

Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Martin Bernal
Board Member Jenny Haruyama



**SANTA CRUZ CITY/COUNTY LIBRARIES
JOINT POWERS AUTHORITY BOARD
REGULAR MEETING**

**[IMMEDIATELY FOLLOWING THE SANTA CRUZ LIBRARIES
FACILITIES FINANCING AUTHORITY (LFFA)]**

THURSDAY MARCH 7, 2019

6:00 P.M.

**APTOS BRANCH LIBRARY
7695 SOQUEL DRIVE, APTOS, CA 95003**

1. CALL TO ORDER / ROLL CALL

Board Members Jamie Goldstein, Carlos Palacios, Martin Bernal and Jenny Haruyama

2. PRESENTATIONS

Innovation Grant Update – Janis O’Driscoll (PG.4-7)

3. ADDITIONAL MATERIALS

Additional information submitted after distribution of the agenda packet.

4. ADDITIONS AND DELETIONS TO AGENDA

5. ORAL COMMUNICATION

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.

6. REPORT BY LIBRARY DIRECTOR

- A. Library Director's Report – March 2019 (PG.8-9)

7. REPORT BY FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES

- A. Friends of SCPL – Report

8. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

- A. Commissioners' Report

9. COMMENTS BY BOARD MEMBERS

10. 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 February 7, 2019
RECOMMENDED ACTION: Approve Minutes. (PG.10-13)
- B. Articles about Santa Cruz Public Libraries.
RECOMMENDED ACTION: Receive Articles. (PG.14-30)
- C. Annual Sole Source Vendor Purchasing Approval
RECOMMENDED ACTION: Approve list for purchases (PG.31-32)
- D. Library Fines and Fees FY 2019 Schedule
RECOMMENDED ACTION: Review and Approve Fines and Fees Schedule (PG.33-34)
- E. Library Financial Dashboard Report – January
RECOMMENDED ACTION: Receive Report. (PG.35-45)

11. GENERAL BUSINESS

Other 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. Revenue Forecast Presentation – Marcus Pimentel

- B. Policy Review Process
RECOMMENDED ACTION: Review Policy Review Process (PG.46)
- C. Roles and Responsibilities: Scope of Library Services
RECOMMENDED ACTION: Review and comment (PG.47-49)
- D. Roles and Responsibilities: Gifts
RECOMMENDED ACTION: Review and comment (PG.50-51)
- E. Library Director's Contract

12. SCHEDULED UPCOMING MEETINGS

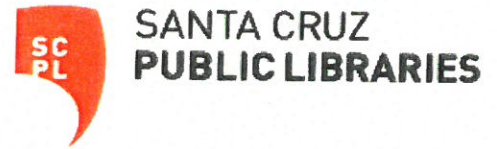
May 2, 2019	Downtown Branch Library	Upcoming Agenda Items:
	224 Church Street	Present Budget
	Santa Cruz, CA 95060	Sales tax update
		Quarterly Reports

13. ADJOURNMENT

Adjourned to the next regular meeting of the LJPA to be held on Thursday, May 2, 2019 at 9:00 a.m. [immediately following the LFFA meeting] at the Downtown Branch Library located at 224 Church Street, Santa Cruz, CA 95060.

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 (831)427-7706 at least five days in advance so that we can arrange for such special assistance, or email library_admin@santacruzpl.org.

Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Martin Bernal
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STAFF REPORT

DATE: March 7, 2019
TO: Library Joint Powers Authority Board
FROM: Janis O'Driscoll, Assistant Director
RE: Completion of 2018 Innovation Grant; Announcement of 2019 Awards

RECOMMENDATION Receive staff summary of the 2018 Innovation Grant Accomplishments and announcement of the 2019 Innovation Grant Awards

SUMMARY Sixteen (16) 2018 Innovation Grants have been successfully completed and the 17th grant will be completed May 19, 2019. Twelve (12) grants have been awarded for the 2019 grant cycle, including 4 continuation grants building on work completed in 2018.

BACKGROUND Two years ago, the Library Joint Powers Board approved the creation of Innovation Grants to encourage library staff to design and test ideas for improvements to library services and programs and to propose new ways of meeting the information needs of the community. \$50,000 was appropriated for the first cycle of grants (2018) and based on the success of the first round, \$50,000 has been appropriated for the second round of grants (2019).

In 2018 and 2019, applicants could apply for a minimum of \$1000 and a maximum of \$8000 to carry out their plans.

The 17 projects carried out in 2018 certainly improved library services and programs and new ideas were successfully tested. The Innovation Grant process also:

- gave leadership opportunities to staff at all classifications
- provided opportunities to experiment, learn, and fine tune ideas
- demonstrated the power of a team
- reminded everyone that no project works in isolation from the rest of the Library
- confirmed the talent and creativity of the Library staff

2019 Peer Evaluation Team

Melanee Barash, Yesenia Comacho-Bautista, Alexandra Glass, Jennifer Hooker, Sheila O'Neill, Lynne Sansevero, Chantel Van Pelt

DISCUSSION

What did we learn?

- **The Peer Evaluation Team is critical to the success of the process.** The Team represents all library classifications and systems departments such as technology, marketing, and collections. Members are recruited each year to read all the applications, ask for additional information as needed, and make final awards recommendations to senior management. In the final step, the Team and managers meet for an in-depth discussion of the applications and a review of the process. Managers have unanimously accepted the Team's recommendation both years.
- **The Application Process Needs Revision.** The Evaluation Team often has to check in with applicants for clarification. To save time and to be sure that applicants have considered all the departments that might be affected by their ideas, more project information will be requested upfront in the 2020 grant cycle.
- **A Broader Range of Grant Mentors Is Needed.** Although the 2018 Evaluation Team was meant to be mentors as well as reviewers, senior managers instead assigned a Regional Manager to each grant. This change proved difficult because of the daily demands on Regional Managers; several of the 2018 final reports mentioned a desire for more mentorship. The Assistant Director recommends a return to the original proposed function of the peer Team with the possibility of mentorship from other knowledgeable members of the staff as well.
- **The Innovation Grant process allows for small infrastructure projects, creative programs, news ways of doing basic Library services, and large-scale community events.** We have shown that the process can accommodate online support to local authors, the introduction of life skills programs, and a community festival involving the entire county. The 2019 Peer Evaluation Team suggested that some grants could be even more modest, and it is planned that in 2020, \$10,000 be set aside for 10 \$1000 grants with the remaining \$40,000 to be awarded to projects requesting over \$1000 up to \$8000.
- **After each grant is completed, the Library must decide what is next for that idea.** The value of the Innovation Grant process does not end with the final report. Each project must be evaluated for its ongoing contribution to the work of the Library or the entire process will be undermined. The Library must decide whether each project should become part of the work plan and the budget. In 2019, four 2018 projects applied for continuation funding to bring their work to the next level and all four were funded. Any Innovation Grant project that can demonstrate need can apply for one continuation year to complete its proof of concept. Either after year one or a possible year two, a decision on each project's next steps must be made. Hard questions will have to be answered: If we add this service/program long-term, do we need to drop something else that we are doing? What is the community response to this service/program? Can community partners help us continue the work? It is a healthy part of the process to wrestle with these concerns because it requires that we continue to check-in with the community we serve.

Funded 2019 Innovation Grant Proposals (12) – Santa Cruz Public Libraries

Zumbia y Feria de Salud	\$1400
Nancy Garcia Ramirez	
<i>Literacy and health series for Spanish-speaking families</i>	
Zine Fronteras	\$4000
Lorena Lopez and Ivan Llamas	
<i>Continue the publication of the literary zine, Zine Fronteras, originally funded by Cal Humanities. To be published every six months.</i>	
Window to the Past	\$8000
Sarah Harbison, David Sidle, James Lee, Jessica Goodman	
<i>Microfilm reader; partnership with Genealogy Society for promotion, workshops, fundraising</i>	
Student-Designed Library Cards	\$3000
Jeanne O’Grady, Brenda Mcllroy, Valerie Murphy, Catherine Upton, Heather Norquist, Melanee Barash	
<i>Contest to recruit student designs and cost of printing the resulting library cards</i>	
Reach for the Stars Continuation	\$4500
Kathleen Aston and Jennifer Hooker	
<i>Purchase additional telescopes to bring the total to ten; programs; maintenance; marketing</i>	
Mission Mini Portable Computer Outreach	\$2500
Madeleine Damon, Bjorn Jones, Alejandra Ruiz	
<i>Beta project to bring the internet and computers to underserved populations</i>	

2019 Innovation Grants, p. 2

Library Comic Con	\$8000
Lorena Lopez and Jennifer Hooker	
<i>Bring Comic Con, a pop culture event, to Santa Cruz and its libraries in 2020.</i>	
Get Out & Explore	\$3500
Laura Whaley	
<i>Build kits, including state park passes, so that the community can enjoy their park visits even more. Partner with local parks.</i>	
Expanding VR (Virtual Reality) Continuation Grant	\$4000
Bjorn Jones, Austin Frey, and Jennifer Hooker	
<i>Inspire a new level of comfort in the digital world</i>	
Epicenter: Oral Histories of the Loma Prieta Earthquake	\$3500
Kathleen Aston and Jennifer Hooker	
<i>Community video stories of the 1989 Loma Prieta earthquake</i>	
Expanded Library for Storytellers Continuation	\$1000
Denise Fritsch and Judy Russell	
<i>Add resource materials for storytellers</i>	
CCF (County Corrections Facility) Special Collection Continuation	\$3000
Jesse Silva, Elaine Andersen, Lorena Lopez, Rachel McKay, Chantel Van Pelt, Arturo Villasenor	
<i>Increase overall diversity and inclusion in our CCF collection</i>	
TOTAL AWARDED 2/19	\$46,400

Remainder Reserved for Unexpected Needs: \$3600

March 2019

Library Director's Report to the JPAB

Staffing

Resigned/ Retired:

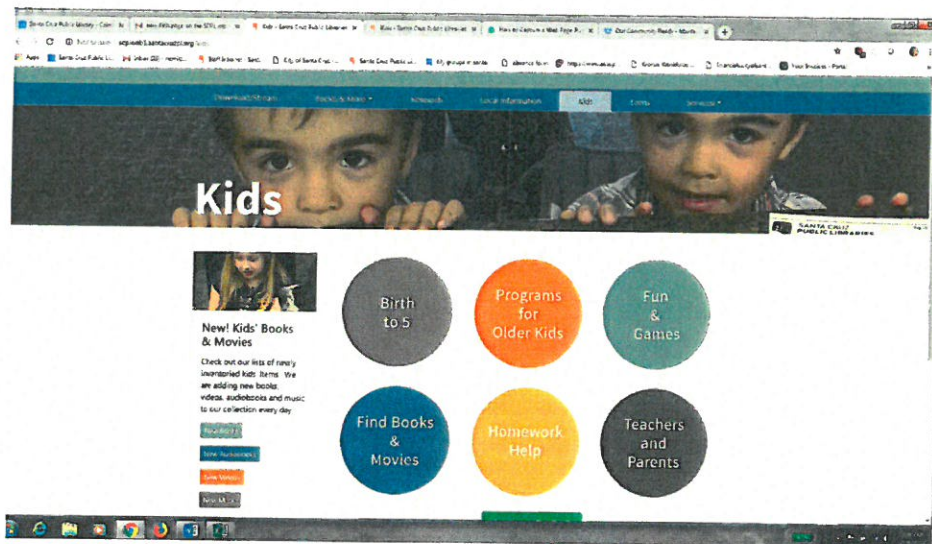
Amy Chirman, Learning Systems Coordinator

Recognized:

Rene Belling, Library Assistant II, CMS - 30 year service pin

Library

A team of librarians have completed a new kids page on the SCPL website that will go live on March 1.



The California State Library is pleased to offer the New York Times online to California public libraries! This offer features direct access to nytimes.com from 1851 to the present, including:

- All regular newspaper content
- All multimedia, including video, photography, and VR features
- Spanish and Mandarin Chinese versions
- Personalized access, including e-mail newsletters such as California Today, mobile apps for phones and tablets, customizable news feeds and article recommendations based on topics reader most commonly use.

A Job Classification Team has made recommendations for changes to the Aide and Library Assistant II position descriptions which have been approved by library management, City Human Resources and the Union.

Library staff are evaluating Library App Vendors because Boopsie, SCPL's current App, will no longer be supported by its vendor.

The library system is replacing all telephones. The new Polycom phones will offer additional features and functionality including Gigabit Ethernet ports.

Friends

The Friends of the Santa Cruz Public Libraries sponsored a fun event at the Live Oak library with potential donors on February 23. The program featured the library's "Reach for the Stars" innovation grant which allows high-powered telescopes for stargazing to be checked out to patrons. Visitors were also provided the opportunity to try out the SCPL virtual reality technology.

The Felton Friends Chapter will host an Open House on March 16 at 1 p.m. in the Felton community hall. Visitors will see the latest library and park plans and will be able to share ideas for enhancements and programming.

The Aptos Friends Chapter continues their amazing *Our Community Reads* program. Their goal is to create a shared experience by having members of the entire Santa Cruz community - from teens to adults - all reading the same book. Over 180 people attended the author talk on February 21 at Samper Recital Hall on the Cabrillo College campus.



Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Martin Bernal
Board Member Jenny Haruyama



**SANTA CRUZ CITY/COUNTY LIBRARIES
JOINT POWERS AUTHORITY BOARD
(LJPA)**

REGULAR MEETING MINUTES

**THURSDAY FEBRUARY 7, 2019
9:00 A.M.**

1. ROLL CALL

PRESENT: Martin Bernal, Carlos Palacios, Jenny Haruyama, Jamie Goldstein
STAFF: Library Director Susan Nemitz

2. PRESENTATIONS

3. ADDITIONAL MATERIALS

None

4. ADDITIONS AND DELETIONS TO AGENDA

The Agenda of February 7, 2019 was approved by consensus.

5. ORAL COMMUNICATIONS

A member of the public complained about the Library website.

6. REPORT BY LIBRARY DIRECTOR

Library Director Susan Nemitz reported on the current developments in the Library. A member of the public believes that the library program "Code Combat" is too violent and should be reconsidered.

7. FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES REPORT

Vivian Rogers, Executive Director, reported on the recent activities of the Friends of the Santa Cruz Public Libraries.

8. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

Martha Dexter, Chair, reported on the upcoming meeting in May of the Library Advisory Commission since no meetings had taken place since her last report. Bob White of Capitola and Jim Landreth of Scotts Valley are appointed as new Commissioners of the LAC.

9. COMMENTS BY BOARD MEMBERS

Jamie Goldstein expressed his thoughts about the passing of Barbara Gorson and announced that there will be a "Barbara Gorson Room" in the new Capitola Branch Library.

10. CONSENT CALENDAR

**RESULT: APPROVED CONSENT CALENDAR, Items 10 A – E, and G.
Pull Items 10F and H.**

- A. Approved Minutes of December 6, 2018**
- B. Received Articles about Santa Cruz Public Libraries**
- C. Received 2nd Qtr. FY 18/19 Community Impact Measures**
- D. Received Financial Report 2nd Qtr. FY 18/19**
- E. Received Security Incidents Log for 2nd Qtr. FY 18/19**
- G. Approved 2019 Closure Schedule**
[UNANIMOUS]

MOVER: Carlos Palacios
SECONDER: Martin Bernal
AYES: Bernal, Goldstein, Haruyama, Palacios

10. F Work Plan 2nd Qtr. FY 18/19

RESULT: Approved Work Plan 2nd Qtr. FY 18/19. [UNANIMOUS]

MOVER: Jamie Goldstein
SECONDER: Carlos Palacios
AYES: Bernal, Goldstein, Haruyama, Palacios

10. H Felton Naming Contracts

RESULT: Approved Felton Naming Contracts. [UNANIMOUS]

MOVER: Carlos Palacios
SECONDER: Jamie Goldstein
AYES: Bernal, Goldstein, Haruyama, Palacios

11. GENERAL BUSINESS

A. Elect Chair and Vice Chair for 2019

RESULT: Elected the Calendar year 2019 Board Chair and Vice Chair as the County of Santa Cruz and the City of Capitola respectively.

MOVER: Carlos Palacios
SECONDER: Martin Bernal
AYES: Bernal, Goldstein, Haruyama, Palacios

B. Spotlight on Collections – Presentation by Sarah Harbison, CMS Manager

C. Patron Data Privacy Policy
The Library Director wishes to defer this item to the next meeting.

D. Library Security Cameras Policy
The Library Director wishes to defer this item to the next meeting.

E. FY 2019-20 Budget Assumptions
The Board reviewed and discussed the Staff Report.

F. Roles and Responsibilities Update

The Board reviewed and discussed the Staff Report.

A member of the public commented that the Live Oak Annex was not codified in the Measure S document. Further clarification was given by Cynthia Mathews based on her time on the Board when Furniture, Shelving and Signage Standards were developed.

G. FY 2018-19 Budget Amendment

**RESULT: AMENDED FY 2018-19 BUDGET TO ACCEPT AND TRANSFER of MONIES.
[UNANIMOUS]**

MOVER: Jamie Goldstein

SECONDER: Jenny Haruyama

AYES: Bernal, Goldstein, Haruyama, Palacios

12. ADJOURNMENT

Final Adjournment of the Library Joint Powers Authority Board (LJPA) at 10:55 a.m. to the next Regular Meeting Thursday March 7, 2019 at 6:00 p.m. [immediately following the Libraries Facilities Financing Authority (LFFA) meeting] at the Aptos Branch Library, located at 7695 Soquel Drive, Aptos, CA 95003.

ATTEST: _____
Helga Smith, Clerk of the Board

All documents referred to in these minutes are available in the Santa Cruz Public Libraries – Library Headquarters Office, 117 Union Street, Santa Cruz, CA 95060



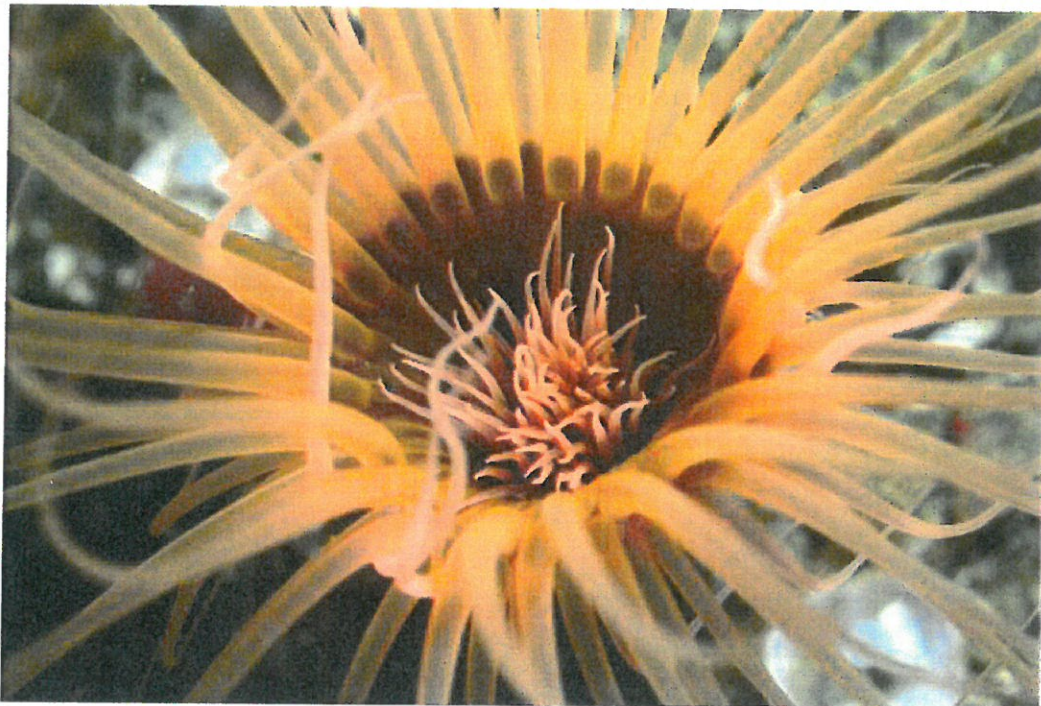
SANTA CRUZ
PUBLIC LIBRARIES
CONNECT | INSPIRE | INFORM

In the News and Media:

January 24 – February 27

Santa Cruz Sentinel *Editorials*

Dan Haifley, Our Ocean Backyard: The philosophy of tide pools and our interconnected environment



Anemone in Monterey Bay National Marine Sanctuary (NOAA/MBNMS — Contributed)

By [DAN HAIFLEY](#) |

January 26, 2019 at 6:22 pm

On Saturday I was privileged to review “The Death and Life of Monterey Bay: A Story of Revival” by Stephen Palumbi and Carolyn Sotka, for an event for Friends of Aptos Library and Aptos History Museum. Because its submarine canyon plunges so deep, so quickly off Moss Landing, Monterey Bay is a relatively accessible window into a complex ocean that among other things covers over two-thirds of our planet, influences weather and absorbs excess carbon.

As in the case with of the king tides we witnessed last weekend and in December, the ocean is a powerful force for those who live in the coastal zone, not to mention those who spend time on it. It’s also influenced by activities on land, such as the flow of tiny pieces of plastic, cigarette butts and organic waste that journeys through rivers and storm drains to the sea.

“The Death and Life of Monterey Bay: A Story of Revival” chronicles the destruction, then recovery, of species and habitats within Monterey Bay during the last few centuries by looking at natural changes in ocean conditions as well as changes driven by humans, such as the near destruction of the California Sea Otter and the crash of the sardine industry in the latter 1940s after having laid waste to the waters along Monterey’s shoreline.

Palumbi and Sotka also spend some pages crediting the evolution of how we look at the environment through integrated ecosystems as opposed to just focusing on individual species. They do this by describing get-togethers that featured often lively conversations between friends Ed Ricketts, who wrote *Between Pacific Tides* and made a living providing samples from tide pools on the Monterey Peninsula to laboratories, author John Steinbeck, and their sidekick and professor Joseph Campbell.

As Steinbeck said in his book *The Log from the Sea of Cortez*, “It is advisable to look from the tide pools to the stars and then back to the tide pool again.” Ricketts said he believed the idea that individuals behave differently alone than in a group, and that ecosystems – such as tide pools – operate based on complex relationships between individual animals and plants.

Steinbeck, the authors argue, used the model of individual versus group behavior in his novel *In Dubious Battle*, and Ed’s understanding of interactions within tide pool communities influenced Steinbeck as he famously described the destruction of the dust bowl in *The Grapes Of Wrath*. When I read *The Grapes of Wrath* as a boy I was fascinated by his description of that how that environmental disaster unfolded.

Ricketts’ understanding of activity between the tides was informed by observation, which made him a master in systems theory. “Ed looked into these pools and discovered the complex interactions that rules the little lives there. And the rules were intricate. Species did not form a simple food chain where snail eats algae, fish eat snail, and heron eats fish,” the authors wrote on page 91. “Life was affected by the environment: when and where the waves rolled in.”

In other words, all living beings seek to adapt and survive. Communities, whether tide pool or human, are compelled to adjust to their environment. For example, local and state governments are working to confront changes driven by climate and ocean pollution.

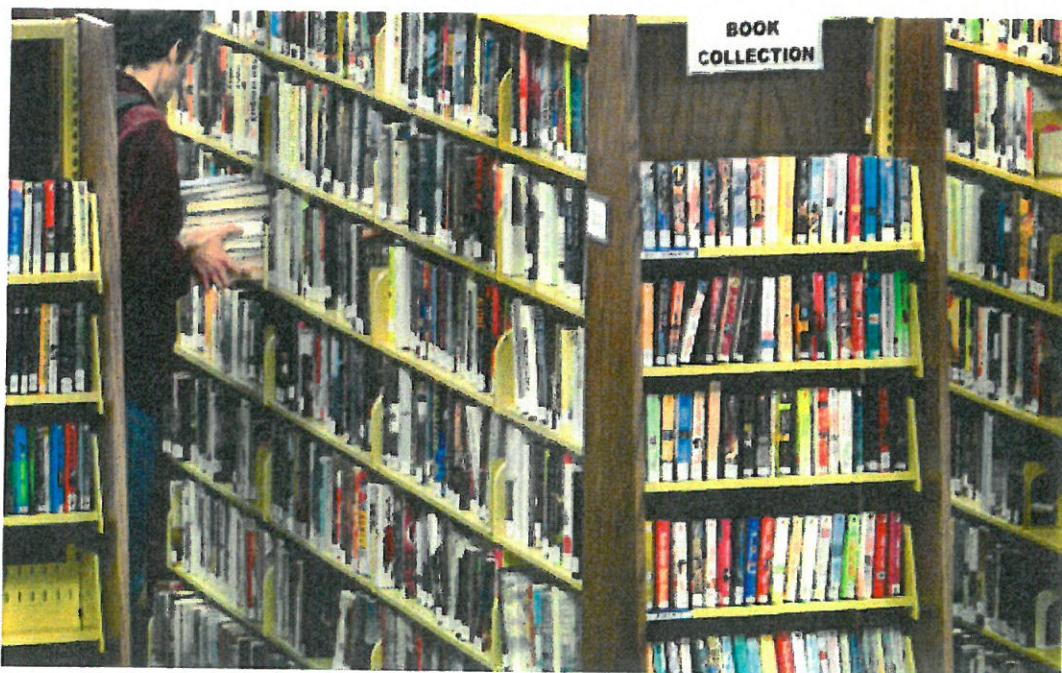
One powerful tool in the management of diverse ocean systems in US waters are national marine sanctuaries. In California a network of marine protected areas have also been established, modeled on the Hopkins Marine Life Refuge enacted by the California legislature at the urging of zoologist Dr. Julia Platt, who served as the mayor of Pacific Grove.

The book chronicles Platt's fierce activism for ocean protection that resulted in the marine protected area established in 1931 along part of her town's shoreline and enlarged in 1984 and which, Palumbi and Sotka argue, supported the restoration of a coastline hit by pollution from sardine canneries, and the dearth of sea otters managing near shore kelp beds. In 2007, that reserve was added to the Lovers Point Marine Reserve.

In its penultimate chapter, the book describes how the revival of the Monterey waterfront with its empty canneries – a microcosm of Monterey Bay which in turn is a cross-cut of the world ocean – was made complete with the addition of the Monterey Bay Aquarium, a global leader in ocean conservation. From the ashes, comes recovery for life, in all its complexity.

Ocean activist Dan Haifley can be reached at dan.haifley@gmail.com. From 7-9 p.m. Feb. 21 at Samper Recital Hall at Cabrillo College, Save Our Shores and Friends of Aptos Library will sponsor a talk by the book's authors and Mark Carr. saveourshores.org.

Stephen Kessler | Uncommon town commons convocation



Library officials are hoping the downtown Santa Cruz branch will be remodeled, rebuilt or relocated. (Shmuel Thaler — Santa Cruz Sentinel file)

By [STEPHEN KESSLER](#) | Santa Cruz Sentinel

February 15, 2019 at 5:00 pm

Thursday before last I attended the meeting, convened by Rick Longinotti of the Campaign for Sustainable Transportation, of a group in formation of locals advocating for the preservation and improvement of the city parking lot on Cedar between Cathcart and Lincoln streets as a Santa Cruz town commons. This block-long lot is of course the site of the weekly farmers market and the monthly Antique Faire, and most contentiously the proposed site of the city's garage-library (and perhaps "affordable housing") mixed-use development.

Longinotti and his group want to save the sunny lot with its beautiful magnolias as what it is already, part of the time — an outdoor community gathering place, the kind of plaza you find in any town in Mexico — and make it better. They also want to save the city the pointless expense of building a huge garage that is not needed and won't be used enough to pay for itself with parking fees.

I was not invited to this meeting but heard about it through diverse grapevines — thanks indirectly to Vivian Rogers, executive director of Friends of the Santa Cruz Public Libraries and a leading advocate of building the five-story library-garage, who had sent out an email to library volunteers and city staffers asking them to show up at this meeting and make the case for a wonderful new downtown library. The funny thing is, the meeting was not about the library nor the garage but the land on which they would stand, and the library-garage people had been no more invited than I was, but their mission clearly was to hijack the meeting and turn it into a discussion about the library—and inevitably, in their minds, the garage.

Longinotti, surprised by the crashers (at least a half dozen of the nearly 30 people present were garage-library gang members scared up by Rogers's email), nevertheless welcomed the uninvited guests—including activists from Don't Bury the Library, the group arguing for renovation of the existing library in Civic Center—and graciously assured everyone that they would have a chance to speak.

Councilwoman Cynthia Mathews, obnoxiously pointing her phone in the private meeting without asking if anyone minded, was recording it all on video. Mathews is recused as a council member from voting on development of the lot because she owns property nearby and therefore has a conflict of interest, but she makes no secret of her enthusiasm for a garage. Councilman Drew Glover was also present, mostly as a listener. And former council member Micah Posner was

present with his daughter, a library user, to argue for separation of the library from the garage in the interest of a more congenial conversation.

Everybody wants a wonderful new library but a lot of people are appalled by its combination with, and subordination to, a gigantic parking structure. Affordable housing — the most-popular current buzzwords in our municipal discourse, though no one ever defines “affordable” and some realists have tried to explain that housing is just as unaffordable to build and maintain as to buy or rent, and that’s why it’s so expensive — has been belatedly invoked to sweeten the mixture of proposed uses. But the parking and housing funds of the city are separate, so the city would have to find other moneys to construct the housing.

That this whole project is doomed to be a fiduciary disaster doesn’t seem to occur to city officials so blinded by a mirage of their bottom line that they can’t see what’s in front of their faces. All they’d have to do is step outside Lúpulo, where the meeting was held, and look across the street at the lot in question: open space with gorgeous trees and broad exposure to the sun, useful for surface parking but also with great potential for improvement into a plaza that would be an urban oasis in the increasingly vertical downtown cityscape.

Now picture what a five-story concrete garage would look like, and what would be lost if it were ever built.

Santa Cruz Sentinel *Letters to the Editor*

Letter | Library a beneficiary of mall’s generosity

February 2, 2019 at 2:54 pm

I’d like to add something to your article about the Capitola Mall. For the better part of a year the mall management has donated store space to the Friends of the Capitola Branch Library. We operate a used book store there selling donated hardbacks for \$2 and paperbacks for \$1. At that rate, there’s no way we could afford rent or utilities. All of that has been a gift of the mall. The funds we earn — 100 percent of it — from our sales go to fund the new library being built on the corner of Claires and Wharf roads. We are a clear example of the benefit that the generosity of the Capitola Mall has been to the community.

— *Toni Campbell, Soquel*

Letter | Stripping library would be a waste of resources

February 4, 2019 at 5:00 pm

While I have generally applauded Stephen Kessler's commentaries on the controversial library-in-a-five-story-parking-garage project, I am concerned by his suggestion that the current library be stripped to its structural framework and then rebuilt. Not only is this wasteful and environmentally unsound (sending all the stripped stuff to the landfill), it is financially way beyond the \$28 million budget provided by taxpayers through Measure S, by an order of at least \$10 million, perhaps more. Kessler also intoned a Library Czar. The county-wide system does not have a czar. It has a very capable and approachable Library Director. It also has a four member Library Joint Powers Board, a Library Facilities Financing Authority, and a seven member Library Advisory Commission, established by the Joint Powers Board.

Our Don't Bury The Library campaign has recently submitted to the city council our Blueprint for a Restored and Revitalized Downtown Library for the 21st Century and Beyond. It is a recipe of sorts on how to move forward in the next six years, culminating in a downtown library that will be beneficial and be beautiful, too.

— *Jean Brocklebank, Santa Cruz*

Letter | Santa Cruz not as progressive as we think

February 16, 2019 at 5:00 pm

Santa Cruz considers itself one of the most progressive of progressive counties on the West Coast, and on the cutting edge of arresting climate change. But recently, county supervisors voted to approve a large auto dealership at an already busy intersection in lieu of affordable housing construction, the Santa Cruz City Council approved a six-story parking garage (and library) downtown, and now the Regional Transportation Commission has selected a plan that will provide for diesel freight and tourist trains to run the length of the county. This looks to me like we're going backwards.

Perhaps it's time we left-coasters practiced the same thoughtful self-examination that we preach. We need to look toward a future where parking demand is declining and a train on a single track costs too much to move too few. Shouldn't we align our plans with our values?

— *Nadene Thorne, Santa Cruz*

Santa Cruz Sentinel *Coastlines*

January 31, 2019 at 6:00 pm

LA SELVA BEACH

Library screens film 'Saving Otter 501'

The La Selva Library film night will feature “Saving Otter 501,” airing from 5:30-7 p.m. Wednesday at the La Selva Beach Library, 314 Estrella Ave.

The film night is part of the Friends of the Aptos Library Our Community Reads program. Our Community Reads is an initiative to gather the community around one book to read and discuss. This year’s book is the “The Death and Life of Monterey Bay,” by by Stephen R. Palumbi and Carolyn Sotka.

For information, visit friendsofaptoslibrary.org.

January 31, 2019 at 7:00 pm

APTOS

Beach cleanup slated for Feb. 9

Save Our Shores and the Aptos Library “Our Community Reads” program will host a beach cleanup at 10 a.m. Feb. 9 at Rio del Mar State Beach, 201 State Park Drive.

The cleanup is part of a series of events celebrating Our Community Reads selected book for 2019, The Death and Life of Monterey Bay, A Story of Survival by Stephen R. Palumbi and Carolyn Sotka.

For information, visit friendsofaptoslibrary.org.

February 6, 2019 at 7:00 pm

APTOS

Our Community Reads presents Nicole Crane

Cabrillo College faculty member Nicole Crane will speak during the Our Community Reads Speaker Series from 7-8:30 p.m. Thursday at Cabrillo College, 6500 Soquel Drive, Horticulture Department, Room 5005. Crane will present her co-led One People One Reef project documentary “Hofagie Laamle” about sustainable oceans, indigenous people and coral reef management in the western Pacific.

Our Community Reads is an initiative sponsored by the Friends of the Aptos Library to bring the community around one book. For information, visit friendsofaptoslibrary.org.

February 22, 2019 at 6:00 pm

APTOS

Reading program and students partner

“Our Community Reads” a program of the Friends of the Aptos Library, is partnering with Aptos High School Students to bring you original poetry and personal stories inspired by the book, “The Death & Life of Monterey Bay.”

The event is scheduled for 7-9 p.m. March 7 at the Aptos High School Library, upper campus, 100 Mariner Way.

The art students will display their artwork for the redesign of the book jacket in a competition. The event is free and open to the public. Refreshments will be provided.

For a list, visit friendsofaptoslibrary.org.

February 25, 2019

APTOS

Film series screens ‘Of the Sea’

Melissa Mahoney, Monterey Bay Fisheries trust, will present the film “Of the Sea” from 6:30-8:30 p.m., Feb. 27 at the Aptos Branch Library, 7695 Soquel Drive.

Our Community Reads is an annual series of events presented by Friends of the Aptos Library. This year’s book is “The Death and Life of Monterey Bay” by Stephen Palumbi and Carolyn Sotka.

This is a free event. Popcorn will be provided. For information, visit friendsofaptoslibrary.org.

CAPITOLA

Capitola Library used book store moves

The Friends of the Capitola Library Book store has moved to a new location in the Capitola Mall, 1855 41st Ave.

The store’s location is near Macy’s. The hours are the same: Noon to 4 p.m. Fridays, 10 a.m. to 4 p.m. Saturdays and noon to 4 p.m. Sundays.

There are hundreds of new books in all genres selling for \$1 or \$2. The Friends welcome all books, CDS and tape donations. To donate, email karen@sploids.com for pickup.

Santa Cruz Sentinel *Business Digest*

Business Digest: Aptos Chamber holds monthly meeting

February 7, 2019 at 2:15 pm

APTOS

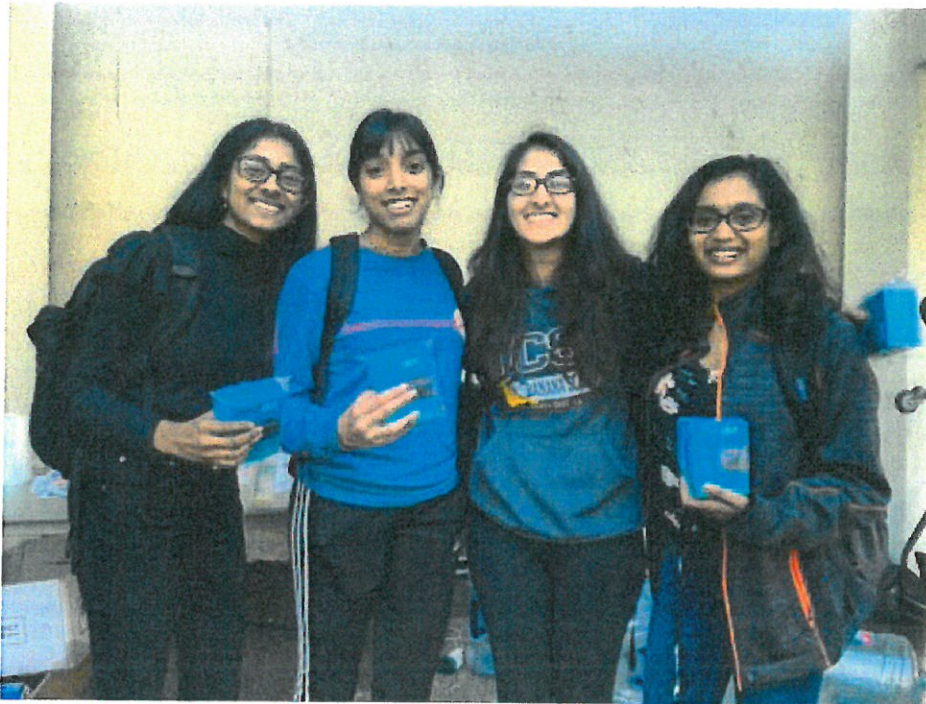
Chamber meeting set for Thursday

The Aptos Chamber of Commerce will hold its February breakfast meeting from 7:30-9 a.m. Thursday at the Best Western Seacliff Inn, 7500 Old Dominion Court.

Santa Cruz Public Library Director Susan Nemitz will speak about library renovations. Cost is \$25 for chamber members, \$30 for nonmembers. Save \$3 by paying in advance. Breakfast provided. For reservations, call 831-688-1467 or visit aptoschamber.com.

Tech MeetUp presents CruzHacks winners

Meetup reveals that tech community lacks knowledge on local issues



Each member of the Period Helper team received a free Echo Dot after winning the Amazon Alexa Challenge at CruzHacks 2019. From left: Sriya Lingampalli, Leah George, Disha Mevada and Keerthana Routhu. Contributed: Period Helper

By [ELAINE INGALLS](mailto:eingalls@santacruzsentinel.com) | eingalls@santacruzsentinel.com | Santa Cruz Sentinel

PUBLISHED: February 12, 2019 at 3:38 pm | UPDATED: February 13, 2019 at 1:39 pm

SANTA CRUZ — For CruzHacks winner Tejas Shah, creating a product at the UC Santa Cruz annual hackathon was a testament to his grandmother.

Shah was part of a team of five young adults that created Iris, an artificial intelligence-powered virtual assistant that helps individuals with Alzheimer's or dementia counter memory loss through facial recognition. Members of the project were Egypt Amaru, Stewart Delaney, Torin Foss, Andrew Zhu and Shah.

Shah said his grandmother has dementia and not being tech savvy, he wanted something easy for her to use.

The team presented Iris at the Santa Cruz New Tech MeetUp Wednesday at Cruzio Internet. Santa Cruz New Tech MeetUp was founded in February 2008 and has more than 4,300 members. Ten CruzHacks teams, as well as Santa Cruz startups PitchHub and Kahzum, displayed their products at the meetup event.

Iris won the Google Services category at [CruzHacks](#), UC Santa Cruz's annual hackathon held Jan. 18-20 at UC Santa Cruz. A hackathon is a three-day event in which students and others form teams, come up with an idea for a product and present it.

"If you can't pitch, if you can't present, even if your product's great, it's not gonna sell," said Santa Cruz resident and CruzHacks judge Emma McLaren.

The team's future goal is to develop an app for mobile devices and put the hardware for the program into a smaller device, such as glasses and an earpiece, according to [the CruzHacks website](#).

Period Helper was another team that spoke at the meetup event. Period Helper took first place in the Amazon's Alexa Challenge at CruzHacks. The invention is an Alexa Skill, or an Alexa app that helps users accomplish a task that she isn't initially built to do. The skill helps women complete daily surveys in menstrual cycle tracking apps such as Flo and Clue.



The Period Helper team presented at the Santa Cruz New Tech MeetUp Wednesday night. From left: Keerthana Routhu, Leah George, Sriya Lingampalli and Disha Mevada. Contributed: Santa Cruz New Tech MeetUp

“We want to make that communication easier,” the Period Helper team said. The team members, Keerthana Routhu, Leah George, Sriya Lingampalli and Disha Mevada, are all second-year students at UCSC.

The team said that one feature they are working on is to have Period Helper send messages to the doctor about physical discomfort and/or a health report.

Lingampalli said the skill is open to a larger audience because users can communicate through voice interface and not just an app.

Doug Erickson, founder of Santa Cruz New Tech MeetUp, started a monthly survey in 2018 for meetup members seeking their input on local issues. He said about 30 percent of active members participate in the survey.

The surveys show that there is a gap between who understands the issues at hand and who isn't informed enough to have an opinion.

According to a Santa Cruz New Tech MeetUp survey that ran from the December 2018 to Jan. 15, 27 percent of survey participants did not know about the [Mixed Use Library Project](#).

“I don't think it's an age thing,” Erickson said. “I think it's a lack of knowledge of what's going on with these issues.”

Erickson said people don't have enough time to read about or attend city events, such as city council meetings. One solution he presented was to have an ambassador or representative from the meetup go to council meetings to speak for, learn and then inform meetup members about local affairs.

The next Santa Cruz New Tech MeetUp event will be at 6:30 p.m. March 6 at Dream Inn Santa Cruz, 175 W. Cliff Drive. Guy Kawasaki will speak and present his book, “Wise Guy.” The meetup's February local issues survey is available at [docs.google.com](#) and is open until 5 p.m. Feb. 28. Information: visit [meetup.com/santacruznewtech](#) or the [New Tech MeetUp Facebook page](#).



Barbara Gorson

By [Michael Oppenheimer](#) on February 4, 2019

Library Champion, Capitola Treasure

Aug 18, 1950 ~ Jan 5, 2019

Barbara Gorson

As we try to absorb the day-to-day flow of news, it can be challenging to remember that the world is full of good people doing good things. Barbara Gorson, who died January 5, was one of those good people whose life is well worth knowing about.

Barbara was a lifelong learner whose interests were diverse. A national merit scholar in high school, she went on to earn her BA, eventually finding her way to Los Angeles with her beloved husband, Billy Gorson. In LA she worked for six years as chief of staff and personal assistant to Bob Dylan. During that time, she enrolled at UCLA in the School of Management and earned an MBA. This accomplishment led her to Silicon Valley and a series of increasingly responsible positions at Intel, where she worked for 16 years, spending two of those years in Hong Kong before retiring and moving to Capitola.

For a time she worked in Monterey Bay radio, as Mrs. Sunshine, with her husband on the Billy Sunshine Show. “She went from being afraid of the microphone to finding her voice”, said Billy. “At first she didn’t want to talk on the air, choosing to just serve as producer, but eventually she found she had a lot to say, much to our audiences’ delight.”

Barbara’s passion for learning and trying new things was as varied as the many people with whom she formed deep friendships. She was a founding member of a women’s singing circle led by Ariel Thiermann, and sang a cappella with the group since 2002. She also studied the marimba for many years with Laura Mallon at the Singing Wood Marimba Centre. Music brought her great joy and deep connections to her fellow musicians. Barbara was a writer, a poet and a community leader. She was a true Renaissance woman – smart, interested, and adventurous. She was also incredibly kind-hearted and good-natured.





Barbara and Billy Gorson

Barbara cared a great deal about providing free access to information in our community. After her retirement, she embarked on a new learning goal by enrolling in the Masters of Library and Information Science at San Jose State, earning her second masters degree. She loved libraries and gave generously of her time and knowledge to the Santa Cruz Public Libraries. She served on the SC Library Joint Powers Board for seven years, two of those years as board chair.

Her friend Gayle Ortiz said, “Barbara was one of those people who quietly goes about doing excellent work and adding value to whatever she is doing. A truly extraordinary individual who I was fortunate to know.”

In recent years, Barbara focused on the Capitola Branch Library near her home. With the passage of Measure S in 2016, it finally became possible to replace the ‘temporary’ building that had been the Capitola Library for 17 years. Unfortunately, Measure S funds were not sufficient to build a permanent, larger structure sufficient to serve the needs of library patrons who come from all over the county to use that branch. Knowing something needed to be done to ensure the success of the project, Barbara helped to found the Friends of the Capitola Branch Library.

She served on the Capitola Library Advisory Committee, assisting the City of Capitola in finding a way forward. She helped form the Capitola Branch Library Capital Campaign Committee to raise private donations to build the new library branch.

Mike Termini, a friend and neighbor shared, “In my many years of serving with Barbara I learned the importance of poise and patience when dealing with difficult situations. She was always first to see the core of issues and make the careful and considerate decision required.”

Until just weeks before her death, she worked as a key member of the committee. Her contributions were invaluable to the success of the campaign. She was a true team player, always organized, hard working and committed to the project. Barbara lived to see the groundbreaking for the library that she loved, the library that is her legacy and contribution to the community. In May, family and friends will gather to reflect on Barbara Gorson’s life of loving people and learning, and serving her community.

Her family asks that to honor the memory of this good person, you consider making a gift in Barbara’s name to the Capital Campaign. <https://capitolalibraryfriends.org>.

Friends of The Library Events: February

All Month

Our Community Reads 2019: Environmental Book Display @ Aptos Library Branch, Youth Services Room - Display of wonderful, award-winning, picture books about beaches, sea life, and environmental preservation. Selected by Julie Olsen Edwards, Director of Cabrillo College Peace and Anti-Bias Library.

February 16

Book Sale @ Aptos Branch (10am - 3pm) - Come browse a wide ranging collection from fiction and non-fiction to children's books, audio books to CDs. Held on the 3rd Saturday of each month, through October.

February 18

Friends Monthly Meeting @ La Selva Beach Branch (3pm) - Meets on the 3rd Monday of each month, in the Boardroom of the LSB Clubhouse. All are welcome.

February 19

Our Community Reads 2019: Trivia Night @ Seascope Golf Club (6:00pm - 8:00pm) - Come show off your knowledge of facts from the book, *The Death & Life of*



Monterey Bay: County Supervisor, Zach Friend, will be our Emcee and conduct the festivities. Bring your book clubs!

Refreshments will be available for purchase. Location: Seascope Golf Club, 610 Club House Drive. ~RSVP required: friendsoftheapotoslibrary@fscpl.org

February 21

Our Community Reads 2019: Author Talk @ Cabrillo College Samper Recital Hall (7:00pm - 9:00pm) - Join us

for a conversation with Author Stephen Palumbi, Professor, Hopkins Marine Station, Stanford University; and Mark Carr, Professor of Biology, Dept. of Ecology and Evolutionary Biology, UC Santa Cruz, as they discuss the fascinating history of Monterey Bay and the people who have had an impact on its inhabitants, both human and marine.

Co-sponsored by Save Our Shores. Introduction by Nicole Crane, Cabrillo College Marine

Biology and Environmental Sciences. Location: Cabrillo College Samper Recital Hall.

February 27

Our Community Reads 2019: Film Series - *Of the Sea* @ Aptos Library Branch Conference Room (6:30pm - 8:30pm) - Presented by Melissa Mahoney, Co-producer and board member of Monterey Bay Fisheries Trust.

Fishermen are the stewards of the last wild food on our planet. What can we learn from fishermen about the ocean and our relationship to it? Struggling to revive a fading way of life, fishermen and entrepreneurs are creating new models for how to support sustainably produced seafood.

Of the Sea tells the story of California fishing communities and presents a compelling story of the future of sustainable seafood. Popcorn provided. Show your library card and get a free cookie! Location: Aptos Library Conference Room ■

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For more information on library events <https://fscpl.org>

Call To Artists: Public Art Project at La Selva Beach Library

An artist will be selected to create a site-specific public art component for newly renovated La Selva Beach Public Library.

The proposed artwork should enhance the visitors' experience and should also help create a unique identity for the library. In particular, artists should consider the setting, context, and history of the area and the town of La Selva Beach, as well as literary themes, as sources to draw from for their proposals.

The budget for the public artwork, which includes all costs associated with, but not limited to design, materials, travel, insurance, fabrication, installation, and documentation of the artwork, is \$4,500.

A "Call to Artists" which includes detailed information about the application process, as well as the site plan and other materials, is available on the County Parks website: www.scparks.com.

The deadline for submitting a proposal is March 15, 2019.



Barbara Gorson

Library Champion, Capitola Treasure

Aug 18, 1950 ~ Jan 5, 2019

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Barbara and Billy Gorson

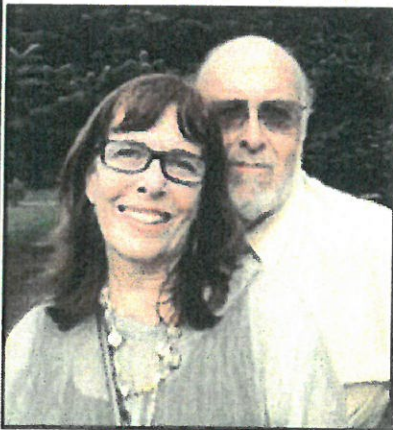
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"Gorson" page 15



Barbara and Billy Gorson

REGISTER-PAJARONIAN *Community Briefs*

Monterey Bay ecosystem the subject of talk January 25

APTOS — The Aptos History Museum, in conjunction with the Friends of Aptos Library's Our Community Reads program, will present "The Death and Life of Monterey Bay" on Saturday from 2:30-4 p.m. at the Rio Sands Hotel community room, 116 Aptos Beach Drive.

Presented by Dan Haifley of O'Neill Sea Odyssey and Save Our Shores, the talk will describe the story of the natural history of the Monterey Bay from the Spanish period to the Aquarium, and the people who helped destroy and then rebuild the ecosystem.

Admission is \$20 general, or \$10 for museum members and library card holders. Proceeds benefit the Aptos History Museum.

For reservations, call 688-1467.

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Workshops scheduled on rate increase protest January 25

APTOS — Water for Santa Cruz County will host free educational workshops at the Aptos Library on Tuesday and Feb. 12 at 7 p.m. regarding how to correctly file a rate increase protest, and to learn more about an alternate water supply for the district.

Soquel Creek Water District is proposing increases annually in both water rates and service fees for the next five years.

Ratepayers must file a written protest with address, parcel number and signature before the district's Feb. 19 public hearing, taking place at 6 p.m. at the Capitola City Council Chambers.

For information about the workshops, visit www.waterforsantacruz.com.

...

Artist sought for La Selva Beach library project

LA SELVA BEACH — The Santa Cruz County Department of Parks, Open Space and Cultural Services is seeking an artist to create a public art project for the La Selva Beach Public Library.

The proposed artwork should enhance the visitors' experience and should also help create a unique identity for the library, according to the county. In particular, artists should consider the setting, context and history of the area and the town of La Selva Beach, as well as literary themes, as sources to draw from for their proposals.

The budget for the public artwork, which includes all costs associated with, but not limited to, design, materials, travel, insurance, fabrication, installation and documentation of the artwork, is \$4,500.

The deadline to submit a proposal is March 15. For information, visit www.scsparks.com.

Reviews

No reviews were posted for our branches this month.

Social Media

News about access to the New York Times online generated a lot of interest online; possibly it due to the messenger!

Post Details



Santa Cruz Public Libraries

Published by Alexandra Glass [?] · February 19 at 4:18 PM · 🌐

We are pleased to announce that SCPL now offers free access to the NY Times. You will find the link on our website under "Articles, News & Encyclopedias" on the Research page.

You will need to create an account with the NY Times to get past the five article limit. Once an account is created, you can log in with that account on any of the computers within our branches for unlimited access.

To log in remotely, you will need to click on the link on our website to receive a code.... [See More](#)



🟢 **Get More Likes, Comments and Shares**
When you boost this post, you'll show it to more people.

1,436
People Reached

186
Engagements

Boost Post

👍❤️👤 Cathy Landis, Nancy Call and 48 others

3 Comments 11 Shares

👍 Like

💬 Comment

🔗 Share



Performance for Your Post

1,436 People Reached

91 Reactions Comments & Shares

60 👍 Like **44** 📄 On Post **16** 📄 On Shares

12 ❤️ Love **7** 📄 On Post **5** 📄 On Shares

2 😲 Wow **2** 📄 On Post **0** 📄 On Shares

6 💬 Comments **3** 📄 On Post **3** 📄 On Shares

11 📄 Shares **11** 📄 On Post **0** 📄 On Shares

95 Post Clicks

5 📄 Photo Views **0** 🔗 Link Clicks **90** 📄 Other Clicks

NEGATIVE FEEDBACK

2 🚫 Hide Post **1** 🚫 Hide All Posts

0 🚫 Report as Spam **0** 🚫 Unfile Page

Reported stats may be delayed from what appears on posts

Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Martin Bernal
Board Member Jenny Haruyama



STAFF REPORT

DATE: March 7, 2019
TO: Library Joint Powers Authority Board
FROM: Kira Henifin, Principal Management Analyst
RE: Annual Sole Source Vendor Purchasing Approvals

RECOMMENDATION

Approve sole source vendor list for purchases made which exceed \$100,000 annually.

DISCUSSION

The City of Santa Cruz, Finance Department, has a policy that purchases made over \$100,000 need to be approved by the governing body. The limit is set at \$100,000 for one-time purchases and/or cumulative purchases throughout the fiscal year.

The following is a list of vendors who are considered a sole source vendor for the products they provide to the library system.

Baker & Taylor

Baker and Taylor provides high quality MARC catalog records which are superior to any other vendor.

Midwest Tape

Midwest Tape provides content that is not available from other vendors due to exclusive rights with production studios and specific publishing houses. Midwest Tape also provides Hoopla. Hoopla provides digital content (audiobooks, ebooks, music, movies, television, and graphic novels) in a model that allow simultaneous use for patrons (no waiting lists).

Recorded Books

Recorded Books holds exclusive rights with several authors and publishers to record printed material into an audio format. Recorded Books is the largest independent publisher of unabridged audiobooks and provider of digital media to libraries. Recorded Books provides free MARC records, free processing, and free replacement discs for lost or damaged audio CDs.

Gov Connection

GovConnection provides the Library with customized local government technology solutions. With GovConnection, we purchase technology solutions under the NASPO-WASC contract, ensuring the lowest possible prices. Purchasing with GovConnection also streamlines purchasing and reporting, in addition to cost-savings via government contracts.

Califa Group

The Library is a member of the Califa Group. The Califa Group is a nonprofit library membership consortium of more than 220 libraries and is the largest library network in California. Califa brokers and facilitates the procurement of library products, and manages master contracts and pricing agreements with publishers and vendors. Their mission is to provide cost effective delivery of services, program, and products through a membership network of California libraries.

Overdrive

Overdrive has an extensive catalog of new and high interest digital audiobooks and ebooks. The majority of the ebooks are available in Kindle format which makes this vendor unique and valuable.

Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Martin Bernal
Board Member Jenny Haruyama



STAFF REPORT

DATE: March 7, 2019
TO: Library Joint Powers Authority Board
FROM: Kira Henifin, Principal Management Analyst
RE: Library Fines and Fees

RECOMMENDATION

Board to review the current fines and fees schedule for the library in preparation of the FY 2020 Budget.

DISCUSSION

As part of the LJPB agreement, under Powers and Duties, the Board is authorized to adopt, modify and collect fees and fines. The Board has routinely been asked to review and authorize specific items in the fines and fees schedule on an ad hoc basis. The Library would like to formalize a comprehensive adoption of the fees and fines schedule annually as part of the FY 2020 Budget process.

Description	Current	Proposed FY 2019-2020
Overdue Item Fine	.25¢per day	
Lost Fine	Varies Based on Item	
Collection Agency Fee	\$20.00	
Damaged Item Fine	Varies Based on Item	
Flashdrive Fee	\$5.00	
Headphone Fee	\$3.00	
Library Card Replacement Fee	\$2.00	
Meeting Room Fee	Varies	
Missing Parts Fine	Varies Based on Item	
Print/Photocopying Fee	.15¢per page	
Test Proctoring Fee	\$40.00	

TO: Library Joint Powers Authority Board
 FROM: Marcus Pimentel, City of Santa Cruz Finance Director 02/28/19
 RE: Library Financial Dashboard Report for the Quarter ended January 2019

Contained herein is the preliminary, UNAUDITED Library Financial Dashboard summary report for the month ended January 2019. At month's end, the NET operating results were \$175,247 with year-to-date net operating results of <\$137,553>. In general, preliminary revenues are ahead of the budget target by 1.1% and expenditures are over budget by 0.3%.

Net Operations (major accounts)

	Last Quarter Results			Fiscal Year to Date	Annual Adj. Budget FY 2018/19	Percent of Budget Comparison	
	November	December	January			YTD Actuals	Months completed
Revenue:							
(1) Sales Tax	\$ 578,703	\$ 767,735	\$ 743,616	\$ 5,149,940	\$ 8,113,910	63.5%	58.3%
MOE - Member Contributions	471,273	471,273	468,325	3,295,962	5,655,273	58.3%	58.3%
Other Revenue	15,018	9,400	34,708	140,999	680,207	20.7%	58.3%
TOTAL REVENUES	\$ 1,064,993	\$ 1,248,407	\$ 1,246,650	\$ 8,586,902	\$ 14,449,390	59.4%	58.3%
Expenditures:							
(2) Payroll	\$ 1,104,498	\$ 765,906	\$ 696,320	\$ 6,168,183	\$ 10,133,492	60.9%	57.3%
Books (w/Grants)	58,700	39,385	135,667	939,639	1,524,502	61.6%	58.3%
(3) Janitorial Services	48,769	4,144	25,505	148,467	266,276	55.8%	58.3%
Building and Facility	26,086	20,239	26,374	132,338	259,803	50.9%	58.3%
Rent (Equip, Building, Land)	20,663	20,680	20,663	143,318	243,943	58.8%	58.3%
Utilities	37,249	40,527	33,781	230,585	444,540	51.9%	58.3%
(4) Other expenditures	89,822	118,574	133,093	961,925	2,016,166	47.7%	58.3%
TOTAL EXPENDITURES	\$ 1,385,787	\$ 1,009,455	\$ 1,071,404	\$ 8,724,455	\$ 14,888,722	58.6%	58.3%
Net Gain / (Loss)	\$ (320,793)	\$ 238,952	\$ 175,247	\$ (137,553)	\$ (439,332)		

Key Balance Sheet Items	November		December		January		Trust Current Assets	
	November	December	November	December	January	Trust	Balance	Balance
(5) Equipment Reserve	450,368	450,235	452,418	452,418	452,418	Trust	97,156	97,156
(5) 20% Reserve	2,889,878	2,889,878	2,889,878	2,889,878	2,889,878	McCaskill- Hist	225,938	225,938
Fund Balance-Beginning Available	1,222,703	902,044	1,138,812	1,138,812	1,138,812	McCaskill- Vis	211,242	211,242
Net Change in Fund Balance	(320,793)	238,952	175,247	175,247	175,247	Finkeldey	9,167	9,167
(6) Fund Balance-Ending Available	901,910	1,140,996	1,314,059	1,314,059	1,314,059	Whalen	96,643	96,643
						Gruber		
								(99)

Notes:

- For sales tax, September, December, March, and June include the State's estimated revenue plus any balances for actuals vs. estimates for the prior 3-months (true-up). The subsequent months (October, January, April, and July) tend to be lower as they contain the lower state estimates. For January 2019, all agencies across the State received one-time, higher than normal Sales Tax receipts due to the delays in tax filings over the prior quarter. Delays were the result of complications from the creation of new tax reporting systems by the newly created California Department of Tax and Fee Administration.
- For the current fiscal year, the following months have more than two pay periods, which will create higher monthly payroll costs: November and May. The month's completed % is adjusted to reflect year-end accrual of the last pay period. For the month ended in July, a \$689,911 CalPERS paydown of the Library's portion of the unfunded pension liability was recorded.
- Janitorial services' billings have been delayed in the past. Actual costs should be near \$22k per month.
- For the month ended in January, the four largest expenditures within 'Other expenditures' included: [Financial services - outside at \$48k], [Software maintenance services at \$38k], [Library functional supplies at \$11k], and [Miscellaneous supplies and services at \$9k].
- The Library's reserves were changed on September 1, 2016 to: (1) reduce from 2 months to 15% the primary reserve and (2) formally establish a capital reserve with a target balance of \$400,000 (formally the informal reserve for fleet/equipment replacement). On November 2, 2017, the Library's reserves were increased from 15% to 20%.
- Ending Available Fund Balance is unaudited and before consideration of remaining contractual encumbrances (administrative support, legal, janitorial, equip & material purchases, etc.).

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2019; Period = 0,1..12; Fund = 951

	11/30/2018 Month-To-Date Actual	12/31/2018 Month-To-Date Actual	1/31/2019 Month-To-Date Actual	Acct	Title
Fund 951 – Library Joint Powers Authority					
Expenditures					
Object 51000 – PERSONNEL SERVICES					
	582,396.49	389,857.51	389,235.63	51110	Regular full time
	89,504.03	60,297.65	60,429.06	51111	Regular part time
	222.87	442.80	350.48	51114	Overtime
	693.52	1,672.03	415.23	51115	Termination pay
	202,028.94	148,812.81	154,334.07	51122	Temporary
	1,443.91	749.65	278.12	51130	Other pay
	-	15,497.25	25.70	51132	Special vacation pay
	389.00	282.00	175.00	51150	Vehicle-phone-data allowance
	39,010.71	26,017.30	26,686.46	51201	Retirement contribution
	4,333.08	3,187.58	3,490.14	51202	F.I.C.A.
	83,928.85	55,943.68	56,098.92	51203	PERS unfunded liability
	150,235.39	102,465.61	51,554.12	51210	Group health insurance
	11,385.89	7,519.72	3,748.86	51212	Group dental insurance
	1,873.52	1,249.27	625.49	51213	Vision insurance
	10,399.48	7,306.37	7,161.35	51214	Medicare insurance
	311.40	314.86	311.40	51215	Employee assistance program
	212.37	142.27	70.62	51220	Group life insurance
	4,059.82	2,723.13	2,700.26	51221	Disability insurance
	5,702.86	3,998.44	3,905.97	51230	Unemployment insurance
	29,194.94	19,839.38	19,949.82	51240	Workers' compensation
	(112,829.51)	(82,412.98)	(85,226.54)	51910	Intrafund labor - credit
Total PERSONNEL SERVICES	1,104,497.56	765,906.33	696,320.16		
Object 52000 – SERVICES					
	558.92	605.74	500.41	52131	Claims management services - outside
	46,673.42	46,641.89	47,527.28	52135	Financial services - outside
	98.97	102.71	111.30	52150	Merchant bank fees
	186.34	185.56	189.46	52155	Courier services
	-	-	3,556.76	52199	Other professional & technical services
	7,503.12	4,808.39	6,612.82	52201	Water, sewer and refuse
	48,769.09	4,144.43	25,505.30	52211	Janitorial services
	-	310.00	2,538.83	52226	Vehicle work order charges - internal
	1,326.46	1,035.75	-	52227	Vehicle fuel island charges - internal
	35.00	-	1,733.11	52240	Office equipment operation/maint
	-	13.11	-	52241	Vehicle maintenance costs - outside
	-	-	264.98	52244	Other equipment operation/maintenance
	26,086.10	20,239.05	26,374.14	52246	Building and facility o & m - outside
	-	1,516.00	1,516.00	52247	Landscaping maintenance services
	12,981.94	32,256.58	38,209.03	52248	Software maintenance services
	20,663.00	20,680.00	20,663.00	52261	Equipment, building and land rentals
	754.91	1,191.71	467.40	52302	Travel and meetings
	1,172.73	1,922.99	1,013.68	52304	Training
	3,927.86	22,760.76	6,590.97	52403	Telecommunications service - outside
	3,120.00	3,120.00	-	52932	Liability insurance/surety bonds-interna
	257.51	188.64	1,821.26	52960	Advertising
	321.00	370.00	1,200.00	52961	Dues and memberships
	92.86	-	732.63	52972	Printing and binding-outside
Total SERVICES	174,529.23	162,093.31	187,128.36		
Object 53000 – SUPPLIES					
	629.01	698.43	400.57	53101	Postage charges
	1,257.57	1,282.34	1,254.49	53102	Office supplies
	57,313.37	39,351.94	135,130.94	53106	Books and periodicals
	1,386.19	32.59	536.16	53107	Books and periodicals-grants & donations
	347.50	765.93	2,652.55	53108	Safety clothing and equipment
	11.73	-	-	53109	Copier supplies
	9,921.55	951.37	11,288.33	53112	Library functional supplies
	1,819.98	1,675.02	2,845.35	53113	Janitorial supplies
	24,334.25	12,670.01	14,283.97	53311	Electricity
	1,484.04	287.66	6,292.77	53312	Natural gas
Total SUPPLIES	98,505.19	57,715.29	174,685.13		
Object 54000 – OTHER MATERIALS AND SERVICES					
	7,466.38	10,585.53	9,281.64	54990	Miscellaneous supplies and services
Total OTHER MATERIALS AND SERVICES	7,466.38	10,585.53	9,281.64		
Object 56000 – OTHER CHARGES					
	35.00	30.00	128.11	56995	Refunded fees and fines
Total OTHER CHARGES	35.00	30.00	128.11		
Object 57000 – CAPITAL OUTLAY					
	753.23	717.66	111.29	57401	Office furniture/equipment
	-	12,406.85	3,748.87	57409	Computer equipment
Total CAPITAL OUTLAY	753.23	13,124.51	3,860.16		
Total Expenditures	1,385,786.59	1,009,454.97	1,071,403.56		
Revenues					
Object 41000 – TAXES					
	578,702.67	767,735.01	743,616.47	41211	Sales and use tax
Total TAXES	578,702.67	767,735.01	743,616.47		
Object 43000 – GRANTS					
	471,272.75	471,272.75	468,325.47	43311	Maintenance of effort contributions
Total GRANTS	471,272.75	471,272.75	468,325.47		

Object 44000 – CHARGES FOR SERVICES	-	-	2,320.00	44630	Room rentals-library JPA
Total CHARGES FOR SERVICES	-	-	2,320.00		
Object 45000 – FINES AND FORFEITS	-	(17.00)	-	45131	Library fines
Total FINES AND FORFEITS	-	(17.00)	-		
Object 46000 – MISCELLANEOUS REVENUES					
	3,871.39	1,788.58	2,826.18	46190	Interest earnings - other
	103.00	-	13,236.58	46303	Donations - library
	1,243.58	-	3,000.00	46309	Donations - library - Friends of the Lib
	9,799.94	7,627.93	13,325.62	46910	Miscellaneous operating revenue
Total MISCELLANEOUS REVENUES	15,017.91	9,416.51	32,388.38		
Total Revenues	1,064,993.33	1,248,407.27	1,246,650.32		
Total Library Joint Powers Authority	(320,793.26)	238,952.30	175,246.76		
Total	(320,793.26)	238,952.30	175,246.76		

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General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2019; Period = 0,1,..,12; Fund = 93*, 95*, 96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 931 -- McCaskill - Local History					
Object 11000 -- Cash and investments					
11101	Pooled cash	225,443.87	1,952.79	0.00	227,396.66
11901	Allow for FV of invest w/City-cur unrstr	(1,459.12)	0.00	0.00	(1,459.12)
Total Cash and investments		223,984.75	1,952.79	0.00	225,937.54
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	898.60	0.00	898.60	0.00
Total Receivables - current		898.60	0.00	898.60	0.00
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(233,216.50)	0.00	0.00	(233,216.50)
Total Net assets		(233,216.50)	0.00	0.00	(233,216.50)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	898.60	1,952.79	(1,054.19)
Total Control accounts		0.00	898.60	1,952.79	(1,054.19)
Total McCaskill - Local History		(8,333.15)	2,851.39	2,851.39	(8,333.15)
Fund 932 -- McCaskill - Visually Impaired					
Object 11000 -- Cash and investments					
11101	Pooled cash	210,779.82	1,825.76	0.00	212,605.58
11901	Allow for FV of invest w/City-cur unrstr	(1,363.09)	0.00	0.00	(1,363.09)
Total Cash and investments		209,416.73	1,825.76	0.00	211,242.49
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	852.60	0.00	852.60	0.00
Total Receivables - current		852.60	0.00	852.60	0.00
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(216,610.78)	0.00	0.00	(216,610.78)
Total Net assets		(216,610.78)	0.00	0.00	(216,610.78)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	852.60	1,825.76	(973.16)
Total Control accounts		0.00	852.60	1,825.76	(973.16)
Total McCaskill - Visually Impaired		(6,341.45)	2,678.36	2,678.36	(6,341.45)

General Ledger Balances

Criteria: Summarize By = Report,Fund, Object, Account; As Of = 1/31/2019; Period = 0, 1, 12; Fund = 93*, 95*, 96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 933 -- Estate Proceeds - Finkeldey					
Object 11000 -- Cash and investments					
11101	Pooled cash	9,145.97	79.22	0.00	9,225.19
11901	Allow for FV of invest w/City-cur unstr	(58.53)	0.00	0.00	(58.53)
Total Cash and investments		<u>9,087.44</u>	<u>79.22</u>	<u>0.00</u>	<u>9,166.66</u>
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	37.52	0.00	37.52	0.00
Total Receivables - current		<u>37.52</u>	<u>0.00</u>	<u>37.52</u>	<u>0.00</u>
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(9,205.29)	0.00	0.00	(9,205.29)
Total Net assets		<u>(9,205.29)</u>	<u>0.00</u>	<u>0.00</u>	<u>(9,205.29)</u>
Object 33000 -- Control accounts					
33110	Revenue control	0.00	37.52	79.22	(41.70)
Total Control accounts		<u>0.00</u>	<u>37.52</u>	<u>79.22</u>	<u>(41.70)</u>
Total Estate Proceeds - Finkeldey		<u>(80.33)</u>	<u>116.74</u>	<u>116.74</u>	<u>(80.33)</u>
Fund 934 -- Whalen Estate - Felton Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	96,418.30	835.17	0.00	97,253.47
11901	Allow for FV of invest w/City-cur unstr	(610.50)	0.00	0.00	(610.50)
Total Cash and investments		<u>95,807.80</u>	<u>835.17</u>	<u>0.00</u>	<u>96,642.97</u>
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	397.29	0.00	397.29	0.00
Total Receivables - current		<u>397.29</u>	<u>0.00</u>	<u>397.29</u>	<u>0.00</u>
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(95,331.66)	0.00	0.00	(95,331.66)
Total Net assets		<u>(95,331.66)</u>	<u>0.00</u>	<u>0.00</u>	<u>(95,331.66)</u>
Object 33000 -- Control accounts					
33110	Revenue control	0.00	397.29	835.17	(437.88)
Total Control accounts		<u>0.00</u>	<u>397.29</u>	<u>835.17</u>	<u>(437.88)</u>
Total Whalen Estate - Felton Branch		<u>873.43</u>	<u>1,232.46</u>	<u>1,232.46</u>	<u>873.43</u>

General Ledger Balances

Criteria: Summarize By = Report,Fund, Object, Account; As Of = 1/31/2019; Period = 0, 1, 12; Fund = 93*, 95*, 96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 935 -- Robert Leet-Corday Estate					
Object 11000 -- Cash and investments					
11101	Pooled cash	96,930.23	839.59	0.00	97,769.82
11901	Allow for FV of invest w/City-cur unrstr	(613.74)	0.00	0.00	(613.74)
Total Cash and investments		96,316.49	839.59	0.00	97,156.08
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	399.39	0.00	399.39	0.00
Total Receivables - current		399.39	0.00	399.39	0.00
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(95,837.81)	0.00	0.00	(95,837.81)
Total Net assets		(95,837.81)	0.00	0.00	(95,837.81)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	399.39	839.59	(440.20)
Total Control accounts		0.00	399.39	839.59	(440.20)
Total Robert Leet-Corday Estate		878.07	1,238.98	1,238.98	878.07
Fund 936 -- Morley Estate-La Selva Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	13,410.98	116.18	0.00	13,527.16
11901	Allow for FV of invest w/City-cur unrstr	(84.92)	0.00	0.00	(84.92)
Total Cash and investments		13,326.06	116.18	0.00	13,442.24
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	55.26	0.00	55.26	0.00
Total Receivables - current		55.26	0.00	55.26	0.00
Object 31000 -- Fund balance					
31999	Budgetary fund balance	0.00	13,260.00	0.00	13,260.00
Total Fund balance		0.00	13,260.00	0.00	13,260.00
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(13,259.87)	0.00	0.00	(13,259.87)
Total Net assets		(13,259.87)	0.00	0.00	(13,259.87)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	55.26	116.18	(60.92)

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2019; Period = 0,1..12; Fund = 93*, 95*, 96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 936 -- Morley Estate-La Selva Branch					
Object 33000 -- Control accounts					
33410	Appropriations control	0.00	0.00	13,260.00	(13,260.00)
Total Control accounts		0.00	55.26	13,376.18	(13,320.92)
Total Morley Estate-La Selva Branch		121.45	13,431.44	13,431.44	121.45
Fund 937 -- Hale Trust-Scotts Valley Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	46,500.69	402.78	0.00	46,903.47
11901	Allow for FV of invest w/City-cur unmrstr	(294.43)	0.00	0.00	(294.43)
Total Cash and investments		46,206.26	402.78	0.00	46,609.04
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	191.60	0.00	191.60	0.00
Total Receivables - current		191.60	0.00	191.60	0.00
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(45,976.61)	0.00	0.00	(45,976.61)
Total Net assets		(45,976.61)	0.00	0.00	(45,976.61)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	191.60	402.78	(211.18)
Total Control accounts		0.00	191.60	402.78	(211.18)
Total Hale Trust-Scotts Valley Branch		421.25	594.38	594.38	421.25
Fund 938 -- Anna Gruber Living Trust					
Object 11000 -- Cash and investments					
11101	Pooled cash	(51.42)	0.00	0.20	(51.62)
Total Cash and investments		(51.42)	0.00	0.20	(51.62)
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	(116.34)	68.58	0.00	(47.76)
Total Receivables - current		(116.34)	68.58	0.00	(47.76)
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(1,033.71)	0.00	0.00	(1,033.71)
Total Net assets		(1,033.71)	0.00	0.00	(1,033.71)

General Ledger Balances

Criteria: Summarize By = Report,Fund, Object, Account; As Of = 1/31/2019; Period = 0, 1, ., 12; Fund = 93*, 95*, 96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 938 -- Anna Gruber Living Trust					
Object 33000 -- Control accounts					
33110	Revenue control	0.00	0.20	68.58	(68.38)
Total Control accounts		0.00	0.20	68.58	(68.38)
Total Anna Gruber Living Trust		(1,201.47)	68.78	68.78	(1,201.47)
Fund 951 -- Library Joint Powers Authority					
Object 11000 -- Cash and investments					
11101	Pooled cash	3,579,902.54	9,138,797.52	8,747,677.58	3,971,022.48
11901	Allow for FV of invest w/City-cur unrstr	(26,572.25)	0.00	0.00	(26,572.25)
Total Cash and investments		3,553,330.29	9,138,797.52	8,747,677.58	3,944,450.23
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	16,464.02	0.00	16,464.02	0.00
12190	Other interest receivable	1,579.97	13,056.19	11,809.98	2,826.18
12201	Taxes receivable - current	654,698.74	5,149,940.36	5,061,022.63	743,616.47
12301	Accounts receivable - billed	9,705.86	0.00	9,705.86	0.00
12303	Accounts receivable - booked	465,439.42	3,298,909.25	3,296,023.20	468,325.47
Total Receivables - current		1,147,888.01	8,461,905.80	8,395,025.69	1,214,768.12
Object 14000 -- Other current assets					
14290	Prepaid expenses - other	689,911.42	0.00	689,911.40	0.02
Total Other current assets		689,911.42	0.00	689,911.40	0.02
Object 21000 -- Payables					
21101	Accounts payable	(272,420.42)	2,239,590.97	2,089,810.61	(122,640.06)
21105	Manual accounts payable	(8,397.15)	8,397.15	0.00	0.00
21504	Use tax payable	(653.28)	3,697.62	3,692.44	(648.10)
Total Payables		(281,470.85)	2,251,685.74	2,093,503.05	(123,288.16)
Object 31000 -- Fund balance					
31591	Committed - cash flow/unexpected expend	(1,982,478.15)	0.00	0.00	(1,982,478.15)
31701	Fund Balance - Unassigned	(2,849,128.85)	0.00	0.00	(2,849,128.85)
31998	Budgetary reserve for encumbrances	0.00	924,783.93	1,377,732.52	(452,948.59)
31999	Budgetary fund balance	0.00	837,909.36	691,664.87	146,244.49
Total Fund balance		(4,831,607.00)	1,762,693.29	2,069,397.39	(5,138,311.10)

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2019; Period = 0,1,..12; Fund = 93*, 95*, 96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 951 -- Library Joint Powers Authority					
Object 33000 -- Control accounts					
33110	Revenue control	0.00	8,394,699.50	16,981,602.88	(8,586,903.38)
33210	Expenditure/expense control	0.00	9,300,041.53	639,409.49	8,660,632.04
33310	Estimated revenue control	0.00	673,869.85	308,536.34	365,333.51
33410	Appropriations control	0.00	17,795.02	529,373.02	(511,578.00)
33510	Encumbrances control	0.00	1,377,732.52	924,783.93	452,948.59
	Total Control accounts	0.00	19,764,138.42	19,383,705.66	380,432.76
Object 39000 -- Other equity/net asset accounts					
39110	General journal clearing	0.00	17,555,575.78	17,555,575.78	0.00
	Total Other equity/net asset accounts	0.00	17,555,575.78	17,555,575.78	0.00
	Total Library Joint Powers Authority	278,051.87	58,934,796.55	58,934,796.55	278,051.87
Fund 956 -- Library JPA - Technology					
Object 11000 -- Cash and investments					
11101	Pooled cash	5,104.63	44.21	0.00	5,148.84
11901	Allow for FV of invest w/City-cur unrstr	(32.32)	0.00	0.00	(32.32)
	Total Cash and investments	5,072.31	44.21	0.00	5,116.52
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	21.03	0.00	21.03	0.00
	Total Receivables - current	21.03	0.00	21.03	0.00
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(5,050.22)	0.00	0.00	(5,050.22)
	Total Fund balance	(5,050.22)	0.00	0.00	(5,050.22)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	21.03	44.21	(23.18)
	Total Control accounts	0.00	21.03	44.21	(23.18)
	Total Library JPA - Technology	43.12	65.24	65.24	43.12
Fund 958 -- Library JPA - General Capital Assets					
Object 17000 -- Capital assets					
17210	Infrastructure	579,683.02	0.00	0.00	579,683.02
17211	Accumulated depreciation - infrastrucur	(334,655.91)	0.00	0.00	(334,655.91)
17320	Lease improvements - buildings	2,018,031.67	0.00	0.00	2,018,031.67

General Ledger Balances

Criteria: Summarize By = Report, Fund, Object, Account; As Of = 1/31/2019; Period = 0, 1, 12; Fund = 93*, 95*, 96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 958 -- Library JPA - General Capital Assets					
Object 17000 -- Capital assets					
17321	Accumulated deprec - lease imp-buildings	(1,770,096.15)	0.00	0.00	(1,770,096.15)
17510	Machinery and equipment	2,335,746.77	0.00	0.00	2,335,746.77
17511	Accumulated depreciation - M&E	(1,744,704.04)	0.00	0.00	(1,744,704.04)
17710	Software	3,983.14	0.00	0.00	3,983.14
17711	Accumulated amortization-software	(3,983.14)	0.00	0.00	(3,983.14)
17910	Construction in progress	71,353.85	0.00	0.00	71,353.85
	Total Capital assets	1,155,359.21	0.00	0.00	1,155,359.21
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	9,081.75	0.00	0.00	9,081.75
	Total Fund balance	9,081.75	0.00	0.00	9,081.75
Object 32000 -- Net assets					
32103	Invest in cap assets pr to 4/1/02-Librar	(1,291,588.96)	0.00	0.00	(1,291,588.96)
32106	Investment in capital assets - Library	124,120.75	0.00	0.00	124,120.75
	Total Net assets	(1,167,468.21)	0.00	0.00	(1,167,468.21)
	Total Library JPA - General Capital Assets	(3,027.25)	0.00	0.00	(3,027.25)
Fund 960 -- Felton Branch Reserve					
Object 11000 -- Cash and investments					
11101	Pooled cash	1,213.76	10.51	0.00	1,224.27
11901	Allow for FV of invest w/City-cur unstr	(7.69)	0.00	0.00	(7.69)
	Total Cash and investments	1,206.07	10.51	0.00	1,216.58
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	5.00	0.00	5.00	0.00
	Total Receivables - current	5.00	0.00	5.00	0.00
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(864.94)	0.00	0.00	(864.94)
	Total Fund balance	(864.94)	0.00	0.00	(864.94)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	5.00	10.51	(5.51)
	Total Control accounts	0.00	5.00	10.51	(5.51)
	Total Felton Branch Reserve	346.13	15.51	15.51	346.13

General Ledger Balances

Criteria: Summarize By = Report,Fund, Object, Account; As Of = 1/31/2019; Period = 0,1,12; Fund = 93*, 95*, 96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 961 -- Library JPA - Vehicle Replacement					
Object 11000 -- Cash and investments					
11101	Pooled cash	445,048.24	3,854.98	0.00	448,903.22
11901	Allow for FV of invest w/City-cur unrstr	(2,817.96)	0.00	0.00	(2,817.96)
Total Cash and investments		442,230.28	3,854.98	0.00	446,085.26
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	1,833.78	0.00	1,833.78	0.00
Total Receivables - current		1,833.78	0.00	1,833.78	0.00
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(440,336.92)	0.00	0.00	(440,336.92)
Total Fund balance		(440,336.92)	0.00	0.00	(440,336.92)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	1,833.78	3,854.98	(2,021.20)
Total Control accounts		0.00	1,833.78	3,854.98	(2,021.20)
Total Library JPA - Vehicle Replacement		3,727.14	5,688.76	5,688.76	3,727.14
Fund 962 -- Library JPA Trusts					
Object 11000 -- Cash and investments					
11101	Pooled cash	17,507.01	151.65	0.00	17,658.66
11901	Allow for FV of invest w/City-cur unrstr	(86.70)	0.00	0.00	(86.70)
Total Cash and investments		17,420.31	151.65	0.00	17,571.96
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	72.15	0.00	72.15	0.00
Total Receivables - current		72.15	0.00	72.15	0.00
Object 33000 -- Control accounts					
33110	Revenue control	0.00	72.15	151.65	(79.50)
Total Control accounts		0.00	72.15	151.65	(79.50)
Total Library JPA Trusts		17,492.46	223.80	223.80	17,492.46
Total		282,971.27	58,963,002.39	58,963,002.39	282,971.27

Chair Carlos Palacios
Vice Chair Martin Bernal
Board Member Jamie Goldstein
Board Member Jenny Haruyama



STAFF REPORT

DATE: March 7, 2019
TO: Library Joint Powers Authority Board
FROM: Kira Henifin, Principal Management Analyst
RE: Policy Review Process

RECOMMENDATION

No action required.

DISCUSSION

The Library will be implementing a review process for library policies brought to the Board for adoption.

Policies will be reviewed by the following teams:

- Library Advisory Commission (LAC)
- Library Systems Team
- Library Management Team (METIS)
- Attorney

After the review process, policies will be brought to the Board for discussion and approval.

The "Patron Data Privacy Policy" and the "Library Security Cameras Policy" will be delayed until this process is complete.

Chair Carlos Palacios
 Vice Chair Jamie Goldstein
 Board Member Martin Bernal
 Board Member Jenny Haruyama



STAFF REPORT

DATE: March 7, 2019
 TO: Library Joint Powers Authority Board
 FROM: Susan Nemitz, Library Director
 RE: Roles and Responsibilities: Scope of Library Services

RECOMMENDATION

Review and comment

DISCUSSION

The Joint Powers Authority Board (JPAB) charged library staff and a committee of jurisdictional representatives to develop a uniform lease of facilities between the JPAB and the local jurisdictions. This committee began to outline roles and responsibilities and many issues have arisen.

SCPL Draft Lease Terms

Facility Development	JPA	Jurisdictions	Notes
Facility design		X	
Facility size		X	
Building systems and technology		X	
Interior design		X	
Landscaping design		X	
Art		X	
Naming Conventions	X	X	
Advance Approval of Design	X		In writing, via Library Director

Ongoing maintenance				
Capital Maintenance (+100k)		X		
Regular Maintenance		X		
Interior Refresh		X		
Landscaping Maintenance*		X		*Except LSB, LOA, playground at CAP, Discovery Park at FEL
Operations				
Hours		X		
Staffing		X		
Programs and Services		X		
Budget		X		
Liabilities		X		
After hour use		X		
Ownership/Stewardship				
Building/building systems			X	
Grounds			X	
Collections		X		
Furniture and fixtures		X		
Technology		X		
Art		X		
Signage*		X		Consistent with local municipal code
Interior design		X		
Structural gifts (e.g. patio, lighting)			X	
Nonstructural gifts (art, collections)		X		

Scope of Library Services

The 4th Amendment to the JPA, Section 5 requires **unanimous approval of all four Directors to make: “changes in Board adopted service levels** as set forth in Section 9. Section 9 states, “All policies relating to the provision of library services, including hours, organization, staffing levels and type, and other services, shall be determined by the Governing Board with a goal of maintaining a ten (10) branch system, in addition to the bookmobile, virtual services and other service delivery methods as deemed appropriate, that strives to provide equitable service based upon agreed upon metrics.”

At the February meeting, The Joint Powers Authority Board directed staff to outline the currently agreed upon services levels.

Santa Cruz Public Libraries Agree Upon Service Levels

The Santa Cruz Public Libraries consist of ten physical branches, an administrative office and one bookmobile.

Branch	Square Feet
Aptos	8,000 (could expand)
Boulder Creek	4,600
Branciforte	7,544
Capitola	4,320 will be 11,700
Downtown	44,580
Felton	1,250 will be 8,900
Garfield	2,343
La Selva	2,200
Live Oak	13,500 plus the annex
Scotts Valley	13,150 (could expand)

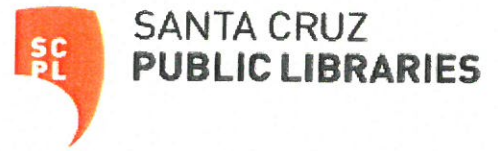
Budget, staffing levels and public service hours will be negotiated annually as part of the budget process.

Library grounds and parking will be defined in lease agreements between the JPAB and the local jurisdiction.

The scope of the annex will be outlined in a Memorandum of Understanding between County Parks and Recreation and the Santa Cruz Public Libraries. The MOU will limit the ongoing operating costs of the SCPL.

The administrative office space will be the financial responsibility of all jurisdictions.

Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Martin Bernal
Board Member Jenny Haruyama



STAFF REPORT

DATE: March 7, 2019
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: Roles and Responsibilities: Gifts

RECOMMENDATION

Review and comment

DISCUSSION

The Joint Powers Authority Board (JPAB) charged library staff and a committee of jurisdictional representatives to develop a uniform lease of facilities between the JPAB and the local jurisdictions. This committee began to outline roles and responsibilities and many issues have arisen.

Staff was instructed to meet with all of the Friends' Chapters to discuss the ownerships and control of gifts to the Santa Cruz Public Libraries as outlined in the draft lease terms. At the same time, the Friends of the Library has been outlining the roles and responsibilities of the Friends group (the 501c3) and the chapters in relationship to the Library. Kate Canlis, President of the Friends, agreed to attend upcoming chapter meetings with the Library Director to clarify several issues.

Kate and Susan have met with the Felton, La Selva Beach and Scotts Valley Chapters. Other meetings are scheduled as follows:

Aptos: Thursday, April 4th 5 pm at the Aptos Branch Library.

Capitola: Saturday, May 18 at 10 am at the Capitola City Hall Community Room, 420 Capitola Avenue.

The meetings cover:

- Roles and responsibilities of the Friends of the Libraries and Chapters
- Gift ownership and stewardship
- Expansion of community-led programming

The Library is hoping to participate in the development of the following as a result of these conversations:

- Memos of Understanding between the Friends (501c3) and the Friends Chapters
- A new annual budget allocation process for gifts to the system and branches
- The successful completion of community-led program pilots
- Rewritten SCPL policies and procedures that encompass and encourage community led programming

Because there have been different approaches to gifts by different chapters, there has been some push back by friends members. They are worried about bureaucratic processes, the financial stability of the current 501c3, and the chapter's ability to have a real impact locally.