

PLP Executive Committee Agenda

October 19, 2020

10:00 a.m. via Zoom

<https://us02web.zoom.us/j/88608335872?pwd=ckJvOWliR2pTVTVZTGNFNm9CN2N4UT09>

Meeting ID: 886 0833 5872; Password: 986564

Call-in Option: (669) 900-6833

I. Introductions

II. Approval of Consent Calendar (Action Item)

- | | | |
|--|----------|---------------------|
| A. Adoption of the Agenda | McCulley | |
| B. Approval of the June 26, 2020 Minutes | McCulley | Attachment 1 pg. 3 |
| C. Acceptance of PLP Staff Development Committee Annual Report | McCulley | Attachment 2 pg. 7 |
| D. Acceptance of 2019/20 Annual CLSA Report, System Expenditure Report and FY 2020/21 Detailed Budget | Frost | Attachment 3 pg. 10 |

III. Old Business

- | | |
|---|-------|
| A. PLP Strategic Priorities Update | Frost |
|---|-------|

IV. New Business

- | | | |
|---|---------|---------------------|
| A. Review and Approval of the FY 2020/21 Innovation and Opportunity Grant Awards (Action Item) | Alvarez | Attachment 4 pg. 30 |
| B. Acceptance for CALL Funding for Support of PLP Future of Libraries Conference (Action Item) | Frost | Attachment 5 pg. 31 |
| C. Withdrawal of Menlo Park from PLS and PLP (Action Item) | Frost | Attachment 6 pg. 32 |
| D. LSTA Competitive Grants FY 2020/21 – PLP Ideas | Frost | Attachment 7 pg. 33 |

V. Reports

- | | |
|---|----------|
| A. PLP Middle Manager and Executive Leadership Professional Development Groups | Light |
| B. State Library Report | DePriest |
| C. PLP President's Report | McCulley |
| D. PLP CEO's Report | Frost |

VI. Agenda Building for Next Meeting on January 25, 2021

VII. Public Comment - (Individuals are allowed three minutes, groups in attendance five minutes. It is System policy to refer matters raised in this forum to staff for further investigation or action if appropriate. The Brown Act prohibits the Executive Committee from discussing or acting on any matter not agendized pursuant to State law.)

VIII. Adjournment

Due To The State Of California's Declaration Of Emergency – This Meeting Is Being Held Pursuant To Authorization From Governor Newsom's Executive Order N 29-20

The legislative body of a local agency may use teleconferencing in connection with any meeting or proceeding authorized by law. Cal. Gov't Code §54953(b)(1). A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." Cal. Gov't Code § 54953(b)(4). A local agency may provide the public with additional teleconference locations. Cal. Gov't Code § 54953(b)(4).

The teleconferenced meeting must meet the following requirements:

- (1) it must comply with all of the Act's requirements applicable to other meetings;
- (2) all votes must be taken by roll call;
- (3) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Code § 54953(b).



Pacific Library Partnership

PLP Executive Committee

June 26, 2020
10:00 a.m. via Zoom

MINUTES

Committee:

Brad McCulley, President
Susan Nemitz, Vice-President
Ryan Baker
Cindy Chadwick
Hilary Keith
Valerie Sommer
Jamie Turbak
Inga Waite

System Staff:

Carol Frost, PLP
Yemila Alvarez, PLP
Andrew Yon, PLP

Others:

Meg DePriest, CSL
Tracy Gray, MVPL

The meeting was called to order at 10:03 am by President McCulley.

I. Introductions

The libraries shared introductions.

II. Approval of Consent Calendar

- A. Adoption of the Agenda
- B. Approval of the May 15, 2020 Minutes
- C. Draft Minutes of the May 15, 2020 Administrative Council Meeting (for information only)

The Consent Calendar was presented. Keith abstained from voting. The Consent Calendar was approved as presented. (M/S Waite/Baker)

III. Old Business

A. PLP FY 2020/21 LSTA Application: Data Privacy Best Practices Training for Libraries

Frost presented the application, noting that PLP was invited by the California State Library to offer this for a second year and include a cybersecurity component. PLP has not yet received an award letter, but since the State is limiting awards to only those applicants that were invited to apply, the award is expected in July. A motion was made and passed unanimously to approve the application (M/S Baker/Sommer).

B. Updates on PLP 2019/20 Staff Development Initiatives and Activities and Allocations for FY 2020/21

Frost presented the memo, noting this is an informational item so the Committee can be more informed before reviewing the budget. PLP received requests for support for staff development initiatives totally over \$21,000 in FY 2019/20 and awarded \$11,070. Of this

amount, only \$5,033 has been claimed thus far, of the \$10,000 allocated in the budget. Additionally, for the last several years the budget includes \$8,000 for the PLP Staff Development Committee. They are expected to generate revenue to offset expenses and generally do not spend their entire allocation. Frost recommended the Executive Committee consider reviewing the allocations to the staff development initiative and the Staff Development Committee as possible points of reduction in the budget should reductions be necessary.

C. Updates on PLP 2019/20 Innovation Grants and Allocations for FY 2020/21

For at least 5 years PLP has been funding Innovation and Technology grants and the attachment outlines the FY 2019/20 grants that were awarded. Several libraries have informed PLP they will not be able to complete their projects due to the impacts of COVID-19. The remaining libraries have been granted extensions through December of 2020 and have been asked to claim those funds prior to June 30, 2020.

Nemitz joined the meeting.

It was noted that the draft FY 2020/21 budget includes a reduced budget for Innovation Grants, and the Executive Committee may consider adjusting other items to allocate additional funds. It was agreed that PLP should offer Innovation Grants in FY 2020/21, and that the focus should be on supporting libraries developing new service models to respond to COVID-19.

IV. New Business

A. Review and Approve Request from Monterey Public Library for Reduced Membership for One Year

Monterey Public Library has informed PLP that their library budget has been severely cut due to the economic downturn related to the COVID-19 pandemic and have formally requested a reduction in membership fees for FY 2020/21. There was a question about whether any other requests have been received or if there are indications that any other libraries will be submitting a request, and a response that no other requests have been received heretofore, but the Committee would be notified if any others are received. A motion was made and passed to approve the reduction for Monterey Public Library. Waite abstained from voting and all others voted in favor. (M/S Turbak/Sommer)

B. Finance

1. PLP/NorthNet FY 2020/21 Contract Approval

Frost reviewed the memo in detail. PLP administers the NorthNet Library System, performing the services outlined in the contract. There is a baseline contract for general services and any other supplemental work performed on their behalf is handled through a supplemental contract. The contracts are included on pages 27-28 of the packet. The total for both contracts is \$310,366 and was approved by the NorthNet Administrative Council at their June 2020 meeting. A motion was made and passed unanimously to approve the FY 2020/21 PLP/NorthNet contract. (M/S Sommer/Baker)

2. PLP/PLS FY 2020/21 Contract Approval

Frost presented the contract in detail. The FY 2020/21 contract is less than last year's budget due to the Governor's May revision of the budget, which eliminates funding for ZipBooks and for Lunch at the Library. This results in a significant reduction in revenue for PLP as the fiscal agent for the grants. The budget presented is a baseline contract for FY 2020/21 which will be amended if additional work is added. A motion was made and passed unanimously to approve the FY 2020/21 PLP/PLS Contract. (M/S Baker/Waite)

3. PLP CLSA Menu for Libraries

The Governor's proposed budget, which is not yet finalized, includes a 50% CLSA reduction for all the systems. There is a possibility that this will change, but the CLSB met yesterday and it was stated that a change is unlikely. CLSA funds are used to fund baseline communication costs for PLP and remaining funds are typically distributed back to the libraries to support resource sharing. PLP staff recommends adding additional allowable costs to the menu of items eligible for use of CLSA funds. At the PLP Annual meeting it was asked if CLSA funding could be used to support curbside pickup, and the State Library has confirmed that this is allowable if it is for their primary or one of their primary ways of delivering service to their patrons. Additionally, three or more libraries may collaborate on a product to support remote reference services. There was a discussion of including Broadband as an option and ensuring that PLP drafts a defined criteria about eligibility for libraries to select broadband hardware as their CLSA option that hinges on library need. It was agreed that there should be some sort of asterisk defining this. There was a recommendation to add \$8,000 for the MOBAC website to be redesigned and \$3,000 for upgrading the PLP website to the PLP budget. A motion was made and passed unanimously to allocate \$381,342 of CLSA funds to the FY 2020/21 budget, including \$8,000 for the MOBAC Website, \$3,000 for the PLP website, purchasing Flipster for the 14 libraries off the top with the remaining funds being allocated back to the libraries, and that the menu be expanded to include the purchase of software supporting curbside pickup, remote reference, or CENIC costs as applicable for libraries meeting a set criteria. (M/S Baker/Turbak)

4. PLP FY 2020/21 Budget Approval

Yon presented the budget in detail, reviewing each departmental budget. Turbak stepped away from the meeting from 11:25-11:30. An error was noted in the Innovation Grants and it was corrected to reflect \$62,696. Several changes were recommended to the budget including reduction of the printing of the Directory to \$500 with the remaining \$2,500 redirected to the Innovation Grants; reduction of the amount of funding for the staff development initiatives to \$5,000 and divert the additional \$5,000 to the Innovation Grants; \$381,342 of CLSA funds based on the decisions made on the previous Agenda items; workshop revenues be reduced by \$2,000 for the Staff Development Committee, and that the workshop expenses for the

Executive Trainings be reduced by \$2,000 and all savings be applied to the Innovation Grants. A motion to was made and passed unanimously to adopt the proposed budget as modified with the changes of reducing the printing of the Directory be reduced to \$500 and \$2,500 be redirected to the Innovation Grants, to reduce the amount of funding for the staff development initiatives to \$5,000 and allocate the additional \$5,000 to the Innovation Grants, and that the CLSA budget be updated based on the decisions made on the previous Agenda items, and that the workshop revenue be reduced by \$2,000 for the Staff Development Committee, and that the workshop expenses for Executive Trainings be reduced by \$2,000 with all related savings being applied to the Innovation Grants. (M/S Baker/Chadwick)

C. Review of PLP FY 2020/21 Plan of Service

Motion was made and passed unanimously to conditionally approve the Plan of Service once staff has incorporated all necessary changes and worked with the PLP President to approve the final version. (M/S Baker/Sommer)

D. PLP Strategic Priorities Workplan

Frost presented the memo in detail. The Directors expressed appreciation for the work of PLP staff.

V. Reports

A. PLP President's Report

There was no additional report.

B. PLP CEO's Report

Frost has shared out updates from the REALM project stating they are working on Phase 2 testing.

C. State Library Report

There was no additional report.

VI. Agenda Building and Location for Next Meeting on October 19, 2020

A. Discussion of PLP ideas for LSTA Grants

B. PLP Leadership Development Program Update

C. Review of PLP Support for Staff Development Initiatives and Activities

D. Acceptance of CLSA FY 2019/20 Annual Report, System Expenditure Report

E. FY 2020/21 Detailed Budget

F. Annual Report from PLP Staff Development Committee

VII. Public Comment

There was no public comment

VIII. Adjournment

The meeting was adjourned at 12:07pm by President McCulley.

Pacific Libraries Partnership Staff Development Committee 2019-2020 Annual Report

Purpose

The Pacific Libraries Partnership Staff Development Committee (PLPSDC) identifies areas of interest to stimulate ideas and discussion regarding library training and development needs with an emphasis on building staff knowledge and skills in new and emerging areas.

Goals

1. The PLPSDC will promote, publicize, and share information about staff development events to member libraries.
2. The PLPSDC will identify and creatively respond to the unmet staff development needs of participating member libraries in an effective, efficient, and timely manner.
3. The PLPSDC will plan and implement workshops based on the identified staff development needs and interests of participating member libraries, which will be open to all interested persons.
4. The PLPSDC will recruit new members as needed, who will attend meetings regularly and participate actively on the committee.
5. The PLPSDC will serve in a mentoring capacity providing opportunities for support and guidance to new library staff developers.

Objectives

1. To present no fewer than two programs on topics of general interest to library staff members including one appropriate for all levels of library staff.

The Future of Libraries: Issues and Challenges of the Information Age was held at the San Francisco Public Library on October 2, 2019. The 1-day conference offered two keynote speakers, and seven additional sessions. The morning focused on understanding digital justice with Ramesh Srinivasan, and the nature of digital learning with Dan Russell. The speakers discussed concerns related to who has access to technology, how personal information might be used, and how we as libraries can examine our role within, coming together with a discussion on privacy moderated by Erin Berman of Alameda County Library. The afternoon included a networking and idea-share session, and talks from libraries and library staff on different projects and initiatives that present how we can continue to make an impact in our communities. Specifically, this program included the following:

- *Beyond the Valley: Digital Justice and the Future of Libraries*
 - Ramesh Srinivasan, Professor, UCLA and Director, UC Digital Cultures Lab
- *The Nature of Literacy and Learning in the Future*
 - Dan Russell, Senior Research Scientist, Google
- *Panel Discussion, Moderated by Erin Berman*
 - Erin Berman, Division Director of the Learning Group, Alameda County Library
 - Dan Russell, Senior Research Scientist, Google
 - Ramesh Srinivasan, Professor, UCLA and Director, UC Digital Cultures Lab

- *Networking Opportunity: What We Do, Facilitated by Elaine Tai*
 - Elaine Tai, Adult Services Librarian, Burlingame Public Library
- *Reaching Out From Within*
 - Andrea Guzman, Community Relations Library Assistant, Oakland Public Library
 - Peggy Simmons, Library Assistant Oakland Public Library
 - Stephanie Yun, Library Aide, Oakland Public Library
- *Census 2020*
 - Erik Berman, Coordinator of Services to Young Adults, Alameda County Library
 - Katie DeKorte, Youth Services Librarian, Sacramento Public Library
- *SCCLD Brings Mindfulness to the Library with Headspace*
 - Adrienne Keane, Community Engagement Librarian, Santa Clara County Library District
- *Night of Ideas*
 - Tom Fortin, Chief of Main, San Francisco Public Library
- *FOG Readers*
 - Laura Lay, Learning differences Librarian, San Francisco Public Library

Most of the sessions were recorded and posted to the PLP website. With the networking session we also had large post-its that collected ideas from participants, which are also posted.

Digital evaluations reflected an overwhelmingly positive response, however we unfortunately lost the data from physical surveys. Within the results, people noted an appreciation of engaging and external perspectives from Ramesh Srinivasan and Dan Russell. Respondents also noted they felt energized, and enjoyed the time able to share ideas, hear from other libraries, and meet other library staff.

Future of Libraries: Registration Count: 168 Revenue: \$4,575 Expended: \$2,359

Compassionate Strategies for Patron Engagement: Homelessness, Mental Health, and Poverty was planned for our Spring Workshop at Hayward Public Library on April 7th, and Dr. Martin Luther King, Jr. Library on April 8th. Unfortunately, due to the COVID-19 pandemic, the workshops were postponed with hopes to reschedule. The plan was a half-day workshop focused on the contextual frameworks and practical skills that can help all levels of library staff provide empathetic public service while avoiding burnout, led by Leah Esguerra, LMFT, San Francisco Public Library Social Service Team Supervisor, with Guest Speaker Jennifer Keys, SFPL Health and Safety Associate (HASA). As the pandemic continues and Leah Esguerra faces other professional priorities, we have been unable to reschedule, but aim to hold the workshop once possible.

Spring Workshop: Registration Count prior to cancellation: 65

Revenue: \$0

Expended: \$0

1. To use the PLPSDC listserv as a means of publicizing PLP forums, conference, and training opportunities which have a non-profit library focus.

PLP staff development opportunities are announced on the listserv whenever possible.

2. To hold ongoing discussions about the future of library services and related staff development and training needs.

Two major events affecting our libraries in 2020 include the COVID-19 pandemic and a growing awareness of the need for understanding systems of oppression that impact the our staff and our work. In response, the committee has begun planning its first virtual Future of Libraries conference, placing an emphasis on best practices surrounding issues of equity, as well as how to best serve our patrons in this “new normal.”

3. To use the PLPSDC portion of the PLP website and the PLPSDC Facebook and Instagram pages to advertise and market current and future library events developed by the committee.

Posted workshop and conference info to <http://www.plpinfo.org/plpsdc/>, and the PLPSDC Basecamp, including registration information, outlines, handouts, presentation slides, and video archives of PLPSDC events.


The committee considers workshop themes and formats encompassing a variety of in-person and electronic meeting options, and continually seeks input from personnel at all levels of the library about the greatest challenges they face in the library workplace. Operating within the confines of the pandemic, we are also looking at how we can best serve and assist library personnel in these virtual environments.

CALIFORNIA LIBRARY SERVICES ACT
2019/20 SYSTEM PROGRAM ANNUAL REPORT
COOPERATIVE LIBRARY SYSTEM

Pacific Library Partnership
System Name

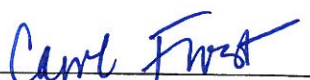
Pacific Library Partnership
System Fiscal Agent Jurisdiction

Report submitted by:


Signature of System Chair

Contact person: Carol Frost Phone: (650) 349-5538

Fiscal Approval: I certify that this report is a true and accurate account of the expenditures made in support of the indicated California Library Services Programs and that supporting invoices, contracts, and other documents and necessary records are on file and available for audit and will remain so for the four years of accountability.


Signature of agent of fiscal authority responsible
for accuracy of fiscal accounting and reporting

September 3, 2020
Date

CLSA Funding for Communications and Delivery

Section 1

Program Workload

What is the number of messages sent via each communication device listed below, on an annual basis?	Annual Cost of Service
a. Telephone / Tele facsimile	N/A
b. Internet (including electronic mail)	\$7,215
c. Other (postage, office supplies)	\$1,568
Total	\$8,783

Count all items (including envelopes) for the two-week survey period. This would be the item going to the library (one way). Record the number in the appropriate date below, then multiple the totals by 6.5 to get the number of items representing the full year.

INTRASYSTEM DELIVERY ACTIVITY, FY 2019/20					
Items sent by:	Items delivered to member public libraries in the two-week sample period:				
	August 12-26, 2019	October 14-28, 2019	Jan. 27- Feb. 10, 2020	May 09-23, 2020	Total multiplied by 6.5
a. System member public libraries	156,873	120,524	116,068	0	2,557,523
b. Non-public libraries in System area	3,924	3,018	1,070	0	52,078
Total	160,797	123,542	117,138	0	2,609,601
NOTE: We understand the physical delivery counts for May 2020 may be difficult to obtain, please just note on the report if you were able to collect any data.				System Owned	Contracted Vendor
c. Number of delivery vehicles					7
d. Number of miles traveled by all System vehicles					95,121
e. Percentage of items delivered by:					
U.S. Mail <u>1</u> % UPS _____% System Van _____% Contracted Van <u>98.9</u> % Other <u>.1</u> %					
f. Total number of e-books purchased/circulated through member public libraries using CLSA funds					3,146 purchased/ 44,940 circulated

Section 2

Plan of Service Objective Evaluation

1. Were the goals for the Communications and Delivery Program met through the on-going CLSA funding? Please explain. How did the community benefit? Did you complete all the funding objectives described in your Plan of service, if not why?

Despite the impacts of the COVID-19 pandemic which forced Delivery Services to be halted from March 11, 2020 through June 6, 2020, the goals for the Communications & Delivery Program were met through the ongoing CLSA funding.

Although \$204,840 of CLSA funds were budgeted to support Delivery and facilitate resource-sharing via movement of materials and resources from location to location within the Pacific Library Partnership, PLP actually spent \$159,973 due to non-delivery because of COVID-19 and libraries closing. PLP member libraries continue to prioritize delivery services for use of CLSA system funding. Libraries throughout the system depend on the ability to share materials and resources as a mechanism to enhance the breadth and depth of their individual collections and Delivery is the critical component that makes this sharing possible. PLP currently provides Delivery in four separate service areas within the region, with each service area receiving a CLSA subsidy for operations according to a formula approved by the PLP Executive Committee. All communities benefit from the reliable sharing of resources enabled by Delivery, which enhances collections and allows materials to move from library to library in a timely manner.

The non-COVID delivery model is as follows: The libraries in San Mateo County (PLS) have 5-days-a-week delivery using PLS-employed staff consisting of one full-time Delivery Supervisor, three full-time drivers, additional hourly sorting and driving staff and 4 delivery vans. Two jurisdictions provide additional local funds for 6-days-a-week service. Libraries in Contra Costa County, Alameda County, and San Francisco City and County (BALIS) have 2- or 3-day courier delivery service depending on usage. The libraries in Santa Clara County (SVLS) have 2-day courier delivery service. Libraries in Monterey, Santa Cruz and San Benito Counties (MOBAC) have courier delivery service 2 or 3 days a week with 2 jurisdictions providing additional local funds for 5-days-a-week service. The delivery service has 2 touch points – once a week in San Mateo and Gilroy.

In addition to the Delivery activities funded above, the following communications items were funded:

- In FY 2019/20, PLP allocated \$300,000 back to the libraries for them to choose their own priority for expending CLSA funds, based on an approved menu, with the expectation that all members would benefit equally from CLSA funding through an allocation per library by PLP formula. Libraries were given the option to choose from the five following menu choices: a subscription to enki; networking/broadband costs; costs related to Link+; purchasing Overdrive eMaterials in a shared environment; purchases of shared eMaterials in Biblioteca's CloudLibrary; or participating in a study for a shared ILS between 7 PLP libraries. The libraries chose to allocate \$135,622 to eResources, \$82,109 for broadband, \$61,268 for Link+, and \$21,000 for the shared ILS study.
- The shared ILS study moved into its second phase. The first phase of the study examined the feasibility of San Juan Bautista, Harrison Memorial Library (Carmel), Pacific Grove Library, Monterey Public Library, Monterey County Free Library, Salina Public Library

and San Benito County Libraries to move off of their individual ILS systems, onto a shared Koha ILS. Shared materials and shared delivery would be components of this project. Phase 1 determined that this was feasible. The second phase includes elements of defining minimal levels of sharing among the 7 agencies, what types of materials would be shared, development of shared governance, etc. The project has been put on hold because of COVID-19 and will continue in FY 2020/21.

As noted above, \$44,867 which was allocated was not spent due to a temporary reduction in delivery services because of COVID-19. In addition, the \$50,000 earmarked for the SimplyE agreement which PLP had with Califa changed: Califa notified PLP that they used LSTA funds to cover the subscription costs for the participating libraries. The PLP Executive Committee each year generally withholds allocating all of the CLSA funds, in anticipation of any needs that might arise during the year. When they became aware that CLSA funds may be reduced or eliminated in FY 2020/21, they decided to not allocate funds to any other services, including additional funds for SimplyE. The PLP Executive Committee proactively surveyed their membership, and began formulating a plan for FY 2020/21 which included purchasing a shared eMagazine subscription in August 2020 for the smallest libraries, which were being hit hardest financially from the pandemic. Through this fiscal planning, PLP was able to use \$368,219 of FY 2018/19 roll-over funds to supplement the FY 2019/20 C&D services, and allocate \$311,389 of FY 2019/20 funds to the FY 2020/21 C & D services.

2. How much of the System's funding for the FY 2018/19 has been spend? If not all the funds have been spend are you on track to expend funds by June 2021, please explain.

All FY 2018/19 funding has been expended.

3. What related non-CLSA activities were provided for C&D?

Member libraries spend local funds to support Communications and Delivery in four primary categories:

1. Local funding for delivery: PLS member libraries contributed \$593,450 in local funds to support 5-day delivery. Several PLS member libraries contributed an additional \$67,922 in local funds towards 6-day delivery. Two MOBAC member libraries also provided \$2,000 in local funds to supplement additional delivery.
2. Inter-Library Loan Services: Libraries funded inter-library loan services locally, including OCLC World Share and Link+.
3. Broadband: In Fiscal Year 2019/2020, PLP libraries used local funds to invest in their connectivity via broadband to the CalREN network. Costs included ongoing connection costs as well as hardware and software costs.
4. Digital Collections: PLS provided a shared eMaterials collection for its member libraries. Other PLP libraries purchased eBooks, eAudio, digital magazine and eMusic for their patrons and contributed local funds.

**California Library Services Act
System Expenditure Report – FY 2019/20**

System Name: Pacific Library Partnership

Programs	Source of Funds for Expenditure						Total		
	a.	State	Federal	Local			g.	h.	i.
		b.	c.	d.	e.	f.			
	Total Funds Budgeted	CLSA	LSTA	Local funds/fees	Interest	Other	Expended (B- F)	Encumbered (B-F)	Unexpended Balance
Program 1: C&D System Administration									
Salaries & Benefits	\$140,253	\$140,253	\$0	\$0	\$0	\$0	\$140,253	\$0	\$0
PC& E	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$593,917	\$0	\$0	\$593,917	\$0	\$0	\$593,917	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$734,170	\$140,253	\$0	\$593,917	\$0	\$0	\$734,170	\$0	\$0
Notes:									
Program 2: System C&D (baseline)									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$929,229	\$468,755	\$0	\$0	\$0	\$0	\$468,755	\$460,474	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$929,229	\$468,755	\$0	\$0	\$0	\$0	\$468,755	\$468,755	\$0
Notes:									

Programs	Source of Funds for Expenditure						Total		
		State	Federal	Local					
	a. Total Funds Budgeted	b. CLSA	c. LSTA	d. Local funds/fees	e. Interest	f. Other	g. Expended (B-F)	h. Encumbered (B-F)	i. Unexpended Balance
Program 3: Lunch@The Library Project FY2019-20									
Salaries & Benefits	\$143,585	\$0	\$0	\$0	\$0	\$81,074	\$81,074	\$62,511	\$0
Operating Expenses	\$811,415	\$0	\$0	\$0	\$0	\$530,000	\$530,000	\$281,415	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$955,000	\$0	\$0	\$0	\$0	\$611,074	\$611,074	\$343,926	\$0
Notes:									
Program 4: Public Library Staff Education FY2019-20									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$87,692	\$0	\$65,364	\$0	\$0	\$0	\$65,364	\$22,328	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$87,692	\$0	\$65,364	\$0	\$0	\$0	\$65,364	\$22,328	\$0
Notes:									

Programs	Source of Funds for Expenditure						Total		
		State	Federal	Local					
	a. Total Funds Budgeted	b. CLSA	c. LSTA	d. Local funds/fees	e. Interest	f. Other	g. Expended (B-F)	h. Encumbered (B-F)	i. Unexpended Balance
Program 5: Economic Mobility and CA Public Libraries FY2019-20									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$200,000	\$0	\$194,000	\$0	\$0	\$0	\$194,000	\$6,000	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$200,000	\$0	\$194,000	\$0	\$0	\$0	\$194,000	\$6,000	\$0
Notes:									
Program 6: Networking CA Library Resources FY2019-20									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$339,800	\$0	\$227,985	\$0	\$0	\$0	\$227,985	\$111,815	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$339,800	\$0	\$227,985	\$0	\$0	\$0	\$227,985	\$111,815	\$0
Notes:									

Programs	Source of Funds for Expenditure						Total		
		State	Federal	Local					
	a. Total Funds Budgeted	b. CLSA	c. LSTA	d. Local funds/fees	e. Interest	f. Other	g. Expended (B-F)	h. Encumbered (B-F)	i. Unexpended Balance
Program 7: Literacy Initiative FY2019-20									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$188,300	\$0	\$148,015	\$0	\$0	\$0	\$148,015	\$40,285	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$188,300	\$0	\$148,015	\$0	\$0	\$0	\$148,015	\$40,285	\$0
Notes:									
Program 8: CA Library Metrics FY2019-20									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$463,880	\$0	\$420,887	\$0	\$0	\$0	\$420,887	\$42,993	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$463,880	\$0	\$420,887	\$0	\$0	\$0	\$420,887	\$42,993	\$0
Notes:									
Program 9: Reimagining School Readiness for Libraries FY2019-20									
Salaries & Benefits	\$3,297	\$0	\$0	\$0	\$0	\$0	\$0	\$3,297	\$0
Operating Expenses	\$62,645	\$0	\$30,693	\$0	\$0	\$0	\$30,693	\$31,952	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$65,942	\$0	\$30,693	\$0	\$0	\$0	\$30,693	\$35,249	\$0
Notes:									

Programs	Source of Funds for Expenditure						Total		
		State	Federal	Local					
	a. Total Funds Budgeted	b. CLSA	c. LSTA	d. Local funds/fees	e. Interest	f. Other	g. Expended (B-F)	h. Encumbered (B-F)	i. Unexpended Balance
Program 10: Veterans Connect@ The Library FY2019-20									
Salaries & Benefits	\$78,000	\$0	\$0	\$0	\$0	\$0	\$0	\$78,000	\$0
Operating Expenses	\$238,850	\$0	\$181,586	\$0	\$0	\$0	\$181,586	\$57,264	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$316,850	\$0	\$181,586	\$0	\$0	\$0	\$181,586	\$135,264	\$0
Notes:									
Program 11: Data Privacy Best Practices Training for Libraries FY2019-20									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$48,180	\$0	\$28,353	\$0	\$0	\$0	\$28,353	\$19,827	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$48,180	\$0	\$28,353	\$0	\$0	\$0	\$28,353	\$19,827	\$0
Notes:									
Program 12: FY2018-19 Networking CA Library Resources									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$96,122	\$0	\$96,122	\$0	\$0	\$0	\$96,122	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$96,122	\$0	\$96,122	\$0	\$0	\$0	\$96,122	\$0	\$0
Notes:									

Programs	Source of Funds for Expenditure						Total		
		State	Federal	Local					
	a. Total Funds Budgeted	b. CLSA	c. LSTA	d. Local funds/fees	e. Interest	f. Other	g. Expended (B-F)	h. Encumbered (B-F)	i. Unexpended Balance
Program 13: FY18-19 CA Library Metrics									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$85,955	\$0	\$85,955	\$0	\$0	\$0	\$85,955	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$85,955	\$0	\$85,955	\$0	\$0	\$0	\$85,955	\$0	\$0
Notes:									
Program 14: FY2018-19 Veterans Connect@ The Library									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$95,275	\$0	\$95,275	\$0	\$0	\$0	\$95,275	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$95,275	\$0	\$95,275	\$0	\$0	\$0	\$95,275	\$0	\$0
Notes:									
Program 15: FY2018-19 Student Success Initiatives									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$38,465	\$0	\$38,465	\$0	\$0	\$0	\$38,465	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$38,465	\$0	\$38,465	\$0	\$0	\$0	\$38,465	\$0	\$0
Notes:									

Programs	Source of Funds for Expenditure						Total		
		State	Federal	Local					
	a. Total Funds Budgeted	b. CLSA	c. LSTA	d. Local funds/fees	e. Interest	f. Other	g. Expended (B-F)	h. Encumbered (B-F)	i. Unexpended Balance
Program 16: FY2018-19 Rural Initiative California									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$57,241	\$0	\$57,241	\$0	\$0	\$0	\$57,241	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$57,241	\$0	\$57,241	\$0	\$0	\$0	\$57,241	\$0	\$0
Notes:									
Program 17: FY2018-19 Public Library Staff Education									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$2,700	\$0	\$2,700	\$0	\$0	\$0	\$2,700	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$2,700	\$0	\$2,700	\$0	\$0	\$0	\$2,700	\$0	\$0
Notes:									
Program 18: FY2018-19 Literacy Initiatives									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$66,425	\$0	\$66,425	\$0	\$0	\$0	\$66,425	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$66,425	\$0	\$66,425	\$0	\$0	\$0	\$66,425	\$0	\$0
Notes:									

Programs	Source of Funds for Expenditure						Total		
		State	Federal	Local					
	a. Total Funds Budgeted	b. CLSA	c. LSTA	d. Local funds/fees	e. Interest	f. Other	g. Expended (B-F)	h. Encumbered (B-F)	i. Unexpended Balance
Program 19: FY2018-19 Cybersecurity Training for Teens									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$18,474	\$0	\$18,474	\$0	\$0	\$0	\$18,474	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$18,474	\$0	\$18,474	\$0	\$0	\$0	\$18,474	\$0	\$0
Notes:									
Program 20: FY2018-19 CA Perservation Program									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$125,938	\$0	\$125,938	\$0	\$0	\$0	\$125,938	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$125,938	\$0	\$125,938	\$0	\$0	\$0	\$125,938	\$0	\$0
Notes:									
Grand Total System Expenditures	\$4,915,638	\$609,008	\$1,883,478	\$593,917	\$0	\$611,074	\$3,697,477	\$1,226,442	\$0

Programs	Source of Funds for Expenditure						Total		
		State	Federal	Local					
	a. Total Funds Budgeted	b. CLSA	c. LSTA	d. Local funds/fees	e. Interest	f. Other	g. Expended (B-F)	h. Encumbered (B-F)	i. Unexpended Balance
Service A Delivery:									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$204,840	\$159,972	\$0	\$0	\$0	\$0	\$159,972	\$44,868	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$204,840	\$159,972	\$0	\$0	\$0	\$0	\$159,972	\$44,868	\$0
Notes:									
Service B eResources (enki, Zinio, OverDrive, CENIC, Link+ and ILS Study)									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$300,000	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$300,000	\$300,000	\$0	\$0	\$0	\$0	\$300,000	\$0	\$0
Notes:									

Service C Local Costs (Website, Postage, Office Supplies, etc) :									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$8,783	\$8,783	\$0	\$0	\$0	\$0	\$8,783	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$8,783	\$8,783	\$0	\$0	\$0	\$0	\$8,783	\$0	\$0
Notes:									
Service D									
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Notes:									

	Expended Funds	Encumbered Funds	Unexpended Funds
CLSA Programs			
Program 1: C&D System Administration			
CLSA Funds from Prior Year FY18/19	\$0	\$0	\$0
Program 2: C&D (baseline)			
CLSA Funds from Prior Year FY18/19	\$368,218	\$0	\$0

***Note: If an extension is needed beyond the funding expenditure deadline period, send your request via email to Monica Rivas , at monica.rivas@library.ca.gov. Request for extension beyond the deadline must be received at least 30 days prior to the deadline.

California State Library
System Detailed Budget – FY 2020/21

System Name: Pacific Library Partnership

Programs	Income Sources					
	State	Federal	Local			Total
	a. CLSA Program	b. LSTA	c. Local funds/fees	d. Interest	e. Other	f. Total Budgeted
Program 1: System C&D Administration						
Salaries & Benefits	\$72,967	\$190,000	\$0	\$0	\$0	\$262,967
PC& E	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$0	\$0	\$580,677	\$0	\$318,766	\$899,443
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$72,967	\$190,000	\$580,677	\$0	\$318,766	\$1,162,410
Program 2: System C&D (Baseline)						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$291,865	\$0	\$2,000	\$0	\$411,389	\$705,254
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$291,865	\$0	\$2,000	\$0	\$411,389	\$705,254
Program 3: Systems Operations						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$0	\$0	\$74,226	\$49,000	\$30,000	\$153,226
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$0	\$0	\$74,226	\$49,000	\$30,000	\$153,226

Programs	Income Sources					
	State	Federal	Local			Total
	a. CLSA Program	b. LSTA	c. Local funds/fees	d. Interest	e. Other	f. Total Budgeted
Program 4: FY20/21 Economic Mobility and California Public Libraries						
Salaries & Benefits	\$0	\$3,000	\$0	\$0	\$0	\$3,000
Operating Expenses	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$2,800	\$0	\$0	\$0	\$2,800
Program Total	\$0	\$205,800	\$0	\$0	\$0	\$205,800
Program 5: FY20/21 Data Privacy & Cybersecurity Best Practices Training For Libraries						
Salaries & Benefits	\$0	\$8,902	\$0	\$0	\$0	\$8,902
Operating Expenses	\$0	\$54,540	\$0	\$0	\$0	\$54,540
Materials	\$0	\$3,870	\$0	\$0	\$0	\$3,870
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$6,731	\$0	\$0	\$0	\$6,731
Program Total	\$0	\$74,043	\$0	\$0	\$0	\$74,043
Program 6: FY20/21 California Library Metrics						
Salaries & Benefits	\$0	\$5,200	\$0	\$0	\$0	\$5,200
Operating Expenses	\$0	\$448,488	\$0	\$0	\$0	\$448,488
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$11,639	\$0	\$0	\$0	\$11,639
Program Total	\$0	\$465,327	\$0	\$0	\$0	\$465,327
Program 7: FY20/21 Literacy Initiatives						
Salaries & Benefits	\$0	\$22,622	\$0	\$0	\$0	\$22,622
Operating Expenses	\$0	\$298,000	\$0	\$0	\$0	\$298,000
Materials	\$0	\$12,700	\$0	\$0	\$0	\$12,700
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$27,332	\$0	\$0	\$0	\$27,332
Program Total	\$0	\$360,654	\$0	\$0	\$0	\$360,654
Program 8: FY20/21 Networking California Library Resources						
Salaries & Benefits	\$0	\$19,512	\$0	\$0	\$0	\$19,512
Operating Expenses	\$0	\$334,810	\$0	\$0	\$0	\$334,810
Materials	\$0	\$34,416	\$0	\$0	\$0	\$34,416

Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$38,874	\$0	\$0	\$0	\$38,874
Program Total	\$0	\$427,612	\$0	\$0	\$0	\$427,612
Program 9: FY20/21 Veterans Connect@ the Library						
Salaries & Benefits	\$0	\$34,412	\$0	\$0	\$0	\$34,412
Operating Expenses	\$0	\$90,644	\$0	\$0	\$0	\$90,644
Materials	\$0	\$29,840	\$0	\$0	\$0	\$29,840
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$13,117	\$0	\$0	\$0	\$13,117
Program Total	\$0	\$168,013	\$0	\$0	\$0	\$168,013
Program 10: FY 20/21 CARES Statewide Resources for Employment, Education & Vets						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$0	\$785,700	\$0	\$0	\$0	\$785,700
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$0	\$785,700	\$0	\$0	\$0	\$785,700
Program 11: Reimagining School Readiness for Libraries (3 year IMLS grant)						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$30,050	\$30,050
Operating Expenses	\$0	\$0	\$0	\$0	\$57,884	\$57,884
Materials	\$0	\$0	\$0	\$0	\$3,300	\$3,300
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$6,891	\$6,891
Program Total	\$0	\$0	\$0	\$0	\$98,125	\$98,125
Program 12: FY19/20 Economic Mobility and California Public Libraries						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$6,000	\$0	\$0	\$0	\$0	\$6,000
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$6,000	\$0	\$0	\$0	\$0	\$6,000
Program 13: FY19/20 Data Privacy Best Practices Training For Libraries						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$19,827	\$0	\$0	\$0	\$0	\$19,827
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0

Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$19,827	\$0	\$0	\$0	\$0	\$19,827
Program 14: FY19/20 California Library Metrics						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$42,993	\$0	\$0	\$0	\$0	\$42,993
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$42,993	\$0	\$0	\$0	\$0	\$42,993
Program 15: FY19/20 Literacy Initiatives						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$40,285	\$0	\$0	\$0	\$0	\$40,285
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$40,285	\$0	\$0	\$0	\$0	\$40,285
Program 16: FY19/20 Networking California Library Resources						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$111,815	\$0	\$0	\$0	\$0	\$111,815
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$111,815	\$0	\$0	\$0	\$0	\$111,815
Program 17: FY19/20 Veterans Connect@ the Library						
Salaries & Benefits	\$78,000	\$0	\$0	\$0	\$0	\$78,000
Operating Expenses	\$57,264	\$0	\$0	\$0	\$0	\$57,264
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$135,264	\$0	\$0	\$0	\$0	\$135,264
Program 18: FY19/20 :Lunch at the Library						
Salaries & Benefits	\$62,511	\$0	\$0	\$0	\$0	\$62,511
Operating Expenses	\$281,415	\$0	\$0	\$0	\$0	\$281,415
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0

Program Total	\$343,926	\$0	\$0	\$0	\$0	\$343,926
Grand Total System Budget FY20/21	\$1,064,942	\$2,677,149	\$656,903	\$49,000	\$858,280	\$5,306,274
Encumbered Funds from Prior Year FY19/20	\$700,110	\$0	\$0	\$0	\$0	\$700,110
Programs	Income Sources					
	State	Federal	Local			Total
	a. CLSA Program	b. LSTA	c. Local funds/fees	d. Interest	e. Other	f. Total Budgeted
Service A : Delivery to Libraries						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$207,232	\$0	\$2,000	\$0	\$0	\$209,232
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$207,232	\$0	\$2,000	\$0	\$0	\$209,232
Service B: Shared eMagazine Flipster Subscription						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$57,953	\$0	\$0	\$0	\$12,253	\$70,206
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$57,953	\$0	\$0	\$0	\$12,253	\$70,206
Service C: Local Costs (Office Supplies, Postage, Website (with updates), Communication, etc.)						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$26,680	\$0	\$0	\$0	\$0	\$26,680
Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$26,680	\$0	\$0	\$0	\$0	\$26,680
Service D: eResources and Other Services Chosen By Libraries (using prior year CLSA funds)						
Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	\$0
Operating Expenses	\$0	\$0	\$0	\$0	\$299,136	\$299,136

Materials	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Indirect	\$0	\$0	\$0	\$0	\$0	\$0
Program Total	\$0	\$0	\$0	\$0	\$299,136	\$299,136

2020/21 Technology and Innovation Grants

FISCAL YEAR	GRANT TITLE	LIBRARY NAME	Category	REQUESTED AMOUNT	FUNDED AMOUNT
2020-2021	OtterPod - a social science and public humanities podcast*	CSU Monterey Bay	N/A	\$4,157.19	\$4,157.19
2020-2021	The Maker Kit Program for Home-Based STEAM Education*	CSU Monterey Bay	N/A	\$5,000.00	\$5,000.00
2020-2021	Harvest at your library**	Palo Alto City Library	N/A	\$5,056.71	\$5,000.00
2020-2021	XR Storytelling**	Palo Alto City Library	N/A	\$5,000.00	\$5,000.00
2020-2021	Take-Home Laptop Lending	Pleasanton Public Library	N/A	\$5,000.00	\$5,000.00
2020-2021	Clean air for all : Circulating indoor air quality monitors	South San Francisco Public Library	N/A	\$4,927.50	\$4,927.50
TOTAL:				\$29,141.40	\$29,084.69
Initial Budget					\$74,196.00
TOTAL REMAINING					\$45,111.31

* CSUMB submitted two projects and each was funded at the requested amount

** Palo Alto City Library submitted two projects and each was funded at the maximum \$5,000



To: PLP Executive Committee
From: Carol Frost, CEO
Subject: California State Library Support of Future of Libraries Conference
Date: October 19, 2020

The California State Library, through an LSTA Grant, has developed a new staff continuing education program, California Libraries Learn (CALL). The Pacific Library Partnership was approached by the State Library to offer to financially underwrite a portion of the 2020 Future of Libraries Conference through CALL. The Future of Libraries conference was turned into a virtual conference, spanning two days, October 7-8, rather than one day.

Through this agreement, PLP is receiving:

- \$3,300 to underwrite the cost of speakers, software and staff time
- Invoice reimbursement for total registrations of public library employees

CALL agreed to pay the \$10 registration for the public library employees. Anyone registering that was not affiliated with a public library was charged the \$10. There were a total of 767 public library registrations, and 88 other registrations, for a total of 855 registrants. Of the total registrants, 540 individuals accessed the event on Day 1 and 633 individuals accessed the event on Day 2.

The PLP Executive Committee allocated \$6,000 for the Future of Libraries and Spring Workshops, which both generate revenue to help cover their costs. All revenue from the Future of Libraries will represent cost savings for the FY 2020/21 budget.

Recommendation

The Future of Libraries conference generated \$880 from non-public library registrations, as well as \$3,300 for support and \$7,670 for registration of public library staff, for a total of \$11,850. It is recommended that the PLP Executive Committee accept the \$10,970 from CALL to support the Future of Libraries.



October 20, 2020

Sean Reinhart, Library Services Director
Menlo Park Library
800 Alma Street
Menlo Park, CA 94025

Subject: Menlo Park Library Participation in Pacific Library Partnership

Dear Sean,

At the August 6, 2020 Peninsula Library System Administrative Council meeting, the Council accepted your memo dated July 31 notifying the Council of your withdrawal from the Peninsula Library System (PLS), and the Menlo Park City Council resolution to leave PLS effective July 1, 2021.

By default of this action, the Menlo Park Public Library will no longer be eligible to be a member of the Pacific Library Partnership (PLP), since a library must belong to one of the four sub-systems to be a member of the Pacific Library Partnership.

As you are aware, the PLP JPA requires a six-month notification and the State Board requires three months. Menlo Park Library has not formally provided PLP a letter with notification of request to withdraw from the system. PLP will continue with the process of Menlo Park Public Library severing its relationship with PLP, and should you like to provide a letter, we will receive it and include it as part of the documentation.

The PLP Executive Committee met on October 19, 2020 and approved a motion to accept the letter from the Menlo Park Public Library dated July 31, 2020 of the library's withdrawal from the Peninsula Library System, and to accept the withdrawal of the Menlo Park Public Library from the Pacific Library Partnership effective July 1, 2021. The services that will be terminated include access to any PLP delivery, access to any staff development sponsored by PLP for PLP members, Menlo Park Public Library's membership in Califa, and any other rights, privileges and communications related to PLP membership. In addition, the Menlo Park Public Library will no longer be eligible for any California Library Services Act funds and will not be eligible for CENIC discounts.

Finally, I will ask that the California Library Services Board place on their agenda the Menlo Park Public Library's removal from PLP at their Spring 2021 meeting for approval.

We appreciated your staff's participation in PLS/PLP Committees and are sorry to lose this relationship. Should there be a change in the status of Menlo Park Public Library's decision, we ask that you notify us as soon as possible. Once this is approved by the California Library Services Board, the Menlo Park Library is not eligible to join a system for at least another year. If you have any questions, feel free to contact me.

Sincerely,

Carol Frost
Chief Executive Officer
Pacific Library Partnership

LSTA COMPETITIVE GRANTS

2021–2022 Local and Collaborative Competitive Grants help California’s libraries respond effectively to local needs and align services with local community aspirations; support experimentation and R&D in California’s libraries; and provide training and support in grant writing and grant management for the California library community. **The funding period is July 2021–June 2022**, and awards will be made after federal IMLS funding levels are confirmed for 2021–2022 and the 2021–2022 California State budget has passed.

Application Process

- **Phase One: Intent to Apply** form (non-binding). All potential competitive grant applicants must complete the Intent to Apply form.
- **Phase Two: Full Application** After Intent to Apply forms are reviewed by State Library staff and Project Advisors, selected applicants will be invited to complete a full application.

We invite libraries to apply for funding to support local and collaborative projects that address community needs, align with community aspirations, and are from agencies that support equity, diversity, and inclusion. We are especially interested in

- projects that focus on underserved and vulnerable populations, sustainability, and workforce development;
- from library jurisdictions and branches of library jurisdictions that have not received LSTA funding in the last five years;
- collaborative projects that represent a variety of regions, library sizes, and populations.

However, we welcome applications from all California library jurisdictions and library consortia, and on any topic and serving any group.

Timeline

Date	Event
October 12, 2020	Intent to Apply process opens.
October 20, 2020, 2:00–3:00 pm	Information session for potential applicants. Register today! Session will be recorded and made available for viewing later.
November 20, 2020	Intent to Apply Form closes.
December 18, 2020	Notifications to all applicants, full application materials available to those invited to apply.
February 24, 2021	Application Form closes.
April 9, 2021	Notifications to all applicants. Projects will be selected in the spring; however, awards cannot be made until federal IMLS funding levels are confirmed for 2021-2022 and the 2021-2022 California State budget has passed.
July 2021–June 2022	The funding period starts when the California state budget is signed (typically July 1) and ends June 30, 2022. Libraries implement their activities. Grantees meet to share strategies, resources, ideas, successes and lessons learned

Two types of grant opportunity are available:

- **Local Competitive Grants** support projects that focus on one library jurisdiction and can include projects focusing on one branch in one library jurisdiction.
- **Collaborative Competitive Grants** support projects that are implemented by three or more library jurisdictions.

Application materials

- **Application Instructions for Intent to Apply**
- **Grant Information**
- **Intent to Apply Form**
- **LSTA Planning Tool**