

SVLS Administrative Council Meeting

Agenda

April 17, 2020

11:00 a.m. via Zoom

<https://zoom.us/j/341354278?pwd=TE12KzFnUkc1SStPSGFUVXA2c1VXQT09>

Meeting ID: 341 354 278; Password: 343829

Call-in Option: (669) 900-6833

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|-------|--|---------|--------------|
| I. | Call to Order and Introductions | | |
| II. | Adoption of Agenda (Action Item) | Baker | |
| III. | Approval of the January 17, 2020 Minutes (Action Item) | Baker | Attachment 1 |
| IV. | Old Business | | |
| | A. SVLS Technical Services Group Update | Kanth | |
| | B. Day in the District Updates | Baker | |
| V. | New Business | | |
| | A. COVID-19 Discussion | Baker | |
| | B. Shared Future Collections and Digital Resources | Keith | |
| | C. Meeting Schedule for FY 2020/21 | Alvarez | Attachment 2 |
| VI. | Reports | | |
| | A. <i>Silicon Valley Reads</i> | Weeks | |
| | B. PLP Executive Committee Update | Baker | |
| | C. Report of System Administration | Frost | |
| VII. | Agenda Building and Location for Next Meeting on July 17, 2020 | | |
| VIII. | Public Comment (Individuals are allowed three minutes, groups in attendance five minutes. It is a system policy to refer matters raised in this forum to staff for further investigation or action if appropriate. The Brown Act prohibits the Administrative Council from discussing or acting on any matter not agendaized pursuant to state law.) | | |
| IX. | Announcements and Reports from Libraries | | |
| X. | 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).

SVLS Administrative Council Meeting

Sunnyvale Public Library – Fireplace Room (Upstairs)
665 W. Olive Ave., Sunnyvale, CA 94086

January 17, 2020
10:00 a.m.

MINUTES**Council:**

Ryan Baker, Chair, Los Gatos Public Library
 Tracy Gray, Mountain View Public Library
 Gayathri Kanth, Palo Alto City Library
 Hilary Keith, Santa Clara City Library
 Jennifer Weeks, Santa Clara County Library District
 Cherise Brandell, Sunnyvale Public Library

System Staff:

Carol Frost, PLP
 Yemila Alvarez, PLP

I. Call to Order and Introductions

The meeting was called to order at 10:14AM by Chair Baker.

II. Adoption of Agenda

The Agenda was adopted as presented. (M/S Keith/Brandell)

III. Approval of the November 21, 2019 Minutes

The Minutes were adopted as presented. (M/S Brandell/Weeks)

IV. Old Business**A. SVLS Technical Services Group Update**

Frost reported that the Technical Services group has been sharing international language selection lists regularly.

B. Census 2020

The libraries shared their plans for assisting patrons with the Census, including applications to host kiosks, and public lectures educating folks on the importance of the Census. Mountain View also hosted job recruitment sessions for Census contract workers. SCCLD mentioned their South County area is harder to count and so they will be focusing their efforts in that area. Palo Alto mentioned their Human Services Agency is working with the library. They will also have tabling outside the library and are looking into dedicated training for staff. Sunnyvale's City Council allocated funding for two part-time workers to offer support in the library.

V. New Business**A. Current SVLS Officer Term Options for FY 2020/21**

The Council reviewed Attachment 2. A motion was made and passed to continue with the current officers, Ryan Baker as Chair and Tracy Gray as Vice-Chair, for FY 2020/21, at which point another election will take place. (M/S Keith/Brandell)

B. Day in the District Coordination Discussion

Typically the Council tries to coordinate any meeting visits with legislators when scheduling appointments. The Council discussed that Assemblyman Rivas has started the discussion at the state level for a library construction bond. Fifteen years ago there was a bond passed, but the

current unmet need is approximately four billion dollars. Some ways in which libraries could focus the need to make the bond more attractive would be by focusing on how libraries can become more green, or how libraries could ready themselves for natural disasters. An Ad-Hoc group of the CLA Legislative and Advocacy Committee has been formed to develop talking points surrounding these issues. The Governor's preliminary budget includes \$1M for Lunch at the Library, \$1M for Zip Books, more money for databases, but no additional funding for Broadband. It was agreed that it would be useful as Council members start securing appointments that talking points be shared to the distribution list.

C. World Trust Workshop Proposal

Alvarez presented the proposal from Alameda County Library for a World Trust Workshop on Implicit Bias. BALIS has opted to fund a workshop for BALIS and to supplement funding for a PLP wide workshop. BALIS requested that the proposal be brought to the SVLS Council for consideration of offering additional financial support for the PLP-wide workshop. Keith motioned to approve up to \$1,000 of funding from SVLS reserves to apply towards the PLP-wide workshop, and volunteered to host the workshop. Gray seconded the motion. The motion passed.

D. Student Success Cards Update

Kanth mentioned that their library and the school district will be presenting in a parent's forum hosted by the school district. They are trying to create a teacher card to access the databases. The school district has promised that on back-to-school nights, the library will participate. The libraries discussed that it often takes a champion in the actual school district to really move the work forward. The Student Portal has been very helpful in making the students successful. SCCLD has created over 90,000 student cards. They use the Teacher's ID number just like the Student ID number to issue teacher library cards. Weeks reports that it really has been relationship building and ironing out the technical pieces. There was discussion of the deduping process being more difficult at some libraries and SCCLD mentioned they dedupe daily. There was discussion of the California Data Privacy contract with the schools. Some school districts allow the library to be part of their contracts or MOUs so they legally can share school directory data with the libraries to create cards.

VI. Reports

A. Silicon Valley Reads

Weeks reported Silicon Valley Reads is almost here. Next week is the kickoff event. Women Making It Happen is the theme and all libraries should have received publicity materials.

B. PLP Executive Committee Update

PLP has a membership fee schedule that they will be revising and presenting for approval at their upcoming meeting. This will be approved by the PLP Administrative Council. The next PLP Annual Council Meeting is on May 15.

C. Report of System Administration

PLP held the first training in their Data Privacy Best Practices series and it was well attended. There will be two more trainings held in February and March. Due to recent data breaches at libraries, there has been discussion about what patron data libraries hold in their ILS, including the driver's licenses and full date of birth. Many libraries will be reviewing their collection of patron data. There is still grant funding available to join Link+ and there will be some upcoming workshops around this topic. The Lunch at the Library grant will be giving out mini grants to fund pop-ups or program wraparound services to serve Lunch at Your Library. The State Library has grants for early literacy, out-of-school-time, and mobile units for a total of \$8M.

VII. Agenda Building and Location for Next Meeting on April 17, 2020

- A. Meeting Schedule for FY 2020/21**
- B. Discussion about Print/Publishing Vendors how can we band together and tell them to improve or discuss other options.**
- C. Collections of the Future/Flipster and Digital Resources**
- D. Day in the District**

VIII. Public Comment

There was no public comment.

IX. Announcements and Reports from Libraries

The libraries shared announcements.

X. Adjournment

The meeting was adjourned at 11:35 by Chair Baker.

2020/21 SVLS Administrative Council Meeting Schedule

July 17, 2020

October 16, 2020

January 15, 2021

April 16, 2021

All meetings will be held at 10:00 a.m. the third Friday of the month. The location is to be determined. As per past practice, we will hold these dates for potential meetings, but will cancel any meetings that are not deemed necessary.