

Peninsula Library System Information Services Committee

June 17, 2025

10:00 am Via Zoom

<https://us06web.zoom.us/j/89328493303?pwd=8XjtoxbBC98aDDtNZcfI9664O33yta.1>

Meeting ID: 893 2849 3303

Passcode: ?f%6se

Dial by your Location

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

Find your local number: <https://us06web.zoom.us/j/89328493303?pwd=8XjtoxbBC98aDDtNZcfI9664O33yta.1>

Peninsula Library System Information Services Committee

Rose Waldman, Menlo Park Libraries (Chair)

Jason Yap, Burlingame Public Libraries

Zack Whitley, Daly City Public Library

Vanessa Walden, Peninsula Library System

Scott Young, Peninsula Library System

Fiona Potter, Redwood City Public Library

Heriberto Madrigal, Redwood City Public Library

Wilma Lee, San Bruno Public Library

Justin Pham, San Mateo County Libraries

Mary Torres Volken, San Mateo County Community
Colleges

Paul Vaughn, San Mateo Public Library

Stacy Lein, South San Francisco Public Library

- | | | |
|-------|---|----------|
| I. | Introductions and Roll-Call | Rose |
| II. | Approval of Consent Items | Rose |
| | a. Approval of Agenda (Vote) | |
| III. | Old Business | |
| | a. Value Line (Vote) | Everyone |
| | b. Updates to Website | Zack |
| IV. | New Business | |
| | a. New York Times Subscription (Vote) | Everyone |
| | b. PLS Measure K Programming Grant | Carol |
| | c. EBSCO Occupational Demo | Scott |
| | d. Libraria | Rose |
| | e. Vendors (in general) | Everyone |
| V. | Reports | |
| | a. Ebook | |
| | b. Bib Standards | |
| | c. Children/Teen | |
| | d. Circ Sups | |
| | e. Directors | |
| | f. Marketing | |
| VI. | 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 Administrative Council from discussing or acting on any matter not agendized pursuant to state law). | |
| VII. | Review of Draft Agenda Calendar, Agenda | Rose |
| VIII. | Announcements | |

IX. Adjournment

X. Recorder: Burlingame (Menlo Park is next in rotation for July)

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:

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

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.

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

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 Public Library, 134 Hillside Blvd, Daly City, CA 94014

Menlo Park Public Library, 800 Alma Street, Menlo Park, CA 94025

Redwood City Public Library, 1044 Middlefield Road, Redwood City, CA 94063

San Bruno Public Library, 701 Angus Avenue West, San Bruno, CA 94066

San Mateo County Community College District, 3401 CSM Drive, San Mateo, CA 94402

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

San Mateo Public Library, 55 West 3rd Avenue, San Mateo, CA 94402

South San Francisco Public Library, 901 Civic Campus Way, S. San Francisco, CA 94080

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

Peninsula Library System
Information Services Committee
Minutes: May 20, 2025
San Mateo Public Library and via Zoom

Attendees: Jason Yap: BPL, Rose Waldman: MPPL, Iris Keenan: MPPL, Jonathan Hall, Heriberto Madrigal: RCPL (virtual), Wilma Lee: SBPL (Virtual), Justin Pham: SMCL, Paul Vaughn: SMPL, Stacy Lein: SSFPL, Scott Young: PLS (virtual), Vanessa Walden: PLS, Joshua Rees: DCPL

PLS Call to Order: The meeting was called to order at 10:11 AM.

Approval of Minutes: A motion to approve the minutes was made by Pham (SMCL) and seconded by Vaughan (SMPL). The minutes were unanimously approved via roll call without modification.

Old Business:

A: Value Line/Weiss: Received quote from Value Line Research Center, SMCL has Weiss and is now interested in Valueline too. BPL has Valueline and is happy, SSFPL not interested, San Bruno wants a quote. There was no request for a quote from Weiss by any library.

B: Vendors and resources outside of U.S.: Young will follow up internally about status of research. BPL commented that we don't have any vendors outside of what PLAN already knows about. The lock down will impact Sierra and patrons accessing Classic Catalog from outside of the country. Bibliocommons would not be impacted. Anything accessed through ez proxy might also encounter a problem but going through a resource app like Libby, Kanopy or Hoopla wouldn't be a problem.

C: PLS Website Updates: PLS help desk ticket submitted for an issue.

New Business:

A: Life Moves presentation scheduling: Best time for interested libraries is Tuesday at 10AM. MPPL will reach out to schedule a virtual presentation for the Committee and additional library staff. DCPL proposed having two times, AM or PM, to catch more part-time staff.

B: EBSCO Vocation Trade Demonstration: Young advised this is not available now. There is no need to put it on the next agenda.

C: Data Axle Training: Walden will coordinate library staff training. The vendor also offered to provide patron training. Walden will provide contact information for interested libraries to vendors.

D: Renew Overdrive Magazines and Pronunciator: Memo from PLS was circulated with usage stats from the prior year, which should show an increase in user activity. MPPL made a motion to approve the Overdrive Magazine renewal for the next year at the price quoted. Burlingame seconded. The motion was approved via roll call without modification.

Pronunciator vote: Memo from PLS was circulated with usage stats from 2023-24 and 2024-25 to compare the increase in user activity. There has been a slight increase. MPPL made a motion to approve the Pronunciator renewal for the next year; BPL seconded. The motion was approved via roll call. DCPL and SSFPL did not participate in the vote as they don't subscribe to the resource.

Reports:

A: E-Book Committee: Rees of DCPL presented the annual report as Chair of the E-Book Committee. Usage has increased from the prior year, and no complaints have been received. Purchase requests do get ordered if sent to Rees. The circulation for eBooks and audiobooks continues to increase, with 1,609,955 checkouts in the last 12 months (May 2024-April 2025), along with a continuing increase in the number of unique patrons using Overdrive – 68,370 in the last 12 months. Patron holds are also increasing, with 768,515 in the last 12 months. The reciprocal lending service continues to be utilized by patrons of all three systems, with the most use by NorthNet patrons. MPPL now participates in Advantage Collection. CLSA money contributed to the purchase of additional languages. The E-Book Committee should explore strategies for filling holds with both metered checkouts and checkouts with simultaneous use. IDC cards, 200-300 a month created at a cost of \$.50 and expire after 3 years. Phone bill must be based in San Mateo County to get an IDC card. IDC users are 3rd highest use for circ location. The report will be presented to the PLS council in June. Beginning July 2025, MPPL will take over as committee chair.

B: Bib Standards: Discussed and approved using local subject headings instead of or in addition to executive orders. Mt Denali/Mt McKinley & Gulf of Mexico/America were used as examples.

C: Directors: none

D: Youth Services: none

E: Circ Supervisors: none

Public Comment: none

Announcements: SMPL Marina Branch will be closing in the summer for a renovation that will last 16 months.

The classic catalog does not meet ADA requirements and will be unavailable to the public soon.

Staff Changes: Youth Services Librarian, Rachel Huberman from Menlo Park, Youth Services Manager and Jess Koshi-Lim from Millbrae started at SSFPL. SMPL Deputy Director position is open; SMCL Contracts Administrator position is open. At RCPL Fiona Potter will be replacing Jonathan Hall on the committee and will take over as Info Services Committee Chair in July.

Future Agenda Items: Valueline Quote, Libraria, research fulfillment rates of book vendors.

Adjournment: 11:15AM

Next Meeting: June 17, Virtual

Recorder: Burlingame Public Library

Value Line Publishing LLC
P.O. Box 28705
New York, NY 10087-8705

MAY 28 2025

TO Peninsula Library System
32 West 25th Avenue, Suite 201
San Mateo, CA 94403

Thank you for your interest in Value Line Library. Our company has been providing independent investment research since 1931. Known for the proven performance of our proprietary ranking system and backed by a team of experienced financial and industry analysts, Value Line delivers reliable information to help investors make better informed decisions.

PRICE QUOTE: Pricing is for an annual subscription with remote access included.

Value Line Library Research Center

Includes the content found in the Investment Survey + Small/Mid Cap, Fund Advisor, Options, ETFs and the Special Situations and Climate change services

Option A: All 8 libraries listed on page 2
Price: \$24,995/year

Option B: All libraries excluding Daly City
Price: \$21,995/year

Option C: All libraries excluding Daly City and South San Francisco
Price: \$19,995/year

Thank you for your consideration and please feel free to contact me for further information.

Sincerely,

Sean McGowan
Value Line Publishing LLC
Library Specialist
(212) 907-1688
smcgowan@valuelinepro.com

Value Line Proposal

Peninsula Library System Libraries

- 1 San Mateo Co Library
- 2 San Mateo Public
- 3 Daly City
- 4 Redwood City
- 5 South San Francisco
- 6 San Bruno
- 7 Burlingame
- 8 Menlo Park

The New York Times Online Pricing

2025

	List price (Basic News):	Your price (Basic News)	Revised Consortium Basic Pricing	List price (All- Access):	Corrected price (All- Access):	Revised Consortium All Access Pricing
BPL	\$2,002	\$1,918	\$ 1,405.87	\$3,016	\$2,861	\$ 2,603.27
DCL	\$3,653	\$3,499	\$ 2,564.72	\$3,653	\$3,499	\$ 3,183.80
MPL	\$2,002	\$1,918	\$ 1,405.87	\$3,016	\$2,861	\$ 2,603.27
RCL	\$4,401	\$4,215	\$ 3,089.54	\$4,401	\$4,216	\$ 3,836.21
SBL	\$2,002	\$1,918	\$ 1,405.87	\$3,016	\$2,861	\$ 2,603.27
SMCL	\$7,110	\$6,811	\$ 4,992.37	\$12,799	\$12,260	\$ 11,155.57
SMPL	\$2,139	\$2,049	\$ 1,501.89	\$3,851	\$3,688	\$ 3,355.77
SSF	\$2,002	\$1,918	\$ 1,405.87	\$3,016	\$2,899	\$ 2,637.85
TOTAL	\$25,311	\$24,246	\$ 17,772.00	\$36,768	\$35,145	\$ 31,979.00

SAVINGS

\$6,474.00

\$3,166.00

Agreement No. _____

Board Resolution No. _____

MEASURE K GRANT AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND PENINSULA LIBRARY SYSTEM

This Agreement is entered into this 10th day of June 2025 by and between the County of San Mateo, a political subdivision of the state of California, hereinafter called "County," and Peninsula Library System, hereinafter called "Grantee."

* * *

WHEREAS, the Grantee has applied to the County seeking a grant for the purpose of funding the matters set forth in its Project described in Exhibit A (the "Grant").

WHEREAS, the County has approved the grant of certain funds to Grantee pursuant to the terms set forth in this Agreement.

NOW, THEREFORE, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A—Project Description
Exhibit B—Reporting and Invoicing

2. Grant

County hereby grants to Grantee a sum not to exceed Fifty Thousand Dollars and Zero Cents (\$50,000) in consideration of and on the condition that the sum be expended for the sole purpose of carrying out the objectives of Grantee's Project as identified in Exhibit A, and in no event shall the County's total fiscal obligation under this Agreement exceed this amount. Grantee agrees to assume any obligation to secure and furnish any additional funds that may be necessary to carry out its Project.

Funds granted under this Agreement shall not be disbursed until execution of this Agreement by County and Grantee.

County shall disburse grant funds to Grantee 30 calendar days after receipt of a satisfactory invoice. Invoices should be accompanied by back up documentation (e.g., receipts for professional services rendered, salary and benefits back up, etc.) and submittal of any required summary reports outlined in Exhibits A or B. The County reserves the right to change the disbursement method during the term of this Agreement.

The disbursement schedule is as follows:

- **Payment 1-** Invoice for up to 50% of the grant (\$25,000), upon submission of receipts/invoices showing expenditures and proof of performance measures, timesheets, and activity logs on items funded by the grant and listed in Exhibit A and/or B.
- **Payment 2-** Invoice for remainder of the grant (\$25,000), upon submission of receipts/invoices showing expenditures and proof of performance measures, timesheets, and activity logs on items funded by the grant and listed in Exhibit A and/or B, including photographs and use of Measure K logo as approved by the County.

INVOICES: Requests for grant disbursement should be (1) on the organization's official letterhead, (2) include date of invoice, amount requested, and Agreement number, and (3) submitted to the attention of:

County Executive's Office
500 County Center, 5th Floor

Agreement No. _____

Board Resolution No. _____

Redwood City, CA 94063
CEO_AP_Inbox@smcgov.org

3. Term & Termination

Subject to compliance with all terms and conditions, the term of this Agreement shall begin June 10, 2025, and continue through June 30, 2026. This Agreement will not automatically renew, nor shall it create any reliance on the possibility of future grants.

County may terminate this Agreement based upon the unavailability of Federal, State, or County funds by providing written notice to Grantee within a reasonable time after County learns of said unavailability of funding. Grantee acknowledges that this Agreement may be subject to approval of the Board of Supervisors and assumes all risk of possible non-appropriation and non-approval of funds.

County may suspend and/or terminate this Agreement if Grantee fails to comply with the terms of this Agreement and may, in its sole discretion, withhold or cancel pending and future disbursements of grant funds and/or require Grantee to return some or all funds disbursed under this Agreement.

4. Relationship of Parties

Notwithstanding any publicity or other references to the County required to be made in connection with the Project as set forth in Exhibit A, Grantee understands and agrees that the Project performed under this Agreement is not performed by Grantee as an independent contractor of the County or as an employee of County and that neither Grantee nor its employees acquire any of the rights, privileges, powers, or advantages of County contractors or County employees. Grantee acknowledges and agrees that it is not, and will not hold itself out as, an agent, partner, or co-venturer of the County, and that this Agreement is not intended to and does not create an agency, partnership, or joint venture between the Parties.

5. Project Administration

The Parties agree that the Project as described in Exhibit A shall not be altered without a written amendment to this Agreement, signed by both the County and the Grantee. Grantee shall provide written reports to the County's authorized representative in accordance with Exhibit B.

6. Hold Harmless

Grantee shall indemnify and save harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from this Agreement, the performance of any work or services performed of Grantee in furtherance of the Project under this Agreement, or payments made pursuant to this Agreement brought for, or on account of, any of the following:

- (A) injuries to or death of any person, including Grantee or its employees/officers/agents/volunteers;
- (B) damage to any property of any kind whatsoever and to whomsoever belonging;
- (C) any sanctions, penalties, or claims of damages resulting from Grantee's failure to comply with any applicable federal, state, or local laws or regulations; or
- (D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County and/or its officers, agents, employees, or servants. However, Grantee's duty to indemnify and save harmless under this Section shall not apply to injuries or damage for which County has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

Agreement No. _____

Board Resolution No. _____

The duty of Grantee to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

7. Insurance

a. General Requirements

Prior to its receipt of any funds pursuant to this Grant Agreement, Grantee shall obtain all insurance required under this Section and such insurance shall be subject to the approval by County's Risk Management, and Grantee shall use diligence to obtain such insurance and to obtain such approval. Grantee shall furnish County with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending Grantee's coverage to include the contractual liability assumed by Grantee pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to County of any pending change in the limits of liability or of any cancellation or modification of the policy.

b. Workers' Compensation and Employer's Liability Insurance

Grantee shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, Grantee certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and (b) it will comply with such provisions before commencing or continuing the performance of Project work for which it would receive grant funds.

c. Liability Insurance

Grantee shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect Grantee and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Grantee's operations under this Agreement, whether such operations be by Grantee, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amounts specified below:

☒ Comprehensive General Liability... \$1,000,000

(Applies to all agreements)

☐ Motor Vehicle Liability Insurance... \$1,000,000

(To be checked if motor vehicle used in performing services)

☐ Professional Liability..... \$1,000,000

(To be checked if Grantee is a licensed professional)

County and its officers, agents, employees, and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that (a) the insurance afforded thereby to County and its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy and (b) if the County or its officers, agents, employees, and servants have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, County, at its option, may,

Agreement No. _____

Board Resolution No. _____

notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend any further payment pursuant to this Agreement.

8. Assignability and Subcontracting

Grantee shall not assign this Agreement or any portion of it to a third party. Except as set forth in Exhibit A, Grantee shall not subcontract with a third party to perform the Project. Any such assignment or subcontract without County's prior written consent shall give County the right to automatically and immediately terminate this Agreement without penalty or advance notice and the County shall have the right to a refund of all funds disbursed under this Agreement.

9. Compliance With Laws

All services to be performed by Grantee in connection with the Project shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances, and regulations, including, but not limited to, any laws related to payment of prevailing wages pursuant to the California Labor Code. In connection with the Project, Grantee bears responsibility to obtain, at Grantee's expense, any license, permit, or approval required from any agency.

10. Merger Clause; Amendments

This Agreement, including Exhibits, constitutes the sole Agreement of the parties regarding the Grant, and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties concerning the Grant that are not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

11. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

12. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

Performance Measures:	In the case of Grantee, to:
Board of Supervisors, District 1 Chief of Staff: Katrina Rill 500 County Center, 5th Floor Redwood City, CA 94063 Email: krill@smcgov.org Phone: (650) 599-1142	Peninsula Library System Justin Wasterlain, Assistant Director 32 West 25th Avenue, Suite 201 San Mateo, CA 94403 Email: wasterlain@plpinfo.org Phone: (650) 349-5538

Agreement No. _____

Board Resolution No. _____

In the case of County, to:

County Executive's Office
Molly Ortiz, Administrative Assistant II
500 County Center, 5th Floor
Redwood City, CA 94063
Email: mortiz@smcgov.org
Phone: (650) 363-1810

13. Electronic Signature

Both County and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law and County's Electronic Signature Administrative Memo. Any party to this Agreement may revoke such agreement to permit electronic signatures at any time in relation to all future documents by providing notice pursuant to this Agreement.

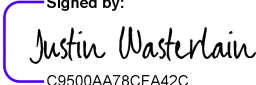
Agreement No. _____

Board Resolution No. _____

* * *

THIS AGREEMENT IS NOT VALID UNTIL SIGNED BY ALL PARTIES. NO FUNDS WILL BE DISTRIBUTED UNTIL THIS DOCUMENT HAS BEEN SIGNED BY THE COUNTY’S AUTHORIZED DESIGNEE.

For Grantee:

<div>Signed by:  <small>C9500AA78CFA42C</small></div> <div>_____ (signature) Authorized Representative Grantee Justin Wasterlain</div> <div>_____ (please print name) Authorized Representative Grantee</div>	<div>5/29/2025</div> <div>_____ Date</div>	<div>Peninsula Library System</div> <div>_____ Name of Grantee</div>
---	--	--

For County:

<div>_____ (Signature) Authorized Designee County of San Mateo</div> <div>ROBERTO MANCHIA</div> <div>_____ (please print name) Authorized Designee County of San Mateo</div>	<div>_____ Date</div>	<div>CHIEF FINANCIAL OFFICER</div> <div>_____ Job Title (please print) 80125-6265</div> <div>_____ Budget Unit BOSD1</div> <div>_____ Measure K JL Code</div>
---	---------------------------	---

Agreement No. _____

Board Resolution No. _____

Exhibit A

The County and Grantee agree that the grant funds shall only be used to further the goals of the following Project, described below and in the June 10, 2025, Board transmittal and resolution, incorporated herein by reference:

The grant will be available for each of the 30 library outlets within the 8 library jurisdictions to provide a combination of community events, with facilitated speakers which will draw larger crowds, complement smaller programs, and reflect various modalities of community connections.

A maximum of \$5,000 per library outlet will be distributed among the County's eight public library jurisdictions to provide the following:

- Provide residents with meaningful opportunities for connection and inclusion into the wider community
- Strengthen civic and social engagement
- Delivery of library services to diverse communities
- Reduce isolation and loneliness in population
- Development of knowledge of community needs and interests

Item	Total Cost	Notes
Community Events	\$19,000	Approximately 6 community events throughout the county will focus on current and trending events, or events that touch people's lives.
Smaller Programs Throughout Community	\$30,000	Funds will be available for each library to hold a smaller program, where participants can explore and learn together. Funds will support purchasing supplies, which could be shared across all eight jurisdictions
Administrative Activities	\$1,000	Costs associated with processing invoices, reimbursements, and other facilitation of grant fiscal activities.
Total	\$50,000	

In no event shall the County's fiscal obligation under this Agreement exceed \$50,000.

Agreement No. _____

Board Resolution No. _____

Exhibit B

In accordance with the terms of this Grant Agreement, Grantee will provide, or cause to be provided the services for the Project detailed in Exhibit A and will report back to the County regarding various performance measures including, but not limited to, those noted below. Such reporting data shall be delivered to the County no later than June 30, 2026. In addition, Grantee agrees to provide descriptive information about the Project funded by the Measure K grant upon reasonable request of the County, including, but not limited to, the County Executive's Office, the County Communications Officer, or the Supervisorial District Office.

<u>Performance Measure</u>	<u>Target</u>
Develop a working group of library staff to fully define programs and locations by August 2025	100% Complete
Commence booking speakers/facilitators and locations for community events in at least six locations by August 2025, with at least 2 topics being repeated 3 times throughout the county at public libraries by May 2026	100% Complete
Purchase supplies and commence holding at least 15 programs and events throughout the county by May 2026	100% Complete
Survey participants after the six larger community events on their experience and the impact it has on them personally and on their community. Feedback will help inform future events.	100% Complete

Payment will be made within 30 days of receipt of an adequate invoice by the County Executive's Office, Accounting Unit. County shall have the right to withhold payment if County determines the quantity and/or quality of the work performed is unacceptable.

Grantee shall provide County with a written itemized invoice that allows the County to reconcile the work performed. Grantee shall provide a description of monthly expenses, evidence of work performed, or of costs incurred, including, but not limited to, performance measures, timesheets, activity logs, copies of bills, and/or packing slips.

Grantee shall include a written certification that the costs were actually incurred for the Project and that the supporting documentation is true, correct, and complete.

All invoices shall include the agreement number, project location, dates of service and specified work completed.

Pursuant to Section 2 of the Grant Agreement, County's fiscal obligation shall not exceed \$50,000.

Remit invoices to:	Performance Measures:
County Executive's Office Molly Ortiz, Administrative Assistant II 500 County Center, 5th Floor Redwood City, CA 94063 Email: CEO_AP_Inbox@smcgov.org Phone: (650) 363-1810	Board of Supervisors, District 41 Chief of Staff: Katrina Rill 500 County Center, 5th Floor Redwood City, CA 94063 Email: krill@smcgov.org Phone: (650) 363-4653599-1142