



**Southern California Library Cooperative
Executive Committee Meeting Agenda**

**Thursday, May 28, 2026
12:45 – 2:00 pm**

Hybrid Meeting

**LA County - Paramount Library
16254 Colorado Ave., Paramount, CA 90723**

Join Zoom Meeting:

<https://us02web.zoom.us/j/88333814115?pwd=HlieNFoTyVKbuVfnFSX2xP98sOwoC1.1>

Passcode: 288520

Meeting ID: 883 3381 4115

Alternate Meeting Locations:

Billie Jean King Main Library, 200 W. Broadway, Long Beach, CA 90802
Palos Verdes Library District, 701 Silver Spur Rd., Rolling Hills Estates, CA 90274
Simi Valley Public Library, 2969 Tapo Canyon Rd., Simi Valley, CA 93063

AGENDA

All items may be considered for action.

1. Opening Mandy Nasr
 - 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 Mandy Nasr
(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 March 26, 2026, Executive Committee regular meeting

4. Adoption of Agenda Mandy Nasr

- | | |
|---|--------------------------------|
| 5. Budget Status Report for FY 2025/26
(DISCUSSION) | Andy Beck |
| 6. Consideration of Digital Periodical Vendor for
FY 2026/27
(ACTION) | Christine Powers |
| 7. Proposed Salary Schedule Revisions and Adjustments
(ACTION) | Christine Powers |
| 8. Executive Director Employment Agreement
(ACTION) | Mandy Nasr |
| 9. Proposed Budget for FY 2026/27
(ACTION) | Andy Beck/
Christine Powers |
| 10. Other | Mandy Nasr |
| 11. Adjournment | Mandy Nasr |



**Southern California Library Cooperative
Executive Committee Meeting Minutes**

**Thursday, March 26, 2026
1:00 – 2:00 pm**

Hybrid Meeting

**Old Town Newhall Library, Community Room
24500 Main Street, Santa Clarita, CA 91321**

Alternate Meeting Locations:

Alhambra Library, 101 S. 1st St., Alhambra, CA
91801

Long Beach Public Library, 200 W. Broadway, Long
Beach, CA 90802

Attendance

Bautista, Sonia – CMM
Conwell, Christine – MOOR
DeLeon, Cathy – LBPL
LohGuan, Hilda – AHM
Nasr, Mandy –CAM

Absent

Cuyugan, Erica – SAM

Other

Beck, Andy - SCLC
Powers, Christine - SCLC

1. Opening Mandy Nasr
 - a. Chairperson's Welcome
Meeting called to order at 1:02 pm.
 - 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.
None

3. Consent Calendar Mandy Nasr
(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 January 22, 2026, Executive Committee regular meeting MSP (LohGuan/Conwell) to pass the consent calendar.
5 yes, 0 no, 0 abstain

4. Adoption of Agenda Mandy Nasr
The Chair adopted the agenda as presented, without changes.

5. Budget Status Report and Budget Amendment for
FY 2025/26
(ACTION)
MSP (Conwell/Bautista) to approve the budget amendment
as presented.
5 yes, 0 no, 0 abstain
6. Preliminary Budget for FY 2026/27 (DISCUSSION)
Executive Director, Christine Powers, presented the
Preliminary Budget for FY 2026/27.
7. CLOSED SESSION: Executive Director Evaluation
MSP (LohGuan/Conwell)
5 yes, 0 no, 0 abstain
8. Other
None
9. Adjournment
MS (Conwell/ Bautista) to adjourn the meeting at 2:01 pm.
- Andy Beck
- Christine Powers
- Mandy Nasr
- Mandy Nasr
- Mandy Nasr

DRAFT



REPORT TO THE EXECUTIVE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 28, 2026
FROM: Andy Beck, Controller

SUBJECT: **Budget Status Report for FY 2025/26 (DISCUSSION)**

BACKGROUND: The Budget Status Report for Fiscal Year 2025/26 is attached for review and reflects reconciled bank statements through March 31, 2026.

For revenues, membership dues of \$246,178 were recorded as financial resources available for use. Other revenues include communication and delivery of \$428,649, system administration of \$54,155, fiscal and administrative revenues of \$159,931, grant revenues of \$873,005, and investment earnings of \$55,135, which were recorded as earned.

Expenses include communications and delivery of \$428,649, personnel expenses of \$599,383, other administrative expenses of \$37,261, and grant expenses of \$782,591. These expenses do not reflect what was paid but amounts that were incurred.

As of March 31, 2026, the System has a deficit of \$16,689; however, a surplus is expected by the end of the fiscal year. Cash and investments total \$3,103,687.

FISCAL IMPACT: None

RECOMMENDATION: Informational item

EXHIBITS:

- a. Budget Status Report
- b. Bank Statements February 2026 through March 2026

	Actual FY 2024/25	Amended Budget FY 2025/26	Actual FY2025/26	\$ Variance	% Realized
Revenues					
CLSA communications and delivery	\$ 935,574	\$ 603,500	\$ 428,649	\$ 174,851	71.03%
CLSA system administration	72,204	72,207	54,155	18,052	75.00%
Fiscal and administration revenues	222,453	220,000	159,931	60,069	72.70%
Grant project revenues	538,204	2,287,554	782,591	1,504,963	34.21%
Grant indirect revenues	59,379	180,003	45,631	134,372	25.35%
Grant staffing revenues	83,908	90,551	44,783	45,768	49.46%
Membership dues	241,103	246,179	246,178	1	100.00%
Califa membership dues	13,590	13,590	13,590	-	100.00%
Investment income	106,702	80,000	55,135	24,865	68.92%
Other	573	500	552	(52)	110.40%
Total revenues	\$ 2,273,690	\$ 3,794,084	\$ 1,831,195	\$ 1,962,889	48.26%
Communications and delivery expenses					
Office supplies	\$ 4,787	\$ 7,000	\$ 2,493	\$ 4,507	35.61%
E-Resources	821,025	482,000	348,425	133,575	72.29%
Contract services for delivery	66,890	72,000	48,990	23,010	68.04%
Contract services	19,788	20,500	13,185	7,315	64.32%
Telecommunications	23,084	22,000	15,556	6,444	70.71%
Total communications & delivery expenses	\$ 935,574	\$ 603,500	\$ 428,649	\$ 174,851	71.03%
Personnel expenses					
Salary and wages	\$ 553,880	\$ 407,000	\$ 312,675	\$ 94,325	76.82%
Retirement benefits	55,912	49,000	37,397	11,603	76.32%
Unfunded pension liability	173,314	204,263	197,654	6,609	96.76%
Health allotment - current employees	47,785	37,500	28,818	8,682	76.85% *
Health insurance - retired employees	33,384	13,400	9,589	3,811	71.56%
Dental and vision	4,055	2,800	2,109	691	75.32%
Life insurance	1,217	950	704	246	74.11%
Other personnel expenses	11,206	12,000	10,437	1,563	86.98%
Total personnel expenses	\$ 880,753	\$ 726,913	\$ 599,383	\$ 127,530	82.46%
Other expenses					
Payroll processing	\$ 446	\$ -	\$ -	\$ -	100.00%
Accounting software	2,713	2,900	2,231	669	76.93%
Office space rent	19,480	16,100	12,060	4,040	74.91%
Insurance	2,510	2,900	2,670	230	92.07%
Travel/conference/meeting	5,330	6,000	2,732	3,268	45.53%
Membership dues	14,025	14,600	14,165	435	97.02%
Legal	8,600	6,000	2,838	3,162	47.30%
Other	1,026	1,500	565	935	37.67%
Total other expenses	\$ 54,130	\$ 50,000	\$ 37,261	\$ 12,739	74.52%
Grant expenses					
Federal grant	\$ 538,204	\$ 2,287,554	\$ 782,591	\$ 1,504,963	34.21%
State grant	-	-	-	-	100.00%
Total grant expenses	\$ 538,204	\$ 2,287,554	\$ 782,591	\$ 1,504,963	34.21%
Summary					
Revenues	\$ 2,273,690	\$ 3,794,084	\$ 1,831,195	\$ 1,962,889	48.26%
Expenses	2,408,661	3,667,967	1,847,884	1,820,083	50.38%
Surplus (Deficit)	\$ (134,971)	\$ 126,117	\$ (16,689)	\$ 142,806	-13.23%

Note

* SIP457 = \$28,818

Southern California Library Cooperative
Budget to Actual Report
March 31, 2026

Cash and Investments	Balance
Chase	\$ 1,333,470
Local Agency Investment Fund	179,015
CalPERS Employer Prefunding Pension Trust	106,731
U.S. Treasuries	1,484,471
Total	\$ 3,103,687



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

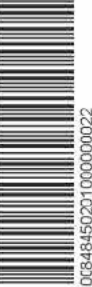
January 31, 2026 through February 27, 2026

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

00084845 DRE 703 210 06326 NNNNNNNNNN 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		\$1,671,788.26
Checks Paid	4	-4,406.90
Electronic Withdrawals	18	-46,662.18
Fees	1	-5.00
Ending Balance	23	\$1,620,714.18

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.

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
1390 ^		02/12	\$18.90
1391 ^		02/23	466.00
1392 ^		02/24	2,582.00
1393 ^		02/26	1,340.00
Total Checks Paid			\$4,406.90

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.

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



January 31, 2026 through February 27, 2026

Account Number: [REDACTED]

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
02/03	Orig CO Name:+Lincoln Nationa Orig ID:6203950959 Desc Date: CO Entry Descr:EDI Pymntssec:CCD Trace#:091000014066820 Eed:260203 Ind ID:Hhufy7Brj9 Ind Name:Southern California Li Rmr*IV*910000115190101253444Ardis-P Re\ EDI Trm: 0344066820Tc	\$60.99
02/03	02/03 Online ACH Payment 11205798232 To Scldelivery (#####3792)	2,449.00
02/04	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000016900478 Eed:260204 Ind ID:7503917825 Ind Name:Southern California Li 100000018149581 Cur Trm: 0356900478Tc	2,026.88
02/04	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1900 Sec:CCD Trace#:011000026900473 Eed:260204 Ind ID:7503917825 Ind Name:Southern California Li 100000018195940 Irc Trm: 0356900473Tc	1,825.90
02/04	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1800 Sec:CCD Trace#:042000016900481 Eed:260204 Ind ID:7503917825 Ind Name:Southern California Li 100000018182750 Pab Trm: 0356900481Tc	975.09
02/04	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000016900476 Eed:260204 Ind ID:7503917825 Ind Name:Southern California Li 100000018149643 Cur Trm: 0356900476Tc	746.16
02/12	Orig CO Name:Intuit Payroll S Orig ID:1722616679 Desc Date:260212 CO Entry Descr:Quickbookssec:CCD Trace#:021000022190686 Eed:260212 Ind ID:953877419 Ind Name:Southern California Li ErVICES 953877419 Trm: 0432190686Tc	10,974.55
02/13	Orig CO Name:Irs Orig ID:3387702000 Desc Date:021326 CO Entry Descr:Usatxpymtsec:CCD Trace#:061036015167375 Eed:260213 Ind ID:225644413181100 Ind Name:Southern California Li Trn: 0445167375Tc	2,861.39
02/13	Orig CO Name:Employment Devel Orig ID:2282533055 Desc Date:021226 CO Entry Descr:Edd Eftpmntsec:CCD Trace#:042000015167379 Eed:260213 Ind ID:1308184032 Ind Name:Southern California Li Payment Trm: 0445167379Tc	969.73
02/13	Orig CO Name:Progent Corporat Orig ID:1273846756 Desc Date:260212 CO Entry Descr:8007939400Sec:CCD Trace#:091000015167377 Eed:260213 Ind ID:11698250397 Ind Name:Southern California Li 20260212060000Pgcach Trm: 0445167377Tc	325.00
02/17	Orig CO Name:American Express Orig ID:9493560001 Desc Date:260217 CO Entry Descr:ACH Pmt Sec:CCD Trace#:021000021570922 Eed:260217 Ind ID:A3958 Ind Name:Christine Powers Am Trm: 0481570922Tc	1,400.89
02/18	02/18 Online ACH Payment 11207733522 To Scldelivery (#####3792)	2,642.00
02/19	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000013668780 Eed:260219 Ind ID:7503917825 Ind Name:Southern California Li 100000018176971 Cur Trm: 0503668780Tc	2,026.88
02/19	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1900 Sec:CCD Trace#:011000023668777 Eed:260219 Ind ID:7503917825 Ind Name:Southern California Li 100000018201604 Irc Trm: 0503668777Tc	1,825.90
02/19	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000013668782 Eed:260219 Ind ID:7503917825 Ind Name:Southern California Li 100000018177009 Cur Trm: 0503668782Tc	746.16

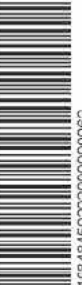


January 31, 2026 through February 27, 2026

Account Number: [REDACTED]

ELECTRONIC WITHDRAWALS (continued)

DATE	DESCRIPTION	AMOUNT
02/26	Orig CO Name: Intuit Payroll S Orig ID: 1722616679 Desc Date: 260226 CO Entry Desc: Quickbookssec: CCD Trace#: 021000020238518 Eed: 260226 Ind ID: 953877419 Ind Name: Southern California Li Ervice 953877419 Trn: 0570238518Tc	10,974.56
02/27	Orig CO Name: Irs Orig ID: 3387702000 Desc Date: 022726 CO Entry Desc: Usatxpymtsec: CCD Trace#: 061036017702425 Eed: 260227 Ind ID: 225645833254294 Ind Name: Southern California Li Trn: 0587702425Tc	2,861.37
02/27	Orig CO Name: Employment Devel Orig ID: 2282533055 Desc Date: 022626 CO Entry Desc: Edd Eftpmtsec: CCD Trace#: 042000017702427 Eed: 260227 Ind ID: 1531059680 Ind Name: Southern California Li Payment Trn: 0587702427Tc	969.73
Total Electronic Withdrawals		\$46,662.18



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FEES

DATE	DESCRIPTION	AMOUNT
02/04	Service Charges For The Month of January	\$5.00
Total Fees		\$5.00

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
02/03	\$1,669,278.27	02/17	1,647,148.78	02/24	1,636,859.84
02/04	1,663,699.24	02/18	1,644,506.78	02/26	1,624,545.28
02/12	1,652,705.79	02/19	1,639,907.84	02/27	1,620,714.18
02/13	1,648,549.67	02/23	1,639,441.84		

SERVICE CHARGE SUMMARY

Monthly Service Fee	\$0.00
Other Service Charges	\$5.00
Total Service Charges	\$5.00 Will be assessed on 3/4/26

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:					
Credits					
Non-Electronic Transactions	20	500	0	\$0.50	\$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
Quick Deposit Single Feed Maint	1	0	1	\$0.00	\$0.00
Subtotal Other Service Charges (Will be assessed on 3/4/26)					\$5.00

ACCOUNT [REDACTED]

Other Service Charges:



January 31, 2026 through February 27, 2026

Account Number: [REDACTED]

SERVICE CHARGE DETAIL (continued)

DESCRIPTION	VOLUME	ALLOWED	CHARGED	PRICE/ UNIT	TOTAL
Credits					
Non-Electronic Transactions	20				
Cash Management Services					
Standard ACH Pmnts Initial Fee	2				
Debit Block Maintenance	1				
ACH Debit Block - Authorized ID	26				
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 provide provisional credit to 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, our practice is to follow the procedures described above as detailed in your Deposit Account Agreement or other applicable agreements, but we are not legally required to do so. For example, we require you to notify us no later than 30 days after we sent you the first statement on which the error appeared. We may require you to provide us with a written statement that the disputed transaction was unauthorized. We are also not required to give provisional credit.

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



JPMorgan Chase Bank, N.A.
 P O Box 44959
 Indianapolis, IN 46244 - 4959

February 28, 2026 through March 31, 2026

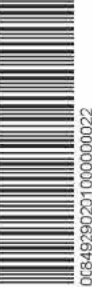
Account Number: [REDACTED]

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

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



00849290201000000022

CHECKING SUMMARY

Chase Platinum Business Checking

	INSTANCES	AMOUNT
Beginning Balance		\$1,620,714.18
Deposits and Additions	1	500,000.00
Checks Paid	2	-1,604.03
Electronic Withdrawals	25	-784,075.02
Fees	1	-5.00
Ending Balance	29	\$1,335,030.13

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
03/24	Orig CO Name:Jpmcc Orig ID:3133604093 Desc Date:Mar 26 CO Entry Descr:Banklink Sec:PPD Trace#:021000021401059 Eed:260324 Ind ID:031-05744-13 Ind Name:Southern California Li Red 912797Ta5 United Stat Es T 2026 Trn: 0831401059Tc	\$500,000.00

Total Deposits and Additions \$500,000.00

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
1394 ^		03/09	\$466.00
1395 ^		03/30	1,138.03

Total Checks Paid \$1,604.03

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.

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



February 28, 2026 through March 31, 2026

Account Number: [REDACTED]

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
03/03	03/03 Online ACH Payment 11209489468 To Scldelivery (_#####3792)	\$2,449.00
03/03	Orig CO Name:+Lincoln Nationa Orig ID:6203950959 Desc Date: CO Entry Descr:EDI Pymntssec:CCD Trace#:091000019373813 Eed:260303 Ind ID:Csnhvhoiy Ind Name:Southern California Li Rmr*IV*910000115356171253444Ardis-P Re\ EDI Trm: 0629373813Tc	60.99
03/04	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000011548066 Eed:260304 Ind ID:7503917825 Ind Name:Southern California Li 100000018176991 Cur Trm: 0631548066Tc	2,026.88
03/04	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1800 Sec:CCD Trace#:042000011548071 Eed:260304 Ind ID:7503917825 Ind Name:Southern California Li 100000018213137 Pab Trm: 0631548071Tc	975.09
03/04	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000011548068 Eed:260304 Ind ID:7503917825 Ind Name:Southern California Li 100000018177032 Cur Trm: 0631548068Tc	746.16
03/05	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1900 Sec:CCD Trace#:011000026041014 Eed:260305 Ind ID:7503917825 Ind Name:Southern California Li 100000018221970 Irc Trm: 0646041014Tc	1,825.90
03/11	Orig CO Name:Progent Corporat Orig ID:1273846756 Desc Date:260310 CO Entry Descr:8007939400Sec:CCD Trace#:091000011418366 Eed:260311 Ind ID:11805401503 Ind Name:Southern California Li 20260310060000Pgcach Trm: 0701418366Tc	325.00
03/12	Orig CO Name:Intuit Payroll S Orig ID:1722616679 Desc Date:260312 CO Entry Descr:Quickbookssec:CCD Trace#:021000025605471 Eed:260312 Ind ID:953877419 Ind Name:Southern California Li ErVICES 953877419 Trm: 0715605471Tc	10,974.55
03/13	Orig CO Name:Irs Orig ID:3387702000 Desc Date:031326 CO Entry Descr:Usatexpymtsec:CCD Trace#:061036013328405 Eed:260313 Ind ID:225647211280557 Ind Name:Southern California Li Trm: 0723328405Tc	2,861.39
03/13	Orig CO Name:Employment Devel Orig ID:2282533055 Desc Date:031226 CO Entry Descr:Edd Eftpmtsec:CCD Trace#:042000013328408 Eed:260313 Ind ID:2024537568 Ind Name:Southern California Li Payment Trm: 0723328408Tc	1,155.00
03/13	Orig CO Name:Employment Devel Orig ID:2282533055 Desc Date:031226 CO Entry Descr:Edd Eftpmtsec:CCD Trace#:042000013328407 Eed:260313 Ind ID:293060064 Ind Name:Southern California Li Payment Trm: 0723328407Tc	969.73
03/17	03/17 Online ACH Payment 11211388589 To Scldelivery (_#####3792)	2,642.00
03/17	Orig CO Name:American Express Orig ID:9493560001 Desc Date:260317 CO Entry Descr:ACH Pmt Sec:CCD Trace#:021000028263599 Eed:260317 Ind ID:A8502 Ind Name:Christine Powers Am Trm: 0768263599Tc	1,635.68
03/18	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000015032083 Eed:260318 Ind ID:7503917825 Ind Name:Southern California Li 100000018208169 Cur Trm: 0775032083Tc	2,026.88
03/18	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1900 Sec:CCD Trace#:011000025032088 Eed:260318 Ind ID:7503917825 Ind Name:Southern California Li 100000018231897 Irc Trm: 0775032088Tc	1,825.90
03/18	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000015032085 Eed:260318 Ind ID:7503917825 Ind Name:Southern California Li 100000018208205 Cur Trm: 0775032085Tc	746.16
03/18	Orig CO Name:Progent Corporat Orig ID:1273846756 Desc Date:260317 CO Entry Descr:8007939400Sec:CCD Trace#:091000015032081 Eed:260318 Ind ID:11834734298 Ind Name:Southern California Li 20260317060000Pgcach Trm: 0775032081Tc	88.45

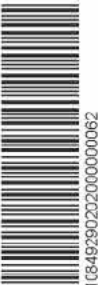


February 28, 2026 through March 31, 2026

Account Number: [REDACTED]

ELECTRONIC WITHDRAWALS (continued)

DATE	DESCRIPTION	AMOUNT
03/24	03/24 Online ACH Payment 11212224379 To Pillardesignsllc (#####8001)	240,844.73
03/24	Orig CO Name:Jpmcc Orig ID:3133604093 Desc Date:Mar 26 CO Entry Descr:Banklink Sec:PPD Trace#:021000024040794 Eed:260324 Ind ID:031-05744-13 Ind Name:Southern California Li Buy 500000 7381563 United Stat Es T 2026 Trn: 0834040794Tc	491,341.75
03/26	Orig CO Name:Intuit Payroll S Orig ID:1722616679 Desc Date:260326 CO Entry Descr:Quickbookssec:CCD Trace#:021000021404251 Eed:260326 Ind ID:953877419 Ind Name:Southern California Li Ervcies 953877419 Trn: 0851404251Tc	10,974.57
03/27	Orig CO Name:Irs Orig ID:3387702000 Desc Date:032726 CO Entry Descr:Usataxpytsec:CCD Trace#:061036011783091 Eed:260327 Ind ID:225648681505298 Ind Name:Southern California Li Trn: 0861783091Tc	2,861.35
03/27	Orig CO Name:Employment Devel Orig ID:2282533055 Desc Date:032626 CO Entry Descr:Edd Eftpmtsec:CCD Trace#:042000011783093 Eed:260327 Ind ID:1223959520 Ind Name:Southern California Li Payment Trn: 0861783093Tc	969.73
03/31	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000011648115 Eed:260331 Ind ID:7503917825 Ind Name:Southern California Li 100000018208190 Cur Trn: 0901648115Tc	2,026.88
03/31	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:1800 Sec:CCD Trace#:042000011648120 Eed:260331 Ind ID:7503917825 Ind Name:Southern California Li 100000018244111 Pab Trn: 0901648120Tc	975.09
03/31	Orig CO Name:Calpers Orig ID:1946207465 Desc Date: CO Entry Descr:3100 Sec:CCD Trace#:042000011648117 Eed:260331 Ind ID:7503917825 Ind Name:Southern California Li 100000018208228 Cur Trn: 0901648117Tc	746.16
Total Electronic Withdrawals		\$784,075.02



10849290202000000062

FEES

DATE	DESCRIPTION	AMOUNT
03/04	Service Charges For The Month of February	\$5.00
Total Fees		\$5.00

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
03/03	\$1,618,204.19	03/12	1,600,859.61	03/26	1,343,747.37
03/04	1,614,451.06	03/13	1,595,873.49	03/27	1,339,916.29
03/05	1,612,625.16	03/17	1,591,595.81	03/30	1,338,778.26
03/09	1,612,159.16	03/18	1,586,908.42	03/31	1,335,030.13
03/11	1,611,834.16	03/24	1,354,721.94		

SERVICE CHARGE SUMMARY

Monthly Service Fee	\$0.00
Other Service Charges	\$5.00
Total Service Charges	\$5.00 Will be assessed on 4/3/26

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	1	Unlimited	0	\$0.40	\$0.00
Credits					
Non-Electronic Transactions	24	500	0	\$0.50	\$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
Quick Deposit Single Feed Maint	1	0	1	\$0.00	\$0.00
Subtotal Other Service Charges (Will be assessed on 4/3/26)					\$5.00

ACCOUNT XXXXXXXXXX

Other Service Charges:

Electronic Credits	
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
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 provide provisional credit to 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, our practice is to follow the procedures described above as detailed in your Deposit Account Agreement or other applicable agreements, but we are not legally required to do so. For example, we require you to notify us no later than 30 days after we sent you the first statement on which the error appeared. We may require you to provide us with a written statement that the disputed transaction was unauthorized. We are also not required to give provisional credit.

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.



REPORT TO THE EXECUTIVE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 28, 2026
FROM: Christine Powers, Executive Director

SUBJECT: **Consideration of Digital Periodical Vendor for FY 2026/27 (ACTION)**

BACKGROUND: In September of 2021, the Southern California Library Cooperative (SCLC) entered into an agreement with Baker & Taylor (B&T) in the amount of \$632,332 for a 2-year-period to procure PressReader on behalf of the Cooperative. At the time it was believed that this was the highest and best use of funds that needed to be spent on shared electronic resources.

While the resource offers access to over 7,000 global newspapers and magazines, a key reason for the procurement was the fact that *Los Angeles Times (LA Times)* was featured on the platform. On July 1, 2022, *LA Times* was abruptly removed from the platform without notice. SCLC's agreement with B&T did not include any language about the inclusion of specific periodicals, nor that the removal of any specific periodical from the platform would trigger changes to the agreement. Since then, staff have spent a significant amount of time attempting to determine why *LA Times* was pulled from PressReader, but a verifiable response was never provided by any source.

Immediately after the removal of *LA Times* from PressReader, overall usage of PressReader by SCLC's service area residents declined from 1,272,6612 articles opened in June 2022 to 875,109 articles opened in July 2022, a decrease in usage of 32%.

Currently, PressReader has a monthly usage of 1,170,129 articles opened (April 2026), and the top three publications accessed are as follows:

1. *The New York Times*
2. *The Star Malaysia*
3. *The Economist*

Exhibit “a” of this report provides a sampling of usage statistics for *LA Times* (while it was available), compared to the top three publications noted above.

The New York (NY) Times is offered to SCLC by way of the California State Library. Currently, any public library in California can provide access to *The NY Times* through a link on their website. Patrons must click on a link using a specific redemption code, good for that day, and then log in to *The NY Times* website to access the publication online. This process must be utilized each time to access this paper. However, through PressReader, patrons can access *The NY Times* directly through their PressReader account as they would any other periodical that is offered through the platform.

The Economist is a publication that is currently offered to SCLC libraries at an additional cost. In November 2023, the Administrative Council voted to add *The Economist* to its PressReader subscription at an annual cost of \$75,496. In 2025, SCLC discontinued acquiring PressReader through B&T and instead acquired the subscription directly through PressReader. PressReader pricing for the past two fiscal years is as follows:

Date	Vendor	Cost
10/01/24 – 09/30/25	Baker & Taylor	\$457,248.42
10/01/25 – 09/30/26	PressReader (direct)	\$466,127.03

Consideration of CloudLibrary NewsStand

Staff recently discovered that *LA Times* is available through CloudLibrary’s NewsStand, a feature within the CloudLibrary platform that delivers curated digital content to library patrons, including magazines, newspapers, comics, and other periodicals. It is part of the broader CloudLibrary service, which provides access to millions of eBooks, audiobooks, streaming media, and other digital resources through a mobile app and web portal. NewsStand integrates with CloudLibrary’s content library, which includes tens of thousands of titles in more than 50 languages. According to OCLC staff, *LA Times* was added to the NewsStand Title List in the summer of 2025.

OCLC acquired CloudLibrary from Biblioteca in 2024. OCLC is a nonprofit, global library cooperative that provides shared technology services, research, and community programs to libraries worldwide. It was founded in 1967 as the Ohio College Library Center by a group of Ohio university leaders and librarians who wanted to create a computerized network for libraries to share resources and reduce costs. As it expanded beyond Ohio, the organization adopted the name Online Computer Library Center in 1977, retaining the OCLC acronym.

Given that NewsStand integrates with the CloudLibrary platform, the 13 SCLC libraries that currently utilize CloudLibrary for their eBooks and audiobooks would be able to have the NewsStand digital periodical subscription integrated into their CloudLibrary applications. The 13 SCLC member libraries that have CloudLibrary are as follows:

1. Altadena Library District
2. Calabasas City Library
3. Covina Public Library
4. Downey City Library
5. Glendale Library, Arts & Culture
6. Glendora Library & Cultural Center
7. Pomona Public Library
8. Palmdale City Library
9. Pasadena Public Library
10. Sante Fe Springs City Library
11. Simi Valley Public Library
12. Ventura County Library
13. Whittier Public Library

While CloudLibrary NewsStand offers *LA Times*, it should be noted that it does not provide the current top three publications accessed by SCLC member library patrons within PressReader: *The NY Times*, *The Star Malaysia*, and *The Economist*.

CloudLibrary NewsStand does offer other Malaysian publications; and, while *The NY Times* cannot be accessed through CloudLibrary, patrons may still access *The NY Times* directly through their library websites, as the State Library will continue to renew the statewide subscription.

A comprehensive list of publications for both PressReader and CloudLibrary NewsStand can be found as Exhibits “b” and “c” of this report, respectively. Given the size of these documents, they are included as links below.

Potential Transition

Should SCLC approve switching its digital periodical vendor from PressReader to OCLC CloudLibrary NewsStand, it is recommended that SCLC sign an agreement with OCLC effective July 1, 2026. This would give member libraries a three-month period to transition their respective patrons to the CloudLibrary platform for digital periodical content, as the PressReader subscription would terminate on September 30, 2026 (should it not be renewed). OCLC will offer one-hour training to member library staff, provide a marketing toolkit, as well as system access for member library staff to log in with credentials to reach OCLC’s support team.

PressReader has provided training to member library staff in the past, as well as marketing toolkits, but does not offer system access for member staff to log and track support requests. For such support, member library staff must email the PressReader support team.

FISCAL IMPACT: PressReader has proposed a quote of \$398,180.67 for the upcoming fiscal year, effective October 1, 2026, through September 30, 2027, waiving the additional cost of *The Economist*.

OCLC has proposed a quote of \$293,000 for SCLC to offer CloudLibrary NewsStand to its member libraries, effective July 1, 2026, through June 30, 2027. This reflects a savings of 15%, as it would cost members \$345,000 if they acquired NewsStand individually. OCLC has indicated that there may be up to a 4% annual increase if the partner that provides digital news access (Magster) imposes an increase on OCLC. Additionally, should *LA Times* be pulled from NewsStand for any reason, OCLC has offered to provide a 10% prorated credit for the remaining months in that fiscal year, as well as an explanation of why the publication was pulled.

RECOMMENDATION: Provide a recommendation to the Administrative Council on whether to offer digital periodical content to SCLC member libraries from PressReader or OCLC CloudLibrary NewsStand for FY 2026/27. Should the Council wish to have more time to consider this transition, SCLC can remain with PressReader for FY 2026/27, and conduct a study during the year to reconsider a transition for FY 2027/28.

EXHIBITS:

- a. PressReader Usage Statistics
- b. [PressReader Title List](#) (sorted alphabetically)
- c. [CloudLibrary NewsStand Title List](#) (sorted by language)

PressReader Usage Statistics

The table below indicates that *LA Times* represented over 30% of all articles opened within the PressReader platform while it was available.

<i>Los Angeles Times</i>	Issue Opens	Article Opens	% Issue Opens	% Article Opens
December 2021	14,831	441,341	24.22%	36.17%
March 2022	14,583	379,976	21.36%	32.79%
June 2022	15,298	404,866	23.29%	31.70%

The following table presents the top three publications currently accessed on PressReader, and each titles share of total issue and article opens over the past four months. Collectively, these three publications represent approximately 30% of all articles opened within the PressReader platform.

January 2026	Issue Opens	Article Opens	% Issue Opens	% Article Opens
<i>The New York Times</i>	6,622	199,591	7.86%	17.49%
<i>The Star Malaysia</i>	2,526	71,294	3.00%	6.25%
<i>The Economist</i>	4,177	63,724	4.95%	5.58%
Total	13,325	334,609	15.81%	29.32%
February 2026	Issue Opens	Article Opens	% Issue Opens	% Article Opens
<i>The New York Times</i>	5,625	193,768	7.47%	18.01%
<i>The Star Malaysia</i>	2,388	64,430	3.17%	5.99%
<i>The Economist</i>	3,218	58,266	4.27%	5.42%
Total	11,231	316,464	14.92%	29.41%
March 2026	Issue Opens	Article Opens	% Issue Opens	% Article Opens
<i>The New York Times</i>	7,451	212,265	8.58%	17.92%
<i>The Economist</i>	4,264	74,160	4.91%	6.26%
<i>The Star Malaysia</i>	2,436	69,125	2.81%	5.84%
Total	14,151	355,550	16.30%	30.02%

April 2026	Issue Opens	Article Opens	% Issue Opens	% Article Opens
<i>The New York Times</i>	6,615	198,280	8.73%	16.89%
<i>The Star Malaysia</i>	2,804	79,485	3.70%	6.77%
<i>The Economist</i>	3,659	63,645	4.83%	5.42%
Total	13,078	341,410	17.26%	29.09%



REPORT TO THE EXECUTIVE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 28, 2026
FROM: Christine Powers, Executive Director

SUBJECT: **Proposed Salary Schedule Revisions and Adjustments (ACTION)**

BACKGROUND: In May 2022, the Southern California Library Cooperative (SCLC) Administrative Council—at the Audit and Finance Committee’s recommendation—approved a 2.5% increase to the salary ranges of all staff positions for each of the following three fiscal years (FY): FY 2022/23, 2023/24, and FY 2024/25. The Administrative Council also directed the Audit and Finance Committee to review this schedule during FY 2024/25 and to recommend any adjustments once every three years moving forward.

Since then, there have been no adjustments or considerations regarding the salary schedule, although there was a proposal to consider a 10% furlough for all existing staff for FY 2025/26. This was proposed due to an anticipated shortfall in the FY 2025/26 budget of approximately \$144,000. At the recommendation of the Audit and Finance Committee, the Administrative Council rejected this proposal so long as the organization’s deficit did not exceed the projected amount. Thankfully, SCLC was awarded a substantial grant to manage that allowed the organization to have a surplus by the end of the fiscal year.

Below are the proposed changes to SCLC’s salary schedule for consideration by the Audit and Finance Committee:

- Correction to Executive Director Salary Range
- Removal of Deputy Director Position
- Adjustments to Controller and Project Manager Salary Ranges

SCLC's current salary schedule is included as Exhibit "a" of this report, and the proposed salary schedule with the aforementioned requests is included as Exhibit "b."

Correction to Executive Director Salary Range

As noted above, the Administrative Council approved the increase of SCLC staff salary ranges for each position by 2.5% for three fiscal years. Subsequently, staff adjusted the salary schedule for all positions except for the position of the Executive Director. While the Executive Director's salary is not subject to an annual step increase, it is appropriate to increase the salary *range* to maintain internal consistency with the Council-approved schedule and to ensure the position remains aligned with comparable roles in similarly situated public-sector organizations. Updating the range preserves the current framework for future compensation decisions and reduces the risk that the position falls out of line with market conditions over time. This action adjusts the authorized range only and does not, by itself, result in an automatic salary increase; any future adjustment to the Executive Director's actual compensation would continue to be considered separately and approved through the appropriate process.

Removal of Deputy Director Position

After review of the organization's size, scope of operations, staffing levels, and management complexity, it has become clear that the Deputy (Executive) Director position is not essential to the effective functioning of SCLC at this time. Core executive, administrative, and operational responsibilities can be, and have been, appropriately managed within the existing leadership framework without diminishing service levels, compliance, or strategic capacity. Currently, SCLC does not operate at a scale that requires a permanent second executive-level role, as decision-making authority and operational oversight are clear and do not require an additional executive layer. The existing staff structure allows for effective delegation and accountability without duplicative leadership roles.

Eliminating the Deputy Director position supports prudent fiscal management by reducing ongoing personnel costs associated with salary, benefits, and indirect expenses. This allows SCLC to be more operationally stable during the current period of fiscal uncertainty and does not preclude SCLC from addressing future leadership needs. Should operational complexity, programmatic expansion, or strategic priorities warrant additional capacity, a different position with clearly defined scope and duties will be proposed based on identified needs and available funding. The current job description for the Deputy Director position is included for reference as Exhibit "c."

Adjustments to Controller and Project Manager Salary Ranges

It is requested that the Committee also consider increasing the salary ranges for the Controller and Project Manager classifications by 3%, effective FY 2026/27. This proposed adjustment is intended to keep SCLC's salary schedule current in light of ongoing Consumer Price Index (CPI) increases and to reflect the expanded scope of work these positions now carry.

In the past two years, SCLC's staffing has been reduced by 40% due to continued funding shortfalls from the State, consisting of reductions to California Library Services Act (CLSA) funds as well as a reduction in the number of grant projects offered by the State Library. Over the past year, the Controller has taken on additional data collection and reporting duties, along with oversight of additional annual reporting requirements; the Project Manager has assumed oversight of grant management, in addition to other tasks that were previously assumed. A modest range adjustment helps maintain market competitiveness, supports retention and continuity in key operational functions, and promotes internal equity by keeping these classifications aligned with the overall salary schedule framework. This recommendation only adjusts the authorized ranges and does not result in an automatic salary increase for any individual employee; however, both employees in these current roles deserve the increase. Currently, there is no recommendation to adjust the Administrative Assistant position, as this position is currently not filled. It would be prudent to maintain this position in the salary schedule to preserve flexibility for future recruitment and ensure the organization can restore administrative capacity when funding and operational needs allow.

FISCAL IMPACT: The increase in the salary schedule, as proposed, for the Controller and Project Manager positions has a fiscal impact of \$8,070.39 for FY 2026/27. This includes salary and wages, pension benefits, and payroll taxes.

RECOMMENDATION: Recommend approval to the Administrative Council of the following, as recommended by the Audit and Finance Committee during their last regular meeting held on May 6, 2026:

- Correct and update the Executive Director salary range with an increase of 2.5% for each of the three fiscal years, as presented in Exhibit "b;"
- Remove the Deputy Director position from the salary schedule; and
- Approve an increase of 3% to the salary ranges of both the Controller and Project Manager positions.

EXHIBITS:

- a. Current Salary Schedule
- b. Revised Salary Schedule
- c. Job Description for Deputy Executive Director

Approved - 05/25/2022

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE



FY24/25 Full Time Job Classification and Salary Schedule

	JOB CLASSIFICATIONS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
1)	Executive Director	Per Hour	\$ 72.11				\$ 84.13
		Annual	\$ 150,000.00				\$ 175,000.00
2)	Deputy Director	Per Hour	\$ 53.84	\$ 56.54	\$ 59.37	\$ 62.33	\$ 65.46
		Annual	\$ 111,987.20	\$ 117,603.20	\$ 123,489.60	\$ 129,646.40	\$ 136,156.80
3)	Controller	Per Hour	\$ 53.84	\$ 56.54	\$ 59.37	\$ 62.33	\$ 65.46
		Annual	\$ 111,987.20	\$ 117,603.20	\$ 123,489.60	\$ 129,646.40	\$ 136,156.80
4)	Project Manager	Per Hour	\$ 43.60	\$ 45.79	\$ 48.07	\$ 50.48	\$ 53.00
		Annual	\$ 90,688.00	\$ 95,243.20	\$ 99,985.60	\$ 104,998.40	\$ 110,240.00
6)	Administrative Assistant	Per Hour	\$ 35.73	\$ 37.52	\$ 39.39	\$ 41.36	\$ 43.43
		Annual	\$ 74,318.40	\$ 78,041.60	\$ 81,931.20	\$ 86,028.80	\$ 90,334.40
*2.5% COLA increase approved through fiscal year 2024-25.							
* Executive Director is authorized to award an employee up to a 2 step increase in any given year. Merit increases beyond two steps in a given year must be approved by the Executive Committee and Administrative Council.							
* Each salary amount upgraded annually with council approved cost of living percentage.							

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE



FY26/27 Full Time Job Classification and Salary Schedule - REVISED

JOB CLASSIFICATIONS		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
1) Executive Director	Per Hour	\$ 78.03				\$ 91.04
	Annual	\$ 162,309.44				\$ 189,364.77
2) Controller	Per Hour	\$ 55.46	\$ 58.24	\$ 61.15	\$ 64.20	\$ 67.42
	Annual	\$ 115,346.82	\$ 121,131.30	\$ 127,194.29	\$ 133,535.79	\$ 140,241.50
3) Project Manager	Per Hour	\$ 44.91	\$ 47.16	\$ 49.51	\$ 51.99	\$ 54.59
	Annual	\$ 93,408.64	\$ 98,100.50	\$ 102,985.17	\$ 108,148.35	\$ 113,547.20
4) Administrative Assistant	Per Hour	\$ 35.73	\$ 37.52	\$ 39.39	\$ 41.36	\$ 43.43
	Annual	\$ 74,318.40	\$ 78,041.60	\$ 81,931.20	\$ 86,028.80	\$ 90,334.40

* Executive Director is authorized to award an employee up to a 2 step increase in any given year.
 Merit increases beyond two steps in a given year must be approved by the Executive Committee and Administrative Council.

* Each salary amount upgraded annually with council approved cost of living percentage.

Deputy Executive Director



ANNUAL SALARY

\$104,000.00 - \$126,412.65

DESCRIPTION:

The Deputy Executive Director, under general direction of the Executive Director, is responsible for assisting with both the day-to-day administration of the system and its long-term viability.

RESPONSIBILITIES:

- Works with the Executive Director, Executive Committee and the Administrative Council to set yearly goals for the system.
- Assists in the development and implementation of the annual Plan of Service for SCLC and other contracted agencies.
- Assists in the development and implementation of SCLC's strategic goals.
- Oversees LSTA and other grants and ensures that fiscal and written reports are submitted in a timely manner.
- Assists in the development and implementation of system policies and procedures.
- Prepares reports and analyses for Executive Committee, Administrative Council, other committees of SCLC, and contracted agencies as needed or requested.
- Works with the Executive Director, Controller and the Audit & Finance Committee to oversee the investment of the system's reserves.
- Coordinates projects with all staff members.
- Work on broadband as long as the program continues with SCLC.
- Represents the organization and its members on a statewide and national level.
- Assists in the development and oversees the annual budget.
- Serves as Deputy Executive Director for contract systems as defined in their agreements and oversees the administration of those agreements.
- Participates in community activities and professional organizations as appropriate.
- Collaborates with similar organizations on a statewide basis.
- Other duties may be assigned.

QUALIFICATIONS:

- Cooperative and/or public library background including knowledge of issues associated with shared services and technology.
- Manage large projects with the ability to quickly change direction as the projects evolve.
- Expertise in developing new funding sources and creating new service opportunities;
- Visionary and collaborative leadership skills.
- Track record of inclusive leadership and innovation.
- Experience advocating with local and state governmental bodies.
- Marketing and public relations knowledge.
- Familiarity with budgeting and reading financial documents.
- Consensus and alliance builder with strong interpersonal and communication skills.
- Manage diverse and competing responsibilities.

- Establish and maintain excellent working relationships with SCLC and member library staff, vendors and government agencies.
- Represent SCLC and contracted agencies in both professional and public venues.
- Deal with frequent change, delays or unexpected events.

OTHER DUTIES:

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

MINIMUM QUALIFICATIONS:

Education: Master in any field preferred or equivalent in experience. Five or more years of management in a public library or consortia may be substituted for a master's. Experience with strategic planning, budget reporting, grant/contract management preferably in a nonprofit institution or joint powers agency (JPA).

Bachelor's degree is required.

Experience: Five or more years of related professional experience, including three years of administrative and supervisory experience of projects and/or staff. Governmental agency or non-profit experience a plus.

License: Possession of a valid driver's license is required.

WORK ENVIRONMENT:

Duties and responsibilities will be carried out in a typical office environment with opportunities to work remote. Flexibility is critical.

EXPECTED HOURS OF WORK:

This is a full-time, 40hrs/week position, though evening and weekend work may be required based on the business needs of SCLC.

BENEFITS: Benefit package includes health, dental, vision, life insurance, long-term disability and CalPERS retirement. Additional benefits include vacation, sick, personal and holidays.

TRAVEL:

This position will require travel.

SUPPLEMENTAL:

Professional Development: Professional memberships and opportunities to attend various conferences and seminars are available upon Executive Director approval.

Screening: This position is subject to a pre-placement medical evaluation, including drug screening, TB test, and background check prior to employment.

Questions: Complete the supplemental questions and submit with a resume and application.



REPORT TO THE EXECUTIVE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 28, 2026
FROM: Mandy Nasr, Chair

SUBJECT: **Executive Director Employment Agreement (ACTION)**

BACKGROUND: The original Executive Director Employment Agreement, dated December 19, 2022, provides for a three-year term with an automatic extension of one additional year. This current agreement is effective January 1, 2023, through December 31, 2026.

The Administrative Council completed its performance evaluation of the Executive Director, Christine Powers, on March 26, 2026, in which she exceeded overall expectations. She continues to be engaged and committed to the sustainability of SCLC and its managed cooperatives and has sought ways to create success and long-term impact for the organization, consistently providing great support and strong leadership guidance.

Given this performance, a renewal of the Executive Director Employment Agreement is presented for the Council's consideration and approval. This renewal agreement (included as Exhibit "a") is proposed with an effective date of July 1, 2026, to align with the Southern California Library Cooperative's (SCLC) fiscal year. This proposed agreement uses tracked changes to clearly indicate changes to the renewal. Should this agreement be executed, it will replace the current agreement.

Terms of the Renewal Agreement

Contract Duration: Three years, with an automatic one-year renewal, unless written notice is given by either party that the party does not want the Term of the Agreement to be extended.

Compensation: Annual salary of \$178,080.00 (which represents a 6% increase over the current salary), with benefits consistent with the previous agreement, plus an increase in annual vacation hours, as follows:

- FY 2026/27 – 176 hours
- FY 2027/28 – 192 hours
- FY 2028/29 – 208 hours

Maximum vacation accrual has also been increased for each year, with a maximum of 400 hours by FY 2028/29.

Termination: Council may terminate with or without cause at any time. If terminated without cause, SCLC shall continue to pay the Executive Director's base salary for a period of six months from the date of termination, or until the conclusion of the agreement, whichever period is shorter. All benefit plans and programs providing health and/or life insurance benefits the Executive Director was entitled to participate in immediately prior to termination shall also be provided during this period.

FISCAL IMPACT: As proposed, the Agreement represents an increase of \$11,631.31 to SCLC for FY 2026/27, which includes salary and wages, pension benefits, and payroll taxes. Since her hire, the Executive Director has received one salary increase, effective July 1, 2024, for an annual salary of \$168,000.

RECOMMENDATION: Approve the proposed Employment Agreement, with the suggested changes, for the employment of the Executive Director, effective July 1, 2026, for the three-year term and the automatic renewal of one additional year, and recommend approval to the Administrative Council.

Should the Committee not wish to approve this Agreement as proposed, the following alternatives may be considered:

- Negotiate adjustments to compensation, term length, or termination payments.
- Not renew the contract, which would require a formal vote and potential compensation upon termination without cause.

EXHIBITS:

- a. Proposed Employment Agreement



PROPOSED
EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") is made and entered into by **Southern California Library Cooperative** ("SCLC"), and **Christine Powers** ("Executive"), with reference to the following facts:

1. The effective date of this Agreement shall be ~~July 1, 2026~~ January 1, 2023 ("Effective Date").
2. SCLC and Executive desire to formalize the employment relationship of Executive with SCLC in a written agreement that specifies, among other things, the terms and conditions and the duration of such employment.

NOW, THEREFORE, in consideration of the foregoing facts and the mutual covenants and conditions set forth herein, SCLC and Executive hereby agree as follows:

1. **Employment.** SCLC hereby employs Executive, and Executive hereby accepts employment and agrees to serve as Executive Director for SCLC under the terms and conditions set forth herein. Executive agrees to perform, faithfully and diligently, all duties and responsibilities required of such position and other duties that are assigned to Executive by the Administrative Council provided that such duties are the types of duties that would ordinarily be assigned to a person occupying an executive position. Due to the nature of the position, it is understood that the workday and workweek hours may vary. The Executive is an exempt position; Employee shall not be eligible for overtime. Executive further agrees to use Executive's best efforts to promote the interests of SCLC and that Executive, with exception for personal business matters and charitable functions, will devote all of her business time and effort to the business and affairs of SCLC during the term of Executive's employment with SCLC. Executive shall report to Administrative Council through the Chair and/or a designee of the Administrative Council (hereinafter "Supervisor").
2. **Terms.**
 - A. **Term.** The term of employment of Executive hereunder will be three years, commencing on the Effective Date of this Agreement and expiring on the third anniversary of the Effective Date ("Term"). However, the "Term" of this Agreement may be ended immediately if any of the following occur:
 - (i) The termination of Executive's employment in accordance with Section 2.C, below;
 - (ii) Executive's resignation or retirement in accordance with SCLC's plans and policies; or

(iii) Executive's death.

B. Extension of Agreement. Except as provided in Section 2.A, the Term of the Agreement shall be automatically extended for one additional year unless written notice is given by either party that the party does not want the Term of the Agreement to be extended. Notice shall be provided no later than 30 days prior to the expiration of the Agreement (the "Notice of Non-Renewal"). SCLC and Executive agree that the Term of the Agreement may only be extended once.

C. At-Will. Executive agrees and acknowledges that her employment with SCLC is "at will" and that SCLC may terminate Executive at any time with or without cause. For the purposes hereof, termination for "Cause" shall mean termination due to any of the following:

- (i) Executive's violation of any of the provisions herein;
- (ii) Executive's commission of an act of fraud, embezzlement, theft or dishonesty against SCLC or its affiliates;
- (iii) Executive's conviction of, indictment for (or its procedural equivalent), or the entering of a guilty plea (or pleading by executive of nolo contendere) to any crime (a) with respect to which imprisonment is a possible punishment or (b) involving moral turpitude or which might, in the reasonable opinion of the SCLC, cause embarrassment to SCLC;
- (iv) Engaging in misconduct materially and demonstrably injurious to SCLC;
- (v) Material failure to comply with Company policies;
- (vi) Unsatisfactory performance of the duties and obligations of Executive's position after written notice by the Supervisor of performance deficiencies and a reasonable opportunity to improve.

The parties agree that the purpose of defining "Cause" for termination of the Agreement is to establish the amount of compensation, if any, to be paid to Executive upon the termination of Executive's employment by SCLC. By defining causes for termination, the parties do not intend to limit SCLC's right to terminate Executive's employment at any time for any reason.

D. Compensation Upon Termination of Employment.

- (i) Compensation Upon Termination for Cause or Upon Termination of Agreement by Executive. If Executive's employment shall be terminated for Cause as described in Section 2.C or Executive elects to terminate her employment, SCLC shall be discharged of any obligations under this Agreement except for any Base Salary, as this term is defined in Section 2.F(i), below, through Executive's last date of employment. Employer

shall have no further obligation to pay any compensation of any kind or severance payment of any kind.

(ii) Compensation Upon Termination Without Cause. If SCLC shall terminate Executive's employment other than for "Cause" pursuant to Section 2.C., above:

- (a) SCLC shall continue to pay Executive their Base Salary without interest for a period of six months from the date of termination, in accordance with normal payroll practices, or until the conclusion of the Term of this Agreement, whichever period is shorter.
- (b) SCLC shall maintain in full force and effect, for a period of six months from the date of termination or until the conclusion of the Term of this Agreement, whichever period is shorter, all employee benefit plans and programs providing health and/or life insurance benefits in which Executive was entitled to participate immediately prior to the date of Termination, provided that Executive's continued participation is possible under the general terms or provisions of such plans and programs.

E. Return of Company Property. Upon completion of Executive's employment with SCLC for any reason, whether by SCLC or by Executive, Executive shall immediately return to SCLC, without condition, all files, records, documents, keys, identification badges or papers identifying Executive as an officer or employee of SCLC, and all other property that has been furnished to Executive by SCLC.

F. Compensation. In consideration for all services to be performed under, and subject to Executive's compliance with the terms and provisions of this Agreement, Executive shall receive the initial salary and auto allowance set out below:

- (i) Base Salary. Executive shall be paid a salary at not less than one ~~seventy eight hundred sixty~~ thousand and eighty dollars (~~\$178,080.00~~160,000) per year ("Base Salary"). Bonuses are not eligible for compensation. The Base Salary will be payable in installments in accordance with SCLC's usual payroll procedures; SCLC will be entitled to withhold therefrom such payroll, Social Security, state disability taxes and other amounts required to be withheld by law and for employee benefit plans in which Executive participates; and the Base Salary shall be prorated for any partial year that Executive is employed hereunder. The Base Salary shall be subject to increase during the Term of this Agreement once annually at the discretion of the Executive Committee.
- (ii) Car Allowance. Executive shall receive a car allowance of four hundred dollars (\$400) per month during the term of Executive's employment. Any

travel to conduct business with contracted cooperatives will be charged the current mileage at the government rate.

(iii) Communication Allowance. Executive shall receive a communication allowance of nineteen hundred and fifty dollars (\$1,950) for 12 months.

~~(iv)~~ Vacation. Executive shall be entitled to ~~160~~176 hours ~~(four weeks)~~ vacation ~~from July 1, 2026 until June 30, 2027. From July 1, 2027 until June 30, 2028, Executive shall be entitled to 192 hours of vacation. From July 1, 2028 until June 30, 2029, Executive shall be entitled to 208 hours of vacation. or each calendar year this Agreement is in effect.~~ Such vacation shall be taken at such time or times as may be agreed between Executive and the Supervisor. The maximum vacation accrual shall be the following:

July 1, 2026 until June 30, 2027: 336 vacation hours

July 1, 2027 until June 30, 2028: 368 vacation hours

July 1, 2028 until June 30, 2029: 400 vacation hours

~~(iv)~~(v) administered in accordance with SCLC's written policies and procedures. ~~Executive will have the four weeks populated on the effective date of this agreement.~~

~~(v)~~(vi) Employee Benefit Plans. Executive shall be entitled to participate in such health insurance and other benefit plan(s) or programs as SCLC may from time-to-time make available to its employees commencing on Executive's first day of employment. Any other fringe benefits or prerequisites to be made available to Executive shall be subject to prior approval of SCLC's Administrative Council:

Health and other insurance: All fulltime employees are eligible for health, vision and dental insurance as follows:

- Health insurance: Up to the current rate of employer contribution, difference is put into a 457 plan account for the employee. Health insurance is offered through CalPERS.
- Dental and vision insurance: Full cost of dental and vision insurance paid for employee. Dependents and other eligible family members can be added on, with additional cost being paid by the employee.
- Long Term Disability (LTD): Effective after 90 days of disability, coverage is 60% of salary with a \$2,000 maximum per month.
- Life/Accidental Death & Dismemberment: \$10,000, reduced at age 65 if still employed by SCLC.
- Leave: SCLC offers vacation and sick leave, as well as personal leave, holidays, floating holidays, paid jury duty and bereavement leave.
- ~~Vacation 160 hrs/year Maximum of 320 hrs. may be accrued.~~
- Personal 32 hrs/year Per year, no carry over
- Holidays 11 days Per year, no carry over.
- Floating holidays 2 days Per year, no carry over.
- Sick 96 hrs/year Maximum of 520 hrs. may be accrued

- Jury duty 5 days/year
- Bereavement 3 days/year, no carry over.
- Retirement: SCLC participates in CalPERS. Under the Public Employees Pension Reform Act of 2013 (PEPRA), for any SCLC employee hired AFTER January 2, 2013 the following applies:
- Employee contribution: 7% of salary
- Retirement formula: PEPRA 2% at 62, Classic 2% at 55

- Note: New employees are subject to the Pensionable Compensation Cap put in place by PEPRRA. If a new employee is a "classic" CalPERS member, the above limits may not apply.
- Professional development: SCLC offers its executive director the opportunity to participate in professional organizations at the state and national levels. SCLC pays membership dues for the ED in both California Library Association and American Library Association. Opportunities to attend various conferences and seminars are also available.


~~(vi)~~(vii) Other. Upon resumption of office-based administration and/or in-person SCLC meetings, SCLC reserves the right to negotiate minimum in-person participation.

3. **Conflict of Interests.** During the Term of this Agreement, Executive shall devote Executive's full working time, ability, and attention to the business of SCLC, and shall not accept other employment or engage in any other outside business activity which interferes with the performance of Executive's duties and responsibilities under this Agreement or which involves actual or potential competition with the business of SCLC, except with the express prior written consent of SCLC's Administrative Council.
4. **Amendment.** This Agreement may be modified only by written agreement signed by the party against whom any amendment is to be enforced.
5. **Governing Law.** Any controversy or claim arising out of or relating to the construction or application, enforceability, or out of or relating to any breach or alleged breach, of any terms, provisions, or conditions of this Agreement shall be governed by California law.
6. **Partial Invalidity.** In the event any provision of this Agreement is void or unenforceable, the remaining provisions shall continue in full force and effect.
7. **Interpretation and Fair Construction.** In the event it is determined that any provision of this Agreement is uncertain or ambiguous, the language in all parts of this Agreement shall be in all cases construed as a whole according to its fair meaning and shall not be construed against or for any party. The headings of the Sections and Subsections of this Agreement are for convenience of reference only, shall not be considered in, nor shall they affect, the interpretation of any of the provisions of this Agreement.
8. **Waiver.** The failure of any party hereto to insist upon strict performance of any of the covenants and agreements herein contained, or to exercise any right herein conferred, in any one or more instances, shall not be construed to be a waiver or relinquishment thereof, but the same shall be and remain in full force and effect. No waiver shall be effective unless it is set forth in writing and is signed by the party granting such waiver and no waiver of the breach of any provision hereof shall constitute a waiver of any other breach, whether previous or subsequent, of the same provision.

9. **Opportunity to Consult Counsel.** The parties acknowledge that they have had an opportunity to consult with their respective counsel regarding this Agreement.
10. **Complete Agreement.** This Agreement contains the entire agreement between the parties, and supersedes any and all prior and contemporaneous oral and written agreements or discussions, including, without limitation, Executive's previous employment contracts or relationships with SCLC, which shall have no further force and effect.

IN WITNESS HEREOF, the parties hereto have executed this Agreement as of the date first written above.

EXECUTIVE:


Dated: 12/16/2022
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SOUTHERN CALIFORNIA LIBRARY COOPERATIVE:

Gary
Dated: May, 2026 December
16, 2022



REPORT TO THE EXECUTIVE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 28, 2026
FROM: Andy Beck, Controller

SUBJECT: **Proposed Budget for FY 2026/27 (ACTION)**

BACKGROUND: The Proposed Budget for the upcoming FY2026/27 is attached for review and consideration by the Southern California Library Cooperative's (SCLC) Administrative Council.

The California State Library released the preliminary allocations of the California Library Services Act (CLSA) funding, which includes \$288,832 in Baseline Budget funds and \$72,207 in System Administration funds. These numbers are approximately 50% of what has typically been allocated to the System. The System's FY 2026/27 budget has been calculated based on this information and previously approved membership dues.

At this time, grants have not been secured for the coming fiscal year, although it is not uncommon for SCLC to apply for and receive grants in the first two quarters of the year. Given ongoing conversations with State Library staff, along with other potential grant opportunities on the horizon, staff has included an estimate of \$500,000.

Projected expenses have been calculated based on approved future increases, contracts, expenses from prior years, and historical trends. Depending on the subjectivity of the estimate, each item of expense has been rounded up.

The proposed budget, with the projected deficit of \$94,573, has been updated to reflect the new salary schedule as recommended for approval by the Audit and Finance Committee on May 6, 2026.

The next step is approval of CLSA funds by the California Library Service Board (CLSB), passage of the State Budget by the California Legislature by June 15, and final approval of the Budget by the Governor by June 30. Should there be any changes to

CLSA funding amounts, or grant revenues, a revised budget will be presented to the Council as soon as possible for approval.

FISCAL IMPACT: Given current revenues and expenditures, a deficit of \$94,573 is projected.

RECOMMENDATION: Recommend approval the Proposed Budget to the Administrative Council, pending final approvals of CLSB and the Governor's budget.

EXHIBITS:

- a. Proposed Budget FY 2026/27

	Amended Budget FY 2025/26	Proposed Budget FY 2026/27	\$ Change
Revenues			
CLSA communications and delivery	\$ 603,500	\$ 525,950	\$ (77,550)
CLSA system administration	72,207	72,082	(125)
Fiscal and administration revenues	220,000	220,000	-
Grant project revenues	2,287,554	425,000	(1,862,554)
Grant staffing revenues	180,003	43,000	(137,003)
Grant indirect revenues	90,551	78,500	(12,051)
Membership dues	246,179	251,107	4,928
Califa membership dues	13,590	13,590	-
Investment income	80,000	52,500	(27,500)
Other	500	500	-
Total revenues	\$ 3,794,084	\$ 1,682,229	\$ (2,111,855)

Communications and delivery expenses			
Office supplies	\$ 7,000	\$ 7,000	\$ -
E-Resources	482,000	399,650	(82,350)
Contract services for delivery	72,000	75,000	3,000
Contract services	20,500	20,500	-
Telecommunications	22,000	23,800	1,800
Total communications and delivery expenses	\$ 603,500	\$ 525,950	\$ (77,550)

Personnel expenses			
Salary and wages	\$ 407,000	\$ 430,000	\$ 23,000
Retirement benefits	49,000	52,000	3,000
Unfunded pension liability	204,263	224,272	20,009
Health allotment - current employees	37,500	37,500	-
Health insurance - retired employees	13,400	12,000	(1,400)
Dental and vision	2,800	2,880	80
Life insurance	950	1,000	50
Other personnel expenses	12,000	12,500	500
Total personnel expenses	\$ 726,913	\$ 772,152	\$ 45,239

Other expenses			
Accounting software	\$ 2,900	\$ 2,500	\$ (400)
Office space rent	16,100	16,100	-
Insurance	2,900	3,000	100
Travel/conference/meeting	6,000	10,000	4,000
Membership dues	14,600	14,600	-
Legal	6,000	6,000	-
Other	1,500	1,500	-
Total other expenses	\$ 50,000	\$ 53,700	\$ 3,700

Grant expenses			
Federal grant	\$ 2,287,554	\$ 425,000	\$ (1,862,554)
State grant	-	-	-
Total grant expenses	\$ 2,287,554	\$ 425,000	\$ (1,862,554)

Summary			
Revenues	\$ 3,794,084	\$ 1,682,229	\$ (2,111,855)
Expenses	3,667,967	1,776,802	(1,891,165)
Surplus (Deficit)	\$ 126,117	\$ (94,573)	\$ (220,690)