



**Santiago Library System
Executive Council**

Meeting Agenda

May 14, 2024

Meeting Location:

Anaheim Public Library, Haskett Branch
2650 W. Broadway, Anaheim, CA 92804

Alternate meeting locations:

Buena Park Library District, 7150 La Palma Ave., Buena Park, CA 90620
Newport Beach Central Library, 1000 Avocado Avenue, Newport Beach, CA 92660
Orange County Public Library, 1501 E. St. Andrew Place, Santa Ana, CA 92705

Minutes

Attendance

Booth, Judy – Fullerton
Contreras, Jeanette – Placentia
Framson, Jessica – Huntington Beach
Hansen, Genesis – Mission Viejo
Harpster, Amy – Orange Public
Hartson, Melissa – Newport Beach
Lixey, Carrie – Yorba Linda
Lujan, Audrey – Anaheim
Thompson, Ann (Proxy) – Buena Park
Quillman, Julie – Orange County Public
Sternberg, Brian – Santa Ana

Other

Beck, Andy – SCLC
Powers, Christine – SCLC
Snodgrass, Nerissa – SCLC
Villalobos, Kalea – CSL
Walker, Wayne – SCLC

Absent

Starkey, Brendan – OC Public Law

1. Opening Jessica Framson
Meeting called to order at 2:07 pm

2. Public Comment Jessica Framson
Opportunity for any guest or member of the public to address the Council on any item of Santiago business not represented on the current agenda.
None

3. Consent Calendar Jessica Framson
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 of the February 13, 2024, meeting
(ACTION)
MSP (Contreras/Framson) to pass the Consent Calendar with amendments made to item 16.
10 yes, 0 no, 1 abstain

4. Adoption of the Agenda Jessica Framson
The Chair adopted the agenda, as presented, without objection.

5. Budget Status Report FY 2023/24 Andy Beck
(DISCUSSION)
Andy Beck provided an update on the status of Santiago's FY 2023/24 budget through March 31, 2024. Bank statements were provided through March 2024.

6. Banking Status Update Christine Powers
(DISCUSSION)
Christine Powers provided an update on the status of Santiago's banking. Santiago's JP Morgan Chase Bank account was established, funds from its Pacific Premiere Bank account were transferred to the Chase account, and the Pacific Premiere Bank account was closed.

7. Agreement with SCLC for Administrative and Fiscal Services for FY 2024/25 Christine Powers
(ACTION)
MSP (Lujan/Hansen) to authorize the Executive Council Chair to sign the agreement between Santiago Library System and the SCLC, for administrative and fiscal services for FY 2024/25.
11 yes, 0 no, 0 abstain

8. CLSA Plan of Service and Budget for FY 2024/25 Andy Beck
(ACTION)
MSP (Lujan/Contreras) to authorize the Santiago Chair and Vice-Chair to work with SCLC staff to complete and sign the FY 2024/25 CLSA Plan of Service and Budget for submission to the State Library.
11 yes, 0 no, 0 abstain

9. 2025 Children's Services Performers Showcase Proposal Judy Booth
(ACTION)
MSP (Contreras/Lixey) to approve the 2025 Performers Showcase to be held on Thursday, January 16, 2025, in Mission Viejo.
11 yes, 0 no, 0 abstain
Item to return at the next regular meeting for additional discussion.
10. Proposed Budget for FY 2024/25 Andy Beck
(ACTION)
MSP (Hansen/Harpster) to approve the Proposed Budget pending final approvals of CLSB and Governor's budget.
11 yes, 0 no, 0 abstain
11. Discussion of Committees, Committee Representatives Christine Powers
and Appointment of Teen Services Representative
(ACTION)
MSP (Lixey/Contreras) to appoint Amy Harpster as the Teen Services Representative in the interim.
11 yes, 0 no, 0 abstain
Item to return at the next regular meeting for additional discussion.
12. Committee Reports
- a. Technology Committee Genesis Hansen
The committee met on April 23 and discussed various topics, including: online library cards, cybersecurity training, and what apps libraries are currently using.
 - b. Children's Services Committee Judy Booth
The committee has been working on the upcoming Performers Showcase, which was discussed earlier.
 - c. Teen Services
No update, as the committee did not have a liaison prior to this meeting.
 - d. Circulation Committee Helen Medina
The committee met in March and discussed National Library Week.
 - e. Reference Committee Brian Sternberg
The committee discussed summer reading programs, as well as collections and popular materials. Bruce is the new chair.
13. Election of Vice-Chair/Chair-Elect Jessica Framson
(ACTION)
MSP (Hansen/Contreras) Helen Medina elected as Chair and Melissa Hartson elected as Vice-Chair
11 yes, 0 no, 0 abstain

14. Meeting Schedule for FY 2024/25 Christine Powers
(ACTION)
MSP (Hartson/Lujan) to approve the following times, dates, and locations for FY 2024/25 meetings:
- Tuesday, August 13, 2024, 1pm - 3pm – Buena Park Library
 - Tuesday, November 12, 2024, 1pm - 3pm – Fullerton Public Library
 - Tuesday, February 11, 2025, 1pm - 3pm – Huntington Beach Public Library
 - Tuesday, May 13, 2025, 1pm - 3pm – Mission Viejo Library
- 11 yes, 0 no, 0 abstain
15. State Library Report Kaela Villalobos
Kaela Villalobos provided a summary of the State Library report to members.
16. Executive Council Chair Report Jessica Framson
None
17. Other Jessica Framson
None
18. What's New at your Library Jessica Framson
Item skipped due to time.
19. Adjournment
MSP (Contreras/Hansen) to adjourn the meeting at 4:00 pm.