



County of Monterey

Item No.

Board Report

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

Legistar File Number: 25-710

October 21, 2025

Introduced: 10/6/2025

Current Status: Draft

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Matter Type: General Agenda Item

- a. Approve and authorize the Library Director to enter into a Memorandum of Understanding (MOU) with Zef Global for a term of three years, for assistance with the Literacy Program; and
- b. Approve and authorize the Library Director to sign up to two one-year extensions.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Library Director to enter into a Memorandum of Understanding (MOU) with Zef Global for a term of three years, for assistance with the Literacy Program; and
- b. Approve and authorize the Library Director to sign up to two one-year extensions.

SUMMARY:

Monterey County Free Libraries (MCFL) and non-profit Zef Global request to enter into an MOU for work in the Literacy program.

DISCUSSION:

MCFL operates a robust program for Adult Literacy. This is a long-standing service that teaches reading skills to adults, supports those adult learners through Families for Literacy, and assists adults learning reading and speaking skills in English. The program is staffed with two full-time employees, and supported through grants from the California State Library, and the operating budget of MCFL. Individual volunteers act as reading tutors. The Literacy program is a valuable part of MCFL's services to communities, and results in changes to learning, families, and lives.

The grant funding that has supported the English learning program is sunseting, and the Literacy funding as a whole has been constrained through loss of federal funding that also supported elements of this service, such as software and training. MCFL has worked to find ways to keep the services going through funding uncertainty.

Zef Global approached MCFL to offer assistance with an element of service, the Conversation Clubs. These are led and directed events in library facilities, where a trained facilitator leads conversations, highlighting the use of written and spoken language, encouraging participation, and providing positive reinforcement for practice conversations with other learners. Zef Global volunteers started participating as individual volunteers to get used to the program and learn about MCFL's direction and capacity.

This MOU will allow the MCFL staff to oversee Zef Global volunteers in facilitating elements of the Literacy service, including the Conversation Clubs. All events will still be MCFL events, and under

the supervision of MCFL staff, this will just spread capacity to continue to offer the programs while also managing the loss of the English language program grant and the federal funding that has supported the Literacy program.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

County Council has reviewed as to form.

FINANCING:

There are no financing elements of this request.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

Ongoing opportunity to offer adult literacy services through MCFL including services to those learning to read and speak English.

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

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Attachments:

MOU with Zef Global