



## Administrative Council Agenda Packet

SAN JOAQUIN VALLEY  
LIBRARY SYSTEM  
2420 Mariposa Street  
Fresno, CA 93721  
559-600-6256

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February 2, 2024

Hanford Library

10:00 a.m.

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**The next meeting of the SJVLS Administrative Council will be held:**

**Hanford Library  
401 N Douty St.  
Hanford, CA 93230  
10:00 a.m.  
February 2, 2024**

Enclosed are the agenda and prepared attachments for this meeting.

Copies of these materials may be made at the public's expense.

**Accessibility and Accommodations:** In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the San Joaquin Valley Library System at (559) 600-6256 no later than 10:00 a.m. on Thursday, February 1, 2024.

**Public records:** Disclosable public records related to this agenda are available for public review at the Fresno County Public Library, Business Office, located at 2420 Mariposa Street, Fresno, CA 93721, during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.

## **AGENDA**

### **A. COUNCIL OPENING**

1. Call to Order
2. Introductions
3. Adoption of the Agenda
4. Public Comment – The Public may comment on any items relative to SJVLs and not on the agenda.

### **B. CONSENT AGENDA**

1. APPROVAL: Draft minutes of December 1, 2023 (Attachment 1)
2. APPROVAL: Financial Updates (Attachment 2)

### **C. ITEMS FOR DISCUSSION AND ACTION**

1. ACTION: Lucas Color Cards Price Increase Request – Wymer (Attachment 3)
2. ACTION: Increase FY 2023-24 CloudLibrary Budget – Wymer (Attachment 4)
3. DISCUSSION: ERC's eResource Survey Results – Boyer
4. ACTION: FY 2024-25 Membership Fee Rate – Henderson (Attachment 5)
5. ACTION: FY 2024-25 Draft Budget – Wymer/Henderson (Attachment 6)
6. DISCUSSION: Wi-fi Expansion Project – Wymer (Attachment 7)
7. DISCUSSION: Borrower Registration Address Requirements – Wymer (Attachment 8)
8. DISCUSSION: Brown Act – Wymer (Attachment 9)

### **D. STAFF REPORTS**

1. Chair
2. State Library – Written Report Attached (Attachment 10)
3. Administrative Librarian
4. System Administrator
5. Senior Network Systems Engineer

### **E. DIRECTOR COMMENTS**

Council members have the opportunity to share items relating to collaboration, innovation, and professional development of interest to the Council.

### **F. CALENDAR ITEMS**

1. Set the date and agenda building for the next meeting, tentatively Friday, April 5, 2024 at the Fowler Branch Library.

### **G. ADJOURNMENT**



# SAN JOAQUIN VALLEY LIBRARY SYSTEM

## Administrative Council Meeting

December 1, 2023

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### DRAFT MINUTES

#### A. COUNCIL OPENING

1. Chris Wymer (Fresno County), called the meeting to order at 10:04 am.
2. Roll Call
  - i. Council present: Sally Gomez (Fresno), Mark Lewis (Kern), Krista Riggs (Madera), Matt Johnson (Mariposa), Amy Taylor (Merced), Vikki Cervantes (Porterville), Heidi Clark (Tulare Public), Natalie Rencher (Kings), and Darla Wegener (Tulare County)
  - ii. Council absent: Mary Leal (Coalinga/Huron)
  - iii. Staff present: Chris Wymer (SJVLS) and Kevin Nelson (SJVLS)
  - iv. Guests: Brian Henderson (Henderson) Josh Chisom (State Library) Lucille Windsor (OCLC), and Susan Gustaveson (OCLC)
3. Introductions
  - i. Staff introductions were conducted.
4. Agenda Adoption
  - i. Motion to Adopt Agenda – Cervantes (Porterville)
  - ii. Seconded by Clark (Tulare Public)
5. Public Comment
  - i. None

#### B. CONSENT AGENDA

1. Motion to approve draft minutes of October 6<sup>th</sup>, 2023, with correction on page 6, item 6, and financials.
  - i. Motion made by Vikki Cervantes (Porterville)
  - ii. Seconded by Lewis (Kern)

#### C. ITEMS FOR INFORMATION AND ACTION

1. Presentation from Lucille Windsor from OCLC on new services, along with Susan Gustaveson from OCLC's Public Library Team. WorldCat can help, reach people, support research on nearly any topic, provides non-English materials to diverse communities, delivers materials in print and electronic formats, and saves time for library staff. Our investment in WorldCat has been \$162 million since 2017. We have created more appealing things to general users such as cooking, and genealogy. We have a partnership with Google, still in process. We have a web-based program called World Share Record Manager. This might be worth looking at for cataloging. Susan is IL Specialist, and she is a great resource. You all have a subscription to our Community Center. Remember WebJunction for new information and ideas. Clark requested a copy of presentation. Wymer will send it out to Council.

2. Admin Council Chair, Raman Bath stepped down as of October 23, 2023. Discussion on what our options were, checked with John Shupe. Each year we are to appoint Chair, and Vice Chair, however we did not appoint a Vice Chair last time. Our rotation schedule is done by jurisdiction not person. This would put Sally Gomez into the position as she is now the Interim County Librarian. Motion made to allow Sally Gomez, Interim County Librarian to assume the role of Administrative Council in place of Raman Bath.
  - i. Motion made by Cervantes (Porterville)
  - ii. Seconded by Wegener (Tulare County)
3. Wymer seeking approval for Independent Auditor and Financial Statements RFQ to Vasquez and Partners, LLP and to authorize the Administrative Librarian to finalize and execute a contract with Vasquez and Partners to audit fiscal years 2021 through 2025 with two optional one-year extensions for fiscal years 2026 and 2027. The approval will allow the preparation of audited financials to bring current through 2023 in the amount of \$68,100.
  - i. Motion to approve and move forward with auditing Cervantes (Porterville)
  - ii. Seconded by Lewis (Kern)
4. Wymer seeking approval of the recommended action to enter any necessary agreements to continue receiving services through the CENIC Network. On October 21, 2023, SJVLS was notified that CTC Energy and Technology would be ending their role as the California State Library's Broadband Aggregator. As a result, SJVLS will have to enter into new agreements with the organization that is awarded the new aggregator contract, which at the time of this meeting, has not been awarded.
  - i. Motion to accept recommendation for Administrative Librarian, or their designee, to enter into any necessary agreements to continue receiving services through the CENIC Network Clark (Tulare Public)
  - ii. Seconded by Lewis (Kern)
5. Discussion on System Administrator Position, Wymer explained that after last round of interviews there was not a candidate selected. Soon after there was a system overhaul and the ILS needed to be migrated to a new database. Wymer thought it would be best to wait to start another interview process. When the new person is hired, they will learn the new system. The level and experience were discussed. Wymer thinks the Supervising Librarian is still what they will recruit for. Wegener spoke on the struggle with this position and what a good job Wymer has done. Wymer will drop one of the written requirements. Wymer will post the job on listserv. Gomez spoke on getting it out ahead of time before it is posted.

6. Changes to Office365 in FY 24-25. Current version will retire, and new version will have storage limitations. It will be limited to 100TB of free pooled storage across OneDrive, SharePoint, and Exchange. To continue providing staff with access to Desktop versions of Office Applications the way we currently do, SJVLS must upgrade our subscription to Microsoft's Office 365 A3 product. The A3's subscription costs are \$3.25 per user, per month, with an annual commitment required, resulting in a total annual cost of \$39.00 per staff account. This change only impacts staff workstations, it does not apply to Public PCs. SJVLS member libraries will still need to purchase Office Licenses for Public PCs though TechSoup, as they have in the past. At this time, SJVLS is planning to include the new A3 subscriptions costs in the draft budget for FY 24-25, with costs being divided between members based on their number of staff accounts, unless Administrative Council provides different guidance. For reference our annual renewal date is April 8, so this change will affect SJVLS beginning April 8, 2025.
7. Discussion on Collection Development Policy put together by the subcommittee. Krista presented, the first part is straightforward, the last policy is discussed. Jurisdictions discussed on page 38 last bullet. Very important to have County Counsel involved. It is hard with different jurisdictions, and different procedures and policies. Darla shared that that the Huntington Beach resolution has not been implemented. Wymer commented under second to last bullet, shared resources are not cataloged in Horizon. Wymer asked about how ERC selects materials. Krista stated she took it from the SJVLS website. Darla stated they have a review process, and should be taken to Automation Committee, and have them review it and Electronic Resource as well. Sally spoke on our Policy Review Committee in Fresno and thank you to all who worked on this. They are only looking at the physical aspect at this point on our Resolution in Fresno, but that can always change. Sally will keep everyone in the loop, from what Fresno is doing. Heidi spoke on this as a framework going forward and will make it easier going forward. Darla spoke on meeting in the New Year, for support, and with things that are happening in the libraries now.

#### **D. STAFF REPORTS**

1. Chair – No Report
2. State Library
  - i. Please switch over from the D-U-N-S to the Unique Entity Identifier UEI. Please visit SAM.gov for Entity Registration.
  - ii. Looking for a State Broadband Grants Manager for Libraries. Info is in handout.
  - iii. LSTA Inspiration Grants closed yesterday.
  - iv. Call Calendar has been updated.
  - v. Connected California Digital Navigators quick survey please fill out.
  - vi. Still pushing to get people signed up for the Affordable Connectivity Program and State Digital Equity Plan.
  - vii. Tutoring live k-12 subjects, 24/7 in 4 different languages.
  - viii. Park passes still ongoing.
  - ix. Wymer inquired about eBooks for all, Josh will follow up.

- x. Wegener inquired about all the surveys, and nothing other than self-assessment.
- 3. Administrative Librarian
  - i. Wednesday grant awards for Firebaugh and Porterville, and I am stuck waiting on Fresno County Auditor's Office.
  - ii. Monday opening an order form for item Barcodes, Fresno and Merced have already placed order, will close it out before the holiday.
  - iii. March 2024 will open orders for Library Cards.
- 4. SJVLS – System Administrator
  - i. Migration Prep work is moving along.
  - ii. Both servers were migrated over. JSAs and Techs were emailed their new login details.
  - iii. Webservices migrated to new service.
  - iv. Drake is still working through the Jasper reports.
  - v. Wymer still working on updating stats queries.
  - vi. Monday December 11<sup>th</sup> is the migration date, and Horizon will be down. Everything will be down.
  - vii. Techs and JSA's were emailed yesterday to install the necessary software.
  - viii. Digital Resource survey closed today, and Boyer will produce some type of report.
  - ix. No update on eBooks.
  - x. BC Mobile, it is down and will not come back. It will be a few months before we have another mobile app. There is a notice on SJVLS website, Clark and Gomez will work on wording for an explanation.
- 5. Senior Network Systems Engineer
  - i. Nelson is glad to be back and thank you for the card.
  - ii. PC order moving forward, monitors are showing up as of Tuesday.
  - iii. Information for 6 to 7 branches from CENIC on year 6.
  - iv. Working with Ingrid on Cat2 filing.

#### **E. DIRECTOR'S COMMENTS**

- 1. Gomez – (Fresno) We are waiting for further direction from the CAO on the Resolution. The staff are worried about how it will affect their jobs and day to day life in the library. We are interviewing for our mountain branches. We still have many positions to fill. Our big prom event will take place at Fig Garden in February. We participated in the County Wide Coat Drive and Toys for Tots, this year. We have several facility projects going on, including the Infrastructure Grant.
- 2. Leal – (Coalinga/Huron) No report.
- 3. Cervantes – (Porterville) No report.

4. Wegener- (Tulare County) December 8<sup>th</sup>, Staff Appreciation Day, we will do employee of the year, and TEAM Building. We will be doing training on cash registers since we will have them at all branches now. Dinuba 80% complete, will open by April. Other projects, Springville, Alpaugh, and Orosi costs are coming in very high. Will be meeting with the CAO about higher costs. Winter Reading Challenge in January for the second year, we also do a summer program. We are offering Mental Health training, trying to set a date. We have a lot of mental health issues inside the library, Wegener has taken the training and feels it will help staff.
5. Clark – (Tulare Public) Night in the Library is Monday night, it is the 10<sup>th</sup>, one. The tickets are \$50.00 per person. Partnering with Tulare Emergency Aid Council for a Food for Fines drive. Programs are starting back up and that is nice to see. FOL has Angel Tree going on to help with the public. Printer came so thanks to Nelson. We are getting more patrons coming in and that is nice.
6. Johnson – (Mariposa) Holiday Cat Sweater party after work. We looked at a building close to our current building to increase for more room and programming, but it did not work out. We are doing a Coat drive. Classes in parenting and reading at home. Big fundraiser, read aloud, with community leaders, reading holiday stories. Selling ornaments for summer programs. Showing the Muppet Christmas movie for movie night.
7. Riggs – (Madera) Collection Develop Policy was approved by our board this week. The RFP was completed for North Fork.
8. Lewis – (Kern) We had our Annual Staff In-Service Day; all 22 branches were closed. We had training, and workshops, great success.
9. Rencher – (Kings) No report.
10. Taylor – (Merced) Dos Palos is coming along, and exciting. We also having new HVAC at our Merced Branch. We have author, Casey West coming next week. Our Story Time is on hiatus for December.

#### **F. CALENDAR ITEMS**

1. Date and location for next Administrative Council Meeting
  - i. February 2, 2024, at the Corcoran Library.

#### **G. ADJOURNMENT**

1. The meeting was adjourned at 12:01 PM.

**DATE:** February 2, 2024

**TO:** SJVLS Administrative Council

**SUBMITTED BY:** Brian Henderson, Henderson CPAs.  
Fresno County Fiscal Agent

**SUBJECT:** Financial Update Report

**Recommended Action:**

Approve acceptance of monthly financial update through the month of December 2023.

**Fiscal Impact:**

There is no fiscal impact associated with the recommended action. SJVLS JPA funds are held by Fresno County as the fiscal agent and provides contracted controller and accounting services. All County related costs associated with the fiscal administration are funded with funds set aside for planning and evaluation administration.



## FINANCIAL UPDATE REPORT

### A. FINANCIAL REPORTS

1. Financial reported expenses through December 31, 2023
  - i. Item 2 - Costs by class/cost center report included.
  - ii. Item 3 - CLSA Status update report
  - iii. Item 4 - Online Materials Status update report
2. Revenue Billed: \$2,706,355
3. System Committed Reserves
  - i. SJVLS Assigned - \$2 million
  - ii. Members Committed Tech Reserves \$2,487,567

### B. OUTSTANDING RECEIVABLE TOTAL: \$135,593 (as of 1/27/2024))

1. Member Fees, Postage, Smart Net and other selection: \$105,209 (only Kings Co.)
2. E-Rate receivable- \$0 (FY22 & 23- Pending)
3. Fortinet: None
4. Electronic Resources -Cloud Library: None
5. Telecommunications Invoices: (Will be billed end of January 2024) \$0

### C. CLSA ALLOCATION UPDATE

1. Board approved CLSA service plan on May 2023 in the amount of \$239,407
2. Expenses and Estimates:
  - i. Delivery Services budgeted - \$239,407.
  - ii. Other Operations for e-resources - Budgeted \$0.
  - iii. Total Expenses through 12/31/2023- \$122,106
3. Funding Collected: \$0

### D. ONLINE MATERIALS STATUS UPDATE

1. Online Materials expenses total \$80,891, with prepaid expenses of \$63,202, leaving unspent funds of \$47,817. The plan of service was approved by the Board on May 26, 2023.

**E. TRANSFER OF OWNERSHIP**

1. Statements have been sent through:
  - i. October 2023 Activity.
  - ii. High number of purchases in November & December 2023, statements will be sent out in February 2024.
2. Costs were deducted from the Members' Tech Reserve.

**F. PRE-PAID TECH RESERVE**

1. Total balance - \$ 3,448,795 (through December 2023)
  - Emailed to Admin Council
2. Under committed System projects
  - Total Reserves \$2,487,567

**G. UNEARNED GRANT REPORT & BROADBAND PROJECTS**

1. Total Balance - \$34,007
  - i. Porterville Phase III - \$34,007
  - ii. CLSA FY23 unused funds - \$0
  - iii. PLSEP FY23 unused funds- \$0
  - iv. Palace e-Books unused funds- \$0
2. Fiber Project Year 7. In progress. The Board approved on April 16, 2021 for SJVLS participation in CENIC Year 7. Staff will return to the Board in the fall to report on final cost, any grant opportunities and upgrade of equipment to be deducted from participating members' tech reserves. Members elected to use a portion of recent E-Rate disbursement as Committed towards Year 7. Please refer to Tech Reserve if a participating member.

SJVLS  
Budget to Actual- System Wide

	TOTAL		
	Original Budget	Current Budget	Actual Jul - Dec 23
<b>Revenues</b>			
3380 · Interest	\$ 145,000	\$ 145,000	\$ 51,533
3575 · State Grants	621,132	621,132	298,601
4375 · Federal Grants	20,000	20,000	-
4841 · Membership Dues	1,953,398	1,953,398	2,011,056
5039 · Tech Reserve Charges	1,032,236	1,032,236	230,845
5040 · Other Cty Dpts Services	44,040	44,040	-
5501 · Telephone Services	1,854,789	1,854,789	46
5504 · Telephone Services-Non County	1,000,000	1,000,000	-
5831 · Refunds And Abatements	-	-	114,275
<b>Total Revenues</b>	<b>6,670,595</b>	<b>6,670,595</b>	<b>2,706,355</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	6,772
7040 · Telephone Charges	1,300,000	1,300,000	417,323
7055 · Food	1,000	1,000	-
7101 · General Liability Insuranc	5,000	5,000	1,894
7175 · Property Insurance	4,800	4,800	2,539
7205 · Maintenance-Equipment	370,435	370,435	240,014
7250 · Memberships	3,750	3,750	3,390
7265 · Office Expenditures	23,600	23,600	20,187
7268 · Postage	41,000	41,000	12,991
7286 · PeopleSoft Human Resources	2,000	2,000	-
7287 · PeopleSoft Financials Chg	2,500	2,500	-
7295 · Professional & Specialized	2,023,020	2,023,020	645,330
7296 · Data Processing Services	4,400	4,400	5,395
7325 · Publications & Legal Notic	15,000	15,000	-
7385 · Small Tools & Instruments	3,161,515	3,205,515	302,942
7406 · Library Materials	200	200	-
7412 · Mileage	700	700	-
7415 · Trans, Travel & Education	53,500	53,500	961
7416 · Trans & Travel County Gara	259,407	259,407	108,961
7430 · Utilities	40,000	40,000	20,000
7565 · County Cost Plan	20,000	20,000	-
<b>Total Expenditures</b>	<b>7,331,827</b>	<b>7,375,827</b>	<b>1,788,698</b>
<b>Net Change in Fund Balance</b>	<b>\$ (661,232)</b>	<b>\$ (705,232)</b>	<b>\$ 917,658</b>

**SJVLS Budget to Actual**  
**130- Computer Operations**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 · Interest	\$ 144,550	\$ 144,550	\$ 51,533
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	1,007,635	1,007,635	1,007,600
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	46
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 130- Computer Operations Revenues</b>	<b>1,152,185</b>	<b>1,152,185</b>	<b>1,059,179</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	300,679	300,679	173,419
7250 · Memberships	150	150	150
7265 · Office Expenditures	3,600	3,600	72
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	1,500	1,500	-
7287 · PeopleSoft Financials Chg	500	500	-
7295 · Professional & Specialized	1,010,700	1,010,700	283,620
7296 · Data Processing Services	1,400	1,400	5,395
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	10,000	10,000	33,899
7406 · Library Materials	200	200	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	33,500	33,500	961
7416 · Trans & Travel County Gara	20,000	20,000	4,448
7430 · Utilities	40,000	40,000	20,000
7565 · County Cost Plan	-	-	-
<b>Total 130- Computer Operations Expenditures</b>	<b>1,422,229</b>	<b>1,422,229</b>	<b>521,964</b>
<b>Net Change in Fund Balance</b>	<b>\$ (270,044)</b>	<b>\$ (270,044)</b>	<b>\$ 537,215</b>

**SJVLS Budget to Actual**  
**1301- TRD ERC and Equipment Orders**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 • Interest	\$ -	\$ -	\$ -
3575 • State Grants	-	-	-
4375 • Federal Grants	-	-	-
4841 • Membership Dues	-	-	12,740
5039 • Tech Reserve Charges	917,236	917,236	205,644
5040 • Other Cty Dpts Services	-	-	-
5501 • Telephone Services	-	-	-
5504 • Telephone Services-Non County	-	-	-
5831 • Refunds And Abatements	-	-	-
<b>Total 1301- TRD ERC &amp; Equip Revenues</b>	<b>917,236</b>	<b>917,236</b>	<b>218,384</b>
<b>Expenditures</b>			
7005 • Sealer Paper	-	-	-
7040 • Telephone Charges	-	-	-
7055 • Food	-	-	-
7101 • General Liability Insuranc	-	-	-
7175 • Property Insurance	-	-	-
7205 • Maintenance-Equipment	17,236	17,236	-
7250 • Memberships	-	-	-
7265 • Office Expenditures	-	-	-
7268 • Postage	-	-	-
7286 • PeopleSoft Human Resources	-	-	-
7287 • PeopleSoft Financials Chg	-	-	-
7295 • Professional & Specialized	-	-	-
7296 • Data Processing Services	-	-	-
7325 • Publications & Legal Notic	-	-	-
7385 • Small Tools & Instruments	900,000	900,000	221,779
7406 • Library Materials	-	-	-
7412 • Mileage	-	-	-
7415 • Trans, Travel & Education	-	-	-
7416 • Trans & Travel County Gara	-	-	-
7430 • Utilities	-	-	-
7565 • County Cost Plan	-	-	-
<b>Total 1301- TRD ERC &amp; Equip Expenditures</b>	<b>917,236</b>	<b>917,236</b>	<b>221,779</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (3,395)</b>

**SJVLS Budget to Actual**  
**1301.1- TRD Overdue Notices and Library Cards**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 • Interest	\$ -	\$ -	\$ -
3575 • State Grants	-	-	-
4375 • Federal Grants	-	-	-
4841 • Membership Dues	-	-	-
5039 • Tech Reserve Charges	56,000	56,000	19,763
5040 • Other Cty Dpts Services	-	-	-
5501 • Telephone Services	-	-	-
5504 • Telephone Services-Non County	-	-	-
5831 • Refunds And Abatements	-	-	-
<b>Total 1301.1- Notices &amp; Lib Cards Revenues</b>	<b>56,000</b>	<b>56,000</b>	<b>19,763</b>
<b>Expenditures</b>			
7005 • Sealer Paper	15,000	15,000	6,772
7040 • Telephone Charges	-	-	-
7055 • Food	-	-	-
7101 • General Liability Insuranc	-	-	-
7175 • Property Insurance	-	-	-
7205 • Maintenance-Equipment	-	-	-
7250 • Memberships	-	-	-
7265 • Office Expenditures	-	-	-
7268 • Postage	41,000	41,000	12,991
7286 • PeopleSoft Human Resources	-	-	-
7287 • PeopleSoft Financials Chg	-	-	-
7295 • Professional & Specialized	-	-	-
7296 • Data Processing Services	-	-	-
7325 • Publications & Legal Notic	-	-	-
7385 • Small Tools & Instruments	-	-	-
7406 • Library Materials	-	-	-
7412 • Mileage	-	-	-
7415 • Trans, Travel & Education	-	-	-
7416 • Trans & Travel County Gara	-	-	-
7430 • Utilities	-	-	-
7565 • County Cost Plan	-	-	-
<b>Total 1301.1- Notices &amp; Lib Cards Expenditures</b>	<b>56,000</b>	<b>56,000</b>	<b>19,763</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

SJVLS Budget to Actual  
150- UMS Debt Collection

	TOTAL		
	Original Budget	Current Budget	Actual Jul - Dec 23
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	44,000	44,000	5,437
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 150- UMS Debt Collection Revenues</b>	<b>44,000</b>	<b>44,000</b>	<b>5,437</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	44,000	44,000	5,437
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 150- UMS Debt Collection Expenditures</b>	<b>44,000</b>	<b>44,000</b>	<b>5,437</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SJVLS Budget to Actual  
200- CSLA Funded Delivery**

<b>TOTAL</b>			
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 · Interest	\$ 450	\$ 450	\$ -
3575 · State Grants	239,407	239,407	239,407
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 200- CSLA Funded Delivery Revenues</b>	<b>239,857</b>	<b>239,857</b>	<b>239,407</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	239,407	239,407	104,512
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 200- CSLA Funded Delivery Expenditures</b>	<b>239,407</b>	<b>239,407</b>	<b>104,512</b>
<b>Net Change in Fund Balance</b>	<b>\$ 450</b>	<b>\$ 450</b>	<b>\$ 134,895</b>



SJVLS Budget to Actual  
201- CSLA Other Operations

	TOTAL		
	Original Budget	Current Budget	Actual Jul - Dec 23
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 201- CSLA Other Op Revenues</b>	-	-	-
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 201- CSLA Other Op Expenditures</b>	-	-	-
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**SJVLS Budget to Actual**  
**300- Communications**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	277,020	277,020	276,769
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 300- Communications Revenues</b>	<b>277,020</b>	<b>277,020</b>	<b>276,769</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	300,000	300,000	1,381
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	8,000	8,000	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	80,000	80,000	34,386
7296 · Data Processing Services	3,000	3,000	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 300- Communications Expenditures</b>	<b>391,000</b>	<b>391,000</b>	<b>35,767</b>
<b>Net Change in Fund Balance</b>	<b>\$ (113,980)</b>	<b>\$ (113,980)</b>	<b>\$ 241,002</b>

**SJVLS Budget to Actual**  
**3301- AR Telco and Fiber Projects**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	381,725	381,725	33,694
4375 · Federal Grants			-
4841 · Membership Dues			-
5039 · Tech Reserve Charges	15,000	15,000	-
5040 · Other Cty Dpts Services			-
5501 · Telephone Services	1,854,790	1,854,790	-
5504 · Telephone Services-Non County	1,000,000	1,000,000	-
5831 · Refunds And Abatements	-	-	114,275
<b>Total 3301- AR Telco Fiber Proj Revenues</b>	<b>3,251,515</b>	<b>3,251,515</b>	<b>147,969</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	1,000,000	1,000,000	415,452
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	2,251,515	2,295,515	47,264
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 3301- AR Telco Fiber Proj Expenditures</b>	<b>3,251,515</b>	<b>3,295,515</b>	<b>462,716</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ (44,000)</b>	<b>\$ (314,747)</b>

**SJVLS Budget to Actual**  
**3301.1- TRD Communication Access Points and Fortinet**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	25,500
4375 · Federal Grants	-	-	-
4841 · Membership Dues	44,040	44,040	44,040
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 3301.1- Comm &amp; Fortinet Revenues</b>	<b>44,040</b>	<b>44,040</b>	<b>69,540</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	489
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	44,040	44,040	66,475
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 3301.1- Comm &amp; Fortinet Expenditures</b>	<b>44,040</b>	<b>44,040</b>	<b>66,964</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,576</b>

**SJVLS Budget to Actual**  
**400- Coordination and Evaluation**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	446,986	446,986	446,581
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 400- Coordination &amp; Eval Revenues</b>	<b>446,986</b>	<b>446,986</b>	<b>446,581</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	1,000	1,000	-
7101 · General Liability Insuranc	5,000	5,000	1,894
7175 · Property Insurance	4,800	4,800	2,539
7205 · Maintenance-Equipment	480	480	120
7250 · Memberships	-	-	-
7265 · Office Expenditures	5,000	5,000	20,115
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	500	500	-
7287 · PeopleSoft Financials Chg	2,000	2,000	-
7295 · Professional & Specialized	576,420	576,420	133,698
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	15,000	15,000	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	700	700	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	20,000	20,000	-
<b>Total 400- Coordination &amp; Eval Expenditures</b>	<b>630,900</b>	<b>630,900</b>	<b>158,365</b>
<b>Net Change in Fund Balance</b>	<b>\$ (183,914)</b>	<b>\$ (183,914)</b>	<b>\$ 288,216</b>

**SJVLS Budget to Actual  
401- PLSEP Staff Edu Grant**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	20,000	20,000	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 401- PLSEP Staff Edu Grant Revenues</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	20,000	20,000	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 401- PLSEP Staff Edu Grant Expenditures</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

SJVLS Budget to Actual  
402 - E-Books For All Grant

	TOTAL		
	Original Budget	Current Budget	Actual Jul - Dec 23
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 402- E-Books For All Grant Revenues</b>	-	-	-
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	5,278
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 402- E-Books For All Grant Expenditures</b>	-	-	5,278
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (5,278)</b>

SJVLS Budget to Actual  
600- Cataloging Center

	TOTAL		
	Original Budget	Current Budget	Actual Jul - Dec 23
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	85,727	85,727	87,419
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 600- Cataloging Center Revenues</b>	<b>85,727</b>	<b>85,727</b>	<b>87,419</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	123,500	123,500	105,171
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 600- Cataloging Center Expenditures</b>	<b>123,500</b>	<b>123,500</b>	<b>105,171</b>
<b>Net Change in Fund Balance</b>	<b>\$ (37,773)</b>	<b>\$ (37,773)</b>	<b>\$ (17,752)</b>



**SJVLS Budget to Actual  
800- Online Materials**

	<b>TOTAL</b>		
	<b>Original Budget</b>	<b>Current Budget</b>	<b>Actual Jul - Dec 23</b>
<b>Revenues</b>			
3380 · Interest	\$ -	\$ -	\$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	136,030	136,030	135,907
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
<b>Total 800- Online Materials Revenues</b>	<b>136,030</b>	<b>136,030</b>	<b>135,907</b>
<b>Expenditures</b>			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	3,600	3,600	3,240
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	188,400	188,400	77,741
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
<b>Total 800- Online Materials Expenditures</b>	<b>192,000</b>	<b>192,000</b>	<b>80,981</b>
<b>Net Change in Fund Balance</b>	<b>\$ (55,970)</b>	<b>\$ (55,970)</b>	<b>\$ 54,926</b>

**Admin Council Board Report**  
**CLSA Status Report - FY 23-24**

Report Date 12/31/2023

Operations Type	Adopted Budget	CLSA Approved Plan	Total Expenses	Pending Expenses	Estimate Charges (Oct)	Total Projected Expenses	Excess '-' (fund by SJVLs reserves) Unspent '+'	Comments
Delivery - Basic & Sorting	239,407	239,407	104,512	17,594	-	122,106	117,301	
E-Resources Bibliotheca Cloud Library	-	-	-	-	-	-	-	
	<b>239,407</b>	<b>239,407</b>	<b>104,512</b>	<b>17,594</b>	<b>-</b>	<b>122,106</b>	<b>117,301</b>	
FY 22-2023 Rollover	-	-	-	-	-	-	-	
<b>Grand Total</b>	<b>239,407</b>	<b>239,407</b>	<b>104,512</b>	<b>17,594</b>	<b>-</b>	<b>122,106</b>	<b>117,301</b>	

Budget amendment approved:

**Basic CLSA Service Plan Expenditure**

CLSA Allocation	\$ -
Basic Delivery	\$ 239,407
E-Resources	\$ -
Online Materials rollover	\$ -

**Total System Delivery Costs**

Basic Delivery Costs:	\$ 122,106	
Extra Delivery Stops:	\$ -	
	<b>\$ 122,106</b>	Total System Delivery Expenditure
Online Materials rollover	\$ -	

**Total fundings Sources Delivery System**

CLSA Funds	\$ 239,407	Basic
Local Fund Reserve	\$ -	Basic
Madera	\$ -	Premium
	<b>\$ 239,407</b>	Total System Delivery Funding

CLSA Amended Service Plan :

Reviewed annually in January for amendment

## Online Materials

Financial Update - FY 23-24

Report Date

12/31/2023

Vendor	Budget Amount	Total Expenses	Prepaid Portion Subscription	Unspent	Comments
<b>Funding Source: Membership (cost center 0800)</b>					
Ebooks Bibliotheca (E Resources)	51,000	9,202	-	41,798	
Pronunciator	30,000	11,667	16,333	2,000	
Cengage-Gale Database	62,500	30,185	30,185	2,130	Gale General Database Pkg
Cengage -Gale	34,000	16,683	16,683	633	Education and Career module & Info Science
Califa- Quipu E Card Registration & Membership	14,500	13,244	-	1,256	CLSA amendment passed June 25, 2020, now covered by Membership due to funding cut
ERC Committee -	-	-	-	-	
	192,000	80,981	63,202	47,817	
<b>Funding Source: CLSA Other (cost center 0201)</b>					
Bibliotheca Cloud Library (E Resources)	-	-		-	
Additional Online Materials Resources	-	-		-	
	-	-	-	-	
<b>Grand Total</b>	<b>192,000</b>	<b>80,981</b>	<b>63,202</b>	<b>47,817</b>	

	Budget Amount	Total Expenses	Prepaid Portion Subscription	Unspent
<b>Total Funding Sources:</b>	<b>\$ 192,000</b>	<b>\$ 80,981</b>	<b>\$ 63,202</b>	<b>\$ 47,817</b>

**DATE:** December 1, 2023

**TO:** SJVLS Administrative Council

**SUBMITTED BY:** Chris Wymer – Administrative Librarian

**SUBJECT:** Update Lucas Color Card Pricing

**RECOMMENDED ACTION:**

1. Approve Lucas Color Card's request to update library card pricing according to the prices listed in the table at the end of this attachment.

Approval of the recommended action will approve the requested price increase for printing library cards. The updated pricing will take effect on our next library card order.

**ALTERNATIVE ACTION(S):**

There are no viable alternative actions.

**FISCAL IMPACT:**

Approval of the recommended action will increase SJVLS member's costs when ordering library cards. The full impact of the price change is difficult to quantify because it's dependent on the total quantity of cards ordered by all members.

**DISCUSSION:**

Our library card vendor, Lucas Color Card, submitted a request to modify their pricing, in accordance with the terms in our agreement. They are requesting the pricing modification to keep up with increasing materials costs. They did not modify their pricing last year.

Using last year's order as a baseline, we ordered 45,837 cards between 6 members with black and white card backs, at a price per card of \$0.105. Additionally, 2 members ordered 23,000 cards with full color card backs, at a price per card of \$0.1115. Under the new pricing, the order would approximately \$0.1260 for the black and white card backs, and approximately \$0.135 for colored backs, for an estimated total cost of \$8,880.46. This is roughly \$800 dollars more than the previous order.

**PRIOR AGENDA REFERENCE:**

Administrative Council Agenda – August 13, 2021. Item #4.  
Administrative Council Agenda – January 14, 2022. Item #6.

**ATTACHMENTS INCLUDED AND/OR ON FILE:**

Attachment – Lucas Color Card Requested Price Increase  
On File – SJVLS Procurement Agreement SJ022-02

Motion:

Second:

\_\_\_\_\_ PASSED

\_\_\_\_\_ REJECTED

### Attachment – Lucas Color Card Requested Price Change

The table below shows the Lucas Color Card's requested price change, along with the current approved pricing.

<b>CPI602</b>	<b>Quantity</b>	<b>Old Price/Card</b>	<b>New Price/Card</b>
1 Box	500	\$0.6700	\$0.7710
3 Boxes (1/2 Carton)	1,500	\$0.2865	\$0.3340
6 Boxes (1 Cartons)	3,000	\$0.1938	\$0.2530
12 Boxes (2 Cartons)	6,000	\$0.1458	\$0.1910
24 Boxes (4 Cartons)	12,000	\$0.1232	\$0.1600
48 Boxes (8 Cartons)	24,000	\$0.1180	\$0.1400
96 Boxes (16 Cartons)	48,000	\$0.1063	\$0.1270
192 Boxes (32 Cartons)	96,000	\$0.1034	\$0.1250

**DATE:** February 2, 2024

**TO:** Administrative Council

**SUBMITTED BY:** Chris Wymer – Administrative Librarian

**SUBJECT:** Increase FY 2023-24 CloudLibrary Budget

**RECOMMENDED ACTION:**

1. Approve the budget modification to increase the Online Materials budget for CloudLibrary eBook and eAudiobook purchases in the amount of \$25,000 via a transfer of unused budget funding from the open System Administrator position.

Approval of the recommended action will authorize a budget modification to increase the Online Materials budget by \$25,000 for the purpose of purchasing additional CloudLibrary titles this fiscal year.

**ALTERNATIVE ACTION(S):**

Alternatively, Administrative Council could elect to leave the CloudLibrary budget at current levels.

**FISCAL IMPACT:**

Approval of the recommended action will not impact membership fees or result in additional charges to members. Approval will authorize the modification of the Online Materials budget and increase it in the amount of \$25,000 via a transfer of unused funds from the Computer Operations budgeted amount for the System Administrator position that remains open.

**DISCUSSION:**

In recent years, SJVLS increased our investment in the shared CloudLibrary eBook and eAudiobook collection, which resulted in increased usage by patrons, including patrons that previously had not used CloudLibrary. The lowest number of new patrons recorded in a single month during 2023 was 232 in December. The highest count of new patrons occurred in January, with a total of 315. In the 2023 calendar year, the CloudLibrary collection saw 9,094 distinct patrons utilize the collection.

Prior to this fiscal year, SJVLS augmented our CloudLibrary budget with the portion of CLSA funds not needed to fund system delivery. Unfortunately, this year's estimated delivery costs used all our CLSA funding, leaving no additional funds for CloudLibrary. As a result, our CloudLibrary selectors have not been able to add as many titles this year and have expressed that the small allocation makes it difficult to select titles.

Currently, SJVLS is requesting to modify our budget and transfer \$25,000 of unused funds from the open System Administrator position to Online Materials to purchase eBooks and eAudiobooks for CloudLibrary. The budget increase will allow the selectors to purchase more titles for the rest of this fiscal year, helping to maintain new title additions at a rate comparable to previous fiscal years.

**PRIOR AGENDA REFERENCE:**

No prior reference.

**ATTACHMENTS INCLUDED AND/OR ON FILE:**

On File – CloudLibrary Usage Statistics

Motion:

Second:

\_\_\_\_\_ PASSED

\_\_\_\_\_ REJECTED

**DATE:** February 2, 2024

**TO:** SJVLS Administrative Council

**SUBMITTED BY:** Brian Henderson, Henderson CPAs  
SJVLS Fiscal Agent

**SUBJECT:** Upcoming Budget Year Membership Fee Rate

**RECOMMENDED ACTION:**

1. Approve increase in Membership Fee rate by 3%, for a total increase of \$58,602.

Approval of the action will establish the Membership Fee rate for the upcoming budget year to support the development of operational budget in the amount of \$2,703,998 and the funding sources to be collected in accordance with strategic plan for annual increase minimum.

**FISCAL IMPACT:**

The additional increase in the rate will continue to support up to 78% of operational costs which includes inflation estimates. Total operational budget costs will be funded with revenue estimates from three sources Membership Fee, Fund balances and interest earned. We will also provide the board with a preliminary budget.

**DISCUSSION:**

The budget development of operational budget will be based on the rate approved and other funding sources to be collected. Fiscal agent will return to the board with budget timelines for recommended adoption of budget no later than June.

The attachment provides the details on membership history, rate of increase and member's contribution based on population ratio for increase amount.

**PRIOR AGENDA REFERENCE:**

N/A

**ATTACHMENTS INCLUDED AND/OR ON FILE:**

The attachment provides the details on membership history, rate of increase and member's contribution based on population ratio for increase amount.

Motion:

Second:

\_\_\_\_\_ PASSED

\_\_\_\_\_ REJECTED



## Membership Fees History

Presented by: Brian Henderson, Fiscal Agency

Fiscal Year	Membership Fee	% of Increase (2)	Increase by	Portion of Total Budget (Operational Costs)	% Funding	System Delivery (funded by CLSA)	Madera Extra Delivery (paid by Madera)
FY 2014-2015	\$ 1,452,289		loop in online materials	\$ 2,463,943	58.9%	\$ -	
FY 2015-2016	\$ 1,549,473	7%		\$ 2,729,785	56.8%	\$ 125,244	
FY 2016-2017	\$ 1,507,387	-3%	switch to direct billing for Telco	\$ 2,197,807	68.6%	\$ 118,540	
FY 2017-2018	\$ 1,507,387	0%	\$ -	\$ 2,244,496	67.2%	\$ 158,040	
FY 2018-2019	\$ 1,507,387	0%	\$ -	\$ 2,326,854	64.8%	\$ 159,413	
FY 2019-2020	1 & 2 \$ 1,662,904	10%	\$ 155,517	\$ 2,709,980	61.4%	\$ 177,840	
FY 2020-2021	\$ 1,789,809	8%	\$ 126,905	\$ 2,342,580	76.4%	\$ 173,100	
FY 2021-2022	\$ 1,789,809	0%	\$ -	\$ 2,341,330	76.4%	\$ 235,672	\$ 13,000
FY 2022-2023	\$ 1,915,096	7%	\$ 125,287	\$ 2,718,135	70.5%	\$ 209,000	
FY 2023-2024	\$ 1,953,398	2%	\$ 38,302	\$ 2,759,629	70.8%	\$ 239,407	
FY 2024-2025	\$ 2,012,000	3%	\$ 58,602	\$ 2,628,855	76.5%	\$ 220,000	return to board (estimated decrease)

### Note:

- 1
- |           |                                       |
|-----------|---------------------------------------|
| 1,612,904 | Members                               |
| 50,000    | additional adjustment - Fresno Member |
| 1,662,904 | Total Membership FY 19-2020           |

- 2 The Membership Fee increase of \$125, 287 will be applied to Member's based on recent population ratio.  
The Total Fee consists of baseline costs at FY 13-14 Membership Rate/ratio share plus increase in fees from FY 2015-16.  
In May 2019 the Admin Council decline the transition of Membership Fee based on today's costs and shift of ratios per consultant recommendations In May 2020.

- 3 Recommend increase ( 7 percent) as stated approved Strategic Plan. \$ -

- 4 Operational costs exclude telecommunications, delivery, network projects, technology replacement, technology upgrades and future grant projects.

**Contribution Membership Fee by Member**

**Guideline: JPA agreement, page 7, line 8, c) Contribution from Participants**

**Total Fee \$ 2,012,000**

**Increase Amount \$ 58,602**

Adjusted Membership Rate with noted adjustment to Tulare County for Porterville and Tulare Public

Members	State Certified Population 6-1-2020	Prior Meeting Population Prior Presented 1/15/22	Adjusted State Certified Population 1-1-2021	State Certified Population Jan 2022	State Certified Population Jan 2023	Contribution Ratio
<b>Coalinga</b>	24,498	24,152	24,152	17,277	17,237	0.58%
<b>Fresno</b>	990,451	1,002,529	1,002,529	993,996	994,262	33.32%
<b>Kern (*removed Shafter)</b>	897,225	893,745	893,745	889,327	886,158	29.70%
<b>Kings</b>	153,608	152,543	152,543	152,023	151,018	5.06%
<b>Madera</b>	158,147	158,474	158,474	157,396	158,148	5.30%
<b>Mariposa</b>	18,067	18,037	18,037	17,045	16,935	0.57%
<b>Merced</b>	283,521	284,836	284,836	284,338	285,337	9.56%
<b>Porterville</b>	59,655	59,571	59,571	62,345	62,588	2.10%
<b>Tulare Co.</b>	352,488	481,733	352,916	343,207	342,799	11.49%
<b>Tulare Pub</b>	67,834	69,246	69,246	69,462	69,677	2.33%
<b>Total Members</b>	<b>3,005,494</b>	<b>3,144,866</b>	<b>3,016,049</b>	<b>2,986,416</b>	<b>2,984,159</b>	<b>100.00%</b>

Increase Fee Share		Current Year Approved Membership	Draft Recommended Membership Fee (Agenda Date: 2/2/24)	Change Amount
\$ 338.49		\$ 25,980	\$ 26,318	\$ 338
\$ 19,525.01		\$ 772,364	\$ 791,889	\$ 19,525
\$ 17,402.10		\$ 497,234	\$ 514,636	\$ 17,402
\$ 2,965.65		\$ 100,805	\$ 103,771	\$ 2,966
\$ 3,105.66		\$ 113,357	\$ 116,463	\$ 3,106
\$ 332.56		\$ 32,981	\$ 33,314	\$ 333
\$ 5,603.36		\$ 155,868	\$ 161,471	\$ 5,603
\$ 1,229.08		\$ 17,853	\$ 19,082	\$ 1,229
\$ 6,731.78		\$ 181,007	\$ 187,739	\$ 6,732
\$ 1,368.30		\$ 55,949	\$ 57,317	\$ 1,368
\$ -		\$ -		\$ -
<b>58,602</b>		<b>\$ 1,953,398</b>	<b>\$ 2,012,000</b>	<b>\$ 58,602</b>

	State Certified Population 6-1-2020	State Certified Population 1-1-2021	State Certified Population Jan 2022	State Certified Population Jan 2023
<b>Kern</b>	917,553	914,193	909,813	907,476
<b>less:</b>				
<b>City of Shafter</b>	(20,328)	(20,448)	(20,486)	(21,318)
	<b>897,225</b>	<b>893,745</b>	<b>889,327</b>	<b>886,158</b>

**SAN JOAQUIN VALLEY LIBRARY SYSTEM**  
**FY 2024-25**  
**February 2, 2024**

**DATE:** February 2, 2024

**TO:** SJVLS Administrative Council

**SUBMITTED BY:** Brian Henderson, Henderson CPAs  
SJVLS Fiscal Agent

**SUBJECT:** Preliminary Budget

**RECOMMENDED ACTION:**

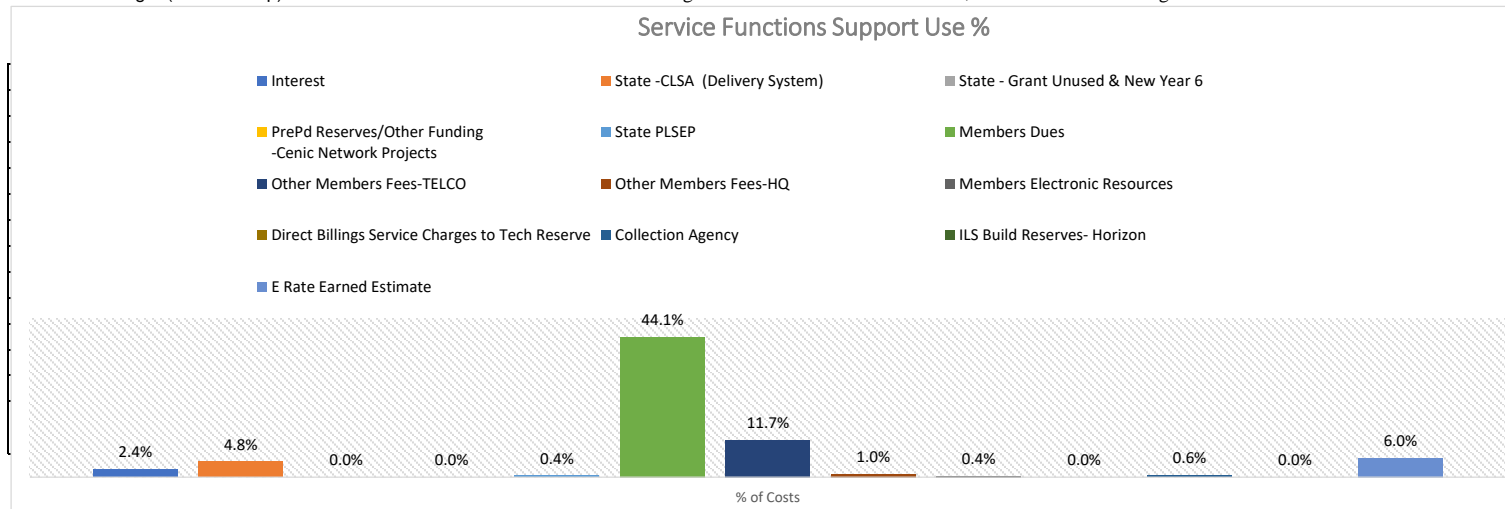
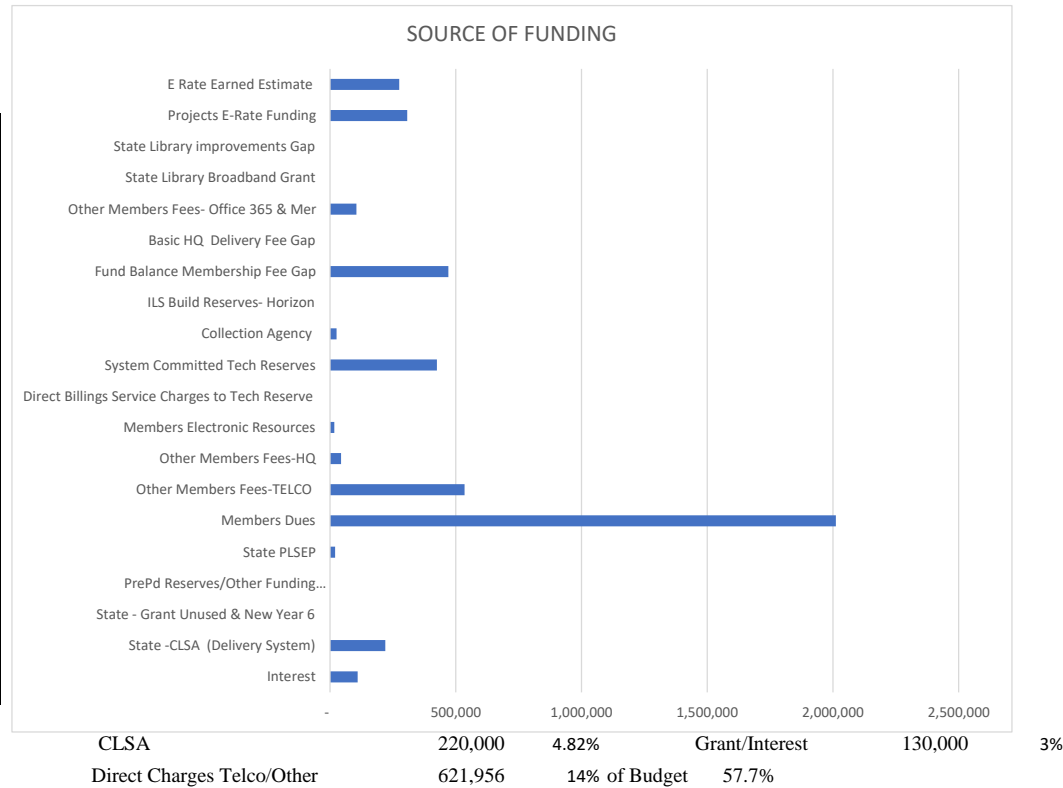
- |  |              |
|--|--------------|
| 1. Approve budget expenditures in the amount of                        | \$ 4,556,412 |
| 2. Approved estimated revenues in the amount of                        | \$ 4,566,058 |
| Approval of Estimated Revenue sources as listed on Funding Sources.    |              |
| 3. Membership Rate Total Contribution                                  | \$ 2,012,000 |
| 4. Fiber System Projects   | \$ 150,000   |
| Funding offset:  |              |
| Committed System Projects - Assigned Prepaid Tech Reserves (\$150,000) |              |
| 5. Tech Plan Projects - System Committed and Other                     | \$ 275,000   |
| DFS Servers, RFP Mobile Printing, HMC emails                           |              |
| Funding offset:  |              |
| Committed System Projects - Assigned Prepaid Tech Reserves             |              |

Approval of recommended budget as noted in the budget highlights.

Staff will return to the Board in April to present an updated draft budget for final approval.

**SAN JOAQUIN VALLEY LIBRARY SYSTEM**  
**FY 2024-25**  
**February 2, 2024**

Source of Funding	Amount
Interest	110,000
State -CLSA (Delivery System)	220,000
State - Grant Unused & New Year 6	-
PrePd Reserves/Other Funding -Cenic Network Projects	-
State PLSEP	20,000
Members Dues	2,012,000
Other Members Fees-TELCO	534,795
Other Members Fees-HQ	44,040
Members Electronic Resources	17,105
Direct Billings Service Charges to Tech Reserve	-
System Committed Tech Reserves	425,000
Collection Agency	26,000
ILS Build Reserves- Horizon	-
Fund Balance Membership Fee Gap	470,355
Basic HQ Delivery Fee Gap	-
Other Members Fees- Office 365 & Mer	104,826
State Library Broadband Grant	-
State Library improvements Gap	-
Projects E-Rate Funding	306,937
E Rate Earned Estimate	275,000
<b>Total Funding for Budget</b>	<b>4,566,058</b>
Membership Fees	2,012,000
% of Total Budget (Membership)	44.1%



**SAN JOAQUIN VALLEY LIBRARY SYSTEM****FY 2024-25****February 2, 2024**

Total Budget (Membership costs + Telco/other direct projects)

	Current Costs FY 23-24	Recommended Upcoming Year Total Costs	\$ Change	% Change
CLSA Service Plan- Delivery & Other	239,407	251,377	11,970	
CLSA Service Plan- Rollover Online Materials	-	-	-	
Public Library Education (PLSEP)	20,000	20,000	-	
Membership operations	2,773,610	2,592,355	(181,255)	
Additional: Member Selection/Direct Charges	2,101,000	1,267,680	(833,320)	
Fiber Project & Porterville Circuit Grant	211,967	425,000	213,033	
Telemessaging Replacement	-	-	-	
System Committed Tech Reserves				
Tech Plan Project - Other				
System Committed Tech Reserves				
<b>Total Budget</b>	<b>5,345,984</b>	<b>4,556,412</b>	<b>(789,572)</b>	<b>-15%</b>

**Budget Highlights**

## 1. Summary of SJVLS Operational Budget - Core

	Current Costs FY 23-24	Upcoming Year Total Costs	\$ Change	% of Total Costs
System Operations	\$1,422,229	\$1,446,150	\$23,921	56%
<i>Note: Network &amp; Librarian staffing wage increase</i>				
Planning & Evaluation	\$630,900	\$599,705	(\$31,195)	23%
<i>Note:</i>				
Cataloging Center	\$123,500	\$117,500	(\$6,000)	5%
<i>Note : added in EzProxy annual fee</i>				
Fresno as Cat Center	\$3,600	\$0	(\$3,600)	0%
Online E Resources Materials	\$192,000	\$273,000	\$81,000	11%
<i>Note : Increase Cengage by \$4,000 for general &amp; Peterson's test package</i>				
Telecommunications core	\$401,381	\$156,000	(\$245,381)	6%
	<u>\$2,773,610</u>	<u>\$2,592,355</u>	<u>(\$181,255)</u>	
Delivery (excluded, see #7 CLSA)				
<b>Membership Costs</b>	<b>\$2,773,610</b>	<b>\$2,592,355</b>	<b>(\$181,255)</b>	100%
		Increase by	-6.5%	

## 2. Summary of Offset Funding Sources

				Funding %
Membership Fees	\$1,953,398	\$2,012,000	\$58,602	78%
Fund Balance Withdrawal	\$661,231	\$470,355	(\$190,876)	18%
Interest Earned	\$145,000	\$110,000	(\$35,000)	4%
CLSA Allocation (beyond delivery)	\$0	\$0	\$0	0%
<b>Total Funding Sources</b>	<b>\$2,759,629</b>	<b>\$2,592,355</b>	<b>(\$167,274)</b>	

## 3. ILL System

	Current Costs FY 23-24	Upcoming Year Total Costs	\$ Change
<i>Note:</i>			
SirsiDynix total budget is listed on three separate lines			
SirsiDynix	\$140,000	\$147,000	
Kids Catalog and/or Red Hat Renewal	\$3,000	\$3,000	
Web Services Connector	\$4,200	\$4,200	
Merced Community Engagement	\$7,050	\$7,050	
eRC Connector OverdriveMagazines(year 3)	\$4,060	\$4,060	
eRC Connector Free gal Fresno	\$1,766	\$1,835	
eRC ConnectorHoopla digital Porterville	\$4,730	\$0	
	<u>\$164,806</u>	<u>\$167,145</u>	<u>\$2,339</u>

## 4. Staff Training and Volunteer

Staff training	\$32,500
Training Other: Central Valley Get Involved Regional Network	\$1,000
Board approved on 1/11/2019 System to donate \$1,000	<u>\$33,500</u>

## 5. System Info Tech Plan Fiscal Assigned (Pending approval of plan by new Administrator &amp; FY plan)

System Committed Tech Reserves by each Member (done)	\$800,000
withdrawal for Access Point renewal in three years	
withdrawal if participation on Cenic Broadband project, staff will return to board	
System Assigned Fund Balance	<u>\$2,000,000</u> Board approved 9/25/2020
	<u><b>\$2,800,000</b></u>

## 6. Grants Network Technology/Broadband

To be adopted upon acceptance and award of any grant

Excluded in budget. Staff will return to Board for approval.

**SAN JOAQUIN VALLEY LIBRARY SYSTEM****FY 2024-25****February 2, 2024****Budget Highlights**

## 7. System Basic Delivery Services - Funded by CLSA (Cooperative Service Plan )

	Upcoming Year Total Costs	
Pending delivery updated estimates for gas prices and other costs	<u>\$251,377</u>	(return to Board April 2024) anticipated 5% increase
Other Operations Category - CLSA Rollover Online Materials	\$0	
Other Operations Category - CLSA Online Materials (Cloud Library Titles)	\$0	
Due to State no later than June 3	<u>\$251,377</u>	
Allocation Notice -TBD Late April		

8. Equipment Orders - Fall & Spring  
Pending member elections

FY 2024-25 Upcoming Year Total Costs
<u>\$0</u>

9. Cataloging Services  
Membership

Vendor	FY 2024-25 Upcoming Year Total Costs	FY 2025-26 Proposed Budget
OCLC	101,500	101,500
Exporxy	10,000	9,500
System CAT Center	-	-
Backstage	6,000	6,000
<b>Costs</b>	<b><u>117,500</u></b>	<b><u>117,000</u></b>

10. Online Materials  
Membership

Vendor	FY 2024-25 Upcoming Year Total Costs	FY 2025-26 Proposed Budget
Califa Annual Membership	4,600	4,600
eBooks Additions	80,000	80,000
Ebooks Bibliotheca	50,400	51,000
Pronunciator	30,000	32,000
Cengage Gale Database	62,500	62,500
Education and Career Module & Info Science	33,500	34,000
Califa- Quipu E Card Registration	12,000	13,000
Additional Online Materials Resources		
Sum	<u>268,400</u>	<u>272,500</u>
ERC Committee - TBD		
<b>Costs</b>	<b><u>273,000</u></b>	<b><u>277,100</u></b>

**Members to Budget -****FY 2024-25****February 2, 2024****Membership & Telecommunications****Membership Rate Increase \$58,602 for Total \$2,012,000; Approved by Admin Council TBD****Other Charges: Additional Direct Charge to Budget****Summary Report**

	Member's Budget Total Amount	
Members		
Coalinga	39,965	
Fresno	988,282	
Kern	636,078	
Kings	149,136	
Madera	167,313	
Mariposa	77,242	
Merced	254,983	
Porterville	29,826	
Tulare Co.	304,720	
Tulare Pub	66,100	
	-	
<b>Total Members</b>	<b>2,713,644</b>	

**Details of Future Invoices Costs To Budget**

	Upcoming Membership Fee Approved TBD	SmartPay Merchant fee & Other Selection (Fresno)	Smartnet HQ	Fortinet HQ	Office 365	Meraki License	eRC Connector Free gal	eRC Connector Overdrive Magazines (year 3)	eRC Community Engagement Platform	eRC Connector Hoopla digital	Invoice (August 2024)
Members											
Coalinga	26,318		954	3,450	1,063	680					32,465
Fresno	791,889	128	954	3,450	20,721	14,275	1,835	2,030			835,282
Kern	514,636	750	954	3,450	13,131	8,157					541,078
Kings	103,771		954	3,450	2,353	3,908					114,436
Madera	116,463		954	3,450	1,898	4,248					127,013
Mariposa	33,314		954	3,450	2,125	3,399					43,242
Merced	161,471		954	3,450	4,250	5,778		2,030	7,050		184,983
Porterville	19,082		954	3,450	1,670	510				4,160	29,826
Tulare Co.	187,739		954	3,450	4,250	8,327					204,720
Tulare Pub	57,317		954	3,450	1,366	2,718					65,805
<b>SJVLS user</b>											
<b>Total Members</b>	<b>2,012,000</b>	<b>878</b>	<b>9,540</b>	<b>34,500</b>	<b>52,826</b>	<b>52,000</b>	<b>1,835</b>	<b>4,060</b>	<b>7,050</b>	<b>4,160</b>	<b>2,178,849</b>

<b>AR Billing-Timeline</b>	Invoice #1- August 10	Invoice #1- August 10	Invoice #2 August 11	Invoice #2 August 11	Invoice #2 August 11	Invoice #2 August 11	Invoice #1- August 10	Invoice #1- August 10	Invoice #1- August 10	Total August Invoice #1 & 2
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SmartNet increase: Increase due to 6% inflation estimate

	Prior Year FY 2022-23	Teleco Current Year FY 2023-24	FY 24-25 Estimate TELCO	Change	Teleco (Feb 2025)
Members					
Coalinga	7,500	7,500	7,500	-	7,500
Fresno	153,000	153,000	153,000	-	153,000
Kern	95,000	95,000	95,000	-	95,000
Kings	34,700	34,700	34,700	-	34,700
Madera	40,300	40,300	40,300	-	40,300
Mariposa	34,000	34,000	34,000	-	34,000
Merced	70,000	70,000	70,000	-	70,000
Porterville	0	0	0		-
Tulare Co.	100,000	100,000	100,000	-	100,000
Tulare Pub	295	295	295	-	295
				-	
<b>Total Members</b>	<b>534,795</b>	<b>534,795</b>	<b>534,795</b>	<b>-</b>	<b>534,795</b>

February

Members to Budget -  
FY 2024-25

AR Billing- Invoice Date:  
Timeline Sept 10th

Pre Paid Direct Charges Optional Selection

If interested, please email with your selection.

Members	Pre Paid Patron Notice	Electronic Resources	Other Selections	Total
Coalinga				-
Fresno				-
Kern				-
Kings				-
Madera				-
Mariposa				-
Merced				-
Porterville				-
Tulare Co.				-
Tulare Pub				-
Total AR Billing	-	-	-	-



**SAN JOAQUIN VALLEY LIBRARY SYSTEM****FY 2024-25****Operations Summary Multiple Years****February 2, 2024**

Budget Plan for Expenses

	Prior Year FY 20-21	Prior Year FY 21-22	Prior Year FY 22-23	Current Year FY 23-24	Year 1 Upcoming Year Total Costs FY 24-25	Year 2 Upcoming Year Total Costs FY 25-26	\$ Change
Budget Total	6,066,145	4,353,297	5,301,780	5,082,545	4,556,412	4,829,797	(526,133)
Total Budget (Membership costs + Telco/other direct projects.						<i>assume 6% CPI</i>	

## 1. Summary of SJVLS Operational Budget - Core

	Prior Year FY 20-21	Prior Year FY 21-22	Prior Year FY 22-23	Upcoming Year Total Costs FY 23-24	Upcoming Year Total Costs FY 24-25	Upcoming Year Total Costs FY 24-25	\$ Change	Contribution Method
System Operations	\$1,222,434	\$1,207,544	\$1,368,019	\$1,422,229	\$1,446,150	\$1,386,169	23,921	Tripartite
Planning & Evaluation	\$442,876	\$431,709	\$640,935	\$630,900	\$599,705	\$646,790	(31,195)	Population ratio
Cataloging Services	\$95,600	\$102,300	\$114,800	\$118,000	\$117,500	\$118,000	(500)	Population ratio
Fresno as Cat Center	\$3,000	\$3,000	\$3,000	\$5,500	\$0	\$0	(5,500)	Population ratio
Online E Resources Materials	\$185,970	\$185,970	\$190,000	\$192,000	\$273,000	\$192,000	81,000	Population ratio
Telecommunications core	\$392,700	\$410,807	\$401,381	\$391,000	\$156,000	\$424,207	(235,000)	Population ratio
<b>Membership Costs</b>	<b>\$2,342,580</b>	<b>\$2,341,330</b>	<b>\$2,718,135</b>	<b>\$2,759,629</b>	<b>\$2,592,355</b>	<b>\$2,767,166</b>	<b>(\$167,274)</b>	
Other Expense - Bill and Collect other Sou	3,723,565	2,011,967	2,583,645	2,322,916	1,964,057	2,062,631		

## 2. Summary of Offset Funding Sources

Membership Fees	\$1,789,809	\$1,789,809	\$1,915,096	\$1,953,398	\$2,012,000	pending	38,302
Fund Balance Withdrawal	\$482,771	\$481,521	\$663,039	\$661,231	\$470,355	pending	(1,808)
Interest Earned	\$70,000	\$70,000	\$140,000	\$145,000	\$110,000	\$110,000	5,000
							\$0
<b>Total Funding Sources</b>	<b>\$2,342,580</b>	<b>\$2,341,330</b>	<b>\$2,718,135</b>	<b>\$2,759,629</b>	<b>\$2,592,355</b>		<b>\$41,494</b>
<b>Membership Operations</b>							

**DATE:** February 2, 2024

**TO:** Administrative Council

**SUBMITTED BY:** Chris Wymer – Administrative Librarian

**SUBJECT:** Wi-fi Expansion Project

**DISCUSSION:**

SJVLS's 2021 E-Rate Category 2 funding application has been approved after being delayed for multiple years. The project was initially conceived during the COVID pandemic as a way for SJVLS member libraries to adapt and expand their wireless broadband infrastructure in order to continue to offer effective internet access to their communities both inside and outside their branches. At the time the State Library had a Broadband Equipment Grant program that offered public libraries funding to cover the 15% of wireless project costs not funded through Category 2 funding.

SJVLS secured grant funding for the anticipated un-funded portion of the project when the Broadband Equipment Grant was managed by Califa. Around the time we applied for Category 2 funding SJVLS was audited by USAC, which paused all of SJVLS's pending E-Rate funding applications. Eventually, SJVLS had to return the grant funds when Califa ceased being the State Library's Broadband Administrator.

Although our E-Rate applications are funded, there is no longer a Broadband Equipment grant opportunity, nor does it appear a new program will be opened in the short term. As a result, SJVLS had to consider alternatives for funding the program. After review, all members except Tulare Public had sufficient deposits in their System Committed Tech Reserves to pay for the un-funded portion of their respective projects.

Over the last month Nelson and Wymer worked with EdTechnologyFunds, and our vendors to update pricing and finalize all the pieces of the project. They also met with each of the members individually over the last week to confirm their final selections, now that the portions not funded through E-Rate will be paid through their tech reserves.

The spreadsheet on the following page shows the selections for each member, and the project costs. At this time we do not have exact project costs for Shaver Lake, Madera Main, or Avenal. The respective members will be updated once we receive a final cost.

## 2021 E-Rate Category 2 Wireless Project List

Coalinga-Huron							
Location	UPS	Switch	Inside Wireless APs	Outside Wireless APs	Cabling	Current Indoor APs	Cost to Member
Coalinga District HQ		1	5	0	Y		\$8,404.13
Huron Branch		1	4	0	Y	4	\$10,034.83
<b>Total Cost</b>							<b>\$18,438.96</b>

Fresno County							
Location	UPS	Switch	Inside Wireless APs	Outside Wireless APs	Cabling	Current Indoor APs	Cost to Member
Auberry Branch				1	Y	3	\$1,152.69
Bear Mountain Branch				1	Y	3	\$1,178.93
Betty Rodriguez	2	2	6	2	Y		\$9,134.52
Big Creek Branch				1	Y	3	\$1,193.09
Caruthers Branch				1	Y	4	\$2,073.47
Clovis Branch		1	4	3	Y		\$6,880.15
Easton Branch		1		1	Y	2	\$2,699.88
Fig Garden Branch		2	8	1	Y	8	\$21,898.74
Firebaugh Branch	1	1		1	Y	2	\$6,045.96
Fowler Branch	1	1	4	1	Y	5	\$5,356.46
Fresno HQ		11		6	Y	17	\$22,089.79
Gillis Branch		1		1	Y	4	\$2,721.82
Kerman Branch		1		2	Y		\$8,200.20
Kingsburg Branch	1	1		3	Y		\$8,919.64
Laton Branch	1	1		2	Y	2	\$6,857.96
Mendota Branch		1	2	2	Y	2	\$4,024.12
Mosqueda Center Branch				1	Y		\$1,237.16
Orange Cove Branch		1		1	Y	4	\$2,742.60
Parlier Branch	1	1		1	Y	2	\$7,688.47
Piedra Branch				1	Y	3	\$1,218.16
Pinedale Branch				1	Y		\$1,217.86
Politi Branch		2		2	Y	3	\$5,241.77
Reedley Branch		2		2	Y	3	\$13,824.77
Riverdale				1	Y		\$3,774.37
San Joaquin Branch	1	1	2	2	Y		\$9,859.55
Sanger Branch				2	Y		\$2,226.96
Selma Branch				2	Y		\$6,609.07
Shaver Lake				1	Y	3	
Sunnyside Branch			8	3	Y		\$5,080.09
Talking Book Branch			2	2	Y		\$2,922.90
Teague Branch				1	Y	3	\$1,193.82
Tranquillity Branch	1	1		0	Y	4	\$2,839.28
West Fresno Branch	2	2		2	Y	4	\$6,706.34
Woodward Park Branch		7	10	3	Y		\$17,124.53
<b>Total Cost</b>							<b>\$201,935.12</b>

Kern County							
Location	UPS	Switch	Inside Wireless APs	Outside Wireless APs	Cabling	Current Indoor APs	Cost to Member
Arvin Branch	1	1	2	2	Y	3	\$5,876.32
Baker Street Branch	1	1	2	2	Y		\$12,694.54
Beale Memorial HQ	1	4	2	8	Y	15	\$32,428.70
California City Branch	1	1	2	2	Y	3	\$5,876.32
Delano Branch	1	1	2	2	Y		\$5,860.11
Frazier Park Branch	1	1	2	2	Y	4	\$5,868.90
Holloway-Gonzales Branch	1	1	2	2	Y	2	\$5,911.70

Kern River Valley Branch	1	1	2	2	Y	3	\$5,623.91
Lamont Branch	1	1	2	3	Y	3	\$6,889.14
McFarland Branch	1	1	2	3	Y		\$6,890.73
Mojave Branch	1	1	2	4	Y	2	\$7,990.69
Northeast Branch	1	1	2	1	Y		\$4,905.13
Rathbun Branch	1	1	4	4	Y		\$11,941.69
Ridgecrest Branch	1	1	3	4	Y	3	\$7,882.04
Southwest Branch	1	1	6	2	Y		\$7,321.06
Taft Branch	1	1	2	2	Y	2	\$6,194.69
Tehachapi Branch	1	1	4	2	Y	2	\$6,613.16
Wanda Kirk Branch	1	1	6	4	Y		\$8,877.75
Wasco Branch	1	1	2	3	Y		\$8,289.31
Wilson Branch	1	1	2	2	Y		\$7,737.64
<b>Total Cost</b>							<b>\$171,673.53</b>

Kings County							
Location	UPS	Switch	Inside Wireless APs	Outside Wireless APs	Cabling	Current Indoor APs	Cost to Member
Armona Branch				1	Y	3	\$1,246.80
Avenal Branch				1	Y	2	
Corcoran Branch				1	Y	2	\$1,286.98
Hanford HQ				4	Y	10	\$9,300.21
Stratford Branch				1	Y	2	\$1,294.24
<b>Total Cost</b>							<b>\$13,128.23</b>

Madera County							
Location	UPS	Switch	Inside Wireless APs	Outside Wireless APs	Cabling	Current Indoor APs	Cost to Member
Chowchilla Branch			3	1	Y	2	\$2,488.52
Madera HQ				1	Y	16	\$3,783.62
Madera Ranchos Branch			3	1	Y	2	\$2,347.83
Oakhurst Branch		1	2	1	Y	3	\$4,577.87
<b>Total Cost</b>							<b>\$13,197.84</b>

Mariposa County							
Location	UPS	Switch	Inside Wireless APs	Outside Wireless APs	Cabling	Current Indoor APs	Cost to Member
El Portal Branch				1	Y	3	\$1,227.18
Mariposa HQ				3	Y	10	\$4,055.68
Red Cloud Branch				1	Y	3	\$1,226.28
Wawona				1	Y	3	\$1,273.53
<b>Total Cost</b>							<b>\$7,782.67</b>

Merced County							
Location	UPS	Switch	Inside Wireless APs	Outside Wireless APs	Cabling	Current Indoor APs	Cost to Member
Atwater Branch				1	Y	2	\$1,262.88
Delhi Branch				1	Y	3	\$1,183.56
Gustine Branch				1	Y	2	\$1,247.81
Hilmar Branch				1	Y	1	\$2,947.74
Le Grand Branch				1	Y	1	\$1,240.55
Los Banos Branch				1	Y	2	\$1,247.84
Merced County HQ	1			4	Y	15	\$6,022.43
Snelling Branch				1	Y	3	\$1,255.14
<b>Total Cost</b>							<b>\$16,407.95</b>

Tulare County							
Location	UPS	Switch	Inside Wireless APs	Outside Wireless APs	Cabling	Current Indoor APs	Cost to Member
Alpaugh Branch				1	Y	1	\$1,293.27



**DATE:** February 2, 2024

**TO:** Administrative Council

**SUBMITTED BY:** Chris Wymer – Administrative Librarian

**SUBJECT:** Borrower Registration Address Requirements

**DISCUSSION:**

Mariposa County recently raised a question about procedures for registering borrowers that do not have a mailing address, such as the unhoused or individuals living in temporary living arrangements.

Questions were raised about how to balance providing access to library services alongside the library's need to be able to notify borrowers about holds, overdues, lost items and charges on their account.

SJVLS requires a valid address for a few reasons. The first reason is to determine a borrower's access to jurisdiction-specific resources, and assign borrowers the correct borrower type. For example, some members restrict access to their OverDrive or other electronic collections, limiting it to residents that live within their service boundary. Knowing the borrower's address allows staff registering the patron to determine the appropriate borrower type. The second reason SJVLS requires a mailing address is there are a subset of patron notices that are only sent as a mailed, print notice. Those notices are:

- Final Overdue Notices
- Lost and Lost Processing Fee Notices
- Billing Notices

If we do not have valid mailing addresses, the library ends up paying the returned mail fees, and the patron is never informed of lost items and the related charges. At this time, Chris Wymer is not sure if there is a legal requirement that those notices be delivered in print, whether in state law, or as a requirement of one of our members.

**DATE:** February 2, 2024

**TO:** Administrative Council

**SUBMITTED BY:** Chris Wymer – Administrative Librarian

**SUBJECT:** Brown Act

### **DISCUSSION:**

California's Brown Act was created to ensure the public has the right to attend and participate in meetings of local legislative bodies and to provide transparency about the decisions made by legislative bodies. The regulations govern how local agencies meet to conduct their business, as well as defining how board members can communicate outside of meetings of the legislative body. The law applies to SJVLS's Administrative Council, as well as its standing committees, Automation and Electronic Resources.

The Brown Act requires all meetings of a legislative body to be conducted in an open forum where the public has access to the meeting and the opportunity to participate if they desire. A meeting is defined as "any congregation of a majority of the members of a legislative body at the same time and location, including teleconference location as permitted by Section 54953, to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the legislative body." The act further states, the legislative body cannot take actions, have discussion, or deliberation on business related to the legislative body outside of an official, noticed meeting. Individual members may engage in conversations outside of a meeting, so long as the conversation does not include communicating comments about the position of other member(s) of the legislative body, and that no more than half of the body is engaged in the conversation.

Meetings of a body can be conducted either in-person, or through teleconference, with each method having slightly different notice requirements.

For in-person meetings the agenda notice requirements are:

- A brief description of each item of business to act on or discuss during the meeting.
- The date, time, and location of the meeting.
- The agenda must be posted 72 hours in advance of the meeting date for regular meetings, and 24 hours for emergency meetings.
- The agenda must be posted in a location that is freely accessible to members of the public and on the local agency's website.
- Items can be added in emergency situations, requiring either a two-thirds vote, or unanimous vote, depending on how many members are present.

For teleconference meetings the agenda notice requirements are the same as an in-person meeting, with a few additional requirements:

- All teleconference locations must be identified on the agenda.
- Each teleconference location must be accessible to the public.
- All votes taken during the meeting are done by rollcall.
- During the meeting at least a quorum of members must participate from within the boundaries of the local agency.

There are provisions in the Brown Act that exempt some of the above requirements during periods of Declared States of Emergency, like the COVID-19 pandemic. There are also provisions that allow for members to participate through teleconference during regularly scheduled in-person meetings during an emergency, under very specific circumstances.

SJVLS has not established procedures for this type of emergency teleconference participation.

The Brown Act also allows for the scheduling of Closed Sessions in situations where the public discussion of a topic should not occur. The specific reasons are listed in the Act, and the Board is required to report on the results of any actions taken during a Closed Session.

The main objective of the Brown Act is to ensure discussion and decisions on topics that affect the public occur in the open, where the members of the public can hear the discussion and participate in the process. It's a noble aim that preserves the public's right to participate and oversee their local governing bodies, and was created because of poor, closed-door decisions made in the past. Bearing that in mind, Administrative Council and Standing Committee members should be mindful and careful about communicating as a whole group on committee business outside of noticed meetings. Communicating with the whole group to ask questions or seek advice is perfectly acceptable, especially on library operations or related questions that don't overlap with SJVLS policy or governance. In those situations, committee members are encouraged to send their responses individually. Likewise, a group of less than a majority of the Council or a standing committee can discuss their thoughts on an SJVLS related topic, so long as they do not brief other committee members about the discussions afterwards.



California State Library, Library Development Services  
Cooperative Library System Liaison Report  
*Updated January 29, 2024*

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## State Library News

**LSTA News:** This is a reminder about the federal government's transition from the use of the D-U-N-S Number to the use of the Unique Entity Identifier (UEI). D-U-N-S numbers are no longer in use. Current federal award recipients and all future applicants/recipients will need to have an active UEI to be eligible to receive or continue to receive federal award funds. To register and/or for more information, please visit [SAM.gov | Entity Registrations](https://sam.gov). If you have questions regarding this, please contact [LSTAGrants@library.ca.gov](mailto:LSTAGrants@library.ca.gov).

## LDS Newsletter

Please sign up today for our forthcoming new [newsletter!](#) Please share this with your teams as well.

## Broadband Program News:

The California State Library has selected the Imperial County Office of Education as the new Broadband Access Administrator, tasked with connecting public libraries to the California Research and Education Network (CalREN, managed by the CENIC Corporation). A Webinar will be held on Friday, February 16 at 10 AM. Register for the webinar here: [California Library Connect – Broadband Access Aggregator Transition](#).

## Open Opportunities

### Groundwork Grants

The California State Library, in partnership with Myriad Consulting & Training, is happy to share exciting news that over \$1 million in funding is available for cultural heritage emergency preparedness projects in California. Funded by the state of California, this [grant opportunity](#) is now open!

### Grant Highlights:

- **Goals:** To provide funds and resources to California institutions with collections, prioritizing those that document underrepresented and historically excluded communities.
- **Scope:** A California-wide initiative to strengthen emergency readiness for institutions with collections of all types.
- **Awards:** Maximum award amount of \$15,000, with options for emergency preparedness support.

### How to Apply:

Application guidelines are available at <https://www.groundworkgrants.org/> Applications are open on a rolling basis until May 31, 2024. Applicants are *strongly encouraged* to receive a free

[Ready - or Not assessment](#) before applying. For more information about the grant opportunity, please contact Grace Bautista at [grace@myriadconsultants.org](mailto:grace@myriadconsultants.org).

As natural disasters continue to threaten California's cultural heritage, we hope you'll join us in safeguarding your collections and communities through this extraordinary opportunity.

### [Community Impact Grants, Play for All, Sustainable California Libraries, Teens Succeed and eBooks for All](#)

Please check this [webpage](#) for all the information you need about all the opportunities, including funding amounts and application guidelines. To prepare your application, please familiarize yourself with the [California State Library LSTA Five-Year Investment Plan](#).

### [Career Online High School](#)

The [Career Online High School](#) (COHS) program **no longer requires libraries to provide a local cash match commitment to participate**. Libraries may opt into the COHS program at any time using the [COHS Interest Form](#), and will receive training and implementation support, have access to the California State Library's universal scholarship supply, and complete a short mid-year and end-of-year report. COHS questions can be sent to [cohs@library.ca.gov](mailto:cohs@library.ca.gov)

## **Current Projects and Services**

### [California Library Literacy Services – Ongoing](#)

The combined CLLS 2023-2024 Mid-Year Report and 2024-2025 Pre-Application opened in Counting Opinions on January 3, 2024, and is due no later than 5 p.m. on **Wednesday, January 31, 2024**. For more information, contact [clls@library.ca.gov](mailto:clls@library.ca.gov). Please note that the final 10% of 2023-2024 adult literacy funding will be released to libraries when the mid-year report is approved. The pre-application is required and helps the State Library calculate 2024-2025 award projections. In addition, if your library has not yet completed updates on the 2022-2023 final report, please complete these as quickly as possible to enable the State Library to approve the reports and calculate 2024-2025 award projections.

The Writer to Writer Challenge for adult learners will be held on a statewide basis, in conjunction with the 40<sup>th</sup> anniversary of CLLS in 2023-2024, with **entries due no later than Feb. 15, 2024**. We have also added networking calls for **small/rural CLLS libraries** and anticipate additional communities of practice to be announced later this fiscal year. Training continues for CLLS program staff and volunteers, including monthly networking calls and more. Please visit the CLLS training and meeting [calendar](#).

There is an **in-person team orientation for new CLLS coordinators**, new directors at CLLS libraries, and coordinators/directors working with someone new to CLLS. The date is February 7, 2024, at the San Diego Central Library. The Literacy Initiatives grant will reimburse travel costs. For more information, contact [clls@library.ca.gov](mailto:clls@library.ca.gov).

The next CLLS Coordinator/Staff Networking Call will be Wednesday, February 21, from 2-3 p.m. For more information, contact [clls@library.ca.gov](mailto:clls@library.ca.gov).

### California Libraries Learn (CALL) - Ongoing

Plan your professional development by visiting [www.callacademy.org](http://www.callacademy.org) and the CALL [calendar](#) to explore the options. Look at the CALL [blog](#) for relevant training on grant writing, co-design, and other high-interest topics. Any library worker may subscribe to the [Leadership for All monthly mailings](#). CALL has its own newsletter, *CALL Letters*, and users may [subscribe](#) directly. CALL also launched a printable schedule for libraries to distribute to staff without newsletter access. Have a good idea? CALL Homegrown features learning opportunities suggested and designed by California library staff; anyone can complete the [CALL for Presentations](#). Encourage your staff members to [create a login](#) to access the many online, self-paced learning opportunities available through [CALL Academy](#). LSTA funded.

### Connected California Digital Navigators - Ongoing

The free, virtual, bilingual (English & Spanish) **Connected California** Digital Navigators service helps Californians:

- access free and low-cost internet and devices
- grow digital skills
- discover library and community resources

LSTA funded.

### Get Connected! Affordable Connectivity Program & State Digital Equity Plan - Ongoing

Help close the Digital Divide by informing your community about the Affordable Connectivity Program (ACP): ACP is helping millions of eligible households throughout the U.S. save hundreds of dollars on Home Internet. This federally funded initiative offers a \$30 monthly discount on Home Internet (up to \$75 per month for households on qualifying Tribal Lands) and a one-time discount of up to \$100 for a computer or a tablet. Even better: when the ACP discount is used with the right plan, Home Internet can be FREE for your family. To learn more and to enroll in ACP please visit [www.internetforallnow.org/applytoday](http://www.internetforallnow.org/applytoday) and to find resources to promote the Affordable Connectivity Program at your library visit [www.internetforallnow.org/acp-toolkit](http://www.internetforallnow.org/acp-toolkit). For more information on getting involved in the State Digital Equity Plan visit: <https://broadbandforall.cdt.ca.gov/state-digital-equity-plan/> State of CA funded.

### Tutoring Project – Ongoing

Every internet connected Californian is now able to access live, 24/7 online tutoring and homework help in all K-12 subjects. The passing of [AB 128](#) by the California State Legislature enabled the California State Library to partner with the Pacific Library Partnership in bringing this service to all CA Public Libraries. All California public libraries are able to offer Brainfuse's online tutoring and homework assistance service, HelpNow, to their users for two years at no cost. Every California student, with or without a library card, has access to 24/7 online tutoring in core K-12 subjects. Spanish language tutors will be available as well as tutors fluent in Mandarin, Cantonese, Vietnamese, and Tagalog.

[See here for Full details on the Statewide tutoring project.](#) State of CA funded.

For Online Tutoring questions, email [catutoring@library.ca.gov](mailto:catutoring@library.ca.gov).

### Parks Pass Program – Ongoing

Cindy Zalog, the full-time Parks Pass manager, can be reached at [cindy.zalog@library.ca.gov](mailto:cindy.zalog@library.ca.gov) for all questions, ideas, and feedback.

A [toolkit](#) is available to support marketing, circulation, programming, and more. It has been updated to make the information cleaner and more accessible. The public can access information on the State Parks Pass at [checkoutcastateparks.com](http://checkoutcastateparks.com).

If you need more parks passes, bookmarks, or survey flyers, [please fill out the new order form from State Parks](#). For any questions, email [parkspass@library.ca.gov](mailto:parkspass@library.ca.gov). State of CA funded.

### Public Library Staff Education Program

The [California Public Library Staff Education Program](#), developed in partnership with the Southern California Library Cooperative, received 209 student applications for the 2023-24 year! Thank you to all library staff who applied. For any questions, email [wwalker@socallibraries.org](mailto:wwalker@socallibraries.org) LSTA funded.

### PebbleGo Science: Early Literacy in STEM - Ongoing

The PebbleGo Science resource provides age-appropriate content (for ages preschool through second grade) and interactive activities in STEM subjects (science, math, technology and engineering), and is available in both English and Spanish. The resource also includes a collection of 25 interactive eBooks in both languages as well.

Fill out the [form](#) on the [PebbleGo California site](#) to be sent information on how to connect to your Integrated Library System. The setup form is created for the school library environment, but if you fill it out, it will open a ticket with Capstone and a technician will get in touch with your library to walk you through the authentication process.

## Ready or Not

The [“Ready – Or Not” Cultural Heritage Disaster Preparedness Project](#) team invites California-based cultural heritage organizations to view information sessions tailored to organizations just getting started on their disaster plan, community archives, organizations with limited resources, remote and rural museums, tribal cultural heritage organizations, and public libraries. These half-hour online information sessions summarize the state-funded project and explore ways to engage in emergency preparedness consultations. Recordings can be viewed at ["Ready – Or Not": Cultural Heritage Disaster Preparedness Project](#). If you have additional questions, reach out to the team at [CAready@nedcc.org](mailto:CAready@nedcc.org) State of CA funded.

## Networking and Training

### TeachingBooks: Prepare for Summer Reading with TeachingBooks

The California State Library invites you to join us on Thursday, January 18, 2:00pm-2:40pm for this informative webinar: **Prepare for Summer Reading with TeachingBooks**

Find new inspiration and discover how your state-funded access to TeachingBooks resources can be easily integrated into your summer reading program. Locate lists of themed summer reading titles, whether you’re using CSLP or iRead. Designing your own program? Use TeachingBooks to create unique lists and discover how to find, share, and incorporate Meet-the-Author recordings, book trailers, and activity kits to enrich the summer reading experience.

[Register in advance for the webinar](#)

This webinar is for all public library staff. Funding is provided by the State of California for education at the direction of the California State Library.

### Community-Centered Libraries: Harnessing the Power of Data to Equitably Serve Your Community

A yearlong initiative brought to you by the State Library and the Pacific Library Partnership, [Community-Centered Libraries](#) offers training and tools to help libraries make data-driven decisions for community impact. Training is offered in multiple formats to meet the needs of all California Library Staff. Read more in the CALL blogpost [Choose Your Own Data Adventure!](#)

This initiative includes [free PolicyMap accounts](#) for all California public library staff. The online mapping tool, which includes library jurisdiction boundaries, enables users to view rich data about the communities in your service areas. [View a recording of the initial training session](#) and [request an account today!](#) LSTA funded.

## Building Equity-Based Summers Learning Series

For information on the Building Equity Based Summers Project please visit: [Building Equity-Based Summers - California State Library](#) or email [bebs@cla-net.org](mailto:bebs@cla-net.org)

## Career Pathways Workforce & Upskilling Resources: 2024 Webinars & Resources

The 2024 CAREer Pathways webinar series is now posted. Learn more about the online resources on the [CAREer Pathways Staff Resource page](#), where you can find platform details, administration, marketing materials and more. Library staff can also [view the archived webinars on the CALL Academy CAREer Pathways channel](#).

Register for upcoming CAREer Pathways webinars by following the links below:

- **Troubleshooting and FAQs for CAREer Pathways Resources**  
Wednesday, February 21, 2024, 11:00 am – 12:00 pm
- **Northstar: Implementation and Outreach**  
Wednesday, March 13, 2024, 11:00 am – 12:00 pm
- **Northstar: How Patrons Can Use It**  
Wednesday, April 3, 2024, 11:00 am – 12:00 pm

New to the library or not sure which platforms your library offers? Check out the [CAREer Pathways Services Locator map](#). State of CA funded. Questions? [CAPathways@library.ca.gov](mailto:CAPathways@library.ca.gov)

## Online Tutoring Training 2024

HelpNow for Spanish Speakers

Wednesday, March 13, 2024, 3:30–4:30 pm

HelpNow provides 24/7 assistance in Spanish for Language Arts and Mathematics. Other core subjects are available in Spanish 10am to 10pm every day. Join us to learn more about options available to Spanish speakers and how to promote this statewide service to ensure it is accessible for everyone.

This webinar is for all library workers and educators, from frontline staff to administrators. The webinar will be recorded for future viewing.

[Register in advance for the Spanish Speakers webinar](#)

## Next Directors Networking Call

We look forward to hearing from our special guests, sharing State Library news, and having time for open discussion in small groups. The next Public Library Directors Networking Call is scheduled for **Wednesday February 21, 2024, from 3:30 to 4:30 p.m.** Registration information will be available soon.

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*Projects marked "State of CA funded" are supported in whole or in part by funding provided by the State of California, administered by the California State Library.*