



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, October 10, 2024**  
**11:00 am – 1:00 pm**

**Meeting Location:**  
**San Diego Central Library, Mary Hollis Clark Conference Center**  
**330 Park Blvd., San Diego, CA 92101**

**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 (attending as guest)  
Ghio, Danielle - National City  
Guerrero, Mary Jane - Imperial County  
Haller, Ember - City of Imperial  
Landa, Rino - Escondido  
Legaspi, Lizeth - Camarena  
Mason, Carla - El Centro (attending as guest)  
Ohr, Donna - San Diego County  
Ortega, Petra - Brawley  
Smithson, Suzanne - Carlsbad  
Whatley, Joy - Chula Vista

**Other**

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

1. Call to Order and Roll Call Lizeth Legaspi  
The meeting was 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 August 15, 2024, Administrative Council regular meeting (ACTION)  
MSP (Ghio/Haller) to pass the Consent Calendar.  
11 yes, 0 no, 0 abstain
  
4. Adoption of the Agenda Lizeth Legaspi

The Chair adopted the agenda without objection.
  
5. Budget Status Report for FY 2024/25 Andy Beck

(DISCUSSION)

Controller, Andy Beck, presented the Budget Status Report for the fiscal year 2024/25 reflecting reconciled bank statements through August 31, 2024.
  
6. CLSA FY 2024/25 Plan of Service Update Christine Powers

(DISCUSSION)

Executive Director, Christine Powers, presented an update on the Plan of Service. Serra's Plan of Service was approved at the CLSB meeting on October 2, 2024.
  
7. Discussion of Future Membership Dues Andy Beck

(ACTION)

Chula Vista indicated that the dues increased, as proposed, was fine. Feedback was provided regarding annual increases. The Administrative Council tabled the agenda item for the next meeting.
  
8. LINK+ Implementation Update Wayne Walker

(DISCUSSION)

Wayne Walker presented an update on the LINK+ Implementation.
  
9. Committee Reports
  - a. STARC Robert Cronk
    - STARC is switching to Oceanside.
  - b. Adult Services Robert Cronk
    - Upcoming conference on April 24 (or in early May) at SDPL Central library.
    - Committee met with SCLC staff to review bylaws and meeting requirements.
  - c. Youth Services Joy Whatley
    - Professional Development Day on November 7 at SDPL Central Library. Registration will be open through October 18.
    - Possible Summer Performance Showcase in January 2025.
  
10. State Library Report Julianna Robbins

CSL staff member, Julianna Robbins, presented the latest projects, grants, and initiatives ongoing at the State Library.

11. Administrative Council Chair Report  
None

Lizeth Legaspi

12. Other  
None

Lizeth Legaspi

13. What's New at Your Library

Lizeth Legaspi

San Diego Public Library

- Opening the Pacific Highlands branch library on November 9<sup>th</sup> – all are welcome.
- San Ysidro 100th anniversary.

Carlsbad

- Main Library's 25<sup>th</sup> anniversary.
- Eager to get set up with Link +
- Staff Development Day 10/31, 8 am – 2 pm.

Camarena

- The Technology Center just reopened. Now open twice a week.

Oceanside

- Staff Development Day 11/8, where the library will be closed all day. The whole day will be about the Sustainability grant from the California State Library.
- The city is considering a Youth Commission that will be run by the library.
- They just published their second Anthology. A beautiful book created by their learners at their Learning Center.

San Diego County

- The Deputy Director retired and the application period for that position has been extended – please apply!
- Received EV's from the Stronger Together grant.

El Centro

- Literacy Center opened on October 1<sup>st</sup>.

Escondido

- Started purchasing for their "Play for All" grant. Excited to get the program going.

14. Adjournment

Lizeth Legaspi

MS (Cronk/Smithson) to adjourn the meeting at 11:41 am.

