

**AGENDA ITEM:** System Advisory Board

**GENERAL OVERALL PROGRAM UPDATES:**

**CURRENT STATUS:** 2002/03 System Plans of Service for the System Advisory Board Program indicate that all 15 Systems have planned to accomplish the duties specified for SABs in the Act (See Exhibit A). Plans of Service estimates show that SAB members will collectively travel over 38,200 miles to attend SAB and Administrative Council meetings. This does not include the many hours SABs contribute by attending these meetings, as well as various committee meetings, to the effort to improve System planning for the delivery of CLSA supported services. SABs also contribute many hours to special projects and publicity for the System.

Each year Systems are required to report the representation of various designated population segments on their System Advisory Boards. A compilation of these reports is included as Exhibit B. Board members are reminded that "representation" does not necessarily constitute membership in specific population segments, and that a single SAB member may represent more than one designated category. It should also be noted that SAB members are appointed by the governing bodies of member library jurisdictions, not by System Administrative Councils.

**PROGRAM TRENDS:** System Plans of Services indicate that System Advisory Boards will continue their emphasis on publicity and public relations as well as their activities in the evaluation of System services and in the assessment of community needs for library services. Some Systems continue to provide their SABs the opportunity to participate in System-sponsored workshops and training events. Many SABs are making the needs of libraries known through personal contacts and written communications to state and local legislators, local officials and community groups.

At its May 2002 meeting the Board requested that staff proceed with activities to honor all System Advisory Board members in order to recognize the valuable assistance that SABs provide to the planning and delivery of System services. Plans for a special breakfast event, to be held on Tuesday, November 19, 2002, are underway. In recognition of the 25<sup>th</sup> year anniversary of CLSA, the list of participants for the breakfast will be expanded to include past CLSB/LoC Board members. A list of Board members (past and present) is included as Exhibit C to this agenda item.

**TRANSITION PROCESS:** The Support Services Committee has outlined transition

steps for the CLSA System Advisory Board program as follows:

1. Begin transition when all regional library networks formation is complete and staff reports that their boards are in place.
2. Prepare a BCP that will receive Department of Finance approval that will move all CLSA funding to the Library of California for support for the regional library network boards. Funds will be added to those in the current budget for support of the regional library networks.
3. Once funds are moved to the Library of California, a declaration of transition will be prepared by the Board and the SAB section of the CLSA shall be repealed.

The Library of California Act does not include a regional library network user advisory board similar to the CLSA System Advisory Boards. However, the Act does require that each regional library network Council include a library user from each type of member library and that each regional library network Board of Directors include at least one library user. These library users represent library users in the region and have the same status and voting rights as the library members of the network. These requirements appear to have the same intent as the CLSA System Advisory Board Program, which is to provide a mechanism to involve the user community in the planning and development of services, to foster communication between the administrative bodies and library users, and to ensure that the network's services meet the needs of its users. The establishment and related duties of regional library network Councils and Boards are included in the mandatory Administration program element of the Library of California, and therefore that program would be the most likely target area for transitioning this particular CLSA program into the multitype network of the Library of California.

This would not prevent a regional library network from also establishing an advisory committee of representatives from its member libraries' user communities, if it wished to take such action.

**RELATED ISSUE TO COME BEFORE THE BOARD IN THE FUTURE:** Summary of 2001/02 SAB program achievements and activities based on System Annual Reports (November 2002).

Relevant Committee: Support Services  
Staff Liaison: Sandy Habbestad

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