



c/o SCLC 222 E. Harvard St., Glendale, CA 91205

Executive Council

May 16, 2023

Meeting Location:

OC Public Libraries

1501 E. Saint Andrew Place, Santa Ana, CA, 92705.

Alternate Meeting Location:

Huntington Beach Public Library

7111 Talbert Ave, Huntington Beach, CA 92648

Minutes

Approved August 15, 2023

Attendance

Booth, Judy – Fullerton

Curtis, Dave – Orange Public

Hansen, Genesis – Mission Viejo

Hartson, Melissa – Newport Beach

Medina, Helen – Buena Park

Quillman, Julie – OC Public

Ronning, Melissa – Huntington Beach

Sternberg, Brian – Santa Ana

Young, Jessica – Yorba Linda

Other

Beck, Andy – SCLC

Graver, Lori – SCLC

Powers, Christine – SCLC

Strege, Reed – CSL

Villalobos, Kaela – CSL

Walker, Wayne – SCLC

Absent

Contreras, Jeanette – Placentia

Lujan, Audrey – Anaheim

Starkey, Brendan – OC Public Law

1. Opening

Meeting called to order at 2:04pm.

Brian Sternberg

2. Public Comment Brian Sternberg
None
3. Consent Calendar Brian Sternberg
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 14, 2023 Meeting
MSP (Curtis/Hansen) to approve the Minutes of the February 14, 2023 meeting.
8 yes, 0 no, 1 abstain
15. State Library Report Reed Strege
Reed introduced Kaela Villalobos, who will be the Santiago Library Program Liaison for FY2023/24. The Building Forward grant application window closes on May 18, 2023. eBooks for All and Broadband opportunities are going strong. The Sustainable California Library program applications close on June 15, 2023. The Call Matters partnership includes two upcoming workshops on Wage Theft in California (May 23, 2023) and Race to Zero (June 15, 2023).
4. Brown Act Teleconferencing Requirements: Christine Powers
End of Emergency Order
Powers presented the teleconferencing requirements under the Brown Act, now that the State's emergency order has ended. Her report included meeting options under new legislation, AB2449, which has very specific requirements.
5. Financial Audit FY 2021/22 Andy Beck
MSP (Hartson/Quillman) to accept the Financial Audit for FY2021/22.
8 yes, 0 no, 0 abstain
6. Budget Status Report FY 2022/23 Andy Beck
The Budget Report for fiscal year 2022/23 reflects the reconciled bank statement through March 31, 2023.
7. Santiago Library System Webpage Christine Powers
MSP (Hansen/Curtis) to approve SCLC staff to acquire a domain name for Santiago and manage the website (as a subpage of the SCLC website).
9 yes, 0 no, 0 abstain

8. SCLC Agreement for Administrative and Fiscal Services for FY 2023/24 Christine Powers
 MSP (Curtis/Hansen) Authorize the Executive Council Chair to sign the agreement between Santiago Library System and the SCLC, for administrative and fiscal services for FY 2023/24.
 9 yes, 0 no, 0 abstain
9. Proposed Budget FY 2023/24 Andy Beck
 MSP (Hartson/Quillman) to : Approve the FY 2023/24 proposed budget, pending final approvals of CLSB and Governor's budget.
 9 yes, 0 no, 0 abstain
10. CLSA Plan of Service and Budget FY 2023/24 Christine Powers
 MSP (Hansen/Curtis) to authorize the Santiago Chair to work with SCLC staff to complete and sign the FY 2023/24 CLSA Plan of Service and Budget for submission to the State Library by June 5, 2023
11. Authority for Financial Institutions Christine Powers
 MSP (Curtis/Booth) to:
1. Authorize staff to close Santiago Library System's Pacific Premier Bank account, open a new account with Bank of America, and transfer all funds from Pacific Premier Bank to Bank of America, and
 2. Authorize signature authority for Santiago Library System's bank account for the following individuals: Executive Director, Christine Powers; Santiago Chair, Santiago Vice Chair; and Project Manager, Nerissa Snodgrass.
- 9 yes, 0 no, 0 abstain
12. Committee Reports
- a. Technology Committee Genesis Hansen
 No report.
 - b. Children's Committee Judy Booth
 The Performer's Showcase was a success, and committee plans to continue showcase in future years.
 - c. Teen Services Dave Curtis
 Next meeting is May 17, 2023, and will discuss niche services.
 - d. Circulation Helen Medina
 Met on May 15, 2023 and discussed homebound services.
 - e. Reference Brian Sternberg
 Jessica Young presented the reference guide that was created for Orange County: <https://sites.google.com/view/slsresourcedirectory>. This resource will be maintained by member libraries, and will be added to Santiago's webpage.

13. Election of Vice-Chair/Chair-Elect Brian Sternberg
MSP (Hartson/Hansen) to advance Framson to Chair and elect Medina as Vice Chair.
9 yes, 0 no, 0 abstain
15. Meeting Schedule FY 2023/24 Christine Powers
MSP (Curtis/Sternberg) to approve the following meeting schedule for FY2023/24:
Tuesday, August 15, 2023, 2:00 pm, Placentia
Tuesday, November 14, 2023, 2:00 pm, Newport Beach
Tuesday, February 13, 2024, 2:00 on, Yorba Linda
Tuesday, May 14, 2024, 2:00 pm, Anaheim
9 yes, 0 no, 0 abstain
16. Executive Council Chair Report Brian Sternberg
None.
17. What's New At Your Library
Huntington Beach: a major power outage caused a two week closure; implementing a New Tech logic program.
Santa Ana: library budget has been reduced for the upcoming fiscal year as revenues are flat; the main branch will close for renovations in June 2023.
Buena Park: a delayed air handler is scheduled to ship May 28, and if it ships on time, they will close in August for 3-4 weeks to install; summer reading program starting and will include bilingual storytime (Spanish and Korean); currently have open positions; offering passport services by appointment only.
Newport Beach: will send out for rebids on reconstruction project; return of performers at multiple library locations.
Mission Viejo: submitted a Build Forward application for a new HVAC system; they have been fine free since October and have seen a 250% increase in lost items returned as a result; sent out an RFP for a feasibility study on constructing a performing arts center; adjusting walk-in appointment procedures for passport services.
Orange Public: fully post-COVID with full services and programming; closed some branches for facility upgrades; city budget not doing well, and a budget freeze is anticipated.
OC Public: experiencing issues with safety, with community members getting upset with staff due to the use of the library by homeless individuals; they are using extreme lighting in some areas of the library at night, and began using all doors in their buildings to discourage camping in doorways; they have partnerships with healthcare agencies to help provide services to those experiencing homelessness in their libraries; their summer reading program is underway, as is the lunch program at 7 libraries; their "Comic Orange" event was a great success.

Fullerton: submitted an application for the Building Forward program; the library is on the City Manager's plan for extra resources.

18. Adjournment

Brian Sternberg

MSP (Curtis/Booth) to adjourn meeting at 4:20pm.

Respectfully submitted by Lori Graver on August 17, 2023.