



Southern California Library Cooperative
Executive Committee Meeting
August 25, 2021
1:00-2:00pm

Join Zoom Meeting

<https://us02web.zoom.us/j/85666908352?pwd=KzRJNUNDKzdLenZSaSt0ak8yZVJwUT09>

Meeting ID: 856 6690 8352
Passcode: 567022

AGENDA

All items may be considered for action.

1. Opening Elizabeth Goldman
 - a. Chairperson's Welcome
 - b. Roll Call

2. Public Forum
Opportunity for any guest or member of the public to address the Council on any item of SCLC business.

3. Consent Calendar Elizabeth Goldman
5 minutes
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 May 27, 2021 Executive Committee meeting.

4. Adoption of Agenda Elizabeth Goldman

5. Final Budget Status FY2021/21 Carol Dinuzzo
5 minutes

6. Budget Status Report FY2021/22 Carol Dinuzzo
10 minutes

Southern California Library Cooperative
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- | | |
|---|----------------------------------|
| 7. CalPERS Payment Schedule
<i>10 minutes</i> | Carol Dinuzzo |
| 8. Salary Schedule 2021/22 and funding
Appropriations
<i>15 Minutes</i> | Diane Bednarski/Carol
Dinuzzo |
| 9. SCLC Goals and Long-Term Planning
<i>10 minutes</i> | Elizabeth Goldman |
| 10. Other
<i>"...that is, matters initiated in the present meeting." Robert's Rules of
Order, Revised, III, p.21. Limited by Brown Act to discussion only.
3 minutes</i> | Elizabeth Goldman |
| 11. Adjournment | Elizabeth Goldman |



ACTION ITEMS

Meeting: _____ SCLC Executive Committee Meeting _____

Date: _____ August 25, 2021 _____

Library: _____

Name: _____

Signature: _____

Date: _____

Agenda Item: _____

_____ Aye _____ Motion

_____ Nay _____ Second

_____ Abstain

Agenda Item: _____

_____ Aye _____ Motion

_____ Nay _____ Second

_____ Abstain

Agenda Item: _____

_____ Aye _____ Motion

_____ Nay _____ Second

_____ Abstain

Agenda Item: _____

_____ Aye _____ Motion

_____ Nay _____ Second

_____ Abstain

Agenda Item: _____

_____ Aye _____ Motion

_____ Nay _____ Second

_____ Abstain

Agenda Item: _____

_____ Aye _____ Motion

_____ Nay _____ Second

_____ Abstain



Southern California Library Cooperative
Executive Council Meeting
May 27, 2021
8:30am-9:30am

Minutes draft

Attendance

Conwell, Christine – Moorpark
Cousin, Heather – Thousand Oaks
Perera, Michelle – Pasadena
Shupe, Robert – Palmdale
Stone, Janet – Glendora
Walker-Lanz, Jesse - LACo

Other

Bednarski, Diane – SCLC
Dinuzzo, Carol – SCLC
Graver, Lori – SCLC
Walker, Wayne - SCLC

Absent

Hughes, Charles – Signal Hill
Nasr, Mandy - Camarillo

1. Opening Robert Shupe
Meeting called to order at 8:24am.
2. Public Forum
Opportunity for any guest or member of the public to address the Committee on any item of SCLC business.
None.

3. Consent Calendar Robert Shupe
All items on the consent calendar may be approved by a single motion. Any Committee member may request an item be removed from the consent calendar and placed on the agenda for discussion.
a. Minutes of the March 25, 2021 Executive Committee meeting.
MSP (Stone/Walker-Lanz) to approve the Minutes from the March 25, 2021 meeting.
4. Adoption of Agenda Robert Shupe
The agenda was adopted.
5. Budget Status Report FY2020/21 Carol Dinuzzo
Budget reflects more use of legal fees than anticipated. As recommended by the auditor, new internal controls are being implemented.
6. CLOSED SESSION Robert Shupe
Executive Director Performance Evaluation pursuant to Gov. Code Section 54957(b)
Closed session began at 8:44am.
7. Reconvene to Open Session Robert Shupe
Public meeting reconvened at 9:25am. Executive Committee recommended to Administrative Council to approve the Evaluation of the Executive Director as presented with two conditions:
1. That members of the Administrative Council work with the Executive Director on a workplan that includes the setting of goals for SCLC for the coming year and beyond, and that workplan be presented at the Administrative Council July 2021 meeting for approval.
2. That members of the Administrative Council work with the Executive Director to establish an updated Executive Director Job Description within the next four months that will be presented to Administrative Council for approval.
8. Agreements with Systems for Administrative/
Fiscal Services FY2020/21 Diane Bednarski
Each system has allocated funds to make up the shortfall in CLSA funding, as needed. A recommendation was made to include language in contracts to clarify boundaries and expectations of SCLC, if needed. Contracts to be modified for the Administrative Council Chair to sign, rather than the Executive Director.
9. Audit and Finance Committee Heather Cousin
a. Audit FY2019/20
Internal practices are being refined, for example, auditors requested to different journal entries for grants that carry over into another fiscal year.
MSP (Stone/Perera) to approve recommendation of the Audit and Finance

Committee and recommend that Administrative Council accepts the Annual Financial Report, FY2019/20.

10. SCLC Shared eResource Planning Diane Bednarski
Directors poll revealed two top eResource options for licensing with CLSA funds: PressReader and eBooks in a shared environment. Concerns were raised about each option. For PressReader, LAPL and LA County would not be included in a systemwide license due to cost; however, LAPL and LA County could gain access to a specialty service, such as Baker & Taylor's Mystery Book Club. To apply CLSA funds to eBooks and eAudio, the resource must be shared with at least three SCLC member libraries.
11. Califa Membership Carol Dinuzzo
Califa membership for FY2021/22 will remain the same.
12. Health Premium Allowance Carol Dinuzzo
Reviewed current employee health premium costs. No discussion.
13. Lease for SCLC Office Space Diane Bednarski
SCLC has toured potential new office space in another SCLC library facility; said library is in talks with their city legal counsel re developing lease terms. MSP (Cousin/Conwell) to recommend to Administrative Council to authorize Executive Director to execute a new lease for office space and storage space (if required) for a term up to three years.
14. Proposed Budget FY2021/22 Carol Dinuzzo
MSP (Conwell/Walker-Lanz) to recommend approval of the Proposed Budget FY 2021/22 to the Administrative Council.
15. Adjournment Robert Shupe
Meeting adjourned at 10:02am.



DATE: August 25, 2021
TO: SCLC Executive Committee
FROM: Carol Dinuzzo, Controller, SCLC
SUBJECT: Budget Status, FY2020/21

BACKGROUND: The Budget Status Report for Fiscal Year 2020/21 is attached for your review and reflects the reconciled bank statements through June 30, 2021.

REVENUE: 87% of our anticipated revenue for FY2020/21 has been realized. The remaining revenue is pending year-end close out of grants and finalizing the amounts for contracted system services.

EXPENSES: Anticipated expenses are 88% for the year.

FISCAL IMPACT: None.

RECOMMENDATION: Informational

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SCLC BUDGET: FY20/21
August 25, 2021

<i>Revenues and Expenses</i>	<i>FY20/21 Budget</i>	<i>Actuals as of June 30, 2021</i>	<i>Balance</i>	<i>Percentage Received / Expended</i>	<i>Notes</i>
Revenues			<i>Unrealized</i>		
CLSA System Administration	\$ 177,882	\$ 177,882	\$ -	100%	SCLC, Serra, 49-99, ILS, SLS
CLSA Baseline	\$ 293,861	\$ 293,861	\$ -	100%	CLSA funds for FY20/21
Individual System Admin Allocations	\$ 109,954	\$ -	\$ 109,954	0%	Approved by each system
Grants	\$ 3,628,423	\$ 3,492,607	\$ 135,816	96%	Progress payments
Grant Indirect	\$ 308,187	\$ -	\$ 308,187	0%	To be paid at close of grant
Grant Support Staff	\$ 82,039	\$ -	\$ 82,039	0%	To be paid at close of grant
Member Dues	\$ 206,587	\$ 206,587	\$ -	100%	Paid in full
Investment Income					
Total Revenues	\$ 4,806,933	\$ 4,170,937	\$ 635,996	87%	
Projected Expenses					
Salaries & Benefits					
Salaries	\$ 589,377	\$ 601,361	\$ (11,984)	102%	Cost for all current staff
PERS Health Benefits	\$ 48,000	\$ 48,000	\$ -	100%	Health Benefits for all current .staff
PERS Retiree Health Benefits	\$ 67,200	\$ 41,148	\$ 26,052	61%	Health Benefits for retired staff
PERS Unfunded Liabilities	\$ 117,819	\$ 113,901	\$ 3,918	97%	Payment made July 1, 2020
Total Salaries & Benefits	\$ 822,396	\$ 804,410	\$ 17,986	98%	
Operations					
-Rent	\$ 20,160	\$ 16,800	\$ 3,360	83%	Lease terminated
-Utilities/Operating	\$ 4,920	\$ 4,382	\$ 538	89%	Elec, phone
-Delivery	\$ 72,000.00	\$ 46,318	\$ 25,682	64%	Delivery to libraries
Memberships	\$ 14,500	\$ 13,679	\$ 821	94%	Califa; CLA; SHRM
Total Operations	\$ 111,580	\$ 81,179	\$ 30,401	73%	
Professional/Contract Services					
System Support / IT	\$ 12,000	\$ 4,745	\$ 7,255	40%	IT Support & Maintenance
Audit Fees	\$ 12,020	\$ 19,984	\$ (7,964)	166%	Audit for FY19/20
Legal Fees	\$ 1,000	\$ 1,940	\$ (940)	194%	Legal counsel
Consulting	\$ 85,000	\$ 3,000	\$ 82,000	4%	
Payroll Services	\$ 4,000	\$ 5,487	\$ (1,487)	137%	Payroll/1099 processing
Professional Services	\$ 350	\$ -	\$ 350	0%	Bank Analysis Fees
Total Professional/Contract Services	\$ 114,370	\$ 35,156	\$ 79,214	31%	
Total Expenses	\$ 1,048,346	\$ 920,745	\$ 127,601	88%	
Surplus (Deficit)	\$ 3,758,587	\$ 3,250,192			
<i>Surplus (Deficit) excluding Grant Passthrough</i>	\$ 130,164				
SCLC ACCOUNT BALANCES					
Pacific Western Bank as of July 1, 2020	\$ 2,016,837		\$ 3,116,749		As of June 30, 2021
LAIF as of June 30, 2020	\$ 1,907,996		\$ 1,924,159		As of June 30, 2021
SCLC MEMBER DEPOSIT ACCOUNTS					
	Beginning Balance	Amt Change	Balance		
SCLC Deposit Accounts	\$ 215,795	\$ -	\$ 170,689		
PROJECTS					
	Appropriated	Expenditures	Balance		
	\$ -	\$ -	\$ -		
	\$ -	\$ -	\$ -		
	\$ -	\$ -	\$ -		



DATE: August 25, 2021
 TO: SCLC Executive Committee
 FROM: Carol Dinuzzo, Controller, SCLC
 SUBJECT: Budget Status, FY2021/22

BACKGROUND: The Budget Status Report for Fiscal Year 2021/22 is attached for your review and reflects the reconciled bank statements through June 30, 2021.

REVENUE: As discussed in the Audit and Finance Committee meeting in early July, we have calculated SCLC's five-year average of grant revenue and used that as our grant projections for the current fiscal year. With the restoration of CLSA funding, the Communications & Delivery and System Administration amounts have been updated with the revised system allocations. Grants that have actually been awarded are reflected in the Actuals column.

The below chart reflects grant totals, including indirect and staffing separately. For project and indirect revenue, annual totals were divided by five years. However, for the staffing, the totals were only divided by two years, as the CSL has only recently started reimbursing for grant staffing costs. The multi-year distribution refers to grants that were spread across multiple fiscal years, which were evenly dispersed. The overall grant detail is included in separate attachment.

Grant Year	Project Funds	Actual Indirect	Staffing	Total
FY2016/17	\$ 1,415,008	\$ 140,817	\$ -	\$ 1,555,825
Multi-year distribution	\$ 1,573,333	\$ 160,000		\$ 1,733,333
FY2017/18	\$ 1,988,910	\$ 200,835	\$ -	\$ 2,189,745
Multi-year distribution	\$ 1,573,333	\$ 160,000		\$ 1,733,333
FY2018/19	\$ 1,622,802	\$ 159,035	\$ -	\$ 1,781,837
Multi-year distribution	\$ 1,573,333	\$ 160,000		\$ 1,733,333
FY2019/20	\$ 3,019,165	\$ 169,847	\$ 15,475	\$ 3,204,487
FY2020/21	\$ 3,673,309	\$ 304,472	\$ 82,039	\$ 4,059,820
Totals:	\$ 16,439,194	\$ 1,455,006	\$ 97,514	\$ 17,991,714
Averages:	\$ 3,287,839	\$ 291,001	\$ 48,757	\$ 3,598,343

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EXPENSES: Due to the brevity of the fiscal year, no expenses have been incurred during the reconciled period. All expenses against prior year CLSA funds will be reflected at the bottom of the budget status report.

FISCAL IMPACT: TBD.

RECOMMENDATION FOR EXECUTIVE COMMITTEE: Recommend to Administrative Council to approve amended budget for FY2021/22.

RECOMMENDATION FOR ADMINISTRATIVE COUNCIL: Approve recommendation from Executive Committee to approve the amended budget for FY2021/22.

REVENUES/EXPENSES	Proposed	Prior Year Actuals	Actuals	Balance	%	Notes
REVENUE						
				Unrealized		
CLSA Communications & Delivery	\$ 568,881		\$ -	\$ 568,881	0%	Preliminary System Allocation
CLSA System Administration	\$ 342,926		\$ -	\$ 342,926	0%	Preliminary System Allocation
System Supplements to CLSA	\$ -		\$ -	\$ -	0%	N/A
Grant Project Revenue	\$ 3,287,839		\$ 80,000	\$ 3,207,839	2%	Projection - see attachment
Grant Indirect	\$ 291,001		\$ 9,091	\$ 281,910	3%	Projection - see attachment
Grant Staffing	\$ 48,757		\$ 10,909	\$ 37,848	22%	Projection - see attachment
SCLC Member Dues	\$ 205,717		\$ -	\$ 205,717	0%	Approved 03/25/2021
Investment Income	\$ 18,750		\$ -	\$ 18,750	0%	Projected LAIF Interest
TOTAL REVENUE	\$ 4,763,871	\$ -	\$ 100,000	\$ 4,645,121		

EXPENDITURES						
Personnel Services						
Salaries & Wages	\$ 589,377		\$ -	\$ 589,377	0%	SCLC Staff
Retirement Benefits	\$ 68,050		\$ -	\$ 68,050	0%	CalPERS
Health Insurance - Current Employees	\$ 48,000		\$ -	\$ 48,000	0%	Health Stipend
Health Insurance - Retirees	\$ 76,800		\$ -	\$ 76,800	0%	Health Stipend
Dental/Vision	\$ 6,552		\$ -	\$ 6,552	0%	Ameritas
Life Insurance	\$ 1,224		\$ -	\$ 1,224	0%	Dearborn
Unfunded Accrued Liability	\$ 138,339		\$ -	\$ 138,339	0%	CalPERS
Other Personnel Expenses	\$ 3,101		\$ -	\$ 3,101	0%	Worker's Comp
Personnel Service Subtotal	\$ 931,443	\$ -	\$ -	\$ 931,443		

REVENUES/EXPENSES	Proposed	Prior Year Actuals	Actuals	Balance	%	Notes
Operating Expenses						
Office space Lease	\$ 32,000		\$ -	\$ 32,000	0%	Lease TBD
Professional & Contract Services	\$ 65,000		\$ -	\$ 65,000	0%	Legal, Payroll/HR, Consulting, etc.
Telecommunications	\$ 30,000		\$ -	\$ 30,000	0%	Progent, Microsoft, Internet, RingCentral, A2 (CLSA*) and Communications Allowance
Delivery	\$ 66,000		\$ -	\$ 66,000	0%	Reliant (CLSA)
Audit Fees	\$ 12,270		\$ -	\$ 12,270	0%	Fedak & Brown (CLSA)
Software Licenses	\$ 3,479		\$ -	\$ 3,479	0%	Dashlane, Intuit (paid biennially)
Office Supplies & Printing	\$ 8,500		\$ -	\$ 8,500	0%	Office Supplies, Moving cost, etc.
E-Resources	\$ 1,200		\$ -	\$ 1,200	0%	Gale (CLSA)
Resource Sharing	\$ -		\$ -	\$ -	0%	Placeholder (CLSA)
Memberships	\$ 14,500		\$ -	\$ 14,500	0%	Califa, CLA, etc.
Travel & Conferences	\$ 10,000		\$ -	\$ 10,000	0%	Travel for meetings, conference, and audit
Postage	\$ 800		\$ -	\$ 800	0%	
Other	\$ 350		\$ -	\$ 350	0%	Bank Analysis Fees
Operating Expenses Subtotal	\$ 244,099	\$ -	\$ -	\$ 244,099		
Grant Expenses						
CLCI					0%	Awarded
Dia de los Ninos			\$ 80,000		0%	Awarded
PLSEP					0%	TBD
Grant Expenses Subtotal	\$ 3,287,839	\$ -	\$ 80,000	\$ -		Grant Projections vs. Awarded
TOTAL EXPENDITURES	\$ 4,463,381	\$ -	\$ 80,000	\$ -		
Surplus (Deficit)	\$ 300,490	\$ -	\$ -			

*Telecommunications defined by the CLSA Plan of Service as: Internet, web/tech support, phone/fax/VOIP/telecomm equipment maintenance, and web software

SCLC ACCOUNT BALANCES						
As of June 30, 2021	\$ 3,116,749		\$ -			Pacific Western Bank
As of June 30, 2021	\$ 1,924,159		\$ -			Local Agency Investment Fund (LAIF)

SCLC MEMBER DEPOSIT ACCOUNT						
As of March 31, 2021	\$ 170,689.00		\$ -			Pacific Western Bank

CARRY OVER CLSA FUNDS

FY2019/20 CLSA Communications & Delivery						
	Actuals	Expended	Balance	Notes		
Digilabs	\$ 65,401	\$ -	\$ 65,401			
Digital Resources	\$ 382,359	\$ -	\$ 382,359			
Total Estimated Carry Over	\$ 447,760	\$ -	\$ 447,760			

FY2020/21 CLSA Communications & Delivery - Projected						
	Estimated	Expended	Balance	Notes		
E-Reources	\$ 113,993	\$ -	\$ 113,993			
Resource Sharing	\$ 65,848	\$ -	\$ 65,848			
Delivery	\$ 17,718	\$ -	\$ 17,718			
Telecommunication	\$ 16,724	\$ -	\$ 16,724			
Total Estimated Carry Over	\$ 214,283	\$ -	\$ 214,283			

Southern California Library Cooperative Grants (5 Year Trend)

FISCAL YEAR 2016/17

Grant Name	Project Funds	Actual Indirect	Staffing	Total
SCLC				
California Immigration Alliance	\$ 130,000.00	\$ 13,000.00		\$ 143,000.00
Harwood	\$ 156,750.00	\$ 15,675.00		\$ 172,425.00
Leamos	\$ 15,200.00	\$ 1,520.00		\$ 16,720.00
Libraries 4 Diversity				\$ -
MHI	\$ 907,600.00	\$ 90,076.00		\$ 997,676.00
TNT	\$ 127,273.00	\$ 12,727.00		\$ 140,000.00
Thinkabit Lab	\$ 27,225.00	\$ 2,723.00		\$ 29,948.00
Voices of CA				
PLSEP				
Subtotals	\$ 1,364,048.00	\$ 135,721.00	\$ -	\$ 1,499,769.00
Serra				
Creando	\$ 11,740.00	\$ 1,174.00		\$ 12,914.00
PSLEP	\$ 34,220.00	\$ 3,422.00		\$ 37,642.00
Subtotals	\$ 45,960.00	\$ 4,596.00	\$ -	\$ 50,556.00
49-99				
PLSEP	\$ 5,000.00	\$ 500.00		\$ 5,500.00
Subtotals	\$ 5,000.00	\$ 500.00	\$ -	\$ 5,500.00
Totals	\$ 1,415,008.00	\$ 140,817.00	\$ -	\$ 1,555,825.00

FISCAL YEAR 2017/18

Grant Name	Project Funds	Actual Indirect	Staffing	Total
SCLC				
Harwood	\$ 635,439.00	\$ 63,543.00		\$ 698,982.00
MLS	\$ 281,800.00	\$ 28,180.00		\$ 309,980.00
MHI	\$ 770,000.00	\$ 80,000.00		\$ 850,000.00
PLSEP	\$ 80,801.00	\$ 8,080.00		\$ 88,881.00
Subtotals	\$ 1,768,040.00	\$ 179,803.00	\$ -	\$ 1,947,843.00
Serra				
Creando	\$ 18,780.00	\$ 1,378.00	\$ -	\$ 20,158.00
PSLEP	\$ 54,256.00	\$ 5,426.00		\$ 59,682.00
Subtotals	\$ 73,036.00	\$ 6,804.00	\$ -	\$ 79,840.00
49-99				
PLSEP	\$ -	\$ -	\$ -	\$ -
Subtotals	\$ -	\$ -	\$ -	\$ -
Inland				
Citizenship	\$ 80,556.00	\$ 7,500.00		\$ 88,056.00
PLSEP	\$ 35,298.00	\$ 3,530.00		\$ 38,828.00
Subtotals	\$ 115,854.00	\$ 11,030.00	\$ -	\$ 126,884.00
Santiago				

PLSEP	\$	31,980.00	\$	3,198.00	\$	35,178.00
Subtotals	\$	31,980.00	\$	3,198.00	\$	35,178.00
Totals	\$	1,988,910.00	\$	200,835.00	\$	2,189,745.00

FISCAL YEAR 2018/19						
Grant Name	Project Funds	Actual Indirect	Staffing	Total		
SCLC						
Harwood	\$	139,500.00	\$	13,950.00	\$	153,450.00
MHI	\$	909,111.00	\$	90,889.00	\$	1,000,000.00
MLS	\$	276,625.00	\$	23,375.00	\$	300,000.00
Teens & Tweens/NASA	\$	85,450.00	\$	8,120.00	\$	93,570.00
PLSEP	\$	5,000.00	\$	500.00	\$	5,500.00
Subtotals	\$	1,415,686.00	\$	136,834.00	\$	1,552,520.00
Serra						
Creando	\$	38,110.00	\$	3,800.00	\$	41,910.00
PSLEP	\$	19,006.00	\$	1,901.00	\$	20,907.00
Subtotals	\$	57,116.00	\$	5,701.00	\$	62,817.00
49-99						
Collab Connect	\$	135,000.00	\$	15,000.00	\$	150,000.00
Subtotals	\$	135,000.00	\$	15,000.00	\$	150,000.00
Inland						
PLSEP	\$	5,000.00	\$	500.00	\$	5,500.00
Subtotals	\$	5,000.00	\$	500.00	\$	5,500.00
Santiago						
PLSEP	\$	10,000.00	\$	1,000.00	\$	11,000.00
Subtotals	\$	10,000.00	\$	1,000.00	\$	11,000.00
Totals	\$	1,622,802.00	\$	159,035.00	\$	1,781,837.00

FISCAL YEAR 2019/20						
Grant Name	Project Funds	Actual Indirect	Staffing	Total		
SCLC						
CLCI	\$	1,445,577.00	\$	58,097.00	\$	1,515,099.00
Makerspaces	\$	280,149.00	\$	26,615.00	\$	306,764.00
ELF	\$	362,420.00	\$	6,251.00	\$	368,671.00
Harwood	\$	215,939.00	\$	14,045.00	\$	229,984.00
MHI	\$	243,250.00	\$	21,269.00	\$	268,569.00
MLS	\$	248,182.00	\$	24,818.00	\$	273,000.00
PLSEP	\$	92,000.00	\$	8,900.00	\$	100,900.00
Subtotals	\$	2,887,517.00	\$	159,995.00	\$	3,062,987.00
Serra						
Creando	\$	38,879.00	\$	1,944.00	\$	40,823.00
PSLEP	\$	22,347.00	\$	1,834.00	\$	24,181.00
Subtotals	\$	61,226.00	\$	3,778.00	\$	65,004.00

	49-99				
PLSEP	\$	13,000.00	\$	547.00	\$ 13,547.00
Subtotals	\$	13,000.00	\$	547.00	\$ - \$ 13,547.00
	Inland				
PLSEP	\$	8,000.00	\$	800.00	\$ 8,800.00
Subtotals	\$	8,000.00	\$	800.00	\$ - \$ 8,800.00
	Santiago				
PLSEP	\$	49,422.00	\$	4,727.00	\$ 54,149.00
Subtotals	\$	49,422.00	\$	4,727.00	\$ - \$ 54,149.00
Totals	\$	3,019,165.00	\$	169,847.00	\$ 15,475.00 \$ 3,204,487.00

FISCAL YEAR 2020/21					
Grant Name	Project Funds	Indirect	Staffing	Total	
	SCLC				
CLCI	\$	1,233,190.00	\$	69,278.00	\$ 19,220.00 \$ 1,321,688.00
ELF	\$	462,705.00	\$	35,667.00	\$ 13,835.00 \$ 512,207.00
Shared Vision	\$	108,500.00	\$	10,850.00	\$ 119,350.00
BDD	\$	1,616,164.00	\$	163,401.00	\$ 21,477.00 \$ 1,801,042.00
VYPA	\$	33,636.00	\$	3,364.00	\$ 1,386.00 \$ 38,386.00
PLSEP	\$	92,507.00	\$	9,251.00	\$ 9,200.00 \$ 110,958.00
Subtotals	\$	3,546,702.00	\$	291,811.00	\$ 65,118.00 \$ 3,903,631.00
	Serra				
Creando	\$	37,153.00	\$	3,715.00	\$ 8,521.00 \$ 49,389.00
PSLEP	\$	26,054.00	\$	2,605.00	\$ 2,000.00 \$ 30,659.00
Subtotals	\$	63,207.00	\$	6,320.00	\$ 10,521.00 \$ 80,048.00
	49-99				
PLSEP	\$	6,488.00	\$	649.00	\$ 800.00 \$ 7,937.00
Subtotals	\$	6,488.00	\$	649.00	\$ 800.00 \$ 7,937.00
	Inland				
PLSEP	\$	26,466.00	\$	2,647.00	\$ 2,800.00 \$ 31,913.00
Subtotals	\$	26,466.00	\$	2,647.00	\$ 2,800.00 \$ 31,913.00
	Santiago				
PLSEP	\$	30,446.00	\$	3,045.00	\$ 2,800.00 \$ 36,291.00
Subtotals	\$	30,446.00	\$	3,045.00	\$ 2,800.00 \$ 36,291.00
Totals	\$	3,673,309.00	\$	304,472.00	\$ 82,039.00 \$ 4,059,820.00

FISCAL YEAR 2016/19					
Grant Name	Project Funds	Actual Indirect	Staffing	Total	
	SCLC				
Innovation Station	\$	180,000.00	\$	20,000.00	\$ 200,000.00
Libraries Illuminated	\$	900,000.00	\$	100,000.00	\$ 1,000,000.00
Broadband	\$	3,640,000.00	\$	360,000.00	\$ 4,000,000.00

Totals	\$ 4,720,000.00	\$ 480,000.00	\$ -	\$ 5,200,000.00
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DATE: August 25, 2021
 TO: SCLC Executive Committee
 FROM: Carol Dinuzzo, Controller, SCLC
 SUBJECT: Pension Liability, FY2021/22

BACKGROUND: There has been interest from Administrative Council in understanding SCLC’s pension liability and how it can be best managed.

OVERVIEW: The below charts illustrate the Unfunded Accrued Liability (UAL) from June 30, 2019, as well as the payment schedules for fiscal years 2021/22 and 2022/23.

SCLC Unfunded Accrued Liability		
Classic	\$	1,809,044
PEPRA	\$	25,739
Total	\$	1,834,783

SCLC FY21/22 Payment Schedule		
Classic	\$	135,672
PEPRA	\$	2,667
Total	\$	138,339

SCLC FY22/23 Payment Schedule		
Classic	\$	150,000
PEPRA	\$	2,900
Total	\$	152,900

The current year payments have already been made. However, we have been looking at additional ways to approach the Pension Liability more aggressively. A CalPERS representative attended the recent Audit and Finance Committee and provided the attached PowerPoint presentation on additional considerations to address the UAL, which we will further discuss during the Committee report.

FISCAL IMPACT: TBD.

RECOMMENDATION: To be presented in the Audit and Finance Committee report.

Southern California Library Cooperative

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California Employers Pension Prefunding Trust (CEPPT)

Pension Cost Considerations
for
Southern California Library Cooperative

August 20, 2021

Employer Pension Cost Considerations

- Normal cost
 - Ongoing
 - PEPRA is cheaper than classic but increases with payroll
- Unfunded accrued liabilities (UAL)
 - Currently exist for most agencies
 - Will reoccur if plan experience is negative
- Overall cost trends
 - Likely to increase for 10 years due to unfunded liabilities
 - Likely to decrease with PEPRA but increase with payroll

SCLC's CalPERS Pension Plans Summary

Plan	Funded Status (6/30/2019)	Unfunded Liability (7% Interest)	UAL Payment 2021-22	UAL Payment 2026-27	UAL Payment Increase	Normal Cost 2021-22
Miscellaneous	69.8%	\$1,809,044	\$135,672	\$178,000	\$42,328	\$30,327
Miscellaneous PEPRA	89.6%	\$25,739	\$2,667	\$3,800	\$1,133	\$26,110
Totals	70.6%	\$1,834,783	\$138,339	\$181,800	\$43,461	\$56,437



Consider All CalPERS Tools for Optimum Results

- July full pre-payment of annual UAL payment
- Re-amortization of bases ("Fresh Start")
- Additional discretionary payments (ADP) of UAL
- Section 115 pension prefunding trust (CEPPT)

Pay Down Your Miscellaneous Pension Debt Faster and Save

Amortization Schedule (Page 14 of Valuation)	Total Paid Over Amortization Schedule	Interest Paid Over Amortization Schedule	Total Interest Savings Over Amortization Schedule
Variable Payment 24 Years	\$3,348,185	\$1,506,763	\$0
Level Payment 15 Years	\$2,931,797	\$1,090,375	\$416,388
Level Payment 10 Years	\$2,534,565	\$693,143	\$813,620

Date	<u>Alternate Schedules</u>					
	<u>Current Amortization Schedule</u>		15 Year Amortization		10 Year Amortization	
	Balance	Payment	Balance	Payment	Balance	Payment
6/30/2021	1,841,422	135,672	1,841,422	195,453	1,841,422	253,456
6/30/2022	1,829,978	150,308	1,768,143	195,453	1,708,145	253,456
6/30/2023	1,802,599	158,927	1,689,735	195,453	1,565,538	253,456
6/30/2024	1,764,387	168,270	1,605,838	195,453	1,412,949	253,456
6/30/2025	1,713,833	173,288	1,516,069	195,453	1,249,679	253,456
6/30/2026	1,654,552	177,919	1,420,016	195,453	1,074,980	253,457
6/30/2027	1,586,329	182,674	1,317,239	195,453	888,051	253,457
6/30/2028	1,508,412	187,560	1,207,268	195,453	688,037	253,457
6/30/2029	1,419,986	192,580	1,089,599	195,453	474,022	253,457
6/30/2030	1,320,180	197,739	963,693	195,454	245,026	253,457
6/30/2031	1,208,048	203,039	828,972	195,453		
6/30/2032	1,082,589	200,637	684,822	195,454		
6/30/2033	950,831	197,953	530,580	195,453		
6/30/2034	812,624	192,113	365,542	195,453		
6/30/2035	670,785	182,562	188,952	195,453		
6/30/2036	528,896	165,482				
6/30/2037	394,742	96,296				
6/30/2038	322,764	84,855				
6/30/2039	257,582	75,990				
6/30/2040	197,010	70,300				
6/30/2041	138,082	50,802				
6/30/2042	95,197	47,681				
6/30/2043	52,541	37,355				
6/30/2044	17,578	18,183				
Total		3,348,185		2,931,797		2,534,565
Interest Paid		1,506,763		1,090,375		693,143
Estimated Savings				416,388		813,620

ADP and 115 Trust

- Make up for past underperformance by sending Additional Discretionary Payments (ADP's) of Unfunded Accrued Pension Liability (UAL) to CalPERS
 - Yes you should do this
- Establish a pension contribution prefunding Section 115 trust fund to improve your future capacity to pay these volatile costs
 - Yes you should also do this

Why Prefund Pension Contributions via 115 Trust?

- CalPERS pension costs are increasing faster than your budget is growing
- CalPERS pension investments are volatile making future contributions volatile and challenging to plan for
- LAIF and County Treasury have been earning historically low yields for at least a decade
- By planning ahead and increasing yields you can save money while making pension costs more manageable

Pension Contribution Prefunding 115 Trust Purpose

- Grow assets for future pension contributions
 - Normal cost payments
 - Unfunded Accrued Liability (UAL) “debt” payments
 - Additional Discretionary Payments (ADP’s) of UAL
- Invest over shorter time horizon than CalPERS
- Invest less risky than CalPERS
- Earn higher yields than LAIF and County Treasury
- Retain liquidity on your assets
- Stabilize future budgets
- Create a contingency reserve for difficult times ahead

You Control Your Participation

- Choose your preferred portfolio option or use both
- Contributions
 - Are always voluntary and never required
- Withdrawals/Liquidity
 - Seek reimbursement for:
 - Normal cost payments
 - UAL payments
 - July UAL prepayments
 - Additional Discretionary Payments (ADP)

SCLC's CEPPT Purpose #1

- Build a rainy-day contingency reserve fund
- Will likely outperform LAIF and earn more interest
- Will allow for greater budgetary stability

Plan	3 Months Pension Cost
<u>Miscellaneous</u>	\$41,500
<u>Miscellaneous PEPR</u>	\$7,194
Total	\$48,694

SCLC's CEPPT Purpose #2

- Prefund future pension costs in advance
 - Normal Costs which will exist in perpetuity (~\$56,437)
 - Unfunded Liability payments when they exist (\$1,834,783)
 - Including Additional Discretionary Payments (ADPs)
- Take advantage of time and compounding interest
- Use this approach to dollar cost average ADP's
 - Mitigate market timing risk
 - Mitigate large lump sum single contribution risk

Compounding Interest Model

Investment Duration (Years)	1	2	3	4	5	6	7	8	9	10	11
Nominal Expected Compounded Annualized Rate of Investment Return	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%
Cumulative Expected Compounded Rate of Investment Return	5%	10%	16%	22%	28%	34%	41%	48%	55%	63%	71%
Required Investment Principal Contribution Needed to Generate \$1	\$0.95	\$0.91	\$0.86	\$0.82	\$0.78	\$0.75	\$0.71	\$0.68	\$0.64	\$0.61	\$0.58
Required Investment Principal Contribution Needed to Generate Normal Cost (-\$56,437)	\$53.7K	\$51.2K	\$48.8K	\$46.4K	\$44.2K	\$42.1K	\$40.1K	\$38.2K	\$36.4K	\$34.6K	\$33.0K

SCLC's UAL Payment Prefunding Scenario

<u>Current Amortization Schedule</u>		
Date	Balance	Payment
6/30/2021	1,841,422	135,672
6/30/2022	1,829,978	150,308
6/30/2023	1,802,599	158,927
6/30/2024	1,764,387	168,270
6/30/2025	1,713,833	173,288
6/30/2026	1,654,552	177,919
6/30/2027	1,586,329	182,674
6/30/2028	1,508,412	187,560
6/30/2029	1,419,986	192,580
6/30/2030	1,320,180	197,739
6/30/2031	1,208,048	203,039
6/30/2032	1,082,589	200,637
6/30/2033	950,831	197,953
6/30/2034	812,624	192,113
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6/30/2038	322,764	84,855
6/30/2039	257,582	75,990
6/30/2040	197,010	70,300
6/30/2041	138,082	50,802
6/30/2042	95,197	47,681
6/30/2043	52,541	37,355
6/30/2044	17,578	18,183

SCLC's UAL Payment Prefunding Scenario

Fiscal Year	UAL Payments	Investment Duration (Years)											
		1	2	3	4	5	6	7	8	9	10	11	
2020-21	\$135.7K	\$129.2K											
2021-22	\$150.3K	\$143.2K	\$136.3K										
2022-23	\$158.9K	\$151.4K	\$144.2K	\$137.3K									
2023-24	\$168.3K	\$160.3K	\$152.6K	\$145.4K	\$138.4K								
2024-25	\$173.3K	\$165.0K	\$157.2K	\$149.7K	\$142.6K	\$135.8K							
2025-26	\$177.9K	\$169.4K	\$161.4K	\$153.7K	\$146.4K	\$139.4K	\$132.8K						
2026-27	\$182.7K	\$174.0K	\$165.7K	\$157.8K	\$150.3K	\$143.1K	\$136.3K	\$129.8K					
2027-28	\$187.6K	\$178.6K	\$170.1K	\$162.0K	\$154.3K	\$147.0K	\$140.0K	\$133.3K	\$126.9K				
2028-29	\$192.6K	\$183.4K	\$174.7K	\$166.4K	\$158.4K	\$150.9K	\$143.7K	\$136.9K	\$130.3K	\$124.1K			
2029-30	\$197.7K	\$188.3K	\$179.4K	\$170.8K	\$162.7K	\$154.9K	\$147.6K	\$140.5K	\$133.8K	\$127.5K	\$121.4K		
2030-31	\$203.0K	\$193.4K	\$184.2K	\$175.4K	\$167.0K	\$159.1K	\$151.5K	\$144.3K	\$137.4K	\$130.9K	\$124.6K	\$118.7K	

Pension Contribution Investment Tools

Portfolios	CalPERS Pension	CalPERS 115 CEPPT Trust Strategy 1	CalPERS 115 CEPPT Trust Strategy 2	LAIF
Expected Return	6.8%	5.0%	4.0%	~1%
Risk	11.4%	8.2%	5.2%	Lowest
Optimal Investment Time Horizon	Long-Term	2-10 Years		1-24 Months
Liquidity	No	Yes		Yes

CEPPT Portfolio Details

Asset Classification	Benchmark	CEPPT Strategy 1	CEPPT Strategy 2
Global Equity	MSCI All Country World Index	40% ±5%	14% ±5%
Fixed Income	Bloomberg Barclays U.S. Aggregate Bond Index	47% ±5%	73% ±5%
Global Real Estate (REITs)	FTSE EPRA/NAREIT Developed Liquid Index	8% ±5%	8% ±5%
Treasury Inflation Protected Securities (TIPS)	Barclays Capital Global Real: US TIPS Index	5% ±3%	5% ±3%
Cash	3-Month Treasury Bill	0% +2%	0% +2%

CEPPT Investment Returns – Time Weighted

Periods Ended June 30, 2021

<u>Fund</u>	<u>Assets</u>	<u>1 Month</u>	<u>3 Months</u>	<u>FYTD</u>	<u>1 Year</u>	<u>ITD</u>
CEPPT Strategy 1 (Inception October 1, 2019)	\$38,556,782	1.02%	4.74%	18.31%	18.31%	12.14%
Benchmark		0.91%	4.63%	18.07%	18.07%	12.16%
CEPPT Strategy 2 (Inception January 1, 2020)	\$19,387,858	0.79%	3.24%	8.00%	8.00%	7.19%
Benchmark		0.78%	3.24%	7.75%	7.75%	7.01%
CEPPT Total	\$57,944,640					

Time weighted return reports the performance of the investment vehicle, not of the employer assets. Returns are gross. Historical performance is not necessarily indicative of actual future investment performance or of future total program cost. Current and future performance may be lower or higher than the historical performance data reported here. Investment return and principal value may fluctuate so that your investment, when redeemed, may be worth more or less than the original cost. The value of an employer's fund shares will go up and down based on the performance of the underlying funds in which the assets are invested. The value of the underlying funds' assets will, in turn, fluctuate based on the performance and other factors generally affecting the securities market.

Total Participation Cost Fee Rate

- Total all-inclusive cost of participation
 - Combines administrative, custodial, and investment fees
 - Self-funded, fee rate may change in the future
 - 25 Basis Points Fee is applied daily to assets under management

Sample Fee Rate Illustration

Asset Value on Deposit*	All-Inclusive Fee Rate	Annual Cost
\$100,000	25 Basis Points (0.25%)	\$250

- *Asset values shown assume the amount is deposited on the first day of a 12-month calendar year and remains constant the entire 12 months ending on the last day with the exact same amount. No investment gains/losses, or contribution additions/withdrawals are experienced at any time during the 12 months.
- There are **no** additional fees of any kind. No set-up, joining, renewal, contribution, disbursement, termination fees. No minimum contribution amount.

Advantages of the CEPPT

- **Investment policy and management services by CalPERS**
 - Unmatched resources and economies of scale
 - Most broadly diversified portfolios
 - No socially conscious divestment
- **Lowest total participation cost**
 - Not-for-profit make us always the least expensive option
 - Least volatile way to save money and net better returns
- **Excellent customer service**
 - 24/7/365 availability of Customer Outreach and Support staff
 - 98% retention rate of almost 600 clients over 14 years
 - Account updates and plan reviews based on agency preference and frequency
- **Simple administration**
 - Join or leave at anytime and zero costs
- **GASB compliance**
 - Already have a PLR for CERBT
 - Getting a PLR for CEPPT once IRS opens the process again
 - No audit findings; 100% GASB 74 and 84 Compliant

596 Prefunding Program Employers

585 CERBT and 45 CEPPT

- State of California
- 152 Cities or Towns
- 10 Counties
- 76 School Employers
- 31 Courts
- 326 Special Districts and other Public Agencies
 - (99 Water, 35 Sanitation, 33 Fire, 25 Transportation)

Prefunding Program Employers

LA County (79) & Ventura County (12)

- Alameda Corridor Transportation Authority
- Alhambra Unified School District
- Altadena Library District
- Antelope Valley Mosquito and Vector Control District
- Calleguas Municipal Water District
- Camarillo Health Care District
- Casitas Municipal Water District
- Central Basin Municipal Water District
- City of Agoura Hills
- City of Arcadia
- City of Avalon
- City of Baldwin Park
- City of Bellflower
- City of Burbank
- City of Carson
- City of Cerritos
- City of Diamond Bar
- City of Downey
- City of El Segundo
- City of Gardena
- City of Gardena Transportation Enterprise
- City of Hawaiian Gardens
- City of Huntington Park
- City of Industry
- City of Irwindale
- City of La Mirada
- City of La Puente
- City of Lancaster
- City of Lynwood
- City of Malibu
- City of Manhattan Beach
- City of Maywood
- City of Monterey Park
- City of Moorpark
- City of Ojai
- City of Paramount
- City of Pico Rivera
- City of Redondo Beach
- City of Rolling Hills
- City of San Gabriel
- City of San Marino
- City of Santa Fe Springs
- City of Santa Monica
- City of Sierra Madre
- City of Thousand Oaks
- City of Torrance
- City of Vernon
- City of West Hollywood
- City of Westlake Village
- Compton Creek Mosquito Abatement District
- CRA/LA, a Designated Local Authority
- Crescenta Valley Water District
- Glendale Community College District
- Gold Coast Transit
- Greater Los Angeles County Vector Control District
- Housing Authority of the City of Los Angeles
- La Puente Valley County Water District
- Las Virgenes Municipal Water District
- Local Agency Formation Commission - Los Angeles
- Los Angeles Community College District
- Los Angeles County Development Authority
- Los Angeles County Law Library
- Los Angeles County Office of Education
- Los Angeles County Sanitation District No. 2
- Los Angeles County West Vector Control District
- Los Angeles Unified School District
- Metropolitan Water District of Southern California
- Ojai Valley Sanitary District
- Orchard Dale Water District
- Oxnard Harbor District
- Palmdale Water District
- Pico Water District
- Quartz Hill Water District
- San Gabriel County Water District
- San Gabriel Valley Council of Governments
- San Gabriel Valley Mosquito and Vector Control District
- San Gabriel Valley Municipal Water District
- Santa Clarita Valley Water Agency
- Santa Monica Community College District
- Santa Monica-Malibu Unified School District
- South Bay Regional Public Communications Authority
- Southern California Association of Governments
- Southern California Regional Rail Authority
- United Water Conservation District
- Upper San Gabriel Valley Municipal Water District
- Valley County Water District
- Ventura County Law Library
- Ventura County Transportation Commission
- Water Replenishment District of Southern California
- West Basin Municipal Water District
- William S. Hart Union High School District

Next Steps?

Option A: Pay-as-you-Go

- Most expensive option
- Rely 100% on current and future operating budget

Option B: Set-up Trust No Funding Yet

- Free to set-up
- No assets = No fees
- Adhoc funding or TBD in future budget cycle

Option C: Set-up Trust & Contribute

- Free to set-up
- Employer starts contributing when they join

Questions? Where to Get Trust Fund Information?

Name	Title	E-mail	Desk	Mobile
Matt Goss	Outreach & Support Program Manager	Matthew.Goss@calpers.ca.gov	(916) 795-9071	(916) 382-6487
Karen Lookingbill	Outreach & Support Manager	Karen.Lookingbill@calpers.ca.gov	(916) 795-1387	(916) 501-2219
Jasper Jacobs	Outreach & Support Analyst	Jasper.Jacobs@calpers.ca.gov	(916) 795-0432	(916) 717-3886
Jean MacDonald	Outreach & Support Analyst	Jean.MacDonald@calpers.ca.gov	(916) 795-0675	(916) 291-1325
Colleen Cain-Herrback	Administration & Reporting Program Manager	Colleen.Cain-Herrback@calpers.ca.gov	(916) 795-2474	(916) 505-2506
Robert Sharp	Assistant Division Chief	Robert.Sharp@calpers.ca.gov	(916) 795-3878	(916) 397-0756

Program E-mail Addresses	Prefunding Programs Webpages
CERBT4U@calpers.ca.gov – Questions & Document Submittal	www.calpers.ca.gov/CERBT
CEPPT4U@calpers.ca.gov – Questions & Document Submittal	www.calpers.ca.gov/CEPPT
CERBTACCOUNT@calpers.ca.gov – Online Record Keeping System	



DATE: August 25, 2021
TO: SCLC Executive Committee
FROM: Carol Dinuzzo, Controller, SCLC
SUBJECT: Salary Schedule, FY2021/22

BACKGROUND: Due to the large agenda for Administrative Council meeting in May, the approval of the salary schedule, which is typically approved along with the budget, was postponed until the next regularly scheduled meeting. The Salary Schedule for FY2021/22 is attached for your review.

OVERVIEW: The Salary Schedule includes a 1.23% COLA increase for the Project Manager, as this position is currently at the top of their range. The Executive Director's Salary will be based on recommendation from Executive Committee and approval by Administrative Council. The schedule will be updated accordingly.

FISCAL IMPACT: Increase of \$1,243.89 for the Project Manager salary and potential increase in Executive Director salary as approved by Administrative Council.

RECOMMENDATION TO EXECUTIVE COMMITTEE: Recommend updating the entries to the Project Manager step rates and the Executive Director salary range for FY2021/22 to Administrative Council.

RECOMMENDATION TO ADMINISTRATIVE COUNCIL: To approve the recommendation from Executive Committee to update the entries to the Project Manager step rates and the Executive Director salary range for FY2021/22.

Southern California Library Cooperative

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SOUTHERN CALIFORNIA LIBRARY COOPERATIVE



FY21/22 Full Time Job Classification and Salary Schedule

JOB CLASSIFICATIONS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
1) Executive Director	Per Hour					TBD
	Annual					
2) Deputy Executive Director	Per Hour	\$ 50.00	\$ 52.50	\$ 55.13	\$ 57.88	\$ 60.78
	Annual	\$ 104,000.00	\$ 109,200.00	\$ 114,670.40	\$ 120,390.40	\$ 126,422.40
3) Controller	Per Hour	\$ 50.00	\$ 52.50	\$ 55.13	\$ 57.88	\$ 60.78
	Annual	\$ 104,000.00	\$ 109,200.00	\$ 114,670.40	\$ 120,390.40	\$ 126,422.40
4) Project Manager	Per Hour	\$ 40.49	\$ 42.52	\$ 44.64	\$ 46.88	\$ 49.22
	Annual	\$ 84,223.36	\$ 88,434.53	\$ 92,856.25	\$ 97,509.60	\$ 102,373.49
6) Administrative Assistant	Per Hour	\$ 33.18	\$ 34.84	\$ 36.58	\$ 38.41	\$ 40.33
	Annual	\$ 69,014.40	\$ 72,467.20	\$ 76,086.40	\$ 79,892.80	\$ 83,886.40
*COLA or CPI increase (if approved):						
* Executive Director is authorized to award an employee up to a 2 step increase in any given year.						
Merit increases beyond two steps in a given year must be approved by the Executive Committee and Administrative Council.						
* Each salary amount upgraded annually with council approved cost of living percentage.						



**SCLC Meeting Dates
2021/22**

Approved June 3, 2021

Wednesday, August 25, 2021

1:00pm Executive Committee

2:15pm Administrative Council

Location TBD

Wednesday, October 27, 2021

1:00pm Executive Committee, only

Via Zoom

Wednesday, November 24, 2021

1:00pm Executive Committee

2:15pm Administrative Council

Location TBD

Wednesday, January 26, 2022

1:00pm Executive Committee, only

Via Zoom

Wednesday, March 23, 2022

1:00pm Executive Committee

2:15pm Administrative Council

Location TBD

Wednesday, May 25, 2022

1:00pm Executive Committee

2:15pm Administrative Council

Location TBD