

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Deborah S. Traffenstedt, Administrative Services Director/City Clerk ^{DST}

BY: Maureen Benson Assistant City Clerk

DATE: February 13, 2008 (CC Meeting of 2/20/08)

SUBJECT: Consider Authorizing Recruitment for Delegate and Alternate to Serve on the System Advisory Board of the Metropolitan Cooperative Library System

BACKGROUND

The City has been notified, as a member of the Metropolitan Cooperative Library System (MCLS), that the Moorpark City Library needs to have representation on the System Advisory Board (SAB). As stated in the attached letter addressed to Barbara Wolfe, Moorpark City Librarian, the SAB meets twice a year and the City's delegate would be representing our local jurisdiction. The direction in the attached letter is that the City seek the appointment of representatives from those population segments which the California Library Services Act designates as "underserved" (see attached letter for definition). The current term of appointment began July 1, 2007 and ends June 30, 2009.

DISCUSSION

Staff is requesting Council authorize recruitment in compliance with the Advertising and Appointment Policy 5 in the City Council Policies Resolution No. 2007-2636. Staff also proposes to include a Spanish language recruitment to better achieve the "underserved" recruitment goal. Direction is required from the Council on any appointee residence requirements. Staff is recommending that the delegate and alternate that will be appointed to represent the Moorpark City Library be required to reside within the City limits. Residents outside the City limits that utilize the Moorpark Library are technically within the County of Ventura Library District.

FISCAL IMPACT

None.

STAFF RECOMMENDATION

1. Authorize staff to commence recruitment for a delegate and an alternate to serve on the System Advisory Board of the Metropolitan Cooperative Library System for a term expiring June 30, 2009; and
2. Approve requirement for the delegate and alternate to reside within the City limits.

Attachment: MCLS Letter



MCLCS

Alhambra

Altadena

Arcadia

Azusa

Beverly Hills

Burbank

Calabasas

Cerritos

Commerce

Covina

Downey

El Segundo

Glendale

Glendora

Irwindale

Long Beach

Los Angeles

Monrovia

Monterey Park

Moorpark

Oxnard

Palos Verdes

Pomona

Redondo Beach

San Marino

Santa Fe Springs

Santa Monica

Santa Anita

Signal Hill

South Pasadena

Temecula

Torrance

Troy

October 25, 2007

Barbara Wolfe, City Librarian
Moorpark City Library
699 Moorpark Avenue
Moorpark, California 93021

Dear Barbara:

As a new member of MCLCS your jurisdiction needs to have representation on the System Advisory Board of the Metropolitan Cooperative Library System (MCLCS).

Your governing body should take action to appoint a delegate to represent the city of Moorpark. Your governing body may appoint both a delegate and an alternate. The new term of appointment runs from July 1, 2007 through June 30, 2009. Alternates automatically serve the same term as delegates.

If at all possible, it is suggested that you seek the appointment of representatives from those population segments which the California Library Services Act designates as "underserved," i.e.:

any population segment with exceptional service needs not adequately met by traditional library service patterns, including, but not limited to, those persons who are geographically isolated, economically disadvantaged, functionally illiterate, of non-English-speaking or limited English-speaking ability, shut-in, institutionalized, or handicapped.

The System Advisory Board (SAB) meets twice a year, usually in the morning in the fall and in the spring. The primary responsibility of Advisory Board members is to attend these meetings as a representative of

the local jurisdiction and spokesperson for the local library and for the informational needs of the public. The System provides orientation and training for Advisory Board members; no previous experiences with library-related matters is necessary for Advisory Board membership, although some library background is helpful.

The next SAB meeting will be held on May 22 in the Crowell Public Library, City of San Marino, when members will be asked to review the CLSA Plan of Service for submission to the State Library.

The formal duties of the Advisory Board, as described in the California Library Services Act, are:

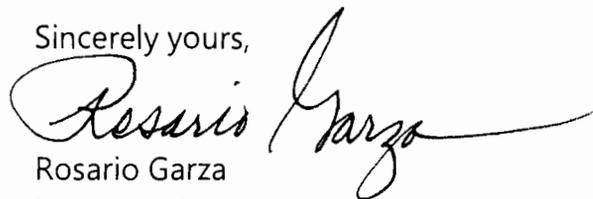
- (a) Assisting the Administrative Council in the development of the system plan of service.
- (b) Advising the Administrative Council on the need for services and programs.
- (c) Assisting in the evaluation of the services provided by the system.

In order to help Board members discharge these duties effectively, system staff develops educational presentations which are incorporated into the meetings, and distributes informational material to Board members. Optional Advisory Board activities which individual members may elect to pursue include committee work. Advisory Board members are eligible to claim mileage reimbursement for all travel undertaken in connection with SAB activities; there is no other remuneration.

If you have any questions or need additional materials about MCLS or the Advisory Board, please call me at (626) 683-8244 or email rgarza@mcls.org. Please notify system headquarters in writing as soon as an appointment is made. Please include the name, address, home and work telephone numbers, and e-mail addresses of all appointees.

Thank you for your assistance in taking care of this matter.

Sincerely yours,



Rosario Garza
Executive Director