



Southern California Library Cooperative
Executive Committee Meeting
Wednesday, May 24, 2023
1:00-2:00pm
Hybrid Meeting
Glendale Central Library
222 E. Harvard St., Glendale, CA 91205

Alternate locations:
El Segundo Public Library 111 W Mariposa Ave., El Segundo, CA 90245

Minutes
Approved August 23, 2023

Attendance

Addington, Jennifer – Palos Verdes
Broman, Susan – Los Angeles Public
Goldman, Elizabeth – Burbank
Herbert, Mark – El Segundo
Shaffer, Gary – Glendale
Torres, Anita – Pomona
Walker-Lanz, Jesse – Los Angeles County

Other

Beck, Andy – SCLC
Graver, Lori – SCLC
Powers, Christine – SCLC
Snodgrass, Nerissa – SCLC
Walker, Wayne - SCLC

Absent

Billings, Cathy – South Pasadena

1. Opening
Meeting called to order at 1:14pm.

Gary Shaffer

2. Public Comment Gary Shaffer
Opportunity for any guest or member of the public to address the Council on any item of SCLC business.
 None.
3. Consent Calendar Gary Shaffer
 (ACTION)
All items on the consent calendar may be approved by 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 from the March 22, 2023 Executive Committee meeting.
 b. Proposed SCLC Holidays FY2023/24
 MSP (Goldman/Torres) to pass the Consent Calendar, as presented.
 6 yes, 0 no, 0 abstain
4. Adoption of the Agenda Gary Shaffer
 Chair adopts agenda, as presented, without objections.
5. Budget Status Report Andy Beck
 The Budget Status Report for Fiscal Year 2022/23 reflects reconciled bank statements through March 31, 2023. Membership dues are 91% received. Fiscal and administrative fees totaling \$151,926 (75%) were billed and received.
6. CLSA Digilab Funds FY2021/22 Wayne Walker
 MSP (Broman/Herbert) to recommend to the Administrative Council to approve plan to spend the remaining/final FY 2021/22 CLSA funds approved for DigiLab on additional replacement equipment and related software.
 6 yes, 0 no, 0 abstain
7. Executive Committee Membership Process Christine Powers
 and Selection FY2023/24

 MSP (Goldman/Torres) to recommend to the Administrative Council to appoint LohGuan (Group 2, Alhambra), Garcia (Group 3, Monterey Park) and Hassen (Group 4 Azusa) to the Executive Committee, and to appoint a bylaws committee to update statistical group population parameters so that systems are more evenly distributed among all groups.
 6 yes, 0 no, 0 abstain

8. Proposed Membership Dues FY2023/24 Christine Powers/Andy Beck
SCLC's membership dues rate has not changed for more than a decade. Currently, the dues rate is based on a base rate of \$1,500 and a factor of 0.0280 (2.8%) of the population, except for a flat rate that is applied for the following members with the highest populations: Los Angeles City, Los Angeles County, and Long Beach. With the decreasing population in California and the current rate of inflation, SCLC is requesting an increase in the dues rate. Staff recommends that Council Members consider an increase of 10% to 15% in the overall rate. Additionally, in an effort to avoid having to revisit this issue periodically, staff recommend that the Administrative Council consider for FY 2024/25 and thereafter, an increase of 2% per year, should the annual increase due to population be less than 2%. The Executive Committee declined a vote, and opted for further discussion at the Administrative Council.
9. CLSA Plan of Service and Budget FY2023/24 Christine Powers MSP (Goldmand/Broman) to recommend to the Administrative Council to authorize the Chair of SCLC to work with the Executive Director to complete and sign the FY 2023/24 CLSA Plan of Service and Budget for submission to the State Library by June 16, 2023.
6 yes, 0 no, 0 abstain
10. Proposed Budget FY2023/24 Christine Powers/Andy Beck
The Proposed Budget has been calculated based preliminary allocations of the California Library Services Act (CLSA), funding grants, and the assumption of an increase of 10% or 15% in membership dues. Projected expenses were calculated based on approved future increases, contracts, expenses from prior years, and historical trends. Depending on the subjectivity of the estimate, each item of expense has been rounded up.
Points to review:
- Spending of CLSA funds must be approved by the Council.
 - SCLC will be managing three grants in FY 2023/24.
 - A deficit between \$27,920 and \$38,444 is projected based on the approved increase in membership dues.
- The Executive Committee declined to make a recommendation to the Administrative Council, pending approval of membership dues FY2023/34.
11. Other Gary Shaffer
"...that is, matters initiated in the present meeting." Robert's Rules of Order, Revised, III, p.21. Limited by Brown Act to discussion only.
None.

12. Adjournment

Gary Shaffer

MSP (Torres/Walker-Lanz) to adjourn meeting at 2:14pm.

Respectfully submitted by Lori Graver on August 25, 2023.