

NLS Executive Committee Meeting

August 25, 2022, 1:00 p.m.

ZOOM MEETING

https://us02web.zoom.us/j/83013354531?pwd=VERIMDFXTVdPSUpWRDFuK1g4M2oxUT09

Meeting ID: 830 1335 4531 Passcode: 560388 Phone 1 669 900 6833

1.	Welcome and Roll Call		Fink, Chair			
2.	Public Invited to Comment		Fink			
3.	Approval of Consent Calendar (Action Item)					
	Α. Α	Adoption of Agenda	Fink			
	В. А	Approve Minutes of May 25, 2022	Brinkley	Attachment 1, pg. 3		
4.	Old	Business				
		Approve OverDrive Reciprocal Lending Agreement (Action Item)	Platt	Attachment 2, pg. 10		
		Approve Revised Strategic Priorities (Action Item)	Fink	Attachment 3, pg. 14		
5.	New Business					
	A.	Consideration of Kanopy and Filmocracy as Shared Resources	Platt	Attachment 4, pg. 17		
	В.	Review Choices for FY 2022-23 NLS CLSA Claim Form and Consider Development of Ad Hoc Group for Changes (Action Item)	Fink	Attachment 5, pg. 23		
	C.	Approve Scope of Work and Contract for CLSA Consultant (Action Item)	Fink	Attachment 6, pg. 27		
	D.	Appointment of Anthony Halstead as NLS Chair And Nomination of New Vice-Chair (Action Item)	Fink	Attachment 7, pg. 30		



6. Agenda Building and Date Setting for January Mid-Year Administrative Council Meeting

- Additional CLSA Communications and Delivery (C&D) eligible options
- Revised Claim Form
- Strategic Priorities

7. System Chair Report

8. Announcements

A. State Library Liaison Report

Pham

Attachment 8, pg. 31

9. Next Executive Committee Meeting October 25, 2022 and Items

10. Adjournment

Brown Act: 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) agendas must be posted at all teleconference locations and the meeting must be conducted in a manner that protects the statutory and constitutional rights of the parties or public appearing before the body;
- (4) each teleconference location must be identified in the notice and agenda and each location must be accessible to the public;
- (5) during the teleconferenced meeting, at least a quorum of the members of the legislative body must participate from locations within the boundaries of the body's jurisdiction; and
- (6) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Code § 54953(b).

Meeting Locations

Benicia Public Library, 150 East L Street, Benicia, CA 94510

Butte County Library, 1820 Mitchell Avenue, Oroville, CA 95966

Humboldt County Library, 1313 3rd Street, Eureka, CA 95501

Mendocino County Library, Ukiah Branch, 105 North Main Street, Ukiah, CA 95482

Mono County Free Library, 400 Sierra Park Road, Mammoth Lakes, CA 93546

Napa County Library, 580 Coombs Street, Napa, CA 94559

Nevada County Library, Penn Valley Branch, 11252 Pleasant Valley Rd, Penn Valley, CA 95946

Solano County Library, 1150 Kentucky Street, Fairfield, CA 94533

Yolo County Library, 226 Buckeye, Woodland, CA 95695

NLS Administrative Office, 32 West 25th Avenue, Suite 201, San Mateo, CA 94403



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DRAFT MINUTES

NLS Executive Committee Meeting

May 25, 2022

1. Welcome and Roll Call – Chair, Suzanne Olawski, Solano County, called the meeting to order at 10:03 a.m. Also present were NLS Executive Committee members: Christopher Cooper, Humboldt County; Christopher Platt, Mono County; Anthony Halstead, Napa County; Todd Deck, Tehama County, and Mark Fink, Yolo County. Also attending were NLS fiscal and administrative support, Carol Frost, Pacific Library Partnership; Andrew Yon, Pacific Library Partnership; Jacquie Brinkley, NLS/Pacific Library Partnership.

Note: The Humboldt County Library meeting location was incorrectly written. Due to this error, Cooper was unable to vote in Action Items.

- 2. Public Invited to Comment Michael Perry, Siskiyou County Library, was in attendance.
- 3. Approval of Consent Calendar Motion to approve the Consent Calendar.

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

4. Old Business

A. Library-to-Go Collection Development Policy

Platt presented the Revised Draft Collection Development Policy for discussion. He thanked Library-to-Go outgoing Chair, Michael Perry, and incoming Co-Chair, Renee Forte, Napa County Library, for their work on the Policy. Platt stated that based on the Executive Committee's recommendations from the previous meeting, the Policy was updated to add Appendices, and includes a recording database as well as an email contact for the Committee Chairs. This revised draft Policy was shared with Library-to-Go directors for comment. Platt noted that the Policy is to be reviewed on a regular basis, but has no specific timeline has been designated.

Fink asked if the Request for Reconsideration included a timeline for response. Platt stated that there is language in the Policy to indicate a 4-week timeframe for reconsideration review, but he acknowledged that this timeline may need to be adjusted depending on the Executive Committee's meeting schedule. The current review process is for the Library-to-Go Committee to review and for the Committee Chair to bring to the Executive Committee for their consideration.

Motion to approve the Library-to-Go Collection Development Policy as presented and recommend adoption by the Administrative Council at the June Annual Meeting. Halstead moved; Fink seconded. Vote taken by roll call, all votes in favor, motion passed unanimously.



B. Approval of Library-to-Go Co-Chairs

Fink presented the recommendation to approve Platt and Forte as the Library-to-Go Co-Chairs for FY 2022/23.

Motion to approve Christopher Platt and Renee Forte as the NLS Library-to-Go Co-Chairs for FY 2022-23, for a term of two years, and to recommend approval by the Administrative Council, per the assigned rotation schedule set forth by the NLS Bylaws.

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

5. New Business

A. Recommendation for OverDrive Reciprocal Lending by Library-to-Go Committee

Platt reported that the recommendation by the Library-to-Go Committee to join MARINet and Peninsula Library System (PLS) in a Reciprocal Lending Agreement (RLA) was updated with the following additional notations: 1. The number of eBooks available will increase significantly and at no cost to NLS; 2. The RLA includes eBooks and eAudiobooks only; 3. If an NLS Library-to-Go library is also connecting their OverDrive collection to the Palace Project app, only the NLS (and their own) OverDrive collection will be reflected in that app. Functionality to search across RLA collections from within the Palace app is not in place, and 4. An RLA will require an annual spending level commitment based on a select previous year's spending level. The Library-to-Go Chairs and NLS will negotiate this, and it will exclude amounts of any local spending (shared or not) and locally redirected CLSA funds since those fluctuate.

Olawski asked how the baseline amount of contribution by library will be determined. Platt stated that Library-to-Go Chairs and NLS will negotiate alternative language (from what OverDrive includes now) regarding contribution and joining agreement.

Frost stated that the contract NLS would sign with OverDrive would only be for Library-to-Go members and their collections, and mentioned that NLS, MARINet and PLS were selected based on similar sizes of their collections.

Fink stated that Yolo County Library has a reciprocal lending agreement with Solano County Library and that they were able to renegotiate the contract language regarding the spending commitment. An on-going commitment was made for spending on Spanish language materials as a side agreement. Fink noted that OverDrive was good about allowing customization of the agreement language.

Halstead asked if sharing was impacted.

Platt stated that this is a new model for OverDrive to be open to other consortia.

Motion to approve the Library-to-Go recommendation for the NLS Executive Committee to approve that NLS enter into this RLA with MARINet and PLS, and allowing the LTG Co-Chairs and the NLS Fiscal Agent to negotiate the final contract, which will be brought to the Executive Committee for approval, and that the Executive Committee have the authority to modify the agreement thereafter, and that the Executive Committee recommend that this be adopted by the NLS Administrative Council at its June meeting.

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

B. Approve Slate of Nominees for FY 2022-23 Executive Committee Members

Brinkley presented the Slate of Nominees, noting that the Vice Chair and one other Executive Committee member position remain Vacant.

Halstead volunteered to serve a second term.

The group confirmed that there was no conflict of interest with two members from the same household being on the Committee.

Deck asked if Directors from North State had been contacted and stressed the importance of having representation from this region.

Cooper stated that he had been contacting North State Directors and requested additional time to confirm with a Director who had expressed interest.

Olawski recommended that Halstead serve as Vice Chair.

Platt suggested that an advocacy letter to membership be drafted to encourage participation in the Executive Committee and to note in the letter that virtual meetings will continue as an option.

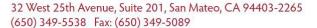
Motion to approve the Slate of Nominees for FY 2022-23 NLS Executive Committee with Halstead to serve as Vice Chair and continue to recruit from North State to fill the vacancy, and recommend the full slate to the Administrative Council at their Annual Meeting.

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

C. Review of Recommendations by Ad Hoc Strategic Priorities Committee

Fink presented the recommendations of the Ad Hoc Strategic Priorities Committee stating that the Committee drafted and recommended the Values to serve as the foundation for Tier 1 and Tier 2 Priorities.

Halstead stated that Napa had worked with GARE and they would have issues of concern with regard to NLS joining this organization.





Fink noted that GARE had various membership models and that NLS would fall under a "Special District" membership designation. Fink also reported that there had been no GARE cohort in the past few years, but Yolo County had used some of the available training for staff from the GARE Library Division. He noted that the GARE training materials are available to non-members.

Platt agreed that an NLS membership with GARE could also be controversial for Mono County and noted that while all training does not work for all members or staff, a library can select from what training GARE offers.

Frost thanked Fink and the Ad Hoc Committee for the draft Strategic Priorities document and the work involved to develop the recommendations. Frost asked Fink regarding an implementation plan and if activities might be assigned to Executive Committee members or others.

Fink reported that the Ad Hoc Committee had suggested a Phase II for implementation with NLS Directors invited to participate. Cooper suggested that the Ad Hoc Committee could lead Focus Groups to review the activities and identify strategies for implementation.

Fink stated that he would work with the Ad Hoc Committee to add an implementation plan in a revised document.

Frost noted that NLS had made a significant investment in the CLSA Study and that the resulting Report included numerous recommendations, however no prioritization had been made on those points. Frost suggested that this item be added to the Tier 1 priorities. Fink agreed to incorporate this into the revised draft.

Motion to approve the NLS Strategic Priorities in concept and allow the Ad Hoc Committee to update the document with points discussed at this meeting and present the revised draft document to the Administrative Council at their Annual Meeting on June 15, 2022.

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

D. Review and Approval of Proposed NLS FY 2022-23 Budget

Yon presented the FY 2022-23 NLS Budget and reviewed the memo, noting that the budget had increased by 8.1% over last year.

Frost called attention to Bullet #6 on p. 40 of the packet, that at the previous meeting, the Committee approved \$170,000 for the OverDrive budget, which included \$60,000 roll-over funds for FY 2023-24. Since this is an estimate, it is not included in this 2022-23 budget. Frost also asked that NLS staff and the incoming Library-to-Go Chairs plan to meet after the budget is approved at the Annual Meeting to review Library-to-Go budget.

Yon reviewed several options outlined in the memo for consideration.



Cooper asked if NLS staff could develop a fund balance trend analysis for the past five years to be shared with the Executive Committee. Cooper asked also about thresholds for fund balances.

Yon will develop this report.

Frost noted that the Fund Balance carries NLS fiscally until the CLSA funds are received and normally runs at \$1 million.

Platt stated that he would like to reinstate Staff Development funds.

Halstead noted that Staff Development activities are included in the Strategic Priorities plan.

Frost suggested that if the Executive Committee was considering reallocating funds to libraires for Staff Development, they may consider broadening the definition of how these funds can be used and noted that George (Placer County Library) had requested pandemic relief funds. Frost confirmed that Califa membership had been restored in FY 2021-22 for NLS members.

Fink noted that given the uncertain financial future that it might be prudent to position NLS without relying on the fund balance for the future.

Olawski supported allowing latitude with the available funds and to restore Staff Development allocation to members. She also suggested allocating funds to NLS for the coordination of a staff development activity.

Deck supported allocation of Staff Development funds to the members and allowing latitude for use determined at the local level. He noted that an infusion of additional funding can make a big difference when budgets are tight. Deck recommended increasing the Staff Development allocation.

Fink recommended the Staff Development allocation be increased to \$1,500 per member library.

Deck agreed with the \$1,500 recommendation and suggested that members could use Staff Development funding to cover an NLS coordinated staff development activity.

Cooper stated that there was value in allowing for flexibility to address specific and local needs.

Platt stated that he supports the amount of \$1,500 per library for Staff Development and suggested that in the future a list of options be provided.

Olawski reviewed the discussion items, noting agreement to restore funding to Staff Development at \$1,500 per member library with a broader scope of use to be determined at the local level.

Olawski brought forth the discussion of the \$50,000 of CLSA funds designated for future projects, and whether the funds should be allocated for FY 2022-23, and consideration of allocating the funds to support delivery in offsetting increased courier costs and allocating some to OverDrive.



Frost noted that any decision regarding the \$50,000 will be capture in the FY 2022-23 CLSA Plan of Service.

Cooper asked if a Return on Investment study had been done for NLS regarding courier services.

Olawski stated that Solano County's past experience with courier Requests for Proposals resulted in very low response and illustrated that there is very little competition for this service.

Frost reported that NLS commissioned a delivery study 3-4 years ago when researching Link+ services and that study also resulted in proving very limited choices and options for moving materials.

Discussion ensued regarding delivery and courier service.

Deck noted that no North State library participates in delivery or Link+.

Platt stated that he liked that this action sets precedent for future years.

Motion to approve the NLS FY 2022-23 proposed budget and with the following allocations and with the acknowledgement of any last minute changes to the budget that some numbers may change:

- 1. The NLS FY 2022-23 budget will include a restoration of funds for staff development at the amount of \$1,500 per library; and
- 2. Using the FY 2021-22 CLSA \$50,000 set aside for Special Purchases, allocate the CLSA funds to the FY 2022-2023 budget as follows:
 - \$25,000 will be allocated to offset costs related to increased courier costs due to gas surcharges,
 - b. \$25,000 will be allocated to the NLS shared OverDrive Library-to-Go budget.

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

E. Review and Approval of NLS FY 2022-23 CLSA Plan of Service and Recommendation of adoption to the Administrative Council

Frost presented the draft Plan of Service noting that the Plan includes a preliminary budget. The Plan is due to the State Library on June 3. The Draft will be presented to the Administrative Council at the Annual Meeting for their approval. A signature of the incoming NLS Chair will be obtained after that approval and the signed Plan will be submitted to the State Library.

Motion to approve the CLSA Plan of Service and incorporate any changes based on the budget decisions made at this meeting.

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



F. Approve NLS FY 2020-21 Financial Audit

Yon presented the financial audit and noted that NLS was issued a clean report with no material errors. All reported was in compliance. NLS was reported as financially sound.

You noted that the fund balance was reduced due to the rollover and use of CLSA funds as directed by the Administrative Council.

Motion to approve the NLS FY 2020-21 Audit.

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

Olawski thanked Yon for this presentation.

6. Agenda Building for June 15, 2022 Annual Administrative Council Meeting

Frost requested that due to the number of items on the meeting Agenda, that these items be included in the Consent Calendar:

- Approval of NLS/PLP FY 2022-23 Contract
- Approval of NLS CLSA FY 2022-23 CLSA Plan of Service
- Approval of Library-to-Go Collection Development Policy
- Approval of Library-to-Go Co-Chairs

All agreed to move these items to the Consent Calendar.

7. System Chair Report

No report.

8. Announcements

No announcements.

9. Next Executive Committee Meeting Date and Items

Frost requested that the next Executive Committee meeting be scheduled after the first week of September to allow NLS staff to meet State Library reporting deadline of September 1.

Brinkley will send out Doodle Poll for FY 2022-23 Executive Committee meeting dates once the new members are approved.

Fink thanked Olawski for her leadership to NLS over the last two years.

10. Meeting adjourned at 12:15 p.m.



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To: NorthNet Library System Executive Committee

From: Library-To-Go Committee Co-Chairs Christopher Platt and Renée Forte

Subject: Approve OverDrive Reciprocal Lending Agreement

Date: August 25, 2022

Background:

At the June 2022 NLS Administrative Council meeting, the Council approved the OverDrive Reciprocal Lending Agreement (RLA) between NorthNet, MARINet and the Peninsula Library System (PLS). The Agreement will allow sharing of OverDrive eBooks and eAudiobooks between these three library systems.

At the May 2022 NLS Executive Committee meeting, the Committee approved that the Library - to-Go (LTG) Co-Chairs and the NLS Fiscal Agent would negotiate the Agreement, and that it would be brought to the Executive Committee for approval, and that the Executive Committee have the authority to modify the agreement thereafter.

The attached RLA represents the negotiated language.

Discussion:

To complete the RLA form, NLS must indicate its commitment of annual budget for the shared LTG budget. The RLA states:

"In order to maintain eligibility in the RLA program, each RLA library agrees to spend an annual amount that is no less than 100% of its tax-payer funded expenditures with OverDrive for fiscal year 2018-19, which is the last full fiscal year before the COVID-19 pandemic upended usual library expenditures. Any amount spent from other funding sources, including library foundations, friends, and grants is excluded. If the RLA library fails to meet this spending minimum and does not spend the required amount within ninety (90) days of written notification from OverDrive, OverDrive reserves the right to temporarily suspend access to the RLA group until the spending threshold is met. If the spending threshold is not met a second time within two fiscal years, OverDrive may terminate the RLA library's access to the RLA group at its sole discretion."

OverDrive has clarified that it does not consider the annual \$12,000 platform fee as part of the amount to be listed.

Below is a chart with recent NLS budgeted allocations. The amounts do not reflect the additional funds allocated by libraries. This remains difficult to estimate, and the amount being redirected has decreased due to additional choices on the CLSA menu, although in past years it has been approximately \$50,000.

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Fiscal Year	NLS OverDrive budget	Platform Fee	Collection
2018-19	\$52,000	\$18,600	\$33,400
2019-20	\$86,600	\$12,000	\$74,600
2020-21	\$30,000*	\$12,000	\$18,000
2021-22	\$102,817**	\$12,000	\$90,817
2022-23	\$135,000***	\$12,000	\$123,000

^{*}CLSA reduction 50%

To complete the form, NLS must commit to an annual budget for OverDrive. Based on conversations with the prior LTG Chair, and based on an agenda item later on in this packet discussing the possibility of subscribing to a shared streaming service which may compete with the funds available for OverDrive, the Committee may consider \$45,000 for the collection (for a total NLS OverDrive budget commitment of \$57,000. It is recommended that an amount be chosen by the Committee.

Recommendation:

It is recommended that the NLS Executive Committee approve an annual minimum amount to be allocated to OverDrive for the purposes of the RLA, and that they approve the OverDrive RLA Agreement between MARINet and the Peninsula Library System.

The agreement may be cancelled at any time.

^{**}Includes roll-over and one-time allocations

^{***}Includes \$70,000 budgeted, \$40,000 roll-over, and \$25,000 CLSA additional one-time funds



Enrollment Form

Reciprocal Lending Arrangement (RLA)

WHAT IS RLA?

Similar to physical inter-library loan, OverDrive's Reciprocal Lending Arrangement (RLA) program allows users with an eligible card at one library to borrow digital titles from other libraries participating in the same RLA group.

DISTINGUISHING HOME AND VISITORS

With RLA, a user with a library card to your library is called a "**home user**" and the same user visiting another library's digital collection is called a "**visitor**." Libraries participating in the RLA group will determine the level of access for visitors. For a consistent user experience, we highly recommend all libraries in the RLA group select the same settings for visitors.

PREFERENCES FOR VISITORS

Below, please indicate your RLA group's preferred settings for visitors:

1. Allow visitors to place holds O Yes O No					
2. Allow visitors to recommend titles for purchase O Yes O No					
3. Allow visitors to borrow titles that are Metered Access by checkout OYes ONo					
4. Allow visitors to borrow titles that are Metered Access concurrent use \bigcirc_{Yes} \bigcirc_{No}					
5. Allow visitors to borrow titles that are Metered Access by the earlier of time or checkout OYes No					
6. Allow visitors to borrow titles in the Cost Per Circ lending model OYes No					
7. Allow visitors to have access to Lucky Day titles OYes ONo					
8. Library wishes to prioritize holds for its home users O Yes No					
visitors will not have access to Simultaneous Use content (including Magazine subscriptions and Database Subscriptio	ns				
Visitors will not have access to streaming media in the Cost Per Circ lending model.					
/isitors will have access to all one copy/one user titles and Metered Access By Time titles in Library's collection.					

TERMS AND CONDITIONS

- In order to maintain eligibility in the RLA program, each RLA library agrees to spend an annual amount that is no less than 100% of its tax-payer funded expenditures with OverDrive for fiscal year 2018-19, which is the last full fiscal year before the COVID-19 pandemic upended usual library expenditures. Any amount spent from other funding sources, including library foundations, friends, and grants is excluded. If the RLA library fails to meet this spending minimum and does not spend the required amount within ninety (90) days of written notification from OverDrive, OverDrive reserves the right to temporarily suspend access to the RLA group until the spending threshold is met. If the spending threshold is not met a second time within two fiscal years, OverDrive may terminate the RLA library's access to the RLA group at its sole discretion.
- To evaluate trends in RLA usage, libraries participating in RLA agree to share basic collection information, such as patron activity and collection size, with other libraries participating in the RLA group.
- Any or all of the RLA libraries may terminate their participation in the RLA program for any reason by providing OverDrive and the other participating libraries at least thirty (30) days prior written notice.



- For the avoidance of doubt, MARINet, NorthNet, and Peninsula Library System are the three (3) RLA libraries currently permitted to participate in this Reciprocal Lending Agreement. All three (3) RLA libraries and OverDrive must mutually agree in order to permit an additional participant to this Reciprocal Lending Agreement.
- On behalf of your library, you agree to participate in the RLA based on the settings selected above. Please execute this Reciprocal Lending Arrangement Enrollment Form in the space provided below.

Library Name:
Name:
Title:
Date:
Total Content Expenditures:Fiscal Year End:
Signature:



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To: NorthNet Library System (NLS) Administrative Council

From: Mark Fink

Subject: Review of Recommendations by Ad Hoc Strategic Priorities Committee

Date: August 25, 2022

At the January 2022 NorthNet Library System (NLS) Administrative Council meeting, the NLS Strategic Priorities activities were reviewed, and an Ad Hoc Committee was formed to develop a new set of NLS Strategic Priorities. The members include Mark Fink, Chris Cooper, Christopher Platt, Lana Adlawan and Rita Lovell.

Ad Hoc Committee Purpose:

The Ad Hoc Committee will review the current NLS Strategic Priorities and make recommendations to the NLS Executive Committee regarding new Strategic Priorities. Here is some context:

"The initial NLS strategies and goals were adopted in May 2010. In light of continually changing economic support, new service trends and new NLS leadership, a fresh look at system activities focused on clarifying and identifying strategic priorities was undertaken in FY 2015/16. These priorities are extremely useful in identifying impactful services for member libraries and are informing recommendations to the California Library Services Board, the board that determines the services provided by NLS and other California Library Services Act (CLSA) systems."

Existing NLS Strategic Priorities:

The NLS Administrative Council, at its January 25, 2016, adopted five key strategic directions for NLS:

- Member Asset Mapping
- Sharing People and Knowledge Platform
- Training and Development/ Facilitation and Capacity.
- Budget Cycle Alignment for Increased Collaboration/Purchasing

Since this list was developed the NLS libraries, through discussion at the Administrative Council meetings, have developed additional priorities, including:

- CalPERS Obligations of Legacy Systems
- Disaster Recovery and Response Training
- Shared Link+ Contract
- Shared eResources
- CLSA Study

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Ad Hoc Committee Recommendations:

The Committee is proposing that NLS adopt values that inform its strategic priorities. In addition, the Committee has identified Tier One and Tier Two priorities.

Adopt NorthNet Values:

In the work that NLS undertakes, member libraries are committed to:

- 1. Making decisions that are sustainable over time
- 2. Practicing environmental stewardship
- 3. Integrating diversity, equity and inclusion principles in our decisions and work
- 4. Collaborating with one another
- 5. Being transparent and effective communicators
- 6. Staff capacity building, training and professional development

Tier One Priorities:

The Ad Hoc Committee is recommending that NLS adopt the following Tier One priorities:

- 1. Disaster Preparedness and Response
 - Expand the role of libraries as disseminators of emergency information and emergency preparedness workshops/training/education to our local communities.
 - b. Identify and invest in the next phase of the work NLS has already done, including maintaining the *Recovering Together* website, and offering focus groups and training on this resource.
- 2. Future of Shared eResources

Assess eResources and platforms offered by the State Library and how this impacts NorthNet Libraries in the short and long term.

- 3. Capacity Building for Staff Our Most Valuable Asset
 - a. Organizational culture
 - b. Diversity, Equity and Inclusion
 - c. Staff engagement
 - d. Staff collaboration
 - e. New Employee training
 - f. Soft skills training
 - g. Staff recruitment
- 4. Investigate NorthNet joining the Government Alliance on Race and Equity (GARE)

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- 5. Shared Collection Management and Resource Sharing
 - a. Discuss member libraries' ongoing commitment to share resources
 - b. Investigate the question: should NLS subsidize shared collections?

Tier Two Priorities:

The Ad Hoc Committee is recommending that NLS adopt the following Tier Two priorities:

- 1. Monitoring CalPERS liability for the legacy systems
- 2. Advocacy
 - a. Member libraries receive advocacy training from American Library Association (ALA).
 - b. Define the role that NLS can play as an advocate for federal and state funding for libraries.
- 3. Maximizing the effectiveness of NLS training and communication practices, with an emphasis on:
 - a. Educating members on how NLS is structured
 - b. Identifying items for which CLSA funds can be used
 - c. Clarifying procedures to roll over unspent CLSA funds to the next fiscal year
 - d. Developing a new CLSA claim form
 - e. Sharing the terms of vendor agreements and contracts
 - f. Reviewing funding allocation model options/alternatives
 - g. Sharing the NLS reserves policy



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To: NorthNet Library System (NLS) Executive Committee

From: Lindsay Fuchs, Library-To-Go Committee Co-Chairs Christopher Platt and Renée

Forte

Subject: Consideration of Kanopy and Filmocracy as a Shared Resource

Date: August 25, 2022

Background:

Over the last three years, NLS member libraries have been surveyed to identify interest in shared resources. The most recent study on California Library Services Act (CLSA) cost share formula and allocation of funds included the following findings for priorities of interest:

- Video streaming (44%).
- E-newspaper (27%).
- E-comics (22%).
- Cloud e-books (3%).
- Miscellaneous suggestions included online auto repair manuals, Consumer Reports, SimplyE, and a subscription to a community analysis tool (such as Gale Engage).

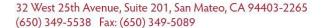
At the June 2022 NLS Administrative Council meeting, there was further discussion about Kanopy as a shared NLS resource, and if Kanopy would be eligible for use of CLSA funds. The purpose of this memo is to discuss these topics.

Discussion:

Kanopy

Lindsay Fuchs has done some research on behalf of NLS regarding shared video streaming services. Kanopy offers documentaries, independent films, foreign films, and has a growing children's section. Sixteen NLS libraries expressed interest in Kanopy as a potential use for CLSA funds, seven of which already or were about to add Kanopy as a service for their individual library system. Each library has its own monthly cap and range from 1,200 to 105,650 active cardholders. (Active cardholders are Kanopy's definition of "active cardholder," which is that the patron has had some action on their account in the last year.)

Fuchs met with Kanopy, and later Fuchs, Christopher Platt, and Renee Forte met with OverDrive to discuss options for NLS. In the third meeting which included Carol Frost, it was concluded that where Kanopy currently stands, it <u>does not</u> fit the requirements for CLSA funds based on the non-centralization of the authentication process. Currently, there are three libraries - Marin County Free Library, Larkspur Library, and San Rafael Public Library - who can use CLSA funds for Kanopy, and that is because they are sharing an ILS which fulfills the technical requirements





for CLSA funding. If there are three other libraries who share an ILS, they will also be able to take advantage of using CLSA funds for the service. Kanopy and Overdrive have been informed and are working on the technical necessities so that CLSA funds could be used on Kanopy in the future.

Kanopy is instead offering a discounted rate for NLS library systems who want to or already have Kanopy as a service. Kanopy currently offers three payment options:

- Kanopy pay per view. The library sets a monthly cap of how many credits are used per patron and/or a monthly budget, so the monthly total cannot exceed a specified amount. There is no platform or other associated cost.
- 2) Kanopy PLUS, which is a yearly subscription service with four themed collections of 250-300 films.
- 3) Capped Program: Capped programs offer libraries a fixed cost for a year's worth of Kanopy usage. Cost is dependent on the number of active cardholders and population statistics for the library, and it is determined by Kanopy's Finance team. Capped program costs vary year to year based on overall usage of the program by patrons during the previous contract year.

Per Kanopy's discounted rate, if together <u>new</u> libraries signing up meet a specific commitment level (the amount of funds that a library wishes to dedicate to usage of Kanopy in one year, under any of the three payment options), <u>all</u> NLS libraries (new and existing) will receive a discount. As more libraries come on board in future months or years, and therefore the next threshold is met, the discounts go up for all the NLS libraries. Discount levels are available in perpetuity. The assumed start date for the applicable discounts for new and existing Kanopy libraries would be November 1, 2022, assuming NLS can meet the first threshold.

- 5% off all PPUs for \$18,000 in new account commitments
- 10% off all PPUs for \$38,000 in new account commitments
- 15% off all PPUs for \$58,000 in new account commitments

Per **Exhibit A**, Kanopy offered estimated pricing for capped programs for the sixteen library systems. This is subject to change depending on negotiations with the Kanopy account executive. Each library would contract with Kanopy, rather than an NLS shared contract. Individual libraries should notify Kanopy that they belong to NLS to participate in the discount program.

Filmocracy

Fuchs also contacted Filmocracy, another potential streaming video service. Filmocracy is a film and festival hosting platform which hosts about 3,500 films permanently and rotates about 6,000 films depending on which festivals are currently being streamed. Films also include original programming, panels, director Q&A's, and live networking opportunities. These films



are often in the film festival stage, which means before they reach the distributor stage and therefore it is the first chance to see most of these films. (Films are usually removed from the platform after the festival is over; unlike in-person festivals, Filmocracy works to expand the length of the festival to last longer, usually a month. The vendor also offers distribution to filmmakers after the festival is done, and videos like Q&As and panels are often permanently added to the platform.) Filmocracy provides foreign and domestic films before they become available to a wider audience through studios, personal streaming services like Netflix, and theater showings, letting library patrons have first access to films that would otherwise be unavailable and may never be shown outside of the film festival circuit.

Filmocracy will be updating its platform in August/September to highlight and describe festivals better for consumers who are unfamiliar with the film festival circuit. Filmocracy also offers the ability to create private screenings, branded virtual spaces, and are open to new ideas to create community engagement. They are also working on expanding current services.

Filmocracy offers two payment plans:

- Pay per view model.
- Flat model: Filmocracy has an annual cost based on the library's active patron cardholder count, with Filmocracy's definition of "active cardholder" that the patron's account has been used at least once in the last eighteen (18) months.

(Filmocracy does not have an additional cost for the platform itself or other associated costs.)

Active Cardholders	Customer Price (per patron)	Minimum cost (per year)
<1,000	N/A	\$500
1,001+	\$0.55	\$550
2,500+	\$0.45	\$1,125
5,000+	\$0.35	\$1,750
10,000+	\$0.30	\$3,000
25,000+	\$0.275	\$6,875
50,000+	\$0.25	\$12,500
100,000+	\$0.225	\$22,500
250,000+	\$0.20	\$50,000
500,000+	\$0.175	\$87,500

Filmocracy has indicated they can create a sub-domain for NLS to create a centralized collection which is eligible to use CLSA funding. They may either create a centralized single page and single URL where the patron will choose their library from a drop-down menu, and then enter their library card; or libraries could have their own individualized URLs to the shared collection.



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Each library will be able to set up its own authentication process, though they prefer and are ready for SIP2 as the authentication process.

If all sixteen libraries who expressed interest in Kanopy joined Filmocracy, this would represent close to a total of 228,573 active patrons for \$51,428.92/year. (The patron count of 228,573 is based on Kanopy's active cardholder definition of 12 months, not Filmocracy's 18 months, and therefore will likely be at least several hundred cardholders higher. If we assume an additional 5% of active cardholders for the additional six months for a total of 240,002 cardholders, at tier \$0.225 it would cost \$54,000.45/year for the sixteen libraries.)

Filmocracy will be able to provide statistical information for each library to fulfill reporting requirements. Filmocracy follows the EU's GDPR policies and have more information about their privacy policy at https://filmocracy.com/articles/privacy.

Considerations:

NorthNet has limited funds to spend. While Kanopy and Filmocracy offer different content to patrons and are not quite comparable, both are video streaming services. Kanopy is now integrated into OverDrive, where both NorthNet and CLSA funding is already directed to, and the potential OverDrive Reciprocal Lending Agreement ties up more money. Libraries and NorthNet need to decide if they prefer funds be spread across vendors to offer more options to patrons or be concentrated among one or two trusted vendors.

Filmocracy is a newer vendor and is highly interested in breaking into the library market, making them very receptive to library requirements and wants. They are already available on the technical level to fulfill CLSA requirements. They are an unlimited *not* capped program, which provides patrons with higher usage ability without affecting current or future pricing. However, as a new vendor entering their first year with libraries as consumers, there may be some unexpected bugs to work out.

Recommendation:

NLS individual libraries currently using or wanting to join Kanopy may proceed with the discount program now. NLS will continue to monitor Kanopy and OverDrive so once their technical abilities match the CLSA requirements for a shared collection, NLS can further discuss the potential about using CLSA funds and how individualized caps, parameters, and so on can work as a group product.

NLS may consider surveying its members regarding their interest in Filmocracy. If at least three libraries are interested in the product, it can be brought to the NLS Administrative Council at the January 2023 meeting to approve a new shared subscription. This will allow NLS sufficient time to negotiate a contract and set the product up for July 2023, and to add this to the NLS



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CLSA Claim Form. It should be noted that any new shared subscription will be subject to the 5% administrative fee approved by the Council.

Both vendors offer demos on request, but NLS may consider setting up one or two demos with each vendor and sending the invitation to all NLS libraries. Individual libraries are also able to pursue Filmocracy using local funding during 2022-2023.

Fuchs continues to review other potential video streaming services that can use local and/or CLSA funding for information gathering on behalf of individual libraries and NorthNet.

Exhibit A - Kanopy Pricing

Exhibit A - Kanopy Pricing				Existing		
				Customer		
	Active	Customer		LTM		
l :h.ma.m.			LIDI Chama		Fat: at a *	Ca.a.a.a.d*
Library	Cardholders	(Y/N)	URL Stem	Spend	Estimate*	Capped*
Alpine County Library	1,604				\$1,200	\$1,500
Benicia Public Library	4,916				\$1,500	\$2,000
Butte County Library	10,000				\$2,000	\$2,500
Colusa County Library	4,913				\$1,500	\$2,000
Del Norte County Librar					\$1,500	\$2,000
El Dorado County Librar	•				\$14,000	\$16,000
Folsom Public Library	32,989				\$6,000	\$7,500
Humboldt County Librar					\$15,000	\$17,500
Lassen Library District	5,317				\$2,000	\$2,500
Lincoln Public Library	13,027	Yes	lincolnca	\$6,526	\$6,863	\$8,000
Modoc County Library	6,327				\$2,000	\$2,500
Mono County Library	1,972				\$1,200	\$1,500
Napa County Library	51,541	Yes	countyofnap	\$23,202	\$25,632	\$27,000
Nevada County Library	39,000	Yes	nevadaca	\$17,505	\$18,753	\$20,000
Orland Free Library	949				\$1,200	\$1,500
Placer County Library	21,857				\$4,000	\$5,000
Plumas County Library	1720	Yes	countyofplur	\$936	\$1,031	\$1,500
Roseville Public Library	105,650	Yes	roseville	\$17,054	\$17,737	\$20,000
Shasta Public Libraries	51,690				\$8,500	\$10,000
Siskiyou County Library	2,500				\$1,500	\$2,000
St. Helena Public Library	1200	Yes	shpl	\$6,235	\$6,540	\$7,500
Sutter County Library	41,631				\$7,500	\$8,500
Tehama County Library	18,000	Yes	tehamacoun	\$1,156	\$1,303	\$1,750
Trinity County Library	6,403				\$2,000	\$2,500
Willows Public Library	547				\$1,200	\$1,500
Woodland Public Library	36,927				\$7,000	\$8,500
Yuba County Library	37,978				\$7,000	\$8,500
TOTAL				\$72,614	\$165,659	\$191,250
Discount	New Commitments					
5%	\$18,000.00					

Discount	New Commitments
5%	\$18,000.00
10%	\$38,000.00
15%	\$58,000.00

Estimate

An estimate is how much a library can expect to spend on Kanopy Pay-Per-Use usage during a 12-month period. It is an average of other libraries with similar cardholders in a geographical area. Estimates are based on offering 10 credits per month for films (including major studio content at \$4 per film), as well as unlimited access to The Great Courses and Kanopy Kids. Kanopy Account Executive will work with each individual library to custom build a program based on the library's unique patron access needs and budget.

CappedA Capped program is a pre-paid 12-month program. It still uses the Pay-Per-Use construct but Kanopy assumes the risk if usage winds up being higher than the Capped cost. Capped programs are usually

higher in cost than a standard Pay-Per-Use program but the cost is fixed for 12 months. Capped program costs are re-assessed each year based on usage the previous year.



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To: NLS Executive Committee

From: Mark Fink

Subject: Review NLS CLSA Claim Form and Consider Development of Ad Hoc Group for

Changes

Date: August 25, 2022

Background

In the report of the NLS "Study of CLSA Cost Share Formula and Allocation of Funds," it was reported that some NLS members felt the CLSA claim form was 'confusing.' The report does not provide any further specifics regarding this comment. In the Recommendations section of the report, it notes "Consider a task force to develop an updated claim form."

The purpose of this memo is to review the eligible items for FY 2022-23, and to consider establishing a task force to update the claim form.

Menu of Items on the CLSA Claim Form

Attached to this memo is the FY 2021-22 NLS CLSA claim form for public libraries. The current claim form includes the following menu of options. In parentheses are the number of libraries which claimed the item.

- 1. NLS Library-to-Go Shared OverDrive Collection (27 libraries)
- 2. NLS Shared OverDrive eMagazine Collection (24 libraries)
- 3. NLS Shared Delivery (for MVLS and NBCLS) (16 libraries)
- 4. Additional funds towards NLS Library-to-Go Shared OverDrive Collection (17 libraries)
- Additional funds towards NLS Library-to-Go Shared eMagazine Collection (5 libraries)
- 6. Link+ Software Subscription Fee (7 libraries)
- 7. Additional Delivery costs (Link+ Courier or NSCLS Postage for Delivery) (2 libraries)
- 8. Other Shared eResources (enki; Bibliotheca Cloud Library consortia product, Northern California Digital Library or other eResources shared between three or more libraries). (7 libraries)
- 9. To purchase software which supports curbside pick-up, for either your primary or one of your primary methods of delivery of material to patrons. (O libraries)
- 10. For three or more libraries to jointly purchase remote reference software, such as ZenDesk. (O libraries)
- 11. Broadband hardware costs. (1 libraries)
- 12. CENIC telecommunication costs, costs for covering warranties in data center (5 libraries)

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A request was made by an NLS Director to add the Palace eBooks for All to the CLSA Claim form.

Based on the statistics above, and the pending request, it is suggested that the following modifications be made to the claim form:

Remove:

- ✓ Additional funds towards NLS Library-to-Go Shared eMagazine Collection (per Michael Perry, there is a fixed amount, and this is not needed. Funds allocated to this item have been redirected to OverDrive)
- ✓ To purchase software which supports curbside pick-up, for either your primary or one of your primary methods of delivery of material to patrons (added for pandemic has not been claimed)
- ✓ For three or more libraries to jointly purchase remote reference software, such as ZenDesk (added for pandemic has not been claimed)

Add:

✓ eBooks-for-All Palace project (if purchasing titles to be shared with other libraries)

There has been discussion about NLS contracting for video streaming services. Should this be approved, NLS may want to pursue clarification from the State Library whether the service is eligible for CLSA funds and may consider adding it to the NLS CLSA claim form.

Recommendation

The NLS Executive Committee may consider modifying the items on the NLS CLSA claim form, which would need Committee approval. The Committee may consider establishing a task force to update the claim form.



FY 2021-22 CLAIM FORM FOR CALIFORNIA LIBRARY SERVICES ACT (CLSA) FUNDS

Library:
Accompanying this Claim Form is the approved CLSA funding distribution spreadsheet for NLS member libraries. Your allocation is listed, as well as your portion for the shared NLS eMagazine, OverDrive, and delivery costs. If your library has a balance of CLSA funds remaining after shared costs are deducted, please indicate which shared resource you would like to apply the remainder of funds. If costs exceed CLSA allocation, your library will be invoiced for any amount due.
 The spreadsheet included with this form shows: Your library's FY 2021-22 allocation of CLSA funds Your library's delivery costs, if participating, of a delivery contract managed by NLS Your library's cost, if participating, of the OverDrive eBook/eAudiobook shared collection Your library's cost, if participating, of the OverDrive eMagazine shared collection Your library's cost, if participating, of the Link+ Services contract managed by NLS
DIRECTIONS FOR COMPLETING THIS FORM
✓ If you are participating in the shared NLS delivery, OverDrive eBook/eAudio, or shared OverDrive eMagazine collection, please complete Section 1 . If your library has a balance of CLSA funds remaining after shared costs are deducted, please indicate which shared resource you would like to apply the remainder of funds by completing Section 2 and/or Section 3 . If costs exceed CLSA allocation, your library will be invoiced for any amount due .
✓ If you are participating in the shared NLS delivery, OverDrive eBook/eAudio, or shared OverDrive eMagazine collection, please complete Section 3 .
Per the accompanying spreadsheet, my CLSA allocation is \$ These funds will be used for my FY 2021-22 allocation of services as indicated on the spreadsheet.
SECTION 1: Participating Libraries' Approved Allocations in NLS Shared Services:
\$ Annual fee for OverDrive eBook/eAudiobook shared collection
\$Annual fee for OverDrive eMagazine consortium subscriptions
\$ Delivery (Please note that if the library participates in an NLS-managed delivery contract, I understand that the library's share of the delivery contract will be paid by NLS from these funds.)
Remaining Available Allocation: \$
SECTION 2: Participating Libraries May Redirect Additional Allocations to NLS Shared Services:
My library has remaining CLSA funds, and I am choosing to distribute them as follows:
\$ Additional OverDrive eBook/eAudiobook contribution for consortium materials
\$ Additional OverDrive eMagazine contribution for consortium subscriptions
(Please see other side for more options and for signature)

1 | Page Rev 12/1/21



Library:					
SECTION 3: Allocation will be used for my Library Local Resources:					
\$Link+ Software Subscription Fee (for Link+ Courier costs, please use line below)					
\$Add	litional Delivery costs (<mark>Circle Choice:</mark> Link+ Courier c	or NSCLS Postage for Delivery)		
Library or other	eResources shared bet the estimated number	tween three or more librarie	ry consortia product, Northern California Digital s). If you have chosen Other Shared eResources, d the estimated circulation of those purchased		
	atistical information b equired fields.	elow is needed for accounte	ability reporting to the California State Library. Please		
	# of Titles	Circulation	Name of eResource		
	urchase software which ivery of material to pat		for either your primary or one of your primary		
\$For t	three or more libraries	to jointly purchase remote r	eference software, such as ZenDesk.		
\$Broa	dband hardware costs	(this should not be claimed	multiple years in a row).		
\$CENIC	C telecommunication co	osts, costs for covering warr	anties in data center (only by rural libraries)		
Please ensure that the full amount of your approved allocation has been designated. Only options included on this form are allowable.					
If remaining funds are due to your library for communications and delivery and eResources costs that are not included in NLS managed shared services contracts, a check will only be issued to your library upon receipt of the completed and signed claim form.					
		<u>Certification</u>			
I hereby certify that the library named above shall use these funds for CLSA approved purposes that facilitate resourcing sharing among the NLS Members in FY 2021-22.					
Signature:		Title:			
Name:	Print Name	Date:			
Approved By: A	ndrew Yon				
		Date:			
	and signed CLSA Claim		a DDE attachment (must be legible) via email to		
The <u>completed</u> and <u>signed</u> CLSA Claim form can be submitted as a PDF attachment (must be legible) via email to: NLSCLSAClaims@plpinfo.org or by mail with an original signed signature by February 28, 2022 to:					
	NorthNet Library System				
		Attn: Accounti 32 W. 25 th Avenue			

San Mateo CA 94403



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To: NLS Executive Committee

From: Mark Fink

Subject: CLSA Study and Contract Amendment

Date: August 25, 2022

Background

The NLS Administrative Council, at their June 2022 Annual Meeting, requested that the contract with Library Solutions for the CLSA Study be amended to expand the results of the Study's final report and to include additional CLSA formula options for review and consideration.

Attached is the Scope of Additional Work provided by Library Solutions outlining the additional metrics mentioned at the Annual meeting.

The contract includes extra time, should additional work be requested.

Recommendation

It is recommended that the Executive Committee approve up to \$10,000 for a contract with Library Solutions to consider work on the NLS CLSA study.

Scope of Additional Work

for the NorthNet Cooperative System's
California Library Services Act
Cost Share Formula and Allocation of Funds

August 9, 2022

Library Solutions, LLC

551 Sunland Dr, Spc 21 Bishop, California 93514 209-500-7272 diane@librarysolutions.net

BACKGROUND:

Library Solutions, LLC conducted a study requested by NLS providing various scenarios to allocate CLSA funds. Recently, the NLS Administrative Council, at their June 2022 Annual Meeting, requested that the contract with Library Solutions for the CLSA Study be amended to expand the results of the Study's final report and to include additional CLSA formula options for review and consideration.

PROPOSAL:

Consultant will conduct an analysis for the Executive Committee to review that would divide the CSLA funds available so that:

- 50% of funds are allocated to each library
- 25% of funds go to lowest service population size
- 25% of funds go to the most geographically isolated libraries

Consultant will conduct an analysis for the Executive Committee to review that would divide the CLSLA funds equally so that:

- 1/3 of funds are allocated to each library
- 1/3 of funds go to the lowest service population size
- 1/3 of funds go to the most geographically isolated libraries

Consultant will provide a narrative to explain the distribution and determination of the categories. Formulas from the previous study will be included to act as comparison to the new formulas.

TIMELINE:

A draft will be ready by September 30, 2022 for review. Any revisions will be completed by October 14, 2022, with enough time to be included in the NLS October Executive Committee packet. Any changes needed from feedback from the NLS Executive Committee will be incorporated and will be completed by December 15, 2022.

Additional work may be completed upon mutually agreed upon dates.

BUDGET:

Consultant hourly rate will be \$100 per hour and not exceed \$10,000. Consultant will provide a detailed invoice of work completed.

Total Not To Exceed

\$10,000



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To: NLS Executive Committee

From: Jacquie Brinkley, NLS System Coordinator

Subject: Appointment of Anthony Halstead as NLS Chair and Nomination of New Vice-Chair

Date: August 25, 2022

NLS Chair, Mark Fink, has announced his resignation from Yolo County Library and NLS. Mark has accepted the director position with Anythink Libraries in Colorado, effective October 2022.

In accordance with NLS Bylaws, NLS Vice-Chair, Anthony Halstead has agreed to assume the NLS Chair position for the term through June 30, 2024.

The NLS Executive Committee will need to appoint a new Vice-Chair at this time. If the new Vice Chair is appointed from the current Executive Committee, a new Committee member should be selected to fill that vacancy. Any new appointment should consider equitable representation of the NorthNet regions.

California State Library, Library Development Services

Cooperative Library System Liaison Report

August 15, 2022

Funding Opportunities Through the California State Library

Please visit the <u>grants page</u> of the California State Library website for a listing and timetable of new and upcoming funding opportunities and statewide resources available.

California Library Literacy Services

CLLS is launching an AmeriCorps Initiative, placing up to 70 AmeriCorps members in library literacy programs across the state. A full information session was held on August 10. A recording is available and other CLLS AmeriCorps information can be accessed at on the CLLS AmeriCorps page at https://libraryliteracy.org/special-projects/americorps/. Programs wanting to participate can complete the CLLS AmeriCorps Application at https://www.surveymonkey.com/r/CLLSappAmeriCorps. Member slots are available on a first-come, first-served basis, so CLLS libraries should apply as soon as possible. Programs will recruit and enroll members through August and September with a projected start date of October 3, 2022. Training for AmeriCorps members will be provided. Please contact beverly.schwartzberg@library.ca.gov or allyson.jeffredo@library.ca.gov for more information. CLLS networking calls and trainings will continue on a regular basis. Upcoming training sessions will help libraries prepare for AmeriCorps, new ESL services and more. Please visit the new CLLS training and meeting calendar! The 2021-2022 CLLS annual final report is projected to open in early September and be due in October 2022.

NEW Sustainable California Libraries LSTA Grant Opportunity and General UpdateThe LSTA-funded Sustainable California Libraries themed grant opportunity provides libraries the opportunity to design programming and educational opportunities focused

libraries the opportunity to design programming and educational opportunities focused on sustainability and climate resilience, by collaborating with project partners, community connections, and community members.

California libraries may apply for funding.

- Project minimum request: \$10,000
- Project maximum request: \$30,000
- Library jurisdictions with up to 14 outlets may apply for one grant
- Library jurisdictions with 15–30 outlets may apply for two grants
- Library jurisdictions with 31 or more outlets may apply for three grants

We invite you to check out this <u>13-minute video of the Sustainable California</u> <u>Libraries Info Session material</u> today. Our hope is that this video provides a flexible approach to sharing grant information and a good overview of the program in a digestible and accessible format. Let us know what you think. Video URL: https://youtu.be/aZS3lwZKCJo

On the grant page, you'll find more than a **dozen program ideas of various levels**, including creation of a Library of Things, Fix-It Clinics / Repair Café series, Earth week programming, climate resilience hub creation, and more! Other program ideas and innovations are welcome.

Timeline:

- <u>Register for Information Session 2</u>: August 17, 2022, 9:00 am 10:00 am.
 Before the session, please also review the following:
 - Main page: https://www.library.ca.gov/services/to-libraries/sustainable/
 - Grant page: https://www.library.ca.gov/grants/sustainability/
- Application deadline: Wednesday, August 31, 2022 at 12:00 pm (noon)
- Application review period: September 2022
- Application status and selection notification: October 2022

Learn more at: https://www.library.ca.gov/grants/sustainability/
Email sustainability@library.ca.gov with any questions or comments.

CopyCat Grants

The 2022/23 CopyCat grant call for application has closed. CopyCat applications are being reviewed.

For 2021/22 CopyCat report forms, please visit Manage Your Current Grant - California State Library. The 2021/22 CopyCat grant period ends 8/31/2022 and final reports are due by 9/30/2022. Grantees' first point of contact is their project advisor. For other CopyCat questions, please contact us at LSTAGrants@library.ca.gov

Zip Books Program

The 2022/23 Zip Books program call for applications has closed. Zip Books applications are being reviewed. Program information can be found at Zip Books Program - California State Library

The 2021/22 Zip Books grant period ended 6/30/2022 and final reports are due 7/31/2022 unless the grantee has had an approved extension. For Zip Books questions, please contact us at <u>ZipBooks@library.ca.gov</u>

California Libraries Learn (CALL)

Please look for information about the 2022/2023 Leadership Development cohort application coming soon. This year CALL will also be offering Leadership for All courses and workshops, open to all library staff at no cost. Also new is CALL Homegrown, learning opportunities suggested and designed by California library staff. Our first homegrown webinar for the year is Purchasing Manga for Your Library, on August 25. If you have an idea for a great program, fill out the CALL for Presentations! Plan your team's professional development by visiting www.callacademy.org and check the frequently updated calendar to explore the options. Free courses, weekly webinars, and cohort-based learning continue throughout the year. CALL has its own newsletter, CALL Letters, and users can subscribe directly for up-to-date information on staff professional development needs. Encourage your staff members to create a login to access the many online, self-paced learning opportunities available through CALL Academy.

FY21-22 Public Libraries Survey

The portal for data submission will open September 1, 2022. Register now for the annual Info Session, where we'll cover new data elements, tips for avoiding edit checks, reacquaint you with LibPAS, and answer your questions is now open. The info session will occur Tuesday, August 23, 2022 at 10:00 a.m.

On the <u>State Library's statistics page</u>, you will find a <u>Monthly Stats Workbook</u> (Excel) that should be helpful to you in collecting monthly statistics, such as library visits and hours open, and programming statistics broken down by age, format, and location. Please feel free to share this with any and all of your colleagues who track data during the year.

FY20-21 Public Libraries Survey results

A very big thank you to all California public library directors and staff who gathered and submitted data about libraries' finances, services, programs, and collections; 100% of California public libraries participated! Datasets are now available in the new California Library Statistics database.

California State Library Parks Passes

Thank you for submitting your additional parks pass requests, and circulation data. Additional passes will be distributed in November.

Parks pass users (people who have checked out the parks passes) can fill out the user survey now and get entered into a contest for an Explorer Pass – an annual State Parks pass worth \$195. The drawings will occur quarterly (the next one at the end of October). We have half-page flyers being printed now and heading to your library. Please place the half page flyers in with the parks

passes, or ask your staff to hand them out when people check out or return the parks passes. Since we only want people to fill out the survey if they have used the pass, we are not doing any marketing to the general public, but appreciate your help with getting the word out. People who have checked out the passes in the past, but didn't fill it out, <u>can access the survey online</u>. The pass is also available by scanning the QR code on the back.

<u>Vaccinate All 58</u> is mailing out some activity sheets and information flyers about covid-19 and vaccines. Since there is some clear overlap in health outcomes between the parks passes and covid-19 safety, and there is a statewide initiative to get people correct health information, Vaccinate All 58 printed some materials that could be put in with the parks passes when you circulate them if you choose. These should have arrived by now.

An <u>updated toolkit for the Parks Pass program</u> is on the CSL website, with links to flyers, circulation guidelines, and more.

First Partner's Summer Book Club Titles through eBooks for All California

The First Partner's Summer Book Club is a 9-week initiative to promote children's literacy and participation in summer reading programs hosted by local libraries throughout the state. Through the Summer at Your Library project, the State Library and CLA are sending books from the 2022 First Partner's Summer Book Club lists to California's public libraries. Copies of the titles from the grades 3-5 and grades 6-8 book lists are also available in the eBooks for All California collection. These titles can be accessed via the Palace Project's app through September 30th 2022. For a complete list of the 2022 Summer Book Club titles, visit https://www.library.ca.gov/summer-reading/

Summer Reading and Learning

The 2022 Summer @ Your Library Participation Survey questions are now available for your planning purposes. Data collected from this survey will show the impact of public library summer programs across California.

Data will be collected in Counting Opinions, and a link to the online submission form will be available in the near future. In the meantime, please see the following resources needed to submit required statistics and programming information for your library's 2022 summer programs.

- <u>Summer Survey Questions and Guidance</u>: Use this document to familiarize
 yourself with the questions and to reference while submitting statistics
 online.
- <u>Summer at Your Library reporting form</u>: A streamlined excel version of the questions to aid with data collection.

For your reference, these documents can also be found on the <u>California State</u> Library's Statistics webpage.

Directors Networking Conversations

Networking conversations for library directors continue and an invitation to participate is sent out on the directors' listserv as dates are scheduled. There will not be a call in August. The next Directors Networking call will be on **Wednesday**, **September 21**, **2022** from 3:30-5pm. Registration information will be sent in early September.

Building Forward Infrastructure Funding for California Libraries

The first round of applications for this program closed on March 21, 2022.

There is \$439 million in one-time funds in the Building Forward Library Infrastructure program to assist public libraries in economically challenged areas around the state. The 2021-2022 budget sets these priorities for use of the funds:

- 1. Projects addressing life safety and other critical maintenance needs; and
- 2. Projects serving high poverty areas of the state.

Other library infrastructure projects may be considered if funding remains after priority projects have been evaluated. Awards are expected to be announced soon. Those who do not receive grants during the first round will be automatically considered in the next round of applications. The maximum grant a library can receive is \$10 million. Funds must be used by March 31, 2026. For more information about the program, visit the State Library's website at www.library.ca.gov/grants/infrastructure and email questions to BuildingForward@library.ca.gov

eBooks for All CA

An update to previous eBooks for All CA announcements – Overdrive is now fully integrated. Palace can now serve as your patron's one stop-shop for Overdrive, Cloudlibrary and Statewide eBooks. We have also added ~\$800,000 worth of audiobooks to the collection.

Integrating Overdrive with Palace should have no effect on your user's experiences inside of Libby or the Overdrive app and will not share your Overdrive collection with any new entities.

Every public library in California can now participate in the statewide "eBooks for All" project. Full details can be found on the <u>State Library's e-book page</u>. Joining is as simple as emailing <u>casupport@thepalaceproject.org</u> and saying, 'My library is interested in joining.' The project implementation team will take it from there.

You likely have questions on how this will impact existing collection development practices and how it works with your current eBook ecosystem. We have generated an FAQ and recorded a live Q and A session to help answer those questions directly.

FAQ

Recorded Answer Session

This program is now expanding to include eAudiobooks! More details are to follow, but the collection will soon include approximately 700 titles accounting for 16,000 copies. All the licenses are one-copy-one-user and perpetual, so the base of the collection will serve California well going forward.

CAreer Pathways: Digital Learning Platforms for All California Public Libraries
The California State Library is entering into contract talks with Brainfuse,
Coursera, EBSCO, GetSetUp, LinkedIn, Northstar, and Skillshare for an additional
two years of access to the platforms. We expect to make further
announcements about platform availability, next steps for libraries, trainings,
outreach and more at the end of August or beginning of September.

For current implementation, vendors have provided set-up information to the library staff you identified; each platform has a different access model. Information sessions, marketing materials, and FAQs can be found on the Staff Support page at https://www.library.ca.gov/grants/career-pathways/.

If you or your team have questions about the platforms or CAreer Pathways in general, please email <u>julianna.robbins@library.ca.gov</u> and <u>jen.lemberger@library.ca.gov</u>.

Public Library Staff Education Program

The <u>Public Library Staff Education Program</u> is a tuition reimbursement program developed by the California State Library to assist California libraries with staff professional development. Funding for credentialed training is provided to enable library staff to acquire the knowledge and skills needed to support valuable programs and services in their communities. 2021/22 PLSEP grant report information can be found at <u>Manage Your Current Grant - California State Library</u> The 2021/22 grant year ends 7/31/2022 and the Final Financial Report, Tracking Report, Expenditure Detail Report and Final Program Narrative Report are **due by 8/31/2022**. For questions, please contact <u>PLSEP@library.ca.gov</u>.

California Library Connect

The California Library Connect Program grant (formerly the High Speed Broadband in California Public Libraries) is now live and accepting applications: https://californialibraryconnect.org/

This program supports California public libraries by connecting them to high-speed internet through the California Research and Education Network (CalREN) — a high-capacity public-sector broadband network. Since 2015, California Library Connect has connected over 90 percent of its public library jurisdictions. California Library Connect is supported through the partnership of the California State Library, CENIC, and CTC Technology & Energy.

Get Connected! California/Affordable Connectivity Program

All California Libraries are invited to participate in the Get Connected! Initiative. Get Connected! promotes the Affordable Connectivity Program (ACP) which provides a monthly discount of up to \$30 off home internet to qualifying families. Saturday, August 27 is the first Get Connected! Day in California. Enrollment events will be hosted throughout the state. These enrollment events will support eligible families interested in applying for ACP, answer questions about the ACP benefit, and provide hands-on assistance with the application. Patrons will be encouraged to bring the required documents to apply.

To participate in an enrollment event and share how you can contribute to a successful Get Connected! month and day, please visit https://forms.gle/k6YiHeH8Suwhvxy97. For more information on ACP please visit: www.internetforallnow.org/applytoday.