RESOLUTION AUTHORIZING PARTICIPATION IN THE NORTH SACRAMENTO VALLEY LIBRARY COOPERATIVE SYSTEM.

WHEREAS, on February 24, 1965, the Board of Supervisors of County of Colusa by its Resolution No. 65-10, authorized a library survey; and

WHEREAS, on September 28, 1966, the Board of Supervisors of County of Colusa by its Resolution No. 66-40, authorized the Librarian of the County of Colusa to execute an application for a library services planning grant; and

WHEREAS, to implement the recommendations of said library survey and planning grant, a cooperative library system covering the Counties of Butte, Colusa, Glenn, Modoc, Plumas, Shasta, Sierra, Siskiyou, Tehama and Trinity together with the Cities of Chico, Oroville, Orland and Willows, is necessary; and

WHEREAS, the Plan of Service for such a cooperative library system is proposed, a copy of which is attached hereto and marked Exhibit "A",

NOW, THEREFORE, BE IT RESOLVED BY The Board of Supervisors of the County of Colusa that the Librarian of the County of Colusa be, and is hereby authorized to participate in the North Sacramento Valley Library Cooperative System. The Plan of Service of the said System is hereby incorporated by reference.

BE IT FURTHER RESOLVED aforementioned Plan of Service shall be at no cost to the County of Colusa other than the time devoted by the Colusa County Librarian.

PASSED AND ADOPTED by the Board of Supervisors of the County of Colusa, State of California, this 18th day of June, 1968, by the following vote:

AYES: Supervisors Chas. V. Dennis, L. A. Mace, Sheldon E. Morris, Willard E. Stetson and F. B. Smith.

NOES: None.

ABSENT: None.

[Signature]
F. B. Smith, Chairman of the Board of Supervisors

ATTEST:
Jean B. Fowler, Clerk of the Board of Supervisors
1. Selection of Materials

Member libraries will retain the right to choose all materials for inclusion in their own collections. To avoid unnecessary duplication of titles within the System, and to enlarge the scope of materials added to the System as a whole, a degree of subject specialization will be encouraged as the System develops. At least 4000 new titles will be added each year to the total number of volumes in the System, through the usual individual purchases by member libraries and through System acquisitions.

System personnel will assist in the cooperative evaluation of current materials.

Continuing studies should be made to develop new and improved methods of coordinating book selection.

The Selection Policy

It shall be the purpose of the book selection policy of this Cooperative Library System to represent the informational, educational and recreational aspects of public library service.

This policy re-affirms the importance of the freedom to read all points of view concerning the problems and issues of our times.

It has as its goal a library collection comprised of materials serving community purposes and needs, while providing a balanced and enriched collection on a System-wide basis.

2. Acquisition of Materials

The acquisition of books by member libraries will continue through the State Library Processing Center in accordance with individual contractual arrangements. Each member library will continue to select its own books and non-book materials.

It is anticipated that a current acquisition list of books ordered by member libraries will be issued by the System's office.

Acquisition on non-book library materials may be examined by member libraries to determine the most efficient methods of coordination.

3. Organization and Physical Preparation of Materials

The organization and physical preparation of books will be coordinated through the services of the State Library Processing Center. Members of the System not now belonging to the State Library Processing Center will be encouraged to join the Center.

The handling of non-book materials will be subject to periodic review, with the System providing current guidelines to maximum efficiency in their preparation.
4. Lending of Materials

Lending of materials will be permitted freely throughout the System subject always to the rules and regulations of the member libraries. While each member library may continue its current lending policies and procedures, such continuation in no way precludes the investigation and possible adoption of uniform procedures throughout the System, should such procedures be found advantageous to both patrons and member libraries.

Materials borrowed from any one service outlet (main library, branch, station, bookmobile) may be returned without penalty to any other service outlet in the System. Overdue fines will be charged according to the rules of the issuing library.

5. Reference and Research Service

It is anticipated that the System will provide strong reference centers which will coordinate reference services throughout the System.

At the same time the reference collections of all the member libraries will be strengthened and maintained.

To implement an improved and enlarged reference service program, through collection evaluation and in-service training, specialized System personnel will be employed as funds are available.

System members will be encouraged to channel through the Reference Centers those questions for which they do not have available information. Said Reference Centers will in turn, forward any unfilled requests to the California State Library or other appropriate regional and national sources.

6. Interavailability of Materials and Information

Member libraries may ascertain specific holdings of other member libraries through union lists, current and retrospective, of periodicals and newspapers. As funds become available, teleservice will provide rapid access to the other print and non-print holdings of member libraries, as well as the holdings of the California State Library and those in the California Union Catalog.

Material and information will be transferred from one service outlet to another by the most appropriate means, e.g.: teletype, telephone, mail, and when funds permit, truck delivery service. Materials and information contained in any one service outlet will be available on the same basis to all library users in the area served by the System.

7. Equal Access

All services of each library in the System are available on the same basis to all residents of the area served by the System, in accordance with the definition of "equal access" as defined in the provisions of the Administrative Code, Title 5, Chapter 2, Article 4, Section 20200(c).

8. Extension Services

Recognizing the need for re-assessment of current extension service throughout the System (see attached statements), the Council of Librarians will, over a period of time, make recommendations concerning extension service standards suitable for and applicable to the improvement and enrichment of System extension outlets.
9. Major Libraries

All public libraries containing 400,000 or more volumes which may exist within the surrounding area but are not included in this system are Sacramento City-County Library and the California State Library.

Until more formal arrangements are found to be necessary, current interlibrary loan procedures will be followed. Teleservice communications will be established between these libraries and the larger System libraries, as funds permit.

10. Area-Wide Projects

Any services which may be planned for the entire area which is in part served by this System, will be welcomed by the System. Participation by member libraries in the State Library Processing Center and the Northern California Film Circuit is expected to continue.

It is anticipated that the System will utilize the book catalogs produced through the State Library, and any other applicable automated services of the State Library, when they become available.

11. Coordination of Systems

It is anticipated that this System will be interested in cooperation with other existing or developing library systems, as envisaged in the development of public library service in the State of California.

12. System-wide Services

(a) Depository Collection of U. S. Government Publications.

Wide availability of Federal documents will be possible because Shasta County Library is a Selective Federal Depository. All libraries in the System will be encouraged to include documents in local collections through coverage of reviews of U. S. Government Publications.

(b) Depository Collection of California State Publications.

Selective Depositories of California State Publications are maintained by the Shasta County Library and the Colusa County Library, and the materials contained therein shall be made available throughout the System.

(e) Film Collection or Circuit.

Member libraries will be encouraged to maintain individual membership in the Northern California Film Circuit, and as funds permit the System will maintain a pool of special film collections, primarily films for children, and will consider system membership in a Film Circuit.

(k) Copying Equipment.

When Establishment Grant funds are received, copying equipment will be installed in the member libraries where needed. The quality and quantity of reference service available in the System libraries should be improved thereby.

EXHIBIT A-Page 3 of 5 pages.
(1) **Microphotography and Microreproduction.**

When Establishment Grant funds are received microfilm readers and/or microfilm reader-printers and/or equivalent will be acquired as important adjuncts to the proposed System-wide reference service.

(m) **Other Special Equipment.**

If establishment funds permit, film projectors, other audio-visual equipment and a poster machine will be purchased.

(n) **In-Service Training.**

The most important program proposed for the System beyond the conventional System services, is an in-service training program in-depth to increase the efficiency and knowledge of both professional and non-professional staff, particularly in reference service and work with children, as System personnel are available.

(p) **Newspaper Publicity.**

It is expected that an active program of public information service will be pursued including newspaper publicity issued by the local libraries supplemented by System-wide releases prepared by System personnel.

(u) **Story Hours and Other Children's Programs.**

As funds permit and System personnel are available the program of activities for children will be intensified and expanded.

13. **PROVISIONAL ELIGIBILITY OF SYSTEM**

Not Applicable.

14. **Legal Structure**

(a) The System will be established under the Public Library Services Act, 1963, Chapter 1.5, Division 20, Education Code of the State of California.

(b) When public agencies have by reference incorporated this Plan of Service in resolutions approved by their respective city councils or county boards of supervisors, the said resolutions shall constitute agreement by the said public agencies to put this Plan of Service into effect by the creation of a cooperative library system.

(c) Any participating public agency may withdraw from membership in the System by resolution of its governing body be it city council or county board of supervisors. Notice of withdrawal of any member of the System will be given in writing to the executive committee of the System on or before February 1, of the current fiscal year.

(d) The City of Chico shall act as fiscal agent on behalf of the System, and shall contract with the State of California for the receipt, disbursement and accounting of all funds allocated for System use.
(e) Additional public agencies may join the System provided such agencies qualify for membership under the Public Library Services Act cited above, and are approved for membership by the executive committee, and, provided such agencies have by reference incorporated the Plan of Service in resolutions approved by their respective city councils or county boards of supervisors.

(f) The Council of Librarians will be the executive committee for the System and will be composed of the head librarian of each public agency in the System. The executive committee shall plan, and through the system coordinator, administer the program stipulated by this Plan of Service.

15. Staffing

The Council of Librarians may employ a Coordinator, Adult Services specialist, Children's specialist, clerical assistants and a driver to implement the services and programs as outlined in this Plan of Service.

16. Physical Facilities

Appropriate space and equipment such as the present rented quarters (two-room office suite, Waterland-Breslauer Building, Chico) for the Coordinator and staff, and a receiving and distribution center for System materials in the local member library will house System administrative services.
The Honorable Board of Supervisors  
Colusa County  
Colusa County Court House  
Colusa, California  

Gentlemen:

I am writing in response to a question which has been raised concerning the eligibility of Colusa County Library for system membership in North Sacramento Valley Library System.

As far as the requirements to qualify are concerned for initial membership in the system, Article 6, Section 27131 (g) of the Education Code does not apply to Colusa County at this time because (g) is a system requirement. After the system is established the per capita requirement (g) will apply but does not at this time.

After Colusa County becomes a member of the system, if the System expends less per capita than it did in the preceding fiscal year, it will not be eligible for grants. It remains, however, in the Board of Supervisors' area of discretion to reduce the budget if such is necessary. The contract that is signed by the Board of Supervisors for the grants is binding for one fiscal year only, so that should the per capita support drop for one year, the County Library could withdraw from the system for that year. Re-entry into the System is possible when financial eligibility is again established.

Section 27131 (f) does apply to Colusa County at this time, and I believe Colusa County Library meets those requirements. However, in the Administrative Code, Article 6, Section 20310, a lower financial requirement is made for a provisional system. Colusa County could enter as a provisional member and could remain a provisional member for four years. That period of time is given so that the library will have time to bring its budget up to the financial requirement.

I hope that I have clarified the financial requirements. I hope sincerely that Colusa County can become a system member at this time as the residents of Colusa County will, I believe, benefit greatly from membership in the North Sacramento Valley Cooperative System.

Sincerely yours,

(Mrs.) Carma Leigh  
California State Librarian  

The California State LIBRARY  

MRS. CARMA R. LEIGH, STATE LIBRARIAN  
MRS. PHYLLIS I. DALTON, ASSISTANT LIBRARIAN  

June 12, 1968