



49-99 COOPERATIVE LIBRARY SYSTEM

ADMINISTRATIVE COUNCIL MEETING

Thursday, September 7, 2023

10:30 am - 12:00pm

Hybrid Meeting

San Andreas Branch, Calaveras County Library
1299 Gold Hunter Road, San Andreas, CA 95249

Alternate Meeting Locations:

Cesar Chavez Public Library, 605 N. El Dorado Street, Stockton, CA 95202
Lodi Public Library, 201 W. Locust Street, Lodi, CA 95204

Minutes

Approved March 7, 2024

Attendance

Dentan, Sarah – Stanislaus
Coleman, Elyse – Lodi (Proxy)
Giddens, Nancy – Calaveras
Luna, Amanda – Stockton-San Joaquin (Proxy)
Olson, Kathryn – Amador

Other

Beck, Andy – SCLC
Powers, Christine – SCLC
Tucker, Rachel – CSL
Walker, Wayne – SCLC

Absent

Aitken, Eric – Tuolumne

1. Opening
Meeting called to order at 10:31 am.
 - a. Chairperson's Welcome Sarah Dentan
Chair Dentan went around the meeting so that everyone was able to introduce themselves.
 - b. Roll Call

2. Public Forum Sarah Dentan
Opportunity for any guest or member of the public to address the Council on any item of 49-99 business that is not on the current agenda.
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 the May 4, 2023, meeting
MSP (Giddens/Olson) to pass the Consent Calendar, as presented.
5 yes, 0 no, 0 abstain

4. Adoption of the Agenda Sarah Dentan
The Chair adopted the agenda, without objection.

5. Budget Status Report FY 2022/23 Andy Beck
Staff presented the Budget Report for fiscal year 2022/23, noting that all revenues and expenses have been recorded. Of note, the System has a surplus of \$29,228, compared to a deficit of \$762 as budgeted.

6. Budget Status Report FY 2023/24 Andy Beck
The Budget Report for fiscal year 2023/24 reflects all reconciled bank statements through July 31, 2023.

7. Authority for Financial Institutions Andy Beck
At its last meeting in May 2023, the 49-99 Cooperative Library System authorized staff to close its U.S. Bank checking account and to open an account for 49-99 at Bank of America. As staff began this process, it became apparent that Bank of America did not have the ability to open government accounts for the various cooperatives. After some additional research, staff recommend that the system utilize JP Morgan Chase for banking.
MSP (Giddens/Olson) authorizing staff to close 49-99 Cooperative Library System's U.S. Bank account, open a new account with JP Morgan Chase, and transfer all funds from U.S. Bank to JP Morgan Chase; and continue to authorize signature authority for 49-99 Cooperative Library System's bank account for the following individuals: Executive Director, Christine Powers; 49-99 Chair, 49-99 Vice Chair; and Project Manager, Nerissa Snodgrass.
5 yes, 0 no, 0 abstain

8. CLSA FY 2022/23 Annual Report Wayne Walker

Each year the California State Library requires an Annual Report from each system, which provides an opportunity to report how California Library Services Act (CLSA) funds were spent by the System for communication and delivery.

MSP (Olson/Giddens) to authorize the Deputy Director to work with the Chair to complete the CLSA 2022/23 Annual Report for submission to the State Library by the deadline of September 8, 2023.

5 yes, 0 no, 0 abstain
9. LINK+/Delivery Update Wayne Walker

Staff presented an update on this topic. Unity's delivery charges have remained lower, on average, compared to previous year. No issues to report on courier service.
10. PLSEP Grant Update Wayne Walker

Staff presented an update on this topic. The FY 2022/23 program has closed, with 3 awarded students claiming their full tuition reimbursements. The FY 2023/24 statewide grant to SCLC is still in development, as it is being aligned with the State Library's 5-year plan, which includes a DEI focus.
11. 49-99 Cooperative Library System Webpage Update Wayne Walker

Staff presented an update, letting members know that the webpage is still under construction, pending a minor technical issue. Once the site is complete, staff will share a link to the website with members via email.
12. Other
None
13. Chair Report Sarah Dentan

No report
14. State Library Report Rachel Tucker

Tucker read through the California State Library Liaison Report, which is included in the agenda. She provided information on State Library news, current open opportunities, current projects and services, and networking and training opportunities, as described in the report.
15. Roundtable
Amador – The Jackson Main Library is open Saturdays, as of this summer. They were able to hire one of their staff members as permanent part-time. They are also starting STEAM programming at the main library and some of the branches. The county library, which is also the county's law library, is working on a project to rehome older print materials to other companies in the county. They are wrapping up the summer with some successful grant projects, including Parks

Passes. The Lunch at the Library program wrapped up, and they have applied for the interim winter lunch program.

Calaveras – Their library had a Shared Vision grant and were finally able to use their new bookmobile. They will begin regular deliveries and testing those routes – excited to get that going. They have a Parks Pass Grant, which includes two excursions they planned for the community, and are planning five story walks for later this year. They are also creating a number of adventure backpacks: hiking, astronomy (nighttime), and disc golf backpacks. Their summer reading programs were amazing, with the best enrollment they've ever had. The Lunch at the Library program went very well. Member Giddens will be participating in the No Kid Hungry Summit, representing the rural libraries. One of their friends' groups has offered to pay for their online speakers' consortiums, which consist of online recorded interviews with authors.

Stanislaus – Their library is struggling to fill operations and children's services manager positions, with a lack of qualified applicants, despite salary increases of 7%. They are in the process of hiring a Public Information Officer, with many qualified applicants, but do find that individuals who have a library master's degree and supervisory experience are very difficult to find. They are also in the middle of their annual customer service survey and have found that nearly no one is aware of the Help Now homework tutoring service, despite a lot of marketing of the program. The school district does have a similar service for all students, so they may pivot this program to junior college students. Park Passes and Master Gardener classes are very popular with the community. There is a successful community-led effort to open a children's museum in Modesto; the library has received funds from the county to help with programming. In addition to serving as cooling/heating centers, their libraries are also now serving as clean air centers, offering air scrubbers to any community agency who is interested in providing this service.

Stockton-San Joaquin – The Tracy Library Branch is closed through the end of October for renovation. The contract for the renovation of the main branch in Stockton was awarded. They had a fantastic summer reading program with over 1,000 books read.

16. Adjournment

MSP (Olson/Giddens) to adjourn the meeting at 11:28 pm.

Next meeting: December 7, 2023

Respectfully submitted by Lori Graver on March 7, 2024.