



County of Monterey

Item No.32

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: 25-669

October 14, 2025

Introduced: 9/23/2025

Current Status: General Government -
Consent

Version: 1

Matter Type: General Agenda Item

- a. Approve and authorize the Library Director or designee to accept a grant from the California State Library Zip Books program for \$7,200 to offer more library materials to the public; and
- b. Approve and authorize the Library Director or designee to accept non-standard elements of the grant award agreement; and
- c. Approve and authorize the Library Director or designee to accept up to two amendments or increases in this grant award that do not substantially change terms and conditions or increase the grant award more than 20% (\$1,440) for a total not to exceed \$8,640.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Library Director or designee to accept a grant from the California State Library Zip Books program for \$7,200 to offer more library materials to the public; and
- b. Approve and authorize the Library Director or designee to accept non-standard elements of the grant award agreement; and
- c. Approve and authorize the Library Director or designee to accept up to two amendments or increases in this grant award that do not substantially change terms and conditions or increase the grant award more than 20% (\$1,440) for a total not to exceed \$8,640.

SUMMARY:

Monterey County Free Libraries (MCFL) has been awarded a grant from the California State Library to offer more library materials through the Zip Books program.

DISCUSSION:

MCFL has participated in the California State Library's Zip Books program for many years. The program was developed to add another way for libraries to get books for patrons. Through Zip Books, patrons may request items that the library does not own, and the library can order them from Amazon.com, having the item shipped directly to the patron's home. The patron then returns the item to the library when they are finished and the library adds the item to the collection. This speeds service to the patron using processes already available, including free shipping and direct to the door service from Amazon.

The amount of funding has varied over time, and the Zip Books grant funding from the State of California was cut in half in FY 2023-24. In addition, a portion of this budget allocation is now also supporting the online book platform Palace, also offered for free to MCFL card holders via the

California State Library, due to loss of federal funding. Though this is a staff-intensive service for MCFL to offer, and this is less direct funding than MCFL has ever been awarded before, the Library Director recommends accepting this grant award and continuing to offer ZipBooks at this minimal level to support providing materials to MCFL patrons.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

County Council has reviewed as to form. The Auditor-Controllers Office has approved the exceptions to standard purchasing methods that are required for this program, including purchasing individual items from Amazon.com and having books shipped directly to the homes of patrons.

FINANCING:

All direct expenses for the additional materials will be paid for by the grant funds. Other ancillary costs are able to be absorbed into the Library Department's operational budget. The Department's operational budget anticipates grant funding throughout the year, so no additional appropriations are necessary.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

Ongoing access to current library materials in a variety of accessible formats is a core function of public library services.

- X Well-Being and Quality of Life
- ___ Sustainable Infrastructure for the Present and Future
- ___ Safe and Resilient Communities
- ___ Diverse and Thriving Economy

Prepared by: Jennifer Hansen, Administrative Services Officer, X7569

Approved by: Hillary Theyer, Library Director, x7566

Attachments:

Zip Books Project Award Packet 2025