



Serra Cooperative Library System  
c/o SCLC ▪ 222 E. Harvard St. ▪ Glendale, CA 91205  
Phone: 626-359-6111  
www.serralib.org

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**ADMINISTRATIVE COUNCIL MEETING**

**Thursday, August 15, 2024**

**11:00 am – 1:00 pm**

**Meeting Location:**

**Coronado Public Library**

**640 Orange Ave, Coronado, CA 92118**

**Alternate Meeting Locations:**

Imperial County Free Library Headquarters, 1331 S. Clark Rd., El Centro, CA 92243

Imperial Public Library, 200 W. 9th St., Imperial, CA 92251

Escondido Public Library, 239 South Kalmia St., Escondido, CA 92025

Camarena Memorial Library, 850 Encinas Ave., Calexico, CA 92331

Brawley Public Library, 400 Main St., Brawley, CA 92227

Chula Vista Public Library, 365 F Street, Chula Vista, CA 91910

**Minutes**

**Attendance**

Briley, Shaun - Coronado  
Cronk, Robert - San Diego Public  
DiMento, Cathy (CJ) - Oceanside  
Ghio, Danielle - National City  
Guerrero, Mary Jane - Imperial County  
Haller, Ember - City of Imperial  
Landa, Rino - Escondido  
Legaspi, Lizeth - Camarena  
Mason, Carla - El Centro  
Ohr, Donna - San Diego County  
Smithson, Suzanne - Carlsbad

**Absent**

Ortega, Petra - Brawley  
Whatley, Joy - Chula Vista

**Other**

Beck, Andy - SCLC  
Powers, Christine - SCLC  
Snodgrass, Nerissa - SCLC  
Robbins, Julianna - CSL  
Walker, Wayne - SCLC

1. Call to Order and Roll Call Lizeth Legaspi  
Meeting called to order at 11:04 am.
  
2. Public Comment Lizeth Legaspi  
*Opportunity for any guest or member of the public to address the Council on any item of Serra business not represented on the current agenda.*  
None
  
3. Consent Calendar Lizeth Legaspi
  - a. Minutes of the May 16, 2024, Administrative Council regular meeting  
(ACTION)
  - b. Minutes of the July 11, 2024, Administrative Council special meeting.  
(ACTION)MSP (Smithson/Mason) to pass the Consent Calendar, with changes to the spelling of Donna Ohr's name.  
10 yes, 0 no, 1 abstain
  
4. Adoption of Agenda Lizeth Legaspi  
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 FY 2023/24, reflecting reconciled bank statements through August 31, 2023.
  
6. Banking Status Update Christine Powers  
(DISCUSSION)  
Executive Director Christine Powers presented the status of Serra's Chase and Bank of America bank accounts.
  
7. CLSA FY 2023/24 System Program Annual Report Christine Powers  
(ACTION)  
MSP (Cronk/Ohr) to authorize the Executive Director to work with the Chair to complete the CLSA FY 2023/24 System Program Annual Report for submission to the State Library by the September deadline.  
11 yes, 0 no, 0 abstain
  
8. Discussion of Future Membership Dues Andy Beck  
(ACTION)  
The council postponed voting on this item due to Chula Vista's absence. They plan to revisit the item and proceed with the vote at the next meeting.

9. FPPC Conflict of Interest Code Biennial Review Christine Powers  
 (ACTION)  
 MSP (Smithson/Briley) Council declared that no amendments were needed to Serra's Conflict of Interest Code.  
 11 yes, 0 no, 0 abstain
10. LINK+ Implementation Update Wayne Walker  
 (DISCUSSION)  
 Deputy Director Wayne Walker provided an update on the status of the implementation of LINK+ for the Serra Cooperative Library System.
11. Committee Reports
- a. STARC Robert Cronk  
 None
  - b. Adult Services Robert Cronk  
 Committee has an upcoming meeting with SCLC staff to discuss roles and duties.
  - c. Youth Services Joy Whatley  
 None
12. State Library Report Julianna Robbins  
 Library Programs Consultant, Julianna Robbins, gave an update on all the current library programs and grants that the California State Library is offering.
13. Administrative Council Chair Report Lizeth Legaspi  
 None
14. Other Lizeth Legaspi  
 None
15. What's New at Your Library Lizeth Legaspi  
  
 San Diego Public – New building is almost ready for opening In October.  
 Imperial – Just awarded the “Pay for All” grant.
16. Adjournment Lizeth Legaspi  
 MSP (Ghio/Smithson) to adjourn meeting at 11:42 am.