

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:

**THE LIBRARY JOINT POWERS AUTHORITY (LJPA) BOARD
SPECIAL MEETING
ON TUESDAY, JULY 6 AT 9:00 AM**

This meeting will be held via Zoom teleconference ONLY

Board Members 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:

Please click the link below to join the webinar:

<https://zoom.us/j/99547368089>

Or One tap mobile :

US: +16699006833,,99547368089# or +13462487799,,99547368089#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 995 4736 8089

International numbers available: <https://zoom.us/j/99547368089>

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

- 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 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:

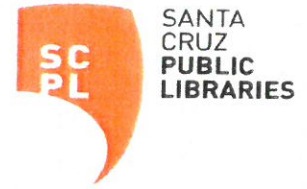
If you are accessing the meeting using the Zoom app and computer audio:

- 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.

Chair Martin Bernal
Vice Chair Tina Friend
Board Member Carlos Palacios
Board Member Jamie Goldstein



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

Special Meeting

TUESDAY JULY 6, 2021

9:00 A.M.

1. CALL TO ORDER / ROLL CALL

Board Members Martin Bernal, Tina Friend, Carlos Palacios and Jamie Goldstein

2. ADDITIONAL MATERIALS

Additional information submitted after distribution of the agenda packet.

3. ADDITIONS AND DELETIONS TO AGENDA

4. GENERAL BUSINESS

A. Recruitment Plan and Contract Approval

RECOMMENDED ACTION: Approve Library Director Recruitment Services Agreement in the amount of \$19,000. (p.3-20)

B. Appointment of Interim Library Director

RECOMMENDED ACTION: Appoint Eric Howard, Assistant Library Director, to serve as Interim Library Director (p.21)

5. SCHEDULED UPCOMING MEETINGS

August 5, 2021 9:00 am	Virtual Meeting	Anticipated Upcoming Agenda Items: Draft Meeting Room Policy Debt Write Off 4th Quarter Reports
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6. ADJOURNMENT

Adjourned to the next regular meeting of the LJPA to be held on Thursday August 5, 2021 at 9:00 am [immediately following the LFFA meeting] 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 (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 Martin Bernal
Vice Chair Tina Friend
Board Member Carlos Palacios
Board Member Jamie Goldstein



STAFF REPORT

DATE: July 6, 2021
TO: Library Joint Powers Authority Board
FROM: Susan M. Nemitz, Library Director
RE: Recruitment Plan and Contract for Library Director Recruitment Services

RECOMMENDATION

Approve Library Director Recruitment Services Agreement in the amount of \$19,000.

DISCUSSION

Current Library Director Susan Nemitz is retiring from the Santa Cruz Public Libraries effective August 2, 2021. A recruitment plan needs to be created and the Board wishes to hire consultant June Garcia to help lead the recruitment process. Ms. Garcia is a professional recruiter specializing in library directors. Ms. Garcia has completed successful library director searches for the Joint Powers Board in the past.

Attachment: Proposal for Executive Recruitment Services

**PROPOSAL
FOR
EXECUTIVE RECRUITMENT SERVICES**

PREPARED FOR THE

SANTA CRUZ PUBLIC LIBRARIES

**JUNE GARCIA LLC
1195 SOUTH HARRISON
DENVER, COLORADO 80210**

303 522-2225 (MOBILE)

JUNE@JUNEGARCIA.COM

JUNE 16, 2021

June 16, 2021

Lisa Murphy, Human Resources Director
Human Resources Department
City of Santa Cruz
809 Center Street
Santa Cruz CA 95060

Dear Ms. Murphy:

I am pleased to submit a response to your request for proposals regarding recruitment services for the position of Library Director of the Santa Cruz Public Libraries. The accompanying proposal details my qualifications for these services and outlines an initial plan to meet your needs. I am excited about the possibility of working creatively and collaboratively with the Library Joint Powers Authority Board, City and library staff, and other stakeholders to obtain the most suitable candidates for your next director.

I bring to your search over fifty years of varied experience as a public librarian. I have served as director of a large urban multi-branch library in a diverse community, CEO of a library automation company, and a library consultant. I have been actively involved in professional associations including serving as President of the Public Library Association. This broad and deep experience has given me a thorough understanding of the executive talent needs of public libraries and the process required for a successful leadership transition.

Because I have an active broad-based consulting practice, I keep current with the trends, issues, and opportunities of public library service. I also interact with public library executives in their work environments, which is greatly different than reading about them in trade magazines, local newspaper stories, or on the Internet.

I look forward to talking with you to learn more about your needs and then tailoring my services and costs to meet those needs. I am prepared to begin work immediately to fully meet your requirements.

Sincerely,

June Garcia

June Garcia

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I. BACKGROUND AND QUALIFICATIONS

I specialize in providing consulting services that help you achieve your organization's full potential. I work with you to identify and develop the right personnel, vision, mission, priorities, strategies, organization, competencies, resources, and facilities for serving your customers. In doing this, my service goal is relevant excellence in response to your specific needs.

I know public libraries, the public library profession, and the public library community. Equally important, I have their trust.

My services to libraries and library-related organizations include:

- Executive searches
- Strategic planning
- Operations and management studies
- Governance structure studies
- Facilities master plans
- Facility planning
- Management services

QUALIFICATIONS

I have over 50 years experience as a public librarian, including serving as director of the San Antonio Public Library for six years. Previously, I served the Phoenix Public Library in several capacities, including library extension services administrator. I also served as CEO of the CARL Corporation, and as vice president and chief ambassador of TLC/CARL, both major library automation companies providing integrated systems to large public libraries and consortia.

For the past 19 years, I have been a full-time consultant serving public libraries and the library profession. Prior to establishing June Garcia LLC in 2008, I was a managing partner of Dubberly Garcia Associates, Inc., a library consulting firm.

For over 25 years, I was an active participant in the Public Library Association's (PLA) efforts to develop tools that will enable public librarians and trustees to effectively plan, measure, and evaluate public library service. I served as a member of the committee that produced *Planning and Role Setting for Public Libraries* (1987) and *Output Measures for Public Libraries* (1987) and *Planning for Results: The Public Library Transformation Process* (1998). I chaired the committees that oversaw the creation of *Managing for Results: Effective Resource Allocation for Public Libraries* (2000) and *Staffing for Results: A Guide to Working Smarter* (2002). Along with Sandra Nelson, I co-authored of *Creating Policies for Results: From Chaos to Clarity* (2003) and *Public Library Service Responses 2007* (2007). I served as associate editor for the Results series of publications by PLA. I am also a leading national trainer in using the Strategic Planning for Results process and co-author of online courses in using this planning process.

A brief résumé is included as Appendix A. Additional information about me can be found at www.JuneGarcia.com

SEARCH ENGAGEMENTS

I have served as the lead consultant or co-consultant for searches for executives to serve the public libraries, systems, or organizations listed below in alphabetical order:

- Alameda County Library, Fremont, California
County librarian search assistance provided to The Hawkins Company in 2005.
- Arlington Heights Memorial Library, Arlington Heights, Illinois
Library director search completed in 2004.
- Baltimore County Public Library, Baltimore, Maryland
Director search completed in 1997 and 2014.
- Berkeley Public Library, Berkeley, California
Director search completed in 2006.
- Blount County Public Library, Maryville, Tennessee
Director search completed in 2013.
- Boise Public Library, Boise, Idaho
Director search completed in 2020.
- Boulder Public Library, Boulder, Colorado
Director search assistance provided in 2007.
- Buffalo & Erie County Public Library
Director search completed in 2011.
- Calcasieu Parish Public Library, Lake Charles, Louisiana
Director search assistance provided in 2008.
- Carlsbad City Library, Carlsbad, California
Director search completed in 2005.
- Carnegie Library of Pittsburgh, Pittsburgh, Pennsylvania
Deputy Director search assistance provided in 2007 and 2012.
Assistant Director for Programs and Partnerships search assistance in 2012.
Director of Digital Strategy and Technology Integration search assistance in 2013.
- Chattahoochee Valley Libraries, Columbus, Georgia
Library Director search completed in 2013.
- Chattanooga-Hamilton County Public Library
Library Director search completed in 2011.
- Community Library Network, Post Falls, Idaho
Library Director Search completed in 2021
- Cromaine District Library, Hartland, Michigan
Director search completed in 2008.
- Cuyahoga County Public Library, Parma, Ohio
Executive Director search completed in 2019.
- Davenport Public Library, Davenport, Iowa
Director search completed in 2003.
- Denver Public Library, Denver, Colorado
Director search completed in 2006.
- District of Columbia Public Library, Washington, D. C.
Director search completed in 2006.
Director search, as Library Strategies International LLC, completed in 2013.

- Douglas County Library, Castle Rock, Colorado
Associate Director of Public Service search assistance provided in 2008.
- Fort Vancouver Regional Library District, Vancouver, Washington
Executive director search completed in 2012 and 2015.
- Huntsville-Madison County Public Library, Huntsville, Alabama
Director search completed in 2008.
- Indianapolis-Marion County Public Library, Indianapolis, Indiana
Chief executive officer search completed in 2004.
- Jefferson County Public Library, Lakewood, Colorado
Director search completed in 2008 and 2011.
- Kitsap Regional Library, Port Angeles, Washington
Director search assistance completed in 2006.
- King County Library System, Issaquah, Washington
Director search completed in 2014, with The Hawkins Company.
- Las Vegas-Clark County Library District, Las Vegas, Nevada
Director search completed in 1998.
- Louisville Free Public Library, Louisville, Kentucky
Director search, as Library Strategies International LLC. completed in 2014.
- Los Angeles Public Library, Los Angeles, California
Director search completed in 2009, with The Hawkins Company.
- Meridian Library District, Meridian, Idaho
Director search completed in 2013.
- Mesa County Public Library District, Grand Junction, Colorado
Director search completed in 2007.
- Metropolitan Cooperative Library System, Pasadena, California
Library director search assistance provided to The Hawkins Company in 2006.
- Metropolitan Library System, Oklahoma City, Oklahoma
Director search, as Library Strategies International LLC. completed in 2018.
- Monroe County Library, Bloomington, Indiana
Director search completed in 2004.
- New Orleans Public Library, New Orleans, Louisiana
Director search completed in 2007.
- Newark Public Library, Newark, New Jersey
Director search, as Library Strategies International LLC. completed in 2020.
- North Olympic Library System, Port Angeles, Washington
Director search assistance completed in 2007.
- Ocean State Libraries, Warwick, Rhode Island
Director search assistance completed in 2016 and 2019.
- Omaha Public Library, Omaha, Nebraska
Director search completed in 2003.
Director search, as Library Strategies International LLC. completed in 2015.
- Princeton Public Library, Princeton, New Jersey
Director search, as Library Strategies International, LLC. completed in 2015.
- Public Library of Cincinnati and Hamilton County, Cincinnati, Ohio
Director search completed in 2018.

- Queens Borough Public Library, Jamaica, New York
Director search completed in 2005.
- Sacramento Public Library, Sacramento, California
Director search completed in 2009, with The Hawkins Company.
- Salinas Public Library, Salinas, California
Director search assistance provided to The Hawkins Company in 2007.
- Salt Lake City Public Library, Salt Lake City, Utah
Director search assistance completed in 2007.
- San Francisco Public Library, California
City Librarian search assistance provided to The Hawkins Company in 2005.
- San Jose Public Library, San Jose, California
Assistant director search assistance completed in 2010.
Director search completed in 2013.
- Santa Cruz Public Libraries, Santa Cruz, California
Director search completed in 2009 and 2016.
- Seattle Public Library, Seattle, Washington
City librarian search completed in 2009 and 2011, with The Hawkins Company.
- Sno-Isle Libraries, Marysville, Washington
Director search, as Library Strategies International LLC. completed in 2018.
- Somerset County Library System, Princess Anne, Maryland
Director search completed in 2008 and 2013.
- Spokane County Library District, Spokane, Washington
Director search completed in 2012.
- Talbot County Free Library, Easton, Maryland
Director search completed in 2016.
- Tillamook County Library, Tillamook, Oregon
Director search completed in 2020.
- Timberland Regional Library, Olympia, Washington
Director search completed in 2012.
- Toledo-Lucas County Public Library, Toledo, Ohio
Administrator of Branch Services search assistance provided in 2012.
- Tulsa City-County Library System. Tulsa, Oklahoma
Director search completed in 1997.
- Washington Centerville Public Library, Centerville, Ohio
Director search completed in 2009.
- Yakima Valley Regional Library, Yakima, Washington
Library director search completed in 2002.
- Yolo County Library, Woodland, California
Director search assistance provided in 2007.

CLIENTS

A client list can be found on my web site at www.JuneGarcia.com. It includes libraries, systems, associations, and companies for whom I have provided consulting services, including but not limited to, executive searches.

GUARANTEE

I do offer a guarantee as follows:

If, after the final interviews are conducted, the Library is unable to retain the services of one of the finalists, the Library may elect to continue the search by retaining the Consultant to repeat, one time, upon request, the tasks listed in Section II Proposed Search Process below. Said tasks shall be performed for no additional consulting fee, but the Library shall assume all expenses (advertising, travel etc.) for a reactivated search.

If the new Library Director voluntarily leaves the position or is terminated for cause within the first year after appointment, Consultant shall, on a one-time basis, reactivate the search, upon request of Board. The Library shall assume all expenses for a reactivated search, but Consultant shall expect no additional fee.

It is specifically understood that this provision shall not require Consultant to reactivate the search in the instances following:

- The death of the new Library Director;
- The departure of the new Library Director resulting from his/her inability to perform the duties of his/her position due to his/her physical disability;
- The failure of the new Library Director to return from leave under the Family and Medical Leave Act, provided that the new Library Director is physically unable to return to work following his/her leave under the Family and Medical Leave Act; or
- The departure of the new Library Director resulting directly from illegal harassment or discrimination by the Library directed against the new Library Director in violation of state or federal law.

II. PROPOSED SEARCH PROCESS

The process I recommend to hiring authorities has five major phases designed to fulfill their executive recruitment needs. The five typical phases, each with several steps, are:

1. Determine the knowledge, skills, and abilities needed to be a successful director
2. Recruit candidates
3. Screen candidates
4. Manage the interview process
5. Facilitate the selection and appointment process

Throughout the process, I provide needed reports and maintain close contact with your designated liaison. I prepare written documents listed in the phases described in the following sections and coordinate report distribution as requested. I am available to you on-site and by telephone and e-mail as appropriate. With the possible exception of the graphic design of the recruitment brochure, I am the consultant who will perform the tasks described below.

Each search process needs to be responsive to local governance, the organizational culture of the system, and the degree of involvement expected by community stakeholders. Although the listed phases are common to most recruitment processes, the actual tasks and participants in each task vary from library to library. I will work with you to design a recruitment process that is responsive to your needs.

The five phases and the tasks they frequently include are as follows:

DETERMINE KNOWLEDGE, SKILLS, AND ABILITIES NEEDED TO BE A SUCCESSFUL DIRECTOR

In this phase, I will:

- Review information about the Santa Cruz Public Libraries such as the library's governance structure, current services, and its goals, objectives, and plans.
- Review information about Santa Cruz and the surrounding communities as places to live and work.
- Gain an understanding of the role of the Library Joint Powers Authority Board, the search committee (if one is appointed), City staff, library staff, and community stakeholders in the recruitment and selection process.
- Facilitate (in person) a meeting with the Library Joint Powers Authority Board and a meeting of the search committee to identify the knowledge, skills, and abilities wanted in a new library director and an application process likely to identify and attract such a person.
- Solicit the opinions of library staff, Library Advisory Commission, Friends of the Santa Cruz Public Libraries, elected and appointed officials, and community residents, as appropriate, to aide in the identification of the characteristics needed and wanted in a library director.
- Review the job description and propose revisions as appropriate.

RECRUIT CANDIDATES

In this very active phase, I convey to potential candidates that the Santa Cruz area is a great place to live and that your position is an ideal job for a talented and

energetic public library administrator.

In this phase, I will:

- Encourage qualified candidates to seriously consider submitting an application.
- Develop attractive advertisements for web sites, listservs, etc. to alert potential candidates to the current recruitment.
- Develop a brochure for electronic distribution to an extensive list of key professionals, librarian caucuses, and individuals who should be encouraged to apply for the position. Or, if you prefer, coordinate with the Library's marketing staff, to create such a brochure.
- Coordinate the placement of advertisements and the distribution of other recruitment materials in electronic formats and print, if requested, to make the library community aware that applications are welcome.
- Develop and implement a process to acknowledge the receipt of applications and to help ensure confidentiality.
- Uphold your commitment and mine to equal opportunity and ensure that affirmative action is reflected in recruitment activities and materials.

SCREEN CANDIDATES

During this phase, the applications will be reviewed, and the appropriate authorities will determine which candidates they wish to interview.

In this phase, I will:

- Provide online access for the search committee, and others as appropriate, to all applications that have been received as well as a candidate summary indicating their education and current place of employment.
- Facilitate (by phone) a meeting of the Library Joint Powers Authority Board and/or the Search Committee, during which the applications are reviewed and ranked, and a determination is made as to which applicants will be invited to participate in the interview process.
- Notify applicants who were not selected for further consideration.
- Conduct an Internet search and a search of library literature to gather information about the applicants under consideration as semi-finalists or finalists.

MANAGE THE INTERVIEW PROCESS

The interview process, as with all other phases, must be tailored to your individual needs. This phase should be designed to provide the search committee, the Board, and others as appropriate, with several different opportunities to observe and interact with the finalists and, when appropriate, to obtain input from other stakeholders.

In this phase, I will:

- Propose an interview process and a time line, and revise it based on your comments and suggestions.
- Develop and coordinate a semi-final interview process to identify the finalists.
- Participate by Zoom or similar technology in the semi-final interviews.

- Notify applicants who were not selected as finalists.
- Notify applicants being invited to final interviews.
- Coordinate with staff, the preparation of a packet of library and community information that will be distributed to the finalists prior to their interviews.
- Contact finalists and review the interview process with them.
- Check references of applicants being considered as finalists.
- Develop documents to be used during final interviews, such as interview questions, scoring sheets, and online surveys to be used by staff and community residents who participate in the process.
- Complete professional, educational, financial, and criminal background checks of the finalist(s) if requested.
- Design the process for evaluating the finalists and develop a schedule for final interviews including events such as:
 - interview with the Library Joint Powers Authority Board
 - tours of representative library facilities
 - open forums to allow library staff, community residents, and invited guests to hear presentations by and interact with each finalist
 - other events or meetings requested by the Library Joint Powers Authority Board.
- Coordinate the interview process, participating in events and observing the interviews and other process activities described previously.

FACILITATE THE SELECTION AND APPOINTMENT PROCESS

The successful conclusion of the search process requires attention to a variety of internal and external tasks.

In this phase, I will:

- Facilitate a discussion of the Library Joint Powers Authority Board to identify the best candidate from among the finalists.
- Provide assistance, as requested, in negotiation of employment terms with the finalist selected to be the new director.
- Notify other finalists of the appointment of a new director.
- Assist, if requested, with the development of a press release and other announcements related to the appointment of a new director.
- Assist, if requested, with the development of a transition plan that provides an orientation for the new director.

In summary, I will work with you throughout the search to ensure a high-quality process that is responsive to the unique needs of your situation.

III. TIME FRAME

A search process usually requires fifteen to twenty weeks but can be completed in less time if required. The following table shows a time line for a typical executive search.

Typical Time Line for Executive Search	
Number of Weeks	Task
One week	Contract execution and notice to proceed
Two weeks	Determine knowledge, skills, and abilities needed to be a successful director (Onsite visit – 2 days)
Five to seven weeks	Prepare brochure, circulate advertisements, and pro-actively recruit candidates
Two weeks	Screen applications
One week	Interview semi-finalists (By Zoom or similar technology)
Three to five weeks.	Select finalists, and schedule and conduct interview process (Onsite visit – 3 days)
One to two weeks	Hiring authority's appointment of new director

During contract negotiations, a schedule will be tailored to responsibly address your needs.

IV. REFERENCES

Following is reference information for three recent public library executive searches. Contact information is provided for the board member in charge of each search process as well as the candidate selected for the position. Additional references are available on request.

BOISE PUBLIC LIBRARY (BOISE, IDAHO)

Margo Healy, Library Board Chair
Mobile: 208 859-6747

Jessica Dorr, Library Director
Work: 208 972-8198

COMMUNITY LIBRARY NETWORK (POST FALLS, IDAHO)

Katie Blank, Library Board Chair
Mobile: 208 660-7882

Amy Rodda, Library Director
Work: 208 773-1506 ext. 315

Tillamook County Library (Tillamook, Oregon)

Betsy Chase, Library Board Co-chair
Mobile: 503 840-0087

Geri Godber, Library Director
Work: 503 842-4792

V. COST

The total cost of your services will depend on your specific search needs. I can assist you in developing a budget tailored for your search. Typically, the consulting fee for a search process is \$21,000 - \$25,000, plus associated travel expenses.

I am prepared to complete the tasks outlined in this document for \$19,000 (same fee as the 2016 search) plus associated expenses for travel, advertising etc. as authorized.

The following payment schedule is proposed:

- Completion of Task 1, Determine the knowledge, skills, and abilities needed to be a successful director: \$5,000
- Completion of Task 2, Recruit candidates: \$2,000
- Completion of Task 3, Screen candidates: \$2,000
- Completion of part 1 of Task 4 ,Manage the interview process (Semi-final interviews): \$3,000
- Completion of part 2 of Task 4, Manage the interview process (Final interviews): \$6,000
- Completion of Task 5, Facilitate the selection and appointment process: \$1,000

Authorized expenses will be invoiced at cost with receipts to verify the expenses.

Additional Consulting Services, if any, as authorized in writing by the City or the Library Joint Powers Authority Board, to be invoiced at the rate of two hundred dollars (\$200) per hour, plus any additional authorized expenses.

I look forward to talking with you to learn more about your needs, tailoring my services and costs to meet those needs, and to conducting a successful recruitment process for the next director of the Santa Cruz Public Libraries.

VI. CONCLUSION

I offer a unique mix of knowledge, skills, and experience for your recruitment process. I know the public library field and its leaders. I am respected as a professional librarian and as a consultant, and my colleagues trust me.

Because I understand public libraries from every perspective, I know the places to search and the questions to ask. Such insights are simply not possible for those outside the profession.

My active broad-based consulting practice keeps me current with the trends, issues, and opportunities of public library service. I also interact with public library executives in their work environments, which is greatly different than reading about them in trade magazines, local newspapers, or the Internet.

My depth and breadth of knowledge about public libraries and public librarians, my continuing active involvement in the cutting edge of the profession, the trust I have among this small professional community, and my successful, responsive executive recruitment track record will give you the advantage in obtaining the most suitable candidates for your selection of the director you want for the Santa Cruz Public Libraries.

APPENDIX A RÉSUMÉ

June Garcia has over 50 years experience as a public librarian. Her experience includes six years as director of the San Antonio Public Library, where she completed planning for a 238,000 square-foot central library. During her tenure in San Antonio, all eighteen branch libraries were renovated, expanded, or replaced. Previously, she served the Phoenix Public Library in several capacities; she served twelve years as the administrator of the branch library system, and five years as a branch manager. She also worked at the Plainfield Public Library and the New Brunswick Public Library, both in New Jersey. Ms. Garcia has been the CEO of the CARL Corporation, and the vice president and chief ambassador of TLC/CARL, both major library automation companies providing integrated systems to large public libraries and consortia. Before establishing her own firm, June Garcia LLC, in 2008, Ms. Garcia was managing partner, along with Ronald Dubberly, of Dubberly Garcia Associates, Inc., a library consulting firm.

Ms. Garcia has been an active participant for over twenty-five years in the Public Library Association's efforts to develop tools that will enable public librarians and trustees to effectively plan, measure, and evaluate public library service. She served as a member of the committees that produced *Planning and Role Setting for Public Libraries* (1987), *Output Measures for Public Libraries* (1987), and *Planning for Results: The Public Library Transformation Process* (1998). She chaired the committees that oversaw the creation of *Managing for Results: Effective Resource Allocation for Public Libraries* (2000) and *Staffing for Results: A Guide to Working Smarter* (2002). She is co-author, along with Sandra Nelson, of *Creating Policies for Results: From Chaos to Clarity* (2003) and *Public Library Service Responses 2007* (2007).

Ms. Garcia has been a frequent speaker at library conferences and workshops on a wide variety of topics relating to executive recruitment, strategic planning, policy development, productivity, work flow analysis, measurement and evaluation, facilities planning, and fund-raising.

SELECTED EXECUTIVE RECRUITMENT EXPERIENCE

- Baltimore County Public Library, Baltimore, Maryland
- Boise Public Library, Boise, Idaho
- Chattanooga Public Library, Chattanooga, Tennessee
- Community Library Network, Post Falls, Idaho
- Cuyahoga County Public Library, Parma, Ohio
- Fort Vancouver Regional Library District, Vancouver, Washington
- Jefferson County Public Library, Lakewood, Colorado
- King County Library System, Issaquah, Washington
- Omaha Public Library, Omaha, Nebraska
- Public Library of Cincinnati and Hamilton County, Cincinnati, Ohio
- San Jose Public Library, San Jose, California
- Santa Cruz Public Library, Santa Cruz, California
- Skokie Public Library, Skokie, Illinois
- Sno-Isle Libraries, Marysville, Washington (LSI)
- Timberland Regional Library, Olympia, Washington
- Tillamook County Library, Tillamook, Oregon

SELECTED CONSULTING EXPERIENCE

STRATEGIC OR LONG-RANGE SERVICE PLANNING

- Bucks County Free Library. Doylestown, Pennsylvania.
- Las Vegas-Clark County Public Library. Las Vegas, Nevada
- Los Angeles Public Library. Los Angeles, California

LEADERSHIP DEVELOPMENT

- African Library & Information Associations & Institutions. Accra, Ghana.
- International Network of Emerging Library Innovators. Bill & Melinda Gates Foundation. Seattle, Washington.

FACILITY PLANNING AND FACILITY MASTER PLANS (WITH BOSTWICK DESIGN PARTNERSHIP)

- Allen County Public Library. Fort Wayne, Indiana (Underway)
- Cleveland Public Library. Cleveland, Ohio.
- Free Library of Philadelphia. Philadelphia, Pennsylvania.
- Public Library of Youngstown and Mahoning County. Youngstown, Ohio

FACILITY PLANNING (WITH BARKER RINKER SEACAT ARCHITECTURE)

- High Plains Library District. Greeley, Colorado
- Mansfield Community Center (Underway - Library and Recreation Center)

LIBRARY ADMINISTRATION AND RELATED EXPERIENCE

Director, San Antonio Public Library, San Antonio, Texas, 1993-1999
Library Extension Services Administrator, Phoenix Public Library, Phoenix, Arizona.
1980-1993.
Branch manager, Phoenix Public Library, Phoenix, Arizona, 1975-1980.

EDUCATION

M.L.S. Rutgers University, New Brunswick, New Jersey, 1970
B.A. Douglass College, New Brunswick, New Jersey, 1969

SELECTED HONORS AND AWARDS

Melvil Dewey Award. American Library Association. 2019
Society of Excellence. Associate Alumnae of Douglass College. 2018
President's Award, Arizona State Library Association. 1990
Librarian of the Year, Arizona State Library Association. 1986

SELECTED PROFESSIONAL ACTIVITIES

American Library Association
Council, 1986-1990, 1993-1997 and 1997-2001
International Relations Committee, 2017-2022
Public Library Association
President, 1991-1992
Freedom to Read Foundation
Board member, 1993-1997
International Network of Public Librarians, Bertelsmann Foundation, 1998-2002

Chair Martin Bernal
Vice Chair Tina Friend
Board Member Carlos Palacios
Board Member Jamie Goldstein



STAFF REPORT

DATE: July 6, 2021
TO: Library Joint Powers Authority Board
FROM: Susan M. Nemitz, Library Director
RE: Appointment of Interim Library Director

RECOMMENDATION

Appoint Eric Howard, Assistant Library Director, to serve as Interim Library Director

DISCUSSION

Current Library Director Susan Nemitz is retiring from the Santa Cruz Public Libraries effective August 2, 2021. Eric Howard, the current Assistant Library Director, is the appropriate choice to fill the role of Interim Library Director until the recruitment process has been completed and a permanent Library Director will be hired.