



## Legislation Text

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**File #:** 22-396, **Version:** 1

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Adopt a Resolution to Approving and Authorizing the City Manager to Execute all Documents for the San Leandro Public Library to Join the Bay Area Library and Information System (BALIS), and by Default, the Pacific Library Partnership (PLP), with a First-Year Membership Fee not to exceed \$4,999.

### **COUNCIL PRIORITY**

- Sustainability & Resiliency
- Fiscal Sustainability and Transparency
- Community Engagement and Outreach
- Race and Equity Initiatives

### **SUMMARY**

The Pacific Library Partnership is a consolidation of four library systems, BALIS (Bay Area Library and Information System), serving Alameda, Contra Costa, and San Francisco Counties; PLS (Peninsula Library System), serving San Mateo County; MOBAC (Monterey Bay Area Cooperative Library System), serving Monterey, Santa Cruz, and San Benito Counties; and SVLS (Silicon Valley Library System), serving Santa Clara County. There are currently 43 libraries participating in PLP, with 9 academic libraries, and 34 public libraries.

Each PLP library pays a membership participation fee, based on a model adopted in January 2020. The formula for public libraries begins with a base amount, and then applies a tiered amount based on operating budget size (see attachment Att B: PLP Organizational Benefits 2021-2022).

The process for full membership in PLP is as follows:

1. City Council of San Leandro adopts a Resolution approving membership in BALIS/PLP - June 2022.
2. Memo from the Library Director Brian Simons is sent to BALIS Administrative Council requesting membership with a copy of the approved City Council Resolution - July 8, 2022.
3. PLP accepts San Leandro joining BALIS, and by default, PLP - October 2022.
4. PLP Executive petitions the California Library Services Board (CLSB) requesting approval of San Leandro Public Library's membership in PLP with a letter of support from City Manager Fran Robustelli. Library Director Brian Simons attends the CLSB meeting - Fall of 2022.
5. Once CLSB approves, San Leandro Public Library will be eligible to receive California Library Service Act (CLSA) funds as part of full PLP membership in FY 2023-2024.

Since this process is lengthy and we would not get access to the roughly \$7,500 of CLSA funds that can be used for LINK+, CENIC hardware, e-books, and other electronic or data-based services until 2023-2024, the Library was able to negotiate a reduced first-year fee for Fiscal Year 2022-2023, not to exceed \$4,999. The regular annual price is otherwise \$15,641 based on the current PLP formula.

The Library has identified how to pay the full fee in future Fiscal Years without adding additional requests for funding to the budget. By closely identifying what the Miscellaneous account funding was being spent on, the City was able to make some decisions and budget for BALIS/PLP membership in the future.

## **RECOMMENDATIONS**

Staff recommends that a resolution is approved to authorize the City Manager to execute all documents so that the San Leandro Public Library can join the Bay Area Library and Information System (BALIS), and by Default, the Pacific Library Partnership (PLP) with a first-year membership fee of \$4,999 for Fiscal Year 2022-2023 and future fiscal year membership fees based on the PLP Membership Fee Schedule.

## **BACKGROUND**

The Library has been interested in joining BALIS/PLP since 2009 because the benefits of connection to the rest of the Bay Area and state of California libraries, as well as, the opportunities for grant funding, shared international language collection services, and the staff training benefits outweighed the cost. But, City policy that required a non-resident fee card for use of the San Leandro Public Library precluded San Leandro from joining this cooperative. Since the City Council eliminated that fee card policy on March 1, 2021, San Leandro has been able to take advantage of this membership opportunity to directly enrich public services the Library provides and indirectly enhance those services through enriching the staff that serve the public.

## **Analysis**

Even with the limited membership in Fiscal Year 2022-2023, without access to the CLSA funds, the BALIS/PLP membership provides the Library with a wealth of valuable monetary, service, and staff enrichment benefit opportunities:

- Participation in staff training and resources related to LSTA grants. These toolkits increase the City's chances of LSTA and IMLS grant funding awards.
- Opportunity to apply for a PLP Innovation and Technology Grant annually, worth up to \$100,000.
- Staff Development Trainings: Spring Workshop focuses on library staff development, while the Future of Libraries conference focuses on forward-thinking topics, both of which provide Library staff career growth and training opportunities, as well as access to the shared knowledge of the profession to help San Leandro staff learn from others to improve Library services.
- Middle and Executive Leadership Year-Long Cohorts. This is an intensive year-long program focused on improving problem solving skills, providing big picture views of the environment in which libraries operate, and strengthening professional networks.
- Staff Development Initiatives and Activities Financial Support, which provides up to \$10,000 that can be used for specific trainings at San Leandro facilities or virtually, provided the training is open to other PLP member libraries.
- Califa membership worth \$400, which provides access to vetted public and library industry service vendors with discount benefits from membership.
- Delivery/Courier services that allows San Leandro residents to borrow from any public library in Santa Clara, San Mateo, San Francisco, Contra Costa, Alameda, San Benito, Santa Cruz,

and Monterey counties and to return materials to San Leandro Public Library and the items will be returned to their home library.

- Directors List-serv and List-serv for Managers/Directors which taps into the regional, collective knowledge of the profession to solve problems faster without recreating the wheel.
- Selection lists, vendor lists, and MARC records sharing for collections in international languages, which allows the San Leandro Public Library to collect in international language items even if the City cannot hire staff members who are fluent in those languages.

### **Applicable General Plan Policies**

GOAL CSF-3 Sustain and expand a public library system that provides a destination for exploration and discovery, knowledge and information, leisure and cultural enrichment, and life-long learning opportunities for persons of all ages.

- Policy CSF-3.1 Library Expansion and Upgrades. Support the expansion and upgrading of public library facilities and services to keep pace with changes in information technology and community needs.
  - Action CSF-3.1.A: Library Modernization Continue to pursue the modernization of San Leandro's libraries to incorporate emerging technology and best practices in library design.
- Policy CSF-3.4 Libraries as Neighborhood Centers. Promote programs and events that affirm the role of the City's libraries as community and neighborhood gathering places and that reflect the City's diverse population.
- Policy CSF-3.5 Resources for Self-Improvement. Ensure that San Leandro's libraries and other community institutions provide a setting for the open exchange of ideas and information and provide an opportunity for residents of all backgrounds to improve their skills and knowledge.

### **Environmental Review**

No Environmental Review is required.

### **Board/Commission Review and Actions**

- *Library Director Brian Simons presented the BALIS opportunity to the Library - Historical Commission March 15, 2022 and while no action needed to be taken, the Commission was in support.*

### **Legal Analysis**

None Required.

### **Financial Impacts**

Sufficient funds are included in the Fiscal Year 2022-2023 General Fund budget for BALIS membership:

- General Fund-Library, Account 010-68-001: \$4,999
- Total \$4,999

This Council action will not impact fund balance because there are funds available in the FY2022-2023 adopted budget.

## **ATTACHMENT(S)**

### **Attachment(s) to Staff Report**

- *Attachment A: Reso - BALIS Membership*
- *Attachment B: PLP Organizational Benefits Packet 2021-2022*
- *Attachment C: Minutes - LHC Mar 15 2022*

Please note: a fully executed agreement will be attached to this legislative file following approval of this action.

**PREPARED BY:** Brian Simons, Library Director, Library Services