

## PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION

Consistent with Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020, and the County of Santa Cruz Health Services Agency Shelter In Place Public Health Order dated March 31, 2020, the regular meetings of the:

### **LIBRARY ADVISORY COMMISSION (LAC) ON MONDAY, FEBRUARY 22, 2021 AT 6:30 PM**

**This meeting will be held via Zoom teleconference ONLY**

Commissioners and Library Staff Members will be participating remotely via videoconference.

#### **Public Viewing:**

The meeting will be broadcast through the Santa Cruz Libraries YouTube channel <https://www.youtube.com/user/SantaCruzPL> which you can access through the Santa Cruz Libraries website by scrolling to the bottom of the page and clicking on the YouTube icon.

#### **Public Participation:**

For those wishing to participate via Zoom you can join from a PC, Mac, iPad, iPhone or Android device by entering or clicking on the following URL: <https://zoom.us/j/97618004810>

For those wishing to participate via Zoom using a telephone only, please call:

1 833 548 0276 (Toll Free) or 1 833 548 0282 (Toll Free)

1 877 853 5247 (Toll Free) or 1 888 788 0099 (Toll Free)

Slowly enter the Webinar ID of 976 1800 4810

The meetings will be recorded and posted for viewing after the meetings on the Santa Cruz Public Libraries website <http://www.santacruzpl.org/>

**There are four ways to comment during meetings. All comments must be received prior to the close of public comment on that agenda item:**

#### **1. How to comment on agenda items via email before the meeting begins:**

Members of the public may provide public comment by sending comments via email to the Library Board Clerk at [clerk@santacruzpl.org](mailto:clerk@santacruzpl.org)

- Identify the agenda item number in the subject line of the email.
- Emailed comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time.
- Each emailed comment will be read aloud for up to three minutes.
- Emails received by [clerk@santacruzpl.org](mailto:clerk@santacruzpl.org) outside of the comment period outlined above will not be included in the record.

#### **2. How to comment on agenda items during the meeting and prior to the close of public comment on an item, via the Zoom Q&A feature:**

- Type your comment using the Q&A feature found on the Zoom teleconference control bar.
- Identify the agenda item first, then type your comment
- Your comment will be read aloud

**3. How to comment aloud on agenda items, during the meeting and prior to the close of public comment on an item, via the Zoom “raise hand” feature:**

***If you are accessing the meeting using the Zoom app and computer audio:***

- Use the “raise hand” icon found on the Zoom teleconference control bar
- The moderator will announce your name or the last 3 digits of your phone number
- Unmute yourself using the microphone icon
- Identify the agenda item
- Introduce yourself using your first and last name.
- You will have three minutes of speaking time.

***If you are accessing the Zoom teleconference using telephone audio:***

- Press \*9 to raise your hand during the comment period for that agenda item.
- The moderator will announce your name or the last 3 digits of your phone number when it is your turn.
- Unmute yourself using \*6 – to toggle the mute/unmute.
- Identify the agenda item
- Introduce yourself using your first and last name.
- You will have three minutes of speaking time.

**4. How to comment on agenda items, during the meeting and prior to the close of public comment on an item via telephone only, via the Libraries’ telephone information service:**

- Call 831-427-7713
- Identify the agenda item
- The representative will type your comment
- Your comment will be read aloud



## LIBRARY ADVISORY COMMISSION REGULAR MEETING

MONDAY, FEBRUARY 22, 2021

6:30 PM

### 1. CALL TO ORDER/ROLL CALL

Commissioners Lindsay Bass, Bruce Cotter, Rena Dubin, Jim Landreth, Mary Ripma, Mike Termini, and Tricia Wynne

### 2. ADOPTION OF THE AGENDA

### 3. ORAL COMMUNICATIONS

*Any member of the audience may address the Board on any matter either on or off the agenda that is within the Board's jurisdiction. Note, however, that the Board is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action which may include placement on a future agenda. If you intend to address a subject that is on the Agenda, please hold your comments regarding that item until it is before the Board so that we may properly address all comments on that subject at the same time. In general 3 minutes will be permitted per speaker during Oral Communication; A MAXIMUM of 30 MINUTES is set aside for Oral Communications at this time.*

### 4. REPORT BY LIBRARY DIRECTOR

A. February Library Director Report (P3-5)

### 5. MEMBER REPORTS

### 6. CONSENT CALENDAR

*All items listed in the "Consent Calendar" will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Board votes on the action unless members of the public or the Board request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Business.*

A. Minutes of January 25, 2021

RECOMMENDED ACTION: Approve Minutes (P6-7)

B. Written Communications to the Commission

RECOMMENDED ACTION: Accept Communications (P8-10)

**7. GENERAL BUSINESS**

*General Business items are intended to provide an opportunity for public discussion of each item listed. The following procedure is followed for each Business item: 1) Staff explanation; 2) Board questions; 3) Public comment; 4) Board deliberation; 5) Decision.*

- A. Recommendations to Improve Public Participation in LAC Meetings  
RECOMMENDED ACTION: Recommend that the library administration begin to implement recommendations and report back to LAC (P11-12)
- B. Library Finance Workshop Part 2  
RECOMMENDED ACTION: Review and accept report (P13-20)
- C. Library Hours Discussion  
RECOMMENDED ACTION: Review and advise (P21)

**8. SCHEDULED UPCOMING MEETINGS**

<b>April 19, 2021</b>	<b>Virtual Meeting</b>	<b>Anticipated Upcoming Agenda Items:</b>
<b>6:30pm</b>		<ul style="list-style-type: none"> <li>• <b>FY 22 Draft Budget</b></li> </ul>

**9. ADJOURNMENT**

Adjourned to the next regular meeting of the Library Advisory Commission to be held on Monday, April 19, 2021 at 6:30pm via Zoom teleconference.

The Santa Cruz City-County Library System does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the Library Administration Office at 427-7706 at least five days in advance so that we can arrange for such special assistance, or email [library\\_admin@santacruzpl.org](mailto:library_admin@santacruzpl.org).

## February Library Director Report

In late December, the County moved back into the purple tier forcing the libraries to retract their in-house public computing. Grab & Go lobby service, which allows patrons to enter library lobbies to retrieve library materials on hold, continues to be offered.

Expanded hours intended to make the library more accessible to commuters and seniors also remain in place. All Grab & Go Branches extended afternoon hours to 6 p.m. Monday through Thursday starting November 14<sup>th</sup>. Each branch also offers one day per week with morning hours.

Branches provide 24/7 WiFi and print job pickup.

The Lendable Tech collection has begun circulating. The Library is providing Fire Tablets, Chromebooks, Wi-Fi Hotspots and Chromebook/Hotspot bundles. A portion of the devices are being reserved for community partners to maximize access to those in need.

“Thanks to you and the Scotts Valley library staff, my husband and I are still moving forward, in spite of the pandemic, in our advocacy for education and training of both primary care and behavioral health in the assessing, managing, and treating suicidal ideation.” Happy Patron the borrowed a Chromebook and Hotspot.

“Santa Cruz Public Libraries have been such a vital source of information for me during the pandemic! I have been using the Teen section of the eBooks to create monthly digital displays for the students I work with! I am the library media assistant at Santa Cruz High and I know how much the tutoring center and the vast collection of eBooks has helped our students feel more connected during this time!” Happy Patron

SCPL has hired Cathy Bond, Zach Buck, Dana Gier, Clair McCoy, Paul Williams, and Tish Wolf as new floating Library Assistant II's to assist with building changes.

Due to circumstances around the pandemic and the nature of the Grab & Go service model, providing supplemental tax forms as a print-on-demand service is not an option for the 2021 tax season. A hybrid approach to providing patrons with tax forms combines distribution of standard & preprinted forms at Grab & Go sites and printing of specialized tax forms via wireless printing. All other requests for tax related forms, not listed above will be treated as reference questions and referred to Tel-Info or Lib-Answers. The more specialized and specific tax forms patrons may need can be sent through SCPL wireless printing service and picked up during Grab & Go service hours. If patrons are unable to send the wireless print job themselves, they can contact Tel Info or reach out to Library staff online for assistance.

Wings Homeless Advocates offers open office hours at the corner of Center and Locusts streets, outside of the Downtown Library on Thursdays, 10:30am - 12:00pm. Wings provides free birth certificates and notary services for people experiencing homelessness.

Ivan Sumano Vargas, LAC Board Secretary, has made the requested changes to the Library Advisory Commission Website. He will showcase them at the Board Meeting.

## **FACILITIES REPORTS**

### **Aptos**

The Design Committee finished their work. Construction documents are being completed and permitting has begun. The Core Team will be meeting monthly to select interior finishes and furniture. The Branch will likely close in June. Construction will begin in Summer 2021 and the branch should open at the end of 2022.

### **Boulder Creek**

Demo work has been completed. Art work has been removed and rehomed. Construction has begun. Boulder Creek should reopen in late 2021.

### **Branciforte**

The City of Santa Cruz will award the construction contract on March 9. The Library will vacate the building by the end of March. The remodeled library should open in early 2022.

### **Capitola**

Capitola is on track for a June 5 Grand Opening. Interior finishes are being completed. Furniture is arriving. The Library is expected to have occupancy in April. A grand opening is being planned.

### **Downtown**

A preliminary design group has been meeting weekly with Griffin Structures, the recently hired project management group. They have begun to develop RFP's for a Master Architect and Housing Partner.

### **Felton**

County staff continues to finalize closeout documents but will still need to resolve some stormwater and traffic mitigation issues

### **Garfield**

The City approved CRW Industries of Scotts Valley as the construction contractor. The Library has emptied the facility and will turn it over to the construction company by February 20. The remodeled library should open in late 2021.

**La Selva Beach**

The interior finishes are being completed. Furniture is being received. The Library has received the building from the County. A virtual grand opening event is being planned for March 20.

**Live Oak**

Construction documents have been completed. When construction begins, the branch will remain open with a few interruptions. The remodel should be complete in 2021.

**Live Oak Annex**

A team is completing the design development package. Construction documents and permitting will occupy most of winter. Construction is expected to begin in the summer 2021. The project should be complete by summer of 2022.

**Scotts Valley**

The roof repair and HVAC installation has been completed. Parking lot improvements have begun. The City subcommittee is planning to time the seismic improvements with the interior improvements to reduce the amount of time the branch needs to be closed. Scotts Valley will likely be closed during the autumn of 2021.



## LIBRARY ADVISORY COMMISSION REGULAR MEETING MINUTES

MONDAY, JANUARY 25, 2021

6:30 PM

### VIRTUAL MEETING

#### 1. CALL TO ORDER/ROLL CALL

**PRESENT:** Lindsay Bass, Bruce Cotter, Rena Dubin, Jim Landreth, Mary Ripma, Mike Termini, and Tricia Wynne  
**STAFF:** Library Director Susan Nemtiz, and Assistant Director Eric Howard

#### 2. ADOPTION OF THE AGENDA

<b>RESULT:</b>	<b>APPROVED THE AGENDA</b>
<b>MOVER:</b>	<b>Tricia Wynne</b>
<b>SECONDER:</b>	<b>Bruce Cotter</b>
<b>AYES:</b>	<b>Bass, Cotter, Dubin, Landreth, Ripma, Termini, Wynne</b>

#### 3. ORAL COMMUNICATIONS

A member of the public, J. Brocklebank, made a comment.

#### 4. REPORT BY LIBRARY DIRECTOR

Library Director Susan Nemtiz reported on the current operations and facilities of the Library.

A member of the public, J. Grunstra, made a comment.

#### 5. MEMBER REPORTS

Commissioners provided updates on their respective regions.



**6. CONSENT CALENDAR**

<b>RESULT:</b>	<b>APPROVED CONSENT CALENDAR</b>
<b>A. Approved Minutes of November 16, 2020</b>	
<b>MOVER:</b>	<b>Bruce Cotter</b>
<b>SECONDER:</b>	<b>Rena Dubin</b>
<b>AYES:</b>	<b>Bass, Cotter, Dubin, Landreth, Ripma, Wynne</b>
<b>ABSTAIN:</b>	<b>Mike Termini</b>

**7. PRESENTATIONS**

- A. SCPL Financial Workshop – Presented by Nicole Coburn, Kira Henifin, and Susan Nemitz

**8. GENERAL BUSINESS**

- A. Elect Chair and Vice Chair for 2021

<b>RESULT:</b>	<b>ELECTED LINDSAY BASS AS CHAIR</b>
<b>MOVER:</b>	<b>Tricia Wynne</b>
<b>SECONDER:</b>	<b>Bruce Cotter</b>
<b>AYES:</b>	<b>Bass, Cotter, Dubin, Landreth, Ripma, Termini, Wynne</b>

<b>RESULT:</b>	<b>ELECTED BRUCE COTTER AS VICE CHAIR</b>
<b>MOVER:</b>	<b>Lindsay Bass</b>
<b>SECONDER:</b>	<b>Jim Landreth</b>
<b>AYES:</b>	<b>Bass, Cotter, Landreth, Ripma, Termini, Wynne</b>
<b>ABSENT:</b>	<b>Rena Dubin</b>

- B. Recommendations to Improve Public Participation

<b>RESULT:</b>	<b>TABLED APPROVAL OF THE RECOMMENDATIONS TO IMPROVE PUBLIC PARTICIPATION TO THE NEXT MEETING</b>
<b>MOVER:</b>	<b>Tricia Wynne</b>
<b>SECONDER:</b>	<b>Rena Dubin</b>
<b>AYES:</b>	<b>Bass, Cotter, Dubin, Landreth, Ripma, Termini, Wynne</b>

A member of the public, J. Grunstra, made a comment.

**9. ADJOURNMENT**

Final Adjournment of the Library Advisory Commission at 8:20pm to the next regular meeting on Monday, February 22, 2021 at 6:30 PM via Zoom teleconference.

Respectfully submitted,  
Ivan Sumano-Vargas, Clerk of the Commission



## **STAFF REPORT**

DATE: February 22, 2021  
TO: Library Advisory Commission  
FROM: The Public  
RE: Written Communications to the Commission

### **RECOMMENDATION**

Accept Communications

### **DISCUSSION**



Ivan Sumano-Vargas <[sumanovargasi@santacruzpl.org](mailto:sumanovargasi@santacruzpl.org)>

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## Follow up to LAC meeting of Jan 25 2021

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Judi Grunstra <[judiriva@hotmail.com](mailto:judiriva@hotmail.com)>  
To: "clerk@santacruzpl.org" <[clerk@santacruzpl.org](mailto:clerk@santacruzpl.org)>

Tue, Jan 26, 2021 at 4:56 PM

Hello Ivan (?), Please forward this to the LAC.

Because I did not know whether the LAC had received my emailed suggestions regarding wording of their proposal (Agenda Item 8B), I decided to type them into the Q&A box. It certainly seemed awkward to hear it read outloud by Ms. Jones. I realize that folks at the meeting probably wanted to conclude the meeting and go home, but it seemed disrespectful when the Library Director interrupted with "How much longer is this going to be?" The public is permitted 3 minutes to comment on an agenda item and this was within that time limit.

I much prefer submitting comments to the committee ahead of time, but as noted during the meeting, if the agenda doesn't come out until the Friday before the Monday LAC meeting, there is a very brief time frame in which to absorb the material in the packet and submit a comment. It sounds like that time frame will be extended.

For the sub-committee, I would like to submit two more suggestions that will help inform the public on vacancies on the LAC.

The County web page administrator will have to be contacted so that the LAC will be listed alphabetically amongst all the other Commissions. (it's possible some people are not aware that there is a Library Advisory Commission)

Perhaps when a vacancy is anticipated (if LAC members' terms are coming to an end), there could be a notice on the web sites of the 3 city jurisdictions.

Thank you.

Judi Grunstra

(The first paragraph can be omitted if this is going to appear in the next packet)



Ivan Sumano-Vargas <[sumanovargas@santacruzpl.org](mailto:sumanovargas@santacruzpl.org)>

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## Much improved LAC page

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Judi Grunstra <[judiriva@hotmail.com](mailto:judiriva@hotmail.com)>  
To: "[clerk@santacruzpl.org](mailto:clerk@santacruzpl.org)" <[clerk@santacruzpl.org](mailto:clerk@santacruzpl.org)>

Wed, Feb 17, 2021 at 3:27 PM

Dear LAC:

What a pleasant surprise to see the improved LAC Roster page! The photos make it so much more "user friendly," as does inclusion of how to contact the Commissioners. The link to the County Advisory Bodies/Commissions page is better than what existed before, though the LAC is still not listed amongst the alphabetical list of commissions, leaving anyone interested to figure out they need to click on "Vacancies".

Providing photos and contact info is something I've been hoping the library web site would implement so the public can see photos of permanent library staff members, and know how to contact them individually. It really serves to "personalize" those who work so hard to provide library services.

I very much appreciate the work you put into this.

Judi Grunstra

## STAFF REPORT

DATE: February 22, 2021  
TO: Library Advisory Commission  
FROM: Bruce Cotter and Rena Dubin  
RE: Recommendations to Improve Public Participation

### RECOMMENDATION

Recommend that the library administration begin to implement recommendations and report back to LAC.

### DISCUSSION

Bruce Cotter and Rena Dubin worked as a subcommittee to improve public participation in Library Advisory Commission meetings. The following are their recommendations:

#### Regarding the **WEBPAGE**:

*This Motion requests staff to insure:*

1. The SCPL Commission page is updated regularly with current calendar information and all previous agendas, minutes, and videos
2. The SCPL Commission page has a link to County/City Commission websites so the public can understand when there are openings and how to apply
3. The SCPL Commission page has a button or link which states that we welcome public comments, and allows the public to forward an email communication to all Commissioners in an automatic or timely manner (thus keeping the Commissioners' emails more private, but enabling the public to communicate).
4. The aforementioned public comments are a one-way communication to Commissioners.
5. Commissioners are expected to read the comments. Comments should also be placed in Board Packets so they are part of the public record.

**Regarding the AGENDA:**

*This Motion also stipulates:*

1. The Agenda should be released to the Commissioners and placed on the SCPL Commission page seven days before a Commission meeting (ie, Tuesday prior to a Monday night meeting). Commissioners may request changes or additions to the agenda throughout the week by contacting the Chair. Members of the public may comment on the agenda via the link on the Commissioners page (referenced above), or during the meeting (referenced below).
2. The Chair will ask the Commissioners during each meeting if there are additions or changes to the agenda.
3. The public will not be able to add items to the agenda.
4. The agenda shall stipulate opportunities for public comment, so it is clear to the public beforehand when comments will be invited.

**Regarding PUBLIC COMMENT during meetings:**

*This Motion also requests:*

1. The Chair should clarify the opportunities for Public Comment at the beginning of each meeting.
2. Public comments are intended to be one-way communications from members of the public to the Commissioners.
3. Public comments will be allowed near the beginning of each meeting for items not on the agenda. If Commissioners would like to discuss items brought up during this time, Commissioners may ask these items to be placed on the next month's agenda. This will enable the public to be properly notified.
4. Public comments will be allowed during each agenda item thereafter for comments pertaining to that item.
5. Public comments will be allowed prior to any action items / votes by the Commission.
6. Public comments may have time limitations.

## STAFF REPORT

DATE: February 22, 2021  
TO: Library Advisory Commission  
FROM: Susan M. Nemitz, Library Director  
RE: Financial Workshop Presentation Part 2

### RECOMMENDATION

Review and accept report

### DISCUSSION

The Santa Cruz Public Library, under the auspices of the City of Santa Cruz, is beginning its FY 2022 budget planning process.

Several outstanding issues must be resolved in order to develop a forecast of revenue and expenditures for FY 2022. SCPL will have all ten branches operating in FY 2023, giving the organization a two-year window to reach its operational and staffing goals.

#### 1. **Maintenance of Effort Negotiations** (recurring revenue)

The Second Amendment to the Library Financing Authority outlines a five-year plan for the Maintenance of Effort Contributions of the City of Santa Cruz, City of Watsonville and County Library Fund. Under the plan, the City of Santa Cruz allocations to SCPL grew by \$70,000 annually while the County Library Fund remained flat. Excess funds in the Library fund have been used for physical improvements to County, City of Capitola and City of Scott's Valley branches. This plan ends on June 30, 2021. There is an expectation of a \$2 million fund balance in the Library Fund at the end of 2021.

#### 2. **Approach to Budgeted Reserves and Fund Balances** (one-time revenue)

The Joint Powers Authority requires a reserve fund equal to 20% of estimated revenue. In 2021, the Board held \$2.8 million. In addition, fund balances continue to be large, regularly reaching an additional \$1-\$2 million.

### **3. Determination of the City of Santa Cruz Overhead Charge** (recurring expenditure)

The Santa Cruz Public Library currently pay the City of Santa Cruz \$485,000 for financial and human resources overhead costs. The figure was originally based upon a cost accounting study and has since been inflated by 5% annually. The City recently hired Kim Krause as the new Finance Director. She has agreed to complete a cost study in the next fiscal year. SCPL will be proposing the current rate with an inflationary figure.

### **4. Operating and Capital Maintenance of Facilities, Operational Structure, Leases** (recurring expenditure)

The JPA needs to develop definitions of facilities maintenance, both operating maintenance and capital maintenance. SCPL needs an approach and a financial plan for funding these budgetary needs. The Library must develop the infrastructure (through permanent staff or contracts with others to provide the services). A ten-year capital maintenance plan should be developed. Branch leases should be developed to reflect the outcome of these discussions.

- On May 17, 2017, the Library proposed definitions of maintenance but no action was taken.
- On June 7, 2018, the JPA approved \$100,000 for facilities maintenance (one-time).

On June 27, 2019, the JPA approved a stepped plan to increase the Library's capital maintenance budget to \$400,000 annually (by \$50,000 each year over 5 years).



# Library Financial Workshop

Library Advisory Commission

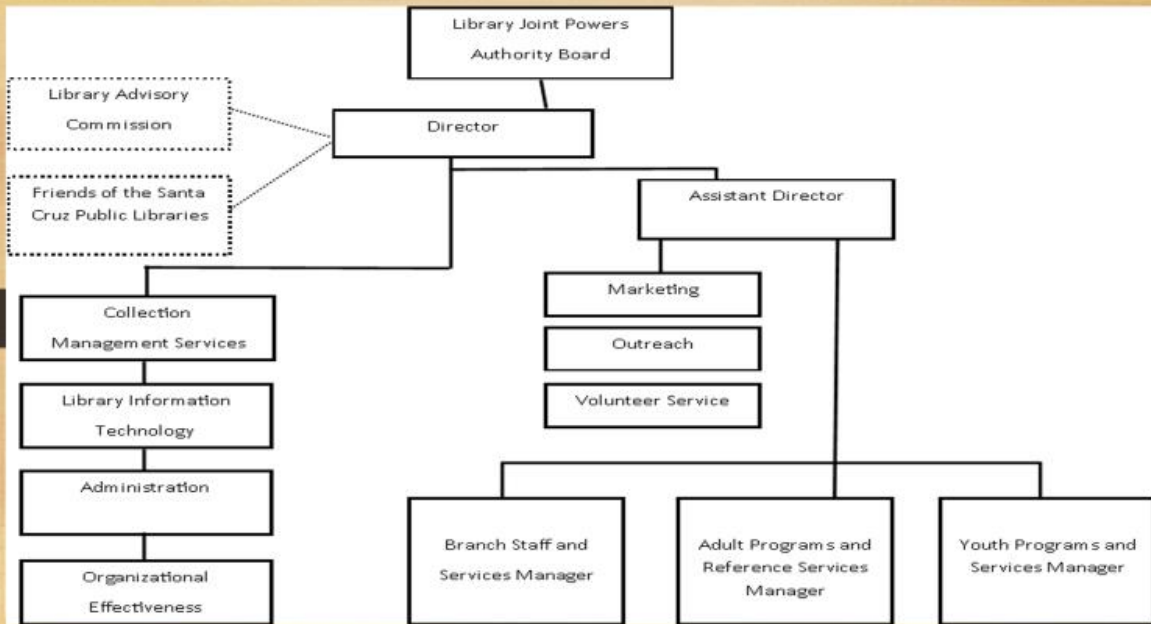
January 25, 2021



UNIVERSITY OF  
NORTH CAROLINA  
SYSTEM

## Vision/Mission

- Vision:  
Transform Lives and Strengthen Communities
- Mission:  
Connect, Inspire, Inform



## Library Governance

01

GOVERNING BOARD:

LJPB

02

ADVISORY BODIES:

LAC

03

FACILITIES IMPROVEMENT:

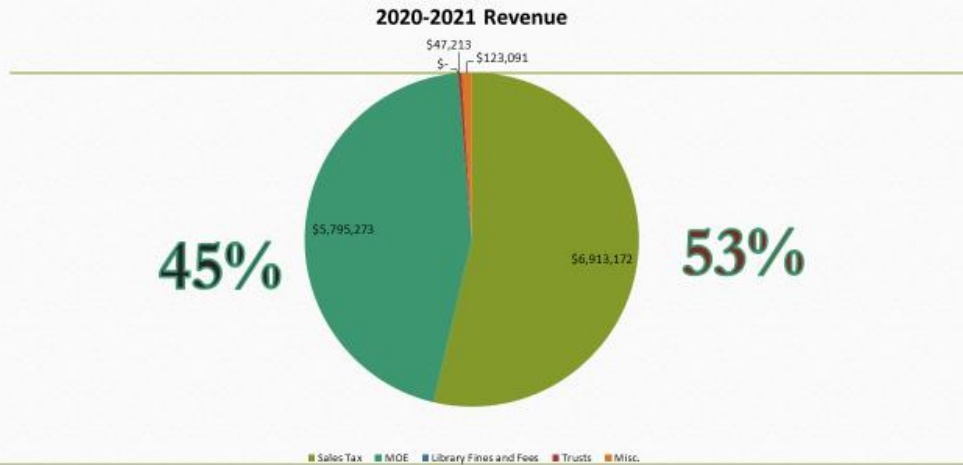
LFFA

04

FINANCING:

LFA

## Revenue Sources: Two Main Sources



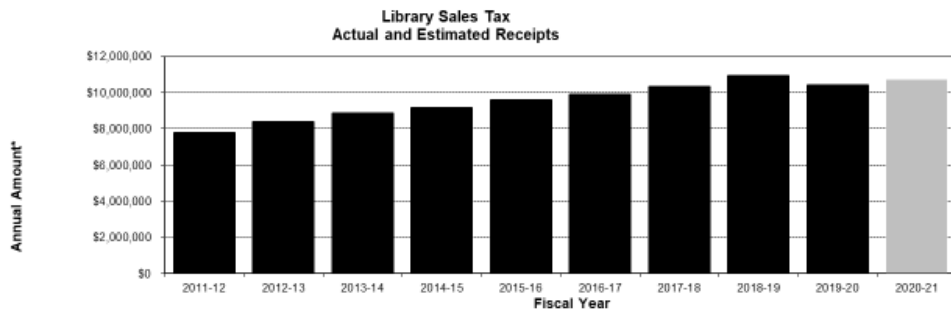
## Maintenance of Effort

- Five-year agreement through June 30, 2021
- Maintenance of Effort (MOE) contributions in 2020-21:
  - County Library Fund – \$5,072,541 (includes County unincorporated area and cities of Capitola and Scotts Valley)
  - City of Santa Cruz – \$1,744,751
  - City of Watsonville – \$541,684

## County Library Fund

- Special revenue fund from property taxes
- County overhead costs range \$100-200k annually
- Revenue in excess of MOE contribution used on library improvements or services at County Library Fund branches
- Excess revenue estimated at \$2 million in 2020-21

## Library Sales Tax



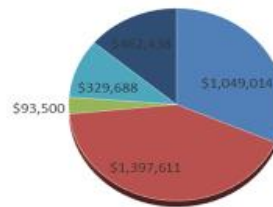
\* Total receipts before audit and insurance costs

# Major Expenditures

FY 20/21

- Personnel 70%
- Collections 8%
- Operation 22%

Non Personnel Expenditures by Library Function



- Information Technology
- Library Materials
- Staff Development
- Building O & M
- Supplies and Equipment
- System Services
- Administrative Services

# Budget Process

- Library Management Prepares Draft Budget
- Library Presents Draft Budget for LJPB (May)
- Library Proposal to LJPB for Approval (June)

## Issues Facing the Library for FY 21/22

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1. Construction Closures
2. Hours of Operation
3. MOE Agreement
4. Overhead Services Agreement with the City
5. Facilities Maintenance/Facilities Lease



## Questions and/or Discussion

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## STAFF REPORT

DATE: February 22, 2021  
TO: Library Advisory Commission  
FROM: Susan M. Nemitz, Library Director  
RE: Library Hours Discussion

### RECOMMENDATION

Review and advise

### DISCUSSION

In March 2017, the JPA approved to pilot a new approach to determine the open public service hour for each branch. The agreement included:

- A review of branch hours, annually
- A minimum of hours at small branches (36)
- Provision of Saturday and Sunday hours somewhere in each region
- Provision of morning, afternoon and evening hours across each region
- Use (circulation, computers, programs, visits) will be considered
- Building capacity, employee contracts, and cost will be considered

All ten library buildings will be operating in FY2023. SCPL would like to utilize the Library Advisory Commission to assist in the development of public service hours when SCPL fully opens. Available hours have a direct impact upon staffing costs.