



County of Monterey

Item No.

Board Report

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

Legistar File Number: 25-690

October 14, 2025

Introduced: 9/25/2025

Current Status: Draft

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 for \$9,278 to enhance preservation and disaster preparedness for local history and archival materials; 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% (\$1,854) for a total not to exceed \$11,132

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 for \$9,278 to enhance preservation and disaster preparedness for local history and archival materials; 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% (\$1,854) for a total not to exceed \$11,132

SUMMARY:

Monterey County Free Libraries has been awarded a grant from the California State Library to provide additional preservation and protections for local history and archival collections.

DISCUSSION:

MCFL owns, maintains, preserves, and enables public access to many local history and archival collections. These include print items in various formats, microfilm, photographs, and books focused on Monterey County. Most work to digitize, preserve, house, and protect these materials from disasters is grant funded, with a single half-time Librarian assigned to the collection management and facilitating access for the public. MCFL works both on proactive preservation, such as appropriate housing for materials, and on preparation for disaster, such as having materials and training on preserving materials that get wet.

The California State Library has initiated a series of Groundwork Grants, offering local history and archival collections opportunities for additional protection and preservation. This grant will enable MCFL to purchase preparedness kits, spill kits, and preservation supplies to continue bolstering

preservation of the variety of local history and archival materials in collections kept in various facilities. The grant will also fund 40 hours of time for the Local History Librarian to complete the project. This builds on prior work consulting with an Emergency Preparedness consultant and contributes to preservation and management of these physical collections in our care.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

County Counsel has reviewed as to form. The Auditor-Controllers Office has approved purchasing methods that meet these grant requirements.

FINANCING:

All direct expenses and 40 hours of time for the Local History and Archives Librarian will be funded by the grant. 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 public access to Monterey County's history and cultural resources, preserved for future generations.

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

Prepared by: Ava Rivera, Senior Account Clerk, x7559

Approved by: Hillary Theyer, Library Director, x7566

Attachments:

Groundwork Grants Terms and Conditions Agreement

Monterey County Free Libraries Groundwork Grant Application