

AGENDA ITEM: Regional Library Network Development

ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:

1. Should the Gold Coast Library Network application for network status be approved?
2. Should the applications of potential charter members of the Gold Coast Library Network be approved?
3. Should the Golden Gateway Library Network application for network status be approved?
4. Should the applications of potential charter members of the Golden Gateway Library Network be approved?
5. Should the Cascade Pacific Library Network application for network status be approved?
6. Should the applications of potential charter members of the Cascade Pacific Library Network be approved?

ISSUE 1: RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I

move that the Library of California Board accept the application of the Gold Coast Library Network, as it meets all the legal requirements of the Library of California Act and Regulations, and that the Gold Coast Library Network be approved to begin operations no sooner than January 1, 2001, and that the decision on state funding of the allocation for Gold Coast Library Network's initial year of operations be postponed until the November 2000 Board Meeting to allow for receipt and consideration of all regional plans of service.

ISSUE 2: RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:

I move that the Library of California Board approve the following institutions as charter members of the Gold Coast Library Network, and that state-funded member benefits for their participating libraries commence no sooner than January 1, 2001.

Institutions/Participating Libraries:

Cate School/McBean Library

California Institute of the Arts/Library

Krotona Institute of Theosophy/Library

Lucia Mar Unified School District/Arroyo Grande High School Library

Naval Facilities Engineering Service Center/Technical Information Center

San Luis Obispo County Community College District/Cuesta College Library

Santa Barbara Botanic Garden/Blaksley Library

Santa Barbara Community College District/Eli Luria Library

Santa Barbara High School District/

San Marcos High School Library

Santa Barbara High School Library Media Center

Dos Pueblos Senior High School, Henry D. Baylor Library

Santa Barbara Museum of Natural History Library

Santa Clarita Community College District/College of the Canyons Library

Santa Maria-Bonita School District/Santa Maria-Bonita Instructional Media Center (IMC)

Santa Maria Joint Union High School District/Ernest Righetti High School Library

Santa Maria Public Library

Thatcher School Library

University of California Santa Barbara/UCSB Libraries

Westmont College/Roger J. Voskuyl Library

ISSUE 3: RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I

move that the Library of California Board accept the application of the Golden Gateway Library Network, as it meets all the legal requirements of the Library of California Act and Regulations, and that the Golden Gateway Library Network be approved to begin operations no sooner than January 1, 2001, and that the Network Area for this Network be established for the same geographical area as Planning Region 2, and that the decision on state funding of allocation for the Golden Gateway Library Network's initial year of operations be postponed until the November 2000 Board Meeting to allow for receipt and consideration of all regional plans of service.

ISSUE 4: RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:

I move that the Library of California Board approve the following institutions as charter members of the Golden Gateway Library Network and that state-funded member benefits for these libraries commence no sooner than January 1, 2001.

Institutional/Participating Libraries:

Belvedere-Tiburon Library Agency
Benicia Public Library
Berkeley Public Library
Bishop O'Dowd High School Library
Daly City Public Library
Dominican College of San Rafael/Archbishop Alemany Library
Gay Lesbian Bisexual Transgender Historical Society of Northern California Library
Golden Gate University Library
Life Chiropractic College West Library
Marin County Free Library
Mechanics' Institute Library
Mills College Library
Milton J. Chatton Medical Library
Monterey Public Library
Naval Postgraduate School/Dudley Knox Library
Pacific Grove Public Library
Pleasanton Public Library
Presidio Trust Library
Queen of the Holy Rosary College Library
St. Helena Public Library
St. Patrick-St. Vincent High School Library
Salinas Public Library
San Anselmo Public Library
San Benito County Free Library
San Bruno Public Library
San Francisco Public Library
San Francisco State University/J. Paul Leonard Library
San Mateo Community College District/
 College of San Mateo Library
 Canada College Library
 Skyline College Library
San Mateo Public Library
Santa Cruz City County Library System
Solano County Library
Sonoma County Library
South San Francisco Public Library
Sunnyvale Public Library
United Technologies/Chemical System Division (CSD) Library
Watsonville Public Library

ISSUE 5: RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board accept the application of the Cascade Pacific Library Network as it meets all the legal requirements of the Library of California Act and Regulations, and that the Cascade Pacific Library Network be approved to begin operations no sooner than January 1, 2001, and that the Network Area for this Network be established for the same geographical area as Planning Region 1, and that the decision on state funding of the allocation for the Cascade Pacific Library Network's initial year of operations be postponed until the November 2000 Board Meeting to allow for receipt and consideration of all regional plans of service.

ISSUE 6: RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD: I move that the Library of California Board approve the following institutions as charter members of the Cascade Pacific Library Network, and that state-funded member benefits for their participating libraries commence no sooner than January 1, 2001.

Institutions/Participating Libraries:

Siskiyou County Library

Siskiyou County Office of Education/Instructional Materials Center

Siskiyou Joint Community College District/College of the Siskiyous Library

Tehama County Department of Education/Instructional Media Center

Tehama County Library

GENERAL OVERALL PROGRAM UPDATES:

Update on status of grant programs awarded to Library of California planning regions

At the June Board Meeting, there was considerable discussion about grants that were made to regional planning groups during the last fiscal year. Concern revolved around the section of the Library of California Act, Section 18830, which requires that once a region establishes a regional library network, all libraries who wish to receive services must become members of the network. The concern is that grants made during 1999/00 were made to demonstrate membership benefits, and that should some libraries not have completed membership applications, their benefits might be withdrawn or removed.

As a result of this discussion, a legal opinion was sought from Paul Smith. His opinion (Exhibit A) is that there are two sections of the Act that relate to service programs:

- Section 18830, et seq., under which services may only be provided to members once regional library networks are established, and
- Section 18860, which authorizes state support as a part of planning activities for “service programs responsive to the needs of people within each network region...”

Pursuant to Section 18860, therefore, services that are funded as a necessary component of the planning process at the regional level may be continued to both members and nonmembers for the duration of the service agreement. Because the planning grants for services, such as database subscriptions in the regions, were made pursuant to this section, there is no restriction as to the membership status of libraries receiving those services under existing grants.

Recommendation:

This legal opinion removes the potential membership obstacle identified at the June 2000 Board meeting. Networks may begin operation prior to the expiration of database agreements without jeopardizing service delivery to libraries who have yet to become regional members. There is no action that the Board needs to take to further resolve this issue.

Update on charter membership issues

At the June 2000 Board meeting, there was considerable discussion about charter membership, what it means, and the timing for initial members to become part of a new network. As a result, Paul Smith was asked for an opinion on several questions related to charter membership and network status. His opinion is appended as Exhibit B. Section 18840(e) uses the term “charter members” in relation to the regional membership application. Charter members are asked to endorse the plan of service of the network. There is no other mention of charter members in the Act.

Potential members have expressed concern about the timing of the network application and submission of member applications to participate. Because there is the requirement in the Act for libraries to receive authorization from their governing agencies, some libraries are experiencing delays in submitting their membership documents. There has been concern expressed that should the region be constituted in August, and all membership documents were not complete but would be completed by January 1, 2001, that libraries with delayed documents would not be able to be charter members.

In Paul Smith’s response, he indicates that any library that is granted membership status before the network begins operation is a charter or founding member. This means that potential members of Gold Coast, Golden Gateway and Cascade Pacific who have their membership approved by the Board by the November 2000 meeting would be considered charter members when these networks begin operations January 1, 2001. Paul also indicated that Section 20313 (e) of the Regulations allows for the Board to decide when it is in the best interest of the Act for members to begin participating. This means that if further membership applications are brought to the Board at their February 2001 meeting, the Board will have the option to begin service July 1 2001, or to choose another date, such as January 1, 2001, for their membership to commence.

Recommendation:

The Board should continue with the review and approval of network applications and membership applications at the August and November Board meetings. This opinion resolves the problem identified by several regions concerning charter member libraries. There is no need for any additional Board action at this time.

Update on regional library issues arising from the June 2000 Board meeting

At the June 2000 Board meeting, the Board requested an update on issues that arose from the Committee of the Whole discussions. These include:

- Service priorities for regional services
- Service priorities for statewide services
- Additional high priority services or programs not listed or included in previous discussions
- Personnel issues related to the transition of CLSA to the Library of California.

To acquire information, two surveys were sent during July 2000. The first was sent to regional planning group contacts and CLSA systems requesting feedback from libraries in their areas on service priorities for regional and statewide services. The second survey was sent to CLSA systems, requesting information on their personnel issues, retirement plans and salaries. This second survey is included in the CLSA Program Transitioning report, Document 21.

SERVICE PRIORITIES FOR REGIONAL AND STATEWIDE SERVICES: Exhibit C

109 libraries responded to the July survey on service priorities by August 1, 2000. These included:

- 52 Public Libraries
- 8 School Libraries
- 22 College and University Libraries
- 31 Special Libraries, and
- 1 Other (System Reference Center)

This survey asked libraries to choose those services and programs that they saw as important functions of statewide and regional service programs. Some services were listed in both categories to see if there were services that were preferred to be delivered either regionally or statewide. There were no definitions provided for any service listed. In addition, several categories were listed as options for potential future funding. Libraries were asked to rank their choices on a scale of one to five, with one being very important.

Regional contacts forward the survey widely, and the San Diego area special libraries group widely distributed the survey throughout Southern California. As a result, all types of libraries responded, and there was a high percentage of non-public library respondents. The results of the survey are analyzed below. In addition, a number of comments were received that provide additional insight into library priorities, and these comments are appended as part of Exhibit C.

RESULTS:

Respondents were asked to rank services on a 1 to 5 scale with 1 being very important. In the results below, 1 is described as high and 5 as low.

Regional services:

Since all services listed were those that have been identified as high priority during the brainstorming at the June Board meeting, it was not surprising that all services ranked high. Public libraries ranked public relations as their first choice for regional services, followed by delivery services. School libraries felt that negotiating database contracts was of highest importance, with high-profile services second. College/University libraries wanted delivery service first with catalog connectivity second. Special libraries generally ranked all options lower than other library types and chose high profile services first with services to meet special library needs second. No library group ranked any service below 3.7, and all services ranking below 3 were viewed by the responding libraries as not being relevant to their interests.

Statewide services:

Public libraries ranked technical assistance as their highest priority, followed by funding database services. School libraries chose funding databases as their highest priority followed by negotiating contracts for library supplies and equipment. Colleges selected negotiating delivery contracts as their first choice followed by negotiating databases. And special libraries chose First Source access as their first choice, followed by providing delivery services and high profile services. Only 4 services ranked below 3 with the lowest being 3.88. Again those low ranking services were either not seen as relevant or there were comments that the library did not understand what the service was.

Funding options:

Libraries across all types listed regional technology support as their first choice for funding, followed closely by cost of living increases for services and programs. All four possible programs for funding received a high score, with the lowest scoring 2.79.

ANALYSIS:

Several libraries that were already receiving some of the services listed, marked them as low priority as regional or statewide service. This could be interpreted as these libraries being happy with what they are receiving now, and are not interested in other forms of service delivery. These low rankings for such services as negotiating database contracts, affected the overall rankings displayed.

Because there were no definitions provided, some libraries questioned what a service was, some questioned and gave the service a low priority, and some ranked without questioning. Future surveys should include definitions where it is likely that the respondents might not be familiar with the service in question.

Delivery services and negotiating contracts for them are high priorities whether provided regionally or statewide. While there was not a definitive choice of regional over statewide, several respondents did indicate a preference for statewide negotiated contracts in their comments. Databases are also a service for which most libraries would like to see more favorably negotiated rates, whether provided at the regional or statewide level. Although

statewide funding of database subscriptions was a high priority choice, equally high was negotiating statewide rates. First Source ranked high with special libraries, but there may have been confusion between this program of Los Angeles Public Library, and FirstSearch offered by OCLC.

At the June Board meeting, a number of libraries requested that the Library of California provide services that are high profile which could facilitate convincing governing agencies of the value of the LoC program. This desire was reinforced by the result of this survey, with all libraries saying this was important.

Depending on the type of library, some services were either more or less important. Most libraries rated slightly more important negotiating statewide contractual services over regionally contracted services. In either case, there is strong support across library type for multitype contracts for databases, as well as statewide contracts for other products and services used by libraries.

ISSUES FOR BOARD CONSIDERATION:

REGIONAL LIBRARY NETWORK APPLICATIONS AND MEMBERSHIP APPLICATIONS FROM POTENTIAL CHARTER MEMBERS

BACKGROUND:

Article 5, Section 20316 of the regulations for the Library of California governs the establishment of regional library networks, and states the Board's obligations for reviewing and evaluating applications for network status. This article, reproduced below, does not provide any specifics for analysis of the application packet. However, Section (c) states that "the state board shall review the plan for completeness and for compliance with the purposes and provisions of the Act."

Section 20313 of the regulations entitled *Affiliation with a Regional Library Network* provides a little more clarification in relation to the State Board's determination of exceptions to geographical contiguity. Neither of these sections addresses the specifics of a review process.

Article 5. Regional Library Networks

20316. Establishment of Regional Library Networks.

- (a) The state board shall use the following criteria to approve the boundaries of the regional library networks, considering both cost-effectiveness and relationship to the resource sharing purposes of this chapter: public library jurisdictional boundaries; commonality with boundaries of educational institutions; recognition of current transportation, marketing, and communications patterns; location of and access to library resources; adequacy of resources for resource sharing purposes; population; and geographical contiguity.
- (b) Every geographic area of the state shall be served by a regional library network.
- (c) Upon receipt of a plan for a regional library network as set forth in Education Code Section 18840, the state board shall review the plan for completeness and for compliance with the purposes and provisions of the Act.
- (d) The state board shall conclude its plan review within one hundred and twenty days from the submission of the plan and approve or disapprove it. If a regional library network's plan is disapproved, the state board shall note the reason(s) for its disapproval and may make recommendations as to modifications which would make the plan approvable. A modified plan may be re-submitted for state board consideration.
- (e) Upon state board approval, a regional library network shall be established for the purposes of this Act and its organization and members shall be recognized as eligible to receive services and funds under the provisions of this Act. The establishment and recognition of the regional library network shall be considered effective on the first July 1 following state board approval. The state board may approve an earlier effective date if it determines that such action would best serve the purposes of the Act.

With Gold Coast Library Network's application submitted on May 10, 2000, it became necessary to develop a review process for review of their plan. The LoC Team met and determined that it was appropriate for the regional liaison, the LoC Director and any other interested LoC Team member to review the application packet to determine first if it was in compliance with the Section 18840 Act. An activity log was also developed to note activity related to the processing of the application packet.

Sec. 18840. Required plan.

To be eligible for funds under this article, a regional library network shall submit a plan to the state board for approval. The plan shall include all of the following:

- (a) An organizational structure.
- (b) Bylaws.
- (c) Membership policies, assuring that all eligible libraries in eligible public library jurisdictions and in eligible institutions in the geographic region will be enabled to participate.
- (d) A long-range plan, including the transition of services from the California Library Services Act to the Library of California Act, the criteria and functions for regional resource libraries, and the linkages with information agencies in the region.
- (e) The endorsement of the charter members. The charter members shall include more than one type of library.
- (f) Geographical contiguity.

Review Process:

At the June Board meeting, the Board asked that the process used to review regional applications for network status be shared with the regions for their information. Following is the process that is being used to evaluate the information provided, and assure compliance as specified in the Code of California Regulations, Section 20316 (c). Staff, acting on behalf of the Board, will conduct the review of documents for completeness and will make recommendations to the Board. The time period of 120 days specified in the regulations starts from the date the network application is received at the State Library, not the date of the first board meeting at which the application is reviewed.

Receipt of Application:

When the application is received, it is date stamped to mark its receipt. The application is checked to be sure that an original and at least 3 copies have been provided. If multiple copies are not provided, additional copies are made.

- Original: Three hole punched and placed in a binder as a clean copy
- Additional: One copy to the Director LoC, remaining copies to liaison(s)

Remaining copies are retained for use with legal or the budget office, if needed. The original copy in its binder is housed in the Director's office for the remainder of the review process and is open to inspection. Any decisions related to the application are filed in the binder, so there is a complete record of activity.

Membership Applications:

As member applications are received, they follow the same process as the network applications. One copy of each member application is filed in the binder with remaining distributed as above.

Basis for Review:

In the regulations Section 20316 (c), the Board must review applications for compliance with the purpose and provisions of the Act. These are specified in Sections 18801 and 18802 of the Act. Section 18840 of the Library of California Act serves as an outline for review of applications. Each network application must meet all of items a. through f. as stated in the Act. In addition, LoC regulations article 4 – Eligible Libraries and article 5 – Regional Library Networks give further information to be used in the scrutiny of network and member applications.

Because the regulations do not include model documents for use in applying for either network status or membership status, the provisions of the law and regulations must be determined, regardless of format.

Paul Smith, legal counsel, was consulted about the depth of investigation that should to be done as part of the Board’s review. He concurred with staff that the purpose of the review is to ensure that legal requirements are met, and that the state should not be involved in determining or commenting on the detail of an application’s content. While the state may need to develop a budget based on details provided in network applications, it does not have the authority to approve or disapprove elements of the application on the basis of anything other than what is specified in law and regulations.

Review Process:

The Director does a quick initial scan at the time of receipt to make sure that there are no obvious omissions in the information being received. If an omission is noted, the Director immediately contacts the regional contact to discuss the omission and reach resolution or receipt of the omitted item(s). Following this scan, copies are distributed to the regional liaison(s) for their review. A meeting is then scheduled between the director and the liaison(s) to review each document and determine if there are any problems which would deter approval. Documents are also reviewed to assure that they are compliant with the purposes and provisions of the Act.

If during the review of documents legal questions arise, an opinion is sought through the State Library legal counsel. Any concerns will be communicated to the regional contact.

The review follows the checklist provided in the Act: section 18830 for membership applications, and section 18840 for regional network applications. All items listed in these two sections must be represented in the information provided on the respective completed applications. If omissions or inconsistencies are minor, staff will attempt to resolve them by contacting either the region or the library.

The review also encompasses the regulations, sections 20313 for member libraries, and 20316 for network applications. These sections specify the criteria the Board must use to review and approve or deny applications.

Problem Resolution:

The network application and the membership applications are reviewed separately. Any problems noted are immediately shared with the regional contact. As additional materials are received, they are added to the binder. Problems are reported as they arise.

Membership applications are reviewed to ensure that they meet the legal requirements specified in the Act section 18830. Since it is our intent to approve applications and not to deny them, we will work with the library and/or region to resolve any gaps in information provided.

Of particular concern in the membership applications is the authorization of the governing authority for the library to participate in the Library of California. If there is no documentation with the membership application that substantiates the signature, the region will be first contacted to see if there is information on file in the regional office. If not, then the library will be contacted to request further information.

If at all possible, membership applications will be moved forward for approval. Because the process of reviewing membership applications is new, there may be cases where staff need legal opinions to move forward. If this is the case, and there is not sufficient time to resolve the issue before the next Board meeting, the staff will recommend deferring a decision on the application until the legal issue is resolved.

Problems arising from screening member applications will be sent to the regional contacts. Each problem identified is communicated to the regional contact with a proposed resolution, if possible. Should this be a complicated problem, then a written communication occurs. Communication is made with expediency in mind, so email may be used. If required, the liaison will attend the regional meeting to resolve any open issues. If necessary, additional staff, including the Director, may attend to expedite resolution. A record of problems identified and resolved is kept with the master copy of the network application. Should the staff be recommending that the Board not take action on specific membership applications, written notification will be sent to the regional contacts in advance of the board meeting so that there is a potential for resolution to occur prior to or at the Board meeting.

Recommendation to the Board

According to the regulations, Section 20316(d), the State Board shall conclude its plan review within one hundred and twenty days from the submission of a plan and approve or disapprove it. If, during the review process, there appears to be a problem that will not be able to be resolved within the allotted time frame, staff will work with the region to determine if the application should be withdrawn and resubmitted once revised. If a plan is complete, and ready for the Board to take action, staff will prepare an agenda item.

Agenda items for regional library network applications are submitted under the Support Services Committee, in the document entitled Regional Library Network Development.

Copies of the network application and membership applications will be brought to the meeting, and made available to the Board upon request.

Motions for approval of network applications and library memberships in networks will be separate motions. Consideration of network status will be a one-time process, while the Board will be considering additional membership applications in the future.

Board Approval:

Once the Board approves the regional application and initial member applications, a complete copy of all documents will be provided to the State Library Budget Office. At the time the Board passes the original budget allocation, that information will be sent to the State Library Budget Office to be included in the region's file. A complete copy of all information will reside permanently in the Library of California files and in the CSL Budget Office files.

Membership applications must meet the criteria established in the Act, cited below. Membership forms developed by regional planning groups will vary, and may require more information that will be used for regional planning purposes. Board approval is to be based solely on the inclusion of the items delineated in the Act, and not on the supplemental information provided.

ARTICLE 4. ELIGIBLE LIBRARIES.

Sec. 18830. Participating libraries.

a. Libraries in public library jurisdictions that are members of a regional library network and libraries in institutions that are members of a regional library network are eligible to receive services under this chapter and to become participating libraries. The board of governance or the appropriate administrative authority for each academic library, public library, school library, and special library that decides to join a regional library network shall take official action to approve network membership. That local governing agency or appropriate administrative authority shall agree not to reduce funding for library services as a result of network participation. Each public library jurisdiction, school district, university or college, and institution or corporation, or agency or branch thereof, may become a member of a regional library network. A public library jurisdiction not a member of the California Library Service Act public library system on the effective date of this section, and an institution, shall have at least one library that agrees to be a participating library and meets the following eligibility standards:

1. A written explicit mission statement and service objectives.
2. A fixed location in California.
3. Established hours of service.
4. An organized collection of information and materials accessible for use by its primary clientele.
5. Designated, onsite, paid staff for library services. At least one staff person shall have a master's degree in library or information science or a California library media teacher credential issued by the Commission on Teacher Credentialing, but equivalent graduate education or demonstrated

professional experience may be substituted for this requirement. The eligibility determination will be made by the regional library network.

6. An established funding base.
- b. Participating libraries must agree to all of the following:
 1. To share resources and services with other members of the regional library network.
 2. To provide resources and services for other members of the regional library network.
 3. To meet the minimum resource-sharing performance standards of the regional library network.
- c. Participating libraries may not obtain services provided under this act on behalf of nonparticipating libraries. No membership fees or service fees may be assessed for access to service delivered by state funds under this chapter. Regional library networks may provide their members with increased or enhanced services for a fee, at the option of each member.
- d. Library jurisdictions that are members of the California Library Services Act public library systems on the effective date of this section are deemed to meet the eligibility standards in subdivision (a), and shall not be required to certify that they meet these eligibility standards.

ISSUE 1: Consider the Gold Coast Library Network application for network status.

On May 10, 2000, the Gold Coast Library Network application for regional status was received by the Library of California staff on behalf of the Board. Receipt of the application began the 120-day clock for Board consideration of the application. Numerous discussions have occurred between LoC staff, regional contacts and members of the Gold Coast Core Planning Group. As a result, Gold Coast is requesting consideration of their application at the August Board meeting.

Staff reviewed the network application to ensure compliance with the Act and to ensure that the documents required in Section 18840 contained the elements required by the Act. A detailed item-by-item analysis of the Gold Coast application is retained in the official LoC file for this application. Gold Coast's application contains all the necessary elements, and their application complies with the intent of the Library of California Act. Staff has determined that the documentation is sufficient to warrant Board approval of their application for regional network status.

RECOMMENDATION:

It should be noted that there was little guidance provided on preparing sections for the application. Regions have been on their own in developing structure and content. While staff may have wanted to see more included in a given section, we do know that plans of service and member-focussed documents will change over time and become more comprehensive as regions begin to function. Gold Coast has provided all of the documents required by law and in a manner which facilitated their review. Gold Coast is to be commended on the form and content of their application materials, and staff recommends adoption of their application for network status.

ISSUE 2: Consider the applications of potential charter members of the Gold Coast Library Network.

As of July 31, 2000, 25 institutions or public libraries have submitted applications to the Library of California requesting membership in the Gold Coast Library Network. At this time, the staff is recommending, consideration of 17 of these applications, with the remaining to be considered at a later Board meeting. These 17 institutions represent 20 participating libraries. The 17 institutions proposed for membership at this time are:

Cate School/McBean Library
California Institute of the Arts/Library
Krotona Institute of Theosophy/Library
Lucia Mar Unified School District/Arroyo Grande High School Library
Naval Facilities Engineering Service Center/Technical Information Center
San Luis Obispo County Community College District/Cuesta College Library
Santa Barbara Botanic Garden/Blaksley Library
Santa Barbara Community College District/Eli Luria Library
Santa Barbara High School District/
 San Marcos High School Library
 Santa Barbara High School Library Media Center
 Dos Pueblos Senior High School, Henry D. Baylor Library
Santa Barbara Museum of Natural History Library
Santa Clarita Community College District/College of the Canyons Library
Santa Maria-Bonita School District/Santa Maria-Bonita Instructional Media Center
 (IMC)
Santa Maria Joint Union High School District/Ernest Righetti High School Library
Santa Maria Public Library
Thatcher School Library
University of California Santa Barbara/UCSB Libraries
Westmont College/Roger J. Voskuyl Library

Each of the membership applications for these libraries and their institutions contains the information required in Section 18830 of the Act, as provided on pages 13-14 of this document.

There are two of the proposed 17 charter members of Gold Coast whose location is not within the boundaries of these three counties: California Institute for the Arts, and College of the Canyons, both located in Los Angeles County. These two libraries have long-standing relationships with libraries in the Gold Coast region through TIE, a resource sharing cooperative in southern California. According to the regulations, Section 20313 (b), libraries may apply to the Board for an exception to geographic contiguity. According to the regulations,

“The state board’s approval for exceptions shall be based on its determination that:

- (1) the proposed membership is at least as effective a way of carrying out the purposes of the Act as would be the case if the membership were with the regional library network serving the geographic area; and
- (2) the proposed membership does not result in an inefficient expenditure of state funds or redundancy of service.”

Each of these two libraries has submitted a letter requesting exception to service through their geographic region, and their requests for exception have been approved by the Gold Coast Core Planning Group. Each of these two libraries has long-standing ties to libraries in Gold Coast, and neither has received services from Arroyo Seco or MCLS.

Those membership applications which are being held for a future Board meeting require approval of participation by the governing authority or verification that the signature provided has been designated by the organization with signing authority. It is anticipated that all the remaining applications will be brought to the Board for approval at the November Board meeting.

RECOMMENDATION:

Staff recommends the approval of the membership applications of the above-named institutions and public library jurisdictions, and recommends that membership benefits begin with the commencement of the Gold Coast Regional Network no sooner than January 1, 2001.

ISSUE 3: Consider the Golden Gateway Library Network application for network status.

On June 28, 2000, the Golden Gateway Library Network application for regional status was received by the Library of California staff on behalf of the Board. Receipt of the application began the 120 day clock for Board consideration of the application. Discussions have occurred between LoC staff, regional contacts and members of the Golden Gateway Core Planning Group. As a result, Golden Gateway is requesting consideration of their application at the August Board meeting.

Staff reviewed the network application to ensure compliance with the Act and to ensure that the documents required in Section 18840 contained the elements required by the Act. A detailed item-by-item analysis of the Golden Gateway application is retained in the official LoC file for this application. Golden Gateway’s application contains all the necessary elements, and their application complies with the intent of the Library of California Act. Staff has determined that the documentation is sufficient to warrant Board approval of their application for regional network status.

RECOMMENDATION:

Golden Gateway has provided all of the documents required by law and in a manner which facilitated their review. The presentation and detail included in this application facilitated its review. Golden Gateway is to be commended on the form and content of their application materials, and staff recommends adoption of their application for network status.

ISSUE 4: Consider the applications of potential charter members of the Golden Gateway Library Network.

As of July 31, 2000, 43 institutions or public libraries have submitted applications to the Library of California requesting membership in the Golden Gateway Library Network. At this time, the staff is recommending consideration of 37 of these applications, with the remaining to be considered at a later Board meeting. These 37 applications represent 117 participating libraries. The institutions proposed for membership at this time are:

Belvedere-Tiburon Library Agency
Berkeley Public Library
Benicia Public Library
Bishop O’Dowd High School Library
Daly City Public Library
Dominican College of San Rafael/Archbishop Alemany Library
Gay Lesbian Bisexual Transgender Historical Society of Northern California Library
Golden Gate University Library
Life Chiropractic College West Library
Marin County Free Library
Mechanics’ Institute Library
Mills College Library
Milton J. Chatton Medical Library
Monterey Public Library
Naval Postgraduate School/Dudley Knox Library
Pacific Grove Public Library
Pleasanton Public Library
Presidio Trust Library
Queen of the Holy Rosary College Library
St. Helena Public Library
St. Patrick-St. Vincent High School Library
Salinas Public Library
San Anselmo Public Library
San Benito County Free Library
San Bruno Public Library
San Francisco Public Library
San Francisco State University/J. Paul Leonard Library
San Mateo Community College District/
 College of San Mateo Library
 Canada College Library
 Skyline College Library
San Mateo Public Library
Santa Cruz City County Library System
Solano County Library
Sonoma County Library

South San Francisco Public Library
Sunnyvale Public Library
United Technologies/Chemical System Division (CSD) Library
Watsonville Public Library

Each of the membership applications for these libraries and their institutions contains the information required in Section 18830 of the Act, as provided on pages 13-14 of this document.

There are two categories of membership applications from the Golden Gateway region that are not being forwarded to the Board at this time:

- Applications without governing authority signature or without proof that the person signing has the authority for the institution to do so, and
- Applications for the current CLSA systems, pending a legal opinion by Paul Smith on their eligibility to join as members of the Library of California and of a regional network.

RECOMMENDATION:

Staff recommends the approval of the membership applications of the above-named institutions and public library jurisdictions, and recommends that membership benefits begin with the commencement of the Golden Gateway Regional Network no sooner than January 1, 2001.

ISSUE 5: Consider the Cascade Pacific Library Network application for network status.

On June 28, 2000, the Cascade Pacific Library Network application for regional status was received by the Library of California staff on behalf of the Board. Receipt of the application began the 120 day clock for Board consideration of the application. Discussions have occurred between LoC staff, regional contacts and members of the Cascade Pacific Planning Group. As a result, Cascade Pacific is requesting consideration of their application at the August Board meeting.

Staff reviewed the network application to ensure compliance with the Act and to ensure that the documents required in Section 18840 contained the elements required by the Act. A detailed item-by-item analysis of the Cascade Pacific application is retained in the official LoC file for this application. Cascade Pacific's application contains all the necessary elements, and their application complies with the intent of the Library of California Act. Staff has determined that the documentation is sufficient to warrant Board approval of their application for regional network status.

RECOMMENDATION:

Cascade Pacific has faced significant challenges in preparing their application materials. As a very large region with widely disbursed libraries, they have been tenacious in sticking to the task of completing their application. They have mustered a Planning Group that has raised considerable questions during the planning process, from which other planning groups have benefited. Cascade Pacific is to be commended for completing and submitting their application materials in spite of their concerns, and staff recommends adoption of their application for network status.

ISSUE 6 Consider the applications of potential charter members of the Cascade Pacific Library Network.

As of July 31, 2000, 6 institutions or public libraries have submitted applications to the Library of California requesting membership in the Cascade Pacific Library Network. At this time, the staff is recommending consideration of 5 of these applications, with the remaining to be considered at a later Board meeting. These 5 institutions represent 15 participating libraries. The institutions proposed for membership at this time are:

Siskiyou County Library
Siskiyou County Office of Education/Instructional Materials Center
Siskiyou Joint Community College District/College of the Siskiyous Library
Tehama County Department of Education/Instructional Media Center
Tehama County Library

Each of the membership applications for these libraries and their institutions contains the information required in Section 18830 of the Act, as provided on pages 13-14 of this document.

The application for the current CLSA System to become a member of Cascade Pacific as a special library member is being held pending a legal opinion by Paul Smith on their eligibility to join as members of the Library of California and of a regional network.

RECOMMENDATION:

Staff recommends the approval of the membership applications of the above-named institutions and public library jurisdictions, and recommends that membership benefits begin with the commencement of the Cascade Pacific Regional Network no later than January 1, 2001.

RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:

1. Consider additional applications from Regional Planning Groups to create Regional Library Networks.
2. Consider additional membership applications from institutions and/or public library jurisdictions to become members of regional library networks.
3. Consider funding Regional Library Network Operations.

Relevant Committee: Support Services
Staff Liaison: Diana Paque