



Serra Cooperative Library System
c/o SCLC ▪ 222 E. Harvard St. ▪ Glendale, CA 91205
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EXECUTIVE COMMITTEE MEETING
Thursday, February 15, 2024
9:30 am – 10:30 am

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

Alternate Meeting Locations:
Carlsbad City Library, 1775 Dove Lane, Carlsbad, CA 92011

Minutes

Attendance

Briley, Shaun – Coronado
Cronk, Robert – San Diego Public
DiMento, Cathy – Oceanside
Legaspi, Lizeth – Camarena
Smithson, Suzanne – Carlsbad
Ohr, Donna – San Diego County

Other

Beck, Andy – SCLC
Graver, Lori – SCLC
Powers, Christine – SCLC
Walker, Wayne - SCLC

1. Call to Order and Roll Call Lizeth Legaspi
Meeting called to order at 9:46 AM.
2. Public Comment Lizeth Legaspi
Opportunity for any guest or member of the public to address the Council on any item of Serra business not represented on the current agenda.
None.

3. Consent Calendar Lizeth Legaspi
 - a. Minutes from October 12, 2023, Executive Committee meeting.
MSP (Cronk/Smithson) to pass the Consent Calendar, without changes.
6 yes, 0 no, 0 abstain

4. Adoption of Agenda Lizeth Legaspi

Chairs adopted Agenda as presented, without objection.

5. Budget Status Report FY 2023/24 Andy Beck

The Budget Status Report for Fiscal Year 2023/24 reflects reconciled bank statements through December 31, 2023.

6. Status of Delivery Services for Serra Cooperative Christine Powers

Library System
MSP (Ohr/Cronk) to recommend to the Administrative Council: 1) not to issue and RFP for a new courier service; 2) continue with the reimbursement process for delivery expenses incurred by systems; and 3) utilize the existing LINK+ system, as available.
6 yes, 0 no, 0 abstain

7. CLSA FY 2024/25 Planning Christine Powers

Committee recommends that CLSA 2024/25 spending allocations remain consistent with CLSA 2023/24 allocations, with a single amendment to Delivery to include reimbursement for delivery expenses incurred by systems.

8. Membership Dues FY 2024/25 Andy Beck

Committee discussed disparity in system populations versus membership dues.
MSP (Cronk/Ohr) to recommend approval for the Membership Dues FY2024/25 to the Administrative Council, and requests discussion of Fy2025/25 membership dues calculations at the fall 2024 meeting.
6 yes, 0 no, 0 abstain

9. Audit Report FY 2022/23 Andy Beck

MSP (Cronk/Ohr) to recommend acceptance of the Audit FY 2022/23 to the Administrative Council.
6 yes, 0 no, 0 abstain

10. Consideration of Travel Reimbursements Christine Powers/ Andy Beck

Members request a report at the May meeting, listing the percentage travel reimbursement contributions of each cooperative.
MSP (Cronk/Ohr) to recommend to the Administrative Council approval of travel reimbursement to SCLC for expenses incurred for conferences where the Executive Director represents all five Systems; reimbursement calculated pro-rata based on the CLSA appropriation for administration; if one cooperative declines participation, 100% of travel costs revert back to SCLC, alone.
6 yes, 0 no, 0 abstain

11. LINK+ Implementation Update

Wayne Walker

The implementation process for Brawley, Camarena, Carlsbad, Chula Vista, and Imperial County continues. Carlsbad implementation is delayed until Innovative completes software updates. Camarena and Chula Vista had initial meetings with Innovative on January 22nd and these libraries expect to be online by April 2024. Brawley and Imperial County are completing the implementation process. Imperial County Grant Funds Expenses for eligible libraries are paid with Imperial County grant funds earmarked for LINK+. As of January 2024, \$48,614.07 in expenses have been reimbursed by the Imperial County grant.

12. Other

Lizeth Legaspi

None.

13. Adjournment

Lizeth Legaspi

MSP (Briley/DiMento) to adjourn meeting at 10:39 AM.