



49-99 COOPERATIVE LIBRARY SYSTEM
c/o SCLC, 254 N. Lake Ave. #874, Pasadena, CA 91101

ADMINISTRATIVE COUNCIL MEETING

Thursday, March 2, 2023

10:30 am - 12:00pm

Minutes

Approved May 4, 2023

Attendance

Fontanilla, Jenni – Stockton-San Joaquin

Dentan, Sarah – Stanislaus

Giddens, Nancy – Calaveras

Manuel, Akiliah – Lodi

Olson, Kathryn - Amador

Other

Beck, Andy – SCLC

Graver, Lori – SCLC

Powers, Christine – SCLC

Tucker, Rachel – CSL

Walker, Wayne – SCLC

Absent

Aitken, Eric - Tuolumne

1. Opening

Sarah Dentan

Chair Giddens was present and turned gavel over to Vice Chair Dentan. Meeting called to order at 10:31am.

2. Public Forum

Sarah Dentan

None.

3. Consent Calendar

Sarah Dentan

All items on the consent calendar may be approved with a single motion. Any Council member may request an item be removed from the consent calendar and placed on the agenda for discussion.

a. Minutes of December 1, 2022 meeting

MSP (Fontanilla/Olson) to pass the Consent Calendar, without changes.

4 yes, 0 no, 1 abstain

- 4. Adoption of the Agenda** *(Changes? Additions?)* **Sarah Dentan**
Vice Chair adopted the Agenda as presented, without objection.
- 5. SCLC Personnel Update** **Wayne Walker**
Walker introduced SCLC's new Executive Director, Christine Powers, and new Controller, Andy Beck to the group. Both Powers and Beck spoke on their backgrounds and eagerness to work with 49-99.
- 6. Budget Status Report FY2022/23** **Andy Beck**
The Budget Report for fiscal year 2022/23 reflects the reconciled bank statement through January 31, 2023. All membership dues have been received. CLSA revenue has been received in December 2022. The PLSEP grant been approved but not yet received. In FY2022/23, the PLSEP will be run through SCLC. Operating expenditures include administration fees and delivery services to Unity Courier.
- 7. Membership Dues FY2023/24** **Andy Beck**
MSP (Giddens/Fontanilla) to approve membership dues and Califa dues schedules for fiscal year 2023/24.
5 yes, 0 no, 0 abstain
- 8. LINK+/Delivery Update** **Wayne Walker**
Overall monthly Unity Delivery charges have remained lower on average as of late compared to the previous Fiscal Years. No issues to report on overall courier delivery service. CLSA 23/24 funding allocations are not yet known and historically announced by the State Library in mid-Spring. The Serra Cooperative Library System is in the process of joining the LINK+ Community. All 13 Public Library members within San Diego and Imperial Counties will be participating in the near future.
- 9. PLSEP FY2022/23 Update** **Wayne Walker**
Due to an issue with the Unique Entity Identification (UEI) which would not allow 49-99 to apply individually, SCLC staff worked with the State Library to join all contracted systems applications under SCLC to be managed by SCLC as one larger grant. Three 49-99 students have been awarded the PLSEP. There is no fiscal impact to 49-99, as this a pass-through grant.
- 10. Signature Authority** **Wayne Walker**
MSP (Fontanilla/Giddens) to add Executive Director, Christine Powers, to the 49-99 Cooperative Library System, US Bank account for signature authority.
5 yes, 0 no, 0 abstain
- 11. Conflict of Interest/Form 700** **Lori Graver**
The California Fair Political Practices Commission (FPPC) requires public employees who make or influence governmental decisions to submit a Statement of Economic Interest, also known as the Form 700 – on an annual basis or upon assuming or departing office. 49-99 Councilmembers send SCLC their completed forms representing economic interests in the 2022 calendar year no later than Friday, April 1, 2023 to comply with the FPPC deadline. Email notifications were sent to Councilmembers in January 2023. New this year: FPPC accepts certified electronic signatures on Form 700 submissions.

12. Other

None.

13. Chair Report

Sarah Dentan

Giddens reports that Fontanilla serves as cooperative representative to the Public Library Directors' Forum.

14. State Library Report

Rachel Tucker

Tucker read from the State Library report, referencing current LSTA grant opportunities (www.library.ca.gov/grants/), upcoming programs Building Forward and Zip Books, as well as current projects in California Library Literacy Services Training, California Libraries Learn, California/Affordable Connectivity Program, Networking California Library Resources, and the Tutoring Project.

15. May Meeting Location

Sarah Dentan

MSP (Manuel/Olson) to hold the May 2023 meeting at the Cesar Chaves Main branch of the Stockton-San Joaquin Library System.

5 yes, 0 no, 0 abstain

16. Roundtable

Amador: Friends group is considering purchase of a bookmobile; circulation is increasing; some branches have been closed due to the weather; working through issues with LINK+ notifications; applying for state grant for summer meals.

Calaveras: system is fully staffed, and experiencing good increases in circulation and foot traffic; storytime is successful in seven locations; bookmobile continues to have mechanical issues, but hopeful that a solution has been found

Lodi: two monetary funds have been willed to the library, and working with city government to establish parameters of use; circulation and programming are up; will be closed the week of March 13 to make the service desk Americans with Disabilities Act (ADA) compliant; recruiting for an Equity, Diversity, Inclusion (EDI) committee to audit the library; expect to launch a human library in May.

Stanislaus: circulation and foot traffic is up, but not yet at pre-COVID levels; beta testing The Palace Project; Dentan invites other systems to join her in collaborating with art organizations to join the Discover and Go museum program.

Stockton-San Joaquin: circulation is up, and foot traffic is rebounding; programs are well attended; Northeast branch is under construction to open in early summer; recruiting for Librarian II/branch manager; will bid on a bookmobile next month.

17. Adjournment

MS (Fontanilla/Olson) to adjourn meeting at 11:36pm.

Next meeting: March 2, 2023