

ADMINISTRATIVE COUNCIL AGENDA

Friday, March 17, 2023, at 10:00 a.m.

Santa Maria Public Library

Presiding: FY 2022/23 Chair Allison Gray, GO

* Item accompanies the agenda.

<ul style="list-style-type: none">• Agenda and business meeting addenda (compiled PDF) @ http://ats.blackgold.org• Auxiliary Receive and File addenda PDFs @ http://ats.blackgold.org	
Symbol	Key
<i>M</i>	Move to approve
*	PDF accompanies posted agenda
<i>p.</i>	Associated addendum page number(s) located @ top center of compiled agenda PDF.
**	Item to be provided later
▶	Item updated in the Administrative Council Notebook @ http://ats.blackgold.org

1. **10:00a.m. CALL TO ORDER**
2. *M* - **ADOPTION OF AGENDA**
3. **PUBLIC TESTIMONY**
4. *M* - **CONSENT CALENDAR**
 - a. *Administrative Council Minutes – 01.20.23 and 01.27.23 (*page 3*)
 - b. * Financials – December 2022 and January 2023 (*page 7*)
 - c. *Net Borrowing/Lending – January 2023 and February 2023 (*page 27*)
5. **AUXILIARY RECEIVE AND FILE** — [posted @ <http://ats.blackgold.org>]
 - a. Departmental Resources
 - i. Circulation - ATS Checkout & Renewal Statistics – January – February 2023
 - ii. Cataloging – January – February 2023
 - iii. Hoopla Recap – January – February 2023
6. **STATE LIBRARY REPORT** – March 2023 Report – Bev Schwartz
7. **OLD BUSINESS**
 - a. *M* – ***2023-24 Preliminary Budget** – Review the latest draft of the budget for the FY 2023-24. (*page 33*)
 - b. ***Update on the status of revisions to the JPA, Bylaws, and the Pension issue** – A review pertaining to our current status with the on-going pension issue. Updates from our attorney and pending action items. (*page 41*)
8. **NEW BUSINESS**
 - a. *M* – **New Black Gold Admin Council Officers** – Allison Gray is leaving by the end of March. BG needs to appoint new officers to finish out the current fiscal year. (*page 47*)
 - b. *M* – ***Executive Committee Appointments** – Changes to a number of library directors requires an update to our Executive Committee appointments. (*page 48*)
 - c. *M* – **Change of Authorized Signers for LAIF account** – Multiple changes in the current directors requires an update to the signers for the LAIF account (*page 49*)
 - d. *M* – ***2021-22 Annual Report**– review of the Annual Report for the FY 2021-22. Posted on the ATS website and available to libraries for reporting purposes. (*page 50*)
 - e. ***Value of Black Gold (GO)** – Discuss effective talking points for libraries to utilize when discussing with outside entities the benefits to being a member of Black Gold. (*page 51*)

Black Gold Cooperative Library System Administrative Council

- f. **M** - Decide to hold a (AB 361) virtual meeting as allowed by Gov. Code § 54953 (e) (1) option C which states: The legislative body holds a meeting during **a proclaimed state of emergency** and **has determined**, by majority vote, pursuant to subparagraph (B) that, **as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees.**

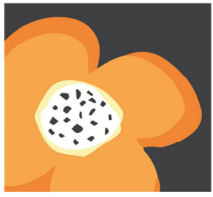
9. **BLACK GOLD OPERATIONS DIRECTOR REPORT**

10. **OPPORTUNITIES FOR COLLABORATION/NEW SERVICES**

11. **ROUNDTABLE** – Remarks by Library Directors

12. **M** – **ADJOURNMENT**

Distribution - Email notice of web-posted agenda to Ned Branch, SP; Sarah Bleyl, LM; Dawn Jackson, SM; Angelica Fortin, PR; Allison Gray, GV; Jody Thomas, CC; Glynis Fitzgerald, BG.



ADMINISTRATIVE COUNCIL MINUTES
Friday, January 20, 2023, at 10:00 a.m.
Goleta Valley Library- Multipurpose Room
Presiding: FY 2022/23 Chair Allison Gray, GO

Attending: Ned Branch, SP; Sarah Bleyl, LM; Dawn Jackson, SM; Angelica Fortin, PR; Allison Gray, GO; Bev Schwartzberg, State Library; Glynis Fitzgerald, BG, Kristina Uvalle, BG.

1. **10:17a.m. CALL TO ORDER**
2. **M - ADOPTION OF AGENDA** – Move to approve allowing DJ (SM) to attend remotely due to a family emergency. 1st NB/2nd SJB. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes, GO- Yes.
3. **PUBLIC TESTIMONY – N/A**
4. **M - CONSENT CALENDAR** - 1st AF/2nd NB. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes, GO- Yes.
 - a. *Administrative Council Minutes – 10.21.22
 - b. * Financials – September 2022, October 2022, November 2022
 - c. *Net Borrowing/Lending – October 2022, November 2022, December 2022
5. **AUXILIARY RECEIVE AND FILE** — [posted @ <http://ats.blackgold.org>]
 - a. Departmental Resources
 - i. Circulation - ATS Checkout & Renewal Statistics – October - December 2022
 - ii. Cataloging – October - December 2022
 - iii. Hoopla Recap – October - December 2022
6. **STATE LIBRARY REPORT** – January 2023 Report – Bev Schwartz
7. **OLD BUSINESS**
 - a. **M – *Unpaid Pension Liability** – Determine how to pay the portion of unfunded pension liability (UAL) that was billed to but not paid by members who withdrew from the Cooperative (SLO and SB).

For the FY 2022-23, the SLO/Santa Barbara portion on the unfunded liability was drawn from reserves. The directors need to decide whether to pay back that amount to the reserves and how they want to address future billings. GF (BG) reviewed our current cash reserve policy. NB (SP) pointed out that while the Cooperative is still looking to make changes in current legislature, it is safe to assume that SLO and SB will not be paying anytime soon. AF (PR) suggested that the FY2022-23 liability be paid from reserves but incorporate future amount into the upcoming budget. SJB (LM) is asking George from the Santa Barbara County Library Advisory Board that the county cover the Santa Barbara portion. She is working on a letter explaining the current situation and the steps BG is taking to address them. AG (GO) asked that Doss and Joan from the Board of Supervisors be included. The assemblyman for GO and CC, Greg Hart should also be included. JT (CC) suggested a letter be sent to the State Library as well to make sure they are aware of the situation.

A motion was made to pay the FY 2022-23 SB/SLO portion of \$37,000 from the reserves without pay back by current members.

1st AF/2nd SJB. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – No, SP – Yes, GO- Yes.

A decision regarding the 2023-24 unfunded liability was TABLED for further consideration.

ACTION ITEM: GF (BG) will draft a letter to Greg Lucas at the State Library detailing the situation.

Black Gold Cooperative Library System Administrative Council

8. NEW BUSINESS

- a. **M – Delivery Dates** – Discuss whether to schedule delivery runs to SLO and SB in February and beyond.

A motion was made to continue to include SLO and SB stops once a month until the end of the fiscal year.

1st NB/2nd JT. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes, GO- Yes.

- b. **M – Financial Audits** – Review for approval [Black Gold Single Audit 2021-22](#) (grant funds) and [Black Gold Audit 2021-22](#).

A motion was made to approve the financial audit as presented.

1st NB/2nd SJB. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes, GO- Yes.

- c. **M – Circulation Manual** – Review for approval the latest updates to the [Circ Manual](#).

A motion was made to accept the Circulation Manual as presented.

1st SJB/ 2nd NB. Roll Call: PR – yes, SM – Yes, LM – Yes, CC – Yes, GO – Yes, SP – Yes. *Approved.*

- d. **M – *Review JPA/Bylaws** – Council to review the latest version of the revised JPA for further changes with edits made by various city attorneys. Discuss and outline the review process for the Bylaws.

Current draft of the JPA has been passed onto each jurisdiction's city attorney. GF (BG) will send attorney edits onto John Shupe and have Mr. Shupe communicate directly with the attorneys involved. Review of the Bylaws is postponed until the JPA is closer to being completed. No vote needed.

- e. **M – *2023-24 Tentative Budget** – Review the first draft of the budget for the FY 2023-24.

GF (BG) presented the 1st draft of the budget for the FY 2023-24. Some possible changes include lowering the Attorney and consultant fees, as these are arbitrary amounts. Look into alternate delivery services, look at getting a quote from Equinox as an alternative to Bywater Solutions. Exclude PR from the movie licensing fees. Hotspot budget needs to be fine-tuned to the number of devices libraries are currently using.

A motion was made to approve the tentative budget to proceed with suggested changes for the Preliminary Budget due in March 2023.

1st NB/2nd SJB. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes, GO- Yes. *Approved.*

- f. **M – February Meeting** – Currently, the Administrative Council is not scheduled to meet. Does Council wish to meet in February since the December meeting was cancelled?

A motion was made to approve not having a February meeting.

1st NB/2nd SJB. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes, GO- Yes. *Approved.*

- g. **M** - Decide to hold a (AB 361) virtual meeting as allowed by Gov. Code § 54953 (e) (1) option C which states: The legislative body holds a meeting during **a proclaimed state of emergency** and **has determined**, by majority vote, pursuant to subparagraph (B) that, **as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees.**

1st NB/2nd SJB. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes, GO- Yes.

Approved.

9. **BLACK GOLD OPERATIONS DIRECTOR REPORT** – GF (BG) reported that upgrades for Capira will start in February. The Palace Project grant is complete. SLO libraries are working with Cenic to set up telecommunications based on our current configuration. We have agreed to allow

Black Gold Cooperative Library System Administrative Council

SLO to remain on the BG network through the end of June. Cenic got vendors to agree to waive the termination fees for Santa Barbara Library's withdrawal. GF (BG) is working to see if we can extend our contract with the data center past the SLO exit. We are also working on alternative solutions if an agreement cannot be reached with the data center.

10. **OPPORTUNITIES FOR COLLABORATION/NEW SERVICES – N/A**

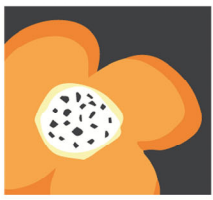
11. **ROUNDTABLE – Remarks by Library Directors – N/A**

12. ***M* – ADJOURNMENT at 1:20 p.m.**

1st NB/2nd SJB. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes, GO- Yes.

Approved.

Distribution - Email notice of web-posted agenda to Ned Branch, SP; Sarah Bleyl, LM; Dawn Jackson, SM; Angelica Fortin, PR; Allison Gray, GV; Jody Thomas, CC; Glynis Fitzgerald, BG.



ADMINISTRATIVE COUNCIL MINUTES – **SPECIAL MEETING**

Friday, January 27, 2023, at 10:00 a.m.

Presiding: FY 2022/23 Vice Chair Sarah Bleyl, LM

Attending: Ned Branch, SP; Sarah Bleyl, LM; Dawn Jackson, SM; Angelica Fortin, PR; Jody Thomas, CC; Glynis Fitzgerald, BG, Kristina Uvalle, BG.

1. **10:06a.m. CALL TO ORDER**

2. **M** - **ADOPTION OF AGENDA** – 1st DJ/2nd JT. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes.

3. **PUBLIC TESTIMONY – N/A**

4. **NEW BUSINESS**

- a. **M** – ***Letter to CA State Library discuss and approve** a letter to be sent to the State Library regarding the Unfunded Pension Liability and its effect on the Black Gold Libraries.

SJB (LM) stated she is drafting a letter to send to the Santa Barbara County Library Advisory Committee detailing the situation with the pension issue. DJ (SM) and JT (CC) agreed that the letter should be from the libraries within Santa Barbara County library group.

Reviewed draft prepared by GF (BG) to be sent to Greg Lucas at the State Library. Suggested changes include: specify the number of libraries that are within Santa Barbara County (4 out of 6). Clarify that last statement to read 'an active JPA'. Refer to Santa Barbara as SBPL.

A motion was made to approve the draft letter to Greg Lucas at the State Library with edits.

1st NB /2nd AF. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes.

- b. **M** - Decide to hold a (AB 361) virtual meeting as allowed by Gov. Code § 54953 (e) (1) option C which states: The legislative body holds a meeting during **a proclaimed state of emergency** and **has determined**, by majority vote, pursuant to subparagraph (B) that, **as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees.**

1st NB /2nd DJ. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes.

5. **M** – **ADJOURNMENT** at 10:37 a.m. - 1st NB /2nd SJB. Roll call: PR – Yes, SM – Yes, LM- Yes, CC – Yes, SP – Yes.



BLACK GOLD
COOPERATIVE LIBRARY SYSTEM

580 Camino Mercado
Arroyo Grande, CA 93420
805 543 6082
Blackgold.org

Memorandum

DATE: February 28, 2023
TO: Black Gold CLS Administrative Council
FROM: Glynis Fitzgerald, Director of Operations
SUBJECT: Financial Statements – FY 2022-23 – December 31, 2022

The Financial Statements for the six months ended December 31, 2022 are attached. Notes pertaining to the statements are on page seven. A Supplemental report for Reimbursable Expenditures is presented on page eight. To facilitate discussion, a reference number is included for each line in the far-left column on all pages.

The Final Approved Budget for FY 2022-23 anticipates revenues and expenditures each totaling **\$1,122,125** for the entire year, which is a **36.6%** decrease from the previous year.

The actual revenue and equity funding for the six months was **49.3%** of the budget for the fiscal year, while the combined total of all expenditures for the six months equaled **\$572,454** which represents **51.0%** of the budget.

BLACK GOLD COOPERATIVE LIBRARY SYSTEM
Statement of Revenues and Expenditures
For the Six Months Ended December 31, 2022

	FY 22/23 FINAL BUDGET	YEAR TO DATE ACTUAL	BDGT/YTD UNREALIZED BALANCE	BDGT/YTD REALIZED %	NOTES
TOTAL BGCLS					
Revenues & Equity Funding	1,122,125	553,034	569,091	49.3%	
Expenditures	1,122,125	572,454	549,671	51.0%	
Surplus/(Deficit)	0	(19,420)	(19,420)		
Total Reimbursables Invoiced		0			
Total Reimbursable Expenditures		<u>0</u>			
		0			
Gold Coast Revenues		0			
Gold Coast Expenses		<u>0</u>			
		0			
Shared Vision Project Revenue		4,619			
Shared Vision Project Expenses		<u>(4,619)</u>			
		0			
Palace Project Grant Revenue		(300,457)			
Palace Project Grant Expenses		<u>300,457</u>			
		0			
Stronger Together Project Revenue		110,760			
Stronger Together Project Expenses		<u>(110,760)</u>			
		0			
Reserves Used This Year		<u>0</u>			
			(19,420)		

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Six Months Ended December 31, 2022
Fiscal Year Elapsed: 50%

<u>Ref</u>		<u>FY 22/23</u> <u>Final</u> <u>Budget</u>	<u>December</u> <u>2022</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Bdgt/YTD</u> <u>Unrealized</u> <u>Balance</u>	<u>Bdgt/YTD</u> <u>Realized</u> <u>%</u>	<u>N</u> <u>O</u> <u>T</u> <u>E</u> <u>S</u>
1							
2							
3							
4							
5							
6							
7	4705	Miscellaneous Revenue	-		-	-	
8	4101	Interest Earnings	3,000	10	4,917	(1,917)	163.9%
9	4331	Grant Management Proceeds	12,503	18,667	23,359	(10,856)	186.8%
10	4402	CLSA - Commun. & Deliv.	138,757	138,757	138,757	-	100.0%
11	4500	Reserves Used this year	-		-	0.0%	
12	4324	SCLC - Broadband Grant	-		-		
13	4706	Erate Refunds(Comm Line)	250,630		11,692	238,938	4.7%
14	4707	California Teleconnect Fund	45,090	(498)	7,454	37,636	16.5%
15	4409	Shared eContent & Subscription	68,585		34,296	34,289	50.0%
16	4302	Member Contributions - Resource	542,009		271,008	271,001	50.0%
17		Unfunded Pension Liability	61,551		61,551		
18							
19		TOTAL FUNDS AVAILABLE	1,122,125	156,936	553,034	569,091	49.3%
20							
21							
22							
23							
24							
25							
26							
27							
28		EXPENSE SUMMARY					
29	6000	All Programs	520,422	51,925	303,544	216,878	58.3%
30	6100	System Administration	114,794	6,336	50,595	64,199	44.1%
31	6400	Communications and Delivery Service	294,338	5,937	121,276	173,062	41.2%
32	6500	Databases/Downloadables	101,030	12,624	54,503	46,527	53.9%
33	6700	ILS	91,541	6,302	42,537	49,004	46.5%
34	6800	System Grants	-	-	-	-	
35		TOTAL EXPENSES	1,122,125	83,124	572,454	549,671	51.0%
36							
37		Surplus/(Deficit)		73,813	(19,420)		

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Six Months Ended December 31, 2022
Fiscal Year Elapsed: 50%

Ref		FY 22/23 Final Budget	December 2022 Actual	Year to Date Actual	Bdgt/YTD Unrealized Balance	Bdgt/YTD Realized %	N O T E S
38							
39	Expenditure Details						
40							
41	6000-All Programs						
42	<u>All Personnel</u>						
43	6101 Regular Salaries	374,800	45,056	202,789	172,011	54.1%	
44	6102 Benefits	145,622	6,869	100,755	44,867	69.2%	1
45	Total All Programs	520,422	51,925	303,544	216,878	58.3%	
46							
47							
48							
49	6100-System Administration						
50	5011 Office Expense	2,500	109	687	1,813	27.5%	
51	5012 Service Charge, Bank etc	250	-	100	150	39.9%	
52	5014 Postage & Shipping	400			400	0.0%	
53	5016 Reimbursement Meeting Expense	500	-	235	265	47.0%	
54	5035 Vehicle Fuel & Maintenance	1,000	-	589	411	58.9%	
55	5051 Auditors	13,150	-	9,950	3,200	75.7%	2
56	5054 Payroll Processing Fees	2,000	148	826	1,174	41.3%	
57	5057 Rent	37,574	3,157	18,694	18,880	49.8%	
58	5058 Utilities	3,000	250	1,117	1,883	37.2%	
59	5059 Attorney Fees	15,000	365	2,662	12,338	17.7%	
60	5062 Professional Fees	10,000					
61	5082 Janitorial Service	1,320	117	702	618	53.2%	
62	5115 Travel	-	170	911	(911)	-	
63	6118 Dues & Subscriptions	2,000	-	1,440	560	72.0%	
64	5153 Insurance	20,000	1,693	10,156	9,844	50.8%	
65	6222 Staff Training	-	-	450	(450)	-	
66	6238 Website Expense	250			250	0.0%	
67	6239 Consulting /Strategic Planning				-	-	
68	6262 Internet Access/Hotspots	1,350	103	544	806	40.3%	
69	6266 Library Mailers Billed Back	-	-	4	(4)	-	
70	6291 Office Equipment & Maintenance	500			500	0.0%	
71	6292 Software	4,000	225	1,528	2,472	38.2%	
72	6296 CLSAinfo.org	-			-	-	
73	Total System Administration	114,794	6,336	50,595	54,199	44.1%	

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Six Months Ended December 31, 2022
Fiscal Year Elapsed: 50%

<u>Ref</u>		<u>FY 22/23</u> <u>Final</u> <u>Budget</u>	<u>December</u> <u>2022</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Bdgt/YTD</u> <u>Unrealized</u> <u>Balance</u>	<u>Bdgt/YTD</u> <u>Realized</u> <u>%</u>	<u>N</u> <u>O</u> <u>T</u> <u>E</u> <u>S</u>
74							
75	<u>6400-System Communications and Delivery Service</u>						
76	5045 Delivery Supplies	1,000			1,000	0.0%	
77	6241 Communication Line Expense	8,657	714	4,678	3,979	54.0%	
78	6294b Cenic Telecom Equipment & Maintenance	8,500	(528)	1,767			
79	6450 Cenic - Communication Line	215,799	-	76,731	139,068	35.6%	
80	6485 Courier Contract	60,382	5,751	38,101	22,281	63.1%	
81	Total Communications and Delivery Service	294,338	5,937	121,276	166,329	41.2%	
82							
83							
84							
85	<u>6500-Databases/Downloadables</u>						
86	6147 eContent	98,030	12,365	52,950	45,080	54.0%	
87	OverDrive						
88	6147b Subscription Services	3,000	259	1,553	1,448	51.8%	
89	Luna						
90	Total Reference Services	101,030	12,624	54,503	46,527	53.9%	
91							
92							
93							
94	<u>6700-ILS</u>						
95	6227 Cataloging Tools	3,000	124	743	2,258	24.8%	
96	6236 ILS Support	30,574	1,367	11,005	19,569	36.0%	
97	Aspen						
98	Koha						
99	6516 ILS Add-Ons	42,158	3,777	23,098	19,060	54.8%	
100	Novelist						
101	Quipu						
102	The Content Café						
103	Capira						
104	Talking Tech ITIVA						
105	Dell ITIVA Maintenance						
104	6240 PCI Compliance	6,809	284	2,837	5,674	41.7%	
105	6276 MARC records - Skyriver	9,000	750	4,854	4,146	53.9%	
106	6293 System Equipment	-	-	-	-		
107	6297 RFID Project						
108	Total ILS	91,541	6,302	42,537	50,707	46.5%	

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Six Months Ended December 31, 2022
Fiscal Year Elapsed: 50%

<u>Ref</u>		<u>FY 22/23</u> <u>Final</u> <u>Budget</u>	<u>December</u> <u>2022</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Bdgt/YTD</u> <u>Unrealized</u> <u>Balance</u>	<u>Bdgt/YTD</u> <u>Realized</u> <u>%</u>	<u>N</u> <u>O</u> <u>T</u> <u>E</u> <u>S</u>
109							
110	<u>6800-System Grants - State</u>						
111	6603 PLSEP Grant Revenue				-		
112	6604 PLSEP Grant Expenses				-		
113	Total System Grants	-	-	-	-		
114							
115			73,813	(19,420)			
116							
117							
118							
119	<u>8200-Shared Vision Project</u>						
120	8201 Grant Revenue		(759)	(4,619)			
121	8205-8207 Grant Expense		759	4,619			
122	Net Shared Vision Project	-	-	-			
123							
124							
125	<u>8300-Palace Project Grant</u>						
126	8201 Grant Revenue		(258,394)	300,457			
127	8205-8207 Grant Expense		258,394	(300,457)			
128	Net Palace Project Project	-	-	-			
129							
130							
131	<u>8400-Stronger Together Project</u>						
132	8201 Grant Revenue		(87,802)	(110,760)			
133	8205-8207 Grant Expense		87,802	110,760			
134	Net Stronger Together Project	-	-	-			
135							
136	<u>8500 eBooks for All</u>						
137	8501 Grant Revenue		-	(878,716)			
138	8508 Grant Expense		-	878,716			
139	Net eBooks-for-All Project	-	-	-			
136							
137	<u>6900-Gold Coast Library Network</u>						
138	4901 Gold Coast Revenues						
139	6901 Gold Coast Expenses		-				
140	Net Gold Coast Library Network	-	-	-	-		
141							
142							
143							

**Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Six Months Ended December 31, 2022
Fiscal Year Elapsed: 50%**

Notes to the Financial Statements

(Explanation for expenditure variances exceeding 100% of budget to date by 10% and >\$1,000)

	Description	Total Spent Current FY		Explanation for budget variance YTD
1	Benefits	\$ 100,755	\$ 59,503	Annual payment of Unfunded Pension Liability
2	Auditors	\$ 10,950	\$ 10,950	Progress payments for the FY 21/22 audit

**THESE FINANCIAL STATEMENTS APPROVED
BY THE ADMINISTRATIVE COUNCIL OF THE
BLACK GOLD COOPERATIVE LIBRARY SYSTEM**

Allison Gray, Chair, FY 2022-2023

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Six Months Ended December 31, 2022
Fiscal Year Elapsed: 50%

From time to time, Black Gold staff orders supplies and equipment directly for individual libraries and is then reimbursed from the libraries for the cost of those purchases. Those purchases are not budgeted. The expenditures and invoices to the libraries for reimbursement are netted together in the accounts noted here (beginning with "63__"). The balances shown are a result of timing differences between recognition of cost and recognition of reimbursement.

		December 2022 <u>Actual</u>	Year to Date <u>Actual</u>
161	<u>Reimbursable Expenditures</u>		
162			
163			
164	<u>Miscellaneous Orders</u>		
165	6361 LOM Misc Orders	1,587	-
166	6362 PR Misc Orders	1,207	-
167	6363 SLO Misc Orders	800	-
168	6365 SM Misc Orders	1,443	-
169	6366 SP Misc Orders	606	-
170	6367 GOL Misc Orders	4,517	-
171	6367 CC Misc Orders	2,271	-
172			
173	Subtotal Misc. Orders	12,431	-
174			
175	Total Reimbursable Expenditures	12,431	-
176			
177			
178	Total Reimbursables Invoiced	-	-
179			
180		12,431	-

Black Gold Cooperative Library System
Balance Sheet
December 31, 2022

	G/L			
	Acct. #	Account Description	Debit	Credit
181	1102	Petty Cash	47	
182	1103	Checking WF 0620-028761	121,826	
183	1104	Founders Community Checking	1,454,926	
184	1105	Savings LAIF 16-56-003	932,272	
185	1201	Accounts Receivable - Invoices	51,220	
186	1251	Other Receivables	245,865	
187	1302	ATS Prepaid Expense	35,685	
188	1303	GEN Prepaid Expense	13,552	
189	1304	Prepaid Insurance	11,142	
190	1305	Prepaid Other	20,130	
191	1501	Fixed Assets	604,208	
192	3502	Accumulated Depreciation		547,195
193	1906	Provisions Vacation Payable	28,595	
194				
195	2104	Accounts Payable		281,451
196	2100-2110	Wages & Benefits Payable		22,040
197	2120-2122	Wells Fargo Credit Card Payable		-
198	2199	Accrued Expenses		
199	2204	Deferred Credit Card Revenue		303
200	2206	Deferred Grant Revenue - Broadband Grant		-
201	2210	Library Gifts (see recap attached)		9
202	2211	Library Deposits (see recap attached)		2,209
203	2208	Deferred Revenue -Shared Vision Grant		92,320
204	2209	Deferred Revenue -Stronger Together Grant		1,131,993
205	2212	Deferred Revenue -Palace Project Grant		-
206	2214	Deferred Revenue - Ebooks for All		-
207	2309	Deferred Comp Withheld		700
208	2602	Longterm Vacation Payable		28,595
209	3002	General Operating Fund (unassigned)		549,908
210	3007	ILS Replacement Fund Committed		298,359
211	3103	Adminstrative Vehicle Fund Committed		28,000
212	3104	Retiree GASB 45 Fund Committed		257,926
213	3105	Library Reserves (see recap attached)		30,548
214	3210	General Reserve for PPD's/Dep.		252,700
215	3300	Gold Coast Library Network Cash		6,387
216	3501	Investment in Fixed Assets		8,247
217		FY 21-22 Operating Results		(19,420)
218		rounding		
219			<u>3,519,467</u>	<u>3,519,467</u>

Black Gold Cooperative Library
 Recap of Balances attributed to Individual Libraries
 December 31, 2022

Library Gifts

(Foundation and Friends of the Library gifts)

LOM	\$	4.65	(for OD purchases)
SB	\$	4.08	
PR	\$	-	(for HotSpots)
	\$	<u>8.73</u>	

Library Deposits

(Balance of Deposits paid by Libraries to Black Gold)

PR	\$	<u>2,209.12</u>	(for Hoopla)
	\$	<u>2,209.12</u>	

Library Reserves

(Balance of reserves from the RFID Project)

LOM	\$	18,240.00	
PR	\$	4,891.07	
SM	\$	13,502.27	
BG	\$	<u>(6,084.84)</u>	Remaining Tag Inventory at Black Gold
	\$	<u>30,548.50</u>	



BLACK GOLD
COOPERATIVE LIBRARY SYSTEM

580 Camino Mercado
Arroyo Grande, CA 93420
805 543 6082
Blackgold.org

Memorandum

DATE: March 10, 2023
TO: Black Gold CLS Administrative Council
FROM: Glynis Fitzgerald, Director of Operations
SUBJECT: Financial Statements – FY 2022-23 – January 31, 2023

The Financial Statements for the seven months ended January 31, 2023 are attached. Notes pertaining to the statements are on page seven. A Supplemental report for Reimbursable Expenditures is presented on page eight. To facilitate discussion, a reference number is included for each line in the far-left column on all pages.

The Final Approved Budget for FY 2022-23 anticipates revenues and expenditures each totaling **\$1,122,125** for the entire year, which is a **36.6%** decrease from the previous year.

The actual revenue and equity funding for the seven months was **64.8%** of the budget for the fiscal year, while the combined total of all expenditures for the seven months equaled **\$698,357** which represents **62.2%** of the budget.

BLACK GOLD COOPERATIVE LIBRARY SYSTEM
Statement of Revenues and Expenditures
For the Seven Months Ended January 31, 2023

	FY 22/23 FINAL BUDGET	YEAR TO DATE ACTUAL	BDGT/YTD UNREALIZED BALANCE	BDGT/YTD REALIZED %	NOTES
TOTAL BGCLS					
Revenues & Equity Funding	1,122,125	727,283	394,842	64.8%	
Expenditures	1,122,125	698,357	423,768	62.2%	
Surplus/(Deficit)	0	28,927	28,927		
Total Reimbursables Invoiced		0			
Total Reimbursable Expenditures		<u>23,047</u>			
		23,047			
Gold Coast Revenues		0			
Gold Coast Expenses		<u>0</u>			
		0			
Shared Vision Project Revenue		4,954			
Shared Vision Project Expenses		<u>(4,954)</u>			
		0			
Palace Project Grant Revenue		(300,457)			
Palace Project Grant Expenses		<u>300,457</u>			
		0			
Stronger Together Project Revenue		720,979			
Stronger Together Project Expenses		<u>(31,870)</u>			
		689,109			
Reserves Used This Year		<u>0</u>			

51,974

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Seven Months Ended January 31, 2023
Fiscal Year Elapsed: 58%

<u>Ref</u>		<u>FY 22/23</u> <u>Final</u> <u>Budget</u>	<u>January</u> <u>2022</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Bdgt/YTD</u> <u>Unrealized</u> <u>Balance</u>	<u>Bdgt/YTD</u> <u>Realized</u> <u>%</u>	<u>N</u> <u>O</u> <u>T</u> <u>E</u> <u>S</u>
1							
2							
3							
4							
5							
6							
7	4705	Miscellaneous Revenue	-		-	-	
8	4101	Interest Earnings	3,000	4,881	9,797	(6,797)	326.6%
9	4331	Grant Management Proceeds	12,503	-	23,359	(10,856)	186.8%
10	4402	CLSA - Commun. & Deliv.	138,757	-	138,757	-	100.0%
11	4500	Reserves Used this year	-		-	0.0%	
12	4324	SCLC - Broadband Grant	-		-		
13	4706	Erate Refunds(Comm Line)	250,630	11,685	23,377	227,253	9.3%
14	4707	California Teleconnect Fund	45,090	5,032	12,486	32,604	27.7%
15	4409	Shared eContent & Subscription	68,585	17,148	51,444	17,141	75.0%
16	4302	Member Contributions - Resource	542,009	135,504	406,512	135,497	75.0%
17		Unfunded Pension Liability	61,551		61,551		
18							
19		TOTAL FUNDS AVAILABLE	1,122,125	174,249	727,283	394,842	64.8%
20							
21							
22							
23							
24							
25							
26							
27							
28		<u>EXPENSE SUMMARY</u>					
29	6000	All Programs	520,422	38,156	341,700	178,722	65.7%
30	6100	System Administration	114,794	6,725	57,320	57,474	49.9%
31	6400	Communications and Delivery Service	294,338	69,358	190,634	103,704	64.8%
32	6500	Databases/Downloadables	101,030	6,742	61,245	39,785	60.6%
33	6700	ILS	91,541	4,922	47,458	44,083	51.8%
34	6800	System Grants	-	-	-	-	
35		TOTAL EXPENSES	1,122,125	125,902	698,357	423,768	62.2%
36							
37		Surplus/(Deficit)		48,347	28,927		

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Seven Months Ended January 31, 2023
Fiscal Year Elapsed: 58%

<u>Ref</u>		<u>FY 22/23</u> <u>Final</u> <u>Budget</u>	<u>January</u> <u>2022</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Bdgt/YTD</u> <u>Unrealized</u> <u>Balance</u>	<u>Bdgt/YTD</u> <u>Realized</u> <u>%</u>	<u>N</u> <u>O</u> <u>T</u> <u>E</u> <u>S</u>
38							
39	Expenditure Details						
40							
41	6000-All Programs						
42	<u>All Personnel</u>						
43	6101 Regular Salaries	374,800	30,961	233,750	141,050	62.4%	
44	6102 Benefits	145,622	7,194	107,950	37,672	74.1%	1
45	Total All Programs	520,422	38,156	341,700	178,722	65.7%	
46							
47							
48							
49	6100-System Administration						
50	5011 Office Expense	2,500	177	864	1,636	34.6%	
51	5012 Service Charge, Bank etc	250	-	100	150	39.9%	
52	5014 Postage & Shipping	400	3	3	397	0.7%	
53	5016 Reimbursement Meeting Expense	500	-	235	265	47.0%	
54	5035 Vehicle Fuel & Maintenance	1,000	-	589	411	58.9%	
55	5051 Auditors	13,150	-	9,950	3,200	75.7%	2
56	5054 Payroll Processing Fees	2,000	196	1,023	978	51.1%	
57	5057 Rent	37,574	3,157	21,851	15,723	58.2%	
58	5058 Utilities	3,000	285	1,402	1,598	46.7%	
59	5059 Attorney Fees	15,000	365	3,027	11,973	20.2%	
60	5062 Professional Fees	10,000					
61	5082 Janitorial Service	1,320	117	819	501	62.0%	
62	5115 Travel	-	-	911	(911)	-	
63	6118 Dues & Subscriptions	2,000	-	1,440	560	72.0%	
64	5153 Insurance	20,000	1,693	11,849	8,151	59.2%	
65	6222 Staff Training	-	-	450	(450)	-	
66	6238 Website Expense	250			250	0.0%	
67	6239 Consulting /Strategic Planning				-	-	
68	6262 Internet Access/Hotspots	1,350	103	647	703	47.9%	
69	6266 Library Mailers Billed Back	-	-	4	(4)	-	
70	6291 Office Equipment & Maintenance	500			500	0.0%	
71	6292 Software	4,000	630	2,157	1,843	53.9%	
72	6296 CLSAinfo.org	-			-	-	
73	Total System Administration	114,794	6,725	57,320	47,474	49.9%	

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Seven Months Ended January 31, 2023
Fiscal Year Elapsed: 58%

<u>Ref</u>		<u>FY 22/23</u> <u>Final</u> <u>Budget</u>	<u>January</u> <u>2022</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Bdgt/YTD</u> <u>Unrealized</u> <u>Balance</u>	<u>Bdgt/YTD</u> <u>Realized</u> <u>%</u>	<u>N</u> <u>O</u> <u>T</u> <u>E</u> <u>S</u>
74							
75	<u>6400-System Communications and Delivery Service</u>						
76	5045 Delivery Supplies	1,000			1,000	0.0%	
77	6241 Communication Line Expense	8,657	770	5,448	3,209	62.9%	
78	6294b Cenic Telecom Equipment & Maintenance	8,500	272	2,039	6,461	24.0%	
79	6450 Cenic - Communication Line	215,799	62,565	139,296	76,503	64.5%	
80	6485 Delivery Services	60,382	5,751	43,852	16,530	72.6%	3
81	Total Communications and Delivery Servi	294,338	69,358	190,634	103,704	64.8%	
82							
83							
84							
85	<u>6500-Databases/Downloadables</u>						
86	6147 eContent	98,030	6,483	59,433	38,597	60.6%	
87	OverDrive						
88	6147b Subscription Services	3,000	259	1,811	1,189	60.4%	
89	Luna						
90	Total Reference Services	101,030	6,742	61,245	39,785	60.6%	
91							
92							
93							
94	<u>6700-ILS</u>						
95	6227 Cataloging Tools	3,000	124	866	2,134	28.9%	
96	6236 ILS Support	30,574	1,367	12,372	18,202	40.5%	
97	Aspen						
98	Koha						
99	6516 ILS Add-Ons	42,158	2,397	25,496	16,662	60.5%	
100	Novelist						
101	Quipu						
102	The Content Café						
103	Capira						
104	Talking Tech ITIVA						
105	Dell ITIVA Maintenance						
104	6240 PCI Compliance	6,809	284	3,121	5,674	45.8%	
105	6276 MARC records - Skyriver	9,000	750	5,604	3,396	62.3%	
106	6293 System Equipment	-	-	-	-		
107	6297 RFID Project						
108	Total ILS	91,541	4,922	47,458	46,069	51.8%	

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Seven Months Ended January 31, 2023
Fiscal Year Elapsed: 58%

<u>Ref</u>		<u>FY 22/23</u> <u>Final</u> <u>Budget</u>	<u>January</u> <u>2022</u> <u>Actual</u>	<u>Year to Date</u> <u>Actual</u>	<u>Bdgt/YTD</u> <u>Unrealized</u> <u>Balance</u>	<u>Bdgt/YTD</u> <u>Realized</u> <u>%</u>	<u>N</u> <u>O</u> <u>T</u> <u>E</u> <u>S</u>
109							
110	<u>6800-System Grants - State</u>						
111	6603 PLSEP Grant Revenue				-		
112	6604 PLSEP Grant Expenses				-		
113	Total System Grants	-	-	-	-		
114							
115			48,347	28,927			
116							
117							
118							
119	<u>8200-Shared Vision Project</u>						
120	8201 Grant Revenue		(355)	(4,954)			
121	8205-8207 Grant Expense		355	4,954			
122	Net Shared Vision Project	-	-	-			
123							
124							
125	<u>8300-Palace Project Grant</u>						
126	8201 Grant Revenue			300,457			
127	8205-8207 Grant Expense			(300,457)			
128	Net Palace Project Project	-	-	-			
129							
130							
131	<u>8400-Stronger Together Project</u>						
132	8201 Grant Revenue		(610,219)	(720,979)			
133	8205-8207 Grant Expense		4,283	31,870			
134	8411 Sub-Grants		605,936	689,109			
135	Net Stronger Together Project	-	-	-			
136							
137	<u>8500 eBooks for All</u>						
138	8501 Grant Revenue		-	(878,716)			
139	8508 Grant Expense		-	878,716			
140	Net eBooks-for-All Project	-	-	-			
141							
142							
143							
144							
137	<u>6900-Gold Coast Library Network</u>						
138							
139	4901 Gold Coast Revenues						
140	6901 Gold Coast Expenses		-				
141	Net Gold Coast Library Network	-	-	-	-		

**Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Seven Months Ended January 31, 2023
Fiscal Year Elapsed: 58%**

Notes to the Financial Statements

(Explanation for expenditure variances exceeding 100% of budget to date by 10% and >\$1,000)

	Description	Total Spent Current FY	Explanation for budget variance YTD
1	Benefits	\$ 107,950	\$ 59,503 Annual payment of Unfunded Pension Liability
2	Auditors	\$ 9,950	\$ 9,950 Progress payments for the FY 21/22 audit
3	Delivery Servies	\$ 43,852	\$ 46,852 Increase to delivery fees (fuel)

**THESE FINANCIAL STATEMENTS APPROVED
BY THE ADMINISTRATIVE COUNCIL OF THE
BLACK GOLD COOPERATIVE LIBRARY SYSTEM**

Allison Gray, Chair, FY 2022-2023

Black Gold Cooperative Library System
Statement of Revenues and Expenditures
For the Seven Months Ended January 31, 2023
Fiscal Year Elapsed: 58%

From time to time, Black Gold staff orders supplies and equipment directly for individual libraries and is then reimbursed from the libraries for the cost of those purchases. Those purchases are not budgeted. The expenditures and invoices to the libraries for reimbursement are netted together in the accounts noted here (beginning with "63__"). The balances shown are a result of timing differences between recognition of cost and recognition of reimbursement.

		January 2022 <u>Actual</u>	Year to Date <u>Actual</u>
162	<u>Reimbursable Expenditures</u>		
163			
164			
165	<u>Miscellaneous Orders</u>		
166	6361 LOM Misc Orders	(5,721)	(5,721)
167	6362 PR Misc Orders	(4,224)	(4,224)
168	6363 SLO Misc Orders	-	-
169	6365 SM Misc Orders	(3,295)	(3,295)
170	6366 SP Misc Orders	(1,466)	(1,466)
171	6367 GOL Misc Orders	(9,370)	(9,370)
172	6367 CC Misc Orders	1,029	1,029
173			
174	Subtotal Misc. Orders	(23,047)	(23,047)
175			
176	Total Reimbursable Expenditures	<u>(23,047)</u>	<u>(23,047)</u>
177			
178			
179	Total Reimbursables Invoiced	<u>-</u>	<u>-</u>
180			
181		(23,047)	(23,047)

Black Gold Cooperative Library System
Balance Sheet
January 31, 2023

	G/L			
	Acct. #	Account Description	Debit	Credit
182	1102	Petty Cash	47	
183	1103	Checking WF 0620-028761	122,304	
184	1104	Founders Community Checking	711,977	
185	1105	Savings LAIF 16-56-003	937,142	
186	1201	Accounts Receivable - Invoices	106,918	
187	1251	Other Receivables	245,865	
188	1302	ATS Prepaid Expense	29,510	
189	1303	GEN Prepaid Expense	13,293	
190	1304	Prepaid Insurance	9,285	
191	1305	Prepaid Other	18,795	
192	1501	Fixed Assets	604,208	
193	3502	Accumulated Depreciation		548,896
194	1906	Provisions Vacation Payable	28,595	
195				
196	2104	Accounts Payable		125,814
197	2100-2110	Wages & Benefits Payable		24,841
198	2120-2122	Wells Fargo Credit Card Payable		-
199	2199	Accrued Expenses		
200	2204	Deferred Credit Card Revenue		770
201	2206	Deferred Grant Revenue - Broadband Grant		-
202	2210	Library Gifts (see recap attached)		9
203	2211	Library Deposits (see recap attached)		2,209
204	2208	Deferred Revenue -Shared Vision Grant		91,985
205	2209	Deferred Revenue -Stronger Together Grant		521,774
206	2212	Deferred Revenue -Palace Project Grant		-
207	2214	Deferred Revenue - Ebooks for All		-
208	2309	Deferred Comp Withheld		700
209	2602	Longterm Vacation Payable		28,595
210	3002	General Operating Fund (unassigned)		549,908
211	3007	ILS Replacement Fund Committed		298,359
212	3103	Adminstrative Vehicle Fund Committed		28,000
213	3104	Retiree GASB 45 Fund Committed		257,926
214	3105	Library Reserves (see recap attached)		30,548
215	3210	General Reserve for PPD's/Dep.		252,700
216	3300	Gold Coast Library Network Cash		6,387
217	3501	Investment in Fixed Assets		6,546
218		FY 21-22 Operating Results		51,974
219		rounding		
220			<u>2,827,939</u>	<u>2,827,939</u>

Black Gold Cooperative Library
 Recap of Balances attributed to Individual Libraries
 January 2023

Library Gifts

(Foundation and Friends of the Library gifts)

LOM	\$	4.65	(for OD purchases)
SB	\$	4.08	
PR	\$	-	(for HotSpots)
	\$	<u>8.73</u>	

Library Deposits

(Balance of Deposits paid by Libraries to Black Gold)

PR	\$	2,209.12	(for Hoopla)
	\$	<u>2,209.12</u>	

Library Reserves

(Balance of reserves from the RFID Project)

LOM	\$	18,240.00	
PR	\$	4,891.07	
SM	\$	13,502.27	
BG	\$	<u>(6,084.84)</u>	Remaining Tag Inventory at Black Gold
	\$	<u>30,548.50</u>	

**Black Gold Cooperative Library System
Non-Owned Items Circulated
February 2023**

Owning Library

Circ Library	CC		GBV	GL	GO	GS	GU	GY		LC	LM	LV		MA	MB	MC	MG	MM	MO		PR	PRS		SP	Total Borrowed	Total Borrowed From other Jurisdictions
CC	0		5	0	152	13	20	0		0	54	13		3	2	2	20	99	12		57	1		80	533	533
GBV	3		0	0	73	2	7	0	82	0	8	1		2	0	0	0	13	3		7	0		5	124	42
GL	0		0	0	0	0	0	0	0	0	0	0		0	0	0	0	0	0		0	0		0	0	0
GO	136		20	3	0	256	169	2	450	0	421	106		21	9	11	33	537	122		386	6		286	2524	2074
GS	23		4	0	188	0	36	0	228	0	70	27		3	0	1	7	80	42		86	3		59	629	401
GU	19		1	1	119	28	0	0	149	0	35	16		4	1	1	6	51	27		44	1		35	389	240
GY	0		0	0	0	0	0	0	0	0	0	0		0	0	0	0	0	0		0	0		0	0	0
			25	4	380	286	212	2																		
LC	0		0	0	0	0	0	0		0	2	0		2	0	0	0	0	0		0	0		0	2	0
LM	12		0	0	83	32	41	0		1	0	56		3	1	7	4	328	33		141	0		74	816	759
LV	3		1	0	35	4	10	0		0	44	0		2	0	2	1	35	14		18	5		18	192	148
										1	46	56														
MA	4		0	0	4	1	2	0		0	6	1		0	0	0	0	23	9		32	3	0	6	59	27
MB	0		0	0	1	0	0	0		0	0	0		0	0	0	2	5	1		8	2	0	0	11	3
MC	0		0	0	0	0	0	0		0	3	0		0	0	0	0	8	0		8	0	0	3	14	6
MG	1		0	0	8	2	0	0		0	4	8		0	0	0	0	16	9		25	5	0	4	57	32
MM	53		6	0	184	51	63	0		0	186	38		20	47	12	35	0	2903		3017	249	2	192	4041	1024
MO	0		0	0	10	4	5	0		0	10	2		0	1	2	1	25	0		29	8	0	9	77	48
														20	48	14	38	77	2922							
PR	25		3	1	113	36	18	0		0	63	20		11	1	7	3	258	49		0	11	11	81	700	689
PRS	0		0	0	0	0	0	0		0	0	0		0	0	0	0	0	0		0	0	0	0	0	0
																					0	11				
SP	20		0	0	37	16	3	0		0	14	9		1	0	2	1	75	2		29	0		0	209	209
Total Lent	299		40	5	1007	445	374	2		1	920	297		70	62	47	113	1553	3226		1035	29		852	10377	6235
Total Lent to other Jurisdictions	299		15	1	627	159	162	0		0	874	241		50	14	33	75	1476	304		1035	18		852	6235	

Black Gold Cooperative Library

Non-Owned Items Circulated

Calculated from February 2023 Statistics

		Books Borrowed	Books Lent	% of Books Borrowed	% of Books Lent	Net -- Lent less Borrowed
Carpinteria	bc	533	299	8.55%	4.80%	(234)
Goleta Book Van	gbv	42	15	0.67%	0.24%	(27)
Goleta Los Olivos	gl	0	1	0.00%	0.02%	1
Goleta Valley Library	go	2074	627	33.26%	10.06%	(1,447)
Goleta Solvang	gs	401	159	6.43%	2.55%	(242)
Goleta Buellton	gu	240	162	3.85%	2.60%	(78)
Goleta Santa Ynez	gy	0	0	0.00%	0.00%	0
		2757	964	43.54%	15.22%	(1,793)
Lompoc Charlotte's Web	lc	0	0	0.00%	0.00%	0
Lompoc Main	lm	759	874	12.17%	14.02%	115
Lompoc Village	lv	148	241	2.37%	3.87%	93
		907	1,115	14.55%	17.88%	208
Santa Maria Los Alamos	ma	27	50	0.43%	0.80%	23
Santa Maria Bookmobile	mb	3	14	0.05%	0.22%	11
Santa Maria Cuyama	mc	6	33	0.10%	0.53%	27
Santa Maria Guadalupe	mg	32	75	0.51%	1.20%	43
Santa Maria Main	mm	1,024	1,476	16.42%	23.67%	452
Santa Maria Orcutt	mo	48	304	0.77%	4.88%	256
		1,140	1,952	18.28%	31.31%	812
Paso Robles	pr	689	1,035	11.05%	16.60%	346
Paso Robles Study Center	ps	0	18	0.00%	0.29%	18
		689	1,053	11.05%	16.89%	364
Santa Paula	sp	209	852	3.35%	13.66%	643
Net of interbranch		6,235	6,235	100%	100%	0
						0

Black Gold Cooperative Library
SUMMARY OF NON-OWNED ITEMS CIRCULATED
Net (Borrowed)/Lent based on Monthly Circ Reports
March 2022 - February 2023

		Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Total
Carpinteria	bc	(131)	(180)	(315)	(321)	(305)	(131)	(165)	(193)	(132)	(146)	(226)	(234)	(2,479)
Goleta Book Van	gbv	(58)	(39)	(46)	(72)	(47)	(45)	(32)	(16)	(8)	(11)	(38)	(27)	(439)
Goleta Los Olivos	gl	0	0	0	1	0	(1)	0	0	2	(2)	0	1	1
Goleta Valley Library	go	(1,137)	(814)	(1,166)	(1,249)	(1,249)	(1,307)	(1,453)	(1,166)	(1,483)	(1,133)	(1,449)	(1,447)	(15,053)
Goleta Solvang	gs	(326)	(215)	(240)	(225)	(240)	(227)	(303)	(155)	(158)	(164)	(202)	(242)	(2,697)
Goleta Buellton	gu	(28)	(35)	(121)	(29)	(135)	(163)	(123)	(57)	(98)	(76)	(107)	(78)	(1,050)
Goleta Santa Ynez	gy	1	1	0	0	(1)	0	0	1	0	0	1	0	3
		(1,548)	(1,102)	(1,573)	(1,574)	(1,672)	(1,743)	(1,911)	(1,393)	(1,745)	(1,386)	(1,795)	(1,793)	(19,235)
Lompoc Charlotte's Web	lc	(1)	(1)	0	0	0	0	0	(1)	0	0	0	0	(3)
Lompoc Main	lm	101	41	114	120	74	(197)	(33)	(206)	136	142	102	115	509
Lompoc Village	lv	5	(61)	5	46	33	32	0	31	23	38	41	93	286
		105	(21)	119	166	107	(165)	(33)	(176)	159	180	143	208	792
Santa Maria Los Alamos	ma	4	8	44	41	32	27	45	50	31	33	34	23	372
Santa Maria Bookmobile	mb	0	3	(2)	(7)	12	5	17	18	13	20	19	11	109
Santa Maria Cuyama	mc	(12)	(4)	24	31	21	7	39	16	32	10	19	27	210
Santa Maria Guadalupe	mg	(7)	26	42	10	16	15	30	58	54	34	70	43	391
Santa Maria Main	mm	408	431	322	183	288	312	412	437	562	364	651	452	4,822
Santa Maria Orcutt	mo	(10)	43	204	206	198	187	216	184	191	237	300	256	2,212
		383	507	634	464	567	553	759	763	883	698	1,093	812	8,116
Paso Robles	pr	(336)	109	165	215	103	149	157	258	316	204	180	346	1,866
Paso Robles Study Center	ps	18	6	5	18	17	19	18	13	22	12	19	18	185
		(318)	115	170	233	120	168	175	271	338	216	199	364	2,051
Santa Paula	sp	607	502	965	1,032	1,183	1,318	1,175	728	497	438	586	643	9,674
Net of interbranch		(902)	(179)	0	0	0	0	0	0	0	0	0	0	(1,081)

NOTE: During the prior 12 month period, this was the net amount lent by BG libraries to the departed members

(1,081)

Black Gold Cooperative Library System
Non-Owned Items Circulated
January 2023

Owning Library

Circ Library	CC	GBV	GL	GO	GS	GU	GY		LC	LM	LV		MA	MB	MC	MG	MM	MO		PR	PRS		SP	Total Borrowed	Total Borrowed From other Jurisdictions
CC	0	0	6	0	141	10	34	1	0	56	14		4	3	1	16	83	18		66	2		77	532	532
	0																								
GBV	5	0	0	0	227	3	8	1	239	0	5	0	1	0	0	0	24	1		5	0		10	290	51
GL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0		0	0	0
GO	131	14	5	0	265	193	2	479	0	443	93		26	11	7	46	576	128		399	8		281	2628	2149
GS	12	2	3	182	0	35	1	223	0	63	20		8	0	2	15	94	51		64	4		62	618	395
GU	15	5	0	90	38	0	0	133	0	30	14		1	1	4	7	88	34		69	0		34	430	297
GY	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0	0		0	0		0	0	0
		21	8	499	306	236	4																		
LC	0	0	0	0	0	0	0	0		0	0	0	0	0	0	0	0	0		0	0		0	0	0
LM	22	1	0	112	45	52	0		1	0	146	147	12	2	8	7	278	42		127	1		78	934	787
LV	7	2	0	29	5	13	0		0	51	0	51	2	0	4	3	36	11		14	1		28	206	155
									1	51	146														
MA	6	0	0	6	2	1	0		0	5	1		0	0	0	1	25	3	29	7	0		8	65	36
MB	0	0	0	1	0	0	0	0	0	1	0		2	0	0	0	5	0	7	0	0		0	9	2
MC	0	0	0	1	1	3	0		0	2	0		2	0	0	0	6	1	9	3	0		2	21	12
MG	4	0	0	4	0	3	0		0	4	1		1	2	1	0	17	5	26	4	1		5	52	26
MM	29	1	0	218	69	41	0		0	163	22		25	60	8	35	0	2805	2933	241	2		144	3863	930
MO	2	1	0	11	2	2	0		0	9	1		2	1	0	2	47	0	52	10	0		7	97	45
													32	63	9	38	100	2814							
PR	42	1	0	142	43	34	0		0	79	19		13	4	3	2	330	48		0	13	13	104	877	864
PRS	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0	0	0		0	0		0	0	0
																				0	13				
SP	31	1	0	35	16	7	0		0	29	11		3	0	2	0	72	12		35	0		0	254	254
Total Lent	306		34	8	1199	499	426	5	1	940	342		102	84	40	134	1681	3159		1044	32		840	10876	6535
Total Lent to other Jurisdictions	306		13	0	700	193	190	1	0	889	196		70	21	31	96	1581	345		1044	19		840	6535	

Black Gold Cooperative Library

Non-Owned Items Circulated

Calculated from January 2023 Statistics

		Books Borrowed	Books Lent	% of Books Borrowed	% of Books Lent	Net -- Lent less Borrowed
Carpinteria	bc	532	306	8.14%	4.68%	(226)
Goleta Book Van	gbv	51	13	0.78%	0.20%	(38)
Goleta Los Olivos	gl	0	0	0.00%	0.00%	0
Goleta Valley Library	go	2149	700	32.88%	10.71%	(1,449)
Goleta Solvang	gs	395	193	6.04%	2.95%	(202)
Goleta Buellton	gu	297	190	4.54%	2.91%	(107)
Goleta Santa Ynez	gy	0	1	0.00%	0.02%	1
		2892	1,097	43.47%	16.59%	(1,795)
Lompoc Charlotte's Web	lc	0	0	0.00%	0.00%	0
Lompoc Main	lm	787	889	12.04%	13.60%	102
Lompoc Village	lv	155	196	2.37%	3.00%	41
		942	1,085	14.41%	16.60%	143
Santa Maria Los Alamos	ma	36	70	0.55%	1.07%	34
Santa Maria Bookmobile	mb	2	21	0.03%	0.32%	19
Santa Maria Cuyama	mc	12	31	0.18%	0.47%	19
Santa Maria Guadalupe	mg	26	96	0.40%	1.47%	70
Santa Maria Main	mm	930	1,581	14.23%	24.19%	651
Santa Maria Orcutt	mo	45	345	0.69%	5.28%	300
		1,051	2,144	16.08%	32.81%	1,093
Paso Robles	pr	864	1,044	13.22%	15.98%	180
Paso Robles Study Center	ps	0	19	0.00%	0.29%	19
		864	1,063	13.22%	16.27%	199
Santa Paula	sp	254	840	3.89%	12.85%	586
Net of interbranch		6,535	6,535	100%	100%	0
						0

Black Gold Cooperative Library
SUMMARY OF NON-OWNED ITEMS CIRCULATED
Net (Borrowed)/Lent based on Monthly Circ Reports
February 2022 - January 2023

		Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Total
Carpinteria	bc	(182)	(131)	(180)	(315)	(321)	(305)	(131)	(165)	(193)	(132)	(146)	(226)	(2,427)
Goleta Book Van	gbv	(54)	(58)	(39)	(46)	(72)	(47)	(45)	(32)	(16)	(8)	(11)	(38)	(466)
Goleta Los Olivos	gl	0	0	0	0	1	0	(1)	0	0	2	(2)	0	0
Goleta Valley Library	go	(1,571)	(1,137)	(814)	(1,166)	(1,249)	(1,249)	(1,307)	(1,453)	(1,166)	(1,483)	(1,133)	(1,449)	(15,177)
Goleta Solvang	gs	(258)	(326)	(215)	(240)	(225)	(240)	(227)	(303)	(155)	(158)	(164)	(202)	(2,713)
Goleta Buellton	gu	40	(28)	(35)	(121)	(29)	(135)	(163)	(123)	(57)	(98)	(76)	(107)	(932)
Goleta Santa Ynez	gy	0	1	1	0	0	(1)	0	0	1	0	0	1	3
		(1,843)	(1,548)	(1,102)	(1,573)	(1,574)	(1,672)	(1,743)	(1,911)	(1,393)	(1,745)	(1,386)	(1,795)	(19,285)
Lompoc Charlotte's Web	lc	2	(1)	(1)	0	0	0	0	0	(1)	0	0	0	(1)
Lompoc Main	lm	98	101	41	114	120	74	(197)	(33)	(206)	136	142	102	492
Lompoc Village	lv	(22)	5	(61)	5	46	33	32	0	31	23	38	41	171
		78	105	(21)	119	166	107	(165)	(33)	(176)	159	180	143	662
Santa Maria Los Alamos	ma	27	4	8	44	41	32	27	45	50	31	33	34	376
Santa Maria Bookmobile	mb	(7)	0	3	(2)	(7)	12	5	17	18	13	20	19	91
Santa Maria Cuyama	mc	3	(12)	(4)	24	31	21	7	39	16	32	10	19	186
Santa Maria Guadalupe	mg	41	(7)	26	42	10	16	15	30	58	54	34	70	389
Santa Maria Main	mm	1,559	408	431	322	183	288	312	412	437	562	364	651	5,929
Santa Maria Orcutt	mo	246	(10)	43	204	206	198	187	216	184	191	237	300	2,202
		1,869	383	507	634	464	567	553	759	763	883	698	1,093	9,173
Paso Robles	pr	240	(336)	109	165	215	103	149	157	258	316	204	180	1,760
Paso Robles Study Center	ps	18	18	6	5	18	17	19	18	13	22	12	19	185
		258	(318)	115	170	233	120	168	175	271	338	216	199	1,945
Santa Paula	sp	1,134	607	502	965	1,032	1,183	1,318	1,175	728	497	438	586	10,165
Net of interbranch		1,314	(902)	(179)	0	0	0	0	0	0	0	0	0	233

NOTE: During the prior 12 month period, this was the net amount lent by BG libraries to the departed members

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BLACK GOLD COOPERATIVE LIBRARY SYSTEM**Preliminary Budget FY 2023-2024****BUDGET SUMMARY****Preliminary Budget FY 2023-2024**

	<u>CLSA</u>	<u>LOCAL</u>	<u>TOTAL</u>	<u>Previous Fiscal Year's Budget Amount</u>	<u>Percent Change From FY 2022-2023</u>
TOTAL BGCLS					
REVENUES	\$138,757	971,295	\$ 1,110,052	\$ 1,060,574	4.7%
EXPENDITURES	\$138,757	971,295	\$ 1,110,052	\$ 1,060,574	4.7%
ANTICIPATED SURPLUS/(DEFICIT)	\$ -	\$ -	\$ -	\$ -	0.0%

Final Budget FY 2022-2023

	<u>CLSA</u>	<u>LOCAL</u>	<u>TOTAL</u>	<u>Previous Fiscal Year's Budget Amount</u>	<u>Percent Change From FY 2021-2022</u>
TOTAL BGCLS					
REVENUES	\$ 138,757	\$ 921,817	\$ 1,060,574	\$ 1,769,450	-40.1%
EXPENDITURES	\$ 138,757	\$ 921,817	\$ 1,060,574	\$ 1,769,450	-40.1%
ANTICIPATED SURPLUS/(DEFICIT)	\$ -	\$ -	\$ -	\$ -	0.0%

BLACK GOLD COOPERATIVE LIBRARY SYSTEM
Preliminary Budget FY 2023-2024

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		CLSA	LOCAL	TOTAL	Library Contribution	Prior Year TOTAL	Variance from Prior Year
<u>Anticipated Revenues & Equity Funding</u>							
4705	Miscellaneous Revenue		0	0		0	0
4101	Interest Earnings		10,000	10,000		3,000	7,000
4402	CLSA - Commun. & Deliv.	138,757		138,757		138,757	0
	(amount allocated to e-content)	(56,533)		(56,533)		(29,445)	(27,088)
	(amount allocated to ILS)			0		0	
	amount allocated to delivery			0		0	
	State Grant Project Partner-- Administration Proceeds		80,000	80,000		12,503	67,497
	Broadband Grant Proceeds		0				0
4707	California Teleconnect Fund - non-Cenic		170	170		90	80
4707	California Teleconnect Fund - Cenic		21,000	21,000		45,000	(24,000)
4706	Erate Refunds - non-Cenic		1,840	1,840		630	1,210
4706	Erate Refunds - Cenic		130,000	130,000		250,000	(120,000)
	Shared e Content Contribution	56,533	60,217	116,750	60,217	98,030	18,720
	Base Contribution		133,614	133,614	133,614	108,402	25,212
	Resource Contribution		534,455	534,455	534,455	433,607	100,847
TOTAL ANTICIPATED FUNDING		\$138,757	\$971,295	\$1,110,052	\$728,285	\$1,060,574	\$49,478
						\$1,110,052	\$1,060,574
<u>BUDGETED EXPENDITURES SUMMARY</u>							
6000	All Programs	\$0	\$489,636	\$489,636		\$458,871	\$30,765
6100	System Administration	0	\$98,940	98,940		114,794	-\$15,854
6400	Communications and Delivery Service	82,224	\$203,735	285,959		294,338	-\$8,379
6500	Shared e Content and Subscription Services/Databases	56,533	\$63,217	119,750		101,030	\$18,720
6700	ILS	0	\$115,767	115,767		91,541	\$24,226
TOTAL BUDGETED EXPENDITURES		\$138,757	\$971,295	\$1,110,052		\$1,060,574	\$49,478
Anticipated Surplus/(Deficit)			0	-		-	

BLACK GOLD COOPERATIVE LIBRARY SYSTEM
Preliminary Budget FY 2023-2024

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Budgeted Expenditures

6000-All Programs - Personnel Costs

	<u>CLSA</u>	<u>LOCAL</u>	<u>TOTAL</u>	<u>Library Contribution</u>	<u>Prior Year TOTAL</u>	<u>Variance from Prior Year</u>
6101 Regular Salaries	\$0	\$399,678	\$399,678		374,800	24,878
6102 Benefits		89,958	89,958		84,071	5,887
Total All Programs - Personnel Costs	\$0	\$489,636	\$489,636		\$458,871	\$30,765

6100-System Administration

5011 Office Expense	\$0	\$2,500	\$2,500		\$2,500	0
5012 Service Charge, Bank etc		250	250		250	0
5014 Postage & Shipping		400	400		400	0
5213 Printing		0	-		-	0
5016 Reimbursement Meeting Expense		1,000	1,000		500	500
5035 Vehicle Fuel & Maintenance		1,000	1,000		1,000	0
5051 Auditors		15,000	15,000		13,150	1,850
5054 Payroll Processing Fees		2,000	2,000		2,000	0
5057 Rent		19,140	19,140		37,574	(18,434)
5058 Utilities		2,500	2,500		3,000	(500)
5059 Attorney Fees		15,000	15,000		15,000	0
5082 Janitorial Service		1,200	1,200		1,320	(120)
5115 Travel		1,000	1,000		-	1,000
6118 Dues & Subscriptions		2,000	2,000		2,000	0
5153 Insurance		20,000	20,000		20,000	0
6222 Staff Training		0	-		-	0
6238 Web Design		250	250		250	0
6262 Internet Access		1,200	1,200		1,350	(150)
Consultants		10,000	10,000		10,000	0
6291 Office Equipment and Maintenance		500	500		500	0
6292 Software		4,000	4,000		4,000	0
Total System Administration	\$0	\$98,940	\$98,940		\$114,794	-\$15,854

BLACK GOLD COOPERATIVE LIBRARY SYSTEM
Preliminary Budget FY 2023-2024

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				<u>CLSA</u>	<u>LOCAL</u>	<u>TOTAL</u>	<u>Library Contribution</u>	<u>Prior Year TOTAL</u>	<u>Variance from Prior Year</u>
6400-System Communications and Delivery Service									
5045	Communication Supplies				\$1,000	\$1,000		\$1,000	0
6241	Communication Line Expense				2,220	2,220		8,657	(6,437)
6450	Communication Line Expense - CENIC				190,515	190,515		215,799	(25,284)
6294b	Cenic Telecom Equipment & Maintenance				\$10,000	10,000		8,500	1,500
6485	Courier Contract - Central Courier (2 days per week) (\$6852 per month)			82,224	0	82,224		60,382	21,842
Total Communications and Delivery Service				\$82,224	\$203,735	\$285,959		\$294,338	-\$8,379
6500-Databases/Downloadables									
6147	eContent			\$56,533	60,217	\$116,750		98,030	18,720
	Overdrive downloadables \$8,000 per month (\$7,440 PY)	\$	96,000						
	Overdrive Service Plan \$ 5,000 (3 year contract)	\$	5,000						
	OverDrive Magazines	\$	15,750						
6147b	Subscription Services				3,000	3,000		3,000	0
	Luna \$ 3,000								
	CybraryN S/W License \$ 0 treat as a reimbursable								
6521	Workshops & Training				0	-		-	0
Total Database Services				\$56,533	\$63,217	\$119,750		101,030	\$18,720
6700-ILS									
6227	Authority Control - Marcive	\$	2,985		\$3,000	\$3,000		\$3,000	0
6236	ILS				60,062	60,062		30,574	29,488
	Aspen Discovery \$16,400	\$	16,400						
	Koha - Annually \$38,230	\$	38,230						
	Talking Tech ITIVA (\$4,401 per yr thru 2024 renewal)	\$	4,401						
	Dell Maint ITIVA server	\$	1,031						
6516	ILS AddOns				38,705	38,705		42,158	(3,453)
	Novelist	\$	19,320						
	The Content Café	\$	3,288						
	Quipu	\$	5,124						
	Capira maintenance	\$	10,263						
	EZ Proxy	\$	710						
6240	PCI Compliance - Comprise	\$	3,500		3,500	3,500		6,809	(3,309)
6293	Reserve for Major System Procurement	\$	-		0	-		-	0
6276	Skyriver/MARC records	\$	10,500		10,500	10,500		9,000	1,500
Total ILS				\$0	\$115,767	\$115,767		\$91,541	\$24,226

BLACK GOLD COOPERATIVE LIBRARY SYSTEM

Preliminary Budget - FY 23-24

2023-2024	Resources						REIMBURSABLES					
	BASE %	CIRC	POP	DEVICES			hoopla	Hotspots	Cybrarian	Movie Licensing Year 1 of 3	CalPERS Unfunded Pension Liability	Total Payments to Black Gold
	20%	25%	50%	25%								
	BASE	RESOURCES	E-CONTENT	TOTAL CONTRIBUTION	\$ Increase	% Increase						
Blanchard/Santa Paula	\$ 22,269	\$ 39,563	\$ 2,270	\$ 64,102	\$ 13,147	26%	\$ 8,000	\$ 4,234		\$ 140	\$ 5,017	\$ 81,493
Lompoc	\$ 22,269	\$ 79,575	\$ 6,719	\$ 108,563	\$ 22,567	26%	\$ 18,000	\$ 4,234		\$ 272	\$ 8,265	\$ 139,334
Santa Maria	\$ 22,269	\$ 196,932	\$ 14,658	\$ 233,860	\$ 38,342	20%	\$ 16,000	\$ 7,056		\$ 710	\$ 17,788	\$ 275,414
Paso Robles	\$ 22,269	\$ 58,675	\$ 9,811	\$ 90,755	\$ 13,837	18%	\$ 21,000	\$ 10,584		\$ 141	\$ 6,569	\$ 129,048
San Luis Obispo	\$ -	\$ -	\$ -	\$ -	\$ -	-					\$ -	\$ -
Santa Barbara	\$ -	\$ -	\$ -	\$ -	\$ -	-					\$ -	\$ -
Carpinteria	\$ 22,269	\$ 19,511	\$ 4,371	\$ 46,151	\$ 7,062		\$ 6,000	\$ 4,234	\$ -	\$ 63	\$ 3,390	\$ 59,838
Goleta	\$ 22,269	\$ 140,198	\$ 22,388	\$ 184,855	\$ 22,736	14%	\$ 63,000	\$ 10,584	\$ 850	\$ 504	\$ 13,185	\$ 272,978
	\$ 133,614	\$ 534,455	\$ 60,217	\$ 728,285	\$ 117,691		\$ 132,000	\$ 40,926	\$ 850	\$ 1,830	\$ 54,214	\$ 958,105

Final Budget FY 2022-2023

2022-2023	BASE %	Resources																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
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e-Content Budget Allocation
Preliminary Budget FY 2023-2024
based on FY21/22 checkout statistics

	OverDrive Magazine Stats			2023-24 Magazine Budget	Overdrive eBook & eAudiobook Stats			2023-24 Overdrive Budget	Proposed 2023-24 e-Content
	2021-22 checkouts	2021-22 percentages		\$	2021-22 checkouts	2021-22 percentages		\$	
				15,750.00				44,467.00	60,217.00
SP	704	5.1%	\$	809.64	8439	3.3%	\$	1,460.38	2,270.02
LOM	1715	12.5%	\$	1,972.34	27432	10.7%	\$	4,747.13	6,719.48
SM	3731	27.2%	\$	4,290.85	59910	23.3%	\$	10,367.48	14,658.34
PR	1932	14.1%	\$	2,221.91	43853	17.1%	\$	7,588.80	9,810.71
SLO	0	0.0%	\$	-	0	0.0%			-
SB	0	0.0%	\$	-	0	0.0%			-
CARP	511	3.7%	\$	587.68	21862	8.5%	\$	3,783.24	4,370.92
GOL	5102	37.3%	\$	5,867.58	95463	37.2%	\$	16,519.96	22,387.54
	13695	100.0%	\$	15,750.00	256959	100%	\$	44,467.00	60,217.00
cost per checkout	\$	1.15			\$	0.17			

BLACK GOLD COOPERATIVE LIBRARY SYSTEM
FY 2022/23 Payroll Budget Worksheet
Preliminary Budget FY 2023-2024

Proposing change to \$700/mo from (\$668)																		
Employee	Beg of Yr	Hrs per Step	Salary Anniv Date	@7/1/2023 Hrly or Avg Hrly rate	New Hrly Rate After Anniv Date	# of PPDs PPDs @ old rate	# of PPDs PPDs @ new rate	COLA	Workers Comp	Employer Pd.	Employer Pd Unfunded Liability	Other	\$700.00	Medicare @ 1.45%	Unemp. 3.90%	TOTAL	Benefits Only	
								5.0%		0.65%			PERS retire					
								Total est. wages 2022-2023		7.6800%			Health Alloc					
ACTIVE EMPLOYEES:																		
Dir of Operations	D	40	12/06/22	\$70.44	\$73.96	12	14	\$157,980	\$1,027	\$12,133			\$8,400	\$2,413	\$273	\$182,226	\$24,245	
Network Admin	E	40	top step	\$43.42	\$45.59	26	0	\$94,829	\$616	\$7,283			\$8,400	\$1,497	\$273	\$112,898	\$18,069	
Admin Asst	E	40	top step	\$29.72	\$31.21	26	0	\$64,908	\$422	\$4,985			\$8,400	\$1,063	\$273	\$80,051	\$15,143	
Cataloger	E	40	top step	\$34.00	\$36.54	26	0	\$74,256	\$483	\$9,260			\$8,400	\$1,199	\$273	\$93,870	\$19,614	
On Call hours @ \$2.00/hr		1352		\$2.00	\$2.00			\$2,704	\$18					\$39		\$2,761	\$57	
Overtime etc								\$5,000	\$33					\$73		\$5,105	\$105	
RETIRES: * (insurance contribution est \$149 per month and \$151 per month - 6 months each)																		
Segel, Judith													\$1,800			\$1,800	\$1,800	
Wolfe, Alana													\$1,800			\$1,800	\$1,800	
Clark, Eve													\$1,800			\$1,800	\$1,800	
Hale													\$1,800			\$1,800	\$1,800	
Harter													\$1,800			\$1,800	\$1,800	
See, Gary													\$1,800			\$1,800	\$1,800	
Theobald, Maureen													\$1,800			\$1,800	\$1,800	
Admin Fee													\$125			\$125	\$125	
								\$399,678	\$2,598	\$33,660	\$0	\$0	\$46,325	\$6,283	\$1,092	\$489,636	\$89,958	
																\$489,636	\$89,958	
Employer Pd Unfunded Liability			\$54,124														\$0	\$0

**Black Gold Cooperative Library System
Preliminary Budget
FY 23/24**

Discussion Points

	\$ Budgeted	Notes	PY amount	Difference
Revenues				
State Grant Partner Proceeds	\$ 80,000	minimum expected revenues from management of Stronger Together Support Grant	\$ 12,503	\$ 67,497
Erate refunds - Cenic	\$ 130,000	this is much lower than PY because of the exit of SLO and SB	\$ 250,000	\$ (120,000)
Expenditures				
Personnel Costs	\$ 489,636	5% COLA and \$32 increase in benefits per month	\$ 458,871	\$ (30,765)
Rent	\$ 19,140	\$18000 savings in rent due to downsizing	\$ 37,574	\$ 18,434
Attorney Fees	\$ 15,000	\$5,000 for LCW membership \$10,000 is flexible based on whether we use attorney services	\$ 15,000	\$ -
Consultants	\$ 10,000	This amount may not be necessary	\$ 10,000	\$ -
Courier	\$ 82,224	Cost will increase July 1. Discuss alternative.	\$ 60,382	\$ (21,842)
OverDrive	\$ 96,000	7.5% increase over PY	\$ 89,280	\$ (6,720)
OverDrive Magazines	\$15,750	This is the annual amount. PY we only paid \$3750 due to a \$12,000 credit back for period of time without SLO and SB	\$ 3,750	\$ (12,000)
Koha	\$ 38,230	This is the annual amount. PY we only budgeted spending of \$6372 since 10 months were were paid by reserves	\$ 6,372	\$ (31,858)
Total impact of these discussion items				<hr/> \$ (137,254)



MEETING DATE:	March 17, 2023	ESTIMATED TIME FOR ITEM:	15 minutes
TITLE OF ITEM:	Update on JPA, Bylaws, Pension Issue	PRIORITY LEVEL: (1-Low 3 – High)	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3
SUBMITTED BY:	Glynis Fitzgerald		
TYPE OF ITEM:	<input checked="" type="checkbox"/> For Discussion <input type="checkbox"/> For Decision/Request Motion <input type="checkbox"/> Other: _____		
BACKGROUND STATEMENT			
BACKGROUND: <i>Describe why you are bringing this item before council. What problem are you trying to solve? List information that would be helpful for decision making such as committee recommendations, pros/cons.</i>	<p>UPDATE REGARDING THE JPA AND BYLAWS. As per our agreement at the January AC meeting, discussions about edits to the JPA have been moved to the attorneys. For the sake of expediency, the Black Gold attorney is coordinating directly with the Members' attorneys on any further edits to the JPA document. Tied closely to and referenced in the JPA is the Bylaws; this document is now part of the conversation between attorneys as well. We have asked that the attorneys provide feedback or edits before the end of March. The plan is that our attorney will provide us with proposed documents after that time.</p> <p>UPDATES REGARDING THE UNFUNDED PENSION ISSUE. As per our agreement at the Special Admin Council meeting in January, I sent a letter to Greg Lucas, State Librarian, and copied Connie Williams, President of the CA Library Services Board. Copy is attached.</p> <p>We have also drafted proposed amendatory language for Government Code Section 6508.2. This document is also being reviewed by Members' attorneys. Copy is attached.</p>		
OUTCOME(S)			
DESIRED OUTCOME(S): <i>Describe your desired outcome(s)</i>	Discussion only		
OTHER COMMENTS:			

DRAFT AMENDMENT, GOVERNMENT CODE SECTION 6508.2

The proposed text, underlined below in red, would accomplish two changes sought by its proponents: (1) make member withdrawal from an ongoing JPA an additional trigger for requiring agreement among current and past members on apportioning the JPA's unfunded, accrued pension liabilities; (2) require withdrawn members to continue to contribute their share of periodic payments to CalPERS of a portion of the JPA's unfunded accrued pension liabilities, where the JPA has established a plan for such periodic payments.

Proposed amendatory language is underlined and in red.

6508.2. Agreement on apportionment of agency retirement obligations after decision to not contract with California Public Employees' Retirement System; challenge by member agency; arbitration; retroactive application; commencement of action.

(a)(1) Prior to filing a notice of termination pursuant to [Section 20570](#) or [20571](#), or a decision by the governing body of an agency that does not contract with the California Public Employees' Retirement System to dissolve or to cease the operations of the agency, or upon withdrawal from a joint powers agency by a member agency which held membership when the joint powers agency contracted with the California Public Employees Retirement System, member agencies of an agency established by agreement under this chapter that participates in, or contracts with, a public retirement system, shall mutually agree as to the apportionment of the agency's retirement obligations among themselves, provided that the agreement equals 100 percent of the retirement liability of the agency. A copy of this mutual agreement, signed by all parties thereto, shall be provided to the board, which shall be reflected in the agreement with the board. If the member agencies are unable to mutually agree, the board shall apportion the retirement liability of the agency to each member agency based on the share of service received from the agency, or population of each member agency, such that the apportionment equals 100 percent of the retirement liability of the agency, which shall be reflected in the agreement with the board.

(2) A member agency may challenge the determination by the board to apportion the retirement liability of the agency within 30 calendar days of the determination. However, a member, or a former member, that is not identified by the board pursuant to subdivision (a) shall not be permitted to challenge a determination by the board.

(A) A challenge pursuant to this paragraph shall be referred by the member agency or agencies that challenge a determination by the board to an arbitrator who shall, at the arbitrator's discretion, apportion the liability among the current and former member agencies such that the apportionment equals 100 percent of the retirement liability of the agency. The arbitrator shall make a decision as to the apportionment of liability no later than 60 calendar days following referral of a challenge.

(B) The final decision by the arbitrator shall be binding on all current and former member agencies, and all costs of arbitration shall be equally shared among the member agencies that are identified by the arbitrator to share in the apportioned liability. The arbitrator shall submit an official copy of their final decision to the board within seven calendar days of the decision.

(b) An agency shall not be permitted to terminate pursuant to [Section 20570](#) or [20571](#), nor shall a decision by the governing body of an agency that does not contract with the California Public Employees' Retirement System to dissolve or cease to operate, become effective until a final determination or decision, pursuant to paragraph (1) or paragraph (2) of subdivision (a), is final.

(c) Upon notice by the board of a potential termination pursuant to [Section 20572](#), an agency established by agreement under this chapter shall, within 60 calendar days, provide to the board a copy of an agreement, signed by all parties thereto, that sets forth the apportionment of 100 percent of the retirement obligations of the agency. If the agency does not timely provide a copy of the mutual agreement, the board shall in its sole discretion apportion the retirement liability of the agency among the current or former member agencies, such that the apportionment equals 100 percent of the retirement liability of the agency.

(1) A member agency may challenge the determination by the board to apportion the retirement liability of the agency within 30 calendar days of the determination. However, a member, or a former member, that is not identified by the board pursuant to subdivision (a) shall not be permitted to challenge a determination by the board.

(2) A challenge pursuant to paragraph (1) shall be referred by the member agency or agencies that challenge a determination by the board to an arbitrator who shall, at the arbitrator's discretion, apportion the liability among the current and former member agencies such that the apportionment equals 100 percent of the retirement liability of the agency.

(3) The arbitrator shall make a decision as to the apportionment of liability no later than 60 calendar days following referral of a challenge and shall submit an official copy of their final decision to the board within seven calendar days of the decision. The final decision by the arbitrator shall be binding on all current and former member agencies, and all costs of arbitration shall be equally shared among the member agencies that are identified by the arbitrator to share in the apportioned liability. The board may take action to terminate the agency's contract no earlier than 30 calendar days following the final decision by the arbitrator.

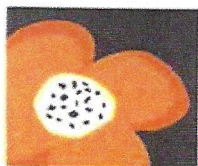
(d) Mutual agreement among the member agencies, or a determination by the board, as to the apportionment of the retirement liability of the agency pursuant to paragraph (1) of subdivision (a), or a decision by the arbitrator pursuant to paragraph (2) of subdivision (a), may include the apportionment of retirement liability to a former member of the agency. [In the event of withdrawal from a joint powers agency by a member agency](#)

which held membership when the joint powers agency contracted with the California Public Employees Retirement System and where the joint powers agency has established a repayment plan to periodically pay down its unfunded, accrued retirement obligations, the withdrawn member shall continue to contribute to the joint powers agency that portion of the periodic payments which, prior to withdrawal, was the withdrawn member's share.

(e) This section shall apply retroactively to current and former member agencies of an agency that has an agreement in existence with the board as of January 1, 2019. In addition, this section shall apply to a new agreement between an agency and the board on or after January 1, 2019. However, this section shall not apply to an agency established pursuant to this chapter that has dissolved prior to January 1, 2019.

(f) For purposes of this section, "board" means the board of any pension or retirement system of a public employer, including, but not limited to, an independent retirement plan offered by a public employer that the public employer participates in or offers to its employees for the purpose of providing retirement benefits, or a system of benefits for public employees that is governed by [Section 401\(a\) of Title 26 of the United States Code](#).

(g) Notwithstanding any other law, if a judgment is rendered against an agency or a party to the agreement for a breach to its obligations to the public retirement system, the time within which a claim for injury may be presented or an action commenced against any other party that is subject to the liability determined by the judgment begins to run when the judgment is rendered. "Repayment plan" means a plan adopted by a joint powers agency which contracts, or contracted, with the California Public Employees Retirement System, to periodically make payments to the California Public Employees Retirement System to pay down its accrued unfunded pension obligations, which periodic payments are funded by member contributions in amounts according to a formula adopted by the joint powers agency.



BLACK GOLD

COOPERATIVE LIBRARY SYSTEM

580 Camino Mercado
Arroyo Grande, CA 93420
805 543 6082
Blackgold.org

February 1, 2023

Greg Lucas
California State Librarian

Dear Greg,

I am writing to you on behalf of the Black Gold Cooperative Library System and each of our member libraries regarding our CalPERS Unfunded Accrued Pension Liability (UAL). We are seeking support from your office. Let me explain.

Black Gold Cooperative Library System has maintained a contract with CalPERS for employees' pension since 1985. Our member libraries have always paid for the employee benefits including the CalPERS pension based upon the level of service that they receive. As with all CalPERS agencies across the state, we are also facing a huge UAL as a result of factors in the financial marketplace since 2008.

Every year, Black Gold makes a payment toward the amortized balance of the UAL, and we pass this on to our members in our annual budget. As I am sure you know, San Luis Obispo County Library (SLO) and Santa Barbara Library (SB) withdrew from the Black Gold Cooperative effective July 1, 2022. Although they received all the benefits of the services of the Black Gold employees from 1964 to the date of their departure (their combined share exceeded 50% of membership contributions), they have indicated that they do not intend to continue payment of their portion of the annual UAL. Unfortunately, they are not obligated to do so under AB1912. This statute makes individual members (both current and past members) of a JPA liable for the unfunded accrued liability in the event of a plan termination and provides a mechanism for apportioning the liability. However, the language of the statute does not apply if the pension agreement is not terminated.

The specific problem is that although SLO and SB withdrew from Black Gold, the JPA remains intact, and the pension contract with CalPERS is not terminated. Under these conditions, the provisions in AB1912 don't kick in and the retirement liability isn't apportioned among both present and past members. This year alone, the amount of the allocation to SLO and SB exceeds \$30,000, for which they will not pay. This unfairly shifts the share of the unfunded accrued pension liability owed by SLO and SB to the remaining members. As of last year, we were facing over \$700,000 in total Unfunded Accrued Liability, and in the event that we are forced to terminate the plan, we have been given a hypothetical termination liability of \$3,000,000 - \$5,000,000.

It seems that the framers of the 2018 legislation simply did not contemplate the effect of members leaving a JPA while the pension plan is still active, so they didn't include broader language. One solution would be to amend the language to retroactively extend the liability and apportionment mechanisms to members who withdraw from an active JPA that continues to have a pension contract.

The legislation was written to protect the pensions of the employees/retirees. It's inconceivable that the County of San Luis Obispo or the City of Santa Barbara would refuse to pay the pensions of their dedicated employees. In effect, that is exactly what they are doing.

Since it appears likely that our only option is to approach this issue through legislation, we recently reached out to legislators in our districts--the office of Senator Monique Limón as well as Assembly member Gregg Hart. And since four of our six jurisdictions are in Santa Barbara County and they will be forced to pay for part of SLO and SB's rightful share of the liability, we are hoping that Santa Barbara County might be willing to help us in this endeavor as well.

If remaining members are forced to continue to pay for SLO and SB's share, the negative effect on their budgets will diminish the services our libraries can offer their patrons for at least the next decade.

This is why I am reaching out to you. We would like your support in our endeavor to amend the statute as it is currently written. We ask that you also reach out to the CA Attorney General's office for an opinion regarding this legislation.

Thank you in advance for your support and efforts in the matter.

Regards,



Allison Gray
System Chair



Glynis Fitzgerald
Director of Operations

Cc: Julia Bodeanu, Assistant to the California Library Services Board
Connie Williams, President of the California Library Services Board.



MEETING DATE:	March 17, 2023	ESTIMATED TIME FOR ITEM:	10 minutes
TITLE OF ITEM:	New Black Gold Admin Council Officers	PRIORITY LEVEL: (1-Low 3 – High)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3
SUBMITTED BY:	Glynis Fitzgerald		
TYPE OF ITEM:	<input type="checkbox"/> For Discussion <input checked="" type="checkbox"/> For Decision/Request Motion <input type="checkbox"/> Other: _____		
BACKGROUND STATEMENT			
BACKGROUND: <i>Describe why you are bringing this item before council. What problem are you trying to solve? List information that would be helpful for decision making such as committee recommendations, pros/cons.</i>	<p>Current Chair of the Black Gold Admin Council, Allison Gray, is retiring from her position of Goleta and Santa Ynez Valley Libraries Director, and as such will no longer be representing Goleta in the Black Gold Administrative Council. We must appoint a new Chairperson and Vice-Chairperson. In accordance with the Bylaws, <i>“The Chairperson of the Administrative Council is established according to a rotation schedule which automatically moves the Chairpersonship northward geographically throughout the System... The Vice-Chairperson is established according to the same rotation schedule and is designated as the next person on the list.”</i></p> <p>Considering the departure of Allison Gray, Sara Bleyl, Lompoc Library, should be named Chairperson and Dawn Jackson, Santa Maria Library, should be named Vice-Chairperson.</p> <p>Normal term of office is one year, but since this is a mid-year change in appointment, I suggest that Sarah Bleyl and Dawn Jackson be appointed to these positions for the remainder of this FY22/23 through the end of FY23/24.</p>		
OUTCOME(S)			
DESIRED OUTCOME(S): <i>Describe your desired outcome(s)</i>	<p>Black Gold Admin Council to appoint Sarah Bleyl as the BG Admin Council Chairperson for the remainder of this FY22/23 through FY23/24.</p> <p>Black Gold Admin Council to appoint Dawn Jackson as the BG Admin Council Vice-Chairperson for the remainder of this FY22/23 through FY23/24.</p>		
OTHER COMMENTS:			



MEETING DATE:	March 17, 2023	ESTIMATED TIME FOR ITEM:	10 minutes
TITLE OF ITEM:	Executive Committee Appointments	PRIORITY LEVEL: (1-Low 3 – High)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3
SUBMITTED BY:	Glynis Fitzgerald		
TYPE OF ITEM:	<input type="checkbox"/> For Discussion <input checked="" type="checkbox"/> For Decision/Request Motion <input type="checkbox"/> Other: _____		
BACKGROUND STATEMENT			
BACKGROUND: Describe why you are bringing this item before council. What problem are you trying to solve? List information that would be helpful for decision making such as committee recommendations, pros/cons.	According to the ByLaws, “the Executive Committee shall be comprised of the Council Chair, the Vice-Chair, and the Past Chair, plus one At-Large member”. Depending upon the outcome of the Agenda item appointing new Black Gold Admin Council Officers, we need to appoint new members to the Executive Committee. With so many new representatives to the Admin Council (3 out of 6 member representatives will be changing), I suggest that we appoint only 3 members—Sarah Bleyl, Dawn Jackson, and Jody Thomas.		
OUTCOME(S)			
DESIRED OUTCOME(S): Describe your desired outcome(s)	Black Gold Admin Council to appoint Sarah Bleyl, Dawn Jackson and Jody Thomas to the Executive Committee. Sarah Bleyl shall Chair the Committee.		
OTHER COMMENTS:			



MEETING DATE:	March 17, 2023	ESTIMATED TIME FOR ITEM:	10 minutes
TITLE OF ITEM:	Change of Authorized Signers for LAIF	PRIORITY LEVEL: (1-Low 3 – High)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3
SUBMITTED BY:	Glynis Fitzgerald		
TYPE OF ITEM:	<input type="checkbox"/> For Discussion <input checked="" type="checkbox"/> For Decision/Request Motion <input type="checkbox"/> Other: _____		
BACKGROUND STATEMENT			
BACKGROUND: <i>Describe why you are bringing this item before council. What problem are you trying to solve? List information that would be helpful for decision making such as committee recommendations, pros/cons.</i>	<p>Authorized signers currently listed on the Black Gold Local Agency Investment Fund are Glynis Fitzgerald, Ned Branch and Chris Barnickel.</p> <p>We must remove Ned Branch and Chris Barnickel, and add two other authorized signers. I suggest that we add Sarah Bleyl and Dawn Jackson due to proximity to Black Gold and amount of time on the Black Gold Council.</p>		
OUTCOME(S)			
DESIRED OUTCOME(S): <i>Describe your desired outcome(s)</i>	<p>Move to remove Ned Branch and Chris Barnickel as authorized signers on the Black Gold LAIF account and replace them with Dawn Jackson and Sarah Bleyl.</p> <p>NOW THEREFORE, BE IT RESOLVED that the Administrative Council does hereby authorize the deposit and withdrawal of Black Gold Cooperative Library System monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein.</p> <p>BE IT FURTHER RESOLVED that the following individuals shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:</p> <p>Glynis Fitzgerald, Director of Operations Dawn Jackson, Member, Administrative Council Sarah Bleyl, Member, Administrative Council</p>		
OTHER COMMENTS:			



2021-22 ANNUAL REPORT

805.543.6082 www.blackgold.org
580 Camino Mercado, Arroyo Grande, CA 93420

NEW VOLUMES ADDED

65,990

TOTAL
COLLECTION
972,414



EBOOK
CHECKOUTS
3,090

Titles available:
93,240

INTERLIBRARY
LOANS
198,622

HOLDS FILLED
364,181

HOTSPOTS
CIRCULATED
3,217

OverDrive®

EBOOK & AUDIOBOOK CHECKOUTS

656,604

Titles available:
40,616

NEW USER
REGISTRATIONS
8,413

E-MAGAZINE CHECKOUTS

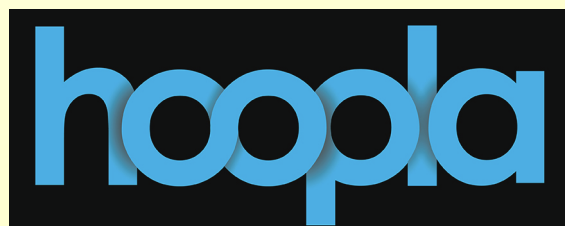
40,656

Titles available:
4,065

AUDIOBOOKS
107,527

COMICS
12,659

EBOOKS
51,111



DIGITAL ITEMS BORROWED

MOVIES
11,602

MUSIC
6,316

TELEVISION
12,576

TOTAL CIRCULATION
(PHYSICAL ITEMS)
3,059,739

PATRONS SERVED
283,074



MEETING DATE:	3/17/23	ESTIMATED TIME FOR ITEM:	15 minutes
TITLE OF ITEM:	Communicating value of Black Gold	PRIORITY LEVEL: (1-Low 3 – High)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3
SUBMITTED BY:	Allison Gray		
TYPE OF ITEM:	<input checked="" type="checkbox"/> For Discussion <input type="checkbox"/> For Decision/Request Motion <input type="checkbox"/> Other: _____		
BACKGROUND STATEMENT			
BACKGROUND: <i>Describe why you are bringing this item before council. What problem are you trying to solve? List information that would be helpful for decision making such as committee recommendations, pros/cons.</i>	I am concerned about grumblings questioning the value of Black Gold now that SB and SLO have left. I think it behooves the members of Black Gold to come up with Talking points for their cities and constituents enumerating the value, both financial and in service, of being a member of BG.		
OUTCOME(S)			
DESIRED OUTCOME(S): <i>Describe your desired outcome(s)</i>	Ready-made argument against doubters		
OTHER COMMENTS:			