

NLS Executive Committee Meeting

November 19, 2020

9:30 a.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/87880628067?pwd=S3kvUzhrdWlIQlhMOHhuSVpsNXdCUT09>

Meeting ID: 878 8062 8067

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|---|-----------------|---------------------|
| 1. Welcome and Roll Call | Olawski | Chair |
| 2. Public Invited to Comment | Olawski | |
| 3. Approval of Consent Calendar (Action Item) | | |
| A. Adoption of Agenda | Olawski | |
| B. Approve Minutes of July 28, 2020 | Brinkley | Attachment 1 pg. 3 |
| 4. Old Business | | |
| A. Accept Extension of CLSA Link+ Regional Resource Sharing Grant (Action Item) | Brinkley | Attachment 2 pg. 8 |
| B. Review NLS Distribution of CLSA Funds and Background of How Funds Can Be Spent and Draft Survey | Wilczek | Attachment 3 pg. 10 |
| C. Preparing to Recover Together LSTA Grant Update | Brinkley | |
| D. Discuss Interest in Disaster Preparedness CLA Interest Group | Brinkley | Attachment 4 pg. 21 |
| E. Battery Info/SMUD Info | Fink/Easterwood | |
| 5. New Business | | |
| A. Acceptance of \$50,000 Crisis Funding Grant for Shared OverDrive Collection (Action Item) | Frost | Attachment 5 pg. 23 |
| B. Discussion of Submitting FY 2021/22 LSTA Proposal (attachment to be distributed separately) | Olawski | |

6. Agenda Building for FY2020/21 Executive Committee and Administrative Council Meeting – January 29, 2021 Brinkley
7. General Announcements
8. Adjournment

Due To The State Of California's Declaration Of Emergency – This Meeting Is Being Held Pursuant To Authorization From Governor Newsom's Executive Order N 29-20

The legislative body of a local agency may use teleconferencing in connection with any meeting or proceeding authorized by law. Cal. Gov't Code §54953(b)(1). A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." Cal. Gov't Code § 54953(b)(4). A local agency may provide the public with additional teleconference locations. Cal. Gov't Code § 54953(b)(4).

The teleconferenced meeting must meet the following requirements:

- (1) it must comply with all of the Act's requirements applicable to other meetings;
- (2) all votes must be taken by roll call;
- (3) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Code § 54953(b).



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DRAFT MINUTES

NLS Executive Committee Meeting

July 28, 2020

- 1. Welcome and Roll Call** –Vice Chair, Mark Fink, Yolo County, called the meeting to order at 3:03 p.m. Also present were NLS Executive Committee members: Lori Easterwood, Folsom Public Library; Lindsay Fuchs, Plumas County Library; Christopher Veach, Lake County Library; Anthony Halstead, Napa County; Nick Wilczek, Nevada County; and Carolyn Brooks, El Dorado County. Also attending were Carol Frost, Pacific Library Partnership, Andrew Yon, Pacific Library Partnership and Jacquie Brinkley, NLS/Pacific Library Partnership.
- 2. Public Invited to Comment** - No Public in attendance.
- 3. Motion to approve Consent Calendar**
 - a. Adoption of Agenda
 - b. Approval of Minutes of May 28, 2020

Easterwood moved; Wilczek seconded. Vote taken by roll call, all votes in favor, motion passed unanimously.

4. Old Business

Frost presented the amended PLP/NLS FY 2019/2020 contract for approval noting the Zip Books grant Project Coordinator required additional time to fulfill the grant requirements. Frost noted that all staff time is paid by the Zip Books grant. No fiscal impact to NLS with this amended contract.

Motion to retroactively approve the PLP/NLS Contract Amendment for FY 2019/2020.

Wilczek moved; Fuchs seconded. Vote taken by roll call, all votes in favor, motion passed unanimously.

Frost presented an update on the CLSA Link+ Grant and reported that all deliverables as outlined in the grant are now complete. Frost reported that the last library to join Link+ under the NLS grant will be Alameda Free Library. Frost also reported that at the California Library Services Board meeting of June 25, 2020, the Board recommended allocating the remaining grant dollars between the 49-99 System and the NLS Link+ libraries to apply to on-going costs to continue their Link+ services. Frost noted that due to service interruption during the past several months, Innovative Interface, Inc. has issued a credit to NLS. Fink noted that grant

funds will be allocated to NLS Link+ libraries who had already established Link+ accounts and would not apply to those in their Year 1 under the NLS grant.

Fink noted that the reference to Alameda County (Pg 10) was incorrect and that this should read Alameda Free Library. Correction has been made.

Motion to approve the \$39,993.32 award to Alameda Free Library, approve the \$25,500 allocation to the 49-99 System, and approve the \$60,957 to be distributed back to the NLS libraries participating in Link+ for their FY 2020/21 costs. Easterwood moved; Wilczek seconded. Vote taken by roll call, all votes in favor, motion passed unanimously.

5. New Business

Frost presented and reviewed the FY 2020/21 Annual Plan of Service. Frost noted that this document is submitted to the State Library annually by each CLSA System in order to verify their CLSA allocation and how it will be expended. The FY 2020/21 CLSA allocation for all Systems is at a 50% reduction from the prior year, however it was noted that the Systems were grateful that these funds were not completely eliminated with the current State Budget crisis. Frost reviewed the budget and narrative sections of the Plan and explained how by law, restrictions are placed on where and how the funds are allocated – 20% allowed to the System Administration and 80% to be allocated to Communication & Delivery (C&D). NLS Administration tracks all member Claim Forms to determine how C&D funds will be distributed.

Frost reported that each System also files an Annual Report to account for all budget expenditures and that proposed services were fulfilled. This report is due to the State Library on September 3, 2020 but will be included in the next Executive Committee meeting agenda packet for review.

Fuchs asked if E-resources are eligible for the CLSA funds. Frost explained that by law, the CLSA funds must be used only for shared resources available to 3 or more libraries. While there has recently been a broader definition of C&D eligibility regarding telecommunications (now including security software and CENIC costs), the requirement of shared resources among multiple libraries does not allow for E-resources that are not “shareable.”

Motion to approve the NLS FY 2020/21 CLSA Plan of Service. Brooks moved; Halstead seconded. Vote taken by roll call, all votes in favor, motion passed unanimously.

Frost presented a Draft Survey for NLS to identify CLSA priorities. Frost explained that there is a menu of items available and shared resources in which to participate. The goal of the survey is to determine what resources are still relevant to NLS members. Frost noted that an earlier survey sent to members regarding CLSA priorities was a good basis to build on, however it included items that were not CLSA eligible. Frost reviewed the revised draft survey questions on pages 24 & 25 of the packet and asked for comments.

Fink asked if another survey should be distributed and if so, what other information should be obtained. Discussion of local control and how dollars are spent.

Fuchs commented that she liked paying for OverDrive and RBDigital off the top of the CLSA allocation.

Halstead asked how payment would work for those libraries who do not participate in the NLS consortium.

Frost reported that NLS has four shared services, three of which that require annual fiscal commitments and contracts:

1. Delivery – MVLS and NBCLS
2. Link +
3. RBDigital

The NLS OverDrive account is not a fixed amount and varies upon usage and requests from consortia members.

Frost also noted that a NLS sub-group reviewed the impact of paying for the shared resources (OverDrive and RBDigital) off the top and it was determined by the group to be too complicated and the loss of local control was a factor to not implement such a funding structure. Also noted was that paying for these services off the top would use up the bulk of CLSA funds. The group also noted that the menu of CLSA options should reflect the needs of each community.

Yon noted that members can apply CLSA funds to their own “local” shared resources, as MARINet does.

Halstead noted that in reviewing the OverDrive setup, there are benefits to the smaller libraries to take advantage of the content that they would not be able to offer as an individual account. Halstead mentioned that Solano County had pulled out of the NLS consortia to have more local control on content and to be able to create special collections to meet their community needs with their own branding. He acknowledged that the consortia contributes to the greater good for small libraries.

It was suggested that the Platform fee be shared.

Brooks stated that without the consortia, El Dorado County Library could not afford the Platform fee, let alone the amount of content available.

Wilczek agreed to sharing the Platform fee and stated that this was within the spirit of the consortia and a benefit to others.

Fink asked for volunteers to review the Survey and consider other questions.

Wilczek volunteered.

Role for the CLSA Priorities Sub-Committee will be to craft questions for another Survey and based on responses, will direct NLS budget allocations.

Fink noted that only 19 members completed the first survey and that also that survey was issued in a “different” time (pre-COVID). Fink agreed that another Survey to follow-up the original was valuable.

Halstead, Fuchs and Fink also volunteered for this Sub Committee work. Wilczek will take the lead.

The Sub Committee will have a Draft Survey for review at the November 2020 Executive Committee meeting , will distribute the Survey November/December, and be prepared to report back for discussion at the Mid-Year Administrative Council Meeting (tentative January 2021).

Brinkley reported on status of the NLS Recovering Together LSTA project. A request for Buddies has been issued to all NLS members. Once all libraries have one or more Buddies, a master list will be distributed with emergency contact information. A Recovering Together project website and domain name has been purchased for posting all project content. A website launch event is to be scheduled for August. Brinkley reported that the Year 2 LSTA application was submitted and is currently under review at the State Library. Brinkley will notify all NLS members when/if an Award is made on the proposed Year 2 project. The Year 2 activities include creating a cohort of 8-10 NLS libraries (2-4 staff each) that will create or continue work on their individual Disaster Plan under guidance of mentors. The cohorts will have pre-work and then meet as a group (virtually) to discuss plans and protocols that can be shared among members. Also in Year 2, there will be two statewide Roundtable panel presentations with presenters from NLS sharing lived experience and lessons learned for all CA libraries to participate. Topics for the Roundtables will be 1) Preparing for Disaster and 2) Mental Health/Resiliency – Creating a culture of support for patrons & staff.

Fink presented information on a BackUp Battery program sponsored by Southern CA Edison in SoCAL that offers portable backup batteries for medical needs. Fink suggested

that these would be valuable during Planned Power Outages. Fink asked if there would be interest among NLS members and noted that it aligns with the Recovering Together project.

Halstead reported that Marin Clean Energy has a resiliency fund to support similar projects. He also noted that PG&E has a program(s) to support low income/high fire risk communities, and communities most impacted by power outages.

Fink will research the PG&E programs and report back to the Executive Committee and if there is an opportunity for NLS to apply.

Veatch reported that PG&E offers a Medical Baseline Program with credit applied to individual power bills.

Easterwood offered to contact SMUD (Sacramento Municipal Utility District) for similar programs.

Dates were selected for FY 2020/21 Executive and Administrative Council Meetings. Brinkley will send out Save the Date notification to all members.

FY 2020/21 Executive Committee Meeting Dates:

- Thursday, November 19, 2020
- Thursday, March 18, 2021
- Thursday, May 27, 2021

FY 2020/21 Administrative Council Meeting Dates:

- Friday, January 29, 2021
- Wednesday, June 16, 2021

Agenda items for the November Executive Committee Meeting to include:

- CLSA Priorities Survey- Recommendation from Sub Committee
- Battery BackUp research – Fink

Discussion ensued on the eligibility of video streaming services as shared resources. Fink asked if someone could look into consortia rates offered from the streaming video services, i.e. Acorn, Kanopy, and Hoopla. Frost suggested to contact Califa regarding these services.

Fuchs volunteered to research and will provide follow-up at next EC meeting.

Meeting adjourned at 4:26 p.m.



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To: NLS Executive Committee
From: Jacquie Brinkley
Subject: Link+ Resource Sharing Grant Extended
Date: November 19, 2020

The NLS CLSA Link+ Regional Resource Sharing grant was scheduled to end 12/31/20. Three of the four libraries that received NLS grant funds for Link+ services (Coronado, Glendale, and Alameda Free libraries) are now live and providing Link+ to their patrons. (49-99 also received NLS grant funds, but funds were used to continue existing Link+ services.)

Due to multiple implementation delays at no fault of the library including Innovative's suspension of Link+ loaning and borrowing related to COVID, Rancho Cucamonga now projects a go-live date in mid-December. In order to give Rancho Cucamonga a buffer of time to account for any holiday delays, or any backlog for Innovative to catch up with COVID holds on other new accounts, etc., NorthNet requested a grant extension to February 28, 2021. This will allow for Rancho Cucamonga Library to get Link+ services activated and to provide usage statistics for the grant reporting.

The State Library has approved the request to extend this grant to February 28, 2021.



October 29, 2020

Carol Frost, Executive Director
NorthNet Library Cooperative System
32 W. 25th Avenue, Suite 201
San Mateo, CA

Subject: Fiscal Year 2018-2019 Grant Award
Title: Link+ Regional Resource Sharing Project

Dear Ms. Frost:

Carol

I am pleased to inform you that your grant deadline has been extended so that you will have the necessary time to complete the objectives of the grant. Your project will now officially end on February 28, 2021 instead of December 31, 2020.

Please note that because of this extension, the following tasks should be completed by the new deadlines below.

- Submission of final narrative and financial reports, March 31, 2021
- Final liquidation of encumbered funds, February 28, 2021

This letter amends the award documents for your grant and must remain a part of all of your existing copies.

Sincerely,

Greg Lucas
California State Librarian

Cc: Lena Pham, Library Programs Consultant
Gina Iwata, State Grants Analyst
Annly Roman, Literacy and State Grants Coordinator



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To: NLS Executive Committee
From: Carol Frost
Subject: NLS Distribution of CLSA Funds and Background of How Funds Can Be Spent
Date: November 19, 2020

BACKGROUND

One of the major reasons that the nine library cooperatives throughout the state were formed was to receive funds from the California Library Services Act to support resource sharing. Only cooperatives can receive these funds – an individual library may not receive these funds. Around 2008, the State Library requested that cooperatives consolidate to form larger cooperatives. The North State Cooperative Library System, Mountain Valley Library System and North Bay Cooperative Library System joined together to form the NorthNet Library System in 2009.

In reviewing past NLS documents, it is not clear when NLS developed the cost share formula it is currently using, but it does appear that it has been in existence since FY 2012/13. NLS has historically divided up the funds by individual library using the following formula:

- 50% of funds divided by population of each member library
- 50% of funds divided among each member library

One NLS library director approached the NLS Executive Committee in the spring of 2019 to suggest that NLS review its formula. The NLS Executive Committee agreed to discuss this at the June 2019 NLS Administrative Council meeting.

At the June 2019 NLS Administrative Council meeting, Michael Perry posed the following questions:

1. *Can changing how we allocate CLSA funds better meet local library needs?*
2. *Can we increase participation in consortia-services by changing how those services are paid (and cost assessed at a local library level)?*
3. *How do members view the CLSA C&D allocation funds?*
 - a. *Do they see it as funding to be distributed to the individual library system?*
 - b. *Do they see it as funding at the consortia-level?*
4. *What services may be better served with the proposed model?*
5. *Which ones would be less suited?*
6. *Does the proposal provide any advantages if the State Library suddenly decides to “boost” funding (as they did with the recent one-time funding)?*

At that meeting, an ad hoc group was formed to review the way in which NLS divides up the funds it receives from the California Library Services Act (CLSA). The group met once on November 18, 2019. It was agreed that a survey would be sent out to the membership. Michael Perry issued a survey and provided an oral report at the NLS Administrative Council meeting in January 2020.

The results of that survey were presented as part of the discussion at the NLS Executive Committee meeting in July 2020. A draft survey was also provided to the NLS Executive Committee meeting. An ad hoc group was formed with Anthony Halstead, Mark Fink, Lindsay Fuchs and Nick Wilczek. The group met and requested that a memo be developed that explains how CLSA funds work, to be reviewed at the November NLS Executive Committee meeting, and then again at the January 2021 NLS Administrative Council meeting.

BACKGROUND OF CLSA FUNDS

The California Library Services Act is defined in Title 5 of the California Code of Regulations, sections 20100 – 20265. The distribution and oversight of the funds is done by the California Library Services Board. Only public libraries may receive these CLSA Communication and Delivery funds.

CLSA funds can only be spent as defined in the Communications and Delivery section of California Law.

Beginning in FY 2011/12, funding for CLSA began to shrink, with the loss of a central System Reference and reimbursement for Transaction Based Reimbursement. In FY 2011/12, there was no funding for CLSA, and much hard work was done by several stakeholders and the CLA Lobbyists to restore funding, although at a significantly reduced level.

In FY 2016/17 and 2017/18, the cooperative systems and the California State Library staff worked with the California Library Services Board to update the regulatory language. The references to funding to support system reference and inter-library loans has been removed, and the definition of Communications and Delivery was updated. This allowed the systems to be more flexible in sharing resources and expand sharing of digital items.

By law, the funds are distributed as follows:

- 20%** System Administration
- 80%** Baseline for Communications and Delivery (C&D)

Each section is clearly defined for allowable costs. Below is a very brief checklist of how CLSA funds may and may not be used. The list is used for illustrative purposes, and if a system wants to use funds in a new way, it must first be approved by the State Library staff, and, in some cases, approved by the California Library Services Board.

20% System Administration

Can be used to pay for some of the time of the System Coordinator, PLP CEO, PLP Controller's time associated with administering CLSA activities.

80% Baseline Communications and Delivery (C&D)

Yes	No
Includes several items 'off the top,' before funds are then distributed to shared services. These include: office supplies, web hosting, 800 number, Zoom subscription, postage.	
Resources must be shared between 3 or more libraries.	Library cannot use the funds for their individual needs.
Funds can be used for courier costs between 3 or more libraries, as long as the courier is a primary way of sharing physical materials.	Funds cannot be used for courier costs between branches of a single library system.
Funds can be used to purchase shared digital resources between 3 or more libraries.	Funds cannot be used for one library's digital collection. It must be a shared collection.
The cooperative can use the funds for shared eResources, as long as the vendor can ensure the entire collection is shared among those libraries.	Digital archives, articles, newspaper and research databases are not eligible; daily news subscriptions are not eligible.
Funds can be used to support the cost of a library assessment tool subscription, which will assist the libraries in developing services and shared resources for the cooperative.	The library assessment tool must benefit 3 or more libraries, and CLSA funds can only be used for a limited duration (e.g. 2-3 years).
CLSA funds may be used for an individual library or a cooperative to support the network, "which may also include telecommunications equipment and its installation along with service fees." This was clarified at the June 2020 CLSB meeting to include one-time use of funds for network hardware purchases, and, <u>for rural libraries only</u> , for CENIC telecommunications costs and costs for covering warranties for network security software and hardware in data centers.	Based on the latest interpretation by the CLSB, libraries should not claim funds on an annual basis for 'broadband.' The NLS FY 2020/21 CLSA Claim form has been updated to reflect this, and to clarify that only rural libraries can claim funds ongoing to support their CENIC telecommunications and networking costs/warranties.

Although the law provides a framework for allowable expenses, it is up to each of the nine cooperative systems to determine the best way to allocate their funds. No two systems allocate them exactly the same.

Annually each of the nine cooperative library systems must submit a preliminary budget to the State Library for the CLSB approval by June. A full budget is submitted by September 1. An Annual Report and budget expenditure are also submitted by September 1.

AWARD AMOUNTS FROM CLSB

At the August 2013 California Library Services Board meeting, the Board approved allocating the funds to the nine cooperative systems using the following formula:

- 30% awarded on the basis of the first three members of each System, equally;
- 45% for each System's combined portion of the total state population and System membership, excluding the first three members per System;
- 25% of each System's combined portion of full membership and round-trip mileage of the System's service area.

Notes: The phrase 'first three members' is a complicated explanation that is not needed for the purpose of this memo. It has to do with the structure of the legacy systems within each of the nine cooperative systems. The round trip mileage in the third bullet pertains to the sharing of physical materials. This is why the law specifies that members in a system need to have contiguous borders between participating libraries, and not geographically distant.

In FY 2011/12, there was no funding for CLSA. With advocacy, funds were restored, and after several years, the annual total amount of CLSA funds to be shared among systems was approximately \$3,630,000 annually.

In FY 2020/21, due to the pandemic, the amount was reduced by 50%, to \$1,880,000 to be shared among all the nine cooperative systems. NLS's FY 2019/20 allocation was \$820,118, which included \$164,024 allocated to System Administration (20%) and \$656,094 for the Baseline Budget (80% C&D). In FY 2020/21 NLS's allocation was \$417,929, with \$83,586 allocated to System Administration (20%), and \$334,343 allocated to the Baseline Budget (80% C&D).

NLS CLSA FORMULA FOR LIBRARIES

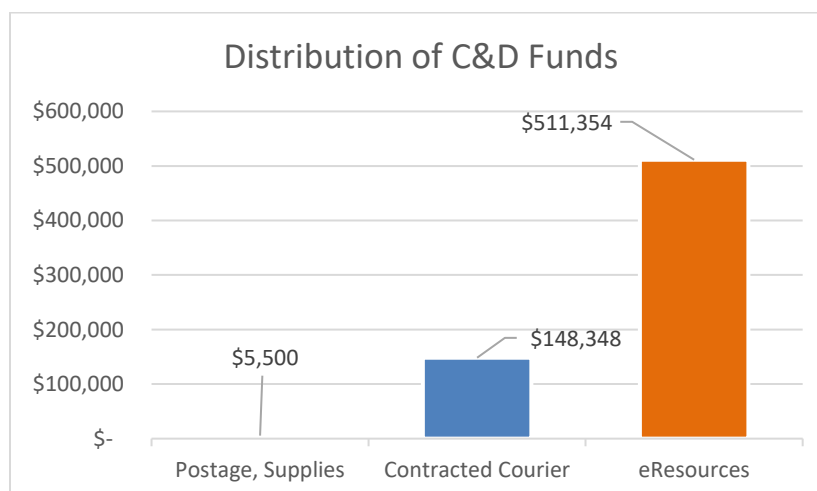
With the NLS distributed model, libraries may choose to allocate their portion as follows:

Consortia-managed Service – a library’s allocation is primarily directed to fund this	Local Resources – libraries may choose from these items after they have allocated funds from the items in the first column
OverDrive	Additional OverDrive funds
RBDigital (Zinio)	Additional RBDigital funds
Delivery for NBCLS and MVLS using a shared contract for couriers.	Local courier costs for shared resources among 3 or more libraries
	Link+ (note: this is a consortia-managed purchase but is listed under local resources)
	enki, CloudLibrary, or other shared eResource between 3 or more members
	Local Broadband hardware costs (not recurring)

For each library, once costs for Delivery, Overdrive & Zinio are claimed, the library may choose a disbursement to be used for limited, specific approved uses. If a library doesn’t have enough CLSA allocations to cover their costs, they are invoiced for the difference. In most cases, this is because the cost of delivery exceeds their allocation.

CLSA FUNDS AND THE NLS BUDGET

The NLS FY 2019/20 CLSA allocation was \$820,118, with \$156,716 for System Administration, and \$663,402 for Baseline Communications and Delivery (C&D). Below is the budgeted allocation. eResources includes Link+.

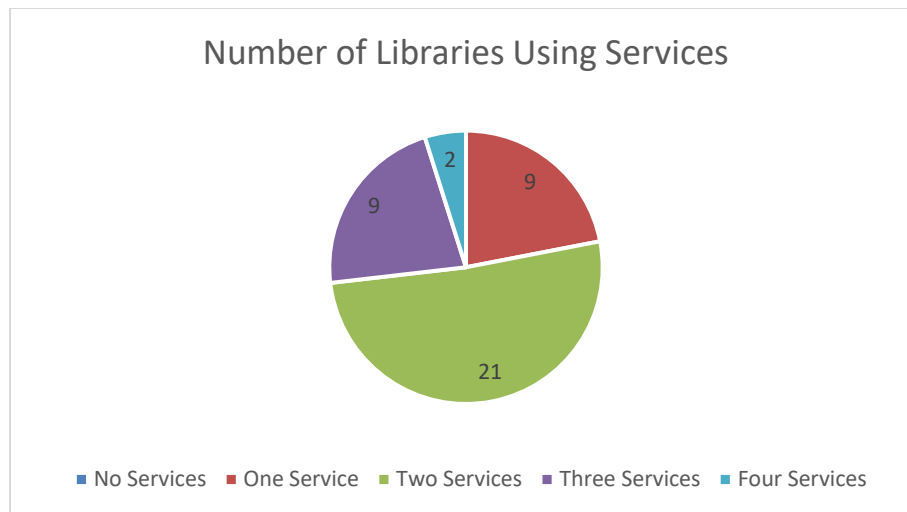


Below is an overview of the number of libraries participating in one of the choices.

	FY 2019/20	# Libraries	# Libraries allocating additional funds	Total additional CLSA Funds	Total Additional Local Funds
OverDrive	\$86,600	28	17	\$73,022	
Zinio	\$56,249	22	1	\$200	
Delivery	\$232,424	17	7		\$85,875
Link+	\$230,570	17			\$230,570
Broadband	\$19,632	3			
Other eResources	Data not quantified	9			
Other Courier	Data not quantified	Data not quantified			
OCLC ILL	\$519	1			

Note the entire cost of delivery is not covered by CLSA funds for seven libraries. The additional revenue from the libraries to cover the remainder of costs.

In FY 2019/20, the OverDrive allocation was increased by the Committee as indicated above. Two libraries decided not to continue participation in Zinio due to the increase in OverDrive. One library decided not to continue participation in OverDrive. Below is a chart which indicates, of the 41 NLS public libraries, the number of libraries claiming CLSA funds for OverDrive, Zinio and Delivery services.



SURVEY DATA FROM PREVIOUS SURVEY

As noted above, Michael Perry issued a survey to members in December 2019 regarding CLSA funds. Below is a brief summary of that survey:

What items are you interested in using CLSA funds for allocation (note: the list on the survey was not inclusive of everything that NLS offers today, such as Link+):

- ✓ Members were most interested in using funds for eAudiobooks, eMagazines, and video streamlining
- ✓ Some members were interested in data analytics services
- ✓ Delivery remains a key interest
- ✓ Some members reported 'nothing seems like what we need'

When asked reasons that preclude your library from joining an existing consortia-level service:

- ✓ Cost-sharing formula makes it too expensive (8 libraries)
- ✓ Do not want to lose decision-making at a local level (6 libraries)
- ✓ Not interested in the service (6 libraries)
- ✓ Service would not be flexible enough to respond to local demand (4 libraries)
- ✓ Able to get it cheaper than through the consortia-assigned cost (3 libraries)
- ✓ Geography prohibits joining Link+ (1 library)
- ✓ All my funds go to support physical delivery (1 library)

Which of the current services can your library system offer because it is only available through the consortia's collective efforts?

- ✓ OverDrive (11 libraries)
- ✓ RBDigital (7 libraries)
- ✓ Delivery (7 libraries)
- ✓ Link+ (4 libraries)

Do you think there is an advantage in paying for online services collective before assessing your library's CLSA distribution? In other words, to pay first for services like OverDrive, Zinio, etc., and then use the remainder to determine your library's CLSA allocation?

- ✓ Yes (9 libraries)
- ✓ No (9 libraries)

Would you support a budgeting process that paid for a resource sharing service first – even if you opted out from the service?

- ✓ Yes (10 libraries)
- ✓ No (9 libraries)

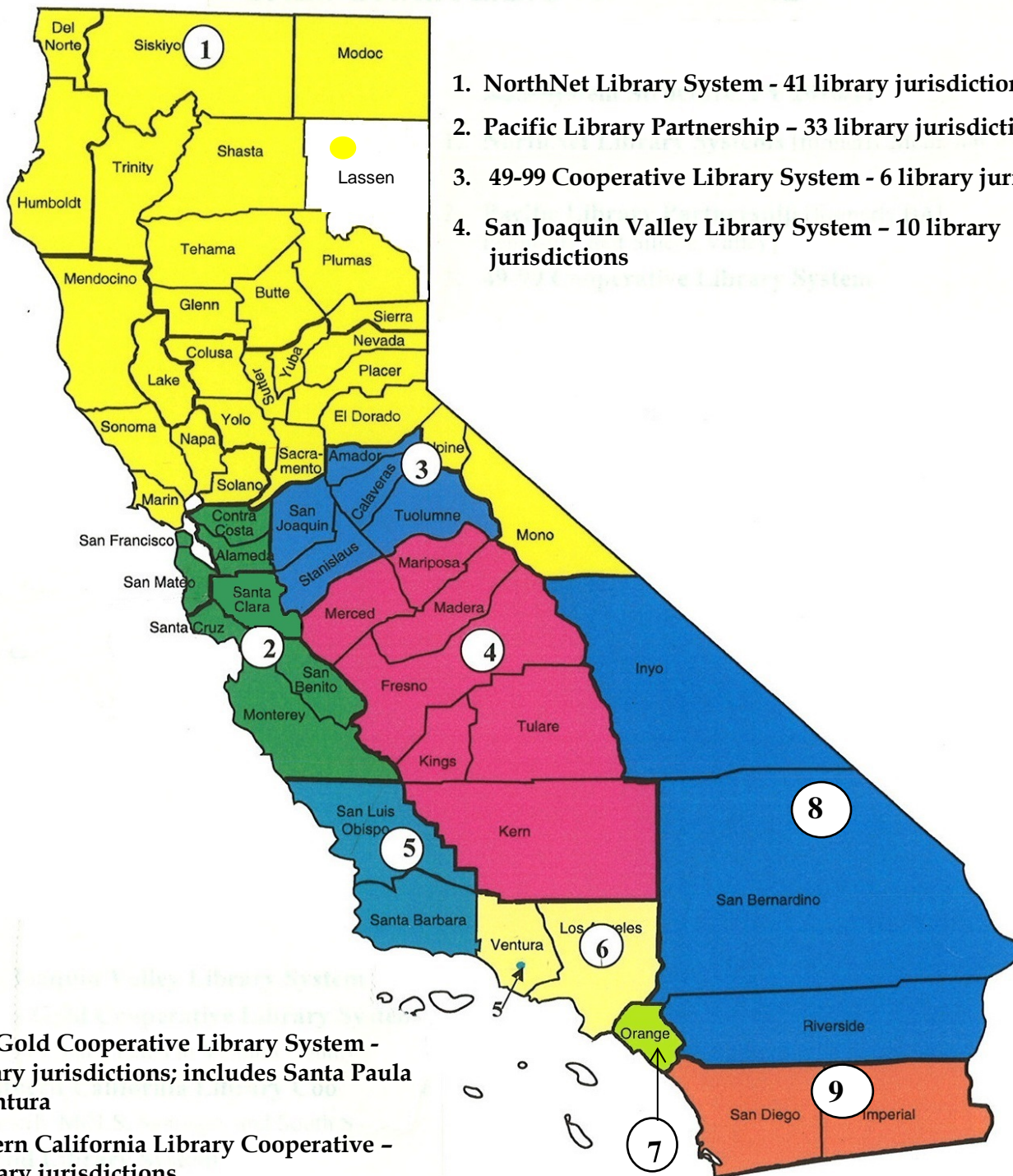
What recommendations to our budgeting and cost-sharing process would you offer to encourage more library systems to opt-in and participate in a resource-sharing service?

- ✓ If joining together to purchase ebooks, for example, gave us astronomical buying power that we could call some shots, that would be appealing. As it is, we are at the whim of publishers and we could improve our patrons' experience by offering shorter wait times. Maybe some things can't be scaled up, though.
- ✓ Transparency in the process of searching for the best costs for products to help keep the overall cost low.
- ✓ Explore shared ILS.
- ✓ It seems like most opt-in if there is significant savings in time or cost.
- ✓ Find ways to allow more local control and local promotion of specific collections.
- ✓ Maybe expand the number of available resources to choose from so there's something for every library/community? Or loosen restrictions on the ways CSLA allocations can be used?

SUMMARY

Based on previous discussions by the first ad hoc committee and by the NLS Executive Committee, it has been recommended that an NLS CLSA survey be distributed to public libraries to ensure they are finding adequate choices for their allocations, and to also listen to the membership for ideas for future ways to spend CLSA funds. A draft survey was provided to the NLS Executive Committee at their July 2020 meeting, and is attached again for reference.

CALIFORNIA LIBRARY SYSTEMS



5. Black Gold Cooperative Library System - 6 library jurisdictions; includes Santa Paula in Ventura
6. Southern California Library Cooperative - 38 library jurisdictions
7. Santiago Library System - 10 library jurisdictions
8. Inland Library System - 19 library jurisdictions
9. Serra Cooperative Library System - 13 library jurisdictions

Updated: March 16, 2015
R:/CLSA/System map

NLS Survey on CLSA Priorities

The NorthNet Library System strives to bring value to all of its members. We know that priorities change, and we want to hear from you to make sure we are bringing the biggest value we can to your library. This survey should take no more than 10 minutes to complete.

The NorthNet Library System receives money from the California Library Services Act (CLSA) which can be spent on resource sharing, communication, and delivery between public libraries.

We would like your feedback for how to allocate CLSA funds that best suit the needs of PLP public libraries. Any resource needs to be shared between 3 or more different libraries.

NLS uses some CLSA funds to support the website, Zoom account and other communication (listservs, etc.).

The remainder of the funds are then allocated back to libraries support delivery in two of the three NLS regions; Link+ costs, eResources, and two shared subscriptions: OverDrive and RBDigital eMagazines.

We would like your feedback for ideas of how best to allocate CLSA funds.

Q1. What is the name of your library?

Q2. If you cannot select from any of the current menu of resources in FY 2020/21, please explain.

Q3: Some libraries have indicated they may be interested in a shared video streaming service. Is this something you might find of interest?

Q4: Do you know name of companies that offer shared video streaming that we could investigate? *(please note that Hoopla is not eligible because of their sharing model)*

Q5: SimpyE is an app being developed jointly with various stakeholders, and Califa has been spearheading it in California. It allows a library to have all of its virtual content available by using just one app. Would you like to have SimplyE added as an available choice for NLS?

Q6: CLSA funds may be used to subscribe to a software assessment tool which helps libraries analyze their communities. The tool may indicate the changes in populations, demographics, and needs of the communities. This data will allow libraries to modify their various ways of community engagement. An example is Analytics on Demand. Would your library be interested in purchasing a group subscription to a data analytics tool?

Q7: if your library current participates in the shared OverDrive eBook and/or RBDigital eMagazine platforms, how satisfied are you with this group purchase?

Q8. Do you have any suggested changes to the limits, flexibility or rules of the NLS shared OverDrive and RBDigital collections? **For instance, would you prefer to have money taken 'off the top' for core services.**

Q9. Does your library have any interest in exploring a shared ILS with other libraries in a geographic region? CLSA funds could be used to study the feasibility, but may not be used to purchase a new system.

Q10. One of the challenges in finding a shared eResource is finding a vendor which can support the sharing of materials with three or more libraries. Are there any products or vendors you think NLS should explore purchasing?

Q11. Do you have any other thoughts or comments you would like to provide regarding the use of CLSA funds?

California Library Association Interest Group Application Guidelines

Thank you for your interest in forming a new CLA Interest Group. Our Interest Groups are a vital part of the Association, and they help ensure that CLA stays relevant and responsive to the needs of our members and the wider library community. We very much appreciate the time taken by volunteers to lead and be active within our groups.

Your application will be reviewed by CLA's Interest Group Committee according to the criteria outlined in this document and according to CLA's governing documents. The committee chair will contact you within four weeks of receiving your application. Upon approval, CLA's Interest Group Liaison will work with you to get your Interest Group up and running!

If you have questions about completing the application form please use CLA's Help Desk (available at www.cla-net.org) to contact CLA's Interest Group Liaison.

Name, contact information, and organizational affiliation

Interest Groups may be formed by two or more CLA members who share a common interest. Please ensure that you complete this information for both applicants. The lead applicant will be registered as the official leader of the Interest Group upon approval of the application.

Email address

Please provide the email address that you will use to communicate with your group and that may be used publicly in association with the Interest Group.

Telephone number

Please provide the number that we can use to contact you most easily during office hours.

CLA membership number:

Only CLA members may start and join Interest Groups. Please ensure that your membership is active before submitting your application.

Organizational affiliation

Please tell us the name of the organization you work for.

1. What is the name of the Interest Group you would like to form?

An Interest Group's name must reflect the purpose of the group and include the term "Interest Group." No acronym should be used. Please review the list of current Interest Groups on CLA's website before selecting a name.

2. What library type, activity, special interest or geographic area will be served by your proposed Interest Group?

Please tell us about the members of the library community you plan to serve through your Interest Group.

3. Please tell us about the contribution that the proposed Interest Group will make to CLA and to the California library community

Please describe how your proposed Interest Group will be active within CLA and how your proposed group will benefit CLA members and, where appropriate, the wider library community.

CLA Interest Groups are required to demonstrate activity. Suggested activities include (but are not limited to): organizing conference workshops, presenting Spring Fling programs or other events during the year, maintaining an active discussion forum on the CLA website or via a listserv, initiating research activities or writing pieces for publication, and contributing to CLA programs or initiatives (such as California Library Snapshot Day).

4. Please tell us why you believe there is a need for the Interest Group you are proposing.

CLA is committed to representing the variety of interests that are held by our members and the wider library community. Examples of under-representation might include (but should not be limited to) an absence of your special interest in the conference program, in our newsletter, on our website, or through existing Interest Groups.

If an Interest Group has already been formed around a subject that is similar to the interest you are proposing, please be clear about how your specific need is not met by the existing group.

Interest Groups may be set up to meet needs that are likely to be long term and ongoing (e.g., the need for a space where literacy providers can convene) or needs that may be relevant for a shorter period of time (e.g. the need for a space where people who are recovering from a major earthquake can convene).

A needs assessment is not required, but please include as much information as possible to demonstrate a need for the Interest Group you are proposing—for example, conversations or meetings you have had with colleagues, or information you have learned at conferences or in the professional literature. If you have a list of people who would like to join the proposed Interest Group, please attach it to the application.

5. What are your plans for reaching out and recruiting members to the proposed Interest Group?

Your Interest Group will be most successful if it includes active members who are engaged with the subject of the group. Some ways to consider reaching out to members include: posting to CALIX and other listservs, promoting your group at professional meetings and other events outside CLA, maintaining an active and engaging web presence so that the group looks appealing to others, presenting a program at conference, presenting a social event as part of the Spring Fling series, holding a meeting at conference to connect face-to-face with potential members, and developing a newsletter.



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(650) 349-5538 Fax: (650) 349-5089

www.plpinfo.org

To: NLS Executive Committee
From: Carol Frost
Subject: Acceptance of \$50,000 Crisis Funding Grant for Shared OverDrive Collection
Date: November 19, 2020

In August, NLS applied for a FY 2020/21 Crisis Funding Grant for the shared OverDrive collection and was awarded \$50,000 in October. The following 13 city and county libraries were included in the application and will be participating in this NLS shared OverDrive collection grant: Benicia Public Library, Folsom Public Library, Humboldt County Library, Lincoln Public Library, Modoc County Library, Orland Free Library, Plumas County Library, Shasta Public Libraries, Siskiyou County Library, Sutter County Library, Trinity County Library, Willows Public Library and Yuba County Library.

With the Executive Committee's input, the grant application included funding for collection development in the following areas:

Topic	Amount Allocated
New Titles (including Simultaneous Use plans)	\$12,000
Holds	\$10,000
Metered Access Re-purchases	\$3,000
School Age & Homeschool Titles	\$10,000
Well-Being Titles	\$10,000
Spanish Titles	\$5,000
TOTAL	\$50,000

Michael Perry, the Library-to-Go chair, will be responsible for overseeing the purchases and will work with PLP fiscal staff to ensure all funds are expended, and that accurate reporting is done. The grant funds must be fully expended by December 15, 2020.

Recommendation

It is recommended that the NLS Executive Committee accept the \$50,000 FY 2020/21 Crisis Funding Grant for the shared OverDrive collection.



Crisis Collection 20/21 Funding Opportunity

Request for Payment

This form is to request SCLC to pay an invoice or to release funds to the library.

Carefully read the options below. Sign, date and return via a scanned copy or mail.

Please check one of the boxes

 X I have chosen to request a check for the full amount of the funding opportunity. I will report the total number of copies purchased.

 I have chosen to submit an invoice not to exceed the amount of the funding opportunity to be paid by SCLC. I will report the total number of copies purchased.

 I have chosen to submit a reimbursement form (CLCI_FY2021_Crisis_Collection_Reimbursement_Form.xls) for the amount not to exceed the funding opportunity. I will report the total number of copies purchased.

PLEASE COMPLETE THE FOLLOWING INFORMATION

Funding Opportunity Amount: \$50,000

Library Name: NorthNet Library System

Mailing Address: 32 W. 25th Avenue, Suite 201 San Mateo, CA 94403

Send check attention to: Andrew Yon, Controller

Contact: Carol Frost, NorthNet Administrator

Carol Frost

October 15, 2020

Director's Signature

Date