

PLS Executive Committee Agenda

March 6, 2025  
2:00 p.m. via Zoom

<https://us06web.zoom.us/j/85111483887?pwd=eQvCXkbBZ6ygRI88sLemnoy5EPVK45.1>

Meeting ID: 851 1148 3887; Passcode: 020496

Call-in Option: 669 444 9171

**Peninsula Library System Executive Committee**

Chela Anderson, Daly City Public Library (Chair)  
Brad McCulley, Burlingame Public Library  
Tim Wallace, San Bruno Public Library (Vice Chair)  
Anne Marie Despain, San Mateo County Libraries

- I. Approval of Consent Items (Action Item)** Anderson
  - A. Adoption of Agenda
  - B. Approval of January 14, 2025 Minutes Attachment 1, pg. 3
  - C. Youth Service Work Group Initiatives Update Attachment 2, pg. 5
- II. New Business**
  - A. Structural Considerations for PLS Administrative Budget Long-Term Sustainability Frost Attachment 3 , pg. 7
  - B. Recommendations for FY 2025-26 Funding for System-wide Youth Services Work Group Initiatives (**Action Item**) Evans Attachment 4 , pg. 11
- III. Reports**
  - A. Administration Frost
- IV. Public Comment** - (Individuals are allowed three minutes, groups in attendance five minutes. It is system policy to refer matters raised in this forum to staff for further investigation or action if appropriate. The Brown Act prohibits the Executive Committee from discussing or acting on any matter not agendized pursuant to state law.)
- V. Agenda Building for Next Meeting on May 1, 2025**
- VI. Announcements**
- VII. Adjournment**

**Brown Act:** This meeting abides by Cal. Gov't Code § 54953.

Cal. Gov't Code § 54953(b)(1) “Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.”

Cal. Gov't Code § 54953(j)(6) A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both."

Gov't Code § 54953 (b)(2) “Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

(A) All votes taken during a teleconferenced meeting shall be by rollcall.

(B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

(C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.”

Gov't Code § 54953 (3) “If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e).”

### **Meeting Locations**

Burlingame Public Library, 480 Primrose Road, Burlingame, CA 94010

Daly City Department of Recreation Services, 111 Lake Merced Boulevard, Daly City, 94015

San Bruno Public Library, 701 Angus Avenue West, San Bruno, CA 94006

San Mateo County Library, 125 Lessingia Court, San Mateo, CA 94402

PLS/PLP Offices, 32 West 25th Avenue, Suite 201, San Mateo, CA 94403

**PLS Executive Committee**  
**January 14, 2025**  
**1:00 p.m. via Zoom**

**MINUTES**

**Committee:**

Chela Anderson, Chair, Daly City Public Library  
 Brad McCulley, Burlingame Public Library  
 Tim Wallace, San Bruno Public Library  
 Anne-Marie Despain, San Mateo County Libraries

**System Staff:**

Carol Frost, PLS  
 Justin Wasterlain, PLS  
 Andrew Yon, PLS  
 Scott Young, PLS

The meeting was called to order at 1:03 p.m. by Chair Anderson.

**I. Approval of Consent Items****A. Adoption of Agenda****B. Approval of November 7, 2024 Minutes**

Frost proposed to move Item IV (Public Comment) to follow the Consent Items. A motion was made, and unanimously approved, to approve the Consent Items with the stated agenda change. (M/S McCulley/Wallace)

**II. New Business****A. Review of Delivery and PLAN Costs for SMCCCD**

Frost stated SMCCCD would be charged a 2.4% CPI increase on its Delivery and PLAN flat fees in FY 2025-26.

**B. PLS Delivery Preliminary Budget and Formula for FY 2025-26**

Wasterlain stated the overall Delivery formula would not change in FY 2025-26, but the percentage of stops for all libraries is different due to a reduction of stops for MPL. He noted a vehicle was not recommended for purchase in FY 2025-26. The Committee discussed the lack of infrastructure at both the PLS Offices and County Central for e-vehicles and acknowledged the challenges in transitioning to e-vehicles at this point in time. There was an acknowledgement by the Committee that when the e-vehicle replacement plan was adopted, that it was an aspirational goal. The Executive Committee acknowledged that now might not be the time to purchase an e-vehicle, and that a gas vehicle purchase may be required. Wasterlain stated he would continue to monitor the market for improved options. A motion was made, and passed unanimously, to approve the Delivery Formula for FY 2025-26, defer the approval of the Delivery Budget until its May meeting, and recommend the Administrative Council approve the Delivery Formula. (M/S McCulley/Despain)

**C. PLS PLAN Preliminary Budget and Formula for FY 2025-26**

Young reported \$15,000 was included in the PLAN budget to hire a consultant to perform an ILS review in FY 2025-26. He noted an increase in postage costs due to the increased number of Unique Management Services' statements being mailed, which

have replaced the collection services. Since the notices cannot be broken down by library, the cost is in the PLAN Central budget. Young reported that PLAN and the Circulation Managers Committee were exploring ways to reduce these costs. Wallace inquired about the change in healthcare costs. Yon answered it was due to more employees utilizing the cafeteria plan than in the past. A motion was made, and approved unanimously, to approve the PLAN Formula for FY 2025-26, defer approval of the PLAN Budget until the May 2025 meeting, and recommend the Administrative Council approve the PLAN Formula. (M/S Wallace/McCulley)

**III. Reports**

**A. Administration**

Young reported on status of the switch replacement project. Yon stated billing for CENIC would be sent out once the provider corrected the billing information.

**IV. Public Comment**

No public comments were made.

**V. Agenda Building for the March 6, 2025 meeting**

**VI. Announcements**

No announcements.

**VII. Human Resources**

**A.**

**1) Closed Session Pursuant to Government Code 54957: Executive Director/PLP CEO Annual Review**

**2) Report of Closed Session Actions**

The Committee accepted the report and FY 2025-26 workplan.

**VIII. Adjournment**

The meeting was adjourned at 1:43 p.m. by Chair Anderson.

**To:** PLS Executive Committee  
**From:** Pam Evans, Chair, PLS Youth Services Work Group  
**Subject:** Youth Services Work Group Initiatives Update  
**Date:** March 6, 2025

### ***San Mateo County Reads 2024 Report Summary***

#### *Event Summary*

The theme for 2024's San Mateo County Reads was Voices of Resilience: Empowering Change Through Collective Action. The PLS ad hoc committee and San Mateo County Office of Education selected three books: *Change Starts with Us* by Sophie Beer for early learners, *Hoops* by Matt Tavares for lower grades, and *Free Lunch* by Rex Ogle for middle grades.

Both SMCOE and PLS purchased and distributed copies of the books to libraries and schools. PLS Libraries hosted two virtual author visits with Rex Ogle and two virtual author visits with Matt Tavares. 10 classes registered for the Rex Ogle virtual author visits, but only 4-5 classes attended the live sessions. 50 classes registered for the Matt Tavares virtual author visits, but only 10-15 classes attended the live sessions. Despite efforts across PLS Libraries and outreach by the Office of Education the attendance and interest in these events was low.

Planning for SMCR started in April 2024 when PLS representatives met with SMCOE staff to select a theme for the event. From June-August, PLS librarians reached out to authors and agencies to find book/author combinations that would follow the theme and age ranges as well as include author visits. In September, PLS librarians confirmed and booked the authors. Books were purchased by both PLS and SMCOE at this time. SMCOE updated the SMCR webpage and created promotional materials for the events. SMCOE also partnered with the San Mateo County Superior Court Outreach Committee and asked for volunteers to go into local schools to read and talk about the book selected for early learners. To plan this event, the majority of the work is done during the summer, the busiest time for Youth Services programming and when SMCOE is not available.

#### *Expenditures*

PLS spent \$2,500 on Matt Tavares's two virtual presentations and \$3,695 for 390 book giveaways that were distributed to PLS libraries. SMCOE provided \$3,000 for Rex Ogle's two virtual presentations, and funds to purchase 690 books that were distributed among elementary and middle schools in San Mateo County.

### ***YANovCon 2025 Preliminary Report***

#### *Event Summary*

Saturday, February 8, 2025 was the 10<sup>th</sup> annual YANovCon, held at the Downtown Redwood City Public Library. The theme was "Coming of Age in a Digital World", and thirteen authors spoke about their experiences writing around this theme, among other topics. The day started with a Writing Workshop for Teens, hosted by Kara H.L. Chen (50 in attendance). Abigail Hing Wen gave the Keynote Address followed by a Q&A session led by Alyssa T. Chang, the 2024 Teen Short Story Contest Winner (49 in attendance). The three sessions were, "The Evolution of

Friendships in a Digital Age: How Online Communities Support or Challenge Traditional Friendships” (52 in attendance), “Managing Mental Health in the Digital Age” (53 in attendance), and “Creating Authentic Characters: Bridging the Gap Between Reality and Technology in the Art of Storytelling” (51 in attendance).

*Expenditures*

Approximately \$9,400 brought thirteen authors to the event. Additionally, about \$5,000 purchased items for the day of the event (including food, prizes for short story contest winners, program materials etc.)

*Comments and Feedback*

*From Patrons:*

“Thank you for having the event here in Redwood City”

“I wish that it happened more often”

“We stumbled to this program, there should be more advertising”

***PLCAF 2025 Preview***

*Event Overview*

PLCAF will return in April with in-person author talks, workshops, and activities throughout the month and Small Press Comics Expos (SPCE) on Saturday, April 26, 2025. Workshops throughout PLS libraries include Drawing Comics for Kids with Minnie Pham (Half Moon Bay Library), Peanuts on the Go! with the Charles M Schultz Museum (Menlo Park Library) and Draw it! Get the Right Attitudes with Wahab Algarmi (Millbrae Library). Special guests at the 2025 SPCE include David Pepose (*Moon Knight, Space Ghost*) Julia Wertz (*Impossible People*), and Judd Winick (*Hilo*).

*Expenditures*

\$5,000 for Small Press Comics Expo. \$4,000 for special guests, remaining for advertising and day of expenses.

\$10,000 distributed to jurisdictions for local programs

*Past Comments and Feedback from the Small Press Expo 2024*

"I will do my utmost to make the event as enjoyable as possible and make many happy memories for the attendees, fellow tablers, and the staff!"

"Looking forward to the expo and other programming for this year!"

"Your event is amazing, and I hope to be a part of it again. Keep up the great work."

"Thank you all for making these library comic events! It really helps us local artists meet other fellow local artists and local audiences alike and keeps us creating! I hope to keep making more comics for events like PLCAF."

**To:** PLS Executive Committee  
**From:** Carol Frost, Executive Director  
**Subject:** Structural Consideration for PLS Administrative Budget Long-Term Sustainability  
**Date:** March 6, 2025

### **Background**

In February 2025, the federal Office of Budget and Management (OBM) attempted to freeze funding for all federal grant programs, including funding from the Institute of Library and Museum Services (IMLS). IMLS annually provides all 50 states with Library Services and Technology Act (LSTA) funds, with California receiving the largest portion. The freeze was temporarily blocked and ultimately the directive from the OBM was rescinded. Last Friday, a draft federal budget was released, which did not include any funding for IMLS. Additional attempts to restrict or eliminate federal funding could be expected over the next four years.

While the loss of LSTA funds would not directly affect any PLS activities, it would have a significant impact on the revenue PLS receives from the Pacific Library Partnership (PLP), which has a direct relationship to the PLS Administration budget.

The purpose of this memo is to review any possible impact of the loss of these funds to the PLS budget.

### **PLS Budget Overview**

The overall PLS Budget is composed of five sections: Administration, Delivery, PLAN Central, PLAN Local, and Building/Facilities.

Delivery, PLAN Central, and PLAN Local are zero-based budgets created annually in relation to expected service costs in the upcoming fiscal year. PLAN Local charges are library specific and billed to jurisdictions according to their ownership or usage of various products and services. The individual library share for PLAN Central and Delivery costs is determined by budget specific formulas that use key metric data to establish the percentage of the overall costs each library is responsible for. Libraries pay for these three services directly.

The Building/Facilities budget is generally self-supported through revenue received from the commercial rental of suites in the building owned by PLS. For special projects related to building maintenance or improvements, building reserves and fund balance may be utilized for any shortfall.

The Administration budget does not have direct revenue from the libraries. The budget is derived from four sources: revenue received from services PLS provides to PLP, investment income, the 6% Administrative Fee from PLAN and Delivery budgets, and Fund Balance. This budget includes the salaries and benefits for PLS management and all administrative and accounting staff, as well as the shared library programming including PLCAF, YANovCon, and San Mateo County Reads. Fund Balance is frequently relied on to balance the budget at the

beginning of the fiscal year. In general, PLS receives additional revenue from PLP for grant work throughout the year which reduces the amount of Fund Balance required.

**Administration Budget Discussion**

For the purposes of this discussion, the FY 2023-24 PLS budget will be used. The approved budget includes \$199,085 of Fund Balance. During the year, the LSTA grants quite often require additional work, and PLP and PLS modify the contract between the agencies so that PLS is compensated for that additional staff time, which, in FY 2023-24, was \$91,622. Because of this additional revenue, the ending use of Fund Balance was \$107,463.

In the last several years, the Administration budget has included funds to support programs for youth. It has expanded, from originally having \$2,200 for the Summer Reading Fund, to now including \$47,200 for PLCAF, YANovCon, and San Mateo County Reads. There is no direct funding from libraries who participate in these youth programs.

The chart below illustrates the approved budget, as well as the potential impact of the loss of funds from LSTA grants. **Please note that the actual decrease in the amount of the contract between PLP and PLS for administrative services could be lower, but the number shown below is for illustrative purposes.**

Item	FY 2023-24 Budget		Scenario - No LSTA Funds	
	Budget	% of Total	Revised Budget	% of Total
<b>Revenue</b>				
PLP/PLS Contract	\$1,036,035	73%	\$1,025,000	71.9%
Interest Income	\$60,000	4%	\$60,000	4.2%
6% Administrative fee from PLAN and Delivery Budgets	\$130,867	9%	\$130,867	9.2%
Use of Fund Balance- Budgeted	\$199,085	14%	\$210,120	14.7%
<b>Total</b>	<b>\$1,425,987</b>	<b>100%</b>	<b>\$1,425,987</b>	<b>100%</b>
<b>Expenditures</b>				
Personnel	\$1,320,055	93%	\$1,320,055	92.6%
Office/Travel/Other expenses	\$58,732	4%	\$58,732	4.1%
PLCAF, YANovCon, SMCR, UAH, SR	\$47,200	3%	\$47,200	3.3%
<b>Total</b>	<b>\$1,425,987</b>	<b>100%</b>	<b>\$1,425,987</b>	<b>100%</b>
<b>Additional Revenue Not Budgeted</b>				
Additional Revenue from PLP LSTA grant work	\$91,622		0	
<b>Subtotal Additional Revenue</b>	<b>\$91,622</b>		<b>0</b>	
<b>Revised Use of Fund Balance</b>	<b>\$107,463</b>	<b>7.5%</b>	<b>\$210,120</b>	<b>14.7%</b>



A potential way to decrease the reliance on Fund Balance in the Administration budget would be to move the Youth Services shared programming to the PLAN Local budget. This change would place the responsibility of supporting these programs onto the libraries which participate. A second idea may be to create a separate budget for shared programming and identify a dedicated revenue stream for it.

The chart below illustrates the effect on the budget when the shared programming is moved out of the Administration budget.

Item	Scenario - No LSTA Funds, YSWG moved to PLAN Local	
	Revised Budget	% of Total
<b>Revenue</b>		
PLP/PLS Contract	\$1,025,000	74.3%
Interest Income	\$60,000	4.4%
6% Administrative fee from PLAN and Delivery Budgets	\$130,867	9.5%
Use of Fund Balance- Budgeted	\$162,920	11.8%
<b>Total</b>	<b>\$1,378,787</b>	<b>100%</b>
<b>Expenditures</b>		
Personnel	\$1,320,055	95.7%
Office/Travel/Other expenses	\$58,732	4.3%
PLCAF, YANovCon, SMCR, UAH, SR	\$0	0.0%
<b>Total</b>	<b>\$1,378,787</b>	<b>100%</b>
<b>Additional Revenue Not Budgeted</b>		
Additional Revenue from PLP LSTA grant work	0	0%
<b>Subtotal Additional Revenue</b>	<b>0</b>	<b>0%</b>
<b>Revised Use of Fund Balance</b>	<b>\$162,920</b>	<b>11.8%</b>

**Recommendation**

It is recommended the PLS Executive Committee examine the funding structure for the PLS Administration budget and explore changes which would ensure the ongoing operations of PLS should funding for PLP be restricted and contract work between the two agencies reduced significantly.

PENINSULA LIBRARY SYSTEM  
FY2023-24 Proposed Administration Budget

**ADMINISTRATION (919)**

<u>GL Acct</u>	<u>Revenue</u>	Adopted 22/23	Proposed 23/24	Note
3601	Other Agencies	\$973,976	\$1,036,035	Direct personnel cost for PLP/PLS contract (Incl. 1st Amendment)
3510	Interest Income	8,000	60,000	Investment Interest (LAIF)
3000	Budget Fund Balance	398,540	329,952	Use of Fund Balance
<b>Total Revenue</b>		<b>\$1,380,516</b>	<b>\$1,425,987</b>	<b>3.29%</b>

**Expenditures**

**Salaries & Benefits**

4100	Auto Allowance	\$2,100	\$2,100	Dir. & Asst. Dir. Mileage Allowance
4101	Salaries	945,775	973,288	<b>Coded FTE=7.55; Incl. 4.5% COLA and EE Merit Increases</b>
4115	Hourly/On-Call Employees	40,587	39,195	<b>Non-Coded FTE=0.95 FTE</b> Hourly Staff: Office Assistants
4102	Dental	6,886	3,898	
4103	Pension	72,008	75,936	
4104	Deferred Comp	152,379	171,999	
4105	Health	30,855	23,758	
4106	Workers' Comp	2,676	3,601	
4107	Medicare	14,302	14,681	
4109	Life Insurance	1,272	1,272	
4108	Unemployment Insurance	10,061	10,327	
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$1,278,901</b>	<b>\$1,320,055</b>	<b>3.22%</b>

**OPERATION**

4211	Advertisement	\$1,200	\$1,200	Job Postings
4212	Communications	200	200	Zoom
4218	Printing	3,500	7,500	Copier Cost Per Copy Lease (3,500); PLS Bookmarks (\$4K)
4220	Contractual Services	28,000	27,798	Audit(\$11K); PLS Storage (\$9,798); Consultants (\$7K)
4230	Office Expense	1,000	3,950	Office Supplies+ HP Printers \$2,800
4234	Special Departmental	42,200	47,200	Special Projects - PLCAF (\$15K); YANovCon (\$15K); SMCR (\$5K); United Against Hate (\$10k); Children Summer Reading Fund (\$2.2K)
4250	Misc Supplies	800	1,200	Misc Supplies -PPE & sanitizing supplies; Labor Law poster
4301	General Insurance	1,300	1,400	Professional Liability Insurance (\$1.1K); Business Property (\$300)
4302	Membership Fees	800	900	CA Chamber of Commerce \$600; Costco \$120; Amazon \$180
4303	Travel & Meeting	300	300	
4304	Education & Training	930	1,050	Target Solutions - Staff Mandatory Trainings
4310	Software License Fee	5,085	85	Doodle Subscription
4373	Service Fees	11,000	11,000	Health Insur.Fees(\$300); ADP P/R Fees(\$7.7K); Pension Fees(\$3K)
4567	Computer Equipment	5,300	2,149	Staff PC Replacement
<b>Subtotal</b>		<b>\$101,615</b>	<b>\$105,932</b>	

**Total Expenditure**      **\$1,380,516**      **\$1,425,987**      **3.29%**

**FY2022-23 PLP/PLS Contract**

<b>Admin Staffing Cost</b>	<b>\$928,365</b>
<b>Contract Amendment(s)</b>	<b>\$139,047</b>
<b>Total PLP/PLS Baseline Contract</b>	<b>\$1,067,412</b>

**To:** PLS Executive Committee  
**From:** Pam Evans, Chair, PLS Youth Services Work Group  
**Subject:** Recommendation for FY 2025-26 Funding for System-wide Youth Services Work Group Initiatives  
**Date:** March 6, 2025

### Background

The PLS Youth Services Work Group is responsible for the coordination of four system-wide annual events: Summer Learning Challenge (SLC), Young Adult Novelist Convention (YANovCon), Peninsula Comic Arts Fest (PLCAF), and San Mateo County Reads (SMCR).

Since FY 2013-14, PLS has received over \$300,000 per year from Measure K funds. These funds were used to purchase give away books, hire interns, provide one \$1,000 scholarship per branch, and commission and produce artwork to be available to all PLS libraries. With the exception of the programming paid for with local funds, Measure K funds have covered almost all PLS spending for SLC in recent years. In FY 2024-2025, the PLS budget included \$2,200 for SLC.

For the other three initiatives, in FY 2024-25, PLS originally budgeted:

- YANovCon - \$20,000
- PLCAF - \$20,000
- San Mateo County Reads - \$7,000

This amount reflects a significant increase discussed and approved by the Executive Committee FY 2022-23.

In August 2024, when PLS learned it would no longer receive annual Measure K funding, the Youth Services Work Group requested and received approval to reallocate the FY 2024-25 funds as follows:

	Original Budget	Approved Change	Difference	% change
PLCAF	\$ 20,000	\$ 15,000	\$ (5,000)	-25%
YANovCon	\$ 20,000	\$ 15,000	\$ (5,000)	-25%
SMCR	\$ 7,000	\$ 6,200	\$ (800)	-11%
SLC	\$ 2,200	\$ 13,000	\$ 10,800	
<b>Total</b>	<b>\$ 49,200</b>	<b>\$ 49,200</b>	<b>\$ -</b>	

The redirected funds dedicated to SLC 2025 will be used to provide one \$1,000 scholarship to each jurisdiction and artwork/logs available to all PLS libraries.

### San Mateo County Reads

With the loss of Measure K Funds, the PLS Youth Workgroup has reevaluated which events have the biggest impact for its communities. Based on the outcomes from 2024 and previous SMCR events, the Work Group is discussing its potential collaboration on this project for 2025.

**PLCAF 2026**

The Youth Services Work Group feels the revised budget of \$15,000 for PLCAF is sufficient and recommends this become the annual budget for this program moving forward.

**YANovCon 2026**

The Youth Services Work Group feels the revised budget of \$15,000 for YANovCon is sufficient and recommends this become the annual budget for this program moving forward.

**SLC 2025**

The Youth Services Work Group approached SLC 2025 planning through an equity lens, thinking about what opportunities should be available to all children in San Mateo County and of those opportunities, what could PLS fund system-wide to make the most impact. Each jurisdiction is working independently to replace Measure K funds to provide prize books and each jurisdiction provides its own programming with local funding. After multiple discussions, the Youth Services Work Group agreed that offering a \$1,000 scholarship to each public library branch in the system is a unique and valuable service that it hopes to continue. While some libraries could fund scholarships independently, small jurisdictions may not have that ability. Due to this disparity, it is felt that the system-wide funding of scholarships will ensure residents across the county have equitable access to this opportunity.

FY 2024-25 already has \$8,000 available for scholarships (one per jurisdiction) after the earlier reallocation of funds. Since scholarships will not be paid out before June 30, 2025, the Work Group recommends rolling those funds over into FY 2025-26 and adding \$24,000 to provide a total of 32 \$1,000 scholarships in the summer of 2025. The scholarships will be paid out in November 2025. Moving forward, it is requested to maintain this level of funding for scholarships annually.

To accommodate the lack of Measure K funding, the Youth Services Work Group is requesting an additional \$5,000 annually for shared graphic design and printing of Summer Learning Challenge collateral like reading logs and bookmarks in FY 2025-26.

In total, it is recommended that \$37,000 be allocated for the Summer Learning Challenge in FY 2025-26. This total includes the \$8,000 of roll over funds from FY 2024-25.

*Comments and Feedback*

“I am so grateful for this scholarship. This will make a big difference when it is my child's time to go to college. Family and friends have contributed to the account for special events like birthdays or holidays. The account is growing and we are happy to wait for it to grow until it is time for college. This gift is so meaningful to me because your generosity will allow my child to study with less of a burden. Thank you again!”

-Recipient Parent

“Thank you for this scholarship! I was so excited to be chosen to win this scholarship. I was surprised in a good way. I read many books in the summer not knowing that I'd win. I still read books because it is fun and I enjoy it.”

-2024 Recipient

**Recommendation**

The Youth Services Work Group recommends the Executive Committee approve the following FY 2025-26 budget for system-wide initiatives and recommend approval by the Administrative Council:

<b>Program</b>	<b>Amount</b>
SLC	\$37,000
PLCAF	\$15,000
YANovCon	\$15,000
<b>TOTAL</b>	<b>\$67,000</b>