



**49-99 COOPERATIVE LIBRARY SYSTEM  
ADMINISTRATIVE COUNCIL MEETING**

**Thursday, May 7, 2026  
10:30 am - 12:00 pm**

**Empire Public Library  
98 I Street, Empire, CA 95319**

Join Zoom Meeting:

<https://us06web.zoom.us/j/81501073354?pwd=OXhiltG8TbngaZVa0KFKkCThecCa5.1>

Meeting ID: 815 0107 3354

Passcode: 534992

**Alternate Meeting Locations:**

Amador County Library, 530 Sutter St., Jackson, CA 95642  
Lodi Public Library, 201 W. Locust St., Lodi, CA 95240  
Sonora Library, 480 Greenley Rd., Sonora, CA 95370  
34 Gopher Flat Rd., Sitter Creek, CA 95685

**Agenda**

All items may be considered for action.

1. Opening  
a. Chairperson's Welcome Jenni Fontanilla  
*Chair introduces any guests or new members.*  
b. Roll Call
  
2. Public Forum Jenni Fontanilla  
*Opportunity for any guest or member of the public to address the Council on any item of 49-99 business that is not on the current agenda.*
  
3. Consent Calendar Jenni Fontanilla  
*All items on the consent calendar may be approved with 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 5, 2026, Regular Meeting

- |  |                                |
|--|--------------------------------|
| 4. Adoption of the Agenda  | Jenni Fontanilla               |
| 5. Budget Status Report for FY 2025/26<br>(DISCUSSION)                     | Andy Beck                      |
| 6. Agreement w/ SCLC for Administrative and<br>Fiscal Services<br>(ACTION) | Christine Powers               |
| 7. Clarivate Contract Renewal for LINK+<br>(ACTION)                        | Christine Powers               |
| 8. CLSA Plan of Service & Budget for FY 2026/27<br>(ACTION)                | Christine Powers               |
| 9. Proposed Budget for FY 2026/27<br>(ACTION)                              | Andy Beck/<br>Christine Powers |
| 10. Meeting Schedule for FY 2026/27<br>(ACTION)                            | Christine Powers               |
| 11. State Library Report   | Rachel Tucker                  |
| 12. Chair's Report   | Jenni Fontanilla               |
| 13. Roundtable   | Jenni Fontanilla               |
| 14. Other  | Jenni Fontanilla               |
| 15. Adjournment  | Jenni Fontanilla               |



**49-99 COOPERATIVE LIBRARY SYSTEM  
ADMINISTRATIVE COUNCIL MEETING MINUTES**

**Thursday, March 5, 2026  
10:30 am - 12:00 pm**

**Virtual Meeting**

Alternate Meeting Locations:

- Salida Public Library, 4835 Sisk Rd., Salida, CA 95368
- Cesar Chavez Library, 605 N. El Dorado St., Stockton, CA 95202
- Lodi Public Library, 201 W. Locust St., Lodi, CA 95240
- Sonora Library, 480 Greenley Rd., Sonora, CA 95370
- Amador County Library, 530 Sutter St., Jackson, CA 95642
- 34 Gopher Flat Rd., Sutter Creek, CA 95685

Attendance

Dentan, Sarah - Stanislaus  
 Gazdik, Mary - Stockton-SJ  
 Fontanilla, Jenni - Lodi  
 Orr-Fritts, Karen - Tuolumne  
 Ramirez, Alyssa - Amador  
 Spragge, Jessie - Calaveras

Other

Beck, Andy - SCLC  
 Powers, Christine - SCLC  
 Snodgrass, Nerissa - SCLC  
 Tucker, Rachel - CSL

1. Opening
  - a. Chairperson's Welcome Jenni Fontanilla  
 Meeting called to order at 10:33 am.
  - b. Roll Call
  
2. Public Forum Jenni Fontanilla  
*Opportunity for any guest or member of the public to address the Council on any item of 49-99 business that is not on the current agenda.*  
 None
  
3. Consent Calendar Jenni Fontanilla  
*All items on the consent calendar may be approved with 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 December 4, 2025, Regular Meeting  
MSP (Dentan/Orr-Fritts) to pass the Consent Calendar, without changes.  
5 yes, 0 no, 0 abstain
  
- 4. Adoption of the Agenda Jenni Fontanilla  
The Chair adopted the agenda, without objection.
  
- 5. Presentation of Vision for California’s Public Libraries Joseph Bopp  
(DISCUSSION)  
Joesph Bopp presented the Vision for California’s Public Libraries.  
Council Members provided feedback on suggested changes to the document.  
  
*Jessie Spragge joined the meeting at 10:46 am.*
  
- 6. Audit Report for FY 2024/25 Andy Beck  
(ACTION)  
MSP (Gazdik/Ramirez) to accept 49-99 Cooperative Library System’s FY  
2024/25 Financial Audit, as presented.  
6 yes, 0 no, 0 abstain
  
- 7. Budget Status Report for FY 2025/26 and Andy Beck/  
Christine Powers  
Preliminary Budget for FY 2026/27  
(DISCUSSION)  
Controller, Andy Beck, presented the Budget Status Report for FY 2025/26, as  
well as the Preliminary Budget for FY 2026/27.
  
- 8. FY 2026/27 Membership Dues Andy Beck  
(ACTION)  
MSP (Dentan/Ramirez) to approve membership dues and Califa dues schedules  
for FY 2026/27.  
6 yes, 0 no, 0 abstain
  
- 9. Clarivate Contract Renewal for LINK+ Christine Powers  
(ACTION)  
No action taken. Jenni Fontanilla and Christine Powers will meet with Clarivate  
and report back to the group.
  
- 10. CLSA Planning for FY 2026/27 Christine Powers  
(DISCUSSION)  
Executive Director, Christine Powers, provided a report. Members requested  
information from Unity Courier, the system’s delivery vendor for LINK+.
  
- 11. State Library Report Rachel Tucker  
California State Library representative, Rachel Tucker, presented the State  
Library Report.

12. Chair's Report  
None  
Jenni Fontanilla
13. Roundtable  
Stanislaus noted that their Building Forward grant project is progressing and the Modesto branch is slated to open in late summer.  
Jenni Fontanilla
14. Other  
Christine Powers gave an update on the Empowering Access grant and noted that there are vacancies on the California Library Services Board, should anyone be interested in applying.  
Jenni Fontanilla
15. Adjournment  
MS (Dentan/Ramirez) to adjourn the meeting at 12:49 pm.  
Jenni Fontanilla



Agenda Item 5

DATE: May 7, 2026  
TO: 49-99 Administrative Council  
FROM: Andy Beck, Controller, 49-99/SCLC

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

**BACKGROUND:** The Budget Status Report for fiscal year 2025/26 reflects the reconciled bank statements through March 31, 2026.

For revenues, membership dues of \$40,134 were recorded as financial resources available for use. Other revenues include communication and delivery of \$62,194 and system administration of \$15,548, which were recorded as respective expenses were recognized.

Expenses include communications and delivery of \$110,836 and administrative expenses of \$24,456. These expenses do not reflect what was paid but amounts that were incurred.

As of March 31, 2026, the System has a deficit of \$17,416 and cash balance of \$310,131.

**FISCAL IMPACT:** None

**RECOMMENDATION:** Informational item

**EXHIBITS:**

- a. Budget Status Report
- b. Bank Statements January 2026 - March 2026

## Agenda Item 5a

49-99 Cooperative Library System  
 Budget for FY 2025/26  
 March 31, 2026

	Actual FY 2024/25	Approved Budget FY 2025/26	Actual FY 2025/26	Balance	% Realized
<b>Revenue</b>					
CLSA Communications & Delivery	65,325	62,194	62,194	-	100.00%
CLSA System Administration	15,562	15,548	15,548	-	100.00%
Membership Dues	38,220	40,131	40,134	(3)	100.01%
<b>Total revenue</b>	<b>119,107</b>	<b>117,873</b>	<b>117,876</b>	<b>(3)</b>	<b>300.01%</b>
<b>Communications and delivery expenses</b>					
Resource sharing	83,078	83,078	62,308	20,770	75.00%
Delivery	52,819	55,000	40,610	14,390	73.84%
Audit Fees	6,465	6,750	6,550	200	97.04%
Office supplies	426	700	219	481	31.29%
Telecommunications	1,823	2,000	1,149	851	57.45%
<b>Total communication and delivery expenses</b>	<b>144,611</b>	<b>147,528</b>	<b>110,836</b>	<b>36,692</b>	<b>334.61%</b>
<b>Administrative expenses</b>					
Administration expense	30,048	30,021	22,536	7,485	75.07%
Memberships	1,800	1,800	1,800	-	100.00%
Meetings/conferences/travel	243	1,100	105	995	9.55%
Other	85	125	15	110	12.00%
<b>Total administrative expenses</b>	<b>32,176</b>	<b>33,046</b>	<b>24,456</b>	<b>8,590</b>	<b>196.61%</b>
<b>Summary</b>					
Total revenue	119,107	117,873	117,876	(3)	100.00%
Total expenses	176,787	180,574	135,292	45,282	74.92%
<b>Surplus (Deficit)</b>	<b>(57,680)</b>	<b>(62,701)</b>	<b>(17,416)</b>	<b>(45,285)</b>	<b>25.08%</b>



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 Columbus, OH 43218 - 2051

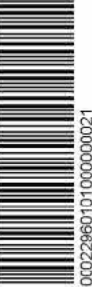
January 01, 2026 through January 30, 2026

Account Number: [REDACTED]

**CUSTOMER SERVICE INFORMATION**

Web site: [www.Chase.com](http://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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 49-99 COOPERATIVE LIBRARY SYSTEM  
 222 E. HARVARD ST  
 GLENDALE CA 91205



**CHECKING SUMMARY**

Chase Platinum Business Checking

	INSTANCES	AMOUNT
<b>Beginning Balance</b>		<b>\$330,093.27</b>
Electronic Withdrawals	5	-11,641.42
<b>Ending Balance</b>	<b>5</b>	<b>\$318,451.85</b>

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.

**ELECTRONIC WITHDRAWALS**

DATE	DESCRIPTION	AMOUNT
01/06	01/06 Online Payment 27603613603 To Unity Courier Services, Inc.	\$1,022.49
01/13	01/13 Online Payment 27683498704 To Cj Brown & Company, Cpas	6,550.00
01/13	01/13 Online Payment 27683498700 To Unity Courier Services, Inc.	2,037.97
01/20	01/20 Online Payment 27766763091 To Unity Courier Services, Inc.	1,015.48
01/27	01/27 Online Payment 27841808092 To Unity Courier Services, Inc.	1,015.48
<b>Total Electronic Withdrawals</b>		<b>\$11,641.42</b>

**DAILY ENDING BALANCE**

DATE	AMOUNT
01/06	\$329,070.78
01/13	320,482.81
01/20	319,467.33
01/27	318,451.85

**SERVICE CHARGE SUMMARY**

Monthly Service Fee	\$0.00
Other Service Charges	\$0.00
<b>Total Service Charges</b>	<b>\$0.00</b>



January 01, 2026 through January 30, 2026

Account Number: 000000653283385

**SERVICE CHARGE SUMMARY** (continued)

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
<b>Monthly Service Fee</b>					
Monthly Service Fee Waived	0			\$95.00	\$0.00
<b>Other Service Charges:</b>					
<b>Cash Management Services</b>					
Debit Block Maintenance	1	0	1	\$0.00	\$0.00
<b>Subtotal Other Service Charges</b>					<b>\$0.00</b>

**ACCOUNT** [REDACTED]

**Other Service Charges:**  
**Cash Management Services**  
Debit Block Maintenance

1

Reminder: Fees associated with ACH Payments, Real Time Payments, Same Day ACH, ACH Collections and Chase QuickDeposit<sup>SM</sup> 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.

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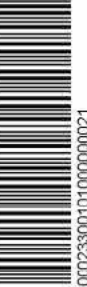
January 31, 2026 through February 27, 2026

Account Number: [REDACTED]

**CUSTOMER SERVICE INFORMATION**

Web site: [www.Chase.com](http://www.Chase.com)  
 Service Center: 1-877-425-8100  
 Para Espanol: 1-888-622-4273  
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 49-99 COOPERATIVE LIBRARY SYSTEM  
 222 E. HARVARD ST  
 GLENDALE CA 91205



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**CHECKING SUMMARY**

Chase Platinum Business Checking

	INSTANCES	AMOUNT
<b>Beginning Balance</b>		<b>\$318,451.85</b>
Electronic Withdrawals	4	-4,097.11
<b>Ending Balance</b>	<b>4</b>	<b>\$314,354.74</b>

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- 500 debits and non-electronic deposits (those made via check or cash in branches) per statement cycle
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**ELECTRONIC WITHDRAWALS**

DATE	DESCRIPTION	AMOUNT
02/03	02/03 Online Payment 27936524530 To Unity Courier Services, Inc.	\$1,015.48
02/12	02/12 Online Payment 28044631066 To Unity Courier Services, Inc.	1,015.48
02/18	02/18 Online Payment 28118019729 To Unity Courier Services, Inc.	1,029.54
02/24	02/24 Online Payment 28189149605 To Unity Courier Services, Inc.	1,036.61
<b>Total Electronic Withdrawals</b>		<b>\$4,097.11</b>

**DAILY ENDING BALANCE**

DATE	AMOUNT
02/03	\$317,436.37
02/12	316,420.89
02/18	315,391.35
02/24	314,354.74

**SERVICE CHARGE SUMMARY**

Monthly Service Fee	\$0.00
Other Service Charges	\$0.00
<b>Total Service Charges</b>	<b>\$0.00</b>



January 31, 2026 through February 27, 2026

Account Number: 000000653283385

**SERVICE CHARGE SUMMARY** (continued)

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
<b>Monthly Service Fee</b>					
Monthly Service Fee Waived	0			\$95.00	\$0.00
<b>Other Service Charges:</b>					
<b>Cash Management Services</b>					
Debit Block Maintenance	1	0	1	\$0.00	\$0.00
<b>Subtotal Other Service Charges</b>					<b>\$0.00</b>

**ACCOUNT** [REDACTED]

**Other Service Charges:**  
**Cash Management Services**  
Debit Block Maintenance

1

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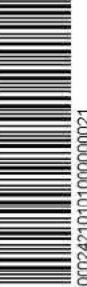
February 28, 2026 through March 31, 2026

Account Number: [REDACTED]

**CUSTOMER SERVICE INFORMATION**

Web site: [www.Chase.com](http://www.Chase.com)  
Service Center: **1-877-425-8100**  
Para Espanol: 1-888-622-4273  
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49-99 COOPERATIVE LIBRARY SYSTEM  
222 E. HARVARD ST  
GLENDALE CA 91205



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**CHECKING SUMMARY**

Chase Platinum Business Checking

	INSTANCES	AMOUNT
<b>Beginning Balance</b>		<b>\$314,354.74</b>
Electronic Withdrawals	4	-4,223.76
<b>Ending Balance</b>	<b>4</b>	<b>\$310,130.98</b>

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- \$25,000 in cash deposits per statement cycle
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**ELECTRONIC WITHDRAWALS**

DATE	DESCRIPTION	AMOUNT
03/03	03/03 Online Payment 28290361488 To Unity Courier Services, Inc.	\$1,043.61
03/10	03/10 Online Payment 28378665917 To Unity Courier Services, Inc.	1,043.61
03/17	03/17 Online Payment 28467933445 To Unity Courier Services, Inc.	1,043.61
03/24	03/24 Online Payment 28552442850 To Unity Courier Services, Inc.	1,092.93
<b>Total Electronic Withdrawals</b>		<b>\$4,223.76</b>

**DAILY ENDING BALANCE**

DATE	AMOUNT
03/03	\$313,311.13
03/10	312,267.52
03/17	311,223.91
03/24	310,130.98

**SERVICE CHARGE SUMMARY**

Monthly Service Fee	\$0.00
Other Service Charges	\$0.00
<b>Total Service Charges</b>	<b>\$0.00</b>



**SERVICE CHARGE SUMMARY** (continued)

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
<b>Monthly Service Fee</b>					
Monthly Service Fee Waived	0			\$95.00	\$0.00
<b>Other Service Charges:</b>					
<b>Cash Management Services</b>					
Debit Block Maintenance	1	0	1	\$0.00	\$0.00
<b>Subtotal Other Service Charges</b>					<b>\$0.00</b>

**ACCOUNT** [REDACTED]

**Other Service Charges:**  
**Cash Management Services**  
 Debit Block Maintenance

1

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Agenda Item 6

DATE: May 7, 2026  
TO: 49-99 Administrative Council  
FROM: Christine Powers, Executive Director, 49-99/SCLC

SUBJECT: **Agreement with SCLC for Administrative and Fiscal Services for FY 2026/27 (ACTION)**

BACKGROUND: As members of a library cooperative system, the 49-99 Cooperative Library System receives funding from the California State Library. The Communications and Delivery Program of the California Library Services Act (CLSA) is specifically designed to assist and encourage cooperative efforts among California public libraries. There are currently nine library cooperative systems in the state charged with administering a variety of programs, services, and distribution of grant funds. In order to receive these funds, a library must be a member of one of these cooperative organizations.

For the past several years, 49-99 has entered into annual agreements with the Southern California Library Cooperative (SCLC) for fiscal and administrative services. Prior to executing the agreement, the Administrative Council of SCLC also reviews the agreement and takes action to authorize the Executive Director to enter into the agreement.

The services provided by SCLC staff have been historically paid for primarily using the System Administration funds received by 49-99 through annual CLSA funds. These System Administration funds represent 20% of the overall funds received by 49-99. For the past several years, the State has allocated an overall \$3.6 million to CLSA, and the System Administrative costs for 49-99 have been approximately just over \$30,000 annually.

In FY 2024/25, the Governor announced that he would be reducing CLSA funding to cooperatives by 50% across the board for the next two fiscal years in order to address the State's budget deficit. Unfortunately, that reduced budget has been carried over for the proposed FY 2026/27 budget. Given that the services provided by SCLC will not be reduced and given the fixed staffing and overhead costs that SCLC maintains, SCLC and 49-99 have maintained an agreement with the original level of funding as provided under System Administration in the original Preliminary System Budget Allocation provided prior to the 50% reductions. The same payment schedule is proposed for this upcoming fiscal year.

The attached one-year agreement, which runs from July 1, 2026, to June 30, 2027, reflects current staffing costs. These amounts were calculated using 49-99's share of the CLSA funding between the five systems managed by SCLC. This includes a line item in the contract for office supplies and telecommunication, which would come from the CLSA Communication and Delivery Budget. Finally, as approved by the Council last year, a line item is included for meetings (conference travel for the Executive Director).

One item for the Council's consideration is whether to continue including the following requirement under Section 2. Administrative Services (at the top of page 2):

*Sending at least one SCLC staff member to personally attend the regularly scheduled May 49-99 Administrative Council meeting...*

Prior to this past year, the Council had a member of SCLC's staff who lived near the 49-99 region, attend at least one meeting in person per year. Any travel costs incurring for staff were reimbursed by 49-99. Due to continued budget shortfalls from the State, SCLC has reduced its staffing by 40%. Should the Council wish to maintain this requirement in the agreement, staff can travel for at least one meeting, but the travel costs incurred would include airfare, hotel, and ground travel to/from the meeting location.

**FISCAL IMPACT:** Staff estimates an amount not to exceed \$33,000 for fiscal and administrative services. Currently, the CLSA System Administration funds allotted to 49-99 (as noted in Exhibit "a" of this report) are now \$15,568. SCLC proposes a contract fee of \$30,060, which is approximately double the current System Administration allocation, and maintains contract fees consistent with last year.

Additional contract costs, such as office supplies, telecommunications, and travel have been calculated using 49-99's share of the CLSA funding between the five systems managed by SCLC. 49-99's share of the CLSA funding is 8.79%, which was applied to the total anticipated amount for these expenditures.

To cover the cost of SCLC's services, unrestricted fund balance may be utilized to cover the difference between this amount and what is provided through the System Administration allocation.

**RECOMMENDATION:** Provide direction on whether to remove the in-person meeting requirement for SCLC staff. Authorize the 49-99 Administrative Council Chair to sign the agreement between 49-99 Cooperative Library System and SCLC, for administrative and fiscal services for FY 2026/27.

**EXHIBIT:**

- a. Agreement between 49-99 and SCLC

**AGREEMENT between  
49-99 COOPERATIVE LIBRARY SYSTEM and  
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE**

This statement of terms constitutes the Agreement whereby SOUTHERN CALIFORNIA LIBRARY COOPERATIVE (SCLC) will provide Administrative and Fiscal Agent services for 49-99 COOPERATIVE LIBRARY SYSTEM (49-99).

**WHEREAS:**

- Both Parties acknowledge the importance of regional resource sharing and other programs to improve library service and will collaborate in a planning process to identify and develop long-term programs and services to accomplish these goals.
- Service standards for CLSA programs will be those required by the California Library Services Act (CLSA).
- Revenues, expenditures, reserves, and the annual 49-99 member fees for services to be provided within a fiscal year are detailed in the 49-99 Budget. The Budget may be amended or replaced by the 49-99 Administrative Council without requiring consideration or re-approval of this agreement.

**1. Dates and Amendments**

- The Agreement is effective July 1, 2026.
- The Agreement will be a one-year contract, renewable annually if approved by 49-99 and SCLC Administrative Councils no later than May 31 of the preceding fiscal year.
- Changes in the Agreement may be negotiated at the request of either party. Any changes or amendments must be in writing and approved by the 49-99 and SCLC Administrative Councils.

**2. Administrative Services**

SCLC staff will provide Administrative Services for 49-99, to include:

- Preparing a System Plan of Service, System Detailed Budget, and Annual Report in compliance with the requirements of CLSA and the California State Library and subject to approval by the 49-99 Administrative Council.
- Maintaining records and reporting all required statistics in compliance with CLSA and other applicable state and federal requirements.
- Communicating with the 49-99 Council's Chair and members regularly using email, telephone, regular U.S. mail and other methods as appropriate.
- Coordinating Administrative Council meetings, including preparing and distributing Agendas and Minutes, and committee meetings as needed.

- Sending at least one SCLC staff member to personally attend the regularly scheduled May 49-99 Administrative Council meeting; having at least one SCLC staff member attend other meetings virtually.
- Preparing financial reports prior to each Council meeting showing revenues, expenditures, and reserves and submitting such reports as part of the meeting agenda packet.
- Annually developing a budget in collaboration with 49-99 Administrative Council for programs or services to be provided in the subsequent fiscal year.
- Negotiating and drafting agreements with vendors, contractors, or consultants on behalf of 49-99 for services specifically authorized by CLSA. The Administrative Council will have final approval over choices of, contracts with, and performance of any third-party vendors, contractors, or consultants providing services to 49-99.
- Supporting special projects and additional activities not specifically authorized and/or fully funded by CLSA as desired by the 49-99 Administrative Council. (Service levels and costs to be negotiated with the Council and added as attachments to the agreement, subject to SCLC staff capacity.)
- Submitting an annual audit to the California State Controller as required by governmental agencies.
- Maintaining all appropriate files and records as required by state and federal laws and by 49-99's own record retention policies.

The 49-99 Administrative Council and its members will provide SCLC with administrative oversight regarding 49-99 programs and services through:

- Maintaining close contact with member libraries to review their activities and needs.
- Providing SCLC with meeting schedules, agendas, and materials for any 49-99 committees that may be established and acting as liaisons to any such committees to ensure continuity and stability.
- Monitoring CLSA-required activities and service levels.
- Maintaining close contact with all parties involved in any non-CLSA projects.
- Approving choices of, contracts with, and performance of any third-party vendors, contractors, or consultants providing services to 49-99.

### **3. Fiscal Agent Services**

SCLC staff will provide Fiscal Agent Services for 49-99, to include:

- Arranging for the receipt, deposit, disbursement, and accounting of funds allocated by the State of California or federal government.

- Collecting and depositing member fees and other fees or revenues due to 49-99, whether by grant application, invoice, or other means.
- Working with 49-99 Cooperative Library System's Council, establish procedures for handling receivables and payables in a timely manner, including submitting requests for approval to the Council's Chair for payments in excess of \$5,000.
- Providing comprehensive revenue, expenditure, and reserve financial reports prior to each Council meeting in accordance with the reporting requirements of CLSA and generally accepted accounting principles.
- Working with 49-99's Administrative Council, prepare and submit reports as required by the State of California or the California Library Services Board, including the Annual Report for Special Districts to the State Controller.
- Establishing procedures to have an independent financial audit performed at the end of the fiscal year. *(Note: Cost of the audit is not covered by this agreement.)*
- Maintaining all appropriate files and records as required by state and federal laws and by 49-99's own record retention policies.

The 49-99 Administrative Council will provide SCLC with administrative oversight of fiscal agent services through:

- Reviewing quarterly fiscal reports and requesting explanations as needed; reviewing and responding to expenditure requests or budget amendments at Administrative Council meetings.
- Addressing and resolving any policy or procedural issues brought forward by SCLC staff to ensure that fiscal services are delivered efficiently, accurately, and at a competitive rate, as determined by 49-99.

#### **4. Dissolution of Agreement**

In the event that this Agreement is terminated, SCLC will return to 49-99 all funds, files, and financial records in its custody. SCLC will cause an audit to take place within ninety (90) days of the expiration of the Agreement. Any funds remaining after all 49-99 expenditures and obligations are accounted for will be returned to 49-99 or to its designated entity within thirty (30) days following acceptance of the audit paid for equally by the 49-99 and SCLC Administrative Councils.

#### **5. Changes in Legislation**

Should the California Library Services Act be legislatively amended or restructured in the future, the Administrative Councils for 49-99 and SCLC shall amend this Agreement in compliance with any required changes.

**6. Payment to SCLC for its Services**

As payment in full for these services for FY 2026/27 (July 1- June 30) SCLC shall reimburse itself from the:

- Indirect fees from grants up to 10% and negotiated staffing over 10%, when applicable.
- CLSA System Administration fees up to the designated 20%, to be paid in full upon receipt by 49-99 of CLSA funding from the State, within 30 days of receipt of the funding. Should CLSA System Administrative funds remain at 50% levels as they did last year, 49-99 will provide SCLC with the other 50% of funds, for a total of \$30,021.
- CLSA Communication and Delivery Fees: Offices Supplies and Telecommunications, a shared cost that is subject to approval by the Administrative Council as part of the system annual budget, to be paid in full upon receipt by 49-99 of CLSA funding from the State, within 30 days of receipt of the funding.
- Travel reimbursements for Executive Director to conferences in which she represents 49-99.
- Other administrative and fiscal fees to be negotiated. (*See Attachment A*)

**7. Signatures**

\_\_\_\_\_  
49-99 Administrative Council Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
SCLC Executive Director

\_\_\_\_\_  
Date

## Attachment A - Administrative and Fiscal Fee Schedule for Additional Services

### Hourly Staffing Rates\*

Executive Director	\$102.83
Controller	\$75.10
Project Manager	\$68.71
Administrative Assistant	\$25.00
Operational (in addition to hourly)	\$35.00
Grant	Indirect 15% (additional staff hours paid)
Non-CLSA project	Negotiated based on hourly rate
Contracts for CLSA projects	Up to CLSA System Administration allocation, then negotiated based on hourly rate
Travel	Up to CLSA System Administration allocation, then negotiated based on hourly rate and travel expenses

\*Hourly rates for non-CLSA projects subject to change with SCLC Administrative Council authorized increases to staff salaries or benefits.



DATE: May 7, 2026  
 TO: 49-99 Administrative Council  
 FROM: Andy Beck, Controller, 49-99/SCLC  
 Christine Powers, Executive Director, 49-99/SCLC

**SUBJECT: Clarivate Contract Renewal for LINK+ (ACTION)**

**BACKGROUND:** The 49-99 Cooperative Library System maintains a contract with Clarivate in order to participate in LINK+, a cooperative service that allows library cardholders to borrow books, music scores, government documents, and media items from participating libraries across California and Nevada for free. The previous contract with Clarivate (also known as Innovate Interfaces Incorporated) was signed on May 11, 2021, for resource sharing services. The contract was for a term of 60 months starting on June 1, 2021, and ending on May 31, 2026. After year two of the contract, there is an increase in annual fees of 3.5% for years three through five.

At the March 2026 49-99 meeting, the Council was presented with a proposed contract from Clarivate is for a term of 60 months starting on June 1, 2026, and ending on May 31, 2031. The annual fee, as proposed, would increase 3.0% each year, as follows:

Year	Fiscal Year	Annual Fee
1	FY 2026/27	\$85,570.11
2	FY 2027/28	\$88,137.21
3	FY 2028/29	\$90,781.33
4	FY 2029/30	\$93,504.77
5	FY 2030/31	\$96,309.91

Council members expressed dissatisfaction with the proposed contract and inquired about a one-year contract instead, given funding uncertainties. They requested that staff, along with Chair Jenni Fontanilla, engage in discussions with Clarivate to renegotiate.

Staff, along with Chair Fontanilla, met with Clarivate staff to express concerns with the proposed fee schedule, as well as pricing history. Clarivate indicated that their standard annual increase is 5%, but upon reviewing the historical fee schedule for 49-99, annual increases were typically 3.50% for many years, with three years at 0.00% (no) increase.

Upon further discussions, Clarivate has proposed the following fee schedules for Council’s consideration: one for a three-year agreement, and one for a five-year agreement.

Year	Fiscal Year	Increase	3-Year Price	Increase	5-Year Price
1	FY 2026/27	2.00%	\$84,739.34	0.00%	\$83,077.78
2	FY 2027/28	3.00%	\$87,281.52	0.00%	\$83,077.78
3	FY 2028/29	4.00%	\$90,772.78	3.50%	\$85,985.50
4	FY 2029/30			3.50%	\$88,994.99
5	FY 2030/31			3.50%	\$92,109.82

Additionally, Clarivate is willing to waive the implementation fees for Calaveras County’s ILS change should 49-99 commit to either the three- or five-year agreement. Additionally, Clarivate is willing to allow 49-99 to terminate the contract with no penalties if California Library Services funds continue to remain at current levels. Clarivate’s legal staff is in the process of reviewing the proposed termination language provided by 49-99/SCLC staff. It should be noted that should this clause be accepted, it does not waive any disconnect fees should any member, or the entire 49-99 system, discontinue its LINK+ participation.

FISCAL IMPACT: Dependent on direction provided by the Council.

RECOMMENDATION: Authorize the Executive Director to sign a five-year (60 month) contract with Clarivate, pending final acceptance of the termination clause.

EXHIBITS:

- a. Proposed **Original** Agreement between 49-99 Cooperative Library System and Clarivate



**Innovative Interfaces Incorporated (“Clarivate”)**  
 789 E. Eisenhower Parkway  
 Ann Arbor, MI 48108

**Order Form:**

By signing this Order Form (“Order”) you agree to order the Services and /or license the Products subject to the Agreement described below and you certify that you are authorized to enter into this Agreement on behalf of the Client effective as of the date of the last signature below.

Client: 49-99 Cooperative Library System  <b>Authorization by Client:</b>  Signature: _____ <span style="color: red; font-weight: bold;">Duly Authorized Signature</span> Name: _____ Title: _____  Date Signed: _____	<b>Authorization by:</b> Innovative Interfaces Incorporated  Signature:  Name: Tim McGee Title: VP, Sales Operations Date Signed: February 11, 2026
---	---

**Q-00856253**

**Products (Annually Recurring):**

Name	Description	Start Date	Contract Term (months)
Resource Sharing – Returnables (INN-Reach) Subscription Other (Subscription)	Resource Sharing – Returnables (INN-Reach) Subscription Other  Innovative Resource Sharing expands the library’s available collection for a fraction of the cost of traditional interlibrary loan. Works with any ILS. Unmediated request model saves staff time and serves patrons faster. Key capabilities include: sharing of physical materials or digital resources; union catalog with real-time availability; APIs and NCIP to reduce overhead; simplified patron experience and	6/1/2026	60

	staff workflow; pickup anywhere; pass to ILL; reports for shared print management.		
Resource Sharing – Returnables (INN-Reach) Subscription Other (Subscription)	Resource Sharing – Returnables (INN-Reach) Subscription Other  Innovative Resource Sharing expands the library’s available collection for a fraction of the cost of traditional interlibrary loan. Works with any ILS. Unmediated request model saves staff time and serves patrons faster. Key capabilities include: sharing of physical materials or digital resources; union catalog with real-time availability; APIs and NCIP to reduce overhead; simplified patron experience and staff workflow; pickup anywhere; pass to ILL; reports for shared print management.	6/1/2026	60
<b>Total Price for Year 1: 85,570.11 USD</b>			

- Start Date for new product(s) being purchased will commence following implementation.
- Statement of Work is attached for Services Orders.
- Payment terms are Net 30. If applicable, fees will be co-termed to align your billing to the same term.

**Renewal Term:**  
For annually recurring products it will auto renew for consecutive 12-month terms following the expiration of the overall contract term as set out above (“Initial Term”) unless either party provides at least ninety (90) days’ notice of nonrenewal before the end of the then current term. During the Initial Term, Innovative will have the right to increase rates for services being renewed by a maximum percentage equivalent to 3% over the previous year and by a maximum percentage of 5% during the Renewal Term.

**Product Terms:**  
**GOVERNING LAW** State of Delaware  
**GOVERNING TERMS:** The products and services set forth herein are governed by the terms found at <https://clarivate.com/terms-of-business> for:

- The Clarivate Terms;
- The Product/Service Terms for Innovative; and
- If applicable, the Innovative Subscription and Perpetual Software Subscriptions Operational Terms

For the avoidance of doubt, the Terms as expressly detailed in this Order Form will take precedence in the event of a conflict with the Governing Terms.

**Additional Information:**

5 year commitment at 3% / year

Year 1 of 5 - \$85,570.11

Year 2 of 5 - \$88,137.21

Year 3 of 5 - \$90,781.33

Year 4 of 5 - \$93,504.77

Year 5 of 5 - \$96,309.91

The pricing offered by Clarivate herein expires 30 days from date of issue and based on the assumption that if accepted by Client, contracts will be executed within this 30-day period.

Taxes: Except to the extent that you are tax-exempt as to the tax in question, Client will pay all sales, use and other taxes imposed by any applicable laws and regulations as a result of the payments under this agreement, including but not limited to: Canadian Goods and Services Tax ("GST"), Canadian Harmonized Sales Tax ("HST"), Canadian Provincial Sales Tax ("PST") and/or other transaction tax (Collectively "Excise Tax"). When applicable, these tax amounts will be reflected on invoices to Client.

**Legal Notice Information**

Client Entity: 49-99 Cooperative Library System

Client Legal Address: 254 N. Lake Ave. #874 Pasadena CA United States 91101

<b>Billing Information:</b> Please review your billing address to ensure its accuracy.	<b>Shipping Information:</b> Please confirm the shipping address is accurate.
Andy Beck abeck@socallibraries.org Christine Powers cpowers@socallibraries.org <b>49-99 Cooperative Library System</b> 254 N. Lake Ave. #874 Pasadena CA United States 91101	<b>49-99 Cooperative Library System</b> 254 N. Lake Ave. #874 Pasadena CA United States 91101
<u>Electronic Invoice Recipient(s):</u> Andy Beck abeck@socallibraries.org Christine Powers cpowers@socallibraries.org	<u>Electronic Renewal Recipient(s):</u> Andy Beck abeck@socallibraries.org Christine Powers cpowers@socallibraries.org
If your subscribing institution requires the use of Purchase Orders, please indicate below. <b>Purchase Order #</b>  <b>Billing Information Notes</b> Annually	<b>Tax Registration Number #</b> If tax exempt, please include copy of supporting documentation with signed agreement or email a copy to <a href="mailto:tax.certificates@clarivate.com">tax.certificates@clarivate.com</a>
Invoices will be emailed to the bill to-contact and renewals will be emailed to the ship-to-contact. If your institution is unable to accept electronic invoices, please check this box:  <input type="checkbox"/>	



Agenda Item 8

DATE: May 7, 2026  
TO: 49-99 Administrative Council  
FROM: Christine Powers, Executive Director, 49-99/SCLC

**SUBJECT: CLSA Plan of Service and Budget FY 2026/27 (ACTION)**

**BACKGROUND:** Each year, the 49-99 Cooperative Library System receives California Library Services Act (CLSA) funds from the state to promote resource sharing within the system. To receive these funds, 49-99 must complete and submit a Plan of Service (Plan) to be approved by the California Library Services Board (CLSB). The Plan outlines how the system intends on expending funds and how those expenditures will benefit the communities served by 49-99 member libraries.

**FISCAL IMPACT:** The CLSA preliminary system budget allocation for FY 2026/27 is \$62,273 for the Baseline Budget and \$15,568 for the System Administration Budget, for a total of \$77,841, a \$99 increase from the current fiscal year's allocation. The CLSA budget continues to be funded at 50% by the Governor. The CLSB has not yet met to consider approving the CLSA preliminary system budget allocation, nor have the cooperatives been provided with a date for an upcoming meeting.

**RECOMMENDATION:** Authorize the 49-99 Administrative Council Chair to work with SCLC staff to review and sign the FY 2026/27 CLSA Plan of Service and Budget for submission to the State Library.

**EXHIBIT:**

- a. CLSA Preliminary System Budget Allocations FY 2026/27
- b. CLSA Plan of Service FY 2026/27

**CLSA Preliminary System Budget Allocations \$1,880,000- FY 2026/27**

**Communications and Delivery Program**

<b>System</b>	<b>Baseline Budget</b>	<b>System Administration</b>	<b>Total</b>	<b>Zipbooks</b>
<b>Black Gold</b>	\$ 57,559	\$ 14,390	\$ 71,949	
<b>49-99</b>	\$ 62,273	\$ 15,568	\$ 77,841	
<b>Inland</b>	\$ 152,039	\$ 38,010	\$ 190,049	
<b>NorthNet</b>	\$ 344,691	\$ 86,173	\$ 430,864	
<b>PLP</b>	\$ 294,047	\$ 73,512	\$ 367,559	
<b>SJVLS</b>	\$ 99,648	\$ 24,912	\$ 124,560	
<b>Santiago</b>	\$ 95,297	\$ 23,824	\$ 119,121	
<b>Serra</b>	\$ 110,114	\$ 27,529	\$ 137,643	
<b>SCLC</b>	\$ 288,332	\$ 72,082	\$ 360,414	
<b>Total funding</b>	<b>\$ 1,504,000</b>	<b>\$ 376,000</b>	<b>\$ 1,880,000</b>	<b>\$ 1,000,000</b>



CALIFORNIA LIBRARY SERVICES ACT  
PLAN OF SERVICE AND BUDGET

For use with 2026-2027 Plan of Service

Application Instructions and Guidelines

California State Library  
Sacramento  
April 13, 2026

Greg Lucas, Chief Executive Officer  
California Library Services Board

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## INTRODUCTION

This guide is intended to provide all the information you need to complete the California Library Library's California Library Services Act, Communications, Delivery and Resource Sharing program Plan of Service application, including how to answer the questions you'll find in the State Library's grants management system.

Read this instruction guide carefully before you begin filling out the application.

You are required to provide the following information no later than **June 3, 2026 (extensions available)** to have your funding approved:

1. Award Contact Information
2. Applicant Information
3. Project Details
4. Plan of Service- CLSA Specific Information
5. Project Activities
6. Project Timeline
7. Additional Information/Uploads
8. CLSA Specific Information

You will also be required to provide detailed projected budget expenditures for each year in which you hold CLSA funding.

## APPLICATION INSTRUCTIONS

The tables below include:

- Information requested in the Application document.
- Guidance to help applicants provide the requested information.

## APPLICANT INFORMATION

INFORMATION REQUESTED	GUIDE TO PROVIDING THE REQUESTED INFORMATION
<p><b>Organization - Question 1 and 1b</b></p>	<p>For question 1, ("Is your organization and public Library?") select "No" and enter your legal organization name in question 1b when requested.</p>
<p><b>Location – Question 1c and 1d</b></p>	<p>Although your project will be implemented in a California Public Library please enter "No" for question 1c ("Will the project proposed be implemented in a California Public Library?"). In question 1d ("Name of location(s) where project will be implemented.") please enter "[your Cooperative system name] jurisdiction".</p>
<p><b>Questions 2-8: Authorized Representative Information</b></p> <ul style="list-style-type: none"> <li>• Authorized Representative Prefix</li> <li>• Authorized Representative Name</li> <li>• Authorized Representative Title</li> <li>• Authorized Representative Business Phone Number <i>(Please use the format 123-456-7890)</i></li> <li>• Authorized Representative Email Address</li> <li>• Authorized Representative Street Address</li> <li>• Authorized Representative City</li> <li>• Authorized Representative State</li> <li>• Authorized Representative Zip Code</li> </ul> <p>Nine-digit zip code <i>(Must be entered in the format 12345-6789)</i></p>	<p>The Authorized Representative is the legally designated representative of the applicant organization. The legally designated representative has the legal authority to enter into an agreement, execute the agreement and is authorized to receive and expend funds in order to administer the proposed grant project. The individual designated in the application as the Authorized Representative will be responsible for signing any potential award materials requiring signature such as the award agreement, payment claim forms, report forms and budget modification requests. The Authorized Representative must have signatory power within their organization. Please note this person may or may not be the same person identified in your Library Profile form in our online Grants Management System.</p>
<p><b>Questions 9-12: Recipient Grant Manager Contact Information</b></p> <ul style="list-style-type: none"> <li>• Grant Manager Name</li> <li>• Grant Manager Title</li> <li>• Grant Manager Email Address</li> <li>• Grant Manager Business Phone Number <i>(Please use the format 123-456-7890)</i></li> </ul>	<p>The recipient Grant Manager is the person who manages the day-to-day activities of the project and is the point of contact for State Library staff.</p>

<b>Question 13: Eligibility</b>	This is a required question for grant programs. Please select yes.
<b>Question 14. Federal Employer Identification Number (FEIN)</b>	Enter your organization's Federal Employer Identification Number.

## PROJECT DETAIL

<b>INFORMATION REQUESTED</b>	<b>GUIDE TO PROVIDING THE REQUESTED INFORMATION</b>
<b>Question 1: Primary Project Audience</b>	Identify the audience(s) for this project. Please select all that apply.
<b>Question 2: Brief Abstract</b> Provide a brief summary of your plan for this year including what you will do, for whom, and for what expected benefit. (Word limit: 60)	Ensure that your statement clearly and concisely represents your plan for the project. This statement may be used for publicity purposes.
<b>Question 3: Description</b> Describe <ul style="list-style-type: none"> <li>A. What you will do;</li> <li>B. How you will do it;</li> <li>C. What you aim to achieve;</li> <li>D. Why; and,</li> <li>E. For whom.</li> </ul> (Word limit: 300)	Provide a description that enables the reader to understand the overall project if they were to read only this response and no other portion of the application.  The text should be a summary of the needs and aspirations your project responds to, your planned activities, and how the activities you propose will achieve your desired outcomes and goal.  Organize your text in a readable format. Use subheadings as needed.
<b>Question 4: Agency Information</b> Describe how the proposed project aligns with your agency's mission, values, strategic plan, goals, and/or other activities. (Word limit: 300)	The response should align with agencies most recent strategic plan or other guiding documents and describe how your activities fit with your broader mission.
<b>Question 5 and 5b: Will this be a brand-new project? (Y/N)</b>	Please select "no" for question 5. You will be asked to describe the project's current status, any results, lessons learned, and impact to date in question 5b.
<b>Question 6 – 6b: Is this project expected to continue beyond the grant period to implement fully?</b>	If you select yes, you will be asked to describe your plans for future years and how the activities proposed in this project contribute to your organization's plans as a whole.
<b>Question 7: Focus Population</b> Who is the focus population for this project? (Word limit: 25)	Please identify what population this project will focus on. Some examples could include families, minority populations, children under 5, etc.

<p><b>Question 8: Addressing Barriers and Unmet Needs:</b> How does this proposed project address barriers and needs experienced by the focus population and align with the population's needs and aspirations? (Word limit: 150)</p>	<p>Describe how what you plan to do will help address the barriers and unmet needs, and align with the aspirations of the focus population.</p>
<p><b>Question 9: Connecting with the Focus Population:</b> How will you connect with the focus population, inform them about the project, remove barriers, and encourage their participation? (Word limit: 300)</p>	<p>Describe your outreach efforts to connect the focus population with the project, increase their participation, and address obstacles to their participation.</p>
<p><b>Question 10: Collaborating with the Focus Population:</b> If applicable, how is your project being created, planned, and implemented in collaboration with the focus population? (Word limit: 300)</p>	<p>Describe how members of the focus population are working and will work with you on the project as you create, plan, and implement it. If you do not do this, put "not applicable".</p>
<p><b>Question 11: Project Outputs</b> List your anticipated project outputs. Include services to be provided and/or products to be created in this project as well as the approximate number of each.</p>	<p>Outputs are quantifiable measures of services and/or products to be created or provided. Be sure to include the number of people you anticipate will participate in and/or benefit from each activity, if applicable.</p> <p>Ensure that the outputs connect to the overall description, activities, and budget, and will help to address the stated needs and aspirations.</p>
<p><b>Question 12: Evaluation Plans</b> Describe plans, if any, for evaluating the impact of your project in response to your stated need. (Word limit: 300)</p>	<p>If you have evaluation plans, describe the metrics you will use and how your organization defines positive outcomes.</p>
<p><b>Question 13: Future Plans</b> Future Plans: How will this project be supported and sustained in the future? How will you share successes and lessons learned? (Word limit: 150)</p>	
<p><b>Question 14: Project Partners</b> Project Partners are cooperating institutions, designated through a formal, signed agreement (contract, MOU, etc.), which contributes resources (materials/funds/staff) to one or more project activity or activities.</p>	<p>Should you have project partners, you will be asked to provide the following information for each partner: the organization name, a description of what the partner will provide/contribute to the project, the type of organization the project partner is, as well a copy of the agreement.</p>

	<p>Project partners are invited but not required. If you do not have any project partners, please select "No".</p> <p><i>Organizations or individuals acting as contractors under the project are not considered to be "partners".</i></p>
<p><b>Question 15: Community Connections</b> Community Connections are those unaffiliated organizations that will support your project but with which you do not have a formal signed agreement.</p>	<p>Should you have community connections you will be asked to provide the following information for each connection: connection name, description of the resources the connection will contribute and how that will help achieve the project goals, as well as any letters of support.</p> <p>Community connections are invited but not required. If you do not have any community connections, please select "No".</p>

**PLAN OF SERVICE – CLSA SPECIFIC INFORMATION**

This section contains questions specific to the California Library Services Act Plan of Service.

<b>INFORMATION REQUESTED</b>	<b>GUIDE TO PROVIDING THE REQUESTED INFORMATION</b>
<p><b>Resources/Services/Programs</b> Summary of library participation in resources, services, and programs</p>	<p>In this sections list each of the resources, services, and programs that will be provided and supported with your CLSA funds. For each one, identify participating libraries and, if applicable, why non-participating libraries are not participating.</p> <p>Please enter one resource, service, or program in question 1. If you have additional resources, services, or programs you provide please select "yes" in question 1b and another box will populate. You can enter up to five (5) resources, services, or programs. If you have more than five (5) please group the remainder under question 1i "Fifth resource, service or program provided to your member libraries using CLSA funds."</p> <p><b>Example:</b> Resource/service/program name: Delivery/Courier Service Participating libraries: All If applicable, why did some libraries not opt into this resource/service/program: N/A</p>

INFORMATION REQUESTED	GUIDE TO PROVIDING THE REQUESTED INFORMATION
<b>Demographics of System Service Area</b>	<p>Please provide the population number for the below listed underserved populations in your system. <a href="#">Appendix D</a> lists the definitions and sources that you should use to determine the population numbers below.</p> <ul style="list-style-type: none"> <li>• Total population of System service area</li> <li>• Economically Disadvantaged (below poverty level) population</li> <li>• Institutionalized population</li> <li>• Population aged 65+</li> <li>• Children and youth population <ul style="list-style-type: none"> <li>• Under 5 years of age</li> <li>• 5 to 9</li> <li>• 10 to 14</li> <li>• 15 to 19</li> </ul> </li> <li>• Persons with disabilities</li> <li>• Speakers of limited English or English as a Second language population</li> <li>• Non-English speaking population</li> <li>• Ethnicity <ul style="list-style-type: none"> <li>• Black</li> <li>• Hispanic</li> <li>• Asian</li> <li>• Native American</li> <li>• Other</li> </ul> </li> <li>• Geographically isolated population (Rural)</li> <li>• Functionally illiterate population</li> <li>• Homebound population</li> </ul>

## ACTIVITIES

Describe the activities you will support with your California Library Services Act funds.

Activities are defined as actions through which the intent or objectives of a project or plan are accomplished. Activities are grouped into four activity types: Instruction, Content, Planning & Evaluation, and Procurement. Each activity type is further broken out by Mode and Format, and each activity has target Beneficiaries. Beneficiaries are the groups of people who benefit from an activity. [Appendix B](#) has additional information on all the Activity categories.

The State Library has preselected activity types, modes, formats, and beneficiaries for the most common activities reported by the cooperative systems.

- If you have activities to report that are not covered by the activities described on this document, please include them at the end of the activities section. Refer to the categories and information on the table below for guidance.

Please reach out to the State Library if you have questions.

<b>Activity 1: Electronic Materials (Resource Sharing)</b>	Include in your description the names of all services you will purchase from or subscribe to,
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<p>If funds will be used to purchase (acquire), on behalf of libraries, content such as eBooks and AudioBooks, the activity categories should be:</p> <p><b>Categories:</b>  Activity: Content  Mode: Acquisition  Format: Digital</p> <p>This includes licenses and materials purchased from vendors such as Overdrive, Bibliotheca, Kanopy, Hoopla, and Lyrisis.</p>	<p>to provide electronic materials for libraries and their communities and the anticipated total number of eBooks and AudioBooks to be purchased.</p> <p>Please note systems will be asked to report in the system annual report on the number of electronic materials (e.g. eBooks, audio books) purchased or licensed, and, for each service, the number of circulations and the number and names of participating libraries.</p>
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<p><b>Activity 2: Learning Platforms (Resource sharing)</b>  If funds will be used to purchase (acquire), on behalf of libraries, learning platforms that provide learning resources for the public, the activity categories should be:</p> <p><b>Categories:</b>  Activity: Content  Mode: Acquisition  Format: Digital</p> <p>This includes licenses and materials purchased from vendors such as Transparent Language and Trueflix.</p>	<p>Please note systems will be asked to report in the system annual report on the learning platform(s) purchased and, for each platform, the number and names of participating libraries.</p>
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<p><b>Activity 3: Inter Library Loan (Delivery)</b>  If funds will be used to support inter library loan activities, for example, subscriptions or memberships to OCLC and Link+, the activity categories should be:</p> <p><b>Categories:</b>  Activity: Content  Mode: Lending  Format: Digital or physical or combined digital and physical</p>	<p>Please note systems will be asked to report in the system annual report on the number of items loaned and borrowed through the inter library loan delivery system and, for each service, the number and names of participating libraries.</p>
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<p><b>Activity 4: Intra System Lending (Delivery)</b>  If funds will be used to support intra system lending, including contractor vans, courier delivery, and postage, the activity categories should be:</p> <p><b>Categories:</b>  Activity: Content</p>	<p>Please note systems will be asked to report in the system annual report on physical delivery counts during three sample two-week periods, and the number and names of participating libraries.</p> <p>Please include in your description of this activity:</p> <ul style="list-style-type: none"> <li>• Number of system-owned delivery vehicles that physically move items:</li> </ul>
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<p>Mode: Lending Format: Digital or physical or combined digital and physical</p>	<ul style="list-style-type: none"> <li>• Frequency/schedule of physical delivery service:</li> <li>• Number of contracted vendor delivery vehicles that physically move items:</li> <li>• Frequency/schedule of physical delivery service:</li> </ul>
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<p><b>Activity 5: Programming (Resource Sharing)</b> If funds will be used to support programming provided by libraries, for example, DigiLabs, the activity categories should be:</p> <p><b>Categories:</b> Activity: Instruction Mode: Program Format: In-person, virtual, combined in-person and virtual, other</p>	<p>Please note systems will be asked to report in the system annual report on the number of programs offered, number of programming sessions, number of participants, program outcomes, and the number and names of participating libraries (and, where appropriate, branches).</p>
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<p><b>Activity 6: Library Management and Operations (Resource Sharing)</b> If funds will be used to procure services to support library management and operations, for example, an Integrated Library System (ILS), the activity categories should be:</p> <p><b>Categories:</b> Activity: Procurement</p>	<p>Please note systems will be asked to report in the system annual report on the ILS purchased and the number and name of participating libraries.</p>
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<p><b>Activity 7: Library Broadband (Communications and Delivery)</b> If funds will be used to procure services that help libraries provide high-speed broadband, including broadband service charges, hardware, and networking equipment, the activity categories should be:</p> <p><b>Categories:</b> Activity: Procurement</p>	<p>Please note systems will be asked to report in the system annual report the number and names of participating libraries.</p>
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<p><b>Activity 8: System Operations (Resource Sharing, Communications and Delivery)</b> If funds will be used to procure services and items that support cooperative system operations in support of the CLSA program, for example, audit services, website maintenance, Zoom, telephone, content management software, survey system, internet services etc., the activity categories should be:</p>	
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<p>Beneficiaries: Library Workforce</p> <p><b>Categories:</b> Activity: Procurement</p>	
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**TIMELINE**

**List your major activities and when they will occur**

The timeline is designed to capture the major actions and when they begin and end. It must include all activities listed in the application (for example, when books will be purchased, programs will be rolled out) and should connect to the overall description.

List activities in chronological order where applicable. Ensure that the timeline is realistic and feasible; includes sufficient detail for the reader to understand what will happen and when; and is consistent with the project description, activities, and budget.

**ADDITIONAL INFORMATION/UPLOADS**

**Applicant Organization Assessment**

Complete the organization assessment portion of the online application. This brief organizational assessment will help us determine the type of support awardees need from the State Library

**BUDGET INFORMATION**

Please complete the accompanying Grant Award Template (Excel).

Each budget category in your application requires an explanation of the expenses. Please complete one budget sheet for each fiscal year you hold funds. If you do not intend to spend funds from a fiscal year you hold funds in 2025-2026 you will still need to complete the bottom portion of the sheet. (2024-2025, 2025-2026, and 2026-2027)

## APPENDIX A: GLOSSARY FOR CLSA PLAN OF SERVICE APPLICATIONS

### Co-Design

The process of designing programs and services together *with* community members, instead of making decisions *for* community members. Co-design enables library workers to build strong relationships with the community and empowers community members to take a lead in the design and implementation of library programs and services. Co-design democratizes the design of services by equalizing the power dynamics between multiple community assets, making everyone partners in the design of programs and services. Inviting a group of teens to be part of a library's Teen Advisory Board to co-develop, co-plan and co-implement library programs for teens in that community is an example of co-design. (Adapted from the "Our Philosophy" page of the VRtality website: [https://www.vrtality.org/about/our-philosophy/.](https://www.vrtality.org/about/our-philosophy/))

### Community Aspirations

Shared hopes and ambitions directed toward achieving one or more goals in the community. Aspirations are often presented as a counterweight during discussions that may focus solely on "need" and/or "deficits."

(For more information about aspirations, see the Harwood Tools page on the California State Library website: <https://www.library.ca.gov/services/to-libraries/harwood/tools/>)

### Community Needs

Needs are the gap between what is and what should be. A need can be identified by an individual, a group, or an entire community. At the community level, the question becomes: what does the community need from the library? The data that goes into that process is often complicated and layered, but at its core it is identifying a need that is within the service area of the library and identifying library activities and services that can be used to address that need.

(Adapted from the Community Tool Box, a service of the Center for Community Health and Development at the University of Kansas at <https://ctb.ku.edu/en/table-of-contents/assessment/assessing-community-needs-and-resources/develop-a-plan/main> and from "Know Your Neighborhood: A Community Needs Assessment Primer" by Lisa G. Kropp: <https://www.slj.com/story/know-your-neighborhood-a-community-needs-assessment-primer>)

### Community Stakeholders

Community members and groups for whom the outcomes of library work are important. Community stakeholders include any individuals or groups, including end users, who see the library as valuable to solving community problems and addressing challenging issues related to the stakeholder's role in the community. A school district may be a community stakeholder for an early literacy project, for example, because early literacy affects the work of school districts.

### Library Development Services (LDS)

A Bureau of the California State Library. Library Development Services staff members administer state and federal grant programs for California's libraries; develop statewide programs and initiatives; collaborate with local, state, and federal agencies; support library partnerships and resource-sharing; and collect, analyze, and disseminate library statistics.

### E-Resources

Electronic resources (or e-resources) are materials in digital format accessible electronically (allowed use or application of a resource created, purchased, or leased by one (1) or more participating libraries with three (3) or more participating libraries).

**Resource Sharing**

Resource sharing refers to the allowed use or application of a resourced created, purchased, or leased by one (1) or more participating libraries with three (3) or more participating libraries.

## APPENDIX B: ACTIVITY INFORMATION

ACTIVITY	MODE	DEFINITION	FORMAT
<b>Instruction</b>	Program	Formal interaction and active user engagement (i.e. a computer class)	<p>In-person (carried out face-to-face)</p> <p>Virtual (mediated by a computer, computer network, or mobile device)</p> <p>Combined In-person &amp; virtual (delivered both in-person and via a computer, computer networked, or mobile device)</p> <p>Other (describe)</p>
	Presentation	Formal interaction and passive user engagement (i.e. an author talk)	<p>In-person (carried out face-to-face)</p> <p>Virtual (mediated by a computer, computer network, or mobile device)</p> <p>Combined In-person &amp; virtual (delivered both in-person and via a computer, computer networked, or mobile device)</p> <p>Other (describe)</p>
	Consultation	Informal interaction with an individual or group of individuals; the provision of expert advice or reference services to individuals, units or organizations.	<p>In-person (carried out face-to-face)</p> <p>Virtual (mediated by a computer, computer network, or mobile device)</p> <p>Combined In-person &amp; virtual (delivered both in-person and via a computer, computer networked, or mobile device)</p> <p>Other (describe)</p>
<b>Content</b>	Acquisition	Selecting, ordering, and receiving materials for library or archival collections by purchase, exchange, or gift, which may include budgeting	<p>Digital (computer-mediated). The term includes commercial or not-commercial hardware, software, and/or data transfer connections and protocols,</p>

		and negotiating with outside agencies such as publishers and vendors. to obtain resources. May also include procuring software or hardware for the purposes of storing and/or retrieving information or enabling the act of experiencing, manipulating, or otherwise interacting with an information resource.	<p>systems at any scale, and metadata.</p> <p>Physical (medium in or on which information [data, sound, images, etc.] is stored [for example, paper, film, magnetic tape or disk, etc.]. The medium may be encased in a protective housing made of another material [plastic, metal, etc.]</p> <p>Combined digital and physical.</p>
	Creation	Design or production of an information tool or resource such as digital objects, curricula, manuals). Includes digitization or the process of converting data to digital format for processing by a computer.	<p>Digital (computer-mediated). The term includes commercial or not-commercial hardware, software, and/or data transfer connections and protocols, systems at any scale, and metadata.</p> <p>Physical (medium in or on which information [data, sound, images, etc.] is stored [for example, paper, film, magnetic tape or disk, etc.]. The medium may be encased in a protective housing made of another material [plastic, metal, etc.]</p> <p>Combined digital and physical</p>
	Description	Apply standardization descriptive information and/or apply such information in a standardized format to items or groups of items in a collection for the purposes of intellectual control, organization, and retrieval.	<p>Digital (computer-mediated). The term includes commercial or not-commercial hardware, software, and/or data transfer connections and protocols, systems at any scale, and metadata.</p> <p>Physical (medium in or on which information [data, sound, images, etc.] is stored</p>

			<p>[for example, paper, film, magnetic tape or disk, etc.]. The medium may be encased in a protective housing made of another material [plastic, metal, etc.]</p> <p>Combined digital and physical</p>
	Lending	<p>Provision of a library's resources and collections through the circulation of materials, both general circulation and reserves. May also refer to the physical or electronic delivery of documents from a library collection to the residence or place of business of a library user, upon request.</p>	<p>Digital (computer-mediated). The term includes commercial or not-commercial hardware, software, and/or data transfer connections and protocols, systems at any scale, and metadata.</p> <p>Physical (medium in or on which information [data, sound, images, etc.] is stored [for example, paper, film, magnetic tape or disk, etc.]. The medium may be encased in a protective housing made of another material [plastic, metal, etc.]</p> <p>Combined digital and physical</p>
	Preservation	<p>Effort that extends the life or useful life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building, or site by reducing the likelihood or speed of deterioration.</p>	<p>In-house Third party</p>
<b>Planning &amp; Evaluation</b>	Retrospective	<p>Effort that involves historical assessments of the condition of a project, program, service, operation, resource and/or user group</p>	<p>In-house Third party</p>
	Prospective	<p>Effort that involves assessments of a future condition of a project, program, service, operation, resource, an/or user group.</p>	<p>In-house Third party</p>

<b>Procurement</b>	No mode applicable	Acquiring or leasing facilities, purchasing equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure.	N/A
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## APPENDIX C: TABLE FOR ESTIMATING TIME ALLOCATIONS (FTE)

General guidance: divide the number of hours worked per week by 40 hours to compute FTE.

Examples:

5 days per week	40 hours per week	1 FTE
4 days per week	32 hours per week	.8 FTE
3 days per week	24 hours per week	.6 FTE
2.5 days per week	20 hours per week	.5 FTE
1 day per week	8 hours per week	.2 FTE
.5 (one half) day per week	4 hours per week	.1 FTE
.25 day per week	2 hours per week	.05 FTE

Alternative: divide the number of hours worked in the year by 2080 to compute FTE.

40 hours per week x 52 weeks	2080 hours per year	1 FTE
20 hours per week x 52 weeks	1040 hours per year	.5 FTE
10 hours per week x 12 weeks (summer)	120 hours per year	.06 FTE
40 hours per week x 32 weeks	1,200 hours per year	.62 FTE
40 hours per week x 1 week (one-week project)	40 hours per year	.02 FTE

## APPENDIX D: DEMOGRAPHICS OF SYSTEM SERVICE AREAS

In an effort to standardize the demographics being provided by the cooperative library systems, below is a list the demographics required, and related definitions and sources.

Demographic	Resource
Total population of the system area.	City, Counties and State population and housing estimates with Annual percentage changes – January 1, 2024-2025
Economically Disadvantaged	U.S. Census Bureau, 2017-2021 American Community Survey 5-year Estimates (S1701)
Institutionalized	U.S. Census Bureau, 2010 Census, Housing Characteristics, Institutionalized (P29)
Aged (65+)	U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates, Demographic and Housing Estimates (DP05)
Children and Youth	U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates, Demographic and Housing Estimates (DP05)
Persons with Disabilities	U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates, Disability Characteristics (S1810)
Speakers or limited English or English as a Second Language	U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates, Selected Social Characteristics in the US (based on population 5 years and over who "Speak English less than 'very well'") (DP02); <a href="#">People That Speak English Less Than "Very Well" in the United States</a> ;
Non-English Speaking	U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates (S1601); <a href="#">People That Speak English Less Than "Very Well" in the United States</a>
Ethnicity	U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates, Demographic and Housing Estimates (DP05)
Geographically Isolated (Rural)	<b>Definition:</b> For the purposes of the CLSA Plan of Service the California State Library defines rural as all geographic areas not classified as urban by the 2020 US Census.  Refer to Column V in the following Excel file: <a href="#">County-level 2020 Census Urban and Rural Information for the U.S., Puerto Rico, and Island Areas sorted by state and county FIPS codes</a>
Functionally Illiterate	<b>Definition:</b> For the purposes of the CLSA Plan of Service the California State Library defines functionally illiterate as those individuals at Level 1 or below.  <a href="https://nces.ed.gov/surveys/piaac/skillsmap/">https://nces.ed.gov/surveys/piaac/skillsmap/</a>
Homebound	U.S. Census Bureau, 2017-2021 American Community Survey 5-Year Estimates, Disability Characteristics (Shut-in was based on noninstitutionalized population 18+ "with an independent living difficulty") (S1810)



Agenda Item 9

DATE: May 7, 2026  
TO: 49-99 Administrative Council  
FROM: Andy Beck, Controller, 49-99/SCLC

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

BACKGROUND: The Proposed Budget for the upcoming FY 2026/27 is attached for review.

Revenue

The California State Library has released the preliminary allocations of the CLSA funding, which remain at 50% funding levels. The budget has been calculated based on this information and the previously approved membership dues.

Expenses

Projected expenses were 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.

Points to Review

- CLSA system administration will be paid to SCLC.
- Spending of CLSA funds must be approved by the Council.
- If the Council decides on projects outside of CLSA funding, the cost will be negotiated.

Next step is approval of funds at the California Library Service Board (CLSB) and final approval of the Governor's budget.

FISCAL IMPACT: Based on the current budget, as proposed, a deficit of \$64,831 is projected.

RECOMMENDATION: Approve the Proposed Budget pending final approvals of CLSB and Governor's budget.

EXHIBITS:

- a. Proposed Budget FY 2026/27

49-99 Cooperative Library System  
 Proposed Budget  
 FY 2026/27

	Approved Budget		Proposed Budget		Change
	FY 2025/26		FY2026/27		
<b>Revenue</b>					
CLSA Communications & Delivery	\$	62,194	\$	62,273	\$ 79
CLSA System Administration		15,548		15,568	20
Membership Dues		40,131		40,934	803
<b>Total revenue</b>	<b>\$</b>	<b>117,873</b>	<b>\$</b>	<b>118,775</b>	<b>\$ 902</b>
<b>Communications and delivery expenses</b>					
Resource sharing	\$	83,078	\$	83,078	\$ -
Delivery		55,000		57,393	2,393
Audit Fees		6,750		6,875	125
Office supplies		700		700	-
Telecommunications		2,000		2,000	-
<b>Total communication and delivery expenses</b>	<b>\$</b>	<b>147,528</b>	<b>\$</b>	<b>150,046</b>	<b>\$ 2,518</b>
<b>Administrative expenses</b>					
Administration expense	\$	30,021	\$	30,060	\$ 39
Legal		-		500	500
Memberships		1,800		1,800	-
Meetings/conferences/travel		1,100		1,100	-
Other		125		100	(25)
<b>Total administrative expenses</b>	<b>\$</b>	<b>33,046</b>	<b>\$</b>	<b>33,560</b>	<b>\$ 514</b>
<b>Summary</b>					
Total revenue	\$	117,873	\$	118,775	\$ 902
Total expenses		180,574		183,606	3,032
<b>Surplus (Deficit)</b>	<b>\$</b>	<b>(62,701)</b>	<b>\$</b>	<b>(64,831)</b>	<b>\$ (2,130)</b>



Agenda Item 10

DATE: May 7, 2026  
TO: 49-99 Administrative Council  
FROM: Christine Powers, Executive Director, 49-99/SCLC

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

**BACKGROUND:** The 49-99 Cooperative Library System's Administrative Council meets quarterly each fiscal year, with meetings being held at 10:30 am on the first Thursday in the months of: September, December, March, and May. This schedule has worked well for both 49-99 and its administrative and fiscal agent, the Southern California Library Cooperative. The proposed schedule for FY 2026/27 is included as Exhibit "a" for the Administrative Council's consideration.

Historically, the first and last meetings (September and May) of the fiscal year have been hybrid meetings, while the other two meetings (December and March) have been virtual. The meetings can continue to be held in such a manner, allowing members to participate in person or virtually via Zoom from their public library locations. Quorum must be reached in order to conduct the system's business.

**FISCAL IMPACT:** None

**RECOMMENDATION:** Staff requests that the Administrative Council set the times and dates for their four regular meetings for FY 2026/27 and select the in-person meeting locations for the September and May meetings.

**EXHIBIT:**

- a. 49-99 Cooperative Library System: FY 2026/27 Meeting Schedule - *Proposed*



Agenda Item 10a

**49-99 Cooperative Library System  
FY 2026/27 Meeting Schedule**  
*Proposed*

**Thursday, September 3, 2026**

10:30 am

Hybrid - *Location TBD*

**Thursday, December 3, 2026**

10:30 am

Virtual

**Thursday, March 4, 2027**

10:30 am

Virtual

**Thursday, May 6, 2027**

10:30 am

Hybrid - *Location TBD*

DRAFT

California State Library, Library Development Services  
 49-99 Cooperative Library System Liaison Report  
*Updated April 27, 2026*

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    California Libraries Learn (CALL) – professional development for all levels of library staff ..... 5

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## State Library News

### Every Story Counts

*Every Story Counts... A Week in the Life of Your Public Library* took place January 25-31, 2026. We want to take a moment to thank you for the incredible work that took place across the state. Thanks to your outreach and enthusiasm, we reached over 16,800 survey responses, with meaningful stories shared from libraries every day.

**Photos and videos are welcome.** We love seeing Every Story Counts in action. If you haven't already, please send your 3–5 favorite photos and short videos from the week to [everystory@library.ca.gov](mailto:everystory@library.ca.gov).

Our team is reviewing the statewide data and preparing custom infographics to share with libraries. We are excited to dig into the stories and highlight the incredible impact you make every day. We are also reviewing the 2024-25 Public Libraries Survey data and will be in touch for information as needed.

Thank you again for your dedication and for everything you did to help capture the impact of your library. *Every Story Counts* and the Public Libraries Survey would not have been possible without your commitment, creativity, and hard work. We are deeply grateful for your participation and support.

#### Questions?

Reach out to the Every Story Counts team at [everystory@library.ca.gov](mailto:everystory@library.ca.gov)  
*LSTA-funded.*

### Zip Books

Good news: **Zip Books is open for libraries to apply!** If you're looking for a simple way to say "yes" to more patron requests, especially for titles you don't already own, this is your moment.

Bonus: Zip Books now comes with an [extra eBooks option, run by Califa](#). Patrons can request **eBooks**, and when selected, those titles are **added to the statewide collection!** These books are then available to the whole state, via the Palace app.

Ready to jump in? [Program details + application info are live on the web.](#)

#### Key dates:

- Application Opens: April 22, 2026
- [Information Session: May 7, 2026 at 1:00 pm](#)
- Deadline to Apply: May 20, 2026 at 12:00 noon
- Application Review Period: May–June, 2026
- Award Notification: July 2026
- Grant Program Period: July 1, 2026 – August 31, 2027

## State Digital Equity Resource Finder

The California State Library and the Department of Technology collaborated to develop a statewide [Digital Equity Resource Finder](#) as part of the state's Broadband for All initiative. The finder helps residents and organizations locate digital inclusion programs including broadband access, devices, digital skills training, and technical assistance. The tool allows users to search for virtual and placed based services, includes a mapping feature that allows users to find resources nearest to them, and is accessible in over 100 different languages. Thus far, over 200 state and local organizations contributed information on over 800 locations around the state. Given the role that libraries play in the digital inclusion space, over half of locations featured are local branch libraries.

We invite libraries to utilize and promote the finder to your patrons. If your library system is not yet included, please take a few minutes to complete the [Digital Equity Resource Survey](#), or contact [DEResourceFinder@state.ca.gov](mailto:DEResourceFinder@state.ca.gov) for bulk upload instructions if you have more than five locations.

## Marketing Toolkits

The [California State Library's marketing toolkits](#) are designed to help California libraries deliver consistent messaging about the services and resources you provide to your communities. This is part of an effort to help coordinate statewide messaging about the many great things libraries do every day. We encourage you to use the messages, graphics, and other resources to raise awareness and reinforce the value and impact libraries provide to their communities.

## LDS Newsletter

Please be sure to sign up for the LDS Newsletter [LibrarytoLibrary](#). For those who receive this monthly email, please consider forwarding it to your staff and/or printing a copy for your break rooms.

## Opportunities

### Digital Literacy and Access

The [Digital Literacy and Access](#) opportunity provides funds to help California public libraries improve access to high-speed broadband and improve digital literacy in their communities, through digital navigation services for library users, digital literacy training opportunities for the public, and AI and/or internet safety classes. The opportunity opened on April 22 and closes at 12 Noon on June 3. An information session will be held on Wednesday, April 29 at 10:00 AM. [Register here](#).  
*State of CA and LSTA-funded.*

### Career Online High School

[Career Online High School](#) (COHS) program is open to all public libraries in the state and **there is no required local match to participate**. Libraries may opt into the COHS program at any time using the [COHS Interest Form](#). New libraries will receive training and implementation support,

have access to the California State Library's universal scholarship supply, and complete a short end-of-year report. COHS questions can be sent to [cohs@library.ca.gov](mailto:cohs@library.ca.gov). *State of CA and LSTA-funded.*

## **Networking and Training**

### [Public Library Directors Networking Call](#)

There will be no call in April. The next call is scheduled for Wednesday May 20 at 3:30 p.m. The call will feature updates from the State Library, further work on the statewide visioning project, and collaborative group discussions.

### [Communities of Practice](#)

The California State Library now consolidates all scheduled Community of Practice events on a single calendar. On our website, under Services to Libraries, select [Communities of Practice](#) (under the Resources for Public Libraries section). Remember, you can help your staff build valuable connections across the state by sharing the Community of Practice opportunities with them.

### [Successful Summers Networking Calls](#)

[Successful Summers](#) is a series of networking calls and resources for library workers who design and deliver community-based summer programs. Participants will co-create strategies to implement summer services that support and reflect the communities they serve.

Successful Summers supports the California State Library's goal of strengthening the abilities of California libraries to design community-based programs and services. For more information, please see the [California State Library's 5-Year Plan](#).

Successful Summers networking calls provide library workers the opportunity to build a group of peers working together to include their communities in summer services. All library staff are encouraged to attend.

Successful Summers networking calls will take place on the third Wednesday of each month at 9:00 a.m. To register for an upcoming call, email [Summers@library.ca.gov](mailto:Summers@library.ca.gov).

## **Current Projects and Services**

### [Libraries with Heart Campaign from Rural Health Connections](#)

Since November, public and tribal rural libraries across the state have participated in Califa's Rural Health Connections project. In partnership with the American Heart Association, 58 locations are preparing to launch the Libraries with Heart campaign. Through this initiative, participating locations will offer blood pressure monitors (for checkout or for in-library use) alongside programming that supports heart health.

*LSTA-funded.*

### California Library Literacy Services: ESL funds ends June 30, Adult Literacy & Family Literacy Ongoing

Dedicated one-time English as a Second Language (ESL) funding ends June 30, 2026. All ESL funds must be spent by this date. Adult Literacy Services and Family Literacy Services continue to be supported by ongoing funding provided by the State of California.

Thank you to the new coordinators and directors with CLLS programs who are joining us at the CLLS Orientation this May. We appreciate you taking time out of your schedules to participate. For general information on the CLLS program, see the [CLLS web pages](#) and visit the [Manage Your Grant](#) page for information on CLLS data collection. Reach out to [cls@library.ca.gov](mailto:cls@library.ca.gov) for more information. *State of CA-funded.*

### California Libraries Learn (CALL) – professional development for all levels of library staff

- Access live and recorded professional development for all members of your team at [www.callacademy.org](http://www.callacademy.org).
- [Subscribe to the CALL Letters newsletter](#) for weekly updates.
- Encourage all levels of your staff to get started with [CALL Academy](#).
- California Libraries Learn (CALL) invites you to join a statewide conversation about the future of AI in library work: [Perspectives on AI: Exploring Experiences with AI in Library Work](#). This virtual mini-conference will be held on **Thursday, April 9, from 10:30 am–1:30 pm PT. Registration is free** and open to all, and the event will be held live online and recorded for later viewing.
- Local CALL can help your library bring high-demand in-person trainings to your region. [Learn more and submit an interest form](#).

*LSTA-funded.*

### COMPASS Project: Resources and Information for Public Libraries

At a time when many library systems are facing decreased budgets and may be forced to cut digital subscriptions, a reminder that California offers — at no cost to public schools, districts, local libraries, or students — online educational content and tools with [COMPASS: the California Online Media Program for Access and Student Success](#) (formerly the K-12 Online Resources Program). The purpose of COMPASS, from the California State Library, is to provide equitable access to online library resources for all K-12 public school students and their families, both in the classroom and after school. *State of CA-funded.*

COMPASS provides tools ranging from early literacy support (PebbleGo Science, TeachingBooks for Libraries) to science and climate change resources (Gale Interactive Science, Nat Geo Kids,

Environmental Studies) to a suite of performing-arts and history/social studies content (20+ Alexander Street collections).

### Timely COMPASS Resources and Information for Public Libraries

- [Slides from recent COMPASS for public libraries training](#)
- Need help setting up access to ALL COMPASS resources? [General program sign up form](#)
- Does your library currently offer Capstone's PebbleGo Science for your youngest patrons? More [information on this statewide resource](#) and [sign up to get PebbleGo Science for your library](#)
- Questions about the [Alexander Street content](#) or set up information? Watch this [recording of a July 2024 training](#) and accompanying [slide deck](#). Remember, the Alexander Street collections include [library performing rights too](#) (with the exception of the National Theatre collection) – a great addition for programming for all ages!
- Stay informed! [Sign up for the COMPASS newsletter](#). And please contact [compass@library.ca.gov](mailto:compass@library.ca.gov) with any questions.

*State of CA-funded.*

### Parks Pass Program

The Parks Pass program supports all Californians in exploring the outdoors and gaining the benefits of our parks by providing free vehicle day-use entry passes for checkout at local libraries.

The Parks Pass quarterly report due dates are:

- July 23, 2026 (for reporting period Apr-June 2026)
- October 22, 2026 (for reporting period July-Sept 2026)
- October 23, 2026 (for reporting period July-Sept 2026)
- January 28, 2027 (for reporting period Oct-Dec 2026)

Quarterly reports should be submitted via the [California State Library Statistics Portal](#). For any questions, email [parkspass@library.ca.gov](mailto:parkspass@library.ca.gov).

Save the Dates for California State Parks Week: June 10–14, 2026! The weeklong celebration will be **June 10–14, 2026**, and your library is invited to participate. The tagline is “This is where you live.” There are many ways to celebrate California State Parks Week. Visit <https://castateparksweek.org/> for more information and to view the event schedule. This event celebrates California's 280 state parks and the people who visit and help protect these iconic places.

A [toolkit](#) is available to support marketing, circulation, programming, and more. It has been updated to make the information cleaner and more accessible. The public can access information on the State Parks Pass at [checkoutcastateparks.com](http://checkoutcastateparks.com)

If a participating public library jurisdiction need more parks passes, bookmarks, or survey flyers, [please fill out the new order form from State Parks](#). To report lost passes, please enter each lost pass into the [using this webform](#) (an individual submission for each lost pass) and select Yes for “Replacement Needed?” Our Parks partner will send a replacement pass. Parks Passes will remain valid through December 31, 2026. *State of CA-funded.*

## Ready – Or Not: Cultural Heritage Disaster Preparedness Project

California’s [Cultural Heritage Disaster Preparedness Project](#) connects communities holding at-risk collections with the resources needed to protect those collections from destruction and make them available to all Californians. In partnership with the Northeast Document Conservation Center, [Ready – Or Not](#) preservation consultants provide consultation and conduct free site visits for California organizations stewarding cultural resources and then deliver an assessment report with their observations. See below for information on these free services. *State of CA-funded.*

Working one-on-one with staff and volunteers at participating organizations, a team of [California-based emergency preparedness consultants](#) provide the following services:

- On-site emergency preparedness assessments with customized reports
- Remote consultations for disaster plan creation or updates

This work provides organizations with tools to better protect their collections in an emergency. This ensures continued public access and California’s cultural heritage is preserved into the future. California cultural heritage collections interested in a free consultation can [apply for a free assessment](#). For more information contact [CAready@nedcc.org](mailto:CAready@nedcc.org)

## Student Success Cards for All

California legislation signed by the Governor in October 2023 — SB 321 (Ashby) — makes it easier for libraries to put Student Success cards into the hands of every California child who wants one.

Student Success cards give students access to books and online resources from their public library, free of charge, through partnerships with local school districts. The Student Success Cards for All initiative aims to ensure that all California students have the opportunity to obtain a Student Success card by the third grade.

The legislation asks the State Library to:

- Offer resources to assist public libraries and schools in finding strategies that work best for their communities.
- Coordinate with public libraries to determine the most effective means to ensure each student is provided the opportunity to obtain a Student Success card by third grade.

- Ensure that partnerships between public libraries and schools have been established to issue Student Success cards.

See recent CLA Talk messages around Student Success for registration links to the regularly occurring networking calls.

For more information, visit the [Student Success Cards for All webpage](#) or email [studentsuccess@library.ca.gov](mailto:studentsuccess@library.ca.gov).

### Summer Community Impact Report 2026

The [2026 Summer Community Impact Report Questions](#) are available online. Data collected from this report will show the impact of public library summer programs across California.

We are looking to confirm your library's contact person for submission. Use the link below to input the contact information for the person(s) in your library that will submit your summer program data.

The person(s) listed will be responsible for submitting the **2026 Summer Community Impact Report** through **Microsoft Forms**. Although we ask for multiple contacts, only one person should submit the data for your library jurisdiction.

[Submit your library contact information using this form](#) by **July 10<sup>th</sup> at 5pm**.

An excel form with the questions will also be sent to the person listed as your primary contact once your information is submitted. Use the excel form or copy the questions from the [2026 Summer Community Impact Report Questions](#) webpage to collect required statistics and programming information for your library's 2026 summer programs.

The Summer Community Impact Report relates to all your library's summer 2026 programs, including Lunch at the Library programs, Parks Pass activities, youth development programs, story times, outreach programs, etc. While we realize some of these statistics will be reported in other places, it is important to collect these responses to capture the full picture of the summer landscape in California public libraries.

*Projects marked "LSTA-funded" are supported in whole or in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.*

*Projects marked "State of CA-funded" are supported in whole or in part by funding provided by the State of California, administered by the California State Library.*