



**Southern California Library Cooperative
Executive Committee Meeting**

**Thursday, October 24, 2024
1:00 - 2:00 pm**

Via Zoom

Join Zoom Meeting:

<https://us02web.zoom.us/j/88904052494?pwd=pNGYmAAbdG1xOEbxNIP6kfmU3J7m8g.1>

Meeting ID: 889 0405 2494

Passcode: 608643

Alternative Meeting Locations:

- Alhambra Library, 101 S 1st St, Alhambra, CA 91801
- Azusa City Library, 729 North Dalton Ave., Azusa, CA 91702
- Camarillo Public Library, 4101 Las Posas Rd, Camarillo, CA 93010
- Commerce Public Library, 5655 Jillson St., Commerce, CA 90040
- Long Beach Public Library, 200 W Broadway, Long Beach, CA 90802
- Santa Monica Main Library, 601 Santa Monica Blvd., Santa Monica, CA 90401
- Simi Valley Public Library, 2969 Tapo Cyn Rd., Simi Valley, CA 93063
- Temple City Library, 5939 Golden West Ave, Temple City, CA 91780.

AGENDA

All items may be considered for action.

1. Opening Hilda LohGuan
 - a. Chairperson's Welcome
 - b. Roll Call

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

3. Consent Calendar Hilda LohGuan
(ACTION)
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 August 22, 2024, Executive Committee regular meeting

- | | |
|--|------------------|
| 4. Adoption of the Agenda | Hilda LohGuan |
| 5. Budget Status Report for FY 2024/25
(DISCUSSION) | Andy Beck |
| 6. CLSA FY 2024/25 Plan of Service Update
(DISCUSSION) | Christine Powers |
| 7. Member Requested Discussion Regarding
Employee Compensation and Budget
(DISCUSSION) | Hilda LohGuan |
| 8. 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.</i> | Hilda LohGuan |
| 9. Adjournment | Hilda LohGuan |



ACTION ITEMS

Meeting: SCLC Executive Committee Meeting

Date: October 24, 2024

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 Committee Meeting**

**Thursday, August 22, 2024
1:00 - 2:00 pm**

Hybrid Meeting

**Altadena Main Library
600 E. Mariposa St., Altadena, CA 91001**

Alternate Locations:

Commerce Public Library, 5655 Jillson St., Commerce, CA 90040
Simi Valley Public Library, 2969 Tapo Canyon Rd., Simi Valley, CA 93063

Draft minutes

Attendance

Behle, Kelly – SVPL
Cuyugan, Erica – SAM
DeLeon, Cathy – LBPL
Hassen, Leila – AZU
LohGuan, Hilda – AHM
Nasr, Mandy – CAM
Walker-Lanz, Jesse, Chair – LACo

Absent

Bautista, Sonia – CMM

Other

Beck, Andy – SCLC
Powers, Christine – SCLC
Sojoyner, Shana – CSL
Snodgrass, Nerissa – SCLC
Walker, Wayne – SCLC

1. Opening Hilda LohGuan
Meeting called to order at 1:16 pm.

2. Public Comment
Opportunity for any guest or member of the public to address the Committee on any item of SCLC business.
None

3. Consent Calendar Hilda LohGuan
(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 of the May 29, 2024, Executive Committee regular meeting
MSP (Hassen/ Nasr) to pass the Consent Calendar, as presented.
7 yes, 0 no, 0 abstain

4. Adoption of the Agenda Hilda LohGuan
Chair adopted the agenda as presented, without objection.

5. Budget Status Report for FY 2023/24 Andy Beck
(DISCUSSION)
Controller, Andy Beck, presented the Budget Status Report for fiscal year 2023/24, reflecting reconciled bank statements through June 30, 2024.

6. Review of 2025 Health Care Premiums Andy Beck
(ACTION)
MSP (Cuyugan/Behle) to recommend to the Administrative Council the increase of SCLC's health premium allowance by \$91.50 per month per employee effective January 1, 2025, to address increasing health care premiums.
7 yes, 0 no, 0 abstain

7. Mentorship Program Update and Approval of Christine Powers
Materials
(ACTION)
MSP (DeLeon/Nasr) to approve materials as presented and amend the agreement form to add personal liability.
7 yes, 0 no, 0 abstain

8. Other Hilda LohGuan
"...that is, matters initiated in the present meeting." Robert's Rules of Order, Revised, III, p.21. Limited by Brown Act to discussion only.
None

9. Adjournment Hilda LohGuan
MSP (Cuyugan/Walker-Lanz) to adjourn the meeting at 1:55 pm.



REPORT TO THE EXECUTIVE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: October 24, 2024
FROM: Andy Beck, Controller

SUBJECT: **Budget Status Report for FY 2024/25 (DISCUSSION)**

BACKGROUND: Budget Status Report for FY 2024/25 is attached for review and reflects reconciled bank statements through August 31, 2024.

For revenues, membership dues of \$241,103 were recorded as financial resources available for use. Other revenues include communication and delivery of \$461,053, system administration of \$12,034, fiscal and administrative revenues of \$37,075 and grant revenues of \$141,690, which were recorded as respective expenses were recognized.

Expenses include communications and delivery of \$461,053, personnel expenses of \$308,304, and other administrative expenses of \$21,054. These expenses do not reflect what was paid but amounts that were incurred.

As of August 31, 2024, the System has a surplus of \$27,855 and cash balance and investments totals \$3,469,031.

FISCAL IMPACT: None

RECOMMENDATION: Information

EXHIBITS:

- a. Budget Status Report
- b. Bank Statements July – August 2024

	Actual FY 23/24	Approved Budget FY 24/25	Actual FY 24/25	Amount Unrealized	Percent Unrealized	Percent Realized	Note
Revenues:							
CLSA baseline revenue (communications and delivery)	\$ 436,575	\$ 936,245	\$ 461,053	\$ 475,192	51%	49%	
CLSA system administration	139,900	72,204	12,034	60,170	83%	17%	Expected to be received in December 2024
Fiscal and administration revenues	221,285	222,102	37,075	185,027	83%	17%	
Grant project revenues	1,918,829	590,002	88,298	501,704	85%	15%	
Grant indirect revenues	154,802	66,103	10,393	55,710	84%	16%	
Grant staffing revenues	167,702	71,014	42,999	28,015	39%	61%	
Membership dues	237,066	241,805	241,103	702	0%	100%	Lump sum billing
Califa membership dues	13,590	13,590	13,590	-	0%	100%	Lump sum billing
Investment income	115,955	100,000	-	100,000	100%	0%	Reported quarterly
Other	1,867	1,000	19	981	98%	2%	
Total revenues	3,407,571	2,314,065	906,564	1,407,501	61%	39%	
Expenditures:							
CLSA baseline expenditures:							
Office supplies	6,977	8,500	649	7,851	92%	8%	
Duplication and photocopies	1,439	1,500	240	1,260	84%	16%	
E-Resources	321,638	811,305	441,095	370,210	46%	54%	
Contract services for delivery	63,026	70,000	12,649	57,351	82%	18%	Reliant
Contract services	19,250	20,565	1,530	19,035	93%	7%	Audit; GASB 75
Telecommunications	24,245	24,375	4,890	19,485	80%	20%	Internet; website; IT; Phone; VOIP; Zoom
Total CLSA baseline expenditures	436,575	936,245	461,053	475,192	51%	49%	
CLSA administration expenditures:							
Personnel							
Salary and wages	626,536	542,030	103,221	438,809	81%	19%	
Retirement benefits	60,668	58,591	11,267	47,324	81%	19%	
Unfunded pension liability	146,217	179,143	173,314	5,829	3%	97%	Discount with one time payment
Health insurance - current employees	55,083	47,040	8,767	38,273	81%	19%	
Health insurance - retired employees	44,973	34,326	8,894	25,432	74%	26%	
Dental and vision	5,236	4,053	676	3,377	83%	17%	Ameritas
Life insurance	1,554	1,190	271	919	77%	23%	Lincoln; Dearborn
Other personnel expenses	15,034	14,544	1,894	12,650	87%	13%	Payroll tax; Workers comp
Total personnel expenditures	955,301	880,917	308,304	572,613	65%	35%	
Other							
Payroll processing	6,950	500	446	54	11%	89%	Service ended July 2024
Accounting software	4,118	3,000	205	2,795	93%	7%	
Office space rent	25,716	21,000	3,360	17,640	84%	16%	
Insurance	2,373	2,500	401	2,099	84%	16%	
Travel/conference/meeting	8,075	10,000	274	9,726	97%	3%	
Membership dues	13,943	14,600	13,590	1,010	7%	93%	Payment to Califa
Legal	6,560	5,000	2,760	2,240	45%	55%	
Other	2,015	1,500	18	1,482	99%	1%	
Total other expenditures	69,750	58,100	21,054	37,046	64%	36%	
Total CLSA administration expenditures	1,025,051	939,017	329,358	609,659	65%	35%	
Grant project expenditure	1,918,829	590,002	88,298	501,704	85%	15%	
Total expenditure	3,380,455	2,465,264	878,709	1,586,555	64%	36%	
Deficit of revenues over expenditures	\$ 27,116	\$ (151,199)	\$ 27,855	\$ (179,054)	118%	-18%	

SCLC ACCOUNT BALANCES

Chase	\$ 1,260,058
Local Agency Investment Fund	165,007
CA Employer's Pension Prefunding Trust	94,314
US Treasuries	1,949,652
Total	\$ 3,469,031

CLSA FUNDS

	FISCAL YEAR 2024-25				
	Beginning	Addition	Deletions	Ending	
eMaterials	\$ -	\$ 224,189	\$ -	\$ 224,189	
Contracted services	-	20,565	(1,530)	19,035	
Telecommunications	-	15,931	-	15,931	
Delivery	-	28,137	-	28,137	
Total	\$ -	\$ 288,822	\$ (1,530)	\$ 287,292	
	FISCAL YEAR 2023-24				
	Beginning	Addition	Deletions	Ending	
eMaterials	\$ 445,532	\$ -	\$ (1,333)	\$ 444,199	
Office supplies	10,000	-	(889)	9,111	
Delivery	41,863	-	(12,649)	29,214	
Total	\$ 497,395	\$ -	\$ (14,871)	\$ 482,524	
	FISCAL YEAR 2022-23				
	Beginning	Addition	Deletions	Ending	
eMaterials	\$ 337,103	\$ -	\$ (314,159)	\$ 22,944	One time disbursement
eLearning	64,196	-	(64,196)	-	One time disbursement
Telecommunication	9,274	-	(4,891)	4,383	
Total	\$ 410,573	\$ -	\$ (383,246)	\$ 27,327	
	FISCAL YEAR 2021-22				
	Beginning	Addition	Deletions	Ending	
eMaterials	\$ 75,456	\$ -	\$ (61,406)	\$ 14,050	Pressreader
Total	\$ 75,456	\$ -	\$ (61,406)	\$ 14,050	



JPMorgan Chase Bank, N.A.
 P O Box 182051
 Columbus, OH 43218 - 2051

June 29, 2024 through July 31, 2024

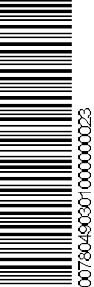
Account Number: **000000529823372**

CUSTOMER SERVICE INFORMATION

Web site: www.Chase.com
 Service Center: **1-877-425-8100**
 Para Espanol: **1-888-622-4273**
 International Calls: **1-713-262-1679**
 We accept operator relay calls

00078049 DRE 703 210 21624 NNNNNNNNNNNN 1 000000000 Z9 0000

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE
 OPERATING ACCOUNT
 222 E HARVARD ST
 GLENDALE CA 91205-1017



CHECKING SUMMARY

Chase Platinum Business Checking

	INSTANCES	AMOUNT
Beginning Balance		\$1,813,095.67
Deposits and Additions	3	10,000.23
Checks Paid	44	-161,735.14
Electronic Withdrawals	33	-254,856.13
Fees	1	-17.50
Ending Balance	81	\$1,406,487.13

Your Chase Platinum Business Checking account provides:

- No transaction fees for unlimited electronic deposits (including ACH, ATM, wire, Chase Quick Deposit)
- 500 debits and non-electronic deposits (those made via check or cash in branches) per statement cycle
- \$25,000 in cash deposits per statement cycle
- Unlimited return deposited items with no fee

There are additional fee waivers and benefits associated with your account – please refer to your Deposit Account Agreement for more information.

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
07/02	Reversal of Check 1410	\$10,000.00
07/25	Orig CO Name: Intuit Orig ID: 9215986206 Desc Date: 240725 CO Entry Descr: Acctverifysec: PPD Trace#: 021000024687655 Eed: 240725 Ind ID: Ind Name: Christine Powers Trn: 2074687655Tc	0.19
07/25	Orig CO Name: Intuit Orig ID: 9215986206 Desc Date: 240725 CO Entry Descr: Acctverifysec: PPD Trace#: 021000024687656 Eed: 240725 Ind ID: Ind Name: Christine Powers Trn: 2074687656Tc	0.04
Total Deposits and Additions		\$10,000.23

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
1192 ^		07/10	\$2,835.00
1195 * ^		07/03	55.48
1201 * ^		07/01	2,175.00
1202 ^		07/02	1,680.00



CHECKS PAID (continued)

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
1203 ^		07/02	1,575.00
1205 * ^		07/01	6,667.00
1207 * ^		07/05	4,368.00
1208 ^		07/24	1,575.00
1209 ^		07/05	4,725.00
1210 ^		07/03	11,565.00
1211 ^		07/03	153.00
1212 ^		07/16	4,725.00
1213 ^		07/08	4,725.00
1214 ^		07/30	4,725.00
1215 ^		07/22	4,725.00
1216 ^		07/05	1,516.00
1217 ^		07/05	4,725.00
1219 * ^		07/10	4,000.00
1220 ^		07/16	693.00
1221 ^		07/08	4,725.00
1222 ^		07/09	3,000.00
1223 ^		07/09	4,725.00
1225 * ^		07/08	4,368.00
1226 ^		07/24	4,725.00
1227 ^		07/10	1,137.00
1229 * ^		07/29	3,119.00
1230 ^		07/09	5,580.00
1231 ^		07/16	1,203.00
1232 ^		07/10	4,725.00
1233 ^		07/29	4,000.00
1234 ^		07/22	4,725.00
1236 * ^		07/15	5,917.50
1237 ^		07/15	445.00
1238 ^		07/15	4,725.00
1239 ^		07/30	637.00
1240 ^		07/29	46.36
1243 * ^		07/29	108.80
1246 * ^		07/26	4,725.00
1247 ^		07/26	6,666.00
1248 ^		07/29	3,000.00
1249 ^		07/29	3,150.00
1252 * ^		07/30	6,075.00
1253 ^		07/29	3,000.00
1410 * ^		07/01	10,000.00
Total Checks Paid			\$161,735.14

If you see a description in the Checks Paid section, it means that we received only electronic information about the check, not the original or an image of the check. As a result, we're not able to return the check to you or show you an image.

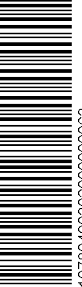
* All of your recent checks may not be on this statement, either because they haven't cleared yet or they were listed on one of your previous statements.

^ An image of this check may be available for you to view on Chase.com.



ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
07/02	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 1800 Sec: CCD Trace#: 042000012070079 Eed: 240702 Ind ID: 7503917825 Ind Name: Southern California Li 100000017575167 Pab Trn: 1842070079Tc	\$4,629.82
07/02	Orig CO Name: +Lincoln Nationa Orig ID: 6203950959 Desc Date: CO Entry Descr: EDI Pymntssec: CCD Trace#: 091000012070082 Eed: 240702 Ind ID: Pjkh1Bdtqf Ind Name: Southern California Li Rmr*IV*910000112236671253444Ardis-P Rev EDI Trn: 1842070082Tc	60.99
07/03	Orig CO Name: Paychex Orig ID: 1161124166 Desc Date: CO Entry Descr: Payroll Sec: CCD Trace#: 043000094578971 Eed: 240703 Ind ID: 07990000001429X Ind Name: Southern California Li Trn: 1854578971Tc	14,762.84
07/03	Orig CO Name: Paychex Tps Orig ID: 1161124166 Desc Date: 070224 CO Entry Descr: Taxes Sec: CCD Trace#: 091000014578973 Eed: 240703 Ind ID: 07982300007447X Ind Name: Southern California Li 38655 Trn: 1854578973Tc	4,702.40
07/08	07/08 Online ACH Payment 11136926636 To Christiantheyer (_#####0823)	5,963.75
07/08	07/08 Online ACH Payment 11137125338 To Agatharupniewski (_#####4021)	2,589.86
07/09	Orig CO Name: CA Dept Tax Fee Orig ID: 2822162215 Desc Date: 240708 CO Entry Descr: Cdtfa Epmtsec: CCD Trace#: 042000016590269 Eed: 240709 Ind ID: 18300888 Ind Name: Southern California Li Trn: 1916590269Tc	3,688.00
07/09	07/09 Online ACH Payment 11137570702 To Scldelivery (_#####3792)	2,193.00
07/10	Orig CO Name: Paychex Eib Orig ID: 1161124166 Desc Date: 240710 CO Entry Descr: Invoice Sec: CCD Trace#: 021000024053246 Eed: 240710 Ind ID: X07824800048519 Ind Name: Southern California Trn: 1924053246Tc	224.40
07/10	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 3100 Sec: CCD Trace#: 042000013553434 Eed: 240710 Ind ID: 7503917825 Ind Name: Southern California Li 100000017567531 Cur Trn: 1923553434Tc	2,020.45
07/10	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 1900 Sec: CCD Trace#: 011000023553439 Eed: 240710 Ind ID: 7503917825 Ind Name: Southern California Li 100000017595609 Irc Trn: 1923553439Tc	1,749.21
07/10	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 3100 Sec: CCD Trace#: 042000013553436 Eed: 240710 Ind ID: 7503917825 Ind Name: Southern California Li 100000017567568 Cur Trn: 1923553436Tc	1,524.52
07/12	Orig CO Name: Paychex-Hrs Orig ID: 2555124166 Desc Date: CO Entry Descr: Hrs Pmt Sec: CCD Trace#: 021000026415759 Eed: 240712 Ind ID: 46137783 Ind Name: Southern California Trn: 1946415759Tc	184.00
07/17	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 1900 Sec: CCD Trace#: 042000011390611 Eed: 240717 Ind ID: 7503917825 Ind Name: Southern California Li 100000017590613 Unf Trn: 1991390611Tc	171,332.00
07/17	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 1900 Sec: CCD Trace#: 042000011390613 Eed: 240717 Ind ID: 7503917825 Ind Name: Southern California Li 100000017590623 Unf Trn: 1991390613Tc	1,982.00
07/17	Orig CO Name: Progent Corporat Orig ID: 1273846756 Desc Date: 240716 CO Entry Descr: 8007939400 Sec: CCD Trace#: 091000011390616 Eed: 240717 Ind ID: 9728061413 Ind Name: Southern California Li 20240716073000Pgacach Trn: 1991390616Tc	974.00
07/17	Orig CO Name: American Express Orig ID: 9493560001 Desc Date: 240717 CO Entry Descr: ACH Pmt Sec: CCD Trace#: 021000024055982 Eed: 240717 Ind ID: A1268 Ind Name: Christine Powers Am Trn: 1994055982Tc	5,225.78
07/19	07/19 Online ACH Payment 11138663986 To Christinepowerschase (_#####0661)	4,539.37
07/19	07/19 Online ACH Payment 11138656257 To Waynewalker (_#####0442)	3,653.52
07/19	07/19 Online ACH Payment 11138663988 To Nerissasnodgrass (_###5040)	3,034.36
07/19	07/19 Online ACH Payment 11138652959 To Andybeck (_#####1422)	2,635.59
07/19	07/19 Online ACH Payment 11138656258 To Andybeckchase (_#####8309)	500.00



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ELECTRONIC WITHDRAWALS (continued)

DATE	DESCRIPTION	AMOUNT
07/19	07/19 Online ACH Payment 11138663987 To Christinepowersgfcu (_#####0275)	400.00
07/22	Orig CO Name:Paychex-Oab Orig ID:1161124166 Desc Date: CO Entry Desc:Invoice Sec:CCD Trace#:021000020354472 Eed:240722 Ind ID:08189700035107X Ind Name:Southern Califor Paychex-Oab Trn: 2040354472Tc	128.00
07/23	Orig CO Name:Mastercard Orig ID:1465106539 Desc Date: CO Entry Desc:Payment Sec:Web Trace#:091000017650746 Eed:240723 Ind ID:547544Xxxxx9920 Ind Name:Bl Acct 00001010-10000 Trn: 2057650746Tc	547.46
07/24	07/24 Online ACH Payment 11139181359 To Scldelivery (_#####3792)	2,614.00
07/24	07/24 Online ACH Payment 11139184052 To Amberautumnfaebrooke (_#####8790)	3,000.00
07/24	Orig CO Name:Employment Devel Orig ID:2282533055 Desc Date:072324 CO Entry Desc:Edd Eftpmtsec:CCD Trace#:042000011886828 Eed:240724 Ind ID:13792608 Ind Name:Southern California Li Payment Trn: 2061886828Tc	1,254.15
07/25	Orig CO Name:Irs Orig ID:3387702000 Desc Date:072524 CO Entry Desc:Usataxpymtsec:CCD Trace#:061036017305598 Eed:240725 Ind ID:220460711815456 Ind Name:Southern California Li Trn: 2077305598Tc	3,448.25
07/25	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000017305603 Eed:240725 Ind ID:7503917825 Ind Name:Southern California Li 100000017567546 Cur Trn: 2077305603Tc	2,020.45
07/25	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1900 Sec:CCD Trace#:011000027305600 Eed:240725 Ind ID:7503917825 Ind Name:Southern California Li 100000017618965 Irc Trn: 2077305600Tc	1,749.21
07/25	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000017305605 Eed:240725 Ind ID:7503917825 Ind Name:Southern California Li 100000017567586 Cur Trn: 2077305605Tc	1,524.52
07/25	Orig CO Name:Intuit Orig ID:9215986206 Desc Date:240725 CO Entry Descr:Acctverifysec:PPD Trace#:021000027305608 Eed:240725 Ind ID: Ind Name:Christine Powers Trn: 2077305608Tc	0.23
Total Electronic Withdrawals		\$254,856.13

FEES

DATE	DESCRIPTION	AMOUNT
07/03	Service Charges For The Month of June	\$17.50
Total Fees		\$17.50

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
07/01	\$1,794,253.67	07/12	1,689,760.45	07/23	1,467,649.87
07/02	1,796,307.86	07/15	1,678,672.95	07/24	1,454,481.72
07/03	1,765,051.64	07/16	1,672,051.95	07/25	1,445,739.29
07/05	1,749,717.64	07/17	1,492,538.17	07/26	1,434,348.29
07/08	1,727,346.03	07/19	1,477,775.33	07/29	1,417,924.13
07/09	1,708,160.03	07/22	1,468,197.33	07/30	1,406,487.13
07/10	1,689,944.45				



SERVICE CHARGE SUMMARY

Monthly Service Fee	\$0.00	
Other Service Charges	\$5.00	
Total Service Charges	\$5.00	Will be assessed on 8/5/24

The monthly service fee was waived on your Chase Platinum Business Checking account because you maintained the required relationship balance.

SERVICE CHARGE DETAIL

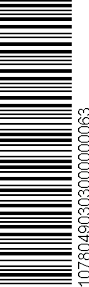
DESCRIPTION	VOLUME	ALLOWED	CHARGED	PRICE/ UNIT	TOTAL
Monthly Service Fee					
Monthly Service Fee Waived	0			\$95.00	\$0.00
Other Service Charges:					
Electronic Credits					
Electronic Credits	2	Unlimited	0	\$0.40	\$0.00
Credits					
Non-Electronic Transactions	66	500	0	\$0.40	\$0.00
Cash Management Services					
Standard ACH Pmnts Initial Fee	2	0	2	\$2.50	\$5.00
Debit Block Maintenance	1	0	1	\$0.00	\$0.00
ACH Debit Block - Authorized ID	22	0	22	\$0.00	\$0.00
Online - Check Protection Exception	1	0	1	\$0.00	\$0.00
Online - Check Protection Return Item	1	0	1	\$0.00	\$0.00
Quick Deposit Single Feed Maint	1	0	1	\$0.00	\$0.00
Subtotal Other Service Charges (Will be assessed on 8/5/24)					\$5.00

ACCOUNT 000000529823372

Other Service Charges:

Electronic Credits	
Electronic Credits	2
Credits	
Non-Electronic Transactions	66
Cash Management Services	
Standard ACH Pmnts Initial Fee	2
Debit Block Maintenance	1
ACH Debit Block - Authorized ID	22
Online - Check Protection Exception	1
Online - Check Protection Return Item	1
Quick Deposit Single Feed Maint	1

Reminder: Fees associated with ACH Payments, Real Time Payments, Same Day ACH, ACH Collections and Chase QuickDepositSM are based on previous month activity.



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June 29, 2024 through July 31, 2024
Account Number: **000000529823372**

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:

Call us at 1-866-564-2262 or write us at the address on the front of this statement immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt.

For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number;
- A description of the error or the transaction you are unsure about, and why you think it is an error or want more information; and
- The amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

For business accounts, see your deposit account agreement or other applicable agreements that govern your account for details.

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JPMorgan Chase Bank, N.A. Member FDIC



JPMorgan Chase Bank, N.A.
P O Box 182051
Columbus, OH 43218 - 2051

August 01, 2024 through August 30, 2024
Account Number: **000000529823372**

CUSTOMER SERVICE INFORMATION

Web site: **www.Chase.com**
Service Center: **1-877-425-8100**
Para Espanol: **1-888-622-4273**
International Calls: **1-713-262-1679**
We accept operator relay calls

00076639 DRE 703 210 24924 NNNNNNNNNN 1 000000000 Z9 0000
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE
OPERATING ACCOUNT
222 E HARVARD ST
GLENDALE CA 91205-1017



00766390301000000023

CHECKING SUMMARY

Chase Platinum Business Checking

	INSTANCES	AMOUNT
Beginning Balance		\$1,406,487.13
Deposits and Additions	3	2,784.09
Checks Paid	15	-44,141.43
Electronic Withdrawals	25	-94,485.68
Fees	1	-5.00
Ending Balance	44	\$1,270,639.11

Your Chase Platinum Business Checking account provides:

- No transaction fees for unlimited electronic deposits (including ACH, ATM, wire, Chase Quick Deposit)
- 500 debits and non-electronic deposits (those made via check or cash in branches) per statement cycle
- \$25,000 in cash deposits per statement cycle
- Unlimited return deposited items with no fee

There are additional fee waivers and benefits associated with your account – please refer to your Deposit Account Agreement for more information.

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
08/06	Remote Online Deposit 1	\$177.84
08/07	Orig CO Name:Chase Online Orig ID:9726683640 Desc Date:Aug 07 CO Entry Descr:Online Pmtsec:CTX Trace#:021000021758117 Eed:240807 Ind ID:558305 Ind Name:0010Southern Califor Southern California Trn: 2201758117Tc	1,471.03
08/08	Orig CO Name:Chase Online Orig ID:9726683640 Desc Date:Aug 08 CO Entry Descr:Online Pmtsec:CTX Trace#:021000024107590 Eed:240808 Ind ID:558305 Ind Name:0014Southern Califor Southern California Trn: 2214107590Tc	1,135.22
Total Deposits and Additions		\$2,784.09

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
1228 ^		08/13	\$1,575.00
1241 * ^		08/05	4,725.00
1242 ^		08/01	1,680.00



CHECKS PAID (continued)

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
1244 * ^		08/19	4,368.00
1245 ^		08/07	4,725.00
1250 * ^		08/06	4,725.00
1254 * ^		08/26	4,368.00
1255 ^		08/01	4,725.00
1256 ^		08/07	2,500.00
1257 ^		08/05	1,762.65
1258 ^		08/13	4,000.00
1259 ^		08/09	1,332.78
1261 * ^		08/12	445.00
1262 ^		08/22	1,680.00
1263 ^		08/16	1,530.00
Total Checks Paid			\$44,141.43

If you see a description in the Checks Paid section, it means that we received only electronic information about the check, not the original or an image of the check. As a result, we're not able to return the check to you or show you an image.

* All of your recent checks may not be on this statement, either because they haven't cleared yet or they were listed on one of your previous statements.

^ An image of this check may be available for you to view on Chase.com.

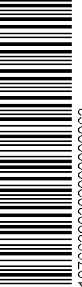
ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
08/02	Orig CO Name:Irs Descr:Usatxpymtsec:CCD ID:225461554606682 Orig ID:3387702000 Desc Date:080224 CO Entry Trace#:061036014709120 Eed:240802 Ind Ind Name:Southern California Li Trn: 2154709120Tc	\$3,448.22
08/02	Orig CO Name:Irs Descr:Usatxpymtsec:CCD ID:225461585428779 Orig ID:3387702000 Desc Date:080224 CO Entry Trace#:061036014709121 Eed:240802 Ind Ind Name:Southern California Li Trn: 2154709121Tc	0.73
08/02	Orig CO Name:Intuit Payroll S Descr:Quickbookssec:CCD Ind Name:Southern California Li ErVICES 953877419 Trn: 2155613191Tc Orig ID:1722616679 Desc Date:240802 CO Entry Trace#:021000025613191 Eed:240802 Ind ID:953877419	14,762.85
08/02	Orig CO Name:Calpers Sec:CCD Trace#:042000015613185 Eed:240802 Ind ID:7503917825 Name:Southern California Li 100000017612587 Pab Trn: 2155613185Tc Orig ID:1946207465 Desc Date: CO Entry Descr:1800 Ind	6,312.42
08/02	Orig CO Name:Employment Devel Descr:Edd Eftpmtsec:CCD Ind Name:Southern California Li Payment Trn: 2155613183Tc Orig ID:2282533055 Desc Date:080124 CO Entry Trace#:042000015613183 Eed:240802 Ind ID:1674759520	1,254.15
08/02	Orig CO Name:+Lincoln Nationa Pymntssec:CCD Trace#:091000015613188 Eed:240802 Ind ID:Piutgka7Jw Name:Southern California Li Rmr*IV*910000112385141253444Ardis-P Re\ EDI Trn: 2155613188Tc Orig ID:6203950959 Desc Date: CO Entry Descr:EDI Ind	81.32
08/06	08/06 Online ACH Payment 11140612189 To Scldelivery (_#####3792)	2,614.00
08/08	Orig CO Name:Calpers Sec:CCD Trace#:042000015701105 Eed:240808 Ind ID:7503917825 Name:Southern California Li 100000017607040 Cur Trn: 2215701105Tc Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Ind	2,020.45
08/08	Orig CO Name:Calpers Sec:CCD Trace#:011000025701110 Eed:240808 Ind ID:7503917825 Name:Southern California Li 100000017626012 Irc Trn: 2215701110Tc Orig ID:1946207465 Desc Date: CO Entry Descr:1900 Ind	1,749.21



ELECTRONIC WITHDRAWALS (continued)

DATE	DESCRIPTION	AMOUNT
08/08	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 3100 Sec: CCD Trace#: 042000015701107 Eed: 240808 Ind ID: 7503917825 Ind Name: Southern California Li 100000017607106 Cur Trn: 2215701107Tc	1,524.52
08/12	Orig CO Name: Paychex Eib Orig ID: 1161124166 Desc Date: 240812 CO Entry Descr: Invoice Sec: CCD Trace#: 021000020451968 Eed: 240812 Ind ID: X08364400025076 Ind Name: Southern California Trn: 2250451968Tc	133.70
08/15	Orig CO Name: Intuit Payroll S Orig ID: 1722616679 Desc Date: 240815 CO Entry Descr: Quickbookssec: CCD Trace#: 021000025662436 Eed: 240815 Ind ID: 953877419 Ind Name: Southern California Li Ervices 953877419 Trn: 2285662436Tc	14,726.98
08/15	Orig CO Name: Progent Corporat Orig ID: 1273846756 Desc Date: 240814 CO Entry Descr: 8007939400 Sec: CCD Trace#: 091000015662434 Eed: 240815 Ind ID: 9822765731 Ind Name: Southern California Li 20240814073000Pgcach Trn: 2285662434Tc	1,616.05
08/16	Orig CO Name: Irs Orig ID: 3387702000 Desc Date: 081624 CO Entry Descr: Usat taxpymtsec: CCD Trace#: 061036012242468 Eed: 240816 Ind ID: 225462915019151 Ind Name: Southern California Li Trn: 2292242468Tc	3,448.25
08/16	Orig CO Name: Employment Devel Orig ID: 2282533055 Desc Date: 081524 CO Entry Descr: Edd Eftpmtsec: CCD Trace#: 042000012571041 Eed: 240816 Ind ID: 1068506464 Ind Name: Southern California Li Payment Trn: 2292571041Tc	1,290.01
08/19	Orig CO Name: American Express Orig ID: 9493560001 Desc Date: 240819 CO Entry Descr: ACH Pmt Sec: CCD Trace#: 021000025377106 Eed: 240819 Ind ID: A3152 Ind Name: Christine Powers Am Trn: 2325377106Tc	905.18
08/20	08/20 Online ACH Payment 11142101120 To Scldelivery (_#####3792)	2,614.00
08/21	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 3100 Sec: CCD Trace#: 042000017619238 Eed: 240821 Ind ID: 7503917825 Ind Name: Southern California Li 100000017607058 Cur Trn: 2347619238Tc	2,020.45
08/21	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 1900 Sec: CCD Trace#: 011000027619235 Eed: 240821 Ind ID: 7503917825 Ind Name: Southern California Li 100000017643946 Irc Trn: 2347619235Tc	1,749.21
08/21	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 3100 Sec: CCD Trace#: 042000017619240 Eed: 240821 Ind ID: 7503917825 Ind Name: Southern California Li 100000017607124 Cur Trn: 2347619240Tc	1,524.52
08/21	Orig CO Name: Mastercard Orig ID: 1465106539 Desc Date: CO Entry Descr: Payment Sec: Web Trace#: 091000017619233 Eed: 240821 Ind ID: 547544Xxxxx9920 Ind Name: BI Acct 00001010-10000 Trn: 2347619233Tc	1,295.47
08/27	08/27 Online ACH Payment 11142789336 To Christiantheyer (_####0823)	9,928.75
08/29	Orig CO Name: Intuit Payroll S Orig ID: 1722616679 Desc Date: 240829 CO Entry Descr: Quickbookssec: CCD Trace#: 021000020748678 Eed: 240829 Ind ID: 953877419 Ind Name: Southern California Li Ervices 953877419 Trn: 2420748678Tc	14,272.40
08/30	Orig CO Name: Irs Orig ID: 3387702000 Desc Date: 083024 CO Entry Descr: Usat taxpymtsec: CCD Trace#: 061036016738212 Eed: 240830 Ind ID: 225464321167266 Ind Name: Southern California Li Trn: 2436738212Tc	3,869.78
08/30	Orig CO Name: Employment Devel Orig ID: 2282533055 Desc Date: 082924 CO Entry Descr: Edd Eftpmtsec: CCD Trace#: 042000012229222 Eed: 240830 Ind ID: 1137394528 Ind Name: Southern California Li Payment Trn: 2432229222Tc	1,323.06
Total Electronic Withdrawals		\$94,485.68



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August 01, 2024 through August 30, 2024
 Account Number: **000000529823372**

FEES

DATE	DESCRIPTION	AMOUNT
08/05	Service Charges For The Month of July	\$5.00
Total Fees		\$5.00

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
08/01	\$1,400,082.13	08/12	1,348,744.22	08/21	1,306,081.10
08/02	1,374,222.44	08/13	1,343,169.22	08/22	1,304,401.10
08/05	1,367,729.79	08/15	1,326,826.19	08/26	1,300,033.10
08/06	1,360,568.63	08/16	1,320,557.93	08/27	1,290,104.35
08/07	1,354,814.66	08/19	1,315,284.75	08/29	1,275,831.95
08/08	1,350,655.70	08/20	1,312,670.75	08/30	1,270,639.11
08/09	1,349,322.92				

SERVICE CHARGE SUMMARY

Monthly Service Fee	\$0.00
Other Service Charges	\$25.15
Total Service Charges	\$25.15 Will be assessed on 9/5/24

The monthly service fee was waived on your Chase Platinum Business Checking account because you maintained the required relationship balance.

SERVICE CHARGE DETAIL

DESCRIPTION	VOLUME	ALLOWED	CHARGED	PRICE/ UNIT	TOTAL
Monthly Service Fee					
Monthly Service Fee Waived	0			\$95.00	\$0.00
Other Service Charges:					
Electronic Credits					
Electronic Items Deposited	1	Unlimited	0	\$0.40	\$0.00
Electronic Credits	2	Unlimited	0	\$0.40	\$0.00
Credits					
Non-Electronic Transactions	37	500	0	\$0.40	\$0.00
Cash Management Services					
Standard ACH Pmnts Initial Fee	10	0	10	\$2.50	\$25.00
Std ACH Pmnts Volume Fee	1	0	1	\$0.15	\$0.15
Debit Block Maintenance	1	0	1	\$0.00	\$0.00
ACH Debit Block - Authorized ID	24	0	24	\$0.00	\$0.00
Online - Check Protection Exception	1	0	1	\$0.00	\$0.00
Quick Deposit Single Feed Maint	1	0	1	\$0.00	\$0.00
Subtotal Other Service Charges (Will be assessed on 9/5/24)					\$25.15

ACCOUNT 000000529823372

Other Service Charges:

Electronic Credits	
Electronic Items Deposited	1
Electronic Credits	2
Credits	
Non-Electronic Transactions	37



August 01, 2024 through August 30, 2024
Account Number: 000000529823372

SERVICE CHARGE DETAIL (continued)

DESCRIPTION	VOLUME	ALLOWED	CHARGED	PRICE/ UNIT	TOTAL
Cash Management Services					
Standard ACH Pmnts Initial Fee	10				
Std ACH Pmnts Volume Fee	1				
Debit Block Maintenance	1				
ACH Debit Block - Authorized ID	24				
Online - Check Protection Exception	1				
Quick Deposit Single Feed Maint	1				

Reminder: Fees associated with ACH Payments, Real Time Payments, Same Day ACH, ACH Collections and Chase QuickDepositSM are based on previous month activity.

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- The amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

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JPMorgan Chase Bank, N.A. Member FDIC





August 01, 2024 through August 30, 2024
Account Number: **000000529823372**

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REPORT TO THE EXECUTIVE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: October 24, 2024
FROM: Christine Powers, Executive Director, SCLC

SUBJECT: **CLSA FY 2024/25 Plan of Service Update (DISCUSSION)**

BACKGROUND: Each year, the Southern California Library Cooperative (SCLC) receives California Library Services Act (CLSA) funds from the state to promote resource sharing within the system. To receive these funds, SCLC must complete and submit a Plan of Service to be approved by the California Library Services Board (CLSB). The Plan outlines how the system intends on expending funds and how those expenditures will benefit the communities served by SCLC libraries.

On October 2, 2024, the CLSB held its fall meeting, during which it approved SCLC's Plan of Service, as submitted.

FISCAL IMPACT: None

RECOMMENDATION: Informational item

EXHIBIT: None



REPORT TO THE EXECUTIVE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: October 24, 2024
FROM: Hilda LohGuan, Chair, SCLC

SUBJECT: **Member Requested Discussion Regarding Employee Compensation and Budget (DISCUSSION)**

BACKGROUND: Administrative Council Member Nikki Winslow (Altadena) wishes to address the Executive Committee regarding her concerns about SCLC employee compensation and how budget status reports are presented to members. The exhibit included with this report was prepared and submitted by Council Member Winslow for the Committee's consideration and discussion.

FISCAL IMPACT: None

RECOMMENDATION: This item is being presented for discussion; the Executive Committee may take action at its discretion.

EXHIBIT:

- a. "Discussion about SCLC Employee Compensation and the Budget Status Report Accuracy" document, as submitted by Administrative Council Member Winslow (Altadena)

SCLC Executive Council Meeting

October 24, 2024

RE: Discussion about SCLC Employee Compensation and the Budget Status Report accuracy

At the Administrative Council meeting on August 22, 2024, we were discussing the additional contribution to staff healthcare costs for 2025 as one agenda item. I made a comment that it was nice for SCLC only having to pay for one employee's medical plan and Christine Powers let us know that she and two other SCLC staff members received their healthcare spending but that it went into a 457 account for them. I have spoken to several other directors to see if they knew that three-fourths of the "Health insurance – current employees" line of the Budget Status Report is actually being put into 457 deferred compensation accounts, which is \$42,000 of the allocation for this fiscal year, and they did not know. I find this to be inaccurate reporting of how SCLC's budget is being spent. This is especially important as the budget has been very tight and we've had to make decisions about cutting where we can, such as the decision to reduce the retiree health care spending to the PEMCHA minimum back at our May 29, 2024 meeting.

I have exchanged several emails with Christine Powers (which Hilda, Mandy and Jesse were copied on) about this topic, and understand that each SCLC employee is contracted and may have made decisions about their employment with SCLC knowing they would be getting almost \$1000 a month into their deferred compensation retirement accounts. But this is not something that the Administrative Council was aware of when discussing raises or compensation during the Executive Director's evaluation process. As I pointed out to Christine, most government agencies that offered some type of compensation to employees that do not take advantage of their healthcare allotment no longer offer a cash payment or 457 payments due to budgetary restrictions. I believe SCLC is no longer in a financial position to do so as well.

I realize that this would have to be renegotiated with SCLC employees when their contracts come up for renewal. I propose a few things that can be done ahead of any re-negotiations. These include:

1. Adding a separate line to the Budget Status Report that accurately reflects the expenditure. I recommended a second line under "Retirement Contributions," so there would be a line that is "CalPERS Contributions" and one that is "Deferred Compensation Contributions" so we can easily see how the money is actually being spent.

2. Review and revision the policies in the Employee Handbook. to consider no longer giving healthcare spending to future employees in the form of 457 payments as a standard rule.
3. At some point in the future, add a Closed Session agenda item to a future AC meeting to review and discuss current employee contracts and the negotiated benefit packages so both the EC and the AC have an understanding of employee benefits and how that looks in the budget each year.

I had a meeting with Hilda on September 11 to discuss the emails between Christine and me and next steps to address these concerns. She suggested I meet with the Executive Council at their next meeting and provide a report of my observations and proposed changes that could be made.

Thank you for your time and consideration.