



**Southern California Library Cooperative
Audit and Finance Committee Meeting Agenda**

**Wednesday, May 6, 2026
2:00 – 3:00 pm**

Virtual Meeting

Join Zoom Meeting:

<https://us02web.zoom.us/j/87265602100?pwd=2VInfybupwGoqacDbubzaCftSzKmZu.1>

Meeting ID: 872 6560 2100

Passcode: 061256

Alternate Locations:

Commerce Library, 5655 Jillson St., Commerce, CA 90040
City of Calabasas Library, 200 Civic Center Way, Calabasas, CA 91302
Santa Monica Main Library, 601 Santa Monica Blvd., Santa Monica, CA 90401
Temple City Library, 5939 Golden West Ave., Temple City, CA 91780
Ventura County Library, 5600 Everglades St., Suite A, Ventura, CA 93003

All items may be considered for action.

1. Opening Erica Cuyugan
 - a. Chairperson's welcome
Chairperson introduces new attendees and Committee members.
 - b. Roll call

2. Public Forum Erica Cuyugan
Opportunity for any guest or member of the public to address the committee on any item of SCLC Audit and Finance Committee business. Three minutes per speaker on any Audit and Finance Committee-related business topic.

3. Consent Calendar Erica Cuyugan
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 March 4, 2026, Audit and Finance Committee meeting

- | | |
|--|------------------|
| 4. Adoption of Agenda | Erica Cuyugan |
| 5. Budget Status Report for FY 2025/26
(DISCUSSION) | Andy Beck |
| 6. SCLC Investments Report
(DISCUSSION) | Andy Beck |
| 7. Proposed Salary Schedule Revisions
and Adjustments
(ACTION) | Christine Powers |
| 8. Revenue Generation
(DISCUSSION) | Erica Cuyugan |
| 9. Committee Meeting Schedule for FY 2026/27
(ACTION) | Christine Powers |
| 10. Other | Erica Cuyugan |
| 11. Adjournment | Erica Cuyugan |

Southern California Library Cooperative
222 E. Harvard St. • Glendale, California 91205
(626) 283-5949 • Fax (626) 283-5949
Website : <http://www.socallibraries.org> • E-mail : sclcadmin@socallibraries.org



**Southern California Library Cooperative
Audit and Finance Committee Meeting Minutes**

Wednesday, March 4, 2026

2:00 – 3:00 pm

Virtual Meeting

Alternate Locations:

Commerce Public Library, 5655 Jillson St., Commerce, CA 90040

Santa Monica Main Library, 601 Santa Monica Blvd., Santa Monica, CA 90402

Ventura County Library, 5600 Everglades St., Suite A, Ventura, CA 93003

Live Oak Library, 22 W Live Oak Ave., Arcadia, CA 91007

Attendance

Bautista, Sonia - Commerce

Cuyugan, Erica - Santa Monica

Schram, Nancy - Ventura

Walker-Lanz, Jesse - LA County

Absent

Lockwood, Barbara - Calabasas

Other

Beck, Andy - SCLC

Powers, Christine - SCLC

Snodgrass, Nerissa - SCLC

1. Opening Erica Cuyugan
 - a. The meeting was called to order at 2:04 pm.
 - b. Roll call

2. Public Forum Erica Cuyugan

Opportunity for any guest or member of the public to address the committee on any item of SCLC Audit and Finance Committee business. Three minutes per speaker on any Audit and Finance Committee-related business topic.

None

3. Consent Calendar Erica Cuyugan
 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 21, 2026, Audit and Finance Committee meeting MSP (Bautista/ Walker-Lanz) to pass the Consent Calendar, without changes.
 4 yes, 0 no, 0 abstain

4. Adoption of Agenda Erica Cuyugan
 The Chair adopted the agenda without objection.

5. Budget Status Report for FY 2025/26 Andy Beck
 (DISCUSSION)
 Controller, Andy Beck, presented the Budget Status Report for Fiscal Year 2025/26.

6. SCLC Investments Report Andy Beck
 (DISCUSSION)
 Controller, Andy Beck, presented the SCLC Investments Report.

7. Empowering Access Grant Update Christine Powers
 (DISCUSSION)
 Executive Director, Christine Powers presented the Empowering Access Grant Update.

8. Revenue Generation Erica Cuyugan
 (DISCUSSION)
 The committee discussed alternative funding mechanisms for SCLC, such as workshops to benefit members with a charge to participants. No official recommendation/motion made.

9. Other Erica Cuyugan
 None

10. Adjournment Erica Cuyugan
 MS (Schram/Bautista) The meeting was adjourned at 2:25 pm.



REPORT TO THE AUDIT & FINANCE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 6, 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 and cash and investments total \$3,103,687. Based on the award of the Empowering grant and subsequent augmentation, a surplus of \$126,117 is anticipated by the end of this fiscal year.

FISCAL IMPACT: None

RECOMMENDATION: Informational item

EXHIBITS:

- a. Budget Status Report
- b. Bank Statement January through February 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

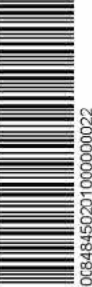
Account Number: [REDACTED]

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

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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: 000000529823372

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 Trn: 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 Trn: 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 Trn: 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 Trn: 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 Trn: 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 Ervice 953877419 Trn: 0432190686Tc	10,974.55
02/13	Orig CO Name:Irs Orig ID:3387702000 Desc Date:021326 CO Entry Descr:Usat taxpymtsec: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 Eftpmtsec:CCD Trace#:042000015167379 Eed:260213 Ind ID:1308184032 Ind Name:Southern California Li Payment Trn: 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 Trn: 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 Trn: 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 Trn: 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 Trn: 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 Trn: 0503668782Tc	746.16

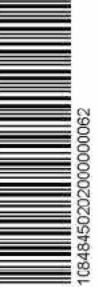


January 31, 2026 through February 27, 2026

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 Descr: 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 Descr: 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 Descr: 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



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

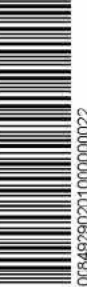
Account Number: [REDACTED]

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:Usatxpymtsec: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

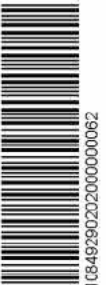


February 28, 2026 through March 31, 2026

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 ErVICES 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.



February 28, 2026 through March 31, 2026

Account Number: [REDACTED]

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 [REDACTED]

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.

JPMorgan Chase Bank, N.A. Member FDIC



REPORT TO THE AUDIT & FINANCE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 6, 2026
FROM: Andy Beck, Controller

SUBJECT: **SCLC Investments Report (DISCUSSION)**

INVESTMENTS: The Southern California Library Cooperative (SCLC) maintains investments in the California Local Agency Investment Fund (LAIF), US Treasuries, and CalPERS Employer Prefunding Trust (CEPPT).

LAIF

LAIF is a money market fund for government organizations and funds are liquid. The account opened in 2008 with an initial investment of over \$2 million. As of March 2026, the annual percentage yield is approximately 3.06% for FY 2025/26.

US Treasuries

Treasuries are debt obligations backed by the US Department of Treasury. These investments total approximately \$2 million with maturity ranging from 3 months to 1 year. The account opened in 2024 with an initial investment of just under \$2 million. As of March 2026, the annual percentage yield is approximately 3.07% for FY 2025/26.

CEPPT

CEPPT is an investment fund managed by CalPERS for funding the CalPERS unfunded pension liabilities and is restricted for this specific purpose. The account opened in 2021 with an initial investment of \$100,000. As of March 2026, the annual percentage yield is approximately 4.01% for FY 2025/26.

The investment overview reflects the balance of the LAIF, U.S. Treasuries, and CEPPT accounts as of March 31, 2026.

	<u>LAIF</u>	<u>U.S. Treasuries</u>	<u>CEPPT</u>	<u>Total</u>
Balance as of July 1, 2025	\$ 173,540	\$ 1,987,662	\$ 102,453	\$ 2,263,655
Deposit	-	3,451,283	-	3,451,283
Withdrawal	-	(4,000,000)	-	(4,000,000)
Change in interest receivable	145	-	-	145
Interest revenue	5,542	58,436	-	63,978
Fair market adjustment	<u>(211)</u>	<u>(12,910)</u>	<u>4,279</u>	<u>(8,842)</u>
Balance as of March 31, 2026	<u>\$ 179,016</u>	<u>\$ 1,484,471</u>	<u>\$ 106,732</u>	<u>\$ 1,770,219</u>

FISCAL IMPACT: As noted above

RECOMMENDATION: Informational item

EXHIBITS: None



REPORT TO THE AUDIT & FINANCE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 6, 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 wages, as proposed, for the Controller and Project Manager positions has a fiscal impact of \$9,250 for FY 2026/27. This includes salary and wages, retirement benefits, and other personnel expenses (i.e. payroll taxes).

This amount is currently not reflected in the preliminary budget for FY 2026/27 presented to the Administrative Council at the March 2026 regular meeting. This preliminary budget is included as Exhibit "d" of this report.

RECOMMENDATION: Consider the following recommendations to SCLC's Executive Committee and Administrative Council:

- 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
- d. Proposed Preliminary Budget for FY 2026/27

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 - Proposed



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.

	Amended Budget FY 2025/26	Preliminary Budget FY 2026/27	\$ Change
Revenues			
CLSA communications and delivery	\$ 603,500	\$ 288,832	\$ (314,668)
CLSA system administration	72,207	72,207	-
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	\$ 1,445,236	\$ (2,348,848)
Communications and delivery expenses			
Office supplies	\$ 7,000	\$ 7,000	\$ -
E-Resources	482,000	162,532	(319,468)
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	\$ 288,832	\$ (314,668)
Personnel expenses			
Salary and wages	\$ 407,000	\$ 413,000	\$ 6,000
Retirement benefits	49,000	50,000	1,000
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	\$ 753,152	\$ 26,239
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	\$ 1,445,236	\$ (2,348,848)
Expenses	3,667,967	1,520,684	(2,147,283)
Surplus (Deficit)	\$ 126,117	\$ (75,448)	\$ (201,565)



REPORT TO THE AUDIT AND FINANCE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 6, 2026
FROM: Erica Cuyugan, Chair

SUBJECT: **Revenue Generation (DISCUSSION)**

BACKGROUND: During the May 25, 2022, meeting, the Administrative Council directed the Audit & Finance Committee to:

1. Explore alternative funding mechanisms for SCLC and report back to the Administrative Council; and
2. Work with, support, and assist SCLC staff as they seek out and apply for funding opportunities.

Through discussions and recommendations that were generated by this Committee, two revenue generating initiatives have been implemented for FY 2023/24: an increase in membership dues and investment income via Certificate of Deposit accounts. Staff have also made considerable efforts to decrease expenditures over the past few fiscal years, including the reduction of staff by 40 percent, the reduction of Other Post Employment Benefits (OPEB), and the reduction of operating costs, such as rent.

The Audit and Finance Committee is welcome to continue discussing and planning an approach to explore additional alternate funding sources, and report back to the Administrative Committee as needed. This will remain a standing item on the agenda, as requested by the Committee, until directed otherwise.

FISCAL IMPACT: None

RECOMMENDATION: Informational item

EXHIBITS: None



REPORT TO THE AUDIT & FINANCE COMMITTEE
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE

DATE: May 6, 2026
FROM: Christine Powers, Executive Director

SUBJECT: **Committee Meeting Schedule for FY 2026/27 (ACTION)**

BACKGROUND: The Administrative Council, Executive Committee, and Audit and Finance Committee of the Southern California Library Cooperative (SCLC) all meet on a quarterly basis, with each body setting its meeting schedule for each fiscal year.

The Audit and Finance Committee held regular meetings during this fiscal year (FY) as follows:

- Wednesday, January 21, 2026, 2:00 – 3:00 pm
- Wednesday, March 4, 2026, 2:00 – 3:00 pm
- Wednesday, May 6, 2026, 2:00 – 3:00 pm

A proposed schedule for FY 2026/27 is attached as “Exhibit a.” Members can discuss whether they would like to maintain this schedule or propose a new schedule for approval by the Administrative Council at the upcoming May 2026 regular meeting.

FISCAL IMPACT: None

RECOMMENDATION: Discuss and approve a quarterly meeting schedule for the Audit and Finance Committee for FY 2026/27.

EXHIBITS:

- a. Proposed Meeting Schedule for FY 2026/27



**SCLC Audit & Finance Committee
FY 2026/27 *Proposed* Meeting Dates**

Wednesday, August 5, 2026

2:00 – 3:00 pm

Via Zoom

Wednesday, January 13, 2027

2:00 – 3:00 pm

Via Zoom

Wednesday, March 3, 2027

2:00 – 3:00 pm

Via Zoom

Wednesday, May 5, 2027

2:00 – 3:00 pm

Via Zoom

Meetings will be held virtually via Zoom.
Locations will be determined if needed.