

**AGENDA ITEM:** Regional Library Network Development

**ISSUES TO COME BEFORE THE BOARD AT THIS MEETING:**

1. Consider the Regional Library Networks' Plans of Services, and their associated budgets for the 2001/02 fiscal year.
2. Consider membership applications for the California Rehabilitation Center and the Graduate Theological Union.
3. Consider the change of status of the identified community colleges from participating libraries of their districts to member libraries.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the Library of California Board approve the 2001/02 Plans of Service of all seven regional library networks.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the Library of California Board approve the memberships for the California Rehabilitation Center and the Graduate Theological Union with member services to begin July 1, 2001.

**RECOMMENDED MOTION FOR CONSIDERATION BY THE BOARD:** I move that the Library of California Board approve the change in status from participating library to member library for the 8 community colleges listed in Table A, and this change will be effective retroactively to the date of the original Board approval of each library's membership.

**ISSUE 1:** Consider the Regional Library Networks' Plans of Services for the 2001/02 fiscal year.

The Regulations for the Library of California specify that regional library networks must submit an annual plan of service by April 1 of each year in order to continue to qualify for funding. As required by law, each regional library network submitted a plan of service and a budget to be reviewed and discussed at the April Board meeting. Each plan of

service budget was based on an allocation model which divided potentially available funds into seven equal allocations of \$468,671.

Staff recommended returning the plans of service to the regional library networks, advising each of the specifics of the funding allocation formula and the specific budget amount for the region that the formula generates from known 2001/02 funding. Staff also recommended that the Board advise the regional library networks that revised Plans of Service and their associated budgets be submitted in time for them to be reviewed for and considered at the June Library of California Board Meeting. The Board approved May 25, 2001 as the final date for resubmission.

At the April Board meeting, the Board also discussed potential allocation models for distribution of 2001/02 funds. The Board approved a model which provides an equal base amount of funding, with the remaining funds to be allocated based on membership and on participating libraries. This model, with the membership distribution through April 2001, is shown below.

<u>Region</u>	Base	Members	% LOC	Member \$	Participants	% LOC	Participant	<u>TOTAL</u>
	Allocation	2001/02	Members	Distribution		Participants	Distribution	
Cascade Pacific	\$ 200,000	39	7%	\$ 66,019	95	6%	\$ 52,612	\$ 318,631
Golden Gateway	\$ 200,000	145	26%	\$ 245,455	408	24%	\$ 225,955	\$ 671,410
Sierra Valley	\$ 200,000	75	13%	\$ 126,960	227	13%	\$ 125,715	\$ 452,675
Arroyo Seco	\$ 200,000	126	22%	\$ 213,292	476	28%	\$ 263,614	\$ 676,906
Tierra del Sol	\$ 200,000	91	16%	\$ 154,044	275	16%	\$ 152,298	\$ 506,342
Heartland	\$ 200,000	46	8%	\$ 77,869	176	10%	\$ 97,471	\$ 375,339
Gold Coast	\$ 200,000	43	8%	\$ 72,790	70	4%	\$ 38,767	\$ 311,557
<b>TOTAL</b>	<b>\$ 1,400,000</b>	<b>565</b>	<b>100%</b>	<b>\$ 956,430</b>	<b>1727</b>	<b>100%</b>	<b>\$ 956,430</b>	<b>\$ 3,312,860</b>

All seven regions have resubmitted their plans of service by the May 25 deadline and have configured their budgets in accordance with the allocation model. Staff have reviewed their plans as required by the Library of California Regulations, section 20320, to ensure compliance with legal requirements of the Act, the Regulations, and Board policy directives.

Presented as Exhibit A is a matrix used by staff to tabulate staff review of regional plans of service. Each region provided funding for all six program elements, and has also provided goals, standards and measures for each measure.

Exhibit B provides a summary of the funding each region intends to use for the required elements of its plan. Each region has met the Board's policy requirement of funding only those areas of service specified by the Board. As part of each plan of service, each region was asked to provide, if possible, an estimate of what funding would be necessary to fully fund each element for the upcoming fiscal year. This was an optional question that some regions answered and others did not. It is included as the second table on Exhibit B for your interest.

**Comment:** Given the time constraints for regions to submit revised plans of service and for the LoC staff to review them, staff has been able to prepare the above summary. While this summary meets the legal review requirements, it does not address some of the issues concerning what services networks plan to offer, the standards each is imposing for its services, and the measures each plan to use to gather data on use, effectiveness, etc. Several regions commented on the extreme difficulty of providing service standards when services are yet to be delivered to libraries whose needs and demands are unknown. All attempted to arrive at some measure, but staff has not had the time to review standards and measures across regions. CLSA standards and measures could not be uniformly applied as these standards are met in systems by using varying amounts of local funding to supplement state funds. Staff intends to conduct a review this summer and present its findings to the Board at the August Board meeting. At some point in the future, staff will be required to present to the Board recommendations for standards and measures to be included in the Library of California Regulations, and staff sees this initial set of plans of service as a starting place for accumulating options for consideration.

**Recommendation:**

Staff recommends that the Board accepts the Plans of Service of the seven regional library networks.

**ISSUE 2:** Consider membership applications for two special libraries.

Due to errors in processing membership applications, two libraries were omitted from consideration by the Board at the April 2001 meeting. Both libraries had submitted their applications within the required timeframe. Staff is recommending that the application for the California Rehabilitation Center be approved for membership in Tierra del Sol, and the membership for the Graduate Theological Union be approved for membership in Golden Gateway, and that these memberships be effective July 1, 2001. Both regions have included these memberships in their plans of service and their service budgets for 2001/02.

**ISSUE 3:** Community College Libraries: At the February Board meeting, staff reported on the legal opinion that colleges, and particularly community colleges were able to become members individually or as part of their parent organization. As a result of this opinion, staff advised the Board that they would be contacting community colleges, their districts, and the regional library networks to establish memberships in the manner desired by these entities.

Staff prepared a letter which has been sent to all community college libraries which have joined the Library of California as participating libraries of their districts. These letters were sent to the 37 community college library directors in participating libraries multi-college districts which are affected by this decision. The letter instructs them that if they want to change their status from participating library to member library, they must initiate such a request. The request must include acceptance by the library director, the college administration, the district administration and the regional library network. When a library submits its request, and the Board accepts it, member numbers will change. At the present time, the district is listed as and counted as a member. At the time the colleges change their status, each one is added as a member. When the final college is added, the district will be removed from the member list. The result will be an increase in members minus the district now counted.

To date, 8 community colleges have requested a change in status and their regional library networks have forwarded their completed requests to the Board for approval. As this change is in compliance with legal advice from Paul Smith, staff is recommending that the Board approve these changes. Staff also recommends that the status change be effective retroactively to the date of the original Board acceptance of each library's membership.

**Community Colleges Requesting Status Change  
From Participating Library to Member**

**Golden Gateway:**

Diablo Valley College:  participating libraries of the Contra Costa College District  
 Contra Costa College: 

Canada College:   
 College of San Mateo:  participating libraries of the San Mateo College District  
 Skyline College: 

**Sierra Valley:**

American River College:   
 Cosumnes River College:  participating libraries of the Los Rios College District  
 Sacramento City College: 

Included with this Document as Exhibit C is the revised membership data table for regional membership which reflects the changes to membership proposed in this Document.

**RELATED ISSUES TO COME BEFORE THE BOARD IN THE FUTURE:**

1. Consider funding Regional Library Network operations for the upcoming fiscal year.
2. Consider modification of status of community colleges from participating libraries to members of regional library networks.
3. Discuss and consider additional network services and programs to be included in the Budget Change Proposal (BCP), to be submitted in Fall 2001.
4. Consider additional membership/participating library applications from institutions and/or public library jurisdictions.
5. Consider transitional issues related to regional library network services.

Relevant Committee: Support Services

Staff Liaison: Diana Paque/Cathie Helmick

## Regional Library Network Membership as of the June 2001 Board Meeting

	Region I: Cascade Pacific	Region II: Golden Gateway	Region III: Sierra Valley	Region IV: Arroyo Seco	Region V: Tierra del Sol	Region VI: Heartland	Region VII: Gold Coast	TOTAL
<b>Academic</b>								
Colleges/Universities	9	44	15	42	24	11	14	<b>159</b>
Participating Libraries	9	60	22	70	38	13	16	<b>228</b>
<b>Public</b>								
Library Jurisdictions	13	46	21	41	31	9	7	<b>168</b>
Participating Libraries	68	239	134	274	164	95	49	<b>1023</b>
<b>School</b>								
Districts/Independent	13	34	20	29	15	15	7	<b>133</b>
Participating Libraries	22	82	48	112	48	56	10	<b>378</b>
<b>Special</b>								
Agencies	4	26	21	14	22	11	16	<b>114</b>
Participating Libraries	4	28	23	20	26	12	17	<b>130</b>
<b>Regional Totals</b>	Region I:	Region II:	Region III:	Region IV:	Region V:	Region VI:	Region VII:	TOTAL
<b>Members</b>	39	150	77	126	92	46	44	<b>574</b>
<b>Participating Libraries</b>	103	409	227	476	276	176	92	<b>1759</b>