

RESOLUTION NO. 5859-25

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ACCEPT THE LIBRARY MAKERS GRANT FROM CALIFA GROUP

WHEREAS, Califa Group is a nonprofit library membership consortium based in California that provides support to libraries, including administration of grant projects funded through the Institute of Museum and Library Services; and

WHEREAS, Califa is administering the project Library Makers: Growing a Community for Lifelong Learners and Leaders, and STEAM Librarian Kit Lorelied is serving as a Library Makers Sustainability Committee Member; and

WHEREAS, the City will receive a \$500 stipend from Califa Group for Lorelied's role on the Committee through June 2025; and

WHEREAS, revenues for this grant are already allocated within the 2024-2025 General Fund.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

Section 1. The City Manager or designee is authorized to accept the grant funds from the Califa Group.

Section 2. This resolution is effective upon adoption.

INTRODUCED AND ADOPTED this 13th day of January, 2025.

CITY OF TUALATIN, OREGON

BY _____
Mayor

APPROVED AS TO FORM

ATTEST:

BY _____
City Attorney

BY _____
City Recorder

CALIFA GROUP - STATE OF CALIFORNIA

STANDARD AGREEMENT

THIS AGREEMENT, made and entered into this 1st day of August 2024, by and between Tualatin Public Library, hereinafter called the Contractor, and **Califa Group**, 330 Townsend St., Suite 133, San Francisco, CA 94107, hereinafter called "Califa."

WITNESS: That Contractor for and in consideration of the covenants, conditions, agreements, and stipulations of Califa hereinafter expressed does hereby agree to furnish to Califa services and materials as follows and/or as described on exhibits attached to and incorporated herein.

The Contractor will provide to Califa the following services and/or materials:

IMLS RE-256651-OLS-24: Library Makers: Growing A Community for Lifelong Learners and Leaders
SEE EXHIBIT A FOR SCOPE OF WORK

CONTRACT PERIOD will be from 8/1/24 to 6/30/25.

COMPENSATION: A fee of \$ 500 will be charged for the above services/materials. Total payments should not exceed \$ 500.

PAYMENT SCHEDULE: To be invoiced upon completion of term as approved by the Project Director and Califa Executive Director.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date and year first above written.

Tualatin Public Library

CALIFA GROUP

Contractor

Mary Bily

Paula M. Kuen

Signature

Executive Director

18878 SW Martinazzi Ave

11/21/24

Address

Date

Tualatin OR 97062

City, State, Zip

93-6002269

Tax Identification No. / Social Security No.

12/16/24

Date

ADDITIONAL PROVISIONS

1. Contractor agrees that they are an independent contractor and that their officers and employees do not become employees of Califa Group nor are they entitled to any employee benefits as Califa Group employees as a result of the execution of this agreement.
2. Contractor shall indemnify Califa Group, its officers and employees against liability for injury or damage caused by any negligent act or omission of any of its employees or volunteers or agents in the performance of this agreement and shall hold Califa Group harmless from any loss occasioned as a result of the performance of this contract by Contractor. Contractor may provide necessary Worker's Compensation insurance at Contractor's own cost and expense.
3. No officer, member or employee of Contractor and no member of their governing bodies shall have any pecuniary interest, direct or indirect, in this agreement or the proceeds thereof. No employee of Contractor nor any member of any employee's family shall serve on Califa Group board, committee or hold any such position which either by rule, practice or action nominates, recommends, supervises Califa Group's operations or authorizes funding to Califa Group.
4. Califa Group or Contractor may not assign or transfer this agreement, any interest therein or claim thereunder without the prior written approval of either party.
5. Payment of Contractor will be made only upon presentation of an invoice subject to approval of California State Library Consultant and/or Executive Director and pending review on the Federal Government's Excluded Parties List.
6. Califa Group may terminate this agreement at any time by giving Contractor a thirty (30) day written notice of such sooner termination and may be terminated by Califa at any time without notice upon a material breach of the terms of this agreement by Contractor. Contractor may terminate this agreement at any time by giving Califa Group a thirty (30) day written notice of such sooner termination.
7. No alteration or variation of terms of this agreement shall be valid unless made in writing and signed by both parties hereto.
8. Contractor assures that it will comply with Title VI of the Civil Rights Act of 1964 and that no person shall, on the ground of race, creed, color, sex or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this agreement.
9. DISCLAIMER: Any products/reports as a result of the IMLS-funded project shall include an acknowledgment of IMLS support in all grant products, publications, and websites developed with IMLS funding. Acknowledgment should include the credit line, with grant number, and the IMLS logo, where space permits. See: <https://www.imls.gov/grants/manage-your-award/grantee-communications-kit/imls-acknowledgement-requirements>



please initial

Library Makers Sustainability Committee Member

Kit Lorelied - klorelied@tualatin.gov

Contract with Tualatin Public Library, Jerianne Thompson jthompson@tualatin.gov (signator)

Scope of Work

Term: August 1, 2024 - June 30, 2025

Payment: \$500 given upon completion of term

The goal of a Library Makers Committee Member is to serve the specific needs of their committee under the direction of the Committee Chair.

Activities will include:

- Voting in committee-based or community-wide decisions
- Working on projects approved by the Committee Chair
- Participating in community discussions, activities, events, etc.
- Observing maker library needs and making suggestions for the benefit of Library Makers and its community
- Fundraising
 - Research new opportunities for funding (grants, corporate sponsorships, fee for service)
 - Coordinate with other Committees to identify needs and costs
 - Work on a team to help write grants
 - Outreach/conversations with potential funders
- Internal operations
 - Research, evaluate, and provide recommendations for any new needs for the group's continued operations (e.g., new technology platforms, insurance)
- Elections & Appointments
 - Ambassador application and selection process
 - Develop and facilitate process for onboarding/orientation and exit checklist for Committee Members and Ambassadors in coordination with other Committees
 - Organizing and running yearly elections
- Partnership cultivation / development
 - Follow-up with leads from conferences, etc.
 - Explore potential partnerships that are tied to future funding