



## **Executive Council Agenda**

February 14, 2023 - 2:00 p.m.

Hybrid Meeting – In-Person and Virtual

In-Person: Orange Public Library, Rotary Room

407 E. Chapman Ave., Orange, CA 92866

### **Minutes**

*Approved May 16, 2023*

#### **Attendance**

Booth, Judy – Fullerton  
Contreras, Jeanette – Placentia  
Curtis, Dave – Orange Public  
Edelblute, Tom - Anaheim  
Hansen, Genesis – Mission Viejo  
Hearn, Laura – OC Public  
Lixey, Carrie – Yorba Linda  
Medina, Helen – Buena Park  
Ronning, Melissa – Huntington Beach  
Sternberg, Brian – Santa Ana  
Starkey, Brenan – OC Public Law

#### **Other**

Beck, Andy – SCLC  
Graver, Lori – SCLC  
Powers, Christine – SCLC  
Strege, Reed – CSL  
Walker, Wayne – SCLC

1. Opening Brian Sternberg  
Meeting called to order at 2:00pm.
  
2. Public Comment Brian Sternberg  
*Opportunity for any guest or member of the public to address the Council on any item of Santiago business not represented on the current agenda.*  
None.

3. Consent Calendar Brian Sternberg  
 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 November 15, 2022 meeting  
 MSP (Starkey/Medina) to approve the Minutes of the November 15, 2022 meeting.  
 8 yes, 0 no, 3 abstain
  - b. AB361 Renewal  
 MSP (Sternberg/Edelblute) to approve the AB361 Renewal.  
 11 yes, 0 no, 1 abstain
  
4. Adoption of the Agenda Brian Sternberg  
 Contreras moved to adopt the Agenda without changes. Agenda adopted without objection.
  
5. SCLC Personnel Update Wayne Walker  
 Walker introduced SCLC's new Executive Director, Christine Powers, and new Controller, Andy Beck to the group. Both Powers and Beck spoke on their backgrounds and eagerness to work with Santiago.
  
6. Budget Status Report FY2022/23 Andy Beck  
 The Budget Status Report reflects the reconciled bank statement through December 31, 2022. All CLSA funds have been received. The PLSEP grant has been awarded and consolidated with SCLC. Membership dues were 100% received.
  
7. PLSEP FY2022/23 Wayne Walker  
 Due to an issue with the Unique Entity Identification (UEI) which would not allow Santiago to apply individually, SCLC staff worked with the State Library to join all contracted systems applications under SCLC to be managed by SCLC as one larger grant. Two Santiago students have been awarded the PLSEP. There is no fiscal impact to Santiago, as this a pass-through grant.
  
8. CLSA FY2023/24 Planning Christine Powers/Wayne Walker  
 Directors agreed to continue with population-based distribution of CLSA funds. Inquiry if funds can be used for staff training and conference attendance.
  
9. Membership Dues FY2023/24 Andy Beck  
 MSP (Contreras/Curtis) to approve the Membership Dues for FY2023/24.  
 12 yes, 0 no, 0 abstain

10. Signature Authority Nerissa Snodgrass  
 MSP (Curtis/Jeanette) to authorize SCLC to update the Pacific Premier Bank  
 Signature cards granting signing authority as follows:
1. Add Executive Director, Christine Powers, as an authorized signer on accounts.
  2. Add Chair, Brian Sternberg, as an authorized signer on accounts.
  3. Add Project Manager Nerissa Snodgrass, as an authorized signer on accounts.
  4. Remove outgoing Chair, Judy Booth, as an authorized signer on accounts.
  5. Remove retired Executive Director, Diane Satchwell, as an authorized signer on accounts.
  6. Remove Linda Andersen as an authorized signer on accounts.
  7. Remove Jeanette Contreras as an authorized signer on accounts.
- 12 yes, 0 no, 0 abstain

11. Committee Reports

- a. Technology Committee Genesis Hansen  
 Last met on January 24, 2023, and discussed the Palace Project.
- b. Children’s Services Committee Judy Booth  
 Performer’s Showcase was a success. Will need a new site host, as Yorba Linda facilities are no longer available. Huntington Beach volunteered facilities.
- c. Teen Services Dave Curtis  
 Will be discussing Teen and Spring programming at the next meeting on February 15, 2023.
- d. Circulation Committee Helen Medina  
 Last met on December 15, 2022 at Huntington Beach. Committee discussed patron retention, purging, annual processes and the reports that they contribute to. Committee also completed an annual fines and fees schedule comparison of all the Santiago Libraries, and Medina can share results, upon request.
- e. Reference Committee Brian Sternberg  
 Committee is updating a county-wide resource summary.

12. State Library Report

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- LSTA Local and Collaborative 2023/24 is now open. Please check the grants page for information.
- California Library Literacy Services – ESL funding applications for current CLLS programs are due March 15, 2023. Applications to join CLLS due April 3, 2023.
- The California Library Connect Program is now accepting applications.
- CSL is currently preparing Round Two of the Building Forward Infrastructure Program, with application period opening soon.
- California Libraries Learn (CALL) has ongoing class offerings.
- Tutoring Project – every internet connected Californian is now able to access live, 24/7 online tutoring and homework help in all K-12 subjects, via Brainfuse.
- CalMatters for Learning, a free nonpartisan resource platform, brought to you by the California State Library and CalMatters. On the first day of each month, you will find a new package of resources to help library staff develop programs, guide conversations and build other activities at your branch. Resources will be available in English and Spanish.

- CAREer Pathways Webinars for 2023 is series based on the California Labor & Workforce Development Agency's top 5 high-growth, high-need industries: Healthcare, Care Economy, Climate, Agriculture, and Infrastructure. Register for upcoming webinars by visiting the CAREer Pathways Staff Resource page.
- Directors Networking Conversations 2023 will facilitate the a call on February 15, 2023.

13. Executive Council Chair Report  
None.

Brian Sternberg

14. What's New at your Library

*Anaheim:* projects funded by Building Forward, round 1 will be completed next fiscal year; the Haskett branch will be getting a Makerspace and media lab/memory lab station.

*Buena Park:* working through a big clean up addressing safety issues; will close the end of April/early May; working through staffing issues and passport services changes; winter programming was successful, and returning to paper programming rather than digital.

*Fullerton:* abatement complete; hosting a gamers event on the first Saturday of the month, with over 100pp in attendance; staff was used in OverDrive advertising.

*Huntington Beach:* cloud migration complete; Community Café monthly program successful, with monthly discussion topics; Love Your Library open house successful; current programs include Great Backyard Bird Hunt and Black History Month.

*Mission Viejo:* in the midst of a \$75,000 Stronger Together grant for teen internships; just received a \$75,000 Stronger Together Early Learning Hub grant; and also received a \$10,000 Inspiration Grant. Plan to apply for round 2 of Building Forward.

*Newport:* capital improvement projects in process, including a design contract for Balboa branch replacement, playground and equipment; lecture hall bids are open; library services manager position has been re-established.

*OC Public Libraries:* Brea branch reopened; San Juan Capistrano branch will open on March 7; Los Alamitos branch will close for renovations on February 27; issued RFP for Visionware and another for marketing software; two managers are retiring at the end of March.

*Orange County Public Law:* partnering with Legal Aid Society and the Public Law Center to present monthly programming, including consumer debt, evictions, and conservatorship.

*Orange Public:* attendance going up; will be taking down COVID partitions in public spaces; turn over in city management and city council, which will impact budget forecasting; developing environmentalism programming.

*Placentia:* updating flooring with concrete as a permanent replacement; applying for Building Forward second round to fund HVAC replacements; Building Forward first round funded a loading dock extension and outdoor charging space for the bookmobile; will be redesigning website and creating a mobile app; Freedom to Read formed to formulate replies to book title challenges; Kirk Cameron rented a room to host event that drew 700 people, and event was orderly.

*Santa Ana:* new embedded library spaces within existing community spaces to expand library services without requiring funding for new facilities; new partnership with Dehli Community Center to host one such library space.  
*Yorba Linda:* attendance is up, averaging 1500 people through the door each day.

15. Adjournment

Brian Sternberg

MS (Starkey/Booth) to adjourn meeting. Meeting adjourned at 3:39pm.

*Respectfully submitted by Lori Graver on May 17, 2023*