



CONSENT CALENDAR

City of San Bernardino Request for Council Action

Date: March 5, 2025

To: Honorable Mayor and City Council Members

From: Bill Gallardo, Interim City Manager;
Ed Erjavek, Library Director

Department: Library

Subject: **Accept Donation and Budget Amendments (All Wards)**

Recommendation:

It is recommended that the Mayor and City Council of the City of San Bernardino, California, adopt Resolution No. 2025-259:

1. Accepting funding of \$4,814.78 from the Inland Library System (ILS).
2. Authorizing the Interim Director of Finance and Management Services to amend the FY 2024/25 Adopted Budget for the Library including \$4,814.78 in both revenues and expenditures.

Executive Summary

The ILS funding is for electronic resources and will enable the Library to supplement its existing subscription for Overdrive eBooks and eAudiobooks by purchasing new titles for the Library's patrons.

Background

As a member of the Inland Library System, San Bernardino Public Library receives annual funding from the California State Library's California Library Services Act (CLSA) for its cooperative efforts. This is not a grant. This funding is supposed to be used for electronic resources for Library patrons. The Library has an existing subscription with a vendor named Overdrive available via the Library's website. Overdrive is a software database offering eBooks and eAudiobooks to the Library's cardholders for check out. The Library purchases new eBooks and eAudiobooks throughout the year to meet patron reading interests.

A new record for titles checked out in a month was set in January 2025 with more

than 1,200. Given Overdrive's popularity and that purchasing Overdrive content is one of the possible uses of the funds, according to California State Library's guidelines, the Library uses this funding to purchase new eBooks and eAudiobooks to supplement purchases from its regular budget. Purchases are usually pretty evenly split between eBooks and eAudiobooks, depending on patron recommendations and what appear to be the most popular titles, according to collection development resources within the Overdrive website.

Discussion

ILS members annually received a funding amount in the fall for the previous fiscal year. ILS members were earlier informed that they would receive two fiscal years' worth of CLSA checks this fiscal year. This \$4,814.78 was received in January. This was an attempt by ILS staff to ensure that moving forward, members will receive CLSA checks for the current fiscal year, probably in January. The Library Director brought the earlier ILS funding to the Mayor and City Council August 21, 2024. Each Library system's funding amount is determined by the overall funding amount available to the ILS in a fiscal year and then divided by the respective Library's systems service population.

Funds need to be spent by the end of the fiscal year in which funds have been received. After the end of the fiscal year – the ILS Director asks the Library Director to confirm that Overdrive content has been purchased and report how many eBook and eAudiobook titles have been purchased. Since titles are individually priced, the titles selected determine the overall number of titles purchased in a year.

2021-2025 Strategic Targets and Goals

The acceptance and administration of this funding aligns with Key Target No. 1: Improved Operational & Financial Capacity and Key Target No. 3: Improved Quality of Life, with customer service.

Fiscal Impact

There is no net impact to the General Fund with this recommendation. The General Fund FY 2024/25 Operating Budget will be amended by \$4,814.78 in both revenue and expenditures.

Conclusion

It is recommended that the Mayor and City Council of the City of San Bernardino, California, adopt Resolution No. 2025-259:

1. Accepting funding of \$4,814.78 from the Inland Library System (ILS).
2. Authorizing the Interim Director of Finance and Management Services to amend the FY 2024/25 Adopted Budget for the Library including \$4,814.78 in both revenues and expenditures.

Attachments

Attachment 1 - Resolution 2025-259

Attachment 2 - Inland Library System Funding Letter

Ward:

All

Synopsis of Previous Council Actions:

August 21, 2024	<p>Adopted Resolution No. 2024-186 of the Mayor and City Council of the City of San Bernardino, California:</p> <ol style="list-style-type: none">1. Accepting funding of \$53,508.17 from the Imperial County Office of Education (ICOE), \$10,230.75 from the Inland Library System (ILS) and \$212 of donations from the San Bernardino Emblem Club No. 178.2. Authorizing the Interim Director of Finance and Management Services to amend the FY 2024/25 Adopted Budget for the Library including \$63,950.92 in both revenues and expenditures.
March 1, 2023	<p>Adopted Resolution No. 2023-033 of the Mayor and City Council of the City of San Bernardino, California:</p> <ol style="list-style-type: none">1. Accepting funding of \$10,303 from the Inland Library System, \$8,671.27 from CTC Technology and \$200 from San Bernardino Emblem Club No. 178.2. Authorizing the Agency Director of Administrative Services to amend the FY 2022/23 Adopted Budget for the Library including \$19,174.27 in both revenues and expenditures.
December 1, 2021	<p>The Mayor and City Council adopted Resolution No. 2021- 289 for Fiscal Year 2021/22 1ST Quarter Report including \$3,345 of funds from the ILS for electronic resources and \$12,000 in unbudgeted E-Rate funding revenue.</p>