



Southern California Library Cooperative Administrative Council Meeting Minutes

Thursday, May 28, 2026, 2:15 - 4:15 pm

Hybrid Meeting

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

Alternate Meeting Locations:

Arcadia Public Library, 20 W. Duarte Rd., Arcadia, CA 91006

Azusa City Library, 340 West Fifth Street, Azusa, CA 91702

Beverly Hills Public Library, 444 N. Rexford Dr., Beverly Hills, CA 90210

Billie Jean King Main Library, 200 W. Broadway, Long Beach, CA 90802

City of Calabasas Library, 200 Civic Center Way, Calabasas, CA 91302

Covina Public Library, 234 N. Second Ave., Covina, CA 91723

Glendora Public Library, 140 Glendora Ave., Glendora, CA 91741

Grant R. Brimhall Library, 1401 East Janss Road, Thousand Oaks, CA 91362

Katy Geissert/ Torrance Public Library, 3301 Torrance Bl., Torrance, CA 90503

Monterey Park Bruggemeyer Library, 318 S. Ramona Ave., Monterey Park, CA 91754

Oxnard Public Library, 251 South A Street, Oxnard, CA 93030

Palmdale City Library, 700 East Palmdale Blvd., Palmdale, CA 93550

Palos Verdes Library District, 701 Silver Spur Road, Rolling Hills Estates, CA 90274

Signal Hill Public Library, 1800 East Hill Street, Signal Hill, CA 90755

Simi Valley Public Library, 2969 Tapo Canyon Rd., Simi Valley, CA 93063

Ventura County Library, 5600 Everglades Street, Suite A, Ventura, CA 93003

Whittier Public Library, 7344 Washington Ave., Whittier, CA 90602

Attendance

Addington, Jennifer - PVP

Aguado, Cynthia - TOR

Ashmore, Kathleen - OXN

Bautista, Sonia - CMM

Bradley, Darlene - ARC

Broman, Susan - LAPL

Buth, Karen - BEV

Conwell, Christine - MOOR

Cuyugan, Erica - SAM

DeLeon, Cathy - LBPL

Smith, Krystal - COV

Walker-Lanz, Jesse - LACo

Dukes, Donna - DORA

Hassen, Leila - AZU

Jeffrey, Darren - THO

Lockwood, Barbara - CAB

Nasr, Mandy - CAM

Olivarez, Kristin - MPK

Patsel, Matthew - SOPAS

Ryan, Joyce - POM

Sanchez, Jac - WHI

Schram, Nancy - VEN

Winslow, Nikki - ALT

Wronka, Stephanie - SVPL

Absent

Arciero, Leila - SMD
 Arroyo, Kerri – ING
 Balli, Shayna – IRW
 Dickow, Ben – DOW
 Hughes, Charles – SIG
 Lashley, Eric - BUR
 LohGuan, Hilda - AHM
 McDonald, Tim - PAS
 Pelayo-Lozada, Lessa - GDL
 Raia, Deborah - SFE
 Shupe, Robert – PALM
 Roberson, Gina - SCL
 Vance, Carey - MON
 Vinke, Dana – RED
 Watts, Ashley – SMAR

Other

Beck, Andy - SCLC
 Herbert, Mark (as guest)
 Powers, Christine - SCLC
 Sojoyner, Shana - CSL
 Snodgrass, Nerissa - SCLC

1. Opening Mandy Nasr
 - a. Chairperson's Welcome
 The meeting was called to order at 2:23 pm.
 - b. Roll Call
2. Public Comment
Opportunity for any guest or member of the public to address the Council on any item of SCLC business.
 None
3. Consent Calendar Mandy Nasr
 (ACTION)
All items on the consent calendar may be approved by a single motion. Any Council member may request an item be removed from the consent calendar and placed on the agenda for discussion.
 - a. Minutes of the March 26, 2026, Administrative Council regular meeting
 - b. Proposed SCLC Holidays for FY 2026/27
 MSP (Walker-Lanz/Winslow) to approve the Consent Calendar as presented.
 23 yes, 0 no, 1 abstain
4. Adoption of Agenda Mandy Nasr
 The Chair adopted the agenda, as presented.
5. Budget Status Report for FY 2025/26 Andy Beck
 (DISCUSSION)
 Controller Andy Beck presented the Budget Status Report for FY 2025/26.

6. Cooperative Library System Agreement Renewals for FY 2026/27
(ACTION)
MSP (Ryan/Broman) to authorize the Executive Director to execute the FY 2026/27 Cooperative Library System Agreements with the 49-99, Inland, Santiago, and Serra cooperative library systems.
24 yes, 0 no, 0 abstain
7. Consideration of Digital Periodical Vendor for FY 2026/27
(ACTION)
MSP (Winslow/Ryan) to continue offering PressReader as SCLC's digital periodical vendor for FY 2026/27 and direct staff to further evaluate a potential transition to CloudLibrary NewsStand for a future fiscal year.
23 yes, 0 no, 0 abstain
8. CLSA Plan of Service and Budget for FY 2026/27
(ACTION)
MSP (Walker-Lanz/ Cuyugan) to authorize the Chair to review and sign the FY 2026/27 CLSA Plan of Service and Budget for submission to the California State Library.
23 yes, 0 no, 0 abstain
9. Proposed Salary Schedule Revisions and Adjustments
(ACTION)
MSP (Addington/Hassen) to approve the proposed Salary Schedule Revisions and Adjustments for FY 2026/27, as presented.
24 yes, 0 no, 0 abstain
10. Executive Director Employment Agreement
(ACTION)
MSP (Addington/Wronka) to approve the proposed Employment Agreement, with the suggested change, for the employment of the Executive Director, effective July 1, 2026, for the three-year term and the automatic renewal of one additional year. During the motion, the Council clarified that the agreement would reflect 12 holidays rather than 11 to include Juneteenth.
24 yes, 0 no, 0 abstain
11. Proposed Budget for FY 2026/27
(ACTION)
MSP (Cuyugan/Patsel) to approve the proposed Budget for FY 2026/27, pending final approval by the California Library Services Board and the Governor's budget.
24 yes, 0 no, 0 abstain

12. Election of Chair and Vice-Chair/Chair Elect
for FY 2026/27
(ACTION)
MSP (Ryan/Bautista) to elect Erica Cuyugan as Chair and Mark Herbert as Vice-Chair/Chair-Elect for FY 2026/27.
24 yes, 0 no, 0 abstain
Hilda LohGuan
13. Appointments to Audit and Finance Committee
(ACTION)
MSP (Conwell/Cuyugan) to confirm Chair Nasr's appointments of Hilda LohGuan and Leila Hassen to the Audit and Finance Committee, as presented.
24 yes, 0 no, 0 abstain
Mandy Nasr
14. Proposed Meeting Schedule for FY 2026/27
(ACTION)
MSP (Cuyugan / Winslow/to approve the following Meeting Schedule for FY 2026/27:
Administrative Council
Thursday, August 27, 2026
Thursday, November 5, 2026 (amended from the proposed November 12/19 options)
Thursday, March 25, 2027
Thursday, May 27, 2027

Executive Committee
August 27, 2026
October 22, 2026 – to be rescheduled (new date not determined during the meeting)
November 5, 2026
January 28, 2027
March 25, 2027
May 27, 2027

Leadership and Professional Development Committee
Monday, July 27, 2026
Monday, October 26, 2026
Monday, January 25, 2027
Monday, April 26, 2027

Audit and Finance Committee
TBD
24 yes, 0 no, 0 abstain
Christine Powers

15. Committee Updates

- a. Audit and Finance Committee Erica Cuyugan
The Committee's recent meetings focused on reviewing SCLC's financial matters and making recommendations to the Administrative Council, including the proposed staff salary schedule revisions and adjustments.
- b. Leadership and Professional Development Committee Nikki Winslow
The Committee reported that the 2026 Mentorship Program includes 25 mentor/mentee pairs and that a mentorship mixer is planned for July 24, 2026. The Committee also provided updates on the SCLC interest groups, approved its FY 2026/27 meeting schedule, and reappointed Nikki Winslow as Chair and Mark Herbert as Vice-Chair.

16. California State Library Report Shana Sojoyner
Shana Sojoyner provided the California State Library Report. Highlights included the Digital Literacy and Access Opportunity, with applications due June 3, 2026, and the 2026 Summer Community Impact Report.

17. Executive Director's Report Christine Powers
The Executive Director's Report was included in the agenda packet. No additional report was presented.

18. Administrative Council Chair's Report Mandy Nasr
Chair Mandy Nasr thanked the Administrative Council members, Executive Committee, Audit and Finance Committee, Leadership and Professional Development Committee, SCLC staff, and Executive Director Christine Powers for their support and collaboration during her term as Chair. She expressed her appreciation for the opportunity to serve and wished the incoming Chair and Vice-Chair success in the coming year.

19. Other Mandy Nasr
None

20. Adjournment Mandy Nasr
MS (Conwell/Ryan) to adjourn the meeting at 4:16 pm.

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