



**Southern California Library Cooperative
Audit and Finance Committee Meeting**

**Wednesday, March 5, 2025
2:00 pm**

Virtual Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/85237815810?pwd=ntgfCLL7uwqIR8osafL5P7hWLhNBe0.1>

Meeting ID: 852 3781 5810

Passcode: 243203

Alternate Locations:

Camarillo Public Library, 4101 Las Posas Road., Camarillo, CA 93010

Commerce Public Library, 5655 Jillson St., Commerce, CA 90040

Santa Monica Public Library, 601 Santa Monica Blvd., Santa Monica, CA 90401

AGENDA

All items may be considered for action.

1. Opening Mandy Nasr
 - a. Chairperson's welcome
Chairperson introduces new attendees and Committee members.
 - b. Roll call

2. Public Forum Mandy Nasr
Opportunity for any guest or member of the public to address the committee on any item of SCLC Audit and Finance Committee business. Three minutes per speaker on any Audit and Finance Committee-related business topic.

3. Consent Calendar Mandy Nasr
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 January 15, 2025, Audit and Finance Committee meeting

4. Adoption of Agenda Mandy Nasr

- | | |
|--|------------|
| 5. Budget Status Report for FY 2024/25
(DISCUSSION) | Andy Beck |
| 6. SCLC Investments Report
(DISCUSSION) | Andy Beck |
| 7. Revenue Generation
(DISCUSSION) | Mandy Nasr |
| 8. Adjournment | Mandy Nasr |

Southern California Library Cooperative
222 E. Harvard St. • Glendale, California 91205
(626) 283-5949 • Fax (626) 283-5949
Website : <http://www.socallibraries.org> • E-mail : sclcadmin@socallibraries.org



ACTION ITEMS

Meeting: Audit and Finance Committee

Date: March 5, 2025

Library: _____

Name: _____

Signature: _____

Date: _____

Agenda Item: _____

Aye

Nay

Abstain

Agenda Item: _____

Aye

Nay

Abstain

Agenda Item: _____

Aye

Nay

Abstain

Agenda Item: _____

Aye

Nay

Abstain

Agenda Item: _____

Aye

Nay

Abstain

Agenda Item: _____

Aye

Nay

Abstain

Email completed forms to: sclcadmin@socallibraries.org



**Southern California Library Cooperative
Audit and Finance Committee Meeting**

**Wednesday, January 15, 2025
2:00 pm**

Virtual Meeting

Alternate Locations:

- Camarillo Public Library, 4101 Las Posas Road., Camarillo, CA 93010
- City of Calabasas Library, 200 Civic Center Way, Calabasas, CA 91302
- Commerce Public Library, 5655 Jillson St., Commerce, CA 90040
- Santa Monica Public Library, 601 Santa Monica Blvd., Santa Monica, CA 90401
- Torrance Public Library, 3301 Torrance Blvd., Torrance, CA 90503
- Ventura County Library, 5600 Everglades St., Suite A, Ventura, CA 93003

Minutes - draft

Attendance

- Bautista, Sonia – Commerce
- Cousin, Heather – Torrance
- Cuyugan, Erica – Santa Monica
- Lockwood, Barbara – Calabasas
- Nasr, Mandy – Camarillo
- Schram, Nancy – Ventura

Other

- Beck, Andy – SCLC
- Powers, Christine – SCLC
- Snodgrass, Nerissa – SCLC
- Walker, Wayne – SCLC

1. Opening Mandy Nasr
Meeting called to order at 2:04 pm.

2. Public Forum Mandy Nasr
Opportunity for any guest or member of the public to address the committee on any item of SCLC Audit and Finance Committee business. Three minutes per speaker on any Audit and Finance Committee-related business topic.
None

3. Consent Calendar Mandy Nasr

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 February 7, 2024, Audit and Finance Committee meeting
MSP (Schram/Bautista) to pass the Consent Calendar, without changes.
6 yes, 0 no, 0 abstain

4. Adoption of Agenda Mandy Nasr
The chair adopted the agenda without objection.
5. Budget Status Report FY2024/25 Andy Beck
(DISCUSSION)
Controller, Andy Beck, presented the Budget Status Report for fiscal year 2024/25, reflecting reconciled bank statements through November 30, 2024.
6. SCLC Investments Report Andy Beck
(DISCUSSION)
Controller, Andy Beck, presented the Investments report, reflecting the balance of the LAIF, U.S. Treasuries, and CEPPT accounts as of September 30, 2024.
7. Insurance Requirements Christine Powers
(ACTION)
MSP (Schram/Bautista) to recommend to the Administrative Council to direct staff to return with additional information regarding and insurance and risk management assessment of the organization.
8. Revenue Generation Mandy Nasr
(DISCUSSION)
The committee discussed alternative funding mechanisms for SCLC.
9. Adjournment Mandy Nasr
MS (Lockwood/Cousin) to adjourn meeting at 2:58 pm.



REPORT TO THE AUDIT & FINANCE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: March 5, 2025
FROM: Andy Beck, Controller

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

BACKGROUND: The Budget Status Report for Fiscal Year 2024/25 is attached for review and reflects reconciled bank statements through December 31, 2024.

For revenues, membership dues of \$241,103 were recorded as financial resources available for use. Other revenues include communication and delivery of \$659,850, system administration of \$36,102, fiscal and administrative revenues of \$111,226 and grant revenues of \$342,476, which were recorded as respective expenses were recognized.

Expenses include communications and delivery of \$659,850, personnel expenses of \$533,458, other administrative expenses of \$34,885, and grant expenses of \$254,554. These expenses do not reflect what was paid but amounts that were incurred.

As of December 31, 2024, the System has a deficit of \$21,504 and cash balance and investments total \$3,021,469.

FISCAL IMPACT: None

RECOMMENDATION: Informational item

EXHIBITS:

- a. Budget Status Report
- b. Bank Statements December 2024

Southern California Library Cooperative
 Budget Status Report
 December 31, 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	\$ 659,850	\$ 276,395	30%	70%	
CLSA system administration	139,900	72,204	36,102	36,102	50%	50%	
Fiscal and administration revenues	221,285	222,102	111,226	110,876	50%	50%	
Grant project revenues	1,918,829	590,002	254,554	335,448	57%	43%	
Grant indirect revenues	154,802	66,103	28,559	37,544	57%	43%	
Grant staffing revenues	167,702	71,014	59,363	11,651	16%	84%	
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	56,824	43,176	43%	57%	Reported quarterly
Other	1,867	1,000	72	928	93%	7%	
Total revenues	3,407,571	2,314,065	1,461,243	852,822	37%	63%	
Expenditures:							
CLSA baseline expenditures:							
Office supplies	6,977	8,500	1,820	6,680	79%	21%	
Duplication and photocopies	1,439	1,500	720	780	52%	48%	
E-Resources	321,638	811,305	592,400	218,905	27%	73%	
Contract services for delivery	63,026	70,000	32,772	37,228	53%	47%	Reliant
Contract services	19,250	20,565	19,788	777	4%	96%	Audit; GASB 75
Telecommunications	24,245	24,375	12,350	12,025	49%	51%	Internet; website; IT; Phone; VOIP; Zoom
Total CLSA baseline expenditures	436,575	936,245	659,850	276,395	30%	70%	
CLSA administration expenditures:							
Personnel							
Salary and wages	626,536	542,030	273,611	268,419	50%	50%	
Retirement benefits	60,668	58,591	29,295	29,296	50%	50%	
Unfunded pension liability	146,217	179,143	173,314	5,829	3%	97%	Discount with one time payment
Health insurance allotment	55,083	47,040	22,795	24,245	52%	48%	Health premium = 5,710 / SIP457 = 17,085
Health insurance - retired employees	44,973	34,326	26,688	7,638	22%	78%	
Dental and vision	5,236	4,053	2,028	2,025	50%	50%	Ameritas
Life insurance	1,554	1,190	606	584	49%	51%	Lincoln; Dearborn
Other personnel expenses	15,034	14,544	5,121	9,423	65%	35%	Payroll tax; Workers comp
Total personnel expenditures	955,301	880,917	533,458	347,459	39%	61%	
Other							
Payroll processing	6,950	500	446	54	11%	89%	Service ended July 2024
Accounting software	4,118	3,000	2,465	535	18%	82%	
Office space rent	25,716	21,000	10,080	10,920	52%	48%	
Insurance	2,373	2,500	1,203	1,297	52%	48%	
Travel/conference/meeting	8,075	10,000	1,141	8,859	89%	11%	
Membership dues	13,943	14,600	13,815	785	5%	95%	
Legal	6,560	5,000	4,920	80	2%	98%	
Other	2,015	1,500	815	685	46%	54%	
Total other expenditures	69,750	58,100	34,885	23,215	40%	60%	
Total CLSA administration expenditures	1,025,051	939,017	568,343	370,674	39%	61%	
Grant project expenditure	1,918,829	590,002	254,554	335,448	57%	43%	
Total expenditure	3,380,455	2,465,264	1,482,747	982,517	40%	60%	
Deficit of revenues over expenditures	\$ 27,116	\$ (151,199)	\$ (21,504)	\$ (129,695)	86%	14%	

Southern California Library Cooperative
Budget Status Report
December 31, 2024

SCLC ACCOUNT BALANCES

Chase	\$ 785,696
Local Agency Investment Fund	169,408
CA Employer's Pension Prefunding Trust	97,090
US Treasuries	<u>1,969,275</u>
Total	<u>\$ 3,021,469</u>

CLSA FUNDS

	FISCAL YEAR 2024-25			
	Beginning	Addition	Deletions	Ending
eMaterials	\$ -	\$ 224,189	\$ (3,262)	\$ 220,927
Contracted services	-	20,565	(19,788)	777
Telecommunications	-	15,931	(3,077)	12,854
Delivery	-	<u>28,137</u>	<u>-</u>	<u>28,137</u>
	<u>\$ -</u>	<u>\$ 288,822</u>	<u>\$ (26,127)</u>	<u>\$ 262,695</u>

	FISCAL YEAR 2023-24			
	Beginning	Addition	Deletions	Ending
eMaterials	\$ 445,532	\$ -	\$ (112,383)	\$ 333,149
Office supplies	10,000	-	(2,540)	7,460
Delivery	41,863	-	(32,772)	9,091
	<u>\$ 497,395</u>	<u>\$ -</u>	<u>\$ (147,694)</u>	<u>\$ 349,700</u>

	FISCAL YEAR 2022-23			
	Beginning	Addition	Deletions	Ending
eMaterials	\$ 337,103	\$ -	\$ (337,103)	\$ -
eLearning	64,196	-	(64,196)	-
Telecommunication	9,274	-	(9,274)	-
	<u>\$ 410,573</u>	<u>\$ -</u>	<u>\$ (410,573)</u>	<u>\$ -</u>

	FISCAL YEAR 2021-22			
	Beginning	Addition	Deletions	Ending
eMaterials	\$ 75,456	\$ -	\$ (75,456)	\$ -
	<u>\$ 75,456</u>	<u>\$ -</u>	<u>\$ (75,456)</u>	<u>\$ -</u>



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

November 30, 2024 through December 31, 2024

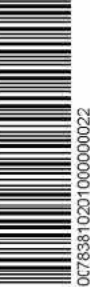
Account Number: [REDACTED]

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

00078381 DRE 703 210 00425 NNNNNNNNNN 1 00000000 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		\$563,394.51
Deposits and Additions	4	867,978.00
Checks Paid	5	-16,017.50
Electronic Withdrawals	21	-556,154.16
Fees	1	-10.00
Ending Balance	31	\$859,190.85

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
12/10	Remote Online Deposit 1	\$361,026.00
12/12	Orig CO Name:Jpmcc Orig ID:3133604093 Desc Date:Dec 24 CO Entry Descr:Banklink Sec:PPD Trace#:021000023142169 Eed:241212 Ind ID:031-05744-13 Ind Name:Southern California Li Red 912797Lp0 United Stat Es T 2024 Trn: 3473142169Tc	500,000.00
12/17	Remote Online Deposit 1	6,657.00
12/26	Zelle Payment From Martin Powers 23181904915	295.00
Total Deposits and Additions		\$867,978.00

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
1294 ^		12/17	\$3,438.00
1321 * ^		12/02	10,198.00
1322 ^		12/05	1,680.00
1323 ^		12/16	445.00



November 30, 2024 through December 31, 2024

Account Number: [REDACTED]

CHECKS PAID (continued)

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
1324 ^		12/17	256.50
Total Checks Paid			\$16,017.50

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
12/02	Orig CO Name:+Lincoln Nationa Orig ID:6203950959 Desc Date: CO Entry Descr:EDI Pymntssec:CCD Trace#:091000018854594 Eed:241202 Ind ID:Sxj7Klorqr Ind Name:Southern California Li Rmr*IV*910000112977251253444Ardis-P Re\ EDI Tr: 3378854594Tc	\$81.32
12/05	Orig CO Name:Intuit Payroll S Orig ID:1722616679 Desc Date:241205 CO Entry Descr:Quickbookssec:CCD Trace#:021000022717216 Eed:241205 Ind ID:953877419 Ind Name:Southern California Li Ervices 953877419 Tr: 3402717216Tc	14,272.39
12/05	Orig CO Name:Intuit Payroll S Orig ID:1722616679 Desc Date:241205 CO Entry Descr:Quickbookssec:CCD Trace#:021000022717215 Eed:241205 Ind ID:953877419 Ind Name:Southern California Li Ervices 953877419 Tr: 3402717215Tc	3,473.05
12/06	Orig CO Name:Irs Orig ID:3387702000 Desc Date:120624 CO Entry Descr:Usat taxpymtsec:CCD Trace#:061036019790739 Eed:241206 Ind ID:225474194228244 Ind Name:Southern California Li Trn: 3419790739Tc	5,173.78
12/06	Orig CO Name:Employment Devel Orig ID:2282533055 Desc Date:120524 CO Entry Descr:Edd Eftpmtsec:CCD Trace#:042000010540287 Eed:241206 Ind ID:1132517216 Ind Name:Southern California Li Payment Trn: 3410540287Tc	1,858.79
12/09	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1800 Sec:CCD Trace#:042000011426281 Eed:241209 Ind ID:7503917825 Ind Name:Southern California Li 100000017741444 Pab Trn: 3441426281Tc	5,472.40
12/10	12/10 Online ACH Payment 1154719744 To Scldelivery (_#####3792)	2,207.00
12/11	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000013181370 Eed:241211 Ind ID:7503917825 Ind Name:Southern California Li 100000017734180 Cur Trn: 3463181370Tc	2,020.45
12/11	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1900 Sec:CCD Trace#:011000023181377 Eed:241211 Ind ID:7503917825 Ind Name:Southern California Li 100000017754680 Irc Trn: 3463181377Tc	1,749.21
12/11	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000013181372 Eed:241211 Ind ID:7503917825 Ind Name:Southern California Li 100000017734218 Cur Trn: 3463181372Tc	1,524.52
12/11	Orig CO Name:Progent Corporat Orig ID:1273846756 Desc Date:241210 CO Entry Descr:8007939400Sec:CCD Trace#:091000013181375 Eed:241211 Ind ID:10209781585 Ind Name:Southern California Li 20241210060000Pgcach Trn: 3463181375Tc	275.00
12/13	Orig CO Name:Jpmcc Orig ID:3133604093 Desc Date:Dec 24 CO Entry Descr:Banklink Sec:PPD Trace#:021000025121199 Eed:241213 Ind ID:031-05744-13 Ind Name:Southern California Li Buy 500000 7381371 United Stat Es T 2024 Trn: 3485121199Tc	489,787.33

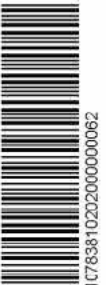


November 30, 2024 through December 31, 2024

Account Number: [REDACTED]

ELECTRONIC WITHDRAWALS (continued)

DATE	DESCRIPTION	AMOUNT
12/17	Orig CO Name: American Express Orig ID: 9493560001 Desc Date: 241217 CO Entry Descr: ACH Pmt Sec: CCD Trace#: 021000022593298 Eed: 241217 Ind ID: A5080 Ind Name: Christine Powers Am Trn: 3522593298Tc	582.36
12/19	Orig CO Name: Intuit Payroll S Orig ID: 1722616679 Desc Date: 241219 CO Entry Descr: Quickbookssec: CCD Trace#: 021000029183250 Eed: 241219 Ind ID: 953877419 Ind Name: Southern California Li Ervcis 953877419 Trn: 3549183250Tc	14,375.46
12/20	Orig CO Name: Irs Orig ID: 3387702000 Desc Date: 122024 CO Entry Descr: Usatxpymtsec: CCD Trace#: 061036014894586 Eed: 241220 Ind ID: 225475582266560 Ind Name: Southern California Li Trn: 3554894586Tc	3,869.78
12/20	Orig CO Name: Employment Devel Orig ID: 2282533055 Desc Date: 121924 CO Entry Descr: Edd Eftpmtsec: CCD Trace#: 042000015566268 Eed: 241220 Ind ID: 413863776 Ind Name: Southern California Li Payment Trn: 3555566268Tc	1,323.06
12/20	Orig CO Name: Mastercard Orig ID: 1465106539 Desc Date: CO Entry Descr: Payment Sec: Web Trace#: 091000015566270 Eed: 241220 Ind ID: 547544Xxxxx9920 Ind Name: BI Acct 00001010-10000 Trn: 3555566270Tc	200.08
12/24	12/24 Online ACH Payment 11156424671 To Scldelivery (#####3792)	2,614.00
12/26	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 3100 Sec: CCD Trace#: 042000013354143 Eed: 241226 Ind ID: 7503917825 Ind Name: Southern California Li 100000017734202 Cur Trn: 3613354143Tc	2,020.45
12/26	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 1900 Sec: CCD Trace#: 011000023354148 Eed: 241226 Ind ID: 7503917825 Ind Name: Southern California Li 100000017775330 Irc Trn: 3613354148Tc	1,749.21
12/26	Orig CO Name: Calpers Orig ID: 1946207465 Desc Date: CO Entry Descr: 3100 Sec: CCD Trace#: 042000013354145 Eed: 241226 Ind ID: 7503917825 Ind Name: Southern California Li 100000017734242 Cur Trn: 3613354145Tc	1,524.52
Total Electronic Withdrawals		\$556,154.16



FEES

DATE	DESCRIPTION	AMOUNT
12/04	Service Charges For The Month of November	\$10.00
Total Fees		\$10.00

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
12/02	\$553,115.19	12/10	879,993.78	12/17	886,572.41
12/04	553,105.19	12/11	874,424.60	12/19	872,196.95
12/05	533,679.75	12/12	1,374,424.60	12/20	866,804.03
12/06	526,647.18	12/13	884,637.27	12/24	864,190.03
12/09	521,174.78	12/16	884,192.27	12/26	859,190.85

SERVICE CHARGE SUMMARY

Monthly Service Fee	\$0.00
Other Service Charges	\$5.00
Total Service Charges	\$5.00 Will be assessed on 1/6/25



November 30, 2024 through December 31, 2024

Account Number: [REDACTED]

SERVICE CHARGE SUMMARY (continued)

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	2	Unlimited	0	\$0.40	\$0.00
Electronic Credits	1	Unlimited	0	\$0.40	\$0.00
Credits					
Non-Electronic Transactions	24	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	26	0	26	\$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 1/6/25)					\$5.00

ACCOUNT 000000529823372

Other Service Charges:

Electronic Credits

Electronic Items Deposited 2

Electronic Credits 1

Credits

Non-Electronic Transactions 24

Cash Management Services

Standard ACH Pmnts Initial Fee 2

Debit Block Maintenance 1

ACH Debit Block - Authorized ID 26

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.

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.

IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC FUNDS TRANSFERS: Contact us immediately if your statement is incorrect or if you need more information about any non-electronic funds transfers on this statement. For more details, see your deposit account agreement or other applicable agreements that govern your account.

JPMorgan Chase Bank, N.A. Member FDIC



REPORT TO THE AUDIT & FINANCE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: March 5, 2025
FROM: Andy Beck, Controller

SUBJECT: **SCLC Investments Report (DISCUSSION)**

INVESTMENTS: The Southern California Library Cooperative (SCLC) maintains investments in the California Local Agency Investment Fund (LAIF), U.S. Treasuries, and CalPERS Employer Prefunding Trust (CEPPT).

LAIF is a money market fund for government organizations and funds are liquid. U.S. Treasuries are debt obligations backed by the U.S. Department of Treasury. These investments total approximately \$2 million with maturity ranging from 3 months to 1 year. Finally, CEPPT is an investment fund managed by CalPERS for funding CalPERS' unfunded pension liabilities and is restricted for this specific purpose.

The investment overview reflects the balance of the LAIF, U.S. Treasuries, and CEPPT accounts as of December 31, 2024.

	<u>LAIF</u>	<u>U.S. Treasuries</u>	<u>CEPPT</u>	<u>Total</u>
Balance as of July 1, 2024	\$ 165,007	\$ 1,954,247	\$ 94,314	\$ 2,213,568
Invest / Reinvest	-	1,465,483	-	1,465,483
Withdrawal / Mature	-	(1,500,000)	-	(1,500,000)
Change in interest receivable	(102)	-	-	(102)
Interest revenue	3,957	27,753	-	31,710
Fair market adjustment	546	21,792	2,889	25,227
Administrative expenses	-	-	(113)	(113)
Balance as of December 31, 2024	<u>\$ 169,408</u>	<u>\$ 1,969,275</u>	<u>\$ 97,090</u>	<u>\$ 2,235,773</u>

FISCAL IMPACT: None

RECOMMENDATION: Informational item

EXHIBITS: None



REPORT TO THE AUDIT AND FINANCE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: March 5, 2025
FROM: Mandy Nasr, Chair

SUBJECT: **Revenue Generation (DISCUSSION)**

BACKGROUND: During the May 25, 2022, meeting, the Administrative Council directed the Audit & Finance Committee to:

1. Explore alternative funding mechanisms for SCLC and report back to the Administrative Council; and
2. Work with, support, and assist SCLC staff as they seek out and apply for funding opportunities.

Through discussions and recommendations that were generated by this Committee, two revenue generating initiatives have been implemented for FY 2023/24: an increase in membership dues and investment income that will be generated via Certificate of Deposit accounts. Staff has also made considerable efforts to decrease expenditures over FY 2023/24 and FY 2024/25.

The Audit and Finance Committee is welcome to continue discussing and planning an approach to explore additional alternate funding sources, and report back to the Administrative Committee as needed. This will remain a standing item on the agenda, as requested by the Committee, until directed otherwise.

FISCAL IMPACT: None

RECOMMENDATION: Informational item

EXHIBITS: None