INLAND LIBRARY SYSTEM

Serving Cooperating Libraries of San Bernardino, Inyo, and Riverside Counties

ADMINISTRATIVE COUNCIL MEETING
Thursday, September 14, 2023
10:00am – 12:00pm
Hybrid meeting

On Site:
Anthony Munoz Community Center
1240 W. Fourth St. Ontario, CA 91762

Via Zoom:
Join Zoom Meeting
https://us02web.zoom.us/j/85189081906?pwd=VlhkS0piMjlHYINMbjZUeGVKVVdjZz09
Meeting ID: 851 8908 1906
Passcode: 908823

Alternate Meeting Locations:
Corona Library, 650 S. Main St., Corona, CA 92882
Inyo County Library, 168 N.Edwards St. Independence, CA 93526
Moreno Valley Public Library, 25480 Alessandra Blvd., Moreno Valley, CA 92553
Palm Springs Public Library, 300 S. Sunrise Way, Palm Springs, CA 92262
Palo Verde Valley Library District, 125 W. Chanslorway Blythe, CA 92225
Rancho Cucamonga Archibald Library, 7368 Archibald Ave, Rancho Cucamonga, CA 91730
San Bernardino County Library**,** 268 W. Hospitality Lane, 3rd Floor, Suite 301, San Bernardino, CA 92415-0035
San Bernardino Public Library 555 W. 6th St., San Bernardino, CA 92410

Agenda

All items may be considered for action.

1. Call to Order and Roll Call   Erin Christmas
   a. Welcome/Introductions

2. Public Comment   Erin Christmas
   Opportunity for any guest or member of the public to address the committee on any item of Administrative Council business.

3. Consent Calendar   Erin Christmas
   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. Draft Minutes from the May 11, 2023, Administrative Council meeting.

4. Adoption of the Agenda   Erin Christmas

5. Budget Status Reports (DISCUSSION)   Andy Beck

6. CLSA Annual Report FY 2022/23 (ACTION)   Christine Powers

7. Inland Library System Webpage Update (DISCUSSION)   Christine Powers

8. Authority for Financial Institutions (ACTION)   Christine Powers
                                                            Andy Beck

9. Executive Committee Election Result (DISCUSSION)   Erin Christmas

10. Inland Interest Groups (ACTION)   Shawn Thrasher

11. State Library Liaison Report   Meg dePriest

12. Administrative Council Chair Report   Erin Christmas

13. Other   Erin Christmas

14. Member Library Updates   Erin Christmas

15. Adjournment   Erin Christmas

INLAND LIBRARY SYSTEM

Serving Cooperating
Libraries of
San Bernardino, Inyo,
and Riverside Counties

ACTION ITEMS

Meeting: ___Inland Administrative Council Meeting_____

Date: _____09/14/2023 _____

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

Send completed form to: lgraver@socallibraries.org

Name_____

Date_____

Page two

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

Agenda Item: _____

_____ Aye　　　　_____ Motion

_____ Nay　　　　_____ Second

_____ Abstain

Agenda Item: _____

_____ Aye　　　　_____ Motion

_____ Nay　　　　_____ Second

_____ Abstain

ADMINISTRATIVE COUNCIL MEETING
Thursday, May 11, 2023
10:00am – 12:00pm
Hybrid meeting

On Site:
City of Hemet – City Hall
445 E Florida Ave, Hemet, CA 92543

Alternate Meeting Locations:
Banning Library District, 21 W Nicolet St., Banning, CA 92220
Colton Public Library, 656 N. 9th St., Colton, CA 92324
Corona Library, 650 S. Main St., Corona, CA 92882
Inyo County Library, 168 N.Edwards St. Independence, CA 93526
Palm Springs Public Library, 300 S. Sunrise Way, Palm Springs, CA 92262
Palo Verde Valley Library District, 125 W. Chanslorway Blythe, CA 92225
Rancho Cucamonga Library, 12505 Cultural Center Dr. Rancho Cucamonga, CA 91739
San Bernardino County Library, 268 W. Hospitality Lane, 3rd Floor, Suite 301,
San Bernardino, CA 92415-0035
San Bernardino Public Library 555 W. 6th St., San Bernardino, CA 92410
Upland Public Library 450 N Euclid Ave., Upland, CA 91786

Minutes *draft*

Attendance
Caines, Kathye – Hemet
Carter, George – Victorville
Christmas, Erin – Riverside Public
Dickinson, Luren – Beaumont
Erjavek, Ed – San Bernardino Public
Espinosa, Aaron – Rancho Mirage
Garcia, Wess – Rancho Cucamonga
Howison, Barbara – Riverside County
Hurtado, Yuri – Upland
Kays, Jeannie – Palm Springs
Masters, Nancy – Inyo County
Orosco, Melanie – San Bernardino County
Sunio, Maria – Moreno Valley

Thrasher, Shawn – Ontario
Whittington, Daniell – Corona
Williams, Kime – Palo Verde

Other
Beck, Andy – SCLC
DePriest, Meg – CSL
Powers, Christine – SCLC
Walker, Wayne - SCLC

Absent
Lee, Kevin – Banning
Pedroza, Edward – Colton
Racelis, Melvin - Murrieta

1. Call to Order and Roll Call   Erin Christmas
   Meeting called to order at 10:05am.

2. Public Comment   Erin Christmas
   Opportunity for any guest or member of the public to address the committee on any item of Administrative Council business.
   None.

3. Consent Calendar   Erin Christmas
   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. Draft Minutes from the March 16, 2023 Administrative Council meeting.
      MSP (Espinosa/Erjavek) to pass the Consent Calendar, with one correction, to add an "o" to "Rancho Mirage" under "Attendance."
      14 yes, 0 no, 1 abstain

4. Adoption of the Agenda   Erin Christmas
   Chair Christmas requests that item 16 be moved up to after item 4. Chair adopts the agenda, with modification, without objection.

16. State Library Liaison Report   Meg dePriest
    Building Forward applications are due May 18, 2023. Sustainable library application window closes in mid June. Zipbooks applications are due today at noon. Please review CALL, Digital Navigators, Parks pass information in the report. Chair Christmas asked CSL if coordinators can send an email recap of the Monthly Directors Call for those who are unable to attend but would still like to know what discussed. DePriest indicated that would be done.

5. Audit Report FY 2021/22   Andy Beck
   Interim testing was conducted in December 2022, and final testing was completed in April 2023. For the fiscal year June 30, 2022, there were no material weaknesses or significant deficiencies.
   MSP (Howison/Dickinson) to accept the Financial Audit for FY 2021/22.
   15 yes, 0 no, 0 abstain

6. Budget Status Report FY 2022/23   Andy Beck
   The Budget Report reflects the reconciled bank statement through March 31, 2023 and has been changed to reflect the modified accrual basis of accounting. Membership dues remain at 60% collected. Fiscal and administrative expenses of $56,203 or 75% were paid through March 31, 2023.

7. Inland Library System Website   Christine Powers
   Powers proposed that SCLC staff build a subpage for Inland under its website: https://socallibraries.org/, while also maintaining Inland's domain name https://www.inlandlib.org/, via which Inland maintains its listservs; Inland's actual separate webpage would no longer exist as a standalone site. The Inland subpage would include Inland's name, logo, a brief description of the organization, a list of member libraries, and a link to meeting agendas. Staff

would take care of updating this site regularly to post agendas in compliance with the Brown Act and would also make any updates regarding member library contact information, as needed.

MSP (Erjavek/Dickinson) to approve SCLC's management of Inland's webpage.

15 yes, 0 no, 0 abstain

8. Agreement with SCLC for Administrative and   Christine Powers
       Fiscal Services FY 2023/24

   The fiscal impact estimate of the proposed Agreement for FY2023/24 is $82,666, yet to be finalized (pending approval by the California Library Services Board and the Governor). The contract costs are comprised of $74,767 from the CLSA Preliminary System Budget Allocation for Serra, and $7,899 from CLSA Communication and Delivery Budget for office supplies and telecommunications.

   MSP (Thrasher/Caines) to authorize the Administrative Council Chair to sign the agreement between Inland Library System and the SCLC, for administrative and fiscal services for FY 2023/24.

   15 yes, 0 no, 0 abstain

   Maria Sunio arrived

9. Delivery Agreement FY 2023/24   Wayne Walker

   Inland has contracted for physical delivery with Kergyl Books on an annual basis. The proposed contract for FY 2023/24 includes an inflation-based $1 increase per stop. Commercial General Liability Coverage will again be provided.

   MSP (Carter/Sunio) to authorize the SCLC Executive Director to execute the contract on behalf of Inland Library System with Kergyl Books for FY 2023/24 delivery service.

   15 yes, 0 no, 1 abstain

10. Califa Membership FY2023/24   Christine Powers

    In order to benefit from Califa's discounted prices and services, libraries must become Califa members. Inland members can save 10% on their Califa dues should the entire system join Califa.

    MSP (Espinosa/Dickinson) for Inland Library System to join Califa for FY 2023/24 and the consortium will pay Califa dues out of unrestricted funds, and not bill back to individual jurisdictions for reimbursement.

    16 yes, 0 no, 0 abstain

11. Proposed Budget FY 2023/24   Christine Powers/Andy Beck

    Projected expenses were calculated based on approved future increases, contracts, expenses from prior years, and historical trends. A surplus of $49,700 is projected.

    Council requests that SCLC staff overhead and travel expenses be revisited in future budgets. Council also expressed a desire to examine the system's reserve policy and how funds are expended.

    MSP (Espinosa/Thrasher) to approve the Proposed Budget pending final approvals of CLSB and Governor's budget, with $40,000 of the surplus be moved

into the regular budget for "other programs," to be spent on future consortium programming.
16 yes, 0 no, 0 abstain

12. CLSA Plan of Service and Budget FY 2023/24   Christine Powers
    The CLSA preliminary system budget allocation for FY 2023/24 is $373,832, a decrease of $848 from FY2022/23. Request for SCLC to include a letter with CLSA payment explaining the funding source and spending parameters.
    MSP (Dickinson/Carter) to authorize the Inland Chair and Vice-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.
    16 yes, 0 no, 0 abstain

13. Nomination of At-Large Member of Executive Committee   Erin Christmas
    The Nominating Committee identified Jeannie Kays (Palm Springs) as the nominee for the member at-large. The member elected to serve as the At-Large member of the Executive Committee will serve a two-year term from FY 2023/24 through FY 2024/25, and will replace Council Member Shawn Thrasher (Ontario). The Executive Committee for FY 2023/24 will consist of the following members:
    • Erin Christmas, Chair;
    • Melanie Orosco, Vice-Chair;
    • Kathye Caines, Vice-Chair In-Waiting;
    • Aaron Espinosa, Past Chair; and
    • Jeannie Kays, newly-elected Member-at-Large
    A survey will be distributed for confidential voting on this slate, and results will be announced at the next meeting.

14. Inland Library System Committees   Christine Powers
    Discussion about re-establishing committees and/or interest groups, with consensus to begin cultivating interest groups, to avoid the permanency and legal requirements of committees. The Interest Group Ad hoc committee (Espinosa, Christmas and Thrasher) will take the lead on surveying systems' staff and interest group topics, identifying leaders, with an update to Council in September. Request for listserv for staff collaboration.
    MSP (Thrasher/Erjavek) to form an Interest group Ad hoc committee (Espinosa, Christmas and Thrasher) to take the lead on surveying systems' staff on interest group topics, identifying leaders, with an update to Council in September, with support from SCLC staff.
    16 yes, 0 no, 0 abstain

15. Meeting Schedule and Locations FY 2023/24   Erin Christmas
    • Thursday, September 14, 2023
        ○ 9am Executive; 10am Administrative
        ○ Ontario
    • Thursday, December 14, 2023
        ○ 9am Executive; 10am Administrative

- o   Riverside Public
- Thursday, March 14, 2024
  - o   9am Executive; 10am Administrative
  - o   Rancho Mirage

- Thursday, May 9, 2024
  - o   9am Executive; 10am Administrative
  - o   Riverside Public, Arlington

No vote taken on this item.

17. Administrative Council Chair Report   Erin Christmas
None.

18. Other   Erin Christmas
Request for SBcera closure letter to be emailed to Council.

19. Member Library Updates
Beaumont - Summer Reading Program using "Find your Voice" programming; partnering with historical society for the Cherry Festival; bids on building project planned for the end of summer with state funding.
Hemet – completed 101st Ramon pageant, with literary landmark dedication.
Inyo – wrapping up school programming with social-emotional learning; hiring staff.
Palm Springs – RFQ process for architects for library renovation, turned public comment cards into a letter writing campaign.
Rancho Cucamonga – construction projects, including with Childrens' Museum.
Rancho Mirage – few more days to register for CLA; library is now a certified autism center.
Riverside Public – three hiring opportunities with robust application response; requesting funding to expand staff by 16 PT library assistants which will increase operating hours.

20. Adjournment   Erin Christmas
MSP (Howison/Carter) to adjourn 11:45am.

INLAND LIBRARY SYSTEM
Serving Cooperating Libraries of San Bernardino, Inyo, and Riverside Counties

DATE: September 14, 2023
TO: Inland Administrative Council
FROM: Andy Beck, Controller – SCLC/Inland

SUBJECT: **Budget Status Reports (DISCUSSION)**

BACKGROUND: The Budget Status Report for FY2022/23 is attached for review and reflects reconciled bank statement through June 30, 2023. All revenues and expenses have been recorded. Financial highlights include a surplus of $35,625 compared to a surplus of $50,283, as budgeted.

The Budget Status Report for FY2023/24 is attached for review and reflects reconciled bank statement through July 31, 2023. No unexpected expenditures were noted.

FISCAL IMPACT: None

RECOMMENDATION: Information

EXHIBITS:
   a. Budget Status Report for FY 2022/23
   b. Budget Status Report for FY 2023/24

Inland Library System
Budget Status Report
June 30, 2023

REVENUES/EXPENSES	FY 22/23 Budget	Prior Year	Actuals	Balance	%	Notes
REVENUE						
CLSA Communications & Delivery	$ 299,743	$ 290,160	$ 305,461	$ (5,718)	102%	Received on December 2022
CLSA System Administration	74,937	76,069	74,937	-	100%	Received on December 2022
Grant Project Revenue	-	28,440	8,532	(8,532)	0%	FY 21/22 paid in PY 22/23
Grant Indirect	-	7,657	-	-	0%	PLSEP grant approved; run through SCLC
Membership Dues	50,283	50,170	50,282	1	100%	60% Received
Interest Income	-	1,137	240	(240)	0%	Interest on cash balance
TOTAL REVENUE	**$ 424,963**	**$ 453,633**	**$ 439,452**	**$ (14,489)**	**103%**	
EXPENDITURES						
Operating Expenses						
System Administration CLSA Funds	$ 74,937	$ 76,069	$ 87,984	$ (13,047)	117%	To paid to SCLC
E-Resources	52,473	52,473	52,473	-	100%	Bibliotheca-Paid 7/26/22
Remaining CLSA Funds	215,189	206,478	215,189	-	100%	FY 21/22 paid in FY 22/23
Delivery	26,500	24,507	26,906	(406)	102%	Kergyl Books
Telecommunications	500	6,702	1,193	(693)	239%	Zoom, Website
Audit Fees	5,081	-	9,700	(4,619)	191%	FY 20/21 & FY 21/22 audit in progress
Other	-	9,347	1,850	(1,850)	0%	Legal Fees for Pension Issue.
Operating Expenses Total	**374,680**	**375,576**	**395,295**	**(20,615)**	**106%**	
Grant Expenses						
PLSEP	-	36,097	8,532	(8,532)	0%	FY 21/22 paid in PY 22/23
Grant Expenses Total	**-**	**36,097**	**8,532**	**(8,532)**	**0%**	
TOTAL EXPENDITURES	**$ 374,680**	**$ 411,673**	**$ 403,827**	**$ (29,147)**	**108%**	
Surplus (Deficit)	**$ 50,283**	**$ 41,960**	**$ 35,625**			

INLAND ACCOUNT BALANCES

	Beginning of Fiscal Year	Transfer out/ Expenditures	Transfer in/ Cash Receipts	March 31, 2023
Bank of America	$ 763,170	$ (459,689)	$ 546,262	$ 849,743
SB County Accounts	119,370	(119,370)	-	-
Total	$ 882,540	$ (579,059)	$ 546,262	$ 849,743
Unrestricted				$ 146,020
Restricted				703,723
Total				$ 849,743

Inland Library System
Budget Status Report
July 31, 2023

	FY23/24 Budget	Prior Year Actuals	FY23/24 Actuals	Balance	% Unrealized	% Realized	Notes
REVENUE							
CLSA Communications & Delivery	$ 299,065	$ 305,461	$ 54,592	$ 244,473	82%	18%	Expected to be received in Dec 2023
CLSA System Administration	74,767	74,937	6,231	68,536	92%	8%	Expected to be received in Dec 2023
Membership Dues	50,188	50,282	50,188	-	0%	100%	
Total revenues	**$ 424,020**	**$ 430,680**	**$ 111,011**	**$ 313,009**	**74%**	**26%**	
EXPENDITURES							
Communications and delivery							
Delivery	$ 27,000	$ 26,906	$ 2,119	$ 24,881	92%	8%	Kergyl
E-resources	52,473	$ 52,473	52,473	-	0%	100%	Bibliotheca
E-resources - member distribution	204,693	208,424	-	204,693	100%	0%	
Audit Fees	-	9,700	-	-			Bienniel audit
Office supplies	3,169	-	-	3,169	100%	0%	Reimburse expenses
Telecommunications	11,730	7,958	-	11,730	100%	0%	Reimburse expenses/Member internet
Total communication and delivery	299,065	305,461	54,592	244,473	82%	18%	
Other programs	34,260	-	-	34,260	100%	0%	TBD
Administration							
Administration expense	74,767	87,984	6,231	68,536	92%	8%	SCLC
Memberships	5,740	-	5,740	-	0%	100%	Califa
Meetings/conferences/travel	488	247	-	488	100%	0%	
Professional fees	-	1,603	-	-			
Total administration	80,995	89,834	11,971	69,024	85%	15%	
Total expenditures	**$ 414,320**	**$ 395,295**	**$ 66,563**	**$ 347,757**	**84%**	**16%**	
SURPLUS (DEFICIT)	**$ 9,700**	**$ 35,385**	**$ 44,448**	**$ (34,748)**	**-358%**	**458%**	

ACCOUNT BALANCES

As of July 31, 2023	$ 769,869	

CLSA FUNDS

FY2023/24 CLSA Communications & Delivery - Projected (Restricted)

	Beginning	FISCAL YEAR 2023-24 Addition	Deletions	Ending
E-Resources	$ -	$ 263,234	$ (52,473)	$ 210,761
Delivery	526	27,000	(2,119)	25,407
Telecommunications	-	5,662	-	5,662
Office supplies	-	3,169	-	3,169
	$ 526	$ 299,065	$ (54,592)	$ 244,999

DATE: September 14, 2023
TO: Inland Administrative Council
FROM: Christine Powers, Executive Director – SCLC/Inland

SUBJECT: **CLSA FY 2022/23 System Program Annual Report (ACTION)**

BACKGROUND: Each year, the Inland Library System receives California Library Services Act (CLSA) funds to promote resource sharing within the system. To receive these funds, Inland submits a Plan of Service each June outlining how it will spend funds for the upcoming fiscal year, which is reviewed and approved by the California Library Services Board.

Each September, the California State Library requires a System Program Annual Report from systems that receive CLSA funding. This report provides information on how CLSA funds were spent by the system and the resulting benefit to the communities served by the member libraries. In order to complete Inland's CLSA FY 2022/23 System Program Annual Report, a survey was distributed to members requesting feedback on elements to include in the report.

The deadline for submission was September 8, but given the timing of Inland's Administrative Council meeting, an extension was granted to allow Council to authorize the submission of this report.

FISCAL IMPACT: None

RECOMMENDATION: Authorize the Chair to sign the CLSA FY 2022/23 Annual Report for submission to the State Library.

EXHBIT:
   a. CLSA FY 2022/23 System Annual Report

CALIFORNIA LIBRARY SERVICES ACT

2022/23 SYSTEM PROGRAM ANNUAL REPORT

COOPERATIVE LIBRARY SYSTEM

_Inland Library System_____
System Name

__Southern California Library Cooperative_____
System Fiscal Agent Jurisdiction

Report submitted by: _____
                                          Signature of System Chair

Contact person: ___Christine Powers_____   Phone: _(626) 283-5949__

Fiscal Approval: I certify that this report is a true and accurate account of the expenditures made in support of the indicated California Library Services Programs and that supporting invoices, contracts, and other documents and necessary records are on file and available for audit and will remain so for the four years of accountability.

_____   ____09/05/2023_____
Signature of agent of fiscal authority responsible   Date
for accuracy of fiscal accounting and reporting

Introduction

This packet contains the reporting documents to file the FY 2022/23 CLSA System Program Annual Report. The key areas to complete are:

1. Communications and Delivery program workload and plan of service objective evaluation
2. Detailed reporting of all System expenditures, including one-time funding allocations (see separate attachment for all expenditures)

Once you have completed the process, please email a copy with an electronic signature to monica.rivas@library.ca.gov .

All annual report documents are due by September 08, 2023.

Please contact Monica.Rivas@library.ca.gov with any questions.

CALIFORNIA LIBRARY SERVICES ACT
SYSTEM EXPENDITURE REPORT

INSTRUCTIONS

The Expenditure Report is expected from all systems. This does not mean that all systems received equal funding, or that they have the same income sources, system services, or expenditure programs. What was expended should be presented in the same way, through use of the System Expenditure Report.

This Expenditure Report is used to document all the actual expenditures made at the system level and should not be confused with the System Detailed Budget. For the purposes of this report, all legal encumbrances should be considered as expenditures. Funds put into equipment revolving funds are considered to be encumbered and should be shown as expenditure. All amounts entered on this form represent expenditures from a specific income source and for a particular program category. If there is more than one income source for expenditures against a single category, it should be shown that way and then totaled in the "Expended/Encumbered" column. It should be noted here that the sources of funds for expenditures are the same as those used in the System Detailed Budget, shown as income sources, but now the system is spending against these income sources.

We realize that it may not be possible to have all the final accounting data available in time to comply with the September 3 deadline for this report. If this is the case, please make all attempts to provide the latest data available. When the final data is made available, please resubmit a revised document with that data.

This expenditure form is a matrix with the income sources supporting expenditures as one dimension and system program expenditure categories as the other. Note that only major categories of expenditure are required -- this is not a line-item expenditure report. However, all programs and services offered through the system should be included (i.e., LSTA programs, local programs, etc.) whether they are funded by CLSA or not. Likewise, all sources of expenditure should be included. The System Expenditure Report should offer as complete a picture of the system's services and sources of support for those services as possible. Note that all income received is considered to be either expended/encumbered or unexpended/unencumbered.

Expenditure Source Definitions

a. "Total Funds Budgeted." This column is for final budget figures, i.e., the final spending authority for the reported fiscal year. This final budget figure is used instead of the preliminary budget figures from the System Detailed Budget to reflect as accurately as possible what actually occurred during the reported year. One of the values in having similar forms for these reports is to permit the System Detailed Budget figures to be compared to the actual expenditure in the System Expenditure Report. This comparison, along with other planning documents, will aid Systems in determining how well their budget estimation and planning process is working.

b. "CLSA." Enter the amount expended for each expenditure category for the CLSA C&D Program. Include only the C&D program baseline amounts for Program 2. PC&E should be shown in Column b (CLSA) for Program 1 (System Administration).

c. "LSTA" includes expenditures for System Administration grant awards and any other LSTA awards that the System has received for the fiscal year. See Program Definition below.

d. "Local funds/fees" means those expenditures against the total of all member contributions, charges, or other

income generated by the System itself. Include expenditures for System reference here, and income from sales of publications.

e. "Interest" means expenditure against interest earned on System funds from whatever source.

f. "Other" is used for expenditures against sources of income not otherwise covered, e.g., local project grants or government programs other than LSTA. Include transfers from System reserves.

g. "Expended" funds already used or payed out. (b through f).

h. "Encumbered" funds are placed aside for a specific future expense (b through f).

i. "Unexpended Balance" is the difference between the total budgeted (a) and the total expended/encumbered (g & h).

Encumbered Funds from Prior Year and Rollover
State (CLSA), Federal and Local funds encumbered from prior year and not yet expended. Funds rolled over from within the three years allocated to spend CLSA funding. You will be asked in the narrative to state the fiscal year, the amount of rollover funding still unspent or encumbered, the intended purpose of those funds from the Board approved Plans of Service, and the reason why funds are still in rollover status.

Program Definition

A program includes any program, service, or project, administered, and funded through the System. This includes not only the CLSA System C&D Program and (System Administration/Baseline) but also LSTA demonstration projects, System reference, and the like. It does not include programs, projects, and services which are administered and funded separately from the System.

Other Definitions

"Indirect" means any administrative charge made by a jurisdiction against System operations. Unless documented elsewhere in the Plan of Service, attach a description of the services received.

"Grand Total Expenditures." Use this line for total actual expenditures for all System programs.

In summary:

1) This is an expenditure document, not a budgeting document.

2) This is an accounting document and should be as accurate as possible.

3) Legal encumbrances should be considered the same as expenditures.

4) If there are expenditures from more than one income source for a specific program category, this should be indicated and then totaled in the "Expended/Encumbered" column.

A *NOTE* section was provided in the System Expenditure Report as a section if further explanation is needed (example: funds from multiple years).

We welcome comments on your experience in using this form and would appreciate any suggestions for its improvement.

CLSA Funding for Communications and Delivery

<u>Section 1</u>
Program Workload

What is the number of messages sent via each communication device listed below, on an annual basis?	Annual Cost of Service
a. Telephone / Tele facsimile	$1,149
b. Internet (including electronic mail)	$1,146
c. Other (specify) (example postage)	$258 – Postage $162 – Zoom
Total	$2,716

Count all items (including envelopes) for the two-week survey period. This would be the item going to the library (one way). Record the number in the appropriate date below, then multiple the totals by 6.5 to get the number of items representing the full year.

INTRASYSTEM DELIVERY ACTIVITY, FY 2022/23					
	Items delivered to member public libraries in the two-week sample period:				
Items sent by:	August 15 – August 28, 2022	October 17-30, 2022	Jan. 23-February 05, 2023	April 24- May 07, 2023	Total multiplied by 6.5
a. System member public libraries	174	263	180	224	5,467
b. Non-public libraries in System area	0	0	0	0	0
Total	174	263	180	224	5,467
NOTE: We understand the physical delivery counts may be difficult to obtain, please just note on the report if you were able to collect any data.			System Owned	Contracted Vendor
c. Number of delivery vehicles				0	1
d. Number of miles traveled by all System vehicles				0	22,236

e. Percentage of items delivered by:

    U.S. Mail ___1__% UPS _____% System Van _____% Contracted Van __99__% Other _____%

f. Total number of e-books purchased/circulated through member public libraries using CLSA funds.	Estimated 2,000

Plan of Service Objective Evaluation

1. Were the System goals for the Communications and Delivery Program met through the ongoing CLSA funding? Please, explain. How did the community benefit? Did you complete all the funding objectives described in your Plan of service; if not, why? Please, provide the number of libraries that benefited from the services you provided from CLSA funds.

   Yes, the goals of the Inland Library System (ILS) for the Communications and Delivery Program were met through ongoing CLSA funding.

   ILS uses a portion of its Communications and Delivery Program funds for a systemwide Bibliotheca collection. The Bibliotheca collection provides access to additional e-materials for the patrons of member libraries, including e-magazines. Without this resource, some member libraries would not have been able to offer a digital magazine collection, as their physical magazine collection is very small. The digital collection gives patrons access to broader collection of magazines, including access to non-English language magazines. The Bibliotheca collection has been vital in keeping member libraries' magazine collections current and robust. It also allows libraries to free up shelves for additional, physical collection items.

   ILS members also utilize funds for shared delivery services. The delivery services assist with interlibrary loan requests, providing convenience to patrons to return materials to other surrounding libraries. Most importantly, it provides patrons across ILS's jurisdiction access to additional titles that are not available at their library location or have long waits on the holds lists. It also saves member libraries time and money, as they are able to return books to neighboring jurisdictions when materials are returned to the wrong location.

   ILS also performs a biennial audit, which was successfully conducted for FY 2020/21 and 2021/22 in FY 2022/23.

   In addition to systemwide Bibliotheca, delivery services, and audit, it is ILS's annual practice to allocate its remaining CLSA funds to be distributed to members for either E-Resources or Telecommunications using a population-based formula.

   The e-Resources funding allowed one member library to provide the children in their community with a multimedia resource that supports science and social studies through Truflix. This helps students improve their literacy skills, content-area knowledge, and the ability to cultivate critical skills that assist with their academic success. Another member library used the funds for Hoopla, which has become the most popular e-Resource at that member library. This funding allows the library to keep consistent access, instead of reducing the number of titles a patron can check out in a month. Another member library, which is located in a very rural region, used the funds to offset the cost of providing e-materials via Overdrive. The patrons of this member library use Overdrive's audio books while driving long distances to work or shop, and to access e-books.

   Another member library used the funds to purchase additional e-Resource titles for their library collection, including e-Book and e-Audiobook titles that were made available through CloudLibrary. Over the past several years, the demand for digital titles has increased and wait times for popular materials has risen. Their community benefited from funding that was used to purchase additional copies of high demand titles which reduced hold wait times, reduced the amount of people on the wait list, and enhanced service.

   Telecommunications funding makes high-speed internet possible and the equipment to maintain a 10 GBT network for the member library's community; without these funds, this would not be something

that the library could provide to its patrons. By providing high speed fiber optic internet access to patrons, there is no bog down in service, nor are there any latency issues. Since converting to CENIC, member libraries have been tremendously pleased with the speed and accessibility of their Internet service.

All the funding objectives in ILS's Plan of Service were met. In all, 19 member libraries benefited from the services provided from CLSA funds.

2. How much has been spent of the System's funding for the FY 2022/23? If not all the funds have been spent, are you on track to expend funds by June 2025; please explain. (Be specific answer should reflect all the programs approved per Plans of Service)

    CLSA FY 2022/23 funds for System Administration were fully expended. CLSA FY 2022/23 funds for Baseline were also fully expended.

3. If you are using CLSA funding from previous fiscal years (rollover) please list below which fiscal year the funding is from, the amount, the intended purpose/goal of the funding per the Board approved Plan of Service, and the reason the funds were not spent in the FY approved by the Board?

    CLSA rollover funds from previous years used in FY 2022/23 are as follows:

Fiscal Year	Purpose/Goal	Rollover Funds	Reason
2021/22	Telecommunication	$8,481	The population-based fund distribution for telecommunication to requesting members was scheduled for distribution in the fall of FY 2022/23.
2021/22	Audit	$4,619	The bi-annual audit of the FY 2021/22 and FY 2020/21 financial statements concluded in May 2023. Rollovers funds were disbursed in FY 2022-23.
2021/22	e-Resources	$213,180	The population-based fund distribution for e-Resources to requesting members was scheduled for distribution in the fall of FY 2022/23.

4. List **all** the CLSA rollover funds for your System and the fiscal year they pertain to.

    As of June 30, 2023, CLSA rollover funds for the System are as follows:

Fiscal Year	Rollover Funds
2022/23	$0
2021/22	$0
2020/21	$0

5. Is your System planning to roll over any funds from FY 2022/2023? Please provide the amount and the reason the funds will be rolled over.

    CLSA FY 2022/23 funds were fully expended. As a result, the System is not planning to rollover any funds from FY 2022/23.

6. What related non-CLSA activities were provided for C&D?

Member email groups provide effective networking, information sharing, and discussion forums for the region, so that member libraries stay abreast of developments in the area and share experiences and advice with one another.

The Murrieta Public Library (MPL) has an an agreement with the Riverside County Library System (RCLS) for automated services that provide for additional sharing of RCLS e-resources for MPL patrons and use of their delivery system for direct material sharing between the systems among other services.

DATE: September 14, 2023
TO: Inland Administrative Council
FROM: Christine Powers, Executive Director – SCLC/Inland

SUBJECT: **Inland Library System Webpage Update (DISCUSSION)**

BACKGROUND: At the last system meeting, members of the Inland Library System voted to allow staff to create and manage Inland's webpage as a subpage of the Southern California Library Cooperative's website. This webpage includes Inland's name, logo, a brief description of the organization, a list of member libraries, and a link to meeting agendas. Staff will take care of updating this site regularly to post agendas in compliance with the Brown Act and make any updates regarding member library contact information, as needed.

Inland does have an existing website, https://www.inlandlib.org/, that is based on an older system that staff members are unable to update without paying an IT specialist to come in and make simple updates and post agendas; this site has not been updated since 2021. This website will be taken down and the web address will be redirected to the new webpage.

The new webpage is still under construction as of the drafting of this report and has not yet been made public. A majority of the site is complete, pending one technical issue before going public. Once the site is complete, staff will share a link to the website with all members via email.

FISCAL IMPACT: None

RECOMMENDATION: Informational only

EHXHIBIT: None

DATE: September 14, 2023
TO: Inland Administrative Council
FROM: Christine Powers, Executive Director – SCLC/Inland
            Andy Beck, Controller – SCLC/Inland

SUBJECT: **Authority for Financial Institutions (ACTION)**

BACKGROUND: The Southern California Library Cooperative (SCLC) provides administrative and financial services to five library cooperatives. In an effort to streamline business operations, staff seek to centralize banking for all five cooperatives with one bank, while continuing to maintain separate accounts for each cooperative.

Given the geographical span of the five cooperatives managed by SCLC and given that Bank of America is the bank for two of the five existing cooperatives (including Inland) with multiple locations to allow members of each cooperative to access their system's bank account within their jurisdictions, staff originally sought to convert the other three systems' banks to Bank of America and obtained authority from these cooperatives for this change.

Early in the process, it became apparent that Bank of America did not have the ability to open government accounts for its cooperatives. After some additional research, staff determined that JP Morgan Chase has the infrastructure and ability to open government accounts, and discussions with their representatives made staff confident that JP Morgan Chase was the appropriate bank for its five cooperatives. The process of establishing SCLC's account is complete; the process for signature authority is much easier with JP Morgan Chase as it can be completed online and does not require all members to be physically present at once.

As directed in previous Council meetings, Christine Powers, Executive Director; Erin Christmas, Chair; and Nerissa Snodgrass, Project Manager will maintain signature authority for the new account.

FISCAL IMPACT: None

RECOMMENDATION: Authorize staff to close Inland Library System's Bank of America account, open a new government account with JP Morgan Chase, and transfer all funds from Bank of America to JP Morgan Chase.

Continue to authorize signature authority for the new account as directed to Christine Powers, Executive Director; Erin Christmas, Chair; and Nerissa Snodgrass, Project Manager.

EXHBIT: None

DATE: September 14, 2023
TO: Inland Administrative Council
FROM: Shawn Thrasher, Council Member

SUBJECT: **Inland Library System Interest Groups (ACTION)**

BACKGROUND: At the last meeting of the Inland Library System in May 2023, the Administrative Council took action to form an Interest Group Ad Hoc Committee, composed of Chair Christmas, Council Member Espinosa, and Council Member Thrasher, to take the lead on surveying systems' staff on interest group topics, identifying leaders, with an update to Council in September.

Program Overview
Special interest groups are designed to cultivate a platform for librarians from all the systems within our cooperative. By facilitating shared learning, networking, and training, these groups seek to elevate the capabilities of librarians and, in turn, enhance the quality of library services provided to our communities.

Participating Interest Groups
The foundation of this program will rest upon the formation of interest groups, each comprised of librarians or library staff, who hold similar job titles. These groups will serve as dynamic forums for knowledge sharing, idea generation, and collaborative problem-solving.

The initial participating interest groups include:
- Youth Services Librarians
- Teen Services Librarians
- Volunteer Services Librarians
- Adult Services Librarians
- Circulation Services

Expansion of the interest groups to encompass other titles will be subject to the approval of the Administrative Council.

Operational Structure
Once established, each interest group will annually select a Chair and Vice Chair responsible for coordinating meetings, fostering discussion, and organizing training events.

A designated representative from the Administrative Council will act as a liaison for each interest group, facilitating communication and collaboration, as required. This representative will attend meetings as needed or upon request from the Administrative Council or the Interest Group.

Program Validation and Resource Allocation
All proposed training workshops or programs brought forth by the interest groups will necessitate pre-approval from the Administrative Council.

In instances where financial backing is needed, the appointed liaison will serve as the intermediary between the interest group and the Administrative Council. Funding requests should be submitted via email, outlining the requested amount, a comprehensive justification, and an itemized projection of potential expenditures.

Any proposed funding requests will undergo evaluation by the Administrative Council to ensure alignment with strategic goals and responsible fiscal management.

FISCAL IMPACT: None

RECOMMENDATION: Recommendation to establish interest groups, as presented, and provide direction on the proposed operational structure.

EXHBIT: None

California State Library, Library Development Services
Cooperative Library System Liaison Report
Updated September 6, 2023

State Library General Announcements

FY22-23 California Public Libraries Survey
The portal for reporting FY22-23 data for the California Public Libraries Survey dataset opened on Tuesday, September 5th. **Data will be due no later than Monday, November 6, 2023.** Resources necessary to complete reporting are available on the State Library's Statistics page. Contact LibraryStatistics@library.ca.gov with any questions.

Next Directors Networking Call – September 20, 2023 – Register Now!
We look forward to hearing from our special guests, sharing State Library news, and having time for open discussion in small groups. If you have any suggestions for topics for small group discussions, or future meetings, please note that on the registration.

Wednesday, September 20, 2023
3:30 PM – 4:30 PM
Special Guests – HeatReadyCA - Lori Hanley, Strategist, Public Education, Office of Community Partnerships and Strategic Communications

Lunch at the Library Application announcement
The California State Library is pleased to announce updates to the 2024 application period for **Lunch at the Library,** a $5.4 million state-funded grant program available for all California public libraries to support summer meal service for children and youth. Libraries can take part by serving meals at the library or taking pop-up libraries to local community meal sites, or both!

This year applications to receive funding for *Lunch at your Library* will open in **mid-September and close November 29th, 2023**.

Funding for Summer 2024 will begin in February 2024, and end January 2025.

To view the most current information on this and other grant opportunities, please visit the Grant Opportunities page. To join the ongoing Lunch at the Library conversation, please subscribe to our listserv by emailing lunch@library.ca.gov with the subject "Listserv".

If you are considering the Lunch at the Library program for the first time, CSL staff are available to guide you through the process, including determining if you are eligible to serve as a USDA meal site. Please reach out with any questions to our team at lunch@library.ca.gov.

LSTA News: This is a reminder about the federal government's transition from the use of the D-U-N-S Number to the use of the Unique Entity Identifier (UEI). D-U-N-S numbers are no longer in use. Current federal award recipients and all future applicants/recipients will need to have an

active UEI to be eligible to receive or continue to receive federal award funds. To register and/or for more information, please visit SAM.gov | Entity Registrations. If you have questions regarding this, please contact LSTAGrants@library.ca.gov.

Open Opportunities

LSTA Inspiration Grants
The FY23-24 Inspiration Grants opportunity is now open. The opportunity closes **November 30, 2023 at 12:00 noon**, or once all available funds have been awarded. Inspiration Grants provide Library Services and Technology Act (LSTA) funding for California libraries that are inspired to implement projects outside of the State Library's other funding opportunities. Inspiration Grants provide funding for projects that may not fit within the bounds of the other grants offered by the State Library and/or for ideas that are generated outside of other funding opportunity application timeframes. For full information, including timeline, guidelines and a link to the online application, visit the LSTA Inspiration Grants website.

Broadband: California Library Connect and Collaborative Connectivity Grant– Rolling Due Dates
The California Library Connect Program is now accepting applications. Libraries may apply for grants to cover eligible IT/network infrastructure equipment and expenses, as well as the first-year costs of upgrading or installing a new high speed Internet circuit. This program also supports California public libraries by connecting them to high-speed internet through the California Research and Education Network (CalREN) — a high-capacity public-sector broadband network. We have also launched the California Collaborative Connectivity Grant, a separate grant opportunity that provides gap funding for libraries and partner anchor institutions to construct broadband circuits to connect underserved communities. State of CA funded.

For California Library Connect questions, please contact us at admin@californialibraryconnect.com, the California Library Connect Grants Coordinator email grants@californialibraryconnect.com or through our help line at 213-297-0109 (Monday-Friday, 7:00AM-3:00PM PST).

Visit the grants page of the California State Library website for a listing and timetable of new and upcoming funding opportunities and statewide resources available.

Career Online High School
The Career Online High School (COHS) program **no longer requires libraries to provide a local cash match commitment to participate**. Libraries may opt into the COHS program at any time using the COHS Interest Form, and will receive training and implementation support, have access to the California State Library's universal scholarship supply, and complete a short mid-year and end-of-year report. COHS questions can be sent to cohs@library.ca.gov

Current Projects and Services

Building Forward Library Facilities Improvement Program
The out-of-state advisory panel has completed their reviews of the Building Forward Round 2 applications. We are planning to make funding announcements in late September. We received funding requests totaling approximately $500 million, and there is approximately $175 million to award.

California Library Literacy Services - Ongoing
The annual final report for CLLS libraries for 2022/2023 opened in Counting Opinions on August 1 and is due September 28, 2023. Training continues for CLLS program staff and volunteers, including monthly networking calls and more, and an in-person new directors' and coordinators' training will be scheduled for early 2024. Please visit the CLLS training and meeting calendar. LSTA and state funded.

California Libraries Learn (CALL) - Ongoing
The state's new library leadership program, Catalyst, hosts information sessions on September 8 and 12, and will be opening the application process for this year's cohort in September. Applications are due September 27. Plan your professional development by visiting www.callacademy.org and the CALL calendar to explore the options. CALL has its own newsletter, *CALL Letters*, and users can subscribe directly. CALL will be launching a printable schedule in August for libraries to distribute to staff without newsletter access. Have a good idea? CALL Homegrown features learning opportunities suggested and designed by California library staff; anyone can complete the CALL for Presentations. Encourage your staff members to create a login to access the many online, self-paced learning opportunities available through CALL Academy. LSTA funded.

Get Connected! Affordable Connectivity Program & State Digital Equity Plan - Ongoing
Help close the Digital Divide by informing your community about the Affordable Connectivity Program (ACP): ACP is helping millions of eligible households throughout the U.S. save hundreds of dollars on Home Internet. This federally funded initiative offers a $30 monthly discount on Home Internet (up to $75 per month for households on qualifying Tribal Lands) and a one-time discount of up to $100 for a computer or a tablet. Even better: when the ACP discount is used with the right plan, Home Internet can be FREE for your family. To learn more and to enroll in ACP please visit www.internetforallnow.org/applytoday and to find resources to promote the Affordable Connectivity Program at your library visit www.internetforallnow.org/acp-toolkit.

For more information on getting involved in the State Digital Equity Plan visit:
https://broadbandforall.cdt.ca.gov/state-digital-equity-plan/
State of CA funded.

Digital Navigators / Connected California – Info Session Recording Now Available

The free Digital Navigators service helps all Californians get more information about free and low-cost internet and devices, and access resources that help them build digital skills and digital literacy. All California public libraries can request free printed material, access social media assets, and sample press releases in the Outreach Toolkit under Digital Navigators and Your Library. Extend your library staff capacity and support digital equity. English & Spanish Navigators are current or former library staff. No application or reporting.

An information session was held on July 18, 2023 for all California libraries and literacy staff to learn how the Connected California Digital Navigators service helps libraries and communities. View the recorded session on CALL Academy.

The information session covers:
- What the Digital Navigators service does, including connecting patrons to the internet, getting them devices, and helping them learn to navigate the digital world
- How staff can refer patrons
- How this free service can help your library, your patrons, and can amplify your digital equity efforts

For more information, email: DigNavs@library.ca.gov

Tutoring Project – Ongoing

Every internet connected Californian is now able to access live, 24/7 online tutoring and homework help in all K-12 subjects. The passing of AB 128 by the California State Legislature enabled the California State Library to partner with the Pacific Library Partnership in bringing this service to all CA Public Libraries. All California public libraries are able to offer Brainfuse's online tutoring and homework assistance service, HelpNow, to their users for two years at no cost. Every California student, with or without a library card, has access to 24/7 online tutoring in core K-12 subjects. Spanish language tutors will be available as well as tutors fluent in Mandarin, Cantonese, Vietnamese, and Tagalog.

See here for Full details on the Statewide tutoring project. State of CA funded.

For Online Tutoring questions, email catutoring@library.ca.gov.

Parks Pass Program – Ongoing

Lisa Nowlain's last day at CSL was July 25. Cindy Zalog, who is a full-time Parks Pass manager, can be reached for all questions, ideas, and feedback at cindy.zalog@library.ca.gov.

Current Parks Pass Program priorities include:
- Final reports have been collected for Round 1 grantees and are being reviewed.
- Targeted grants are being finalized for additional programming, marketing, and backpacks.

A reminder that there is a [toolkit](#) to support marketing, circulation, programming, and more. It has been updated to make the information cleaner and more accessible.

If you need more parks passes, bookmarks, or survey flyers, [please fill out the new order form from State Parks.](#)

For any questions, email parkspass@library.ca.gov. State of CA funded.

[Ready or Not](#)

The ["Ready—Or Not" Cultural Heritage Disaster Preparedness Project](#) team invites California-based cultural heritage organizations to join them for information sessions tailored to organizations just getting started on their disaster plan, community archives, organizations with limited resources, remote and rural museums, tribal cultural heritage organizations, and public libraries. These half-hour online information sessions summarize the state-funded project and explore ways to engage in emergency preparedness consultations. Secure your spot by registering in advance at [nedcc.org/CAready](#). State of CA funded.

- **Disaster Preparedness with Limited Resources:** September 14th, 9:30 am-10 am (PDT)
- **Disaster Planning for Remote and Rural Museums:** September 29th, 10 am-10:30 am (PDT)
- **Disaster Planning for Tribal Cultural Heritage Organizations:** October 12th, 12:30 pm-1 pm (PDT)
- **Getting Your Library Ready for Disaster:** October 23rd, 9:30 am-10 am (PDT)

If you have additional questions, reach out to the team at CAready@nedcc.org

[Zip Books Program - Ongoing](#)
2023-24 [Zip Books](#) grant award notification was sent out August 2023. State of CA funded. For questions, please contact zipbooks@library.ca.gov

Networking and Training

[CAreer Pathways Workforce & Upskilling Resources: Webinars Open to All Library Staff](#)
Register for upcoming webinars by clicking the links below or visiting the [CAreer Pathways Staff Resource page](#), where you can also find platform details, administration, marketing materials and more.
- [CAreer Pathways Resources: Using LearningExpress Library Complete and Job & Career Accelerator (EBSCO)](#)
  Wednesday, September 13, 2023, 11:00 am – 12:00 pm
- [CAreer Pathways Resource: Northstar for Admins](#)
  Wednesday, October 4, 2023, 11:00 am –12:00 pm

- CAreer Pathways Resource: Using LinkedIn Learning
  Wednesday, October 18, 2023, 11:00 am – 12:00 pm
- CAreer Pathways Resources: Using VetNow and GetSetUp
  Wednesday, November 8, 2023, 11:00 am – 12:00 pm
- *Access recorded webinars on the CALL Academy CAreer Pathways channel.*

New to the library or not sure which platforms your library offers? Check out the CAreer Pathways Services Locator map. State of CA funded. Questions? CAPathways@library.ca.gov

Online Tutoring Training 2023

The statewide online tutoring project (HelpNow/BrainFuse) has trainings available for you or your staff. All trainings are archived on our tutoring page.

Projects marked "LSTA funded" are supported in whole or in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.

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