



Serra Cooperative Library System
c/o SCLC ▪ 222 E. Harvard Street ▪ Glendale, CA 91205
Phone: 626-359-6111
www.serralib.org

EXECUTIVE COMMITTEE MEETING
Thursday, August 17, 2023
9:30 am – 10:30 am

Meeting Location:
San Diego Public Library, Central Branch
330 Park Blvd.
San Diego, CA 92101

Minutes
Approved October 12, 2023

Bradds, Dara – Escondido
Cronk, Robert – San Diego Public
Legaspi, Lizeth – Camarena
Risolo, Glenn – Coronado
Ryan, Joyce – National City

Other

Beck, Andy – SCLC
Graver, Lori - SCLC
Ohr, Donna – San Diego County (*participating as member of public*)
Powers, Christine – SCLC
Walker, Wayne – SCLC

1. Call to Order and Roll Call Lizeth Legaspi
Meeting called to order at 9:41 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 May 18, 2023, Executive Committee meeting
MSP (Cronk/Bradds) to accept the Consent Calendar, without changes.
5 yes, 0 no, 0 abstain

4. Adoption of Agenda Lizeth Legaspi
MSP (Cronk/Ryan) to adopt the agenda, as presented. Chair adopted the agenda without objection.
5. Budget Status Report FY2022/23 Andy Beck
The Budget Status Report for Fiscal Year 2022/23 reflects reconciled bank statements through June 30, 2023. All expenses have been received and recorded. Financial highlights include a surplus of \$10,411 compared to a surplus of \$864 as budgeted.
6. Authority for Financial Institutions Christine Powers
MSP (Cronk/Ryan) to recommend to the Administrative Council to authorize staff to close Serra Cooperative Library System's Bank of America account, open a new government account with JP Morgan Chase, and transfer all funds from Bank of America to JP Morgan Chase. Continue to authorize signature authority for the new account as directed at the May 2023 meeting to Christine Powers, Executive Director; Lizeth Legaspi, Serra Chair; Joyce Ryan, Treasurer; and Nerissa Snodgrass, Project Manager, as authorized signers on Serra's bank account.
5 yes, 0 no, 0 abstain
7. Serra Digital Download Library Support Update Christine Powers
Staff has been working with Serra's OverDrive account representative Kevin Coon, and Kristin Roccaforte, MLIS, Digital Content Librarian III for OverDrive to ensure that orders are being submitted as the system transitions away from Kristina Garcia's services. In meetings with OverDrive staff, they recommended that orders be placed on a more frequent basis, and will work with the CD Team to ensure that titles are ordered at a pace to match Serra's budget.
8. LINK+ Implementation Update Wayne Walker/Sam Liston
San Diego Public Library implemented LINK+ in June. National City went live this week (week of 8/14/2023). El Centro is scheduled to go live this month. Imperial Public Library has started the implementation process; Imperial County Free Library will start the process. Imperial County grant funds earmarked for LINK+ are confirmed as eligible to pay for LINK+ expenses of libraries within Imperial County. CLSA 21/22 LINK+ funds have been fully expended. Upcoming LINK+ service expenses will be paid with CLSA 22/23 funds.
9. Other Lizeth Legaspi
None.
10. Adjournment Lizeth Legaspi
MSP (Cronk/Ryan) to adjourn the meeting at 10:00 am.

Respectfully submitted by Lori Graver on October 12, 2023.

