



Serra Cooperative Library System
c/o SCLC ▪ 222 E. Harvard St. ▪ Glendale, CA 91205
Phone: 626-359-6111
www.serralib.org

ADMINISTRATIVE COUNCIL MEETING
Thursday, February 13, 2025
11:00 am – 1:00 pm

Meeting Location:
El Centro Library, 1198 N. Imperial Ave., El Centro, CA 92243

Alternate Meeting Locations:
City of Carlsbad, 1635 Faraday Ave., Carlsbad, CA 92008
Chula Vista Public Library, 365 F Street, Chula Vista, CA 91910
Coronado Public Library, 640 Orange Ave., Coronado, CA 92118
Escondido Public Library, 239 S Kalmia St., Escondido, CA 92025
Oceanside Public Library 330 N Coast Highway, Oceanside, CA 92054

Attendance

Briley, Shaun - Coronado
Jones, Misty - San Diego Public
DiMento, Cathy (CJ) - Oceanside
Ghio, Danielle - National City
Bernal, Yolanda - Imperial County
Haller, Ember - City of Imperial
Landa, Rino - Escondido
Legaspi, Lizeth - Camarena
Mason, Carla - El Centro
Ohr, Donna - San Diego County
Smithson, Suzanne – Carlsbad
Whatley, Joy - Chula Vista

Absent

Ortega, Petra – Brawley

Other

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

Minutes

1. Call to Order and Roll Call Lizeth Legaspi
The meeting was called to order at 11:07 am.
2. Public Comment Lizeth Legaspi
Opportunity for any guest or member of the public to address the Council on any item of Serra business not represented on the current agenda.
None

3. Consent Calendar Lizeth Legaspi
 - a. Minutes of the October 10, 2024, Administrative Council regular meeting (ACTION)
MSP (Ghio/Ohr) to pass the Consent Calendar, without changes.
11 yes, 0 no, 0 abstain

4. Adoption of the Agenda Lizeth Legaspi

The Chair adopted the agenda, without objection.

5. Audit Report FY 2023/24 Andy Beck

(ACTION)
MSP (Jones/Ghio) to accept the Financial Audit, as presented.
11 yes, 0 no, 0 abstain

6. FY 2025/26 Membership Dues Andy Beck

(ACTION)
MSP (Haller/Mason) to approve the membership dues for fiscal year 2025/26. Next fiscal year, the system will prioritize funding for LINK+ before discussing increases in membership dues.
11 yes, 0 no, 0 abstain

7. Budget Status Report for FY 2024/25 & Preliminary Budget for FY 2025/26 Andy Beck

(DISCUSSION)
Controller, Andy Beck, presented the Budget Status Report for the fiscal year 2024/25, and the Preliminary Budget for the fiscal year 2025/26.

Council Member Smithson joined the meeting at 11:23 am.

8. CLSA FY 2025/26 Planning Christine Powers

(DISCUSSION)
Executive Director, Christine Powers presented on CLSA FY 2025/26 Planning.

9. OverDrive Funding Christine Powers

(ACTION)
MSP (Ohr/Mason) to authorize staff to direct OverDrive to bill Serra now for FY 2025/26 and allow FY 2025/26 funds of \$35,000 in content credit to be spent over 18 months, instead of 12; and authorize staff to sign an updated order form.
12 yes, 0 no, 0 abstain

10. Museum Month Sponsorship for FY 2025/26 Christine Powers

(ACTION)
MSP (Mason/Haller) to request a report from the San Diego Museum Council to Serra via the Youth Services Committee for past expenditures, as well as to confirm FY 2025/26 distribution numbers and costs. This matter will be brought back to the Council during the May meeting for consideration and approval.
12 yes, 0 no, 0 abstain

11. LINK+ Implementation Update
(DISCUSSION)

Wayne Walker

Wayne Walker presented the latest updates on the LINK+ Implementation.

12. Nominating Committee for FY 2025/26 Officers
(ACTION)

Lizeth Legaspi

MSP (Whatley/Jones) to establish a nominating committee to identify FY 2025/26 officer candidates to be presented for an election at the May 2025 Administrative Council meeting. The committee will consist of Danielle Ghio and Lizeth Legaspi.

12 yes, 0 no, 0 abstain

13. Impact of Recently Enacted Legislation: AB 1825 & SB 321
(DISCUSSION)

Christine Powers

Executive Director, Christine Powers presented information on Recently Enacted Legislation: AB 1825 & SB 321.

14. Potential Revenue Sources for Libraries
(DISCUSSION)

Richard Bernard, PhD;
FM3 Research

Richard Bernard presented on potential revenue sources for libraries.

15. Committee Reports

a. STARC

Cathy DiMento

The committee's last meeting was postponed

- Yearly work plan includes:

- o Expanding digital services through partnerships
- o Revisiting magazine subscriptions
- o Exploring mutual aid in disaster scenarios

- Resource sharing cuts may limit additional service expansion

b. Adult Services

Misty Jones

Serra's 5th Annual Professional Development Day will be held on May 8th, 2025.

- Potential keynote speaker from Casa Cornelia Law Center
- Challenges with attendee participation, especially from Imperial County
- Breakout session speakers – Roberto Ramirez and Ethan Vanegas
- The committee would like a listserv

c. Youth Services

Joy Whatley

The Performers Showcase took place on February 3, 2025.

- San Diego County's procurement team was present to help performers join their approved vendor lists
- Stephanie Kern became chair, Danny became vice chair, and a secretary position was formally added

16. State Library Report	Julianna Robbins
CSL staff member, Julianna Robbins, provided information on State Library news, current open opportunities, current projects and services, and networking and training opportunities, as described in the report.	
17. Administrative Council Chair Report	Lizeth Legaspi
None	
18. Other	Lizeth Legaspi
None	
19. What's New at Your Library	Lizeth Legaspi

Camarena:

- Planning to open Carnegie Technology Center
- Will operate at least four times a week
- Concerned about staffing issues
- Hopes to maintain current service hours

San Diego Public:

- City faces \$255 million deficit
- Requires 10%-20% budget reduction
- 72% of budget is staffing
- 20% vacancy rate (91 vacant positions)
- Ongoing hiring freeze since November
- Struggling to maintain service levels

National City:

- Implemented police department security (20 hours/week)
- Addressing increasing library security issues
- Dealing with:
 - Homeless encampment concerns
 - Mental health incidents
 - Underage drinking
- Hoping to make police presence permanent in the next fiscal year

San Diego County:

- Presentations on emergency services
- Highlighted interdepartmental collaboration
- Presented at CLA conference

Chula Vista:

- Bayfront resort opening soon
- New library art gallery near completion
- Millennia Library opening this fall
- Partnerships with:
 - SDSU

- Sweetwater Union High School District
- Chula Vista Entertainment Complex
- New facility will have community creative spaces

Carlsbad

- First time fully staffed in 10 years
- Full-time positions now complete
- Not required to cut budget this year

El Centro:

- New interim city manager
- Manager's wife is retired school librarian
- Hoping to increase library staffing
- Preparing comprehensive staffing proposal

20. Adjournment

MS (Ohr/ Lizeth Legaspi) meeting adjourned at 12:45 pm.

Lizeth Legaspi

