



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 10

**Agenda Date:** August 3, 2023

**In Control:** City Council A Session

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**DEPARTMENT:** Library

**DEPARTMENT HEAD:** Ramiro Salazar

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Ordinance approving the submission of a grant application and the acceptance of funds upon award of approximately \$58,725.00 for reimbursement of allowable costs for Interlibrary Loan services from the Texas State Library and Archives Commission for the period of August 1, 2022 - July 31, 2023. [David W. McCary, CPM, Assistant City Manager; Ramiro S. Salazar, Director, Library]

**SUMMARY:**

This ordinance authorizes the submission of a grant application and the acceptance of funds upon award for reimbursement of a portion of costs for Interlibrary Loan services offered by the San Antonio Public Library (SAPL). The grant amount is contingent on both the number of items loaned to other library systems by the San Antonio Public Library and the reimbursement rate set by the Texas State Library and Archives Commission (TSLAC). TSLAC will reimburse the City an estimated \$6.75 per item loaned under this program. The San Antonio Public Library estimates that over 8,700 items will be loaned for the one-year grant period, resulting in a grant reimbursement of approximately \$58,725.00. This ordinance authorizes the acceptance of all reimbursement funds from TSLAC in connection with this grant program. The grant period is August 1, 2022, through July 31, 2023.

**BACKGROUND INFORMATION:**

The San Antonio Public Library has provided SAPL materials to public, school, and academic libraries since 1972 as part of the Interlibrary Loan Program. Under the program, San Antonio Public Library customers can borrow materials from participating libraries throughout the United States. Participating in the statewide Interlibrary Loan Program is a requirement for State accreditation status which allows the San Antonio Public Library to apply for specific grants such as e-rate.

In FY 2022, San Antonio Public Library customers borrowed over 6,000 items from partner libraries across the country and SAPL loaned more than 8,900 items to partner library customers. The reimbursement amount in FY 2022 was \$58,486.14.

#### **ISSUE:**

This action is consistent with City Council guidance to accept appropriate State/Federal grant funds to defray the cost of services for area residents. The primary benefit to Bexar County residents is access to additional library materials that are not owned by San Antonio Public Library. Library customers have access to a variety of materials through partner libraries that support a wide array of activities such as scholarly research, business and economic support, leisure pursuits, and education. In this way, highly specialized materials valuable to individual customer needs can be borrowed in an efficient and cost-effective manner. The Library will coordinate with the Finance Department to ensure proper accounting of all reimbursements under this grant.

#### **ALTERNATIVES:**

No other grant funding is available to support reimbursement of a portion of the cost of this service. If reimbursement funds are not to be accepted, the City of San Antonio's General Fund will assume the full costs associated with the Interlibrary Loan program rather than recovering a portion of the program cost.

#### **FISCAL IMPACT:**

This ordinance authorizes the submission of a grant application and the acceptance of funds upon award for reimbursement of a portion of costs for Interlibrary Loan services offered by the San Antonio Public Library (SAPL). There is no fiscal impact created by the acceptance of funds to the City's General Fund. Estimated cost for the Interlibrary Loan program is \$140,000, of which approximately an estimated \$58,725 would be reimbursed by TSLAC under this grant program.

#### **RECOMMENDATION:**

Staff recommends approval to accept the reimbursement, as awarded by the State of Texas, for the Interlibrary Loan program.

