



Southern California Library Cooperative  
Executive Committee Meeting  
Wednesday, November 30, 2022  
1:00-2:30pm  
Hybrid Meeting  
Whittier Central Library  
7344 Washington Ave., Whittier, CA 90602

Minutes  
*Approved January 25, 2023*

**Attendance**

Addington, Jennifer – Palos Verdes  
Billings, Cathy – South Pasadena  
Broman, Susan – LAPL  
Goldman, Elizabeth – Burbank  
Herbert, Mark – El Segundo  
Shaffer, Gary – Glendale  
Torres, Anita – Pomona  
Walker-Lanz, Jesse – LACo

**Other**

Graver, Lori – SCLC  
Shapiro, Caryn - SCLC  
Snodgrass, Nerissa – SCLC  
Walker, Wayne – SCLC

**Absences**

None

1. Opening Gary Shaffer  
Meeting called to order at 1:03pm.
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.

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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 October 26, 2022 Executive Committee meeting.  
MSP (Walker-Lanz/Herbert) to pass the Consent Calendar.  
6 yes, 0 no, 0 abstain
4. Adoption of the Agenda Gary Shaffer  
Chairs adopts the Agenda, without objection.
5. SCLC Controller update Gary Shaffer/Wayne Walker  
(DISCUSSION)  
Carol Dinuzzo, SCLC Controller, accepted a position outside of SCLC in August leaving the position vacant. The Administrative Council at their August meeting authorized the Administrative Council Chair to enter into an agreement with a temporary agency or an accounting firm to fulfill controller duties on a temporary basis. In early September an agreement was entered into with contractor Caryn Shapiro, CPA, to assist with the Controller duties for a period of up to 3 months at \$72 per hour (non-benefitted) up to 40 hours per week. In addition, the Administrative Council at their August meeting authorized the Administrative Council Chair to enter into an agreement for accounting consulting purposes with one of SCLC's sister cooperatives on an as-needed basis. An agreement was entered into with the Pacific Library Partnership (PLP) at \$150 per hour through December 2022. Recruitment for the permanent Controller was launched on October 7th, with application deadline of November 7th. Multiple applications were received and the process to review and evaluate the pool of candidates has begun. Caryn Shapiro, CPA contractor agreement value not to exceed \$37,440. PLP contract agreement value not to exceed \$12,000.
6. Budget Status Report FY2022/23 Caryn Shapiro  
(DISCUSSION)  
All approved CLSA allocations and current grant awarded amounts have been approved. Membership Dues have been collected at 90%. Rollover CLSA Funds are being expended. Grant Funds have been received. At this stage in the fiscal year, most expenditures have been personnel related along with a few operational costs. Potential shortfall in revenue for the current fiscal year. No additional payment to be made into the Pension

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Liability fund. The Audit and Finance Committee will re-assess at their meeting on February 2, 2023.

7. Strategic Plan Update Elizabeth Goldman  
(DISCUSSION)

FY2022/23 activities identified in the Plan are:

Segment 1: Executive Director

- Hire an Executive Director (ED)

Segment 2: Transparency •

- Develop SCLC 101 guide to the organization
- Explain budget and revenue sources as part of SCLC 101

Segment 3: Planning •

- Review the SCLC mission and vision
- Conduct an annual membership survey
- Hold an annual planning session

Segment 4: Member library engagement

- Review and expand staff-driven interest groups
- Provide report on interest groups to Administrative Council

An ad hoc committee for the ED is wrapping up its work. The new ED will develop SCLC 101, responding to Segments 1 and 2. Two new ad hoc committees are proposed to respond to Segments 3 and 4. For Segment 3, Planning, the ad hoc committee should consist of AC members. For Segment 4, the ad hoc committee could partly or primarily be made up of SCLC member library staff who participate in interest groups, with an AC member serving as chair and/or liaison to the AC. Both committees would have a term of service of December 2022-June 2023.

8. PressReader and Los Angeles Times Gary Shaffer  
(DISCUSSION)

In September of 2021, SCLC enter into an agreement with Baker & Taylor (B&T) in the amount of \$632,332 for a 2-year-period to procure PressReader on behalf of the Cooperative. July 1, 2022, the LA Times was abruptly removed from the platform without notice. SCLC later learned that this was at the direction of the LA Times. PressReader and Baker & Taylor were not made aware of this removal until it occurred.

At the August 24th Administrative Council meeting the following actions were approved in order for SCLC to approach the LA Times directly in an effort to convince them to re-enter the PressReader platform:

- 1) Conduct a survey of all member libraries to collect current annual spending on physical subscriptions to the LA Times.
- 2) Authorize the Chair to draft a letter advising LA Times management of the negative impact to our member libraries' residents, the amount of

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revenue we provide them, and asking them to please enter into negotiations with PressReader.

3) Conduct any follow up negotiations with the LA Times.

The survey was distributed to and completed by all SCLC members libraries. A letter was drafted by the Council Chair and shared with member libraries for feedback and to provide each of their signatures for the final copy of the letter. Shaffer made appeal for outstanding signatures to be submitted by Directors.

Baker & Taylor has updated SCLC staff that talks are still ongoing between PressReader and the LA Times concerning this issue, but no details were made available.

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.*

SCLC is closing the Deposit Accounts, monies held for jurisdictions in a dedicated bank account. Contact Walker for balances and to request dispersal of funds.

SCLC received a federal summons filed by an individual named Arogant Hollywood. Dozens of additional defendants, mostly public agencies, are named on the court filing. The case is expected to be dismissed.

9. Adjournment

Gary Shaffer

MSP (Addington/Billings) to adjourn meeting at 1:24pm.

*Respectfully submitted by Lori Graver on January 27, 2023.*