



Serra Cooperative Library System
c/o SCLC ▪ 222 E. Harvard St. ▪ Glendale, CA 91205
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SERRA COOPERATIVE LIBRARY SYSTEM ADMINISTRATIVE COUNCIL MEETING MINUTES

Thursday, May 21, 2026, 11:00 am – 1:00 pm

Meeting Location:

San Diego County Library Administrative Office
5560 Overland Ave., Suite 110, San Diego, CA 92105

Alternate Meeting Locations:

Brawley Public Library, 400 Main St., Brawley, CA 92227
Camarena Memorial Library, 850 Encinas Ave., Calexico, CA 92231
Chula Vista Public Library, 365 F St., Chula Vista, CA 91910
Coronado Public Library, 640 Orange Ave., Coronado, CA 92118
Imperial County Free Library, Building 24D, 1331 S. Clark Rd., El Centro, CA 92243
Imperial Public Library, 200 W 9th St., Imperial, CA 92251
Oceanside Public Library, 330 N. Coast Highway, Oceanside, CA 92054

Attendance

Briley, Shaun - Coronado
Jenkins, Jennifer* San Diego Public
DiMento, Cathy (CJ) - Oceanside
Ghio, Danielle - National City
Haller, Ember - City of Imperial
Landa, Rino - Escondido
Legaspi, Lizeth - Camarena
Isicson, Robin - San Diego County
Ortega, Petra - Brawley
Whatley, Joy - Chula Vista

Absent

Guerrero, Mary Jane - Imperial County
Mason, Carla - El Centro

Other

Beck, Andy - SCLC
Powers, Christine - SCLC
Robbins, Julianna - CSL
Smithson, Suzanne (Guest) - Carlsbad City Library
Snodgrass, Nerissa - SCLC

1. Call to Order and Roll Call Carla Mason
The meeting was called to order at 11:04 am. Treasurer Danielle Ghio chaired the meeting in the absence of the Chair and Vice Chair.
2. Public Comment Carla Mason
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 Carla Mason
 - a. Minutes of the February 19, 2026, Administrative Council regular meeting (ACTION)
MSP (Jenkins/Briley) to approve the Consent Calendar as presented
9 yes, 0 no, 0 abstain
4. Adoption of the Agenda Carla Mason
The Chair adopted the agenda, without objection.
5. Budget Status Report for FY 2025/26 Andy Beck
(DISCUSSION)
Andy Beck presented the Budget Status Report for FY 2025/26.

Ember Haller joined at 9:17 am.
6. Agreement with SCLC for Administrative and Fiscal Services for FY 2026/27 Christine Powers
(ACTION)
MSP (Whatley/Landa)) to authorize the Administrative Council Chair to sign the agreement between Serra Cooperative Library System and SCLC for administrative and fiscal services for FY 2026/27.
9 yes, 0 no, 1 abstain
7. LINK+ Delivery Changes & Consideration of Memorandum of Understanding Christine Powers
(ACTION)
MSP (Landa/Haller) to bring the revised LINK+ Delivery Policy back to the Administrative Council at a special meeting in June, incorporating the changes discussed and any additional revisions submitted prior to the meeting. Revisions to the document includes changing it from an MOU to a LINK+ Delivery Policy and revising the language regarding LINK+ bylaws to account for future amendments.
9 yes, 0 no, 1 abstain

Suzanne Smithson joined at 11:36 am as a guest.

8. CLSA Plan of Service & Budget for FY 2026/27 Christine Powers
(ACTION)

MSP (Isicson/Landa) to authorize Serra staff to complete the FY 2026/27 CLSA Plan of Service and authorize the Administrative Council Chair to review and sign the Plan of Service for submission to the California State Library.

9 yes, 0 no, 0 abstain

9. Proposed Budget for FY 2026/27 Andy Beck
(ACTION)

MSP (Landa/Whatley) approve the Proposed Budget for FY 2026/27, including the additional \$1,000 for Youth Services Professional Development, pending final approval of CLSA funding by the California Library Services Board and the Governor's Budget.

10 yes, 0 no, 0 abstain

10. Executive Committee Appointments for FY 2026/27 Christine Powers
(ACTION)

MSP (Ortega/Jenkins) to approve the Executive Committee appointments for FY2026/27, as presented.

Carla Mason – Chair

Danielle Ghio – Vice Chair

Robin Isicson – Treasurer

Suzanne Smithson – Immediate Past Chair

10 yes, 0 no, 0 abstain

11. Meeting Schedule for FY 2026/27 Christine Powers
(ACTION)

MSP (Legaspi/Jenkins) to approve the FY 2026/27 meeting schedule as follows:

Thursday, August 20, 2026

Thursday, October 15, 2026

Thursday, February 18, 2027

Thursday, May 20, 2027

10 yes, 0 no, 0 abstain

12. Committee Reports

a. STARC

Cathy DiMento

An update was provided on Discover & Go, including ongoing efforts to increase awareness and participation among Serra member libraries.

b. Adult Services

Jennifer Jenkins

The Adult Services Professional Development Day was well received, with positive feedback from attendees. The committee will begin planning for next year's event.

c. Youth Services

Robin Isicson

The committee discussed the recent Performers Showcase and plans for future professional development activities.

13. State Library Report Julianna Robbins
California State Library representative Julianna Robbins provided updates on State Library programs, grant opportunities, and statewide resources
14. Administrative Council Chair Report Carla Mason
None
15. Other Carla Mason
Christine Powers provided an update regarding the California Library Services Board vacancy.
16. What's New at Your Library Carla Mason
- Escondido Public Library announced its reopening, with a ribbon cutting planned for August 1 and reopening to the public on August 3.
- San Diego County Library shared that the new Casa de Oro Library is anticipated to open in late summer 2026.
- San Diego Public Library celebrated progress on a new library branch in the Oak Park community.
- National City Public Library is transitioning to a new ILS, with implementation anticipated in August.
- Camarena Memorial Library shared that it had received its EmPOWERing Access Light Table and was expecting delivery of its Charlie Cart
17. Adjournment Carla Mason
MS (Legaspi/Haller) to adjourn the meeting at 12:53 pm.