



## Agenda Report

18-1236

Agenda Date: 10/1/2018

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### REPORT TO BOARD OF LIBRARY TRUSTEES

#### SUBJECT

Action on California Library Services Act Funds from Pacific Library Partnership and Related Budget Amendment

#### BACKGROUND

The Pacific Library Partnership, PLP, is a membership organization created under terms of the California Library Services Act (Education Code 18700 et. seq.) and consistent with provisions of the California government Code, sections 6500-6578, to provide cooperative library services to better serve the residents of the several counties within which the members operate. On July 31, 2018, the Pacific Library Partnership (PLP) notified PLP Public Library members of the availability of an allocation distribution of California Library Services Act (CLSA) funds (Attachment 1). As a PLP Public Library member, the City of Santa Clara Library's share of these allocations is \$5,953. This disbursement was previously allocated to purchase e-books for a collective e-book platform managed and maintained for the PLP Member Libraries by PLP. PLP no longer subsidizes the e-book platform.

#### DISCUSSION

To ensure the expenditure of the funds reflect the needs and interests of the membership, PLP member feedback was solicited on priorities for projects to fund. The PLP Executive Committee approved six projects that members could select for their Library's allocation. Staff selected the option for purchases of digital library content, such as e-books and audiobooks, through the Library's participation in the Overdrive Northern California Digital Library consortium. This option was noted on the PLP Claim Form and submitted to PLP. This option is the most popular e-book service the Santa Clara City Library offers and will add an estimated 116 titles to the collection with approximately 2023 additional checkouts in Fiscal Year 18-19.

The CLSA fund allocation may only be used for the option designated in the PLP Claim Form. Staff is recommending that the allocation of \$5,953 is accepted and appropriated into the Library's budget for materials and digital content purchases through the Overdrive Northern California Digital Library consortium.

#### ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

#### FISCAL IMPACT

Acceptance of the funds and approval of its appropriation will provide Library patrons with continued access to expanded e-collections and will supplement the Library's budget for materials and digital

content purchases.

Budget Amendment

<u>Fund 112 - Library Operating Grant Fund</u>	<u>2018-2019 Current</u>	<u>Increase/ (Decrease)</u>	<u>2018-2019 Revised</u>
<i>Revenue</i>			
Program 1251- Library - Technical Services (Account 55580-(G)PLP17)	\$0	\$5,953	\$5,953
<i>Expenditures</i>			
Program 1251- Library -Technical Services (Account 87580-(G)PLP17 (I)3021)	\$0	\$5,953	\$5,953

**COORDINATION**

This report has been coordinated with the City Attorney's Office and Finance Department.

**PUBLIC CONTACT**

Public contact was made by posting the Board agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Recommend to City Council to accept the California Library Services Act funds from Pacific Library Partnership in the amount of \$5,953 and approve a related Budget Amendment to appropriate the funds for digital content purchases through the Overdrive Northern California Digital Library consortium.

Reviewed by: Hilary Keith, City Librarian

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Reserved
2. July 31, 2018 PLP Letter and Claim Form