



EXECUTIVE COMMITTEE MEETING

Thursday, December 14, 2023

9:00 am – 10:00 am

Hybrid meeting

On Site:

Riverside Main Library Community Room
3900 Mission Inn, Riverside, CA 92501

Via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/88090905670?pwd=L25rRmcrUXJzZDlEdERsL3ZOQ0dyUT09>

Meeting ID: 880 9090 5670

Passcode: 607711

Alternate Meeting Locations:

Hemet Public Library, 300 E. Latham Ave., Hemet, CA 92543
Palm Springs Public Library, 300 S. Sunrise Way, Palm Springs, CA 92262

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 September 14, 2023, Executive Committee meeting
4. Adoption of the Agenda Erin Christmas
5. Budget Status Report for FY 2023/24 Andy Beck
(DISCUSSION)



- | | |
|---|--------------------------------|
| 6. Banking Status and Reconsideration of Financial Authority
(ACTION) | Christine Powers/
Andy Beck |
| 7. Consideration of New System Member: Palm Desert Public Library
(ACTION) | Christine Powers |
| 8. Inland Library System Delivery Services
(DISCUSSION) | Christine Powers |
| 9. Other | Erin Christmas |
| 10. Adjournment | Erin Christmas |



ACTION ITEMS

Meeting: _____ Inland Executive Committee Meeting _____

Date: _____ December 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

EXECUTIVE COMMITTEE MEETING

Thursday, September 14, 2023

9:00 – 10:00 am

Hybrid meeting

On Site:

**Anthony Munoz Community Center
1240 W. Fourth St. Ontario, CA 91762**

Alternate Meeting Locations:

Hemet Public Library, 300 E. Latham Ave., Hemet, CA 92543

Palm Springs Public Library, 300 S. Sunrise Way, Palm Springs, CA 92262

San Bernardino County Library, 268 W. Hospitality Lane, 3rd Floor, Suite 301,
San Bernardino, CA 92415-0035

Minutes draft

Attendance

Caines, Kathye – Hemet

Kays, Jeannie – Palm Springs

Orosco, Melanie – San Bernardino County

Other

Beck, Andy – SCLC

Powers, Christine – SCLC

Walker, Wayne - SCLC

Absent

Christmas, Erin – Riverside Public

Espinosa, Aaron – Rancho Mirage

1. Call to Order and Roll Call
 - a. Welcome/IntroductionsMeeting called to order at 9:01am.

Melanie Orosco

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

Melanie Orosco

3. Consent Calendar Melanie Orosco
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, Executive Committee meeting.
MSP (Caines/Kays) to approve the Consent Calendar, as presented.
3 yes, 0 no, 0 abstain

4. Adoption of the Agenda Melanie Orosco
Chairs adopts the Agenda, without objection.

5. Budget Status Reports Andy Beck
The Budget Status Report for FY2022/23 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 reflects reconciled bank statement through July 31, 2023. No unexpected expenditures were noted.

6. Authority for Financial Institutions Christine Powers/Andy Beck
MSP (Caines/Kays) to 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.
3 yes, 0 no, 0 abstain

7. Executive Committee Election Result Melanie Orosco
Jeannie Kays is the newly elected Member-at-Large for the Executive Committee.

8. Inland Interest Groups Shawn Thrasher
MSP (Kays/Caines) to recommend formation of interest groups, as presented in report.
3 yes, 0 no, 0 abstain

9. Other Melanie Orosco
None.

10. Adjournment Melanie Orosco
MSP (Kays/Caines) to adjourn meeting at 9:25am.



EC Agenda Item 05

DATE: December 14, 2023
TO: Inland Executive Committee
FROM: Andy Beck, Controller – Inland/SCLC

SUBJECT: **Budget Status Report for FY 2023/24 (DISCUSSION)**

BACKGROUND: The Budget Status Report for FY 2023/24 is attached for review and reflects reconciled bank statement through October 31, 2023.

Financial highlights for revenues include the receipt of membership dues of 41%. For expense, the System incurred County Fees from San Bernardino County totaling \$1,886. These fees result from the Countywide Cost Allocation Plan (COWCAP) which San Bernardino County charges for being part of their system. The System terminated its financial account in August 2022; however, COWCAP is two years in arrears and COWCAP charges are expected through fiscal year 2024/25.

The budget for other program expenses totals \$34,260, which can be used as recommended by the Administrative Council.

FISCAL IMPACT: None

RECOMMENDATION: Information

EXHIBITS:

1. Budget Status Report for FY 2023/24

	<u>FY23/24</u> <u>Budget</u>	<u>Prior Year</u> <u>Actuals</u>	<u>FY23/24</u> <u>Actuals</u>	<u>Balance</u>	<u>%</u> <u>Unrealized</u>	<u>%</u> <u>Realized</u>	<u>Notes</u>
REVENUE							
CLSA Communications & Delivery	\$ 299,065	\$ 305,461	\$ 64,454	\$ 234,611	78%	22%	Expected to be received in Dec 2023
CLSA System Administration	74,767	74,937	24,922	49,845	67%	33%	Expected to be received in Dec 2023
Membership Dues	50,188	50,282	50,188	-	0%	100%	41% collected
Total revenues	\$ 424,020	\$ 430,680	\$ 139,564	\$ 284,456	67%	33%	
EXPENDITURES							
Communications and delivery							
Delivery	\$ 27,000	\$ 26,906	\$ 9,037	\$ 17,963	67%	33%	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	-	-			Biennial audit
Office supplies	3,169	-	1,056	2,113	67%	33%	Reimburse expenses
Telecommunications	11,730	7,958	1,887	9,843	84%	16%	Reimburse expenses/Member internet
Total communication and delivery	299,065	305,461	64,453	234,612	78%	22%	
Other programs	34,260	-	-	34,260	100%	0%	TBD
Administration							
Administration expense	74,767	87,984	26,808	47,959	64%	36%	SCLC / SBC
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	32,548	48,447	60%	40%	
Total expenditures	\$ 414,320	\$ 395,295	\$ 97,001	\$ 317,319	77%	23%	
SURPLUS (DEFICIT)	\$ 9,700	\$ 35,385	\$ 42,563	\$ (32,863)	-339%	439%	

ACCOUNT BALANCES

U.S. Bank \$ 573,141

CLSA FUNDS

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

	<u>FISCAL YEAR 2023-24</u>			
	<u>Beginning</u>	<u>Addition</u>	<u>Deletions</u>	<u>Ending</u>
E-Resources	\$ -	\$ 263,234	\$ (52,473)	\$ 210,761
Delivery	526	27,000	(9,037)	18,489
Telecommunications	-	5,662	(1,887)	3,775
Office supplies	-	3,169	(1,056)	2,113
	<u>\$ 526</u>	<u>\$ 299,065</u>	<u>\$ (64,453)</u>	<u>\$ 235,138</u>



EC Agenda Item 06

DATE: December 14, 2023
TO: Inland Executive Committee
FROM: Christine Powers, Executive Director – Inland/SCLC
Andy Beck, Controller – Inland/SCLC

SUBJECT: Banking Status and Reconsideration of Financial Authority (ACTION)

BACKGROUND: At the last meeting of the Inland Library System in September, Council members approved a motion to authorize staff to open a new account with JP Morgan Chase, transfer all funds from its existing Bank of America account to its new JP Morgan Chase account, and close Inland's Bank of America account. The motion also continued authorization of signature authority of Inland's bank account for the following individuals: Christine Powers, Executive Director; Erin Christmas, Chair; and Nerissa Snodgrass, Project Manager.

The process to establish a new account with JP Morgan Chase is underway, and the process should be completed soon. The Bank of America account will remain open until the new account is established and all funds have been transferred.

As mentioned above, the Administrative Council has granted financial authority to two members of SCLC staff, as well as the System's Chair. In order to obtain financial authority, each individual who will be added to the bank account must provide their name, address, social security number, a copy of their driver's license (or some other form of official identification, such as a passport), as well as a secondary form of identification. This information is collected by the bank and is not, at any point, collected by or provided to Inland/SCLC staff members.

While having Council Members on bank accounts has been a practice for Inland and for the other four cooperatives that staff serves for several years, there does not seem to be any sort of legal requirement for this practice. In reviewing the system's JPA and Bylaws, there is no explicit requirement for Council Members to be authorized signers on any financial accounts. Furthermore, when reviewing the duties of the Chair in the Bylaws, there is no mention of financial authority for this position.

Having members of the Administrative Council on Inland's bank account is likely an effort to increase transparency, but it also poses some drawbacks. First, it puts pressure on Council Members to disclose financial information that they may not be comfortable sharing, especially as they are probably not required to provide this information in the course of their work in their respective library systems. Secondly, while the process will be much easier with Chase, it does create additional work to switch members on and off

the account: for the Administrative Council to vote on, for staff to draft the appropriate communications/reports and to coordinate the changes with the bank, and for the bank itself to make these changes on a biennial basis. Finally, having additional members on the account who are not under Inland's authority does pose a liability.

The current practice of having the Chair as an authorized signer on the account could continue, but staff wanted to bring this item up for discussion with the Administrative Council. Should there be a desire to discontinue having Council Members on bank accounts, other transparency measures can be implemented, such as providing bank statements during budget status reports.

FISCAL IMPACT: None

RECOMMENDATION: Should the Administrative Council wish to reconsider having Council Members as authorized signers on Inland's bank account, a recommendation can be made to discontinue the practice of having Council Members on the accounts. Authorized signers on the account would remain with the Executive Director and Project Manager, and would add the Deputy Director as backup.

EXHIBITS: None



EC Agenda Item 07

DATE: December 14, 2023
TO: Inland Executive Committee
FROM: Christine Powers, Executive Director – Inland/SCLC

SUBJECT: **Consideration of New System Member: Palm Desert Public Library (ACTION)**

BACKGROUND: The Inland Library System (Inland) was established as a Joint Powers Authority (JPA) in 1966 to improve and coordinate the public library functions between San Bernardino County and the City of Colton. Since then, the JPA has expanded to include 19 member libraries located in Inyo, San Bernardino, and Riverside counties. Earlier this year, the Palm Desert City Council passed Resolution 2023-047, stating its intent to withdraw from the Riverside County Library System, and establish its own public library, effective July 1, 2024. On November 16, 2023, the Palm Desert City Council passed Resolution 2023-054, authorizing Palm Desert Public Library to join the Inland Library System, which is included as Exhibit A of this report.

Inland's JPA allows new members to be added and existing members to withdraw without the need for an amendment. The Second Amendment to the Joint Exercise of Powers Agreement dated May 4, 1970 (included as Exhibit B), evidenced the System's desire to expedite the procedure by which new members are added. The Second Amendment added Provision 9, which states that members may join upon approval of a majority vote of the System's Executive Committee. In addition, new members are required to execute the JPA and agree to the Plan of Service adopted by the System's members. Provision 9 further states that, "...joinder to the System shall be contingent upon the State of California funds for a Public Library Services System Grant being approved by the State Librarian...at the time of said public entity's application for joinder to said System."

According to Inland's Bylaws, each library jurisdiction which is a member of the System shall be entitled to one representative on the Administrative Council. That representative shall be the head librarian of the jurisdiction represented. The Director of Library Services for Palm Desert Public Library is Dr. Gary Shaffer, who would serve as an Administrative Council member should Palm Desert be added as a member.

Upon approval of Palm Desert's membership to Inland by the Executive Committee and the Administrative Council, consideration of this addition will go before the California Library Services Board (CLSB) for their approval. If the CLSB approves Palm Desert's membership at their next meeting in February, Palm Desert will be able to be included in the count for California Library Services Act (CLSA) funds effective July 1, 2024.

Once the CLSB approves Palm Desert's membership, and Palm Desert executes the JPA, Inland's Bylaws can be amended at a future meeting to reflect Palm Desert as a member of the system.

FISCAL IMPACT: The addition of Palm Desert as a new member of the Inland Library System would not have a financial impact on the System's finances. Any dues collected from Palm Desert would be offset by the reduction in membership dues from Riverside County. Staff also confirmed that there would be no additional costs associated with adding Palm Desert to Inland's existing CloudLibrary account.

RECOMMENDATION: Consider approving Palm Desert as a new member of the Inland Library System, effective July 1, 2024.

EXHIBIT:

- a. City of Palm Desert Resolution No. 2023-054
- b. Second Amendment to Joint Powers Agreement

RESOLUTION NO. 2023-054

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM DESERT, CALIFORNIA, REQUESTING TO JOIN THE INLAND LIBRARY SYSTEM, A JOINT POWERS AUTHORITY LIBRARY COOPERATIVE, AS OF JULY 1, 2024.

WHEREAS, the City Council previously adopted Resolution 2023-047 stating its intent to withdraw from the Riverside County Library System; and

WHEREAS, the Riverside County Library System has been a member of the Inland Library System (ILS) since June 28, 1977; and

WHEREAS, the City Council wishes for its residents to maintain access to all services rendered by ILS and for the Palm Desert Library to be eligible for future State of California and federal funding.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Palm Desert, California, as follows:

SECTION 1. That the foregoing Recitals are true and correct and are incorporated herein by this reference.

SECTION 2. The City Council of the City of Palm Desert hereby approves a request to the administrative council of the ILS to join the ILS, as of July 1, 2024, and in return for our ongoing annual dues, be allowed to participate in the administrative council and be afforded all privileges of membership.

SECTION 3. The City Council hereby directs staff to provide a copy of this executed Resolution to the administrator of the ILS and attend the December 14, 2023, meeting of the ILS in the City of Riverside in order petition for our membership, on behalf of the City Council, and answer any questions of the ILS administrative council members.

SECTION 4. This Resolution shall take effect immediately upon adoption.

SECTION 5. The City Clerk shall certify passage of this Resolution.

ADOPTED ON NOVEMBER 16, 2023.

DocuSigned by:
Kathleen Kelly
382E74C11AC0434...
KATHLEEN KELLY
MAYOR

ATTEST:

DocuSigned by:
Anthony J. Mejia
8063A180723D437...
ANTHONY J. MEJIA
CITY CLERK

I, Anthony J. Mejia, City Clerk of the City of Palm Desert, hereby certify that Resolution No. 2023-054 is a full, true, and correct copy, and was duly adopted at a regular meeting of the City Council of the City of Palm Desert on November 16, 2023, by the following vote:

AYES: HARNIK, NESTANDE, QUINTANILLA, TRUBEE, AND KELLY
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE
RECUSED: NONE

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Palm Desert, California, on 11/17/2023.

DocuSigned by:
Anthony J. Mejia
8063A189723D437

ANTHONY J. MEJIA
CITY CLERK

EXHIBIT "B"

SECOND AMENDMENT TO JOINT POWERS AGREEMENT

This Second Amendment to the Joint Powers Agreement entered into between the CITY OF SAN BERNARDINO, the CITY OF COLTON, the CITY OF UPLAND, the CITY OF ONTARIO, the CITY OF CORONA, the CITY OF RIVERSIDE, and the COUNTY OF SAN BERNARDINO, which are political bodies corporate and politic, and desire to amend the Joint Powers Agreement entered into on March 7, 1967.

W I T N E S S E T H:

WHEREAS, a Joint Powers Agreement was executed on March 7, 1967, between the County of San Bernardino, the City of San Bernardino, the City of Colton, the City of Upland, for the purpose of forming a cooperative library system known as the Inland Library System, and

WHEREAS, said agreement was amended in December of 1967 to add the cities of Ontario and Corona as members of said system, and

WHEREAS, the parties to this agreement desire to amend the Joint Powers Agreement to permit the City of Riverside to become a member of the Inland Library System,

NOW, THEREFORE, the parties hereto agree that the City of Riverside may become a member of the Inland Library System upon its execution of the above mentioned Joint Powers Agreement and that thereupon, each party hereto ratifies and affirms said agreement and the Amendments thereto and shall be bound thereby to the same extent as if each had executed or re-executed the said agreement.

NOW, THEREFORE, the parties hereto also agree that Provision 9 shall be added to said Joint Powers Agreement to read as follows:

- "9. Upon approval by majority vote of the total voting members of the Executive Committee of said System, any public entity shall be permitted to join said Inland Library System upon its execution of the said Joint Powers Agreement, as amended, and its further agreement to the Plan of Service as agreed upon by all parties to said Joint Powers Agreement; provided, however, that said permission as to joinder to the System shall be contingent upon the State of California funds for a Public Library Services System Grant being approved by the State Librarian or contingent on the provision by said applicant public entity to said Inland Library System of an amount of money equal to the

proposed Public Library Services System Grant, which is available at the time of said public entity's application for joinder to said System."

IN WITNESS WHEREOF, each public agency has caused this instrument to be executed by its respective officials as duly authorized by the legislative bodies thereof.

Dated this 4th day of May, 1970

ATTEST: V. DENNIS WARDLE,
County Clerk and Ex-officio
Clerk of Board of Supervisors

V. Dennis Wardle
Deputy

COUNTY OF SAN BERNARDINO 29

Ruben S. Avala
RUBEN S. AVALA, Chairman
Board of Supervisors

Dated: October 15, 1969

ATTEST: Jack B. Fulton
City Clerk

CITY OF SAN BERNARDINO
Al C. Baller

Dated: 39, 1969

ATTEST: Elizabeth J. Davis
City Clerk

CITY OF COLTON
Elizabeth J. Davis

Dated: November 7, 1969

ATTEST: Robert K. Carpenter
City Clerk

CITY OF UPLAND
George M. Rubin

Dated: November 17, 1969

ATTEST: Blenda M. Neundorff
City Clerk

CITY OF CORONA
Tom Baller

Dated: January 19, 1970, 1969

ATTEST: Virginia J. Strickland
City Clerk

CITY OF RIVERSIDE
Carl Lewis

Dated: March 31, 1970, 1969

ATTEST: Paul Taylor
City Clerk

CITY OF ONTARIO
Paul Taylor Mayor

Dated: April 21, 1970

APPROVED AS TO FORM
John Wood
CITY ATTORNEY

RESOLUTION NO. 3004

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A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLTON AUTHORIZING THE EXECUTION OF A SECOND AMENDMENT TO AGREEMENT BETWEEN THE COUNTY OF SAN BERNARDINO, THE CITY OF SAN BERNARDINO AND THE CITIES OF COLTON, UPLAND, ONTARIO, CORONA AND RIVERSIDE RELATING TO THE ADMISSION OF RIVERSIDE TO THE COOPERATIVE LIBRARY SYSTEM.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLTON AS FOLLOWS:

SECTION 1. The Mayor of the City of Colton is hereby authorized and directed to execute on behalf of said City a Second Amendment to Agreement between the County of San Bernardino, the City of San Bernardino and the Cities of Colton, Upland, Ontario, Corona and Riverside relating to the admission of Riverside to the cooperative library system, a copy of which is attached hereto, marked Exhibit "A" and referred to and made a part hereof as fully as though set forth at length.


PASSED, ADOPTED AND APPROVED this 4th day of November, 1969.

WILFRED E. KANEY
WILFRED E. KANEY
Mayor

ATTEST:

ELIZABETH DAVIS
ELIZABETH DAVIS
City Clerk

Certified to be a true, full and correct copy of Resolution No. 3004.


ELIZABETH DAVIS
City Clerk.

RESOLUTION NO. 3710

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORONA, STATE OF CALIFORNIA, APPROVING AND AUTHORIZING THE EXECUTION OF A SECOND AMENDMENT TO AGREEMENT BETWEEN THE COUNTY OF SAN BERNARDINO, THE CITY OF SAN BERNARDINO AND THE CITIES OF COLTON, UPLAND, ONTARIO, CORONA AND RIVERSIDE RELATING TO THE ADMISSION OF RIVERSIDE TO THE COOPERATIVE LIBRARY SYSTEM

BE IT RESOLVED by the City Council of the City of Corona, in adjourned regular session assembled this 19th day of January, 1970, that it hereby approves the execution of the Second Amendment to Agreement between the County of San Bernardino, the City of San Bernardino and the Cities of Colton, Upland, Ontario, Corona and Riverside relating to the admission of Riverside to the Cooperative Library System, a copy of which is attached hereto, marked Exhibit "B" and referred to and made a part hereof as fully as though set forth at length, and hereby authorizes the Mayor to execute on behalf of the City of Corona said Second Amendment and directs the City Clerk to attest to such execution.

ADOPTED this 19th day of January, 1970.

Tom Bollew

Mayor of the City of Corona, California

ATTEST:

Blenda M. Neundorf

City Clerk

I, BLENDA M. NEUENDORF, City Clerk of the City of Corona, California, do hereby certify that the foregoing resolution was regularly introduced and adopted by the City Council of the City of Corona, California, at an adjourned regular meeting thereof held on Monday, January 19, 1970, by the following vote of the Council:

AYES: COUNCILMEN BLANDI, BOLLERO, HART, PARKER, RUST
NOES: NONE
ABSENT: NONE

IN WITNESS WHEREOF, I have hereunto set my hand and
affixed the official seal of the City of Corona, California,
this 19th day of January, 1970.

Blenda M. Neuendorf

City Clerk of the City of Corona, California.

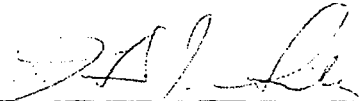
~~ONTARIO~~

RESOLUTION NO. 6863

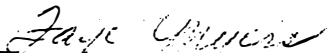
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ONTARIO, CALIFORNIA, APPROVING AND AUTHORIZING THE EXECUTION OF A SECOND AMENDMENT TO AGREEMENT, BETWEEN THE COUNTY OF SAN BERNARDINO, AND THE CITIES OF COLTON, CORONA, ONTARIO, RIVERSIDE, SAN BERNARDINO, AND UPLAND TO PERMIT THE ADMISSION OF THE CITY OF RIVERSIDE TO THE INLAND LIBRARY SYSTEM

BE IT RESOLVED by the City Council of the City of Ontario, California, that it hereby approves the Second Amendment to Joint Powers Agreement, between the County of San Bernardino, and the cities of Colton, Corona, Ontario, Riverside, San Bernardino, and Upland, to permit the admission of the City of Riverside to the Inland Library System, and hereby authorizes the Mayor to sign on behalf of the City of Ontario and the City Clerk to attest said Second Amendment to Joint Powers Agreement.


APPROVED and ADOPTED this 21st day of April, 1970.


Howard J. Snider, Mayor of the
City of Ontario, California

ATTEST:


Faye Myers, City Clerk of
the City of Ontario, California

I HEREBY CERTIFY that the foregoing resolution was duly and regularly passed and adopted by the City Council of the City of Ontario, California, at a regular meeting thereof held on the 21st day of April, 1970.


City Clerk of the City of Ontario,
California




RESOLUTION NO. 6863

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ONTARIO, CALIFORNIA, APPROVING AND AUTHORIZING THE EXECUTION OF A SECOND AMENDMENT TO AGREEMENT, BETWEEN THE COUNTY OF SAN BERNARDINO, AND THE CITIES OF COLTON, CORONA, ONTARIO, RIVERSIDE, SAN BERNARDINO, AND UPLAND TO PERMIT THE ADMISSION OF THE CITY OF RIVERSIDE TO THE INLAND LIBRARY SYSTEM

BE IT RESOLVED by the City Council of the City of Ontario, California, that it hereby approves [the Second Amendment to Joint Powers Agreement, between the County of San Bernardino, and the cities of Colton, Corona, Ontario, Riverside, San Bernardino, and Upland, to permit the admission of the City of Riverside to the Inland Library System,] and hereby authorizes the Mayor to sign on behalf of the City of Ontario and the City Clerk to attest said Second Amendment to Joint Powers Agreement.

APPROVED AND ADOPTED this 21st day of April, 1970.

I HEREBY CERTIFY that the foregoing resolution was duly and regularly passed and adopted by the City Council of the City of Ontario, California, at a regular meeting thereof held on the 21st day of April, 1970.



City Clerk of the City of Ontario,
California

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RESOLUTION NO. 11464

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVERSIDE, CALIFORNIA, APPROVING AND AUTHORIZING THE EXECUTION OF A SECOND AMENDMENT TO AGREEMENT BETWEEN THE COUNTY OF SAN BERNARDINO AND THE CITIES OF SAN BERNARDINO, COLTON, UPLAND, ONTARIO, CORONA AND RIVERSIDE, RELATING TO THE ADMISSION OF THE CITY OF RIVERSIDE TO THE COOPERATIVE LIBRARY SYSTEM.

BE IT RESOLVED by the City Council of the City of Riverside that it hereby approves the execution of the Second Amendment to Agreement between the County of San Bernardino, the City of San Bernardino and the Cities of Colton, Upland, Ontario, Corona and Riverside relating to the admission of the City of Riverside to the Cooperative Library System, a copy of which is attached hereto, marked Exhibit "B" and referred to and made a part hereof as fully as though set forth at length, and hereby authorizes the Mayor to execute on behalf of the City of Riverside said Second Amendment and directs the City Clerk to attest to such execution.

ADOPTED by the City Council and signed by the Mayor and attested by the City Clerk this 24th day of March, 1970

ART PICK
Mayor of the City of Riverside
Pro Tempore

Attest:

VIRGINIA J. STROHECKER (SEAL)
City Clerk of the City of Riverside

1 I, Virginia J. Strohecker, City Clerk of the City of
2 Riverside, California, hereby certify that the foregoing
3 resolution was duly and regularly introduced and adopted by
4 the City Council of said City at its meeting held on the 24th
5 day of March, 1970, by the following vote, to wit:

6 Ayes: Councilmen Holcomb, Sotelo, Pick, Younglove, Belding
7 and Digati.

8 Noes: Councilman Betz.

9 Absent: None.

10 IN WITNESS WHEREOF I have hereunto set my hand and
11 affixed the official seal of the City of Riverside, California,
12 this 24th day of March, 1970.

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16 (SEAL) VIRGINIA J. STROHECKER
17 City Clerk of the City of Riverside

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21 I, Virginia J. Strohecker, City Clerk of the City of Riverside,
22 California, do hereby certify that the foregoing is a true and correct
23 copy of Resolution No. 11464, which was adopted on March 24, 1970.

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25 Virginia J. Strohecker
26 City Clerk of the City of Riverside

**Minute Record of the Board of Supervisors of
San Bernardino County, California**

Acting on the recommendation of Dorothy Traver, County Librarian, the Board, on motion of Supervisor Betterley, duly seconded by Supervisor Smith, and carried, hereby approves the second amendment to the Joint Powers Agreement to permit admission of the City of Riverside to the Inland Library System.

By the same motion, the Board authorizes its Chairman to sign said Second Amendment to Joint Powers Agreement, indicating this Board's acceptance of the terms and conditions therein contained.

PASSED AND ADOPTED by the Board of Supervisors of the County of San Bernardino, State of California, by the following vote:

AYES: SUPERVISORS: Betterley, Beckord, Smith, Ayala
NOES: SUPERVISORS: None
ABSENT: SUPERVISORS: Mikesell

* * * * *

STATE OF CALIFORNIA
COUNTY OF SAN BERNARDINO ss.

I, V. DENNIS WARDLE, County Clerk and ex-officio Clerk of the Board of Supervisors of San Bernardino County, California, hereby certify the foregoing to be a full, true and correct copy of the record of the action taken by said Board of Supervisors, by vote of the members present, as the same appears in the Official Minutes of said Board of its meeting of

May 4, 1970

Dated: May 5, 1970

V. DENNIS WARDLE
County Clerk and ex-officio
Clerk of said Board.

By J. Genewell
Deputy

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RESOLUTION NO. 0769

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE CITY OF SAN BERNARDINO AUTHORIZING THE EXECUTION OF A SECOND AMENDMENT TO AGREEMENT BETWEEN THE COUNTY OF SAN BERNARDINO, THE CITY OF SAN BERNARDINO AND THE CITIES OF COLTON, UPLAND, ONTARIO, CORONA AND RIVERSIDE RELATING TO THE ADMISSION OF RIVERSIDE TO THE COOPERATIVE LIBRARY SYSTEM.

BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF SAN BERNARDINO AS FOLLOWS:

SECTION 1. The Mayor of the City of San Bernardino is hereby authorized and directed to execute on behalf of said City a Second Amendment to Agreement between the County of San Bernardino, the City of San Bernardino and the Cities of Colton, Upland, Ontario, Corona and Riverside relating to the admission of Riverside to the cooperative library system, a copy of which is attached hereto, marked Exhibit "A" and referred to and made a part hereof as fully as though set forth at length.

I HEREBY CERTIFY that the foregoing resolution was duly adopted by the Mayor and Common Council of the City of San Bernardino at a an adjourned regular meeting thereof held on the 14th day of October, 1969 by the following vote, to wit:

- AYES: Councilmen Steenblock, Katsnel, Hammarick,
- Lubin, Gregory, Amendt
- NOES: None
- ABSENT: Councilman Wheeler

Jack D. Fralton
City Clerk

The foregoing resolution is hereby approved this 15th day of October, 1969.

al C. B. Kelly
Mayor of the City of San Bernardino

Approved as to form:
Robert H. Prince
City Attorney

OCT 17 1969
JACK D. FRALTON, City Clerk

RESOLUTION NO. 2218

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UPLAND AUTHORIZING EXECUTION OF AMENDMENT TO AGREEMENT BETWEEN THE COUNTY OF SAN BERNARDINO AND OTHER CITIES RELATING TO THE ADMISSION OF THE CITY OF RIVERSIDE TO THE COOPERATIVE LIBRARY SYSTEM

WHEREAS, the Council of the City of Upland has approved the Inland Library System in order to extend and improve the respective over-all services and standards, and

WHEREAS, the Executive Committee of the Inland Library System has received from the City of Riverside a request that it be admitted to the cooperative library system, and desire that their request for admission be granted.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Upland does hereby approve an amendment to the joint powers agreement for the cooperative library system between the County of San Bernardino, City of Colton, the City of San Bernardino, the City of Upland, the City of Corona and City of Ontario, admitting and adding to said cooperative library system the City of Riverside.

BE IT FURTHER RESOLVED that the mayor be and is hereby authorized to sign said amendment to the said agreement and the City Clerk to attest to same.

ADOPTED AND APPROVED this 17th day of November, 1969.

/s/ George M. Gibson

MAYOR OF THE CITY OF UPLAND

ATTEST:

/s/ Doreen K. Carpenter

DOREEN K. CARPENTER, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss.
CITY OF UPLAND)

I, Doreen K. Carpenter, City Clerk of the City of Upland, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2218 of said City which was passed at a regular meeting of said Council held on the 17th day of November, 1969, by the following vote:

AYES: Christensen, Gibson, Hawkins, Rossitter

NOES: None ABSENT: Stone



CITY CLERK OF THE CITY OF UPLAND



EC Agenda Item 08

DATE: December 14, 2023
 TO: Inland Executive Committee
 FROM: Christine Powers, Executive Director – Inland/SCLC

SUBJECT: Inland Library System Delivery Services (ACTION)

BACKGROUND: As part of its cooperative activities, the Inland Library System maintains delivery services amongst its members. This vital service assists member libraries in maintaining their ability to satisfy patron demand efficiently and effectively.

For the past several years, Kergyl Books, owned and operated by Tom Cargile, has served as Inland’s courier, delivering books to almost all member libraries. Last month, staff were notified, and in turn, notified the Administrative Council that Kergyl Books would cease its operations effective November 17.

Service is based on the volume of materials moved and cost per item, which compares favorably to that of the postal service and other major carriers. Inland budgeted \$27,000 for courier delivery this fiscal year. As of October 31, 2023, Inland has been billed \$11,268.72 for delivery services. A table breaking down delivery statistics, along with costs, by month, is provided below:

MONTH	IN	OUT	STOPS	MILEAGE	AMOUNT
July	212	139	52	1,726	\$2,118.53
August	283	233	56	1,774	\$2,225.97
September	315	295	61	1,992	\$2,463.76
October	284	293	56	1,778	\$2,228.59
November	295	286	56	1,783	\$2,231.87
TOTAL	1,389	1,246	281	9,053	\$11,268.72

Given the sudden news, member libraries were asked to temporarily utilize USPS, UPS, or any other preferred method to coordinate delivery of books to the main branch of member libraries. Any delivery costs incurred are being reimbursed by the system using a reimbursement form that was provided to all members via email.

At this time, members may consider how to proceed with resolving this issue. One option would be to issue a Request for Proposals (RFP) for systemwide delivery services. Should this option be selected, the current temporary delivery system in place would continue for a few months until the RFP is drafted, issued, and a vendor is selected/onboarded. Additionally, given some information staff have about other

cooperatives' delivery services, an increase in delivery costs is anticipated should a new vendor be selected.

The current process of each member library to seek reimbursement for delivery services could continue. This process does place a burden on the staff of member libraries, as well as on internal system staff, to request and fulfill reimbursement requests. It also creates additional work for member library staff to package and send out books. At this time, a total cost estimate for this service cannot be provided, as each system uses different means of delivery, and only a couple of reimbursement requests have been received to date.

Another option would be for member libraries that have the capability and capacity to assist with delivery services systemwide.

FISCAL IMPACT: Dependent on direction provided by the Administrative Council.

RECOMMENDATION: Staff respectfully requests direction on how to move forward with systemwide delivery services, either via an RFP, maintaining the current reimbursement process, or another solution to secure permanent delivery services for Inland Library System.

EXHIBIT: None



Inland Meeting Schedule FY 2023/24
Adopted May 11, 2023

Thursday, September 14, 2023

9am Executive
10am Administrative
Ontario

Thursday, December 14, 2023

9am Executive
10am Administrative
Riverside Public

Thursday, March 14, 2024

9am Executive
10am Administrative
Rancho Mirage

Thursday, May 9, 2024

9am Executive
10am Administrative
Riverside Public, Arlington