

BALIS Administrative Council Meeting

AGENDA

January 16, 2026 - 10:00 a.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/84382577285?pwd=0aURnKJH8ePvFPZFS2f8aZP7dpAMUq.1>

Meeting ID: 843 8257 7285; Passcode: 273741

Phone: 1 669 900-6833

BALIS Administrative Council

Anwan Baker – Livermore Public Library (Chair)

Deb Sica – Alameda County Library

Mike Eitner – Alameda Free Library

Henry Bankhead – Berkeley Public Library

Alison McKee – Contra Costa County Library

Jayanti Addleman – Hayward Public Library

Jamie Turbak – Oakland Public Library

Heidi Murphy – Pleasanton Public Library

Kate Eppler – Richmond Public Library

Michael Lambert – San Francisco Public Library

Brian Simons – San Leandro Public Library

I.	Call to Order and Introductions	Baker	
II.	Approval of Consent Items (Action Item)	Baker	
	A. Adoption of Agenda		
	B. Approval of the October 3, 2025 Minutes	Attachment 1, pg. 3	
	C. FY 2025-26 Financial Support for BALIS Libraries	Attachment 2, pg. 5	
III.	Old Business		
	A. BALIS Representative for PLP	McKee	Attachment 3, pg. 6
	B. Legislative Advocacy Updates	Frost	Attachment 4, pg. 7
IV.	New Business		
	A. Job Classification Discussion	Baker	
V.	Reports		
	A. Report of System Chair	Baker	
	B. Report of System Administration	Frost	
VI.	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 Administrative Council from discussing or acting on any matter not agendized pursuant to state law.)		
VII.	Agenda Building, change of date, and location for April 3, 2026 Meeting		
VIII.	Announcements		
IX.	Adjournment		

Brown Act: This meeting abides by Cal. Gov't Code § 54953.

Cal. Gov't Code § 54953(b)(1) "Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding."

Cal. Gov't Code § 54953(j)(6) 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."

Gov't Code § 54953 (b)(2) "Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

- (A) All votes taken during a teleconferenced meeting shall be by rollcall.
- (B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.
- (C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.
- (D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3."

Gov't Code § 54953 (3) "If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e)."

In accordance with 54953.8(b)(8), please contact info@plpinfo.org for requesting a reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132).

Meeting Locations

Alameda County Library – 2400 Stevenson Boulevard, Fremont, CA 94538

Alameda Free Library – 1550 Oak Street, Alameda CA, 94501

Berkeley Public Library – 2090 Kittredge Street, Berkeley, CA 94704

Contra Costa County Library – 777 Arnold Drive, Suite 210, Martinez, CA 94553

Hayward Public Library – 888 C Street, Hayward, CA 94541

Livermore Public Library – 1188 South Livermore Avenue, Livermore, CA 94550

Oakland Public Library – 125 14th Street, Oakland, CA 94612

Pleasanton Public Library – 400 Old Bernal Road, Pleasanton, CA 94566

Richmond Public Library – 403 Civic Center Plaza, Richmond, CA 94804

San Francisco Public Library – 100 Larkin Street, San Francisco, CA 94102

San Leandro Public Library – 300 W. Estudillo Avenue, San Leandro, CA 94577

PLP Office – 32 West 25th Avenue, Suite 201, San Mateo, CA 94403

BALIS Administrative Council Meeting**MINUTES****October 3, 2025, 10:00 a.m.****San Francisco Public Library, 100 Larkin Street, San Francisco, CA 94102****Attendees:****Council:**

Anwan Baker, Livermore Public (Chair)
Deb Sica, Alameda County
Henry Bankhead, Berkeley Public
Alison McKee, Contra Costa County
Lindsey Vien, Hayward Public
Jamie Turbak, Oakland Public
Lia Bushong, Pleasanton Public
Kate Eppler, Richmond Public
Michael Lambert, San Francisco Public
Bill Sherwood, San Leandro Public

Staff:

Carol Frost, PLP/BALIS
Justin Wasterlain, PLP/BALIS
Brooke Converse, Contra Costa County

I. Call to Order and Introductions

Chair Baker called the meeting to order at 10:00 a.m.

II. Approval of Consent Items

- A. Adoption of Agenda**
- B. Approval of the July 11, 2025 Minutes**
- C. FY 2025-26 Financial Support for BALIS Libraries**

A motion was made, and passed unanimously, to approve the Consent Items. (M/S Sica/Lambert)

III. Old Business**A. eAudiobook Marketing Update**

Converse presented statistics for the marketing campaigns in June and July 2025. She noted the campaigns have been successful. Converse discussed potential alternatives such as display or podcast ads. McKee praised Converse for her work on the project and asked other libraries with marketing staff to collaborate. The directors discussed if there was still interest in marketing these materials. Most felt there was, with current physical book vendor concerns and physical book budgets being cut. Sica suggested marketing towards a younger audience as a potential means of providing needed content to youth who may be confronting censorship issues. The ad hoc group stated they could research additional platforms that youth frequent. The directors reaffirmed the use of \$10,000 for marketing campaigns in FY 2025-26 but delegated the details of the campaigns to the ad hoc group.

B. Legislative Advocacy Updates

Frost discussed the PLP advocacy training recently conducted with McKee and Turbak. She reviewed the CLA legislative priorities, specifically a request to increase

CLSA funding to \$5M. Frost asked directors to meet with as many legislators as possible this fall, with a goal of getting 10 legislators to commit to sending a letter of support for CLSA funding to the Governor's office by the end of November.

Directors volunteered to set up meetings with their legislators. Baker authorized PLP to create a letter of support on behalf of BALIS that he would send to the Governor.

C. Performance Reviews

Sica stated she was reviewing different models of performance evaluations for Alameda County. The directors shared the methods their systems use, as well as the pros and cons of those methods.

IV. New Business

A. Review of BALIS Bylaws and Academic Library Membership

Frost discussed a recent inquiry from an academic library about becoming a member of BALIS. Directors asked questions about how an academic library would participate in BALIS activities and what value it would bring to the system. The directors stated they were open to additional discussions if there was continued interest from the academic library.

B. Enforcement of Behavior Policies

Baker provided details about recent interactions staff have had with the police department when requesting assistance with individuals violating behavior policies. He noted officers would not intervene unless they witnessed the behavior or if staff signed a citizen's arrest. He noted the City Attorney was considering creating a local ordinance that would allow for more effective enforcement from officers. The directors discussed how their systems handled these issues and provided advice to each other.

V. Reports

A. Report of System Chair

No report.

B. Report of System Administration

No report

VI. Public Comment

No public comment.

VII. Agenda Building and Location for Next Meeting on January 9, 2026 Meeting

- At Hayward Public
- Demo of Community Hub Software (Hayward/CSUEB)
- Job Classifications

VIII. Announcements

No announcements.

IX. Adjournment

The meeting was adjourned at 12:17 p.m.

LIBRARY	PROJECT DESCRIPTION	AMOUNT AVAILABLE	AMOUNT CLAIMED	DATE CLAIMED
Alameda County		\$6,767		
Alameda Free		\$6,767		
Berkeley Public		\$3,966		
Contra Costa County		\$8,750		
Hayward Public		\$8,750		
Livermore Public		\$6,767		
Oakland Public		\$3,966		
Pleasanton Public		\$6,767		
Richmond Public		\$6,767		
San Francisco Public		\$3,966		
San Leandro Public	PLP GOLD registration, PLA conference attendance, other training	\$6,767	\$6,767	12/1/2025
	Total disbursement		\$6,767	
	Budgeted		\$70,000	
	Variance		\$63,233	

To: **BALIS Council**
From: **Carol Frost**
Subject: **BALIS Representation for PLP**
Date: **January 16, 2026**

Background

The PLP Executive Committee is composed of two representatives from each of the four regional systems: Bay Area Library and Information System (BALIS), Monterey Bay Area Cooperative Library System (MOBAC), Peninsula Library System (PLS), and Silicon Valley Library System (SVLS). Each committee member serves for two two-year terms (four years total).

In September 2025, Tess Mayer resigned from her position as Director of Library Services at Berkeley Public Library. Mayer was in the second year of her second term and was set to serve on the PLP Executive Committee until the end of FY 2025-26.

Discussion

PLP is requesting a volunteer to serve as a new BALIS representative on the PLP Executive Committee. There are currently scheduled meetings on January 26, May 15, and June 22nd. The volunteer would only need to commit to serve the remainder of this fiscal year to finish Mayer's term. They would have the ability to be nominated for a full two-year term commencing in FY 2026-27.

The Honorable Gavin Newsom
Governor of California
1021 O Street, Suite 9000
Sacramento, CA 95814

October 17, 2025

RE: CALIFORNIA LIBRARY SERVICES ACT – 6120-211-0001

\$3.2 million increase requested (ongoing appropriation), from \$1.8M to \$5M for CLSA funds to libraries
Continuation of \$1 million for Zip Books
Total Budget: \$6 million

Dear Governor Newsom,

I am writing to you on behalf of the 11 public library jurisdictions in the region of the Bay Area Library and Information Services (BALIS) cooperative, which includes San Francisco County, Contra Costa County, and Alameda County. I am the current Chair, and represent the following library jurisdictions: Alameda County, Alameda Free, Berkeley, Contra Costa County, Hayward, Livermore, Oakland, Pleasanton, Richmond, San Francisco, and San Leandro.

BALIS is a region within the Pacific Library Partnership (PLP). PLP is one of the nine cooperative systems which receives funding from the California Library Services Act (CLSA). Over the years, CLSA funding has been reduced from \$26M in 2000, to no funding in about 2012, to \$3.6M, and in the last two years, \$1.8M. This equates to 5 cents per Californian.

Libraries are at a tipping point. Reductions in funding, which do not take into account annual 5% cost increases to services, are having a continued negative impact on libraries. Combine this with federal cuts, and libraries are cutting services.

Our ask: We respectfully request an increase from \$1.8M to \$5M for CLSA to libraries in the FY 2026-27 state budget. The total request would be for \$6M, as 6120-211-0001 includes \$1M for Zip Books. The Zip Books line item in the CLSA budgeted is treated as a separate by the State, and the Zip Book program has not been reduced with the budget cuts, but the funds to libraries has.

While we know the state is facing a challenging Budget next year, this program is providing vital services to Californians, and are very worthy of your continued support.

Our libraries also have significant concerns regarding the potential vulnerability of almost \$16 million in federal funds that California receives annually for public library programs. The temporary reduction of those funds has already had significant negative impacts to our libraries, with services being cut or discontinued. If the federal Budget were to cut these dollars to California, the negative impact would be felt in countless programs that our patrons rely on and could not be backfilled by local libraries. The threat to this federal funding makes the need for these California funds even more critical.

What CLSA is and How We Use It

The California Library Services Act exists to support libraries in ensuring all Californians have access to free materials to pursue their lifelong learning goals. The state is broken down into a series of nine library regions or “Cooperative Library Systems” in order to more effectively maximize resources among libraries in that geographic footprint. The California Library Services Act has been in existence for more than 5 decades and provides direct funding to the Systems. The California Library Services Act exists for resource sharing, and of the 187 library jurisdictions statewide, 181 of them are affiliated with a system and use these funds to share resources, creating an economy of scale much larger and more efficient than if each library were to purchase materials on their own.

Our BALIS Libraries benefit greatly from the California Library Services Act funds

PLP received \$367,803 in CLSA funds in FY 25-26 (5 cents per capita), to serve 7.1 million residents. Funds go directly back to libraries for resources that best suit their community needs, directly help the underserved communities within our area.

The PLP region is diverse, with a population of approximately 8.5% economically disadvantaged, and 44% non-English speaking, spanning both urban and rural areas. Library budgets range from a few thousand dollars to several million. 23 of the libraries have budgets below \$10M.

Our Libraries use CLSA funds for **courier services** to share items among libraries, ensuring residents in rural and isolated areas have access to library collections. Libraries **purchase and share materials** in languages other than English so patrons can access materials in their preferred language. Libraries participate in **Link+, a wider lending network** across California.

- 2.5+ million physical books and materials delivered and shared among PLP libraries through courier services, travelling over 102,000 miles annually.

- 2,900 eBooks and eAudiobooks purchased in multiple languages and used nearly 40,000 times as shared collections.
- 117,500 Link+ items loaned and 96,000 borrowed among libraries to fill collection gaps
- 1 library with a budget of \$60K pays for internet access in the library
- 8 libraries with the smallest budgets had a shared eMagazine collection. **This is being discontinued in FY 2025-26 due to continued loss of funding.**

These direct quotes are from our BALIS directors, stating how they use CLSA funds:

"Thirty-nine percent of total LINK+ materials were borrowed by library users located at our branches in equity neighborhoods. Equity neighborhoods are defined as low-income areas that are disproportionately impacted by pollution, socioeconomic vulnerability, and adverse health impacts. The number of LINK+ items borrowed at these locations represents a significant usage rate for materials that Oakland Public Library would not otherwise be able to provide to these patrons."

"Richmond is a diverse city with a number of challenges. Of our population of about 114,000, 34.4% are born outside of the United States, and 37% of Richmond children are living below 200% of the federal poverty line. Of active cardholders, 8,719 (43%) live in zip codes where 90% percent of residents are members of a Covered Population as defined by the NTIA – groups such as seniors, non-English speakers, and people with disabilities who are most impacted by the digital divide and therefore less likely to access the resources they need online or through digital library collections. CLSA funds help us provide Link+ lending services to these populations so that they can access the materials they need even without the resources to find information online or travel to neighboring library systems.

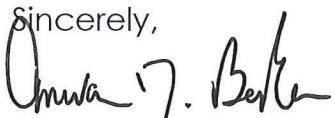
"Hayward's population of 160,000 is one of the most ethnically and linguistically diverse in the US. The City and Hayward Public Library work hard to serve its increasingly diverse community. This is a largely working-class community, with little discretionary income for reading materials, or educational support materials to supplement what is available free from school. The Library plays in key roles in filling this gap. In addition, because of limited transportation options and limited neighborhood branches, Hayward Public Library has tried to increase access through eResources that are available wherever our patrons are. We appreciate these CLSA funds in helping us serve our communities better."

"San Leandro Public Library uses these funds to offset some of the cost of LINK+. Being on LINK+ helps us serve underserved groups by providing materials we simply will never have enough money, expertise, or space to collect in a meaningful way. Specifically, LINK+ provides access to items in other languages than English. San Leandro is one of the more diverse cities in the country; however, it is very small with only 90,000 people.

The result is many little pockets of people who speak languages that in big cities, have the density to collect in those languages."

"Pleasanton Public Library promotes LINK+ through our partnership with the school district and through our Literacy and English as a Second Language programs."

Sincerely,



Anwan Baker, BALIS chair, Livermore Public Library director

cc: Christina DiCaro, CLA Lobbyist, KP public Affairs, cdicaro@ka-pow.com
Carol Frost, CEO, Pacific Library Partnership
Greg Lucas, California State Librarian
Connie Williams, President, California Library Service Board