

*Agenda item 69*

**CITY OF SAN ANTONIO  
LIBRARY DEPARTMENT  
CITY COUNCIL AGENDA MEMORANDUM**

**TO:** Sheryl Scully, City Manager

**FROM:** Ramiro S. Salazar, Library Director

**SUBJECT:** An Ordinance authorizing the Interlibrary Loan grant application to the Texas State Library and Archives Commission

**DATE:** June 29, 2006

**SUMMARY AND RECOMMENDATIONS**

This Ordinance authorizes the City Manager to apply for a grant, in an amount not to exceed \$326,659.00, from the Texas State Library and Archives Commission; to authorize the execution of related contracts; to accept any grant funds; to appropriate those funds; and to authorize the personnel complement of the grant. These funds will be used for the operation of the San Antonio Interlibrary Loan Center. This program provides Interlibrary Loan services to libraries in 21 counties, including Bexar. Federal funds will be received for the purpose of supporting grant administration, salaries, and all affiliated costs. San Antonio Public Library is the designated Major Resource Center of this service area and has received annual grants under this program since 1972.

Staff recommends the approval of the Ordinance.

**BACKGROUND INFORMATION**

Since 1972, the Texas State Library and Archives Commission has awarded annual grants to the San Antonio Interlibrary Loan Center. This program provides Interlibrary Loan services to multi-type libraries in a 21-county area that includes Bexar County. San Antonio Public Library serves as the Major Resource Center for this service area. Bexar County area library patrons benefit from a centralized Interlibrary Loan service. Prior grants received from the Interlibrary Loan program from FY2000 through FY2006 have ranged from \$210,106.00 to \$300,447.00.

This grant is for state fiscal year 2007, beginning September 1, 2006 and ending August 31, 2007.

**POLICY ANALYSIS**

This action is consistent with City Council direction to accept appropriate State/Federal Grant Funds to enhance services for area residents. Benefit to Bexar County residents is a centralized Interlibrary Loan

service with access to libraries across the United States. City Council has accepted Texas State Library and Archives Commission grants since 1972.

### **FISCAL IMPACT**

This grant is for state fiscal year 2007 and is in an amount not to exceed \$326,659.00. The grant provides one hundred percent of personnel, fringe benefits and operating costs associated with the grant. Indirect costs have been provided for and will be paid to the City for administration of the grant as per the City's Indirect Cost Plan.

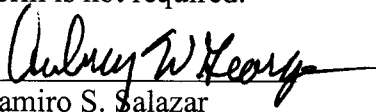
Staffing increase has been requested and, if granted, will be at one of two levels: seven (7) employees, including five (5) full-time and two (2) part-time employees, or seven (7) employees, including four (4) full-time and three (3) part-time employees. If no staffing increase is granted, staffing remains at the current level of six (6) employees, including four (4) full-time and two (2) part-time employees.


### **COORDINATION**

This item has been coordinated with Finance, Office of Management and Budget, Information Technology Services, and Human Resources.

### **SUPPLEMENTARY COMMENTS**

This action requires no disclosure under the City's Ethics Ordinance. The Discretionary Contracts Disclosure Form is not required.

*for*   
Ramiro S. Salazar  
Library Department

  
Frances A. Gonzalez  
Assistant City Manager

Approved for Council Consideration:

  
Sheryl Sculley  
City Manager