



ADMINISTRATIVE COUNCIL MEETING

Thursday, December 15, 2022

10:00am – 12:00pm

Minutes

Approved March 16, 2023

Attendance

Caines, Kathye – Hemet
Carter, George – Victorville
Christmas, Erin – Riverside Public
Dickinson, Luren – Beaumont
Erjavek, Ed – San Bernardino Public
Espinosa, Aaron – Rancho Mirage
Garcia, Wess – Rancho Cucamonga
Howison, Barbara – Riverside County
Orosco, Melanie – San Bernardino County
Racelis, Melvin – Murrieta
Williams, Kime – Palo Verde Valley

Other

Herdina, Jessica – Riverside Public
Robbins, Julianna – CSL
Shapiro, Caryn – SCLC
Snodgrass, Nerissa – SCLC
Walker, Wayne - SCLC

Absent

Hurtado, Yuri – Upland
Kays, Jeannie – Palm Springs
Lee, Kevin – Banning
Lenning, Abigail – Corona
Masters, Nancy – Inyo County
Pedroza, Edward – Colton
Sunio, Maria – Moreno Valley
Thrasher, Shawn – Ontario

1. Call to Order and Roll Call

Erin Christmas

Meeting called to order at 10:04am.

2. Public Comment

Erin Christmas

Opportunity for any guest or member of the public to address the committee on any item of Administrative Council business.

None.

3. Consent Calendar Erin Christmas
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 15, 2022 Administrative Council meeting.
 - b. Draft Minutes from the October 19, 2022 Administrative Council Special meeting.
 - c. AB361 Renewal
 MSP (Caines/Erjavek) to accept Consent Calendar with amendments.
 9 yes, 0 no, 2 abstain

4. Adoption of the Agenda Erin Christmas
 Chair adopts Agenda as presented, without objection.

5. SCLC Personnel Update Wayne Walker
 Executive Director Recruitment - The SCLC Interim Executive Director, Heather Cousin, accepted a permanent Director position at the Torrance Public Library in July. Wayne Walker has been serving as the Interim Executive Director. Recruitment for the SCLC Executive Director closed through the professional recruitment firm Teri Black & Company on September 11th. The SCLC Administrative Council is entering the final stages of the recruitment process for the new Executive Director. It is anticipated the new ED will start in January. Controller Recruitment - After fulfilling a 5.5-year tenure, SCLC Controller, Carol Dinuzzo, accepted an offer from an outside organization in early August. SCLC contracted with Caryn Shapiro, CPA, for an immediate temporary solution to manage the Controller duties while a permanent option is identified. The recruitment for the permanent Controller is occurring with candidates being interviewed. It is anticipated the new permanent Controller will start in January.

6. Budget Status Report FY2022/23 Caryn Shapiro
 CLSA funding for FY2022/2023 was approved at the October 5, 2022 CLSB meeting but not yet disbursed. Membership dues for the fiscal year are 57% collected. The 2022/23 Public Library Staff Education Program (PLSEP) awardees are pending announcement by the State Library. The funds remaining in the San Bernardino County accounts are unrestricted (\$119,369.79 + Interest of \$239.54) and were transferred into Inland's operating account. Expenditures include FY2022/23 Bibliotheca renewal (\$52,473), Kerygl Books delivery (\$8,493), and legal fees (\$2,556). Expenditures are on budget. The Unrestricted Cash has been recalculated and the balance on November 30, 2022 is \$201,041.65.

7. CLSA FY2022/23 Update Wayne Walker
 The California Library Services Board (CLSB) met on October 5, 2022 and approved Inland's Plan of Service and Budget. SCLC staff has worked with the CA State Library to complete needed paperwork to claim the funds. The CLSA funds will be distributed to Inland/SCLC system office in a lump sum check by the end of the calendar year (\$299,743 in baseline funds + \$74,937 in System Administration funds).

8. Pension Liability Update Erin Christmas
 Melanie Orosco, Vice Chair, and representatives from Riverside County have signed the agreement, and on December 9, 2022, SBcera confirmed that Inland has fulfilled its obligation
 MSP (Espinosa/Caines) to nullify all previous payment votes, and this pension liability issue is put to rest, and is no longer on the Inland agendas.
 11 yes, 0 no, 0 abstain

9. Bibliotheca – cloudLibrary Wayne Walker
 At its May 20, 2021 meeting, the Inland Administrative Council discussed whether Inland should continue with Overdrive Magazines or consider adopting Bibliotheca Newsstand due in part to platform fees that Overdrive will commence assessing to those libraries who do not subscribe to other Overdrive services. It was decided to cancel the Overdrive subscription and subscribe to Bibliotheca's cloudLibrary newsStand database in the Fall of 2021. Murrieta inquired about how to provide access to patrons. Beaumont usage has dipped to nearly zero since the switch to Bibliotheca.

10. State Library Liaison Report Julianna Robbins
 Building Forward program, optional statement for interest round two, is due December 16, 2022. Additional information can be found at www.buildingforward.ca.gov. State Parks Pass program opened for second round. Applications for Inspiration grants are due December 30.

11. Administrative Council Chair Report Erin Christmas
 None.

12. Other Erin Christmas
 None.

13. Adjournment Erin Christmas
 MSP (Erjavek/Howison) to adjourn meeting at 10:30am.
 11 yes, 0 no, 0 abstain

14. What's New at Your Library

Respectfully submitted by Lori Graver on March 23, 2023.