



**INLAND LIBRARY SYSTEM EXECUTIVE COMMITTEE  
REGULAR MEETING AGENDA**

**Thursday, March 12, 2026  
9:00 – 10:00 am**

**Hybrid Meeting**

**On Site:**

De Anza Community & Teen Center  
1405 S. Fern Ave., Ontario, CA 91762

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/84993305949?pwd=PjHsYa1f5Edca6osttNp7eJl2xZ7qJ.1>

Meeting ID: 849 9330 5949

Passcode: 846312

**Alternate Meeting Locations:**

Hemet Public Library, 300 E. Latham Ave., Hemet, CA 92543  
Palm Springs Public Library, 3111 E. Tahquitz Canyon Way, Palm Springs, CA 92262  
Riverside Main Library, 3900 Mission Inn Ave., Riverside, CA 92501

All items may be considered for action.

1. Call to Order and Roll Call Melanie Orosco
  - a. Welcome/Introductions
2. Public Comment Melanie Orosco

*Opportunity for any guest or member of the public to address the Committee on any item of Executive Committee business.*
3. Consent Calendar Melanie Orosco

*All items on the consent calendar may be approved by a single motion. Any Committee member may request an item be removed from the consent calendar and placed on the agenda for discussion.*

  - a. Draft minutes from the December 11, 2025, Executive Committee regular meeting

- |                                                                                         |                                |
|-----------------------------------------------------------------------------------------|--------------------------------|
| 4. Adoption of the Agenda                                                               | Melanie Orosco                 |
| 5. Budget Status Report for FY 2025/26 & Preliminary Budget for FY 2026/27 (DISCUSSION) | Andy Beck/<br>Christine Powers |
| 6. CLSA Planning for FY 2026/27 (DISCUSSION)                                            | Christine Powers               |
| 7. Other                                                                                | Melanie Orosco                 |
| 8. Adjournment                                                                          | Melanie Orosco                 |



**INLAND LIBRARY SYSTEM EXECUTIVE COMMITTEE  
REGULAR MEETING MINUTES**

**Thursday, December 11, 2025  
9:00 – 10:00 am**

**Hybrid Meeting**

**On Site:**

Rancho Mirage Library & Observatory, 71-100 Highway 111, Rancho Mirage, CA 92270

**Alternate Meeting Locations:**

Riverside Main Library, 3900 Mission Inn Avenue, Riverside, CA 92501

**Attendance**

Caines, Kathye – Hemet  
Kays, Jeannie – Palm Springs  
Orosco, Melanie – San Bernardino County

**Absent**

Christmas, Erin – Riverside Public

**Other**

Beck, Andy – SCLC  
Powers, Christine – SCLC  
Snodgrass, Nerissa – SCLC

1. Call to Order and Roll Call Melanie Orosco
  - a. Meeting was called to order at 9:00 am.
  
2. Public Comment Melanie Orosco

*Opportunity for any guest or member of the public to address the Committee on any item of Executive Committee business.*

None
  
3. Consent Calendar Melanie Orosco

*All items on the consent calendar may be approved by a single motion. Any Council member may request an item be removed from the consent calendar and placed on the agenda for discussion.*

  - a. Draft Minutes from the September 11, 2025, Executive Committee regular meeting  
MSP (KaysCaines) to pass the Consent Calendar, without changes.  
3 yes, 0 no, 0 abstain

4. Adoption of the Agenda  
The Chair adopted the agenda without objection. Melanie Orosco
5. Budget Status Report for FY 2025/26  
(DISCUSSION) Andy Beck  
Controller, Andy Beck, presented the Budget Status Report for Fiscal Year 2025/26.
6. CLSA FY 2025/26 Plan of Service Update  
(DISCUSSION) Christine Powers  
Executive Director, Christine Powers presented the CLSA FY 2025/26 Plan of Service Update.
7. Nominating Committee Update  
(DISCUSSION) Christine Powers  
Executive Director, Christine Powers presented the Nominating Committee Update.
8. Other  
None Melanie Orosco
9. Adjournment  
MS (Kays/Caines) to adjourn the meeting at 9:38 am. Melanie Orosco



EC Agenda Item 5

DATE: March 12, 2026  
TO: Inland Executive Committee  
FROM: Andy Beck, Controller, Inland/SCLC

**SUBJECT: Budget Status Report for FY 2025/26 & Preliminary Budget for FY 2026/27 (DISCUSSION)**

BACKGROUND: The Budget Status Report for Fiscal Year 2025/26 is attached for review and reflects reconciled bank statements through December 31, 2025.

For revenues, membership dues of \$50,078 were recorded as financial resources available for use. Other revenues include communication and delivery of \$26,983, system administration of \$37,299, and investment returns of \$1,271 which were recorded as respective expenses were recognized.

Expenses include communications and delivery of \$26,983 and administrative expenses of \$43,683. These expenses do not reflect what was paid but amounts that were incurred.

As of December 31, 2025, the System has a surplus of \$44,965 and cash and investment of \$833,572.

A preliminary budget for FY 2026/27 is attached for review. The budget assumes that CLSA funding will remain cut, based on the Governor's Preliminary Budget released in January. In addition, the budget has been updated for known items such as membership dues. Feedback on this preliminary budget is welcome, and will return in May for formal approval by the Administrative Council.

FISCAL IMPACT: None

RECOMMENDATION: Informational Item

EXHIBITS:

- a. Budget Status Report FY 2025/26
- b. Preliminary Budget FY 2026/27
- c. Bank Statements November – December 2025

Inland Library System  
 Budget Status Report  
 December 31, 2025

	Actual FY2024/25	Approved Budget FY 2025/26	Actual FY2025/26	Balance	% Realized
<b>Revenue</b>					
CLSA Communications & Delivery	\$ 152,868	\$ 172,151	\$ 26,983	\$ 145,168	15.67%
CLSA System Administration	38,729	38,634	37,299	1,335	96.54%
Membership Dues	50,025	50,079	50,078	1	100.00%
Investment return	-	-	1,271	(1,271)	#DIV/0!
<b>Total revenue</b>	<b>\$ 241,622</b>	<b>\$ 260,864</b>	<b>\$ 115,631</b>	<b>\$ 145,233</b>	<b>67.17%</b>
<b>Communications and delivery expenses</b>					
Member distribution	\$ 97,769	\$ 112,651	\$ -	\$ 112,651	0.00%
E-Resource	39,356	47,700	24,618	23,082	51.61%
Delivery	193	5,000	-	5,000	0.00%
Audit Fees	9,940	-	-	-	#DIV/0!
Office supplies	1,300	1,550	423	1,127	27.29%
Telecommunications	4,310	5,250	1,942	3,308	36.99%
<b>Total communication and delivery expenses</b>	<b>\$ 152,868</b>	<b>\$ 172,151</b>	<b>\$ 26,983</b>	<b>\$ 145,168</b>	<b>15.67%</b>
<b>Other program expense</b>					
Training	\$ -	\$ 30,000	\$ -	\$ 30,000	0.00%
<b>Total other program expenses</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>0.00%</b>
<b>Administrative expenses</b>					
Administration expense	\$ 77,994	\$ 74,597	\$ 37,299	\$ 37,298	50.00%
Memberships	6,190	6,447	6,190	257	96.01%
Meetings/conferences/travel	906	2,000	194	1,806	9.70%
Other	-	100	-	100	0.00%
<b>Total administrative expenses</b>	<b>\$ 85,090</b>	<b>\$ 83,144</b>	<b>\$ 43,683</b>	<b>\$ 39,461</b>	<b>25.37%</b>
<b>Summary</b>					
Total revenue	\$ 241,622	\$ 260,864	\$ 115,631	\$ 145,233	44.33%
Total expenses	237,958	285,295	70,666	214,629	24.77%
<b>Surplus (Deficit)</b>	<b>\$ 3,664</b>	<b>\$ (24,431)</b>	<b>\$ 44,965</b>	<b>\$ (69,396)</b>	<b>26.12%</b>

Inland Library System  
 Preliminary Budget  
 FY 2026/27

	Approved Budget FY 2025/26	Preliminary Budget FY 2026/27	Change
<b>Revenue</b>			
CLSA Communications & Delivery	\$ 172,151	\$ 154,531	\$ (17,620)
CLSA System Administration	38,634	38,634	-
Membership Dues	50,079	50,923	844
<b>Total revenue</b>	<b>\$ 260,864</b>	<b>\$ 244,088</b>	<b>\$ (16,776)</b>
<b>Communications and delivery expenses</b>			
Member distribution	\$ 112,651	\$ 85,131	\$ (27,520)
E-Resource	47,700	47,000	(700)
Delivery	5,000	5,000	-
Audit Fees	-	10,300	10,300
Office supplies	1,550	1,600	50
Telecommunications	5,250	5,500	250
<b>Total communication and delivery expenses</b>	<b>\$ 172,151</b>	<b>\$ 154,531</b>	<b>\$ (17,620)</b>
<b>Other program expense</b>			
Training	\$ 30,000	\$ 30,000	\$ -
<b>Total other program expenses</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>
<b>Administrative expenses</b>			
Administration expense	\$ 74,597	\$ 74,597	\$ -
Memberships	6,447	6,450	3
Meetings/conferences/travel	2,000	2,250	250
Other	100	100	-
<b>Total administrative expenses</b>	<b>\$ 83,144</b>	<b>\$ 83,397</b>	<b>\$ 253</b>
<b>Summary</b>			
Total revenue	\$ 260,864	\$ 244,088	\$ (16,776)
Total expenses	285,295	267,928	(17,367)
<b>Surplus (Deficit)</b>	<b>\$ (24,431)</b>	<b>\$ (23,840)</b>	<b>\$ 591</b>



JPMorgan Chase Bank, N.A.  
P O Box 182051  
Columbus, OH 43218 - 2051

November 01, 2025 through November 28, 2025  
Account Number: [REDACTED]

**CUSTOMER SERVICE INFORMATION**

Web site: [www.Chase.com](http://www.Chase.com)  
Service Center: **1-877-425-8100**  
Para Espanol: 1-888-622-4273  
International Calls: 1-713-262-1679  
We accept operator relay calls

00083909 DRE 703 210 33725 NNNNNNNNNN 1 000000000 Z9 0000  
SANTIAGO LIBRARY SYSTEM  
OPERATING ACCOUNT  
222 E HARVARD ST  
GLENDALE CA 91205-1017



**IMPORTANT UPDATE: Some fees are changing on business account(s) effective January 1, 2026**

Beginning **January 1**, applicable fees will change on your account, and will be reflected on your statement for January.

- **Chase Performance Business Checking<sup>®</sup> and Chase Performance Business Checking<sup>®</sup> with Interest:**
  - **Monthly Service Fee** will increase from \$30 to \$40. To learn more about ways to waive this fee please review the Additional Banking Services and Fees for Business Accounts Deposit Account Agreement at [chase.com/Business/Disclosures](http://chase.com/Business/Disclosures).
  - **Transaction Fees per month** will increase from \$0.40/each to \$0.50/each for transactions in excess of the number listed for the applicable account type.
  - **Cash Deposited Per Month Fee** will increase from \$2.50 to \$3.00 per \$1,000 for all cash deposits in excess of the amount listed for the applicable account type.
- **Business Complete Checking<sup>®</sup>, Platinum Checking<sup>SM</sup>, Business Total Savings<sup>SM</sup> and Premier Savings<sup>SM</sup>:**
  - **Transaction Fees per month** will increase from \$0.40/each to \$0.50/each for transactions in excess of the number listed for the applicable account type.
  - **Cash Deposited Per Month Fee** will increase from \$2.50 to \$3.00 per \$1,000 for all cash deposits in excess of the amount listed for the applicable account type.
- **Chase Analysis Business Checking<sup>®</sup> and Chase Analysis Business Checking with Interest<sup>®</sup>:**
  - **Cash Deposited Per Month Fee** will increase from \$2.50 to \$3.00 per \$1,000 for all cash deposits in excess of the amount listed for the applicable account type.

For more information about fees related to your Chase business account, please review the Additional Banking Services and Fees for Business Accounts Deposit Account Agreement at [chase.com/Business/Disclosures](http://chase.com/Business/Disclosures).

We're here to help. If you have any questions, please call the number on this statement.

<b>CHECKING SUMMARY</b>		Chase Platinum Business Checking	
	INSTANCES	AMOUNT	
Beginning Balance		<b>\$182,315.60</b>	
Ending Balance	<b>0</b>	<b>\$182,315.60</b>	



November 01, 2025 through November 28, 2025

Account Number: [REDACTED]

Your Chase Platinum Business Checking account provides:

- No transaction fees for unlimited electronic deposits (including ACH, ATM, wire, Chase Quick Deposit)
- 500 debits and non-electronic deposits (those made via check or cash in branches) per statement cycle
- \$25,000 in cash deposits per statement cycle
- Unlimited return deposited items with no fee

There are additional fee waivers and benefits associated with your account – please refer to your Deposit Account Agreement for more information.

### SERVICE CHARGE SUMMARY

Monthly Service Fee	\$0.00
Other Service Charges	\$0.00
<b>Total Service Charges</b>	<b>\$0.00</b>

The monthly service fee was waived on your Chase Platinum Business Checking account because you maintained the required relationship balance.

### SERVICE CHARGE DETAIL

DESCRIPTION	VOLUME	ALLOWED	CHARGED	PRICE/UNIT	TOTAL
<b>Monthly Service Fee</b>					
Monthly Service Fee Waived	0			\$95.00	\$0.00
<b>Other Service Charges:</b>					
<b>Cash Management Services</b>					
Debit Block Maintenance	1	0	1	\$0.00	<u>\$0.00</u>
<b>Subtotal Other Service Charges</b>					<b>\$0.00</b>

#### ACCOUNT [REDACTED]

<b>Other Service Charges:</b>	
<b>Cash Management Services</b>	
Debit Block Maintenance	1

Reminder: Fees associated with ACH Payments, Real Time Payments, Same Day ACH, ACH Collections and Chase QuickDeposit<sup>SM</sup> are based on previous month activity.

#### IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:

Call us at 1-866-564-2262 or write us at the address on the front of this statement immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt.

**For personal accounts only:** We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number;
- A description of the error or the transaction you are unsure about, and why you think it is an error or want more information; and
- The amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will provide provisional credit to your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

**For business accounts,** our practice is to follow the procedures described above as detailed in your Deposit Account Agreement or other applicable agreements, but we are not legally required to do so. For example, we require you to notify us no later than 30 days after we sent you the first statement on which the error appeared. We may require you to provide us with a written statement that the disputed transaction was unauthorized. We are also not required to give provisional credit.

**IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC FUNDS TRANSFERS:** Contact us immediately if your statement is incorrect or if you need more information about any non-electronic funds transfers on this statement. For more details, see your Deposit Account Agreement or other applicable agreements that govern your account.

JPMorgan Chase Bank, N.A. Member FDIC



JPMorgan Chase Bank, N.A.  
 P O Box 182051  
 Columbus, OH 43218 - 2051

November 29, 2025 through December 31, 2025

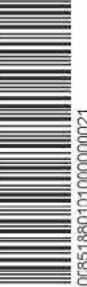
Account Number: [REDACTED]

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 Para Espanol: 1-888-622-4273  
 International Calls: 1-713-262-1679  
 We accept operator relay calls

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SANTIAGO LIBRARY SYSTEM  
 OPERATING ACCOUNT  
 222 E HARVARD ST  
 GLENDALE CA 91205-1017



00851880101000000021

**CHECKING SUMMARY**

Chase Platinum Business Checking

	INSTANCES	AMOUNT
<b>Beginning Balance</b>		<b>\$182,315.60</b>
Deposits and Additions	1	116,138.00
Electronic Withdrawals	1	-11,914.85
<b>Ending Balance</b>	<b>2</b>	<b>\$286,538.75</b>

Your Chase Platinum Business Checking account provides:

- No transaction fees for unlimited electronic deposits (including ACH, ATM, wire, Chase Quick Deposit)
- 500 debits and non-electronic deposits (those made via check or cash in branches) per statement cycle
- \$25,000 in cash deposits per statement cycle
- Unlimited return deposited items with no fee

There are additional fee waivers and benefits associated with your account – please refer to your Deposit Account Agreement for more information.

**DEPOSITS AND ADDITIONS**

DATE	DESCRIPTION	AMOUNT
12/12	Remote Online Deposit	2 \$116,138.00
<b>Total Deposits and Additions</b>		<b>\$116,138.00</b>

**ELECTRONIC WITHDRAWALS**

DATE	DESCRIPTION	AMOUNT
12/09	12/09 Online Payment 27263667088 To Southern California Library Cooperative	\$11,914.85
<b>Total Electronic Withdrawals</b>		<b>\$11,914.85</b>

**DAILY ENDING BALANCE**

DATE	AMOUNT
12/09	\$170,400.75
12/12	286,538.75



November 29, 2025 through December 31, 2025

Account Number: [REDACTED]

### SERVICE CHARGE SUMMARY

Monthly Service Fee	\$0.00
Other Service Charges	\$0.00
<b>Total Service Charges</b>	<b>\$0.00</b>

The monthly service fee was waived on your Chase Platinum Business Checking account because you maintained the required relationship balance.

### SERVICE CHARGE DETAIL

DESCRIPTION	VOLUME	ALLOWED	CHARGED	PRICE/UNIT	TOTAL
<b>Monthly Service Fee</b>					
Monthly Service Fee Waived	0			\$95.00	\$0.00
<b>Other Service Charges:</b>					
<b>Electronic Credits</b>					
Electronic Items Deposited	1	Unlimited	0	\$0.40	\$0.00
<b>Cash Management Services</b>					
Debit Block Maintenance	1	0	1	\$0.00	\$0.00
<b>Subtotal Other Service Charges</b>					<b>\$0.00</b>

#### ACCOUNT [REDACTED]

<b>Other Service Charges:</b>	
<b>Electronic Credits</b>	
Electronic Items Deposited	1
<b>Cash Management Services</b>	
Debit Block Maintenance	1

Reminder: Fees associated with ACH Payments, Real Time Payments, Same Day ACH, ACH Collections and Chase QuickDeposit<sup>SM</sup> are based on previous month activity.

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- Your name and account number;
- A description of the error or the transaction you are unsure about, and why you think it is an error or want more information; and
- The amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will provide provisional credit to your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

**For business accounts,** our practice is to follow the procedures described above as detailed in your Deposit Account Agreement or other applicable agreements, but we are not legally required to do so. For example, we require you to notify us no later than 30 days after we sent you the first statement on which the error appeared. We may require you to provide us with a written statement that the disputed transaction was unauthorized. We are also not required to give provisional credit.

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JPMorgan Chase Bank, N.A. Member FDIC



EC Agenda Item 6

DATE: March 12, 2026  
TO: Inland Executive Committee  
FROM: Christine Powers, Executive Director, Inland/SCLC

SUBJECT: **CLSA FY 2026/27 Planning (DISCUSSION)**

**BACKGROUND:** Each year, the Inland Library System receives California Library Services Act (CLSA) funds from the state to promote resource sharing within the system. To receive these funds, Inland must complete and submit a Plan of Service in early June that is reviewed and subject to approval by the California Library Services Board (CLSB). The Plan outlines how the system intends to expend funds and how those expenditures will benefit the communities served by Inland member libraries.

While the State budget will not be approved by the Governor until the end of June, his proposed budget, released in January, indicates that he plans to maintain the fifty percent cuts to CLSA funds that have been in place for the past two fiscal years. Furthermore, the State Library has not yet released proposed CLSA system allocations for FY 2026/27.

This fiscal year, CLSA funds were reduced by 50% across all cooperatives, and Inland received \$154,531 in Communications and Delivery funds, which decreased by \$379 when compared to the previous fiscal year. The current allocation system includes a shared systemwide OCLC CloudLibrary NewsStand subscription, with the remainder of electronic material funds being divided amongst member libraries (utilizing a population-based formula) to use on their own electronic materials. Last year, the Council voted to enter into a two-year agreement with OCLC to maintain significant cost savings on this shared subscription.

Should members choose to stay with the current model, Inland can continue the practice of providing CloudLibrary NewsStand to all members, and dividing remaining CLSA funds amongst member libraries for use on electronic resources. If the Administrative Council chooses to spend its funds differently for FY 2026/27, a determination will need to be made by the May meeting. This will allow for the submission of the CLSA Plan of Service for FY 2026/27. While a due date has not yet been identified, Plans of Service are typically due in early June.

**FISCAL IMPACT:** To be determined.

RECOMMENDATION: Informational item. Should members wish to explore a different model of spending CLSA funds for FY 2026/27, feedback can be provided at this meeting. Action could be required if the Chair chooses to create and appoint members to an ad hoc committee to explore ideas to present at the May meeting.

EXHIBITS: None