Museum and Library Services' focal areas and intents. Library Development Services will continue to work with other state agencies and offices to coordinate resources, programs, and activities as well as leverage federal and state investment in elementary and secondary education, early childhood education, workforce development, and other federal programs and activities.

Examples of how the California State Library will continue to work with other state agencies and offices include the following:

California Department of Aging

The California State Library and the California Department of Aging are developing several initiatives, including a project to connect community members with Digital Navigators who can help them use devices and access eResources, a project to provide access to job seeking and workforce developing databases in libraries, and a telehealth project.

California Department of Education

The California State Library works closely with the California Department of Education in multiple initiatives.

- Working with school libraries, the State Library supports research and instruction with the California K-12 Online Content Project. This collaborative endeavor provides educational content from Encyclopædia Britannica, ProQuest, TeachingBooks.net and Gale for use by every public K-12 school and student in the state, at no cost to local schools, districts, or families.
- The California Department of Education's Nutrition Services Division administers the United States Department of Agriculture's Food and Nutrition Services Child Nutrition Programs and the Food Distribution Program in California. Through the California State Library's Lunch at the Library program, the State Library and California Department of Education work together to increase the number of California children who receive free meals during the summer.

California Department of Parks and Recreation

Through a partnership with California's Department of Parks and Recreation, the California State Library Parks Pass program provides 5,000 free day-use passes for circulation at all branches of public libraries in California as part of a three-year pilot program. Each library outlet, including mobile libraries, receive a minimum of three passes. The passes are valid at over 200 parks. The partnership also includes a grant opportunity for libraries for programming and outreach that complements the passes and furthers the goals of the program.

California Department of Public Health

The California Department of Public Health works with the State Library to distribute materials that encourage healthy outdoor activities and ways to stay COVID-19 safe. These materials are distributed as a part of the Parks Pass program (mentioned above) and at health-based events.

California Labor and Workforce Development Agency

In collaboration with the Employment Development Department, a department under the California Department of Labor and Workforce Development Agency, the California State Library provides information and access to encourage utilization of *CAreer Pathways*, a suite of online resources and workforce development platforms available to all Californians through their local public libraries. Both departments also collaborate on a Workforce Partnership Initiative, which encourages library jurisdictions to partner with their local workforce development agencies to meet the needs of community members.

California Public Utilities Commission

The California State Librarian sits on the state's Broadband Council, which has developed the California Broadband for All Action Plan. Libraries and library programs are well-represented in the plan, which recognizes the crucial role libraries play in supporting digital equity (California Broadband Council, 2020).

Evaluation Plan

Throughout the life of this Five-Year Investment Plan, the State Library will evaluate how well activities paid for with Library Services and Technology Act funds are accomplishing the goals and objectives outlined in this document. We will do this in part by applying indicators of success.

Success Indicators

Goal 1: Strengthen the ability of California libraries to design equitable programs and services in collaboration with their local communities

- A. Library workers and their communities articulate a shared understanding and common language of equity principles and practices.
- B. Library workers engage in professional development activities that integrate learning with practice, embed co-design, focus on aligning goals with stakeholders, and use a targeted approach to services to guarantee all community members are served in ways that respond to specific challenges.
- C. Libraries engage in new or expanded partnerships and collaborations with community stakeholders and groups from targeted populations.
- D. Libraries remove barriers to service for marginalized populations.

Goal 2: Expand the capacity of California library workers to create and implement services that impact communities equitably

- A. Library workers at all levels, including paraprofessionals, participate in and gain skills through mentoring activities – including micro-mentoring and full mentoring opportunities – with stakeholders and community members.
- B. All library workers participate in leadership training and implement that learning in their work.
- C. Library workers at all levels, including paraprofessionals, participate in professional development opportunities.
- D. Libraries that have not submitted applications in the previous five-year period apply for funds.

Goal 3: Broaden data-driven planning and decision-making centered on community impact

- A. Library workers apply data-related knowledge and skills, using them to reflect, strategize, and make equity-based data-driven decisions that impact their communities.
- B. Library workers explore new forms of data and data collection, specifically related to marginalized groups.
- C. Grantees provide evidence of data-driven decision-making in their applications, implementation of projects, and final reporting.

Goal 4: Strengthen equitable resource sharing and access to information, services, and opportunity with an emphasis on local community strengths and challenges

- A. Library workers and community members from a range of backgrounds and experiences join together to share resources and co-design projects and activities that deliver equitable access to information, services, and opportunity.
- B. Library workers and community members engage with and embrace California's culturally specific and unique resources and people.
- C. Library workers center on and expand the visibility of experiences and histories of California communities and people whose stories are not usually seen.

Along with embedding success indicators into all projects, evaluation activities will include the following:

- The State Library will support library workers' growth and learning by promoting iterative planning, implementation, and evaluation processes. Supporting library workers in this way will empower them to

test new techniques and tools, and to build strong relationships with communities and partner organizations to bring equitable practices to libraries and communities.

- Library Development Services will engage in ongoing analysis of qualitative and quantitative data provided by libraries that receive Library Services and Technology Act funding to determine if the defined outcomes are being achieved and sustained, and to identify necessary modifications.
- Library Development Services will track the sustainability of projects with attention to outcomes. An iterative process will also be implemented to enable revision of activities as project data is gathered and analyzed.
- Library Development Services will communicate with Library Services and Technology Act funded libraries to learn about their project challenges and successes. This communication will be two-way and ongoing, with Library Development Services actively listening to and responding to the feedback of participating libraries.
- As required by the Institute of Museum and Library Services, the State Library will conduct a formal evaluation of this Five-Year Plan when it sunsets. An independent contractor will be selected to conduct a thorough and concise evaluation. The final evaluation will be prepared in a written report, submitted to the Institute in both paper and electronic form, posted online on the California State Library website and sent to public libraries and all stakeholders via email. Hard copies will be available to anyone upon request.

Stakeholder Involvement

Multiple stakeholders were involved in the development of the 2023-2027 Investment Plan, including:

California State Library

- Library Development Services Staff
- State Librarian and Deputy State Librarian
- State Library Services Staff

California Library Community

- Advisors to LSTA-funded projects
- Cooperative system library staff
- Members of national and state ethnic affiliates, caucuses, and groups
- Public library staff at all levels including front-line staff, leadership, managers, and paraprofessionals
- Recipients of Library Services and Technology Act funds

California State Agencies and Departments

- California Department of Education
- California Department of Parks and Recreation
- California Labor and Workforce Development Agency
- Employment Development Department

California State Library Associations

- California Library Association Members
- California School Library Association Leadership

The California State Library will involve libraries, partner organizations, and library users in the implementation and evaluation of the Library Services and Technology Act 2023-2027 Investment Plan as follows:

- Convene an annual public library directors forum, hold monthly meetings with library directors, and schedule regular meetings of a working group of key stakeholders, including representatives of California's regional library cooperatives, professional library associations and ethnic caucuses, to provide input into the implementation and evaluation of the plan.
- Provide opportunities during site visits, training sessions, conferences, library meetings, and other joint programming activities for other key stakeholders, including members of grant-funded communities of practice, grant project advisors, and community partners to provide feedback on the implementation and evaluation of the plan.
- Update and gather input from the California Library Services Board on the implementation and

evaluation of the plan. Board members represent California libraries, library users, and stakeholders, including special libraries, school libraries, public libraries, public library trustees and commissioners, persons with disabilities, economically disadvantaged persons, limited- and non-English speaking persons, and the public at large.

- Continue to provide opportunities for libraries to communicate their aspirations and challenges in their communities. This feedback will be used to modify the current plan, if necessary, and to lay the groundwork for the 2028-2033 Library Services and Technology Act Investment Plan.

Communication

The 2023-2027 Investment Plan requires steady and sustained communication with California libraries and community partners, including strategies for sharing information with and receiving feedback from those communities. Per Institute of Museum and Library Services' guidelines, the plan and its outcomes will be shared with the broader library community. Activities will include:

- Connecting with library workers—directors, middle-managers, and front-line staff—to ensure they understand how grant-funded activities are designed to achieve the plan's goals, and how, through these goals and objectives, libraries can support the current strengths and challenges of their communities.
- Implementing feedback mechanisms to ensure input from libraries and library workers regarding the progress and impact of their projects.
- Posting of a downloadable version of the Five-Year Plan on the California State Library website, in the section of the site that includes information on current and previous grant projects, grant application materials, and instructions on how to manage grants. Hard copies will be available upon request.
- Using social media and other virtual communication channels to raise awareness of the plan, explain its relevance to library services and communities, and indicate how to access the plan via the State Library website.
- Communicating project results, successes, and lessons learned to the library field at professional conferences and meetings, on project websites, via virtual communications channels and social media, and through the publication of reports and articles.

Additionally, the plan requires ongoing communication between Library Development Services staff, other California State Library bureaus and sections, and State Library leadership. To ensure that staff throughout the State Library are aware of activities and decisions related to the goals and objectives of this plan, leadership will continually engage in conversations that focus on feedback related to results, challenges in implementing the plan, and ways in which libraries are succeeding in the goal areas outlined.

Monitoring

Library Development Services staff will monitor all Library Services and Technology Act funded projects and maintain continuous contact with grant recipients, ensuring that projects are implemented and evaluated appropriately. California State Library staff will see that grant recipients submit timely and complete narrative and financial reports.

At the conclusion of each annual grant cycle, Library Development Services staff will review project success indicators, along with data on community challenges and aspirations, assessing the effectiveness of projects and the related project areas in achieving California's 2023-2027 goals and objectives.

In addition, Library Development Services staff will meet regularly to discuss projects and review feedback on performance from the field.

As needed, the Five-Year Plan will be adjusted to ensure that progress continues toward the goals and objectives. Within the framework of the established goals, adjustments may include (a) changing projects that are not achieving desired results, and (b) developing projects to address new and emerging challenges.

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6120 California State Library

The California State Library, established in 1850, collects, preserves, generates, and disseminates information. The Library administers programs funded by state and federal funds to support local public libraries and statewide library programs. The State Librarian is appointed by the Governor.

The California Library Services Board (the state board) consists of 13 members; 9 members are appointed by the Governor, 2 members are appointed by the Senate Rules Committee, and 2 members are appointed by the Speaker of the Assembly. Members serve four-year terms. The state board determines policy for and authorizes allocation of funds for the California Library Services Act. The state board also functions as the State Advisory Council on Libraries for the federal Library Services and Technology Act. The State Librarian serves as chief executive officer of the state board.

3-YEAR EXPENDITURES AND POSITIONS

		Positions			Expenditures		
		2021-22	2022-23	2023-24	2021-22*	2022-23*	2023-24*
5310	State Library Services	110.1	140.1	146.1	\$28,631	\$44,526	\$33,049
5312	Library Development Services	20.8	30.0	30.0	129,201	176,368	545,293
5314	Information Technology Services	9.6	12.8	12.8	3,274	3,756	3,599
TOTALS, POSITIONS AND EXPENDITURES (All Programs)		140.5	182.9	188.9	\$161,106	\$224,650	\$581,941
FUNDING					2021-22*	2022-23*	2023-24*
0001	General Fund				\$132,116	\$202,652	\$560,145
0020	California State Law Library Special Account				380	301	188
0483	Deaf and Disabled Telecommunications Program Administrative Committee Fund				552	552	552
0890	Federal Trust Fund				26,063	18,208	18,205
0995	Reimbursements				270	1,050	300
9740	Central Service Cost Recovery Fund				1,725	1,887	2,551
TOTALS, EXPENDITURES, ALL FUNDS					\$161,106	\$224,650	\$581,941

LEGAL CITATIONS AND AUTHORITY

Education Code Sections 12130, 13000, 13015, 13020, 13025, 13030, 13040 to 13042, 19300 to 19303, 19306 to 19307, 19320 to 19328, 19330 to 19336, 19950 to 19952, 19955 to 19967, 19970 to 19981, and 19985 to 20011.
 Chapter 492, Statutes of 1915.
 Chapter 880, Statutes of 1978.

PROGRAM AUTHORITY

5310-State Library Services:
 Education Code Sections 19320, 19323 to 19325.1, and 19328.
 Government Code Sections 14900 to 14912 and 68926.3.

5312-Library Development Services:
 Education Code Sections 18010 to 18013, 18015, 18020 to 18026, 18030 to 18032, 18700 to 18703, 18767, and 18880 to 18881, 18883.

5314-Information Technology Services:
 Education Code Section 19320.

DETAILED BUDGET ADJUSTMENTS

	2022-23*			2023-24*		
	General Fund	Other Funds	Positions	General Fund	Other Funds	Positions
Workload Budget Adjustments						
Workload Budget Change Proposals						
• Augmentation for the California History Room Special Collections and Personnel Support	\$-	\$-	-	\$597	\$-	3.0
• Augmentation for the Witkin State Law Library and Personnel Support	-	-	-	462	-211	2.0

* Dollars in thousands, except in Salary Range. Numbers may not add or match to other statements due to rounding of budget details.

6120 California State Library - Continued

	2022-23*			2023-24*		
	General Fund	Other Funds	Positions	General Fund	Other Funds	Positions
• Augmentation for State Library Audit Program	-	-	-	168	-	1.0
• Adjustment to Shift Support Appropriation for the Local Library Infrastructure Grant Program	-	-	-	-100,000	-	-
Totals, Workload Budget Change Proposals	\$-	\$-	-	\$-98,773	\$-211	6.0
Other Workload Budget Adjustments						
• Miscellaneous Baseline Adjustments	-	-18	-	505,366	664	-
• Salary Adjustments	334	65	-	327	68	-
• Retirement Rate Adjustments	319	60	-	319	60	-
• Benefit Adjustments	170	36	-	196	43	-
• SWCAP	-	-	-	-	-13	-
Totals, Other Workload Budget Adjustments	\$823	\$143	-	\$506,208	\$822	-
Totals, Workload Budget Adjustments	\$823	\$143	-	\$407,435	\$611	6.0
Totals, Budget Adjustments	\$823	\$143	-	\$407,435	\$611	6.0

PROGRAM DESCRIPTIONS

5310 - STATE LIBRARY SERVICES

The State Library Services (SLS) program serves as the central reference and research library for the Governor, the Legislature, and state government officials and staff. SLS also provides library services to the public by making available collections and services in its branch libraries, special collections, and online. SLS gathers, catalogs, digitizes, preserves and protects information and materials. SLS answers reference and informational questions for local libraries and coordinates the distribution of state and federal publications to libraries.

The Braille and Talking Book Library, a regional library designated by the Library of Congress National Library Service for the Blind and Print Disabled, provides Braille and recorded books (digital cartridges and downloadable files) and special playback equipment to blind and print-disabled residents of Northern California who are unable to use standard print materials.

The Bernard E. Witkin State Law Library contains primary and secondary sources in American law, federal and state appellate court opinions, session laws, codes and statutes, federal agency decisions, and attorney general opinions of the U.S. and 55 jurisdictions, with a particular focus in regulatory and legislative history.

The California Research Bureau (CRB) provides nonpartisan and confidential public policy research, analysis, and specialized library services on major state issues for the Legislature, the Governor's Office, and other constitutional officers.

5312 - LIBRARY DEVELOPMENT SERVICES

The Library Development Services (LDS) program distributes state and federal funds to local libraries and provides technical assistance to help local libraries extend and improve services to residents. LDS also administers the following programs:

- The California Library Services Act, which promotes resource sharing among public libraries in the state.
- The California Library Literacy and English Acquisition Services Program, which supports community-centered literacy assistance to English-speaking adults.
- The federal Library Services and Technology Act, which provides grants to libraries of all types on a competitive basis for developing new and innovative library services, providing technology assistance, engaging in networking and resource sharing, and providing library services to underserved populations.
- Statewide Broadband Services, which helps public libraries connect to a high-speed internet network.
- The Lunch at the Library Program, which supports public library jurisdictions in providing children and teens with meals, summer reading programs, and other activities that support learning, health, and wellness.

5314 - INFORMATION TECHNOLOGY SERVICES

The Information Technology Services program supports technology operations and infrastructure, including the integrated bibliographic library system, network infrastructure, data communications, and computer systems and applications.

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6120 California State Library - Continued

DETAILED EXPENDITURES BY PROGRAM

		<u>2021-22*</u>	<u>2022-23*</u>	<u>2023-24*</u>
PROGRAM REQUIREMENTS				
5310	STATE LIBRARY SERVICES			
	State Operations:			
0001	General Fund	\$20,281	\$36,012	\$23,977
0020	California State Law Library Special Account	380	301	188
0890	Federal Trust Fund	3,588	3,639	3,646
0995	Reimbursements	270	300	300
9740	Central Service Cost Recovery Fund	1,725	1,887	2,551
	Totals, State Operations	\$26,244	\$42,139	\$30,662
	Local Assistance:			
0001	General Fund	\$2,387	\$2,387	\$2,387
	Totals, Local Assistance	\$2,387	\$2,387	\$2,387
PROGRAM REQUIREMENTS				
5312	LIBRARY DEVELOPMENT SERVICES			
	State Operations:			
0001	General Fund	\$1,917	\$2,448	\$2,450
0890	Federal Trust Fund	2,408	3,012	3,002
0995	Reimbursements	-	750	-
	Totals, State Operations	\$4,325	\$6,210	\$5,452
	Local Assistance:			
0001	General Fund	\$104,698	\$158,340	\$528,023
0483	Deaf and Disabled Telecommunications Program Administrative Committee Fund	552	552	552
0890	Federal Trust Fund	19,626	11,266	11,266
	Totals, Local Assistance	\$124,876	\$170,158	\$539,841
PROGRAM REQUIREMENTS				
5314	INFORMATION TECHNOLOGY SERVICES			
	State Operations:			
0001	General Fund	\$2,833	\$3,465	\$3,308
0890	Federal Trust Fund	441	291	291
	Totals, State Operations	\$3,274	\$3,756	\$3,599
TOTALS, EXPENDITURES				
	State Operations	33,843	52,105	39,713
	Local Assistance	127,263	172,545	542,228
	Totals, Expenditures	\$161,106	\$224,650	\$581,941

EXPENDITURES BY CATEGORY

	1 State Operations	Positions			Expenditures		
		2021-22	2022-23	2023-24	2021-22*	2022-23*	2023-24*
PERSONAL SERVICES							
	Baseline Positions	167.4	182.9	182.9	\$12,516	\$13,882	\$13,882
	Other Adjustments	-26.9	-	6.0	-977	399	867
	Net Totals, Salaries and Wages	140.5	182.9	188.9	\$11,539	\$14,281	\$14,749
	Staff Benefits	-	-	-	4,879	7,728	8,025
	Totals, Personal Services	140.5	182.9	188.9	\$16,418	\$22,009	\$22,774
	OPERATING EXPENSES AND EQUIPMENT				\$17,247	\$30,169	\$17,012
	SPECIAL ITEMS OF EXPENSES				178	-73	-73

* Dollars in thousands, except in Salary Range. Numbers may not add or match to other statements due to rounding of budget details.

6120 California State Library - Continued

1 State Operations	Positions			Expenditures		
	2021-22	2022-23	2023-24	2021-22*	2022-23*	2023-24*
TOTALS, POSITIONS AND EXPENDITURES, ALL FUNDS (State Operations)				\$33,843	\$52,105	\$39,713

2 Local Assistance	Expenditures		
	2021-22*	2022-23*	2023-24*
Grants and Subventions - Governmental	\$127,263	\$172,545	\$542,228
TOTALS, EXPENDITURES, ALL FUNDS (Local Assistance)	\$127,263	\$172,545	\$542,228

DETAIL OF APPROPRIATIONS AND ADJUSTMENTS

1 STATE OPERATIONS	2021-22*	2022-23*	2023-24*
0001 General Fund			
APPROPRIATIONS			
011 Budget Act appropriation	\$25,031	\$41,022	\$29,735
Allocation for Employee Compensation	-	334	-
Allocation for Staff Benefits	-	170	-
Section 3.60 Pension Contribution Adjustment	-	319	-
014 Budget Act appropriation (transfer to California State Law Library Special Account)	-	80	-
Totals Available	\$25,031	\$41,925	\$29,735
TOTALS, EXPENDITURES	\$25,031	\$41,925	\$29,735
0020 California State Law Library Special Account			
APPROPRIATIONS			
011 Budget Act appropriation	\$380	\$381	\$188
Adjustment for State Operations at the Law Library	-	-18	-
Allocation for Employee Compensation	-	8	-
Allocation for Staff Benefits	-	4	-
Section 3.60 Pension Contribution Adjustment	-	6	-
TOTALS, EXPENDITURES	\$380	\$381	\$188
Less funding provided by General Fund	-	-80	-
NET TOTALS, EXPENDITURES	\$380	\$301	\$188
0890 Federal Trust Fund			
APPROPRIATIONS			
011 Budget Act appropriation	\$6,437	\$6,799	\$6,939
Allocation for Employee Compensation	-	57	-
Allocation for Staff Benefits	-	32	-
Section 3.60 Pension Contribution Adjustment	-	54	-
TOTALS, EXPENDITURES	\$6,437	\$6,942	\$6,939
0995 Reimbursements			
APPROPRIATIONS			
Reimbursements	\$270	\$1,050	\$300
TOTALS, EXPENDITURES	\$270	\$1,050	\$300
9740 Central Service Cost Recovery Fund			
APPROPRIATIONS			
011 Budget Act appropriation	\$1,725	\$1,887	\$2,551
TOTALS, EXPENDITURES	\$1,725	\$1,887	\$2,551
Total Expenditures, All Funds, (State Operations)	\$33,843	\$52,105	\$39,713

2 LOCAL ASSISTANCE	2021-22*	2022-23*	2023-24*
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0001 General Fund			
APPROPRIATIONS			

* Dollars in thousands, except in Salary Range. Numbers may not add or match to other statements due to rounding of budget details.

6120 California State Library - Continued

2 LOCAL ASSISTANCE	2021-22*	2022-23*	2023-24*
140 Budget Act appropriation	\$800	\$5,486	\$5,486
160 Budget Act appropriation	430	430	430
161 Budget Act appropriation	58,868	126,200	-
211 Budget Act appropriation	4,630	4,630	4,630
212 Budget Act appropriation	100	100	100
213 Budget Act appropriation	8,372	7,320	7,320
214 Budget Act appropriation	2,000	-	-
215 Budget Act appropriation	10,045	3,974	4,027
216 Budget Act appropriation	-	10,200	-
217 Budget Act appropriation	8,750	-	-
218 Budget Act appropriation	3,000	-	-
219 Budget Act appropriation	2,387	2,387	2,387
221 Budget Act appropriation	6,400	-	-
Prior Year Balances Available:			
Item 6120-150-0001, Budget Act of 2021	-	5,000	5,000
Item 6120-161-0001, Budget Act of 2021	-	452,332	452,332
Item 6120-213-0001, Budget Act of 2021	-	13,948	13,948
Item 6120-215-0001, Budget Act of 2019 as reappropriated by Item 6120-490, Budget Act of 2021	1,303	-	-
Item 6120-215-0001, Budget Act of 2021	-	34,750	34,750
Totals Available	\$107,085	\$666,757	\$530,410
Balance available in subsequent years	-	-506,030	-
TOTALS, EXPENDITURES	\$107,085	\$160,727	\$530,410
0483 Deaf and Disabled Telecommunications Program Administrative Committee Fund			
APPROPRIATIONS			
151 Budget Act appropriation	\$552	\$552	\$552
TOTALS, EXPENDITURES	\$552	\$552	\$552
0890 Federal Trust Fund			
APPROPRIATIONS			
211 Budget Act appropriation	\$19,626	\$11,266	\$11,266
TOTALS, EXPENDITURES	\$19,626	\$11,266	\$11,266
Total Expenditures, All Funds, (Local Assistance)	\$127,263	\$172,545	\$542,228
TOTALS, EXPENDITURES, ALL FUNDS (State Operations and Local Assistance)	\$161,106	\$224,650	\$581,941

FUND CONDITION STATEMENTS

	2021-22*	2022-23*	2023-24*
<u>0020 California State Law Library Special Account^S</u>			
BEGINNING BALANCE	\$40	-	-
Prior Year Adjustments	22	-	-
Adjusted Beginning Balance	\$62	-	-
REVENUES, TRANSFERS, AND OTHER ADJUSTMENTS			
Revenues:			
4129200 Other Regulatory Fees	318	-	-
4171200 Court Filing Fees and Surcharges	-	\$301	\$391
Total Revenues, Transfers, and Other Adjustments	\$318	\$301	\$391
Total Resources	\$380	\$301	\$391
EXPENDITURE AND EXPENDITURE ADJUSTMENTS			
6120 California State Library (State Operations)	380	381	188
9892 Supplemental Pension Payments (State Operations)	-	-	14
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	-	-	47

* Dollars in thousands, except in Salary Range. Numbers may not add or match to other statements due to rounding of budget details.

6120 California State Library - Continued

	2021-22*	2022-23*	2023-24*
Less funding provided by General Fund (State Operations)	-	-80	-
Total Expenditures and Expenditure Adjustments	\$380	\$301	\$249
FUND BALANCE	-	-	\$142
Reserve for economic uncertainties	-	-	142

CHANGES IN AUTHORIZED POSITIONS

	Positions			Expenditures		
	2021-22	2022-23	2023-24	2021-22*	2022-23*	2023-24*
Baseline Positions	167.4	182.9	182.9	\$12,516	\$13,882	\$13,882
Salary and Other Adjustments	-26.9	-	-	-977	399	395
Workload and Administrative Adjustments						
Augmentation for State Library Audit Program						
Sr Mgmt Auditor	-	-	1.0	-	-	105
Augmentation for the California History Room Special Collections and Personnel Support						
Librarian	-	-	2.0	-	-	142
Sr Librarian	-	-	1.0	-	-	77
Augmentation for the Witkin State Law Library and Personnel Support						
Librarian (Limited Term 07-01-2023)	-	-	1.0	-	-	71
	-	-	-	-	-	-
Sr Librarian	-	-	1.0	-	-	77
TOTALS, WORKLOAD AND ADMINISTRATIVE ADJUSTMENTS	-	-	6.0	\$-	\$-	\$472
Totals, Adjustments	-26.9	-	6.0	\$-977	\$399	\$867
TOTALS, SALARIES AND WAGES	140.5	182.9	188.9	\$11,539	\$14,281	\$14,749

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