Administrative Council
Agenda Packet

February 3, 2023   10:00 a.m.   Tulare Public Library
475 M St.
Tulare, CA 93274

Enclosed are the agenda and prepared attachments for this meeting.
Copies of these materials may be made at the public's expense.

AGENDA

A. COUNCIL OPENING

1. Call to Order
2. Introductions
3. Adoption of the Agenda
4. Public Comment – The Public may comment on any items relative to SJVLS and not on the agenda.

B. CONSENT AGENDA

1. APPROVAL: Draft minutes of January 6, 2023 (Attachment 1)
2. APPROVAL: Financial Updates (Attachment 2)

C. ITEMS FOR DISCUSSION AND ACTION

1. ACTION: Revised Admin Council Meeting Schedule – Wymer (Attachment 3)
2. ACTION: Approve FY 23-24 Membership Fee Rate – Hudson (Attachment 4)
3. ACTION: FY 2023-2024 Draft Budget – Hudson (Attachment 5)
4. ACTION: TM3 Warranty Extension – Nelson (Attachment 6)
5. DISCUSSION: Library Cards and FY 22-23 Library Card Order – Wymer
6. DISCUSSION: Palace Project – Wymer

D. STAFF REPORTS

1. Chair
2. State Library – Written Report Attached (Attachment 7)
3. Administrative Librarian
4. System Administrator
5. Senior Network Systems Engineer

E. DIRECTOR COMMENTS

Council members have the opportunity to share items relating to collaboration, innovation, and professional development of interest to the Council.

F. CALENDAR ITEMS

1. Set the date and agenda building for the next meeting, tentatively Friday, April 7, 2023, at a location to be determined.

G. ADJOURNMENT

SAN JOAQUIN VALLEY LIBRARY SYSTEM

Administrative Council Meeting
January 6, 2023

DRAFT MINUTES

A. COUNCIL OPENING

1. Darla Wegener (Tulare County), called the meeting to order at 10:02 am.
2. Roll Call
    i. Council present: Darla Wegener (Tulare County), Raman Bath (Fresno), Mark Lewis (Kern), Natalie Rencher (Kings), Krista Riggs (Madera), Matt Johnson (Mariposa), Amy Taylor (Merced), Vikki Cervantes (Porterville), and Heidi Clark (Tulare Public).
    ii. Council absent: Mary Leal (Coalinga Huron).
    iii. Staff present: Chris Wymer (SJVLS), Sally Gomez, (Fresno) and Josh Chisom (State Library).
    iv. Guests: Kip Hudson (Hudson and Henderson).
3. Introductions
    i. Staff introductions were conducted.
4. Agenda Adoption
    i. Motion to Adopt Agenda Cervantes (Porterville)
    ii. Seconded by Clark (Tulare Public)
5. Public Comment
    i. None.

B. CONSENT AGENDA

1. Motion to approve Consent Agenda with the following amendments – add Carlos Gonzales to attendee at Technology Planning Summit; and list motion made by Cervantes and seconded by Clark to adopt the Technology Planning Summit agenda.
    i. Motion made by Lewis (Kern)
    ii. Seconded by Clark (Tulare Public)

C. ITEMS FOR INFORMATION AND ACTION

1. Motion to approve certification to continue virtual meetings. Wymer discussed that this will become moot due to the State of Emergency lifted on February 20th, 2023. Council agreed to start meeting in person starting in February and will go back to meeting every other month.
2. Wymer reported on Palace Project, he is seeking approval to sign and return the quote for the Web Service Connector for the Palace Project, and set up the resource, with budget modification to reallocate $3,750 from Professional and Specialized Services to Computer Operations.
    i. Motion made to approve Lewis (Kern)
    ii. Seconded by Clark (Tulare Public)

D. STAFF REPORTS

1. Chair
   i. No Report.
2. State Library
   i. Parks Pass Grant Due January 30, 2023
   ii. California Library Literacy Services Due on January 31, 2023
   iii. 2023 Lunch at the Library due February 13, 2023.
   iv. The CLC team will host a webinar on January 11th at 11:30 for libraries interested in learning more about collaborating with local anchor institutions to leverage funding available via the California Collaborative Connectivity Grant.
   v. Hired a new Data Analyst and they are starting next week.
3. Administrative Librarian
   i. Wymer work on reconnecting Porterville. CENIC indicated 2-3 weeks once they get started. Wymer hoping by March.
   ii. Wymer participating in Webinar for eBooks for all, will send out email to all, for staff.
   iii. Wymer reported that we got the final revised funding commitment decision letters that were under audit. We are waiting for Coalinga to send in their Internet safety policies. Thank you to everyone who did send them in. USAC signed off on policies and procedures for competitive bidding.
4. SJVLS – System Administrator
   i. Wymer worked on cleaning the online catalog last week. There are couple of styles and widgets that he forgot to add. Wymer worked on making things more consistent.
   ii. Working on training the new Tulare Public JSA.
   iii. Reminder about Library Card orders will be coming up in two months.

E. DIRECTOR'S COMMENTS

1. Taylor (Merced) – Taylor is out of the office, Amy Boese is in charge right now. We are having some leaks at libraries, with weather.
2. Riggs (Madera) – Lost oak tree in Mariposa. Next week fully staffed and that will be great. Got our recertification for CIPA and internet policies. Community Connections grant, having people from Workforce Development in our Madera and Oakhurst Libraries, which is helpful with the hospital closing.
3. Rencher (Kings) – It is our first week back after Christmas and everyone is settling in. Happy New Year!
4. Lewis (Kern) – We are replacing our fire suppression system, in our local history. This should be finished sometime in January.
5. Johnson (Mariposa) – Channel 30 came to do segment on our Book Give a Way, through our literacy program. Our Storytime was featured as well. Looking at hiring a Library Assistant 1. Holding a local art contest, for our new library card design.

6. Clark (Tulare Public) – Getting new staff next week and still have one in process. We will be close to fully staffed. Opened more computers back up so that is positive.

7. Cervantes (Porterville) – We have a leak at our building and working with the property management team. The leak isn't causing any damage inside. We are delayed by months about getting connected and have been working with Wymer. Working on our Reading Program for Summer. Cervantes requested the emergency list to be updated.

8. Bath (Fresno) – Working on Strategic Plan, old one has expired, and it is good time. We also have leaks due to weather. Central has a leak in our exit stairwell, which is bad. Vacancies being filled and that is good. We will have a new HR person starting January 23rd. This will help Gomez since she has been backfilling.

9. Wegener (Tulare) – We are in the midst of our Reading Challenge. Working on mini grants. Recently promoted a staff member. Still working on getting fully staffed, it has been challenging. Working with the problems due to weather and power outages. d that is good.

F. CALENDAR ITEMS

1. Date and location for next Administrative Council Meeting
    i. Budget Meeting will be February 3rd, 2023, at Tulare Public Library at 10:00 AM.

G. ADJOURNMENT

1. The meeting was adjourned at 10:50 AM.

DATE:	February 2, 2023
TO:	SJVLS Administrative Council
SUBMITTED BY:	Brian Henderson, Hudson Henderson & Company Inc. Fresno County Fiscal Agent
SUBJECT:	Financial Update Report

Recommended Action:

Approve acceptance of monthly financial update for the month of December 2022.

Fiscal Impact:

There is no fiscal impact associated with the recommended action. SJVLS JPA funds are held by Fresno County as the fiscal agent and provides contracted controller and accounting services. All County related costs associated with the fiscal administration are funded with funds set aside for planning and evaluation administration.

FINANCIAL UPDATE REPORT

A. FINANCIAL REPORTS

1. Financial reported expenses through December 31, 2022
   i. Item 2 - Costs by class/cost center report included.
   ii. Item 3 - CLSA Status update report
   iii. Item 4 - Online Materials Status update report
2. Revenue Billed: $2,325,488.
3. System Committed Reserves
   i. SJVLS Assigned - $2 million
   ii. Members Committed Tech Reserves $1,389,833

B. OUTSTANDING RECEIVABLE TOTAL: $687,340

1. Member Fees, Postage, Smart Net and other selection: $47,363
2. E-Rate receivable in the amount of $639,978. (FY21- $456,011 released 1/27/23, expected to be received early February 2023)
3. Fortinet: None
4. Electronic Resources -Cloud Library: None
5. Telco Communication Invoice: TBD billed February 2023

C. CLSA ALLOCATION UPDATE

1. Board approved CLSA service plan on June 2022 in the amount of $240,976 and FY 2020-21 rollover for e-resources in the amount of $9,702 for combined funds $250,678.
2. Expenses and Estimates:
   i. Delivery Services budgeted - $209,000;
   ii. Oher Operations for e-resources - Budgeted $41,678.
   iii. Actual Expenses through 11/30/2022- $113,852
3. Funding Collected: $209,000 (December 16, 2022)

D. ONLINE MATERIALS STATUS UPDATE

1. Online Materials expenses total $124,485 with remaining unspent funds of $62,556. This includes Additional Online Materials Resources in the amount of $9,702 that was rolled into this year's budget from CLSA funds. The amended plan of service was approved by the Board on February 11, 2022, and approved by CLSB on May 17, 2022.

E. LSTA – PUBLIC LIBRARY STAFF EDUCATION PROGRAM (PLSEP) MLS FUNDING SUPPORT

1. PLSEP Approval to participate in program and remit application: January 24, 2023.
    i. Grant Awarded for FY23.
2. Award Amount and Award terms: $18,700 - July 1, 2022 through July 31, 2023.
3. Expenditures YTD: $0
4. PLSEP Funds Collected: $0
5. PLSEP Mid Project Financial Report Update: Due April 15, 2023

F. TRANSFER OF OWNERSHIP

1. Statements have been sent to the following members:
    i. November 2022 Activity
2. Costs listed above were deducted from the Members' Tech Reserve.

G. PRE-PAID TECH RESERVE

1. Total balance - $ 3,391,975 (through December 2022)
    - Emailed to Admin Council
2. Under committed System projects
    - Total Reserves $1,389,833

H. UNEARNED GRANT REPORT & Broadband Projects

1. Total Balance - $300,181.85
    i. Porterville Phase III - $49,503.85
    ii. CLSA FY 21-22 unused funds - $240,976 (will adjust to actual January 2023)
2. Fiber Project Year 7.   In progress. The Board approved on April 16, 2021 for SJVLS participation in CENIC Year 7. Staff will return to the Board in the fall to report on final cost, any grant opportunities and upgrade of equipment to be deducted from participating members' tech reserves. Members elected to use a portion of recent E-Rate disbursement as Committed towards Year 7. Please refer to Tech Reserve if a participating member.

SJVLS
Budget to Actual- System Wide

		TOTAL	
	Original Budget	**Current Budget**	**Actual Jul - Dec 22**
Revenues			
3380 · **Interest**	$　　140,000	$　　140,000	$　　29,322
3575 · **State Grants**	300,182	300,182	-
4375 · **Federal Grants**	20,000	20,000	-
4841 · **Membership Dues**	1,915,096	1,915,096	1,951,095
5039 · **Tech Reserve Charges**	1,065,000	1,065,000	284,461
5040 · **Other Cty Dpts Services**	36,000	36,000	-
5501 · **Telephone Services**	534,755	534,755	-
5504 · **Telephone Services-Non County**	627,708	627,708	644
5831 · **Refunds And Abatements**	-	-	59,966
Total Revenues	4,638,741	4,638,741	2,325,488
Expenditures			
7005 · **Sealer Paper**	-	-	3,769
7040 · **Telephone Charges**	1,300,000	1,300,000	254,196
7055 · **Food**	1,000	1,000	-
7101 · **General Liability Insuranc**	5,000	5,000	4,885
7175 · **Property Insurance**	3,700	3,700	1,806
7205 · **Maintenance-Equipment**	375,649	375,649	217,669
7250 · **Memberships**	3,750	3,750	2,161
7265 · **Office Expenditures**	65,900	65,900	1,739
7268 · **Postage**	41,000	41,000	11,383
7286 · **PeopleSoft Human Resources**	2,000	2,000	-
7287 · **PeopleSoft Financials Chg**	10,000	10,000	50
7295 · **Professional & Specialized**	2,020,307	2,020,307	767,859
7296 · **Data Processing Services**	4,107	4,107	268
7325 · **Publications & Legal Notic**	15,000	15,000	-
7385 · **Small Tools & Instruments**	1,117,467	1,117,467	255,768
7406 · **Library Materials**	200	200	-
7412 · **Mileage**	1,700	1,700	-
7415 · **Trans, Travel & Education**	53,500	53,500	-
7416 · **Trans & Travel County Gara**	228,500	228,500	108,828
7430 · **Utilities**	38,000	38,000	19,000
7565 · **County Cost Plan**	15,000	15,000	-
Total Expenditures	5,301,780	5,301,780	1,649,380
Net Change in Fund Balance	$　　(663,039)	$　　(663,039)	$　　676,108

SJVLS Budget to Actual
130- Computer Operations

	Original Budget	Current Budget	Actual Jul - Dec 22
		TOTAL	
Revenues			
3380 · Interest	$ 139,550	$ 139,550	$ 29,322
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	963,855	963,855	963,855
5039 · Tech Reserve Charges	-	-	950
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 130- Computer Operations Revenues	1,103,405	1,103,405	994,127
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	299,669	299,669	172,630
7250 · Memberships	150	150	150
7265 · Office Expenditures	3,600	3,600	(98)
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	1,500	1,500	-
7287 · PeopleSoft Financials Chg	-	-	50
7295 · Professional & Specialized	965,000	965,000	301,213
7296 · Data Processing Services	1,400	1,400	268
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	5,000	5,000	8,869
7406 · Library Materials	200	200	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	33,500	33,500	-
7416 · Trans & Travel County Gara	20,000	20,000	4,678
7430 · Utilities	38,000	38,000	19,000
7565 · County Cost Plan	-	-	-
Total 130- Computer Operations Expenditures	1,368,019	1,368,019	506,759
Net Change in Fund Balance	$ (264,614)	$ (264,614)	$ 487,368

SJVLS Budget to Actual
300- Communications

	TOTAL		
	Original Budget	**Current Budget**	**Actual Jul - Dec 22**
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	282,798	282,798	282,797
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 300- Communications Revenues	282,798	282,798	282,797
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	300,000	300,000	11,372
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	19,500	19,500	10,858
7250 · Memberships	-	-	(1,230)
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	79,174	79,174	66,258
7296 · Data Processing Services	2,707	2,707	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 300- Communications Expenditures	401,381	401,381	87,259
Net Change in Fund Balance	$ (118,583)	$ (118,583)	$ 195,538

SJVLS Budget to Actual
400- Coordination and Evaluation

	Original Budget	Current Budget	Actual Jul - Dec 22
			TOTAL
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	451,579	451,579	451,579
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 400- Coordination & Eval Revenues	451,579	451,579	451,579
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	1,000	1,000	-
7101 · General Liability Insuranc	5,000	5,000	4,885
7175 · Property Insurance	3,700	3,700	1,806
7205 · Maintenance-Equipment	480	480	120
7250 · Memberships	-	-	-
7265 · Office Expenditures	2,300	2,300	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	500	500	-
7287 · PeopleSoft Financials Chg	10,000	10,000	-
7295 · Professional & Specialized	586,255	586,255	130,074
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	15,000	15,000	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	1,700	1,700	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	15,000	15,000	-
Total 400- Coordination & Eval Expenditures	640,935	640,935	136,885
Net Change in Fund Balance	$ (189,356)	$ (189,356)	$ 314,694

SJVLS Budget to Actual
600- Cataloging Center

	TOTAL		
	Original Budget	**Current Budget**	**Actual Jul - Dec 22**
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	82,997	82,997	82,997
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 600- Cataloging Center Revenues	82,997	82,997	82,997
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	117,800	117,800	144,084
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 600- Cataloging Center Expenditures	117,800	117,800	144,084
Net Change in Fund Balance	$ (34,803)	$ (34,803)	$ (61,087)

SJVLS Budget to Actual
800- Online Materials

		TOTAL	
	Original Budget	**Current Budget**	**Actual Jul - Dec 22**
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	133,867	133,867	133,867
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 800- Online Materials Revenues	133,867	133,867	133,867
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	3,600	3,600	3,240
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	186,400	186,400	111,544
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 800- Online Materials Expenditures	190,000	190,000	114,784
Net Change in Fund Balance	$ (56,133)	$ (56,133)	$ 19,083

SJVLS Budget to Actual
200- CSLA Funded Delivery

	Original Budget	Current Budget	Actual Jul - Dec 22
Revenues			
3380 · Interest	$ 350	$ 350	$ -
3575 · State Grants	209,000	209,000	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 200- CSLA Funded Delivery Revenues	209,350	209,350	-
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	500	500	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	208,500	208,500	104,150
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 200- CSLA Funded Delivery Expenditures	209,000	209,000	104,150
Net Change in Fund Balance	$ 350	$ 350	$ (104,150)

SJVLS Budget to Actual
201- CSLA Other Operations

	TOTAL		
	Original Budget	**Current Budget**	**Actual Jul - Dec 22**
Revenues			
3380 · Interest	$ 100	$ 100	$ -
3575 · State Grants	41,678	41,678	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 201- CSLA Other Op Revenues	41,778	41,778	-
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	41,678	41,678	9,702
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 201- CSLA Other Op Expenditures	41,678	41,678	9,702
Net Change in Fund Balance	$ 100	$ 100	$ (9,702)

SJVLS Budget to Actual
401- PLSEP Staff Edu Grant

	TOTAL		
	Original Budget	Current Budget	Actual Jul - Dec 22
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	20,000	20,000	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 401- PLSEP Staff Edu Grant Revenues	20,000	20,000	-
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	20,000	20,000	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 401- PLSEP Staff Edu Grant Expenditures	20,000	20,000	-
Net Change in Fund Balance	$ -	$ -	$ -

SJVLS Budget to Actual
3301- AR Telco NRC Contingency

	TOTAL		
	Original Budget	**Current Budget**	**Actual Jul - Dec 22**
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	49,504	49,504	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	-	-	9,437
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	534,755	534,755	-
5504 · Telephone Services-Non County	627,708	627,708	644
5831 · Refunds And Abatements	-	-	59,966
Total 3301- AR Telco NRC Cont Revenues	1,211,967	1,211,967	70,047
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	1,000,000	1,000,000	242,824
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	(128)
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	211,967	211,967	(472)
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 3301- AR Telco NRC Cont Expenditures	1,211,967	1,211,967	242,224
Net Change in Fund Balance	$ -	$ -	$ (172,177)

SJVLS Budget to Actual
3301.1- TRD Communication and Fortinet

	TOTAL		
	Original Budget	**Current Budget**	**Actual Jul - Dec 22**
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	36,000
5039 · Tech Reserve Charges	-	-	-
5040 · Other Cty Dpts Services	36,000	36,000	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 3301.1- Comm & Fortinet Revenues	36,000	36,000	36,000
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	36,000	36,000	27,000
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 3301.1- Comm & Fortinet Expenditures	36,000	36,000	27,000
Net Change in Fund Balance	$ -	$ -	$ 9,000

SJVLS Budget to Actual
1301- TRD ERC and Equipment Orders

	TOTAL		
	Original Budget	**Current Budget**	**Actual Jul - Dec 22**
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	920,000	920,000	252,101
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 1301- TRD ERC & Equip Revenues	920,000	920,000	252,101
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	20,000	20,000	7,189
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	900,000	900,000	247,371
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 1301- TRD ERC & Equip Expenditures	920,000	920,000	254,560
Net Change in Fund Balance	$ -	$ -	$ (2,459)

SJVLS Budget to Actual
1301.1- TRD Overdue Notices and Library Cards

	TOTAL		
	Original Budget	Current Budget	Actual Jul - Dec 22
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	101,000	101,000	16,989
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 1301.1- Notices & Lib Cards Revenues	101,000	101,000	16,989
Expenditures			
7005 · Sealer Paper	-	-	3,769
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	60,000	60,000	1,837
7268 · Postage	41,000	41,000	11,383
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	-	-	-
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 1301.1- Notices & Lib Cards Expenditures	101,000	101,000	16,989
Net Change in Fund Balance	$ -	$ -	$ -

SJVLS Budget to Actual
150- UMS Debt Collection

	TOTAL		
	Original Budget	**Current Budget**	**Actual Jul - Dec 22**
Revenues			
3380 · Interest	$ -	$ -	$ -
3575 · State Grants	-	-	-
4375 · Federal Grants	-	-	-
4841 · Membership Dues	-	-	-
5039 · Tech Reserve Charges	44,000	44,000	4,984
5040 · Other Cty Dpts Services	-	-	-
5501 · Telephone Services	-	-	-
5504 · Telephone Services-Non County	-	-	-
5831 · Refunds And Abatements	-	-	-
Total 150- UMS Debt Collection Revenues	44,000	44,000	4,984
Expenditures			
7005 · Sealer Paper	-	-	-
7040 · Telephone Charges	-	-	-
7055 · Food	-	-	-
7101 · General Liability Insuranc	-	-	-
7175 · Property Insurance	-	-	-
7205 · Maintenance-Equipment	-	-	-
7250 · Memberships	-	-	-
7265 · Office Expenditures	-	-	-
7268 · Postage	-	-	-
7286 · PeopleSoft Human Resources	-	-	-
7287 · PeopleSoft Financials Chg	-	-	-
7295 · Professional & Specialized	44,000	44,000	4,984
7296 · Data Processing Services	-	-	-
7325 · Publications & Legal Notic	-	-	-
7385 · Small Tools & Instruments	-	-	-
7406 · Library Materials	-	-	-
7412 · Mileage	-	-	-
7415 · Trans, Travel & Education	-	-	-
7416 · Trans & Travel County Gara	-	-	-
7430 · Utilities	-	-	-
7565 · County Cost Plan	-	-	-
Total 150- UMS Debt Collection Expenditures	44,000	44,000	4,984
Net Change in Fund Balance	$ -	$ -	$ -

SJVLS
CLSA Status Report
December 31, 2022

Operations Type	Adopted Budget	CLSA Approved Plan	Total Expenses	Pending Expenses	Estimate Charges (Oct)	Total Projected Expenses	Excess '-" (fund by SJVLS reserves) Unspent "+"	Comments
Delivery - Basic & Sorting	209,000	209,000	104,150	-	-	104,150	104,850	
E-Resources Bibliotheca Cloud Library	31,976	-	-	-	-	-	-	
	240,976	209,000	104,150	-	-	104,150	104,850	
FY 21-2022 Rollover	9,702	9,702	9,702	-		9,702	-	
Grand Total	250,678	218,702	113,852	-	-	113,852		

Budget amendment approved:

Basic CLSA Service Plan Expenditure
CLSA Allocation $ (250,678)
Basic Delivery $ 209,000
E-Resources $ -
Online Materials rollover $ 9,702

Total System Delivery Costs
Basic Delivery Costs: $ 104,150
Extra Delivery Stops: $ -
$ **104,150** Total System Delivery Expenditure
Online Materials rollover $ 9,702

Total fundings Sources Delivery System
CLSA Funds $ 209,000 Basic
Local Fund Reserve $ - Basic
Madera $ - Premium
$ **209,000** Total System Delivery Funding

CLSA Amended Service Plan :   Reviewed annually in January for amendment

SJVLS
Online Materials

Report Date   12/31/2022

Vendor	Budget Amount	Total Expenses	Prepaid Portion Subscription	Unspent	Comments
Funding Source: Membership (cost center 0800)					
Ebooks Bibliotheca (E Resources	51,000	29,378.92	-	21,621	
Pronuniciator	32,000	28,000.00	-	4,000	
Cengage-Gale Database	62,000	28,747.62	28,748	4,505	Gale General Database Pkg
Cengage -Gale	32,000	15,888.90	15,889	222	Education and Career module & Info Science
Califa- Quipu E Card Registration & Membership	13,000	12,768.00	-	232	CLSA amendment passed June 25, 2020, now covered by Membership due to funding cut
ERC Committee -	-	-	-	-	see note 2
	190,000	114,783	44,637	30,580	
Funding Source: CLSA Other (cost center 0201)					
Bibliotheca Cloud Library (E Resources	31,976			31,976	CLSA FY 22-23 approved plan June 3, 2022
Additional Online Materials Resources	9,702	9,702		-	see note 1 CLSA Amended Service Plan
	41,678	9,702	-	31,976	
Grand Total	**231,678**	**124,485**	**44,637**	**62,556**	

	Budget Amount	Total Expenses	Prepaid Portion Subscription	Unspent
Total Funding Sources:	$ 231,678	$ 124,485	$ 44,637	$ 62,556

CLSA Amended Service Plan :

Note: On February 11, 2022 the Board approved to amend CLSA Plan of Service to utilize savings for Online Materials
      services ($9,702) and two years of the three-year term for Wi-Fi Access renewal ($31,548)
      On May 17th, the California Library Services Board approved the amended Plan of Service.
      Online Materials allocation ($9,702) will be rolled into FY 22-23 budget
Note: Committed Funds for CENGAGE - GALE Database of $57,495.22 and CENGAGE - GALE $31,777.81.
ERC Committee Note 2:
 Board voted April 16, 2021, no committee allocation this year to manage increases to Online Materials on-going costs.

DATE: February 3, 2023

TO: SJVLS Administrative Council

SUBMITTED BY: Chris Wymer – Administrative Librarian

SUBJECT: FY 2022-23 Revised Administrative Council Meeting Schedule

RECOMMENDED ACTION:

1. Approve the revised list of proposed Administrative Council meeting dates for the remainder of FY 2022-23.

Approval of the recommended action will establish a revised schedule for Administrative Council meetings for the current fiscal year.

ALTERNATIVE ACTION(S):

If the attached dates have any conflicts with known scheduled events, Admin Council can amend the proposed schedule.

FISCAL IMPACT:

Approval of the recommended action will not have an impact on membership fees or make changes to SJVLS's budget.

DISCUSSION:

California's Declared State of Emergency for the COVID-19 pandemic ends on February 28, 2023. The State of Emergency allowed SJVLS committees to meet virtually under modifications to the Brown Act. One of the conditions was that committees met every 30 days to reconsider the State of Emergency and certify the need to continue meeting virtually to protect the health and safety of committee members.

The current Admin Council meeting schedule was adopted to comply with the virtual meeting requirements of the modified Brown Act. With the State of Emergency ending, Admin Council no longer needs to meet everything 30 days, and a revised meeting schedule for the remainder of the current fiscal year is being proposed. Administrative Council members are encouraged to provide input on meeting locations for the remaining meetings.

PRIOR AGENDA REFERENCE:

Administrative Council Meeting – August 5, 2022.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Attachment 1 – Proposed Revised Meeting Schedule

Motion: Second:

_____ PASSED   ____ REJECTED

SJVLS Administrative Council Revised Meeting Schedule
FY 2022-23

- February 3, 2023

    o Location: Tulare Public Library

- April 7, 2023

    o Location:

- June 2, 2023

    o Location:

DATE: February 3, 2023

TO: SJVLS Administrative Council

SUBMITTED BY: Kip Hudson, Hudson Henderson & Company Inc.
                     Fresno County Fiscal Agent

SUBJECT: Upcoming Budget Year Membership Fee Rate

RECOMMENDED ACTION:

1. Approve increase in Membership Fee rate by 2%, for a total increase of $38,302.

Approval of the action will establish the Membership Fee rate for the upcoming budget year to support the development of operational budget in the amount of $2,757,129 and the funding sources to be collected in accordance with strategic plan for annual increase minimum.

FISCAL IMPACT:

The additional increase in the rate will continue to support up to 70.8% of operational costs which includes inflation estimates. Total operational budget costs will be funded with revenue estimates from three sources Membership Fee, Fund balances and interest earned. We will also provide the board with a preliminary budget.

DISCUSSION:

The budget development of operational budget will be based on the rate approved and other funding sources to be collected. Fiscal agent will return to the board with budget timelines for recommended adoption of budget no later than June.

The attachment provides the details on membership history, rate of increase and member's contribution based on population ratio for increase amount.

PRIOR AGENDA REFERENCE:

N/A

ATTACHMENTS INCLUDED AND/OR ON FILE:

The attachment provides the details on membership history, rate of increase and member's contribution based on population ratio for increase amount.

Motion: Second:

_____ PASSED   ____ REJECTED

Membership Fees History   Board approved on TBD - the total increase amount

Presented annually to Admin Council in November to approved the rate prior to budget development

Fiscal Year		Membership Fee	% of Increase (2)			Portion of Total Budget (Operational Costs)	% Funding	Delivery (funded by CLSA)	Madera Extra Delivery (paid by Madera)
FY 2014-2015	$	1,452,289		loop in online materials	$	2,463,943	58.9%	$ -	
FY 2015-2016	$	1,549,473	7%		$	2,729,785	56.8%	$ 125,244	
FY 2016-2017	$	1,507,387	-3%	switch to direct billing for Telco	$	2,197,807	68.6%	$ 118,540	
FY 2017-2018	$	1,507,387	0%		$	2,244,496	67.2%	$ 158,040	
FY 2018-2019	$	1,507,387	0%		$	2,326,854	64.8%	$ 159,413	
FY 2019-2020 1 & 2	$	1,662,904	10%		$	2,709,980	61.4%	$ 177,840	
FY 2020-2021	$	1,789,809	8%		$	2,342,580	76.4%	$ 173,100	
FY 2021-2022	$	1,789,809	0%		$	2,341,330	76.4%	$ 235,672	$ 13,000
FY 2022-2023	$	1,915,096	7%	$ 125,287	$	2,718,135	70.5%	$ 208,500	*term effective July 1, 2022*
FY 2023-2024	$	**1,953,398**	2%	$ 38,302	$	2,757,129	70.8%	$ 246,000	*term effective July 1, 2022*

Note:

1   1,612,904   *less Fresno Member adjustment ($50,000) to increase*   1,562,904

2 The Membership Fee increase of $38,302 will be applied to Member's based on recent population ratio.
   The Total Fee consists of baseline costs at FY 13-14 Membership Rate/ratio share plus increase in fees from FY 2015-16.
   In May 2019 the Admin Council decline the transition of Membership Fee based on today's costs and shift of ratios
   per consultant recommendations In May 2020.

3 Recommend increase (2 percent) as stated approved Strategic Plan. $ 38,302

4 Operational costs exclude telecommunications, delivery, network projects, technology replacement, technology upgrades
   and future grant projects.

SAN JOAQUIN VALLEY LIBRARY SYSTEM
FY 2023-24
February 3, 2023

Total Budget (Membership costs + Telco/other direct projects)

	Current Costs FY 22-23	Recommended Upcoming Year Total Costs	$ Change	% Change
CLSA Service Plan- Delivery & Other	240,976	240,976	-	
CLSA Service Plan- Rollover Online Materials	9,702	-		
Public Library Education (PLSEP)	20,000	20,000	-	
Membership Operations	2,718,135	2,757,129	38,994	
Additional: Member Selection/Direct Charges	2,101,000	2,064,440	(36,560)	
Fiber Project & Porterville Circuit Grant	211,967	TBD		
Total Budget	5,301,780	5,082,545	(219,235)	-4%

Budget Highlights

1. Summary of SJVLS Operational Budget - Core

	Current Costs FY 22-23	Upcoming Year Total Costs	$ Change	% of Total Costs
System Operations	$1,368,019	$1,422,229	$54,210	52%
Note: Network & Librarian staffing wage increase				
Planning & Evaluation	$640,935	$630,900	($10,035)	23%
Note: Contract Services for two years of audit financials, legal and accounting				
Cataloging Center	$114,800	$118,000	$3,200	4%
Note : added in EzProxy annual fee				
Fresno as Cat Center	$3,000	$3,000	$0	0%
Online E Resources Materials	$190,000	$192,000	$2,000	7%
Note : Increase Cengage by $4,000 for general & Peterson's test package				
Telecommunications core	$401,381	$391,000	($10,381)	14%
	$2,718,135	$2,757,129	$38,994	
Delivery (excluded, see #6 CLSA				
Membership Costs	**$2,718,135**	**$2,757,129**	**$38,994**	100%
		Increase by	1.4%	

2. Summary of Offset Funding Sources

	Current Costs FY 22-23	Upcoming Year Total Costs	$ Change	Funding %
Membership Fees	$1,915,096	$1,915,096	$0	69%
Fund Balance Withdrawal	$663,039	$697,033	$33,994	25%
Interest Earned	$140,000	$145,000	$5,000	5%
CLSA Allocation (beyond delivery)	$0	$0	$0	0%
Total Funding Sources	**$2,718,135**	**$2,757,129**	**$38,994**	

Contribution Membership Fee by Member
Guideline: JPA agreement, page 7, line 8, c) Contribution from Participants

Total Fee	$ 1,953,398
Increase Amount	$ 38,302

Adjusted Membership Rate with noted adjustment to Tulare County for Porterville and Tulare Public

Members	State Certified Population 6-1-2020	Prior Meeting Population Prior Presented 1/15/22	Adjusted State Certified Population 1-1-2021	State Certified Population 1-1-2022	Contribution Ratio	Increase Fee Share	Current Year Approved Membership	Adjusted Upcoming Membership Fee (increase on prior yr)	Change Amount
Coalinga	24,498	24,152	24,152	17,277	0.58%	$ 221.58	$ 23,595	$ 25,980	$ 2,385
Fresno	990,451	1,002,529	1,002,529	993,996	33.28%	$ 12,748.37	$ 797,517	$ 772,364	$ (25,153)
Kern	897,225	893,745	893,745	889,327	29.78%	$ 11,405.95	$ 480,182	$ 497,234	$ 17,052
Kings	153,608	152,543	152,543	152,023	5.09%	$ 1,949.75	$ 79,963	$ 100,805	$ 20,842
Madera	158,147	158,474	158,474	157,396	5.27%	$ 2,018.66	$ 89,567	$ 113,357	$ 23,790
Mariposa	18,067	18,037	18,037	17,045	0.57%	$ 218.61	$ 33,524	$ 32,981	$ (543)
Merced	283,521	284,836	284,836	284,338	9.52%	$ 3,646.74	$ 127,591	$ 155,868	$ 28,277
Porterville	59,655	59,571	59,571	62,345	2.09%	$ 799.60	$ 51,433	$ 17,853	$ (33,580)
Tulare Co.	352,488	481,733	352,916	343,207	11.49%	$ 4,401.76	$ 177,584	$ 181,007	$ 3,423
Tulare Pub	67,834	69,246	69,246	69,462	2.33%	$ 890.88	$ 54,140	$ 55,949	$ 1,809
						$ -			
Total Members	**3,005,494**	**3,144,866**	**3,016,049**	**2,986,416**	100.00%	**38,302**	$ 1,915,096	$ 1,953,398	$ 38,302
		Adjusted population(Sch E-1)		(29,633)					

	State Certified Population 6-1-2020		State Certified Population 1-1-2021	State Certified Population 1-1-2022
Kern	917,553		914,193	909,813
City of Shafter	(20,328)		(20,448)	(20,486)
	897,225		893,745	889,327

Ratios for use for Budget and Membership share of costs

MEMBER

Members	Volumes Held	Prior Year Circulation	Total Combined Volume/Circ	Ratio Volumes/Circ	Ratio Branch	Total Combined Ratio
Coalinga	79,536	19,291	98,827	0.017	0.0182	0.0354
Fresno	809,465	1,648,225	2,457,690	0.428	0.3182	0.7461
Kern	764,970	567,837	1,332,807	0.232	0.2273	0.4593
Kings	179,676	118,793	298,469	0.052	0.0636	0.1156
Madera	191,880	157,316	349,196	0.061	0.0455	0.1063
Mariposa	83,887	46,456	130,343	0.023	0.0455	0.0681
Merced	225,150	187,077	412,227	0.072	0.1091	0.1809
Porterville	17,333	104	17,437	0.003	0.0182	0.0212
Tulare Co.	208,114	257,590	465,704	0.081	0.1455	0.2265
Tulare Pub	73,798	106,776	180,574	0.031	0.0091	0.0405
			-			-
Totals	2,633,809	3,109,465	5,743,274		1	1.0000

			Collected from From Population Worksheet			FY 2021-2022
Members	Total Combined Volume/Circ (1 & 2)	# of Branch Count (3)	State Certified Population UPDATE: dated June (4)	Quadparte (JPA not amended)	Quadparte Ratio (JPA not amended)	(A) Tripartite Ratios (Computer JPA)
Coalinga	98,827	2	17,277	116,106	0.01330	0.0133
Fresno	2,457,690	35	993,996	3,451,721	0.39540	0.3954
Kern	1,332,807	25	889,327	2,222,159	0.25455	0.2545
Kings	298,469	7	152,023	450,499	0.05160	0.0516
Madera	349,196	5	157,396	506,597	0.05803	0.0580
Mariposa	130,343	5	17,045	147,393	0.01688	0.0169
Merced	412,227	12	284,338	696,577	0.07979	0.0798
Porterville	17,437	2	62,345	79,784	0.00914	0.0091
Tulare Co.	465,704	16	343,207	808,927	0.09266	0.0927
Tulare Pub	180,574	1	69,462	250,037	0.02864	0.0286
				-	0.00000	-
Totals	5,743,274	110	2,986,416	8,729,800	1.00000	1.0000
						8,729,690

Total Membership Fee	**Controller recommended Rate Proposed (cell B45)**
Total Costs	$ 1,953,398

Members	Costs by Member	Fee by Member
Coalinga	25,980	
Fresno	772,364	
Kern	497,234	
Kings	100,805	
Madera	113,357	
Mariposa	32,981	
Merced	155,868	
Porterville	17,853	
Tulare Co.	181,007	
Tulare Pub	55,949	
	-	
Totals	**1,953,398**	

Members to Budget - Approved by Admin Council on TBD
FY 2023-2024

Membership & Telecommunications

	Upcoming Membership Fee	SmartPay Merchant fee & Other	Smartnet HQ	Fortinet HQ	eRC Connector Freegal	eRC Connector Overdrive Mazazines	Commuity Engagement	Invoice (August 2023)	Teleco (Feb 2023)	(A) Total Bill (Budget) Approved TBD	(B) Change from January Handout	(C) Prior Year	(D) Adjusted Impact of (A) - Correction (Population Update to Tulare County)
Members													
Coalinga	25,980		900	3,000				29,880	7,500	37,380	34,995	34,233	2,385
Fresno	772,364	128	900	3,000	2,330	1,700		780,422	153,000	933,422	956,746	916,907	(25,153)
Kern	497,234	750	900	3,000				501,884	95,000	596,884	579,832	550,327	17,052
Kings	100,805		900	3,000				104,705	34,700	139,405	118,563	115,086	20,842
Madera	113,357		900	3,000				117,257	40,300	157,557	133,767	133,354	23,790
Mariposa	32,981		900	3,000				36,881	34,000	70,881	71,424	71,805	(543)
Merced	155,868		900	3,000		1,700	7,050	168,518	70,000	238,518	201,491	192,244	28,277
Porterville	17,853		900					18,753	-	18,753	52,333	49,060	(33,580)
	note: We anticipate Porterville has resume services for 12 months							-		-			-
Tulare Co.	181,007		900	3,000				184,907	100,000	284,907	281,484	267,392	3,423
Tulare Pub	55,949		900	3,000				59,849	255	60,104	58,295	57,636	1,809
										-			-
Total Members	1,953,398	878	9,000	27,000	2,330	3,400	7,050	2,003,056	534,755	2,537,811	2,488,930	2,388,044	38,302

AR Billing-Timeline | Invoice #1 | Invoice #1 | Invoice #2 | Invoice #2 | Invoice #2 | August Invoice #1 additions | August Invoice #1 additions | Total August Invoice #1 & 2 Feb |

Net Effect Three Years

	Prior Year FY 2020-21	Teleco Current Year	Savings		FY 22-23 Esitmate TELCO	Change		Past Savings & Upcoming Change
Members								
Coalinga	16,488	7,500	(8,988)		7,500	-		(6,603)
Fresno	197,294	153,000	(44,294)		153,000	-		(69,447)
Kern	162,436	95,000	(67,436)		95,000	-		(50,384)
Kings	43,552	34,700	(8,852)		34,700	-		11,990
Madera	49,674	40,300	(9,374)		40,300	-		14,416
Mariposa	43,374	34,000	(9,374)		34,000	-		(9,917)
Merced	76,920	70,000	(6,920)		70,000	-		21,357
Porterville	0	0			TBD			(33,580)
	-		-			-		-
Tulare Co.	119,936	100,000	(19,936)		100,000	-		(16,513)
Tulare Pub	265	255	(10)		255	-		1,799
						-		-
Total Members	709,939	534,755	(175,184)		534,755	-		(136,882)

SAN JOAQUIN VALLEY LIBRARY SYSTEM
FY 2023-24
February 3, 2023

DATE: February 3, 2023

TO: SJVLS Administrative Council

SUBMITTED BY: Kip Hudson, Hudson Henderson & Company Inc.
                       Fresno County Fiscal Agent

SUBJECT: Preliminary Budget

<u>RECOMMENDED ACTION:</u>

1. Approve budget expenditures in the amount of $ 5,079,381

2. Approved estimated revenues in the amount of $ 5,079,381
      Approval of Estimated Revenue sources as listed on Funding Sources.

3. Membership Rate Total Contribution $ 1,953,398

4. Assigned Fund Balance -continue $ 2,000,000

5. Member's Contribution $ 836,000
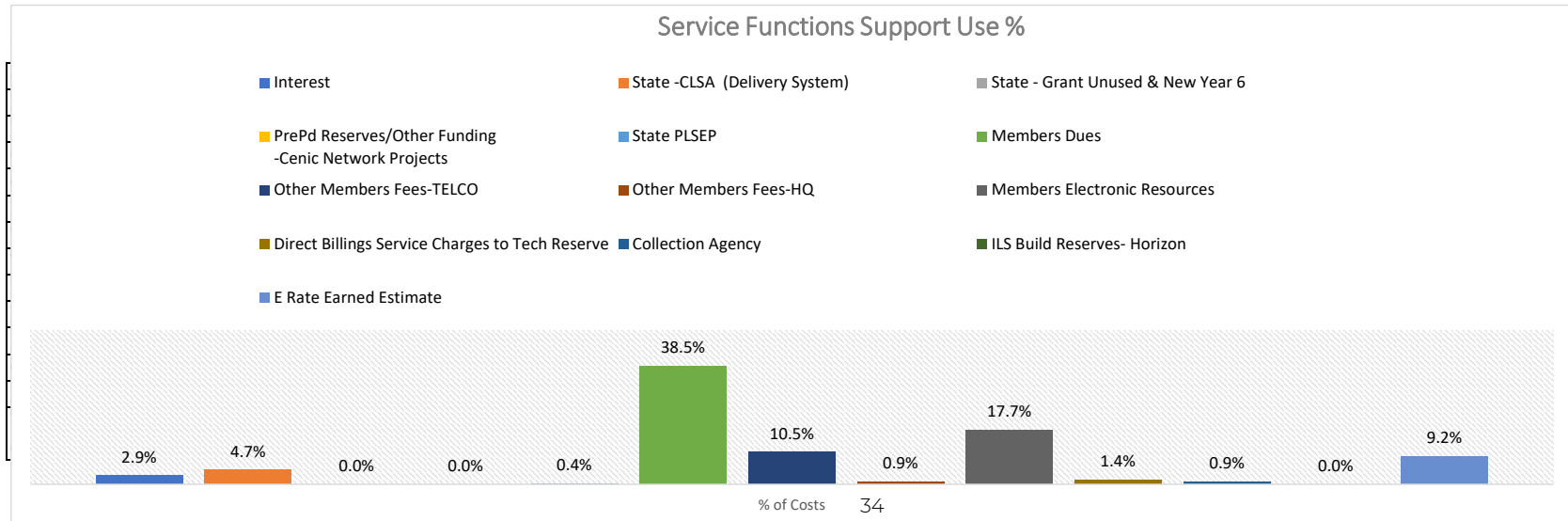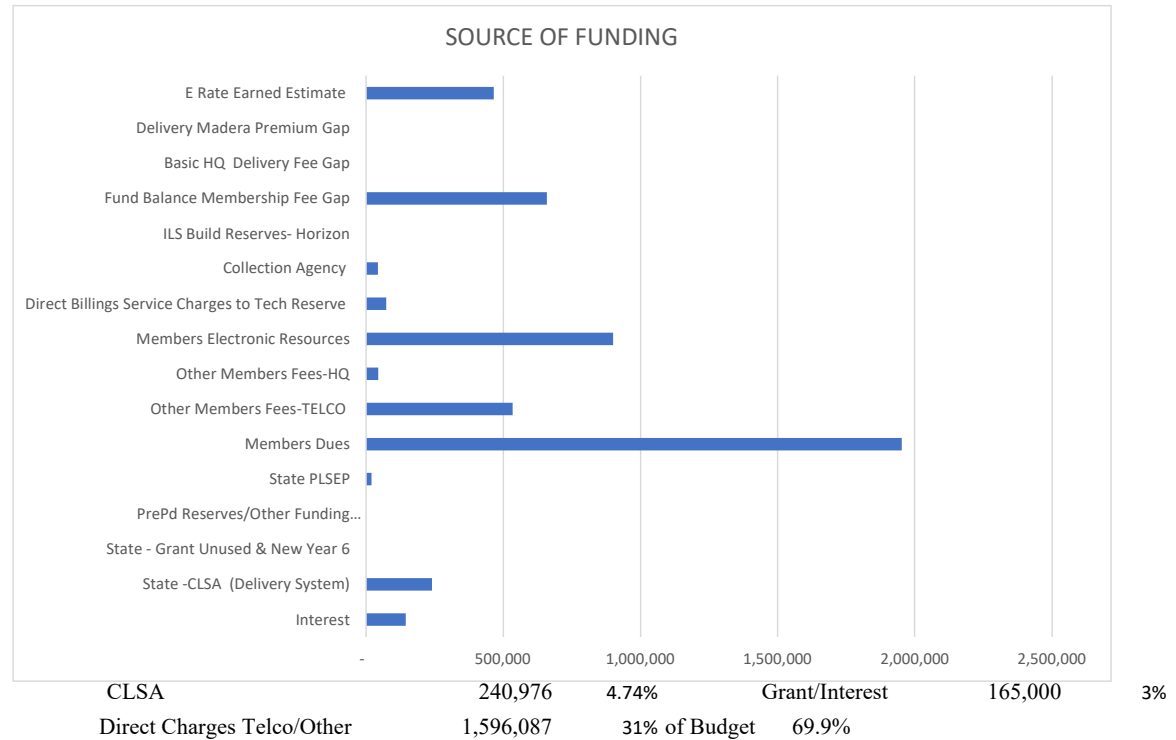   Committed System Projects - Assigned Prepaid Tech Reserves

Approval of recommended budget as noted in the budget highlights.

Staff will return to board in March through May to present draft budget with additional costs for Delivery Services, CLSA allocation and fiber related projects, if any.

SAN JOAQUIN VALLEY LIBRARY SYSTEM
FY 2023-24
February 3, 2023

Source of Funding	Amount
Interest	145,000
State -CLSA (Delivery System)	240,976
State - Grant Unused & New Year 6	-
PrePd Reserves/Other Funding -Cenic Network Projects	-
State PLSEP	20,000
Members Dues	1,953,398
Other Members Fees-TELCO	534,795
Other Members Fees-HQ	44,040
Members Electronic Resources	900,000
Direct Billings Service Charges to Tech Reserve	73,236
Collection Agency	44,000
ILS Build Reserves- Horizon	-
Fund Balance Membership Fee Gap	658,731
Basic HQ Delivery Fee Gap	-
Delivery Madera Premium Gap	-
E Rate Earned Estimate	465,205
Total Funding for Budget	5,079,381

SOURCE OF FUNDING

Membership Fees	1,953,398	CLSA	240,976	4.74%	Grant/Interest	165,000	3%
% of Total Budget (Membership)	38.5%	Direct Charges Telco/Other	1,596,087	31% of Budget	69.9%

Service Functions Support Use %

- Interest
- State -CLSA (Delivery System)
- State - Grant Unused & New Year 6
- PrePd Reserves/Other Funding -Cenic Network Projects
- State PLSEP
- Members Dues
- Other Members Fees-TELCO
- Other Members Fees-HQ
- Members Electronic Resources
- Direct Billings Service Charges to Tech Reserve
- Collection Agency
- ILS Build Reserves- Horizon
- E Rate Earned Estimate

2.9% 4.7% 0.0% 0.0% 0.4% 38.5% 10.5% 0.9% 17.7% 1.4% 0.9% 0.0% 9.2%

% of Costs

34

SAN JOAQUIN VALLEY LIBRARY SYSTEM
FY 2023-24
February 3, 2023

Total Budget (Membership costs + Telco/other direct projects)

	Current Costs FY 22-23	Recommended Upcoming Year Total Costs	$ Change	% Change
CLSA Service Plan- Delivery & Other	240,976	240,976	-	
CLSA Service Plan- Rollover Online Materials	9,702	-		
Public Library Education (PLSEP)	20,000	20,000	-	
Membership Operations	2,718,135	2,757,129	38,994	
Additional: Member Selection/Direct Charges	2,101,000	2,061,276	(39,724)	
Fiber Project & Porterville Circuit Grant	211,967	TBD		
Total Budget	5,301,780	5,079,381	(222,399)	-4%

Budget Highlights

1. Summary of SJVLS Operational Budget - Core

	Current Costs FY 22-23	Upcoming Year Total Costs	$ Change	% of Total Costs
System Operations	$1,368,019	$1,422,229	$54,210	52%
Note: Network & Librarian staffing wage increase				
Planning & Evaluation	$640,935	$630,900	($10,035)	23%
Note: Contract Services for two years of audit financials, legal and accounting				
Cataloging Center	$114,800	$118,000	$3,200	4%
Note : added in EzProxy annual fee				
Fresno as Cat Center	$3,000	$3,000	$0	0%
Online E Resources Materials	$190,000	$192,000	$2,000	7%
Note : Increase Cengage by $4,000 for general & Peterson's test package				
Telecommunications core	$401,381	$391,000	($10,381)	14%
	$2,718,135	$2,757,129	$38,994	
Delivery (excluded, see #6 CLSA				
Membership Costs	**$2,718,135**	**$2,757,129**	**$38,994**	100%
		Increase by	1.4%	

2. Summary of Offset Funding Sources

	Current Costs FY 22-23	Upcoming Year Total Costs	$ Change	Funding %
Membership Fees	$1,915,096	$1,953,398	$38,302	71%
Fund Balance Withdrawal	$663,039	$658,731	($4,308)	24%
Interest Earned	$140,000	$145,000	$5,000	5%
CLSA Allocation (beyond delivery)	$0	$0	$0	0%
Total Funding Sources	**$2,718,135**	**$2,757,129**	**$38,994**	

3. ILL System

		Current Costs FY 22-23	Upcoming Year Total Costs	$ Change
Note:				
SirsiDynix total budget is listed on three separate lines				
SirsiDynix		$135,000	$140,000	
Kids Catalog and/or Red Hat Renewal		$3,000	$3,000	
Web Services Connector			$4,200	
Merced Community Engagement		$7,050	$7,050	
eRC Connector OverdriveMagazines(year 3)		3400	$4,260	
eRC Connector Free gal	Fresno	$1,400	$1,766	`
eRC ConnectorHoopla digital	Porterville	$4,730	$4,730	
		$154,580	$165,006	$10,426

4. Staff Training and Volunteer

Staff training	$32,500
Training Other: Central Valley Get Involved Regional Network	$1,000
Board approved on 1/11/2019 System to donate $1,000	**$33,500**

5. System Info Tech Plan Fiscal Assigned (Pending approval of plan by new Administrator & FY plan)

	Recommend to Continue	
System Committed Tech Reserves by each Member (done)	$765,736	*Board approved 9/25/2020*
withdrawal for Access Point renewal in three years		
withdrawal if participation on Cenic Broadband project, staff will return to board		
System Assigned Fund Balance	$2,000,000	*Board approved 9/25/2020*
	$2,765,736	

6. Grants Network Technology/Broadband

To be adopted upon acceptance and award of any grant

Excluded in draft budget. Staff will return to Board for approval.

SAN JOAQUIN VALLEY LIBRARY SYSTEM
FY 2023-24
February 3, 2023

Budget Highlights

7. System Basic Delivery Services - Funded by CLSA (Cooperative Service Plan)

	Upcoming Year Total Costs	
	$209,000	*(return to Board March 2023)*
Pending delivery updated estimates for gas prices and other costs	$32,000	
Other Operations Category - CLSA Rollover Online Materials	$0	
Other Operations Category - CLSA Online Materials (Cloud Library Titles)	$0	
Due to State no later than June 3	$241,000	
Allocation Notice -TBD Late April		

8. Equipment Orders - Fall & Spring

	FY 2023-24 Upcoming Year Total Costs
	$390,000

Fresno member for equipment $440,000and AWE $60,000. Other members $390,000

9. Cataloging Services

Membership Vendor	FY 2023-24 Upcoming Year Total Costs	FY 2024-25 Proposed Budget
CCLC	100,000	100,000
Exporxy	9,500	9,500
System CAT Center	5,500	5,500
Fresno		
Backstage	6,000	6,000
Costs	**121,000**	**121,000**

10. Online Materials

Membership Vendor	FY 2023-24 Upcoming Year Total Costs	FY 2024-25 Proposed Budget
Califa Annual Membership	3,600	3,600
Ebooks Bibliotheca	51,000	51,000
Pronuniciator	32,000	32,000
Cengage Gale Database	62,500	62,500
Education and Career Module & Info Science	34,000	34,000
Califa- Quipu E Card Registration	13,000	13,000
Additional Online Materials Resources		
Sum	192,500	192,500
ERC Committee - TBD	?	?
Costs	**196,100**	**196,100**

Members to Budget -
FY 2023-24
February 3, 2023
Membership & Telecommunications
Membership Rate Increase $38,302 for Total $1,953,398;   Approved by Admin Council TBD
Other Charges: Additional Direct Charge to Budget

Summary Report

Members	Member's Budget Total Amount	
Coalinga	37,884	
Fresno	933,792	
Kern	597,388	
Kings	139,909	
Madera	158,061	
Mariposa	71,385	
Merced	239,452	
Porterville	26,417	
Tulare Co.	285,411	
Tulare Pub	60,648	
	-	
	2,550,347	

		eRC Connector (Chris email 6/23/22)	eRC Connector (Chris email 6/23/22)
		Year 1-FY 22-23	Year 1-FY 23-24
Porterville		4,730	4,160
		4,730	**4,160**

Member elected for AR payment from Tech Reserve

Details of Future Invoices Costs To Budget

Members	Upcoming Membership Fee Approved TBD	SmartPay Merchant fee & Other Selection (Fresno)	Smartnet HQ	Fortinet HQ	eRC Connector Free gal	eRC Connector Overdrive Magazines (year 3)	eRC Community Engagement Platform	eRC Connector Hoopla digital	Invoice (August 2023)
Coalinga	25,980		954	3,450					30,384
Fresno	772,364	128	954	3,450	1,766	2,130			780,792
Kern	497,234	750	954	3,450					502,388
Kings	100,805		954	3,450					105,209
Madera	113,357		954	3,450					117,761
Mariposa	32,981		954	3,450					37,385
Merced	155,868		954	3,450		2,130	7,050		169,452
Porterville	17,853		954	3,450				4,160	26,417
Tulare Co.	181,007		954	3,450					185,411
Tulare Pub	55,949		954	3,450					60,353
SJVLS user									
Total Members	**1,953,398**	**878**	**9,540**	**34,500**	**1,766**	**4,260**	**7,050**	**4,160**	**2,015,552**
AR Billing-Timeline	Invoice #1- August 10	Invoice #1- August 10	Invoice #2 August 11	Invoice #2 August 11	Invoice #2 August 11	Invoice #1- August 10		Invoice #1- August 10	Total August Invoice #1 & 2

SmartNet increase: *Increase due to 6% inflation estimate*

Members	Prior Year FY 2020-21	Teleco Current Year (FY 21-22&22-23)	FY 23-24 Estimate TELCO	Change	Teleco (Feb 2024)
Coalinga	16,488	7,500	7,500	-	7,500
Fresno	197,294	153,000	153,000	-	153,000
Kern	162,436	95,000	95,000	-	95,000
Kings	43,552	34,700	34,700	-	34,700
Madera	49,674	40,300	40,300	-	40,300
Mariposa	43,374	34,000	34,000	-	34,000
Merced	76,920	70,000	70,000	-	70,000
Porterville	0	0	0		-
Tulare Co.	119,936	100,000	100,000	-	100,000
Tulare Pub	265	255	295	40	295
				-	
Total Members	**709,939**	**534,755**	**534,795**	**40**	**534,795**
					February

Members to Budget -
FY 2023-24

Pre Paid Direct Charges Optional Selection

If interested, please email with your selection.

Members	Pre Paid Patron Notice	Electronic Resources	Other Selections	Total
Coalinga				-
Fresno		500,000		500,000
Kern				-
Kings				-
Madera				-
Mariposa				-
Merced				-
Porterville				-
Tulare Co.				-
Tulare Pub				-
Total AR Billing	-	500,000	-	500,000

SAN JOAQUIN VALLEY LIBRARY SYSTEM
FY 2023-24   **Operations Summary Multiple Years**
February 3, 2023

Budget Plan for Expenses

	Prior Year FY 20-21	Prior Year FY 21-22	Current Year FY 22-23	Year 1 Upcoming Year Total Costs FY 23-24	Year 2 Upcoming Year Total Costs FY 24-25	$ Change
Budget Total	6,066,145	4,353,297	5,301,780	5,082,545	5,387,498	(219,235)
Total Budget (Membership costs + Telco/other direct projects.					*assume 6% CPI*	

1. Summary of SJVLS Operational Budget - Core

	Prior Year FY 20-21	FY 21-22	Current Year FY 22-23	Upcoming Year Total Costs FY 23-24	Upcoming Year Total Costs FY 24-25	$ Change	Contribution Method
System Operations	$1,222,434	$1,207,544	$1,368,019	$1,422,229	$1,386,169	54,210	Tripartite
Planning & Evaluation	$442,876	$431,709	$640,935	$630,900	$646,790	(10,035)	Population ratio
Cataloging Services	$95,600	$102,300	$114,800	$118,000	$115,500	3,200	Population ratio
Note 1: added in EzProxy annual fee						0	Population ratio
Fresno as Cat Center	$3,000	$3,000	$3,000	$3,000	$5,000	0	Population ratio
Online E Resources Materials	$185,970	$185,970	$190,000	$192,000	$190,000	2,000	Population ratio
Note 2: Board voted for no committee allocation this year to manage increases to Online Materials						0	
Telecommunications core	$392,700	$410,807	$401,381	$391,000	$424,207	(10,381)	Population ratio
Membership Costs	**$2,342,580**	**$2,341,330**	**$2,718,135**	**$2,757,129**	**$2,767,666**	**$38,994**	
Other Expense - Bill and Collect other Sou	3,723,565	2,011,967	2,583,645	2,325,416	2,619,832		

2. Summary of Offset Funding Sources

Membership Fees	$1,789,809	$1,789,809	$1,915,096	$1,953,398	pending	38,302	
Fund Balance Withdrawal	$482,771	$481,521	$663,039	$658,731	pending	(4,308)	
Interest Earned	$70,000	$70,000	$140,000	$145,000	$145,000	5,000	
						$0	
Total Funding Sources	**$2,342,580**	**$2,341,330**	**$2,718,135**	**$2,757,129**		**$38,994**	
Membership Operations							

DATE: February 3, 2023

TO: Administrative Council

SUBMITTED BY: Kevin Nelson, Sr. Network Systems Engineer

SUBJECT: Warranty extension for Tele-message server.

RECOMMENDED ACTION:

1. Authorize the Sr. Network Systems Engineer to sign and return the quote for the warranty extension of the Tele-messaging server.
2. Approve the budget expenditure to allocate $600.18 from Professional & Specialized Services to Computer Operations

Approval of the recommended action will authorize the Sr. Network Systems Engineer to sign and return the quote to renew the warranty on the Tele-messaging server to Dell at the cost of $600.18.

ALTERNATIVE ACTION(S):

1. Operate the server out of warranty coverage
2. Replace with a new server.

FISCAL IMPACT:

Approval of the recommended action will increase expenditures for ILS support by $600.18 for the current fiscal year.

DISCUSSION:

The Dell server used for the Tele-messaging service was purchased 12/29/2017 and the five-year warranty purchased with the machine has expired. We have received a renewal quote from Dell and the most expedient way to keep this service up to date and protected is to renew it.

PRIOR AGENDA REFERENCE:

No prior agenda reference.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Attachment – Dell quote

Motion: Second:

_____ PASSED   ____ REJECTED

Extended Services Quote Information	
Quote #:	v 3000142343015.1

Customer Information	
Date:	January 24, 2023
Company Name:	SJVLS
Dell Customer # :	96545521
Contract Code # :	C000000006563
Customer Agreement # :	NA

Dell Contact Information
Daronica Strange
Daronica_Strange@Dell.com
Phone:

Dell Extended Services Details

Current Equipment Information							Extended Service Information							
Asset	Service Tag #	SKU #	Model	Service Contract Type	Ship Date	Service Contract Expiration	Service Contract Type	Service Contract Description	New Contract End Date	Quantity	Price	Reinstatement Fee	Discount	Price After Discount
Service Tag	H1ZPBM2	997-2101	PowerEdge R530 Upgrades	ND	12/29/2017	12/28/2022	ND	ProSupport Next Busine	1/23/2024	1	$ 450.13	$ -	$ 90.02	$ 360.11
Service Tag	H1ZPBM2	997-2111	PowerEdge R530 Upgrades	ND	12/29/2017	12/28/2022	SV	ProSupport: 7x24 HW /	1/23/2024	1	$ 300.09	$ -	$ 60.02	$ 240.07

Subtotal	$ 750.22
Reinstatement Fees	$ -
20% Discount	$ 150.04
Total	$ 600.18

Contract Descriptions	
2H, 6H + PSPMC	2HR 7x24 + ProSupport Plus Mission Critical
2H, 6H + PSMC	2HR 7x24 + ProSupport Mission Critical
8H + PSPMC	8HR 7x24 + ProSupport Plus Mission Critical
8H + PSMC	8HR 7x24 + ProSupport Mission Critical
S1 Or S9 + PSPMC	4HR 7x24 + ProSupport Plus Mission Critical
S1 Or S9 + PSMC	4HR 7x24 + ProSupport Mission Critical
S1 Or S9 + PSP	ProSupport Technical Support
S1 Or S9 + PS	4HR 7x24 + ProSupport Plus
ND + PSP	4HR 7x24 + ProSupport
ND + PS	ProSupport Plus Next Business Day Onsite
ND	BASIC Next Business Day / CSR parts
NP	BASIC Next Business Day Parts Only
RR	BASIC Return to Depot (Mail-In Service)
CC	CompleteCare Accidental Damage Service
KK	Keep Your Hard Drive
CSR Parts	Customer Self Replaceable Parts
AE	Advanced Exchange
S4	4HR 5x10 Service (legacy)
DL	Optimize

Legacy Contracts (No longer available)	
BZ/SV/GD/PL	Bronze/Silver/Gold/Platinum
TS	Client Gold Technical Support
IPS	IT ProSupport
IPSMC	IT ProSupport Mission Critical
EPS	Enterprise ProSupport
EPSMC	Enterprise ProSupport Mission Critical

Pricing does not include sales tax where applicable.
This quotation is valid for 30 days.

Purchase Order Requirements
Please remember to include the following information:
- Billing address
- Shipping address, including a contact name & phone number
- Terms stated as 'Net 30'
- A total dollar amount
- An authorizing signature (if required)
Please attach a copy of your Dell quote, or reference the Dell quote number(s) on the purchase order.

Questions about Services? Click here.

Support Questions? Click here.

Terms of Sale.

Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request: Dell's Terms of Sale (www.dell.com/learn/us/en/uscorp1/terms-of-sale), which include a binding consumer arbitration provision and incorporate Dell's U.S. Return Policy (www.dell.com/returnpolicy) and Warranty (for Consumer warranties ; for Commercial warranties).

If this purchase includes services: in addition to the foregoing applicable terms, the terms of your service contract will apply (Consumer;Commercial). If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A (www.dell.com/AEULA) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S (www.dell.com/SEULA).

If your purchase is for Mozy, in addition to the foregoing applicable terms, your use of the Mozy service is subject to the terms and conditions located at https://mozy.com/about/legal/terms.
You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

Pricing, Taxes, and Additional Information
All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: Dell Marketing L.P.
Note: All tax quoted above is an estimate; final taxes will be listed on the invoice.

If you have any questions regarding tax please send an e-mail to Tax_Department@dell.com.

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment prope

California State Library, Library Development Services
Cooperative Library System Liaison Report
January 30, 2023

State Library News

The Library Development Services Bureau has hired a new Library Programs Consultant to work primarily on our Summer programs. Her name is Rachel Tucker. We look forward to introducing her to you soon.

Open Opportunities

Visit the grants page of the California State Library website for a listing and timetable of new and upcoming funding opportunities and statewide resources available.

California Library Literacy Services – Due January 31, 2023
CLLS mid-year report and pre-application for 2023/2024 should open in early January 2023 and will be due on January 31. The brief mid-year report checks on spending progress and the pre-application asks that library state their intentions for applying for 2023-2024 funds. In addition, the final round of ESL applications for new participants will open in early 2023 for funding that starts July 1, 2023. Returning ESL programs will fill out a continuing application in February/March 2023. The due dates for new and returning ESL applications will be March 15, 2023. State of CA funded.

For CLLS and Literacy Initiatives questions, please contact us at clls@library.ca.gov.

2023 Lunch at the Library – Due February 13, 2023
The 2023 funding opportunity for Lunch at the Library is now open! This state-funded program is for all California public libraries that support summer meal service for children and youth. Libraries can take part by serving meals at the library or taking pop-up libraries to local community meal sites, or both! Additional Lunch at the Library project opportunities to support Farm to Summer activities, to help libraries create a local summer meal network or coalition, and/or to implement innovative and larger-scale efforts to connect more children, teens, and families to summer meals are also available. For more information about the project, including information sessions offered and how to apply, please visit our website. State of CA funded.

For Lunch at the Library questions, please contact us at lunch@library.ca.gov.

California Library Connect – Rolling Due Date

The California Library Connect Program is now accepting applications. Libraries may apply for grants to cover eligible IT/network infrastructure equipment and expenses, as well as the first-year costs of upgrading or installing a new high speed Internet circuit. This program also supports California public libraries by connecting them to high-speed internet through the California Research and Education Network (CalREN) — a high-capacity public-sector broadband network. We have also launched the California Collaborative Connectivity Grant, a separate grant opportunity that provides gap funding for libraries and partner anchor institutions to construct broadband circuits to connect underserved communities. State of CA funded.

For California Library Connect questions, please contact us at admin@californialibraryconnect.com, the California Library Connect Grants Coordinator email grants@californialibraryconnect.com or through our help line at 213-297-0109 (Monday-Friday, 7:00AM-3:00PM PST).

Upcoming Opportunities

Building Forward Infrastructure Funding for California Libraries

We are currently preparing Round Two of the Building Forward Infrastructure Program. This opportunity will open in the first quarter of 2023. With new funding provided by the legislature, the State Library has approximately $174 million dollars left to award.

For Building Forward questions, please email buildingforward@library.ca.gov.

Current Projects and Services

California Library Literacy Services Training - Ongoing

CLLS networking calls and trainings through the Literacy Initiatives grant continue on a regular basis. Upcoming training sessions will help libraries prepare for AmeriCorps, new ESL services and more. Please visit the new CLLS training and meeting calendar! LSTA funded.

California Libraries Learn (CALL) - Ongoing

CALL Homegrown features learning opportunities suggested and designed by California library staff. If you have an idea for a great program, fill out the CALL for Presentations! Plan your team's professional development by visiting www.callacademy.org and check the frequently updated calendar to explore the options. Free courses, weekly webinars, and cohort-based learning continue throughout the year. CALL has its own newsletter, *CALL Letters*, and users can subscribe directly for up-to-date information on staff professional development needs. Encourage your staff members to create a login to access the many online, self-paced learning opportunities available through CALL Academy. LSTA funded.

CopyCat Grants - Ongoing

The 2022/23 CopyCat Grants call for application has closed. Thirty-two library jurisdictions have been selected to receive funding! Applicants have been issued award letters. For Grant Guide information, please visit Manage Your Current Grant - California State Library. Grantees' first point of contact is their project advisor. LSTA funded.

The 2nd Quarter Financial Report (for grant expenditures from Jan-Mar 2023) and Mid Project Program Narrative Report (for activities conducted beginning of the grant period to 3/31/2023) are due to the State Library **by April 15, 2023**. For CopyCat questions, email lstagrants@library.ca.gov.

Digital Navigators / Connected California - Ongoing

Digital Navigators help Californians find low-cost internet and devices, learn digital skills, and use online resources to improve their lives. The service is available in English and Spanish, free to libraries and Californians. Learn more about the Digital Navigators program. LSTA funded.

For Digital Navigators questions, email DigNavs@library.ca.gov.

eBooks for All CA - Ongoing

The LSTA eBooks for All grant program has allocated $1.25 million for collection development grants inside of the statewide collection. We are excited that 14 libraries across the state are able to participate in this grant. Be on the lookout for more materials inside of your statewide Palace collections.

For eBooks for All CA questions, please contact us at ebooksforall@library.ca.gov

Get Connected! California/Affordable Connectivity Program - Ongoing

All California Libraries are invited to participate in the Get Connected! Initiative. Get Connected! promotes the Affordable Connectivity Program (ACP) which provides a monthly discount of up to $30 off home internet to qualifying families. Libraries are encouraged to host enrollment events, with the support of CETF and Get Connected! These enrollment events will support eligible families interested in applying for ACP, answer questions about the ACP benefit, and provide hands-on assistance with the application. Patrons will be encouraged to bring the required documents to apply. To participate in an enrollment event and learn how you can help your patrons Get Connected! please visit https://forms.gle/k6YiHeH8Suwhvxy97. For more information on ACP please visit: www.internetforallnow.org/applytoday. State of CA funded.

Public Library Staff Education Program - Ongoing

The Public Library Staff Education Program is a tuition reimbursement program developed by the California State Library to support the professional development California public library workers by providing tuition reimbursement for courses required for a Master's degree in Library and Information Science. For the 2022-2023 Public Library Staff Education Program (PLSEP), 90 out of 174 students have been selected to receive tuition reimbursement! Those not part of the initial selection will be placed on a waitlist, to be contacted should funds become available. Cooperative library systems will be administering tuition reimbursement to selected students. LSTA-funded.

For PLSEP questions, please contact us at plsep@library.ca.gov.

Tutoring Project – Ongoing

Every internet connected Californian is now able to access live, 24/7 online tutoring and homework help in all K-12 subjects. The passing of AB 128 by the California State Legislature enabled the California State Library to partner with the Pacific Library Partnership in bringing this service to all CA Public Libraries. All California public libraries are able to offer Brainfuse's online tutoring and homework assistance service, HelpNow, to their users for two years at no cost. Every California student, with or without a library card, has access to 24/7 online tutoring in core K-12 subjects. Spanish language tutors will be available as well as tutors fluent in Mandarin, Cantonese, Vietnamese, and Tagalog. See here for Full details on the Statewide tutoring project. State of CA funded.

For Online Tutoring questions, email catutoring@library.ca.gov.

Zip Books Program - Ongoing

Zip books allows users to have library items purchased and directly shipped to their home address. The 2022/23 Zip Books program call for applications has closed. Congratulations to the 96 library jurisdictions that have been issued award letters! Program information can be found at Zip Books Program - California State Library. State of CA funded.

The mid-project Narrative and Financial Reports are due 4/30/2022. For Zip Books questions, please contact us at ZipBooks@library.ca.gov.

Networking and Training

CAreer Pathways Webinars for 2023

The CAreer Pathways team at California State Library and Pacific Library Partnership is pleased to announce an upcoming series of opportunities for library staff of all levels and related community and workforce partners. The 2023 series of webinars is based on the California Labor & Workforce Development Agency's top 5 high-growth, high-need industries: Healthcare, Care Economy, Climate, Agriculture, and Infrastructure. We will be joined by experts from state and local agencies, and resources from the various CAreer Pathways platforms will be featured.

Register for upcoming webinars by clicking the links below or visiting the CAreer Pathways Staff Resource page, where you can also find platform details, administration, marketing materials and more.

- **CAreer Pathways Resources for Care Economy Jobs**
  Wednesday, February 8, 2023, 11:00 am – 12:00 pm
- **CAreer Pathways Resources for Agriculture, Climate, and Infrastructure Jobs**
  Wednesday, March 22, 2023, 11:00 am – 12:00 pm
- **CAreer Pathways: Best Practices for the Literacy Community**
  Wednesday, May 10, 2023, 11:00 am – 12:00 pm

New to the library or not sure which platforms your library offers? Check out the CAreer Pathways Services Locator map. Archived webinars are available (for California library staff) on the CALL Academy CAreer Pathways channel. Tip: Do not miss the CAreer Pathways Marketing, Outreach, and Partnership Best Practices webinar from December 2022, and big thanks to Monterey Park Bruggemeyer, Sunnyvale Public Library and NOVAworks staff for sharing!

CAreer Pathways is State of CA funded. Questions? CAPathways@library.ca.gov

Directors Networking Conversations 2023

Networking conversations for library directors continue and an invitation to participate is sent out on the directors' listserv as dates are scheduled. The next directors' networking calls will be held **Wednesday, January 25, 2023, 3:30-4:30 PM**. Directors can register for this meeting at https://us06web.zoom.us/meeting/register/tZUsceuuqT4vGtGj_oC9e6ZXhR2PYRpK8SdA

As we plan ahead, you can now also mark your calendars and register for the February and March 2023 Directors Networking calls! For questions, please contact us at NetworkingGrant@library.ca.gov

> What: February 2023 Directors Networking Call
> When: Feb 15, 2023 3:30-4:30 PM Pacific Time
> Register in advance for this meeting at
> https://us06web.zoom.us/meeting/register/tZwudOqqrjkrEt1-7tFMgkz3JbgqGrWUZOHw

> What: March 2023 Directors Networking Call
> When: Mar 15, 2023 3:30-4:30 PM Pacific Time
> Register in advance for this meeting at
> https://us06web.zoom.us/meeting/register/tZclcOuopzgrHtYULJe58rUcvPZnyJIq8Q4l

Online Tutoring Training 2023

The statewide online tutoring project has trainings available for you or your staff. Please take a look at the full training calendar on our tutoring page for more information. Upcoming trainings include:

- HelpNow: Marketing and Outreach 2 February 22nd, 10:30 AM
- HelpNow: Test Prep Resources March 9th, 3 PM
- HelpNow: Summer Services Pitch May 3rd, 10:30 AM