



Southern California Library Cooperative
Administrative Council Special Meeting
February 22, 2022
11 am – 12 pm
Virtual

Join Zoom Meeting

<https://us02web.zoom.us/j/81866106786?pwd=Z2FCRFRSdW9WMzMveFJJb1B6dHoxUT09>

Meeting ID: 818 6610 6786

Passcode: 024111

AGENDA

All items may be considered for action.

1. Opening Elizabeth Goldman
 - a. Chairperson's Welcome
 - b. Roll Call
2. Public Comment
Opportunity for any guest or member of the public to address the Council on any item of SCLC business.
3. Adoption of Agenda Elizabeth Goldman
4. AB 361 Elizabeth Goldman
5. CLOSED SESSION Elizabeth Goldman
Public Employee Appointment: Interim Executive Director, pursuant to Gov. Code Section 54957(b)
6. Reconvene to Open Session Elizabeth Goldman
7. Approve Interim Executive Director Appointment and Compensation Elizabeth Goldman
8. Modify Signature Authority Elizabeth Goldman

Southern California Library Cooperative
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9. Other Elizabeth Goldman
“...that is, matters initiated in the present meeting.” *Robert’s Rules of Order, Revised, III, p.21. Limited by Brown Act to discussion only.*

10. Adjournment Elizabeth Goldman



ACTION ITEMS

Meeting: _____ SCLC Administrative Council Special Meeting _____

Date: _____ February 22, 2022 _____

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



DATE: February 22, 2022
TO: SCLC Administrative Council
FROM: Elizabeth Goldman, Chair
SUBJECT: AB 361: Brown Act – Remote Meetings During State of Emergency

BACKGROUND: On September 16, 2021, the Governor signed AB 361 which allows local agencies to continue to use teleconferencing during a declared state of emergency without adhering to certain Brown Act provisions. Absent this legislation, local agencies would have had to return to traditional Brown Act meeting requirements beginning on October 1, 2021.

The SCLC Administrative Council adopted an AB 361 resolution at the meeting of December 1, 2021.

DISCUSSION: AB 361 requires said resolution to be reaffirmed by majority vote every 30 days or at each subsequent meeting if more than 30 days have elapsed. With the continuation of the emergency created by the COVID-19 pandemic, the need for virtual meetings continues.

FISCAL IMPACT: None.

RECOMMENDATION: Reaffirm the resolution attesting to a continued state of emergency and need to follow the provisions allowed by AB 361:

Be it resolved that the SCLC Administrative Council reconsidered the circumstances of the state of emergency declared by the Governor and at least one of the following is true: (1) The state of emergency, continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (2) State or local officials continue to impose or recommend measures to promote social distancing.”

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AC Agenda Item 07

DATE: February 22, 2022
TO: Administrative Council
FROM: Elizabeth Goldman, Acting Executive Director and Chair
SUBJECT: Appointment of an Interim Executive Director

BACKGROUND: On January 13, 2022, SCLC Executive Director Diane Bednarski informed the Chair of her intention to retire effective February 3, 2022. The Chair informed the Administrative Council of the ED's departure and began investigating candidates to serve as interim Executive Director. Appointing an interim allows the Council to take the time to appoint a hiring committee and prepare a thorough recruitment for a permanent Executive. It also allows for more progress with the strategic planning efforts currently underway, which will likely inform the skills and aptitudes sought in a permanent Executive Director.

Based on names suggested by members of the Executive Committee and the California State Library, the Chair initiated a conversation with Heather Cousin, former director of SCLC member library Thousand Oaks. Ms. Cousin indicated her availability for the position. At the regularly scheduled Executive Committee meeting of January 26, 2022, the EC unanimously passed the following motions:

- 1) To direct the Chair continue discussions with Heather Cousin about serving as interim Executive Director or to pursue other candidates should that not work out.
- 2) To call a special meeting of the Administrative Council to appoint an interim Executive Director as soon as a candidate has been identified.

Following that direction, the Chair negotiated a contract with Ms. Cousin for a 7-month interim appointment. The contract has been reviewed by SCLC legal counsel.

FISCAL IMPACT: None. Compensation in the proposed contract falls within the existing FY21-22 budget for the Executive Director position.

RECOMMENDATION: Appoint Heather Cousin as interim Executive Director of SCLC and enter in an agreement with Ms. Cousin for a term of 7 months.

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DATE: February 22, 2022
TO: SCLC Administrative Council
FROM: Elizabeth Goldman, Chair
SUBJECT: Signature Authority

BACKGROUND: SCLC uses Pacific Western Banks checking account services for system business and the acceptance and distribution of grant and system funds. With the retirement of the Executive Director, signature authority needs to be transferred to the interim Executive Director. The Chair, Vice Chair, and Project Manager retain signature authority as previously approved.

FISCAL IMPACT: None

RECOMMENDATION: Authorize SCLC staff to update the Pacific Western Bank signature authority.

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**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**~~

Wednesday, December 1, 2021

New date approved August 25, 2021

1:00pm Executive Committee
2:15pm Administrative Council
Glendale

Wednesday, January 26, 2022

1:00pm Executive Committee, only
Via Zoom

Tuesday, February 22, 2022 - Special

11:00am Administrative Council
Via Zoom

~~**Wednesday, March 23, 2022**~~

Wednesday, March 15, 2022 - rescheduled

1:00pm Executive Committee
2:15pm Administrative Council
Location TBD

Wednesday, May 25, 2022

1:00pm Executive Committee
2:15pm Administrative Council
Location TBD