

LIBRARY JOINT POWERS AUTHORITY (LJPA)

On Thursday June 6, 2024 at 9:00 AM

All LJPA Board Meetings are held in-person and open to the public. Members of the public may also view and participate in the meetings via the alternative methods provided below as a courtesy. Please note that if the Zoom or YouTube connection malfunctions for any reason, and no Board Members are attending via teleconference, the meeting will continue in-person without remote access.

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.

The meetings will be recorded and posted for viewing after the meetings on the Santa Cruz Public Libraries website.

Public Participation:

Member of the public may provide public comments to the Board in-person during the meeting for any item on the agenda or within the subject matter jurisdiction of the Board. Any public comment for a specific item on the agenda must be received prior to the close of the public comment period for that item.

Any person who is not able to attend in-person may submit a written comment as indicated below. Submitted written public comments will be included as part of the record of the meeting, either in Written Correspondence or in the Minutes, depending on when received by staff. Please be aware that the Board will not accept comments via Zoom nor read aloud written comments during the meeting.

How to comment on agenda items via email before the meeting begins:

Members of the public may provide public comment by sending an 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.

All correspondences and written comments received prior to 12:00 p.m. on the Wednesday preceding a Board Meeting will be distributed to Board members to review prior to the meeting with the published Agenda packet. Written comments submitted after the Agenda and packet have been published will be distributed as Additional Materials at the commencement of the meeting.

Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



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

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

THURSDAY JUNE 6, 2024

9:00 A.M.

**In-Person Location:
Branciforte Branch Library
230 Gault Street, Santa Cruz, CA 95062**

PLEASE NOTE:

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.

Agenda and Agenda Packet Materials: The LJPA agendas and the complete agenda packet containing public records, which are not exempt from disclosure pursuant to the California Public Records Act, are available for review on the website: www.santacruzpl.org and at Library Headquarters, located at 117 Union Street, Santa Cruz, California, during normal business hours.

Agenda Materials Submitted after Publication of the Agenda Packet: Pursuant to Government Code §54957.5, public records related to an open session agenda item submitted after distribution of the agenda packet are available at the time they are distributed or made available to the legislative body on the website at: www.santacruzpl.org and are also available for public inspection at Library Headquarters, 117 Union Street Santa Cruz, California, during normal business hours, and at the LJPA meeting.

Need more information? Contact clerk's office at 831-427-7700 ext. 7618.

1. CALL TO ORDER / ROLL CALL

Board Members Carlos Palacios, Matt Huffaker, Jamie Goldstein, and Mali LaGoe

2. ADDITIONAL MATERIALS

Additional information submitted after distribution of the agenda packet.

3. ADDITIONS AND DELETIONS TO AGENDA

4. PUBLIC COMMENT

Any member of the community may address the Board during this Public Comment period on any matter included on today’s agenda or on any topic not on today’s agenda but within the subject matter jurisdiction of the Board. Please note, however, that for non-agendized items, the Board is not able to undertake extended discussion or take any action today without notice. Such items may be referred to staff for appropriate action, such as individual follow-up or placement on a future agenda. If you intend to address a subject or item that is on the Agenda, please hold your comments until that item 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 Public Comment; A MAXIMUM of 30 MINUTES is set aside for Public Comment at this time.

5. REPORT BY LIBRARY DIRECTOR

A. Library Director’s Report – June 2024 (p.6-32)

6. REPORT BY FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES (SCPL)

A. Friends of SCPL – Report (oral)

7. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

A. Commissioners’ Report (oral)

8. 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. Consider the March 2, 2024 Board Meeting Minutes
Staff Recommendation: Approve the March 2, 2024 Board Meeting Minutes
(p.33-36)

- B. Financial Report – 3rd Qtr. FY 24/25
Staff Recommendation: Accept and File Financial Report for 3rd Qtr. FY 2023-2024. (p.37-58)
- C. MOU between the City of Santa Cruz and the Library to install a generator at Library Headquarters.
Staff Recommendation: Motion to endorse the MOU between the City of Santa Cruz and the Library (p.59)
- D. Summer Reading Planning for 2024
Staff Recommendation: Review and File the plan for Summer Reading 2024 (p.60-63)
- E. FY 24 Budget Adjustment for Downtown Opening Day Collection
Staff Recommendation: Approve FY 24 Budget Adjustment to set aside funds in the amount of \$142,426 for the future Downtown Library Branch. (p.64-65)

9. GENERAL BUSINESS

- A. Presentation by Steve Toler from Baker Tilly: The Library's 10 Year Financial Forecast (p.66-94)
- B. FY 25 Library Final Operating Budget
Staff Recommendation: Approve the Final FY 25 Library Operating Budget. (p.95-133)
- C. Adoption of a Resolution Approving the Library Director Employment Agreement and Authorize the Board Chairperson to Execute the Employment Agreement
Staff Recommendation: Adopt the Resolution and authorize the Board Chairperson to execute the Employment Agreement for the Director of Libraries. (p.134-151)
- D. Live Oak Annex MOU
Staff Recommendation: Motion to endorse the Live Oak Annex MOU with the County of Santa Cruz Department of Parks, Open Space, and Cultural Services (County Parks). (p.152-159)

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.

10. COMMENTS BY BOARD MEMBERS

11. SCHEDULED UPCOMING MEETINGS

August 1, 2024	Live Oak Annex	Anticipated Upcoming Agenda Items:
9:00 am	979 17th Ave., Santa Cruz, CA 95062	<ul style="list-style-type: none"> • 4th Qtr. Reports

12. ADJOURNMENT

Adjourned to the next regular meeting of the LJPA to be held on Thursday, August 1, 2024 at 9:00 am [immediately following the LFFA meeting] at the Live Oak Annex, 979 17th Ave., Santa Cruz, CA 95062.

13. WRITTEN CORRESPONDENCE

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June 6, 2024



Interim Director's Report to the Library Joint Powers Board

Summer Reading is in full swing at the Library. "Read, Renew, Repeat," is this year's theme. As our brochure notes, it's a "conservation message inviting participants to reduce consumption and reuse materials, and to read as a restorative measure for self-care and renewal." All of our activities at the Library are free and there is something for everyone and for all ages. Included in this packet is the Summer Reading brochure, but you can also discover more about our programs and services by visiting our homepage: www.santacruzpl.org.

As a way to honor the community and all of those who made our newest Library building possible, Summer Reading kicked off with a special celebration at the Aptos Branch Library on Saturday, June 1st. Please come join us for another great celebration at the Felton and Discovery Park on Saturday, June 8th. Whether you love science, art, magic, animals, author talks, civic engagement or amazing books, we have something for you this summer along with fantastic prizes.

The Library team will see a renewal as well this summer. A new Director begins, plus, we are completing our recruitment of three new librarians and look forward to onboarding them this summer. Those positions will fill critical roles at the Boulder Creek, Scotts Valley and Capitola branches.

This month's Library Joint Powers Board meeting also looks ahead with the final review of the budget. Following up on the discussion from May, regarding the high demand for Library books in our community, we have allocated the equivalent of 10% of our revenue for collections. It had been 8%. Patrons will soon feel the positive impact from this increase.

We have a lot to celebrate this summer and beyond.

Lastly, I want to congratulate our team working to support the County's children in Juvenile Hall. They too have a lot to celebrate. The library's Jail Reach team, in partnership with the County Office of Ed's Alternative Education and SC County Probation departments began to add library books to the newly created library at Juvenile Hall. SCPL's Jail Reach team has been bringing library books to the youth at Juvenile Hall since 2016 and this new library will provide increased access to books and library programs. Funding for the Juvenile Hall library books and materials comes from the FSCPL Boundless Minds project. This new library would not be possible without their support. Jail Reach Librarians, Jesse Silva and Susan Nilsson have also been given an hour of class time with the students at Juvenile Hall every other week - time that will be spent on literacy and library related curriculum.

The first installment of 216 books were shelved by the youth at Juvenile Hall, after a discussion with them about collection development and shelving best practices. They were very excited to get the books in Dewey order. Those young people we work with will be integral in helping to build the collection so that it is relevant and of interest to them and their peers.

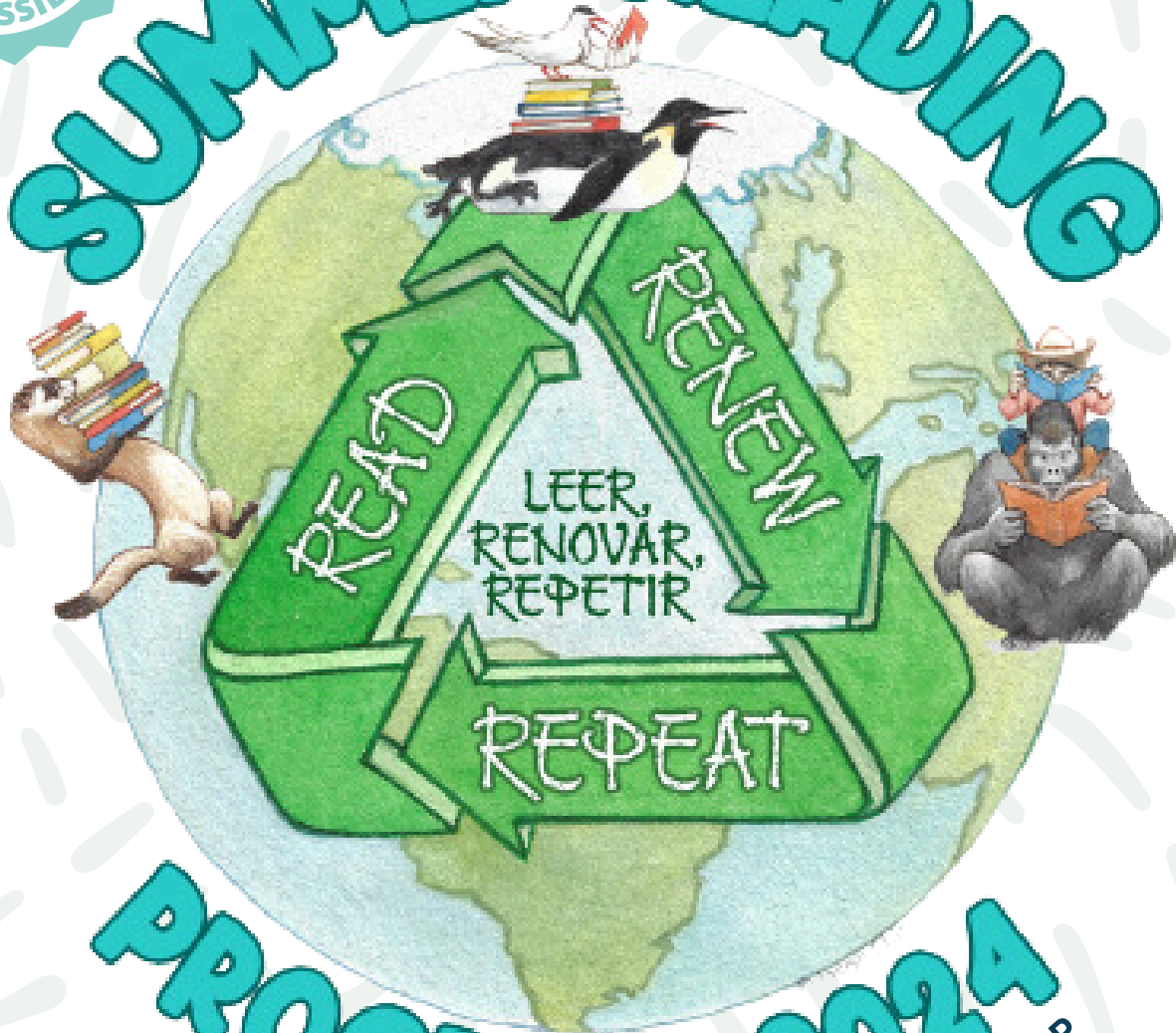




Program & Event Calendar



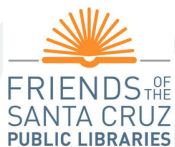
SUMMER READING



PROGRAM 2024

SantaCruzPL.org/SRP

Thank you to our sponsors!



SANTA CRUZ PUBLIC LIBRARIES

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Branch Locations:

Aptos - 7695 Soquel Ave, Aptos

Boulder Creek - 13390 West Park Ave, Boulder Creek

Branciforte - 230 Gault St, Santa Cruz

Capitola - 2005 Wharf Road, Capitola

Downtown - 224 Church Street, Santa Cruz

Felton - 6121 Gushee St, Felton

Garfield Park - 705 Woodrow Ave, Santa Cruz

La Selva Beach - 316 Estrella Ave, La Selva Beach

Live Oak - 2380 Portola Dr, Santa Cruz

Scotts Valley - 251 Kings Village Road, Scotts Valley

Read! Renew! Repeat! at the Santa Cruz Public Library this summer!



Reading transports us to magical worlds and sparks our imagination and creativity. The theme of this year’s Summer Reading Program is: Read, Renew, Repeat, a conservation message inviting participants to reduce consumption and reuse materials, and to read as a restorative measure for self-care and renewal.

This summer we encourage you to read for fun, to learn a new skill, to make a new friend... Library programs and events are FREE and focused on maintaining and improving reading skills, exploring inside and out, and building up our community.

What is the Summer Reading Program?

The annual library summer reading program is all about supporting summer learning through reading, programs, and events. Track how much you read this summer to win prizes and raffle tickets.

How do I sign up?

Scan the QR code, visit us online at SantaCruzPL.org, or stop by your local library branch. Track your reading online or use our reading log.



Who can sign up?

Everyone! There are categories for all ages: 0-11, 12-18, and 19+. Get the whole family involved reading and earning prizes!

Important Dates:

June 1st - Sign up & start logging reading!

July 31st - Last day to log reading.

August 10th - Last day to pick up prizes.

*Raffle prize winners will be notified in mid-August

Read, Renew, Repeat Celebrations

Summer Reading 2024 Kick Off at the Aptos Branch Library

Join us to celebrate the newly opened Aptos Branch Library and the 2024 Summer Reading Program. Tour the beautiful, state-of-the-art Aptos Branch Library and sign up to participate in the Summer Reading Program. There will be performances for everyone to enjoy!

6/1 (Sat) 10:00am Aptos

Branch Out! A Celebration of the Felton Library and Discovery Park

A celebration of the Felton Library and Discovery Park in the park, the parking lot, and the library. Enjoy free family-friendly activities and exhibits by a dozen community organizations- come make a wildflower seed packet, do a fish print, participate in a storytime with Librarian Jackie, and much more!

6/8 (Sat) 11:00am Felton

Programs are subject to change. Visit our website for updates and additional details: [SantaCruzPL.org](https://library.org/santacruzpl.org)



Special Events

Virtual Author Talks **R**

Author talks with award-winning authors through free, monthly live-streamed author talks from the comfort of your home. This partnership is made possible through the generous financial support of the Friends of the Capitola Branch Library. Register at:

<https://library.org/santacruzpl>

For the Love of Mars: A Human History of the Red Planet with Smithsonian Curator Matt Shindell

6/3 (Mon) 11:00am Online

Psychological Thrillers and the Queen of Twists—An Author Talk with Freida McFadden

6/13 (Thu) 5:00pm Online

Unpacking a History of Systemic Racism in the American Education System with Tiffany Jewell

6/20 (Thu) 11:00am Online

A Visit to Deckawoo Drive with Mercy Watson and Kate DiCamillo

7/9 (Tue) 11:00am Online

Surviving the Summer with The Last Kids on Earth and Max Brallier

7/16 (Tue) 11:00am Online

Learning the Power of Poetry with Bestselling Author Elizabeth Acevedo

7/23 (Tue) 11:00am Online

Graphic Novels are Life! Telling Your Own Story in a Graphic Novel with Dan Santat

7/31 (Wed) 11:00am Online

Talewise Science Heroes: Adventure of the Lost Treasure

Join Talewise for Science Heroes: Adventure of the Lost Treasure, an interactive and exciting STEM show that combines the magic of stories with the wonders of science!

6/5 (Wed) 11:00am Garfield Park

Slim Chance Circus Show

Hilarious and inspiring family entertainment, Slim Chance Circus is the perfect blend of thrills and skills to delight audiences of all ages.

6/6 (Thu) 1:00pm La Selva Beach

Tom Noddy's Bubble Magic

Come join America's Bubble Guy, Tom Noddy, for an incredible display of bubble magic, filled with humor, joy, and wonder!

6/11 (Tue) 1:00pm Capitola

7/24 (Wed) 11:00am La Selva Beach

Cascada de Flores Presents: El Abuelo (The Tree & The Donkey Who Loved to Sing)

Join Cascada de Flores for a bilingual and participatory story exploding with the song, ancient musical instruments, poly-rhythms and sweet characters of Mexican music and dance. Families are invited to sing, dance and play with beautiful traditional songs and dances.

6/20 (Th) 1:30pm Boulder Creek

6/20 (Th) 4:30pm Live Oak

Fratello Marionettes' Carnival of the Animals

Join us for a musical retelling of three classic fairytales woven together and set to a fanciful score by Saint-Saens: "The Three Little Pigs," "The Tortoise and the Hare," and "The Ugly Duckling."

6/22 (Sat) 11:00am Aptos

NorCalBats

NorCalBats is dedicated to the rescue, rehabilitation and release of bats throughout Northern California. Come to the library to meet the bats, learn about these animals and their role in insect control, and learn how you can help save these important mammals with education and rescue!

6/22 (Sat) 11:00am Downtown

6/22 (Sat) 1:00pm Scotts Valley



Special Events

Watsonville Taiko

The Japanese word "Taiko" means "big drum," and performance dates as far back as the 5th century. Today, you can enjoy this traditional Japanese art form here at the library with Watsonville Taiko! Sponsored by the Friends of the Felton Library.

6/22 (Sat) 2:30pm Felton

Happy Birds

Happy Birds have been performing since 1989 and have been featured on The Tonight Show and have even made the Guinness Book of World Records! Prepare to be amazed by the incredible tricks these parrots can do and learn all about these clever birds!

6/25 (Tue) 11:00am Felton
 6/25 (Tue) 1:00pm Branciforte
 6/25 (Tue) 3:00pm La Selva Beach

The Magic Of Germar

Come and be entertained by the Magic Comedy of Germar! Germar combines magic and humor in this bilingual (Spanish & English) program that will delight your family!

7/10 (Wed) 1:00pm Garfield Park
 7/10 (Wed) 3:00pm Beach Flats Park
 133 Leibrandt St, SC

Traveling Lantern Theatre Company: The Quest for the Kakapo!

Crikey! Join the Caterpillar Hunter on an exciting adventure as he travels around the world to rescue a rare endangered parrot known as the Kakapo. His quest teaches him (and the audience) about the efforts to preserve habitats and protect the endangered species that live in them.

7/12 (Fri) 11:00am Branciforte
 7/12 (Fri) 2:00pm Scotts Valley

Jungle James

Meet Jungle James and a variety of creatures, including amphibians, insects, and reptiles! Jungle James Animal Adventures sheds new light on some of the world's most commonly misunderstood creatures, evokes children's natural sense of curiosity, and teaches respect for all living things.

7/10 (Wed) 11:00am Downtown
 7/10 (Wed) 1:30pm Scotts Valley
 7/10 (Wed) 4:00pm Aptos

Zany Zoe Magic

Join us for a magic show presented in Spanish and English with Zany Zoe! Enjoy clean comedy and lots of audience interaction in a high energy magic show that will have you on the edge of your seat and off your feet!



7/23 (Tue) 1:30pm Live Oak
 7/23 (Tue) 4:00pm Felton

Jack Spareribs, Pirate 4 Hire

Join Pirate Jack Spareribs for swashbuckling magic, mayhem, and comedy... and ventriloquism with Maynard, his talking Monkey! This show will have a little something for everyone and is sure to delight the whole family!

7/30 (Tue) 12:30pm Boulder Creek
 7/30 (Tue) 3:00pm Capitola

Event Key:

-  Bilingual Program
- R** Registration required
-  Sponsored by Friends of the Santa Cruz Public Libraries

Programs are subject to change. Visit our website for updates and additional details: SantaCruzPL.org

S.T.E.A.M.

Weekly Make & Explore

Tue	3:00pm	Scotts Valley
Wed	3:00pm	Boulder Creek
Wed	2:30pm	Garfield Park
Thu	3:00pm	Felton
Thu	3:00pm	Branciforte
Fri	3:00pm	Live Oak

Afterschool STEAM: Minecraft

Wed	3:00pm	Aptos
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Lego Engineering Challenge

Wed	4:00pm	Downtown
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Crafts

Summer Reading Crafts at Scotts Valley

Tue	3:00pm	Scotts Valley
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Read, Renew, Repeat Craft

A series of 6 make and take crafts for you to express your creativity and meet others in your community. These crafts are all centered around the Summer Reading theme of Read, Renew, Repeat.

Book Bag Decorating

6/11 (Tue)	1:00pm	Downtown
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Rock Painting

6/18 (Tue)	1:00pm	Downtown
7/23 (Tue)	1:00pm	Downtown

Paint and Pot

6/25 (Tue)	1:00pm	Downtown
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Robo Recycling

7/9 (Tue)	1:00pm	Downtown
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Paper Bead Bracelet Making

7/30 (Tue)	1:00pm	Downtown
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Literacy

Storytime, Preschool Time and Toddler Time

Story Time is a weekly early literacy program for families with children ages 0-5 years old. Preschool time is for ages 2-6 and Toddler time is a weekly event for ages 0-3 and their caregivers.

Tue	10:30am	Downtown (Storytime)
Tue	11:00am	Aptos (Storytime)
Tue	11:00am	Scotts Valley (Toddler)
Tue	11:00am	Live Oak (Toddler)
Wed	10:30am	Garfield Park (Preschool)
Wed	11:00am	Capitola (Storytime)
Wed	11:00am	La Selva Beach (Preschool)
Wed	11:00am	Boulder Creek (Toddler/Pre)
Thu	10:30am	Downtown (Storytime)
Thu	11:00am	Felton (Preschool)
Thu	11:00am	Live Oak (Preschool)
Thu	4:30pm	Live Oak (Spanish/Family)
Fri	11:00am	Scotts Valley (Preschool)
Sat	10:30am	Branciforte (Bilingual Family)

Tales to Tails R

2nd & 4th Tue	4:30pm	Downtown
Wed	12:00pm	Branciforte
4th Wed	3:00pm	Scotts Valley
1st Wed	3:30pm	La Selva Beach
Wed	3:30pm	Aptos



R.E.A.D. : Reach Every Amazing Detail R

R.E.A.D. is one-on-one reading comprehension instruction for readers 1st through 12th grade. Instructors are California credentialed teachers. Sessions are 25 minutes long. By appointment only. For more information or to register, contact SCPL Telephone Information: 831-427-7713 or elibrary@santacruzpl.org.

3:00pm to 6:00pm

Tuesdays @ Garfield Park, Live Oak, and Scotts Valley
 Wednesdays @ Branciforte, Capitola, and La Selva Beach

Thursdays @ Aptos, Downtown, and Felton

Games & Play

Aptos Youth Chess Club

Tue 3:30pm Aptos

Discovery Zone Playgroup

Fri 10:00am Boulder Creek

Lego Friday Fun

Fri 3:00pm Felton

Chess Club with Gjon

Sat 2:00pm Downtown

Game Zone

6/26 (Wed) 1:00pm Scotts Valley
 7/3 (Wed) 1:00pm Scotts Valley
 7/24 (Wed) 1:00pm Scotts Valley

Youth Chess Tournament **R**

7/6 (Sat) 12:00pm Aptos



Jr. Rangers at the Garfield Park Library

6/20 (Thu) 3:30pm Garfield Park
 7/18 (Thu) 3:30pm Garfield Park

Event Key:

- Es En Bilingual Program
- R** Registration required
- Sponsored by Friends of the Santa Cruz Public Libraries

Kids

Advisory Council of Teens

6/9 (Sun) 2:00pm Downtown
 6/15 (Sat) 2:00pm Felton
 7/7 (Sun) 11:00am Aptos
 7/20 (Sat) 2:00pm Felton
 7/21 (Sun) 2:00pm Downtown

SAGA for Teens

6/12 (Wed) 3:00pm Felton
 7/10 (Wed) 3:00pm Felton



Writing & Poetry

Graphic Novel Workshop for Teens

with Phil Yeh

6/1 (Sat) 11:00am Felton
 6/1 (Sat) 3:30pm Downtown

Music

DJ Skills Workshop with DJ Yuka Yu **R**

6/15 (Sat) 2:00pm Felton

Art & Crafts

Make Your Own Recycled Banner Bag

6/29 (Sat) 1:00pm Aptos

Creative Art Workshops for Teens **R**

Bi-monthly program where teens can learn new skills to express their creativity!

Basic Bookmaking

6/6 (Thu) 4:00pm Scotts Valley
 6/20 (Thu) 4:00pm Scotts Valley

Slow Stitching

7/11 (Thu) 4:00pm Scotts Valley
 7/25 (Thu) 4:00pm Scotts Valley

Programs are subject to change. Visit our website for updates and additional details: SantaCruzPL.org

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Crafts

Knitting at the Library

Mon 12:30pm Felton
 Fri 11:00am Live Oak

Local Author Taylor Lahey Talk & Mosaic Craft



6/15 (Sat) 1:00pm Aptos



Films

SciFi Flicks

6/3 (Mon) 6:00pm Aptos
 7/1 (Mon) 6:00pm Aptos

Family Movie Matinee with California Film and Cultural Center

7/17 (Wed) 3:00pm Felton



Parenting

New Parents' Support Group

Tue 12:30pm Felton

Great Expectations Parenting Group for Parents/Caregivers of Neurodivergent Children

6/15 (Sat) 1:30pm Scotts Valley
 7/20 (Sat) 1:30pm Scotts Valley

Positive Parenting Series with Triple P and First5

6/24 (Mon) 3:30pm Aptos
 6/28 (Fri) 3:00pm Felton
 7/26 (Fri) 3:00pm Felton
 7/29 (Mon) 3:30pm Aptos

Play

Are You Game?

6/1 (Sat) 12:00pm Capitola
 6/15 (Sat) 12:00pm Capitola
 7/6 (Sat) 12:00pm Capitola

Bridge Club

Mon 10:30am Aptos
 Fri 10:30am La Selva Beach

Ping-Pong Club

R

6/5 (Wed) 3:00pm Felton
 7/3 (Wed) 3:00pm Felton

Dungeons and Dragons for Adults

6/8 (Sat) 12:00pm Capitola
 6/22 (Sat) 12:00pm Capitola
 7/13 (Sat) 12:00pm Capitola
 7/27 (Sat) 12:00pm Capitola

Mah Jongg Club - Hong Kong Style

Thur 2:00pm Aptos

Picture Bingo with Shared Adventures

6/18 (Tue) 3:30pm Downtown
 7/16 (Tue) 3:30pm Downtown

Queer Gaming

6/23 (Sun) 1:00pm Downtown
 7/28 (Sun) 1:00pm Downtown

Programs are subject to change. Visit our website for updates and additional details: SantaCruzPL.org

Workshops & Lectures

Long Term Care Planning

6/4 (Tue) 7:00pm Capitola
7/13 (Sat) 10:30am Felton

Senior Legal Services: Debt Clinic

6/7 (Fri) 10:00am Branciforte
6/21 (Fri) 10:00am Branciforte
7/5 (Fri) 10:00am Branciforte
7/19 (Fri) 10:00am Branciforte

Lunch & Learn: Environmental

Sustainability **R**

6/12 (Wed) 12:00pm Capitola
6/26 (Wed) 12:00pm Capitola

AAUW Speaker Series -

The Pay Gap: Are We Making Progress?

6/15 (Sat) 10:30am Aptos

Childcare in Santa Cruz County

7/20 (Sat) 10:30am Aptos

Tenant Sanctuary: LGBTQ+ Issues

6/20 (Thur) 6:30pm Downtown

Earth-Friendly Gardening **R**

6/29 (Sat) 10:00am Branciforte
7/27 (Sat) 10:00am Scotts Valley



Discussion

English Language Conversation Group

Sat 10:00am Capitola
Thur 11:00am Downtown

Death Café **R**

6/1 (Sat) 1:30pm Downtown
7/6 (Sat) 1:30pm Downtown

Lifestyle Medicine Book Club

6/22 (Sat) 10:30am Felton
7/27 (Sat) 1:00pm Felton

Neighbors for Neighbors **R**

6/25 (Tue) 6:00pm Capitola

Arts & Crafts

Community Crafters

Sat 10:00am Boulder Creek
Printing Botanicals
6/22 (Sat) 10:00am Boulder Creek **R**

Soul Collage **R**

6/1 (Sat) 12:00pm Felton
7/6 (Sat) 12:00pm Felton

Beginning Watercolor **R**

6/5 (Wed) 12:30pm Felton
6/12 (Wed) 12:30pm Felton

Adult Crafts at the Library **R**

6/8 (Sat) 11:00am Live Oak
6/22 (Sat) 11:00am Live Oak
7/13 (Sat) 11:00am Live Oak
7/27 (Sat) 11:00am Live Oak

Loops at the Library - Knit/Crochet

6/17 (Mon) 12:00pm Garfield Park
7/15 (Mon) 12:00pm Garfield Park

Films

Santa Cruz Black Film Series **R**

6/19 (Wed) 6:30pm Capitola

Friday Nite Movie

6/21 (Fri) 5:00pm La Selva Beach
7/19 (Fri) 5:00pm La Selva Beach

Visions of America - Film Screening **R**

7/11 (Thur) 6:00pm Capitola
7/18 (Thur) 6:00pm Capitola
7/25 (Thur) 6:00pm Capitola

Earth Focus Presents Inhabitants Film Screening & Discussion

7/31 (Wed) 4:00pm Felton

Event Key:



Bilingual Program

Registration required

Sponsored by Friends of the Santa Cruz Public Libraries

Programs are subject to change. Visit our website for updates and additional details: SantaCruzPL.org

Health & Wellness

Pilates @ the Library

6/5 (Wed) 12:30pm Aptos
 6/19 (Wed) 12:30pm Aptos
 7/3 (Wed) 12:30pm Aptos
 7/17 (Wed) 12:30pm Aptos

Tai Chi

Thur 10:00am Aptos

Meditation for Stress Relief and Increased Energy **R**

6/16 (Sun) 3:00pm Capitola
 7/21 (Sun) 3:00pm Capitola

3 Keys to Healing Your Gut & Boosting Your Health!

7/17 (Wed) 5:30pm Capitola

Music

Branciforte Guitar Club

Wed 3:00pm Branciforte



Munching with Mozart

6/21 (Fri) 12:10pm Downtown
 7/19 (Fri) 12:10pm Downtown



Technology

Tech Help **R**

Sun 1:00pm Downtown
 Mon 10:00am Scotts Valley
 Mon 1:00pm Aptos
 Tue 10:00am Felton
 Wed 10:00am Capitola
 Thur 10:00am Live Oak 
 Fri 2:00pm Felton
 Sat 2:00pm Branciforte 

Event Key:

-  Bilingual Program
- R** Registration required
-  Sponsored by Friends of the Santa Cruz Public Libraries

Writing & Poetry

Community Poetry Circle **R**

6/8 (Sat) 1:00pm Capitola
 6/15 (Sat) 1:00pm Felton
 7/13 (Sat) 1:00pm Capitola
 7/20 (Sat) 1:00pm Felton

Journal Writing Workshop **R**

6/1 (Sat) 1:00pm Boulder Creek
 6/29 (Sat) 1:00pm Felton

The Santa Cruz Poetry Project

Mon 4:00pm Downtown

Virtual Writers' Open Mic Night **R**

6/5 (Wed) 6:00pm Online
 7/3 (Wed) 6:00pm Online

Aptos Writer's Workshop

6/10 (Mon) 1:00pm Aptos
 6/24 (Mon) 1:00pm Aptos
 7/8 (Mon) 1:00pm Aptos
 7/22 (Mon) 1:00pm Aptos

Poetry as Practice **R**

6/27 (Thur) 3:00pm Garfield Park
 7/27 (Sat) 10:30am Felton

Eco Poetry Workshop **R**

7/11 (Thur) 3:00pm Boulder Creek
 7/25 (Thur) 3:00pm Garfield Park

Author Talks

Double Rainbow: Collected Poems & Musings by Marigold Fine **R**

6/2 (Sun) 2:00pm Capitola

An Evening with Author and Activist

Kevin Adler **R**

6/6 (Thur) 6:30pm Capitola

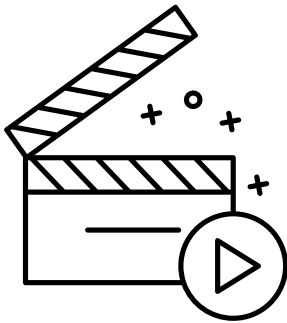
This is My Body: Author Talk with Madeline Aliah

6/7 (Fri) 5:00pm Aptos

Author Visit with Alejandra Campoverdi **R**

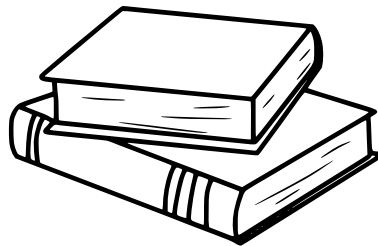
6/26 (Wed) 7:00pm Capitola

What else can you do with your library card this summer?



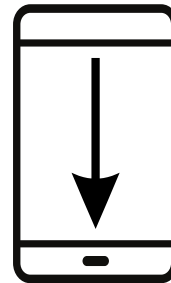
Watch movies, TV series, and more

Thousands of titles are available for streaming & download.



Read any way you like

Printed books, magazines, ebooks, and audiobooks.

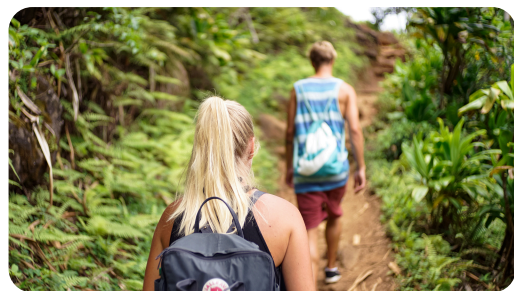


Use the App for easy browsing

Browse the library catalog and download digital content from anywhere.

Discover & GO Museum Passes

Free and low-cost passes for museums, science centers, zoos, theatres, and other cultural destinations. Visit the Bay Area Discovery Museum, the CA Academy of Sciences, the de Young Museum, and more!



Get Out & Explore Kits

Check out a backpack containing a CA State Parks Vehicle Pass, laminated pocket guide/map, binoculars, and a compass. Get out and explore this summer!



SANTA CRUZ PUBLIC LIBRARIES



Log your summer reading:

Log your reading here or online at SantaCruzPL.org/SRP/

Name _____
Age _____

Important Dates
June 1st - Sign up & start logging your reading!
July 31st - Last day to log reading.
August 10th - Last day to pick up prizes.

20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
You've read 5 hours!		

20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
You've read 10 hours!		

20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
You've read 15 hours!		

20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
20 mins	20 mins	20 mins
You've read 20 hours!		

Prizes by Age Group:

Kids: 0 -11 yrs

Teens: 12-18 yrs

Adults 19+ yrs



Upon sign-up: Atlantis Fantasyworld certificate for a free graphic novel & Boardwalk Bowl Coupon



Adults who sign up before June 24th will be entered to win a Santa Cruz Shakespeare family package (2 adult + 2 youth tickets) to a play of their choice

5 hours

Free Book

1 Raffle Ticket

1 Raffle Ticket for a Bookstore Gift Card

10 hours

1 Raffle Ticket
Water bottle sticker

2nd Raffle Ticket
Water bottle sticker

2nd Raffle Ticket for a Bookstore Gift Card

15 hours

2nd Raffle Ticket
Water bottle sticker

3rd Raffle Ticket
Water bottle sticker

3rd Raffle Ticket +
Silver Prize Raffle Ticket

20 hours

Scoop from Penny Ice Creamery
+ 3rd Raffle Ticket
+Grand Prize Raffle Ticket

Scoop from Penny Ice Creamery
+ 4th Raffle Ticket
+Grand Prize Raffle Ticket

4th Raffle Ticket +
Gold Prize Raffle Ticket

Kids Raffle Prizes:

Prizes from local businesses

Kids Raffle Grand Prize:

\$500 gift certificate to a local bike shop of your choice

Teens Raffle Prizes:

Prizes from local businesses

Teens Raffle Grand Prizes:

\$500 gift certificate to local bike shop, AirPods, and Beats headphones!

Adult Raffle Prizes:

Gift cards from local bookstores

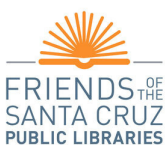
Adult Grand Prizes:

Silver

Museum of Art & History Annual Pass
Museum of Natural History Annual Pass

Gold

Monterey Bay Aquarium Annual Pass
California State Parks Annual Pass



Calendario de programas y eventos



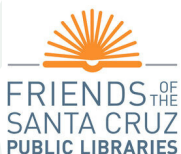
PROGRAMA DE LECTURA



VERANO 2024

SantaCruzPL.org/SRP

Gracias a nuestros patrocinadores.



SANTA CRUZ PUBLIC LIBRARIES

Contenido del folleto:

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Programas para niños páginas 6-7

Programas para adolescentes página 8

Programas para todas las edades página 8

Programas para adultos páginas 8-10

Registro de lectura página posterior

Ubicaciones de sucursales:

Aptos - 7695 Soquel Ave, Aptos

Boulder Creek - 13390 West Park Ave, Boulder Creek

Branciforte - 230 Gault St, Santa Cruz

Capitola - 2005 Wharf Road, Capitola

Downtown - 224 Church St, Santa Cruz

Felton - 6121 Gushee St, Felton

Garfield Park - 705 Woodrow Ave, Santa Cruz

La Selva Beach - 316 Estrella Ave, La Selva Beach

Live Oak - 2380 Portola Dr, Santa Cruz

Scotts Valley - 251 Kings Village Rd, Scotts Valley

¡Leer! ¡Renovar! ¡Repetir, en las Bibliotecas Públicas de Santa Cruz este verano!



La lectura nos transporta a mundos mágicos y despierta nuestra imaginación y creatividad. El tema del Programa de Lectura de Verano de este año es: Leer, Renovar, Repetir, un mensaje de conservación que invita a los participantes a reducir el consumo y a reutilizar materiales, y la lectura como medida restaurativa para el cuidado personal y la renovación.

Este verano te alentamos a leer por diversión, a aprender una nueva habilidad, y conocer a un nuevo amigo... Los programas y eventos de la biblioteca son GRATUITOS y se enfocan en mantener y mejorar las habilidades de lectura, explorar por dentro y por fuera y construir nuestra comunidad.

¿Qué es el Programa de Lectura de Verano?

El programa anual de lectura de verano de la biblioteca apoya el aprendizaje durante el verano a través de la lectura, los programas y eventos. Registra cuánto leíste este verano para ganar premios y boletos para rifas.

¿Cómo me registro?

Escanea el código QR, visítanos en línea en SantaCruzPL.org o pasa por tu biblioteca local. Registra tu lectura en línea o utiliza nuestro registro de lectura.



¿Quién puede registrarse?

¡Todos! Hay categorías para todas las edades: 0-11, 12-18 y 19+. ¡Involucra a toda la familia para leer y ganar premios!

Fechas importantes:

1 de junio - ¡Regístrate y comienza a leer!
31 de julio - Último día para registrar tu lectura.
10 de agosto - Último día para recoger premios.

Los ganadores serán notificados a mediados de agosto

Celebraciones de Leer, Renovar, Repetir

Lanzamiento del Programa de Lectura de Verano 2024 en la Biblioteca Sucursal de

Aptos

Te invitamos a celebrar el lanzamiento del Programa de Lectura de Verano en la nueva sucursal de Aptos. Visita la hermosa biblioteca, e insíbete para participar en el Programa de Lectura de Verano. ¡Habrà presentaciones para deleitar a todas las edades!

1/6 (sáb) 10:00am Aptos

Branch Out! Una Celebración de la Biblioteca de Felton y Discovery Park

Una celebración de la Biblioteca de Felton y Discovery Park en el parque, el estacionamiento y la biblioteca. ¡Disfruta de amplias actividades para la familia y exhibiciones de docenas de organizaciones comunitarias- ven a hacer un paquete de semillas de flores silvestres, haz un dibujo de un pez, o participa en la hora de cuento con la bibliotecaria Jackie, y mucho más!

8/6 (sáb) 11:00am Felton



Eventos especiales

Charlas Virtuales



Charlas virtuales con autores galardonados a través de charlas de autor mensuales gratuitas transmitidas en vivo desde la comodidad de tu hogar. Esta asociación es posible gracias al generoso apoyo financiero de Friends of the Capitola Branch Library. Regístrate en: <https://libraryc.org/santacruzpl>

For the Love of Mars: A Human History of the Red Planet with Smithsonian Curator Matt Shindell

3/6 (lun.) 11:00am en línea

Psychological Thrillers and the Queen of Twists—An Author Talk with Freida McFadden

13/6 (jue.) 5:00pm en línea

Unpacking a History of Systemic Racism in the American Education System with Tiffany Jewell

20/6 (jue.) 11:00am en línea

A Visit to Deckawoo Drive with Mercy Watson and Kate DiCamillo

9/7 (mar.) 11:00am en línea

Surviving the Summer with The Last Kids on Earth and Max Brallier

16/7 (mar.) 11:00am en línea

Learning the Power of Poetry with Bestselling Author Elizabeth Acevedo

23/7 (mar.) 11:00am en línea

Graphic Novels are Life! Telling Your Own Story in a Graphic Novel with Dan Santat

31/7 (mié.) 11:00am en línea

Talewise Science Heroes: Adventure of the Lost Treasure

¡Ven a Talewise for Science Heroes: Adventure of the Lost Treasure, un programa interactivo de ciencia y tecnología que combina la magia de las historias con las maravillas de la ciencia!

5/6 (mié.) 11:00am Garfield Park

Slim Chance Circus Show

Entretenimiento chistoso e inspirador para la familia, Slim Chance Circus es la combinación perfecta de emociones y habilidades que deleitarán al público de todas las edades.

6/6 (jue.) 1:00pm La Selva Beach

Tom Noddy's Bubble Magic

¡Únete al rey de las burbujas de los Estados Unidos, Tom Noddy, para una increíble exhibición de magia de burbujas llena de humor, alegría y asombro!

11/6 (mar.) 1:00 pm Capitola

24/7 (mié.) 11:00 am La Selva Beach

Cascada de Flores presenta: El Abuelo (The Tree and the Donkey who loved to sing)

Únete a Cascada de Flores para vivir una historia bilingüe y participativa repleta de canciones, instrumentos musicales antiguos, polirritmos y dulces personajes de la música y la danza mexicana. Se invita a las familias a cantar, bailar y jugar con hermosas canciones y bailes tradicionales.

20/6 (juev.) 1:30 pm Boulder Creek

20/6 (juev.) 4:30 pm Live Oak

Fratello Marionettes' Carnival of the Animals

Te invitamos a este recuento musical de tres cuentos de hadas clásicos entrelazados y ambientados por la imaginaria música de Saint-Saens: "Los Tres Cerditos," "La Liebre y la Tortuga," y "El Patito Feo."

22/6 (sáb.) 2:00 pm Aptos

Watsonville Taiko

La palabra japonesa "Taiko" significa "gran tambor" y su presentación se remonta al siglo V. Hoy en día, puedes disfrutar de esta forma de arte tradicional japonesa aquí en la biblioteca con Watsonville Taiko. Patrocinado por Friends of the Felton Library.

22/6 (sáb.) 2:30 pm Felton



Eventos especiales

NorCal Bats In

NorCalBats se dedica al rescate, rehabilitación y liberación de murciélagos en todo el norte de California. ¡Ven a la biblioteca para conocer a los murciélagos, aprender sobre estos animales y su papel en el control de insectos, y aprender cómo puedes ayudar a salvar a estos importantes mamíferos con educación y rescate!

22/6 (sáb.)	11:00am	Downtown
22/6 (sáb.)	1:00pm	Scotts Valley

Happy Birds In

Happy Birds ha estado actuando desde 1989 y ha aparecido en The Tonight Show e incluso ha entrado en el Libro Guinness de los Récords Mundiales. ¡Prepárate para sorprenderte con los increíbles trucos que estos loros pueden hacer y aprende todo sobre estas inteligentes aves!

25/6 (mar.)	11:00am	Felton
25/6 (mar.)	1:00pm	Branciforte
25/6 (mar.)	3:00pm	La Selva Beach

La Magia de Germar Es En

¡Ven y diviértete con la Comedia Mágica de Germar! ¡Germar combina magia y humor en este programa bilingüe (español e inglés) que deleitará a tu familia!

10/7 (miérc.)	1:00 pm	Garfield Park
10/7 (miérc.)	3:00 pm	Parque Beach Flats 133 Leibrandt St

Traveling Lantern Theatre Company: The Quest for the Kakapo! In

¡Caramba! Únete al Cazador Caterpillar en una emocionante aventura mientras viaja alrededor del mundo para rescatar a un raro loro en peligro de extinción conocido como Kakapo. Su búsqueda le enseña a él (y al público) sobre los esfuerzos para preservar los hábitats y proteger las especies en peligro de extinción que viven en ellos.

12/7 (vie.)	11:00 am	Branciforte
12/7 (vie.)	2:00 pm	Scotts Valley

Jungle James In

¡Conoce a Jungle James y una variedad de criaturas, incluidos anfibios, insectos y reptiles! Jungle James Animal Adventures brinda nueva luz sobre algunas de las criaturas más comúnmente incomprendidas del mundo, evoca el sentido natural de curiosidad de los niños y les enseña a respetar todos los seres vivos.

10/7 (mié.)	11:00am	Downtown
10/7 (mié.)	1:30pm	Scotts Valley
10/7 (mié.)	4:00pm	Aptos

Zany Zoe Magic Es En

¡Te invitamos a un espectáculo de magia presentado en español e inglés con Zany Zoe! ¡Disfruta de una comedia limpia y mucha interacción con el público en un espectáculo de magia lleno de energía que te mantendrá al borde de tu asiento y te mantendrá en pie!

23/7 (mar.)	1:30pm	Live Oak
23/7 (mar.)	4:00pm	Felton

Jack Spareribs, Pirate 4 Hire In

Únete al pirata Jack Spareribs para disfrutar de magia de capa y espada, caos y comedia... ¡y ventriloquia con Maynard, su mono parlante! ¡Este espectáculo tendrá algo para todos y seguramente deleitará a toda la familia!

30/7 (mar.)	12:30pm	Boulder Creek
30/7 (mar.)	3:00pm	Capitola

Clave de eventos:

In Programa presentado en inglés

Es En Programa bilingüe

R Se requiere registro

 Patrocinado por el grupo Friends of the Santa Cruz Public Libraries

STEAM

Make & Explore Semanal In

mar.	3:00 pm	Scotts Valley
mié.	3:00 pm	Boulder Creek
mié.	2:30 pm	Garfield Park
jue.	3:00 pm	Felton
jue.	3:00 pm	Branciforte
vie.	3:00 pm	Live Oak

STEAM después de clases: Minecraft In

mié.	3:00pm	Aptos
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Reto de ingeniería de Lego In

mié.	4:00pm	Downtown
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Manualidades

Manualidad de Lectura de Verano en Scotts Valley In

mar.	3:00pm	Scotts Valley
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Manualidad de Leer, Renovar, Repetir In

Una serie de 6 manualidades para elaborar y llevar en la que puedes expresar tu creatividad y conocer personas en tu comunidad. Estas manualidades se centran en el tema de lectura de verano de leer, renovar, repetir.

Decora una bolsa para libros

11/6 (mar.)	1:00pm	Downtown
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Pinta piedras

18/6 (mar.)	1:00pm	Downtown
23/7 (mar.)	1:00pm	Downtown

Pinta y planta

25/6 (mar.)	1:00pm	Downtown
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Recicla robot

9/7 (mar.)	1:00pm	Downtown
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Pulseras de cuentas de papel

30/7 (mar.)	1:00pm	Downtown
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Lectura

Hora de cuentos, tiempo de preescolar y tiempo de niños pequeños

Hora de cuentos es un programa semanal de alfabetización temprana para familias con niños de 0 a 5 años. El tiempo de preescolar es para niños de 2 a 6 años y el tiempo de niños pequeños es un evento semanal para niños de 0 a 3 años y sus familias.

mar.	10:30am	Downtown (hora de cuentos)
mar.	11:00am	Aptos (hora de cuentos)
mar.	11:00am	Scotts Valley (niños pequeños)
mar.	11:00am	Live Oak (niños pequeños)
mié.	10:30am	Garfield Park (preescolar)
mié.	11:00am	Capitola (hora de cuentos)
mié.	11:00am	La Selva Beach (preescolar)
mié.	11:00am	Boulder Creek (edades 0-6)
jue.	10:30am	Downtown (hora de cuentos)
jue.	11:00am	Felton (preescolar)
jue.	11:00am	Live Oak (preescolar)
jue.	4:30pm	Live Oak (español/familiar))
vie.	11:00am	Scotts Valley (preescolar)
sáb	10:30am	Branciforte (familiar/bilingüe)

Tales to Tails R In

2do & 4to	mar.	4:30pm	Downtown
	mié.	12:00pm	Branciforte
4to	mié.	3:00pm	Scotts Valley
1er	mié	3:30pm	La Selva Beach
	mié	3:30pm	Aptos

**R.E.A.D.: Reach Every Amazing Detail** In

R.E.A.D. es una instrucción individualizada de lectura y comprensión para lectores de 1° a 12° grado. Los instructores son maestros acreditados de California. Las sesiones duran 25 minutos. Solo por cita. Para más información o para registrarte, llama al 831-427-7713 o escribe a elibrary@santacruzpl.org.

3:00pm to 6:00pm

martes @ Garfield Park, Live Oak y Scotts Valley

miércoles @ Branciforte, Capitola y La Selva Beach

jueves @ Aptos, Downtown, y Felton

Juegos y Diversión

Club de ajedrez juvenil de Aptos In R

mar. 3:30 pm Aptos

Discovery Zone Playgroup In

vie. 10:00am Boulder Creek

Lego Friday Fun In

vie. 3:00pm Felton

Club de ajedrez con Gjon In R

sáb. 2:00pm Downtown

Game Zone In

26/6 (mié.) 1:00pm Scotts Valley

3/7 (mié.) 1:00pm Scotts Valley

24/7 (mié.) 1:00pm Scotts Valley

Torneo juvenil de ajedrez R In

6/7 (sáb.) 12:00pm Aptos



Jr. Rangers at the Garfield Park Library In

20/6 (jue.) 3:30pm Garfield Park

18/7 (jue.) 3:30pm Garfield Park

Clave de eventos:

In Programa presentado en inglés

Es En Programa bilingüe

R Se requiere registro

 Patrocinado por el grupo Friends of the Santa Cruz Public Libraries

Niños

Advisory Council of Teens In

9/6 (dom.) 2:00pm Downtown

15/6 (sáb.) 2:00pm Felton

7/7 (dom.) 11:00am Aptos

20/7 (sáb.) 2:00pm Felton

21/7 (dom.) 2:00pm Downtown

SAGA para jóvenes In

12/6 (mié.) 3:00pm Felton

10/7 (mié.) 3:00pm Felton



Escritura & Poesía

Taller de novela gráfica para jóvenes con

Phil Yeh In

1/6 (sáb.) 11:00am Felton

1/6 (sáb.) 3:30pm Downtown

Música

Taller de destrezas de DJ con DJ Yuka Yu In R

15/6 (sáb.) 2:00pm Felton

Arte & Manualidades

Haz tu propia bolsa de pancarta reciclada In

29/6 (sáb.) 1:00pm Aptos

Talleres de arte creativo para jóvenes R In

¡Programa dos veces al mes para que los jóvenes aprendan nuevas habilidades para expresar su creatividad!

Elaboración básica de libros

6/6 (jue.) 4:00pm Scotts Valley

20/6 (jue.) 4:00pm Scotts Valley

Puntada lenta

11/7 (jue.) 4:00pm Scotts Valley

25/7 (jue.) 4:00pm Scotts Valley

Manualidades

Tejido en la biblioteca In

lun. 12:30pm Felton
vie. 11:00am Live Oak

Charla & manualidad de mosaico con el autor local Taylor Lahey In

15/6 (sáb.) 1:00pm Aptos



Cine

Cine de ciencia ficción In

3/6 (lun.) 6:00pm Aptos
1/7 (lun.) 6:00pm Aptos

Matiné de Cine Familiar con California Film and Cultural Center In

17/7 (miér.) 11:00 am Felton




Clave de eventos:

In Programa presentado en inglés

Es En Programa bilingüe

R Se requiere registro

 Patrocinado por el grupo Friends of the Santa Cruz Public Libraries

Crianza

Grupo de apoyo para padres nuevos In

mar. 12:30pm Felton

Great Expectations Grupo para padres/tutores de niños neurodivergentes In

24/6 (lun.) 3:30pm Aptos
28/6 (vie.) 3:00pm Felton
26/7 (vie.) 3:00pm Felton
29/7 (lun.) 3:30pm Aptos

Series de crianza positiva con Triple P y First5 In

24/6 (lun.) 3:30pm Aptos
28/6 (vie.) 3:00pm Felton
26/7 (vie.) 3:00pm Felton
29/7 (lun.) 3:30pm Aptos

Juegos

Are You Game? In

1/6 (sáb.) 12:00pm Capitola
15/6 (sáb.) 12:00pm Capitola
6/7 (sáb.) 12:00pm Capitola

Club de Ping-Pong R In

5/6 (mié.) 3:00pm Felton
3/7 (mié.) 3:00pm Felton

Club de Bridge In

lun. 10:30am Aptos
vie. 10:30am La Selva Beach

Dungeons and Dragons para adultos In

8/6 (sáb.) 12:00pm Capitola
22/6 (sáb.) 12:00pm Capitola
13/7 (sáb.) 12:00pm Capitola
27/7 (sáb.) 12:00pm Capitola

Club de Mah Jongg - estilo Hong Kong In

jue. 2:00pm Aptos

Bingo de imágenes con Shared Adventures In

18/6 (mar.) 3:30pm Downtown
16/7 (mar.) 3:30pm Downtown

Queer Gaming - Juegos Queer In

23/6 (dom.) 1:00 pm Downtown
28/7 (dom.) 1:00 pm Downtown

Talleres & Charlas

Planificación de cuidado a largo plazo In

4/6 (mar.) 7:00pm Capitola
13/7 (sáb.) 10:30am Felton

Senior Legal Services: Clínica de deuda In

7/6 (vié.) 10:00am Branciforte
21/6 (vié.) 10:00am Branciforte
5/7 (vié.) 10:00am Branciforte
19/7 (vié.) 10:00am Branciforte

Almuerzo & Aprende: Sostenibilidad ambiental R In

12/6 (mié.) 12:00pm Capitola
26/6 (mié.) 12:00pm Capitola

Serie de Charlas AAUW In

La brecha salarial: ¿Estamos progresando?

15/6 (sáb.) 10:30am Aptos

Cuidado de niños en el Condado de Santa Cruz

20/7 (sáb.) 10:30am Aptos

Tenant Sanctuary: LGBTQ+ Issues In

20/6 (jue.) 6:30pm Downtown

Jardinería amigable con la tierra R In

29/6 (sáb.) 10:00am Branciforte
27/7 (sáb.) 10:00am Scotts Valley



Discusión

Grupo de conversación en inglés Es En

sáb. 10:00am Capitola
jué. 11:00am Downtown

Death Café R In

1/6 (sáb.) 1:30pm Downtown
6/7 (sáb.) 1:30pm Downtown

Lifestyle Medicine Book Club In

22/6 (sáb.) 10:30am Felton
27/7 (sáb.) 1:00pm Felton

Vecinos por Vecinos R In

25/6 (mar.) 6:00pm Capitola

Artes & Manualidades

Artesanos comunitarios In R

sáb. 10:00am Boulder Creek
Impresión de botánicos
22/6 (sáb.) 10:00am Boulder Creek

Soul Collage In R

1/6 (sáb.) 12:00pm Felton
6/7 (sáb.) 12:00pm Felton

Principio de acuarela In R

5/6 (mié.) 12:30pm Felton
12/6 (mié.) 12:30pm Felton

Manualidades para adultos en la biblioteca R In

8/6 (sáb.) 11:00am Live Oak
22/6 (sáb.) 11:00am Live Oak
13/7 (sáb.) 11:00am Live Oak
27/7 (sáb.) 11:00am Live Oak

Bucles en la biblioteca - Tejido/Crochet In

17/6 (lun.) 12:00pm Garfield Park
15/7 (lun.) 12:00pm Garfield Park

Cine

Serie de películas de Santa Cruz Black In R

19/6 (mié.) 6:30pm Capitola

Cine de viernes en la noche In

21/6 (vie.) 5:00pm La Selva Beach
19/7 (vie.) 5:00pm La Selva Beach

Visions of America - proyección de película R In

11/7 (jue.) 6:00pm Capitola
18/7 (jue.) 6:00pm Capitola
25/7 (jue.) 6:00pm Capitola

Earth Focus presenta proyección y discusión de la película *Inhabitants* In

31/7 (mié.) 4:00pm Felton

Clave de eventos:

In Programa presentado en inglés

Es En Programa bilingüe

R Se requiere registro

Patrocinado por el grupo Friends of the Santa Cruz Public Libraries

Salud & Bienestar

Pilates @ la Biblioteca In

5/6 (mié.) 12:30pm Aptos
 19/6 (mié.) 12:30pm Aptos
 3/7 (mié.) 12:30pm Aptos
 17/7 (mié.) 12:30pm Aptos

Tai Chi In

jue. 10:00am Aptos

Meditación para reducir el estrés y aumentar la energía R In

16/6 (dom.) 3:00pm Capitola
 21/7 (dom.) 3:00pm Capitola

¡3 Claves para sanar tu intestino & aumentar tu salud! In

17/7 (mié.) 5:30pm Capitola

Música

Club de Guitarra en Branciforte

mié. 3:00pm Branciforte

Almuerzo con Mozart In

21/6 (vie.) 12:10pm Downtown
 19/7 (vie.) 12:10pm Downtown



Tecnología

Ayuda técnica en persona R

dom. 1:00pm Downtown
 lun. 10:00am Scotts Valley
 lun. 1:00pm Aptos
 mar. 10:00am Felton
 mié. 10:00am Capitola Es En
 jue. 10:00am Live Oak
 vie. 2:00pm Felton Es En
 sáb. 2:00pm Branciforte

Clave de eventos:

In Programa presentado en inglés

Es En Programa bilingüe

R Se requiere registro

Patrocinado por el grupo Friends of the Santa Cruz Public Libraries

Escritura & Poesía

Círculo comunitario de poesía R In

8/6 (sáb.) 1:00pm Capitola
 15/6 (sáb.) 1:00pm Felton
 13/7 (sáb.) 1:00pm Capitola
 20/7 (sáb.) 1:00pm Felton

Taller de escritura de diarios In

1/6 (sáb.) 1:00pm Boulder Creek
 29/6 (sáb.) 1:00pm Felton

The Santa Cruz Poetry Project In

lun. 4:00pm Downtown

Noche de micrófono abierto de escritores virtuales R In

5/6 (mié.) 6:00pm en línea
 3/7 (mié.) 6:00pm en línea

Taller de escritores de Aptos In

10/6 (lun.) 1:00pm Aptos
 24/6 (lun.) 1:00pm Aptos
 8/7 (lun.) 1:00pm Aptos
 22/7 (Lun.) 1:00pm Aptos

Taller de escritura poesía como práctica R In

27/6 (jue.) 3:00pm Garfield Park
 27/7 (sáb.) 10:30am Felton

Taller de eco poesía R In

11/7 (jue.) 3:00pm Boulder Creek
 25/7 (jue.) 3:00pm Garfield Park

Charlas de autor

Double Rainbow: Colección de poesías & reflexiones de Marigold Fine R In

2/6 (dom.) 2:00pm Capitola

Una tarde con el autor y activista

Kevin Adler R In

6/6 (jue.) 6:30pm Capitola

This is My Body - charla de autor con In

Madeline Aliah

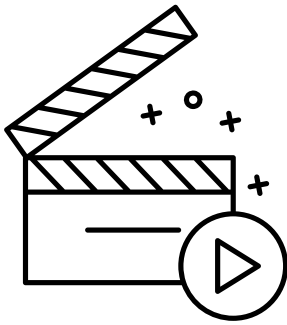
7/6 (vie.) 5:00pm Aptos

Visita de autor con Alejandra Campoverdi R In

26/6 (mié.) 7:00pm Capitola

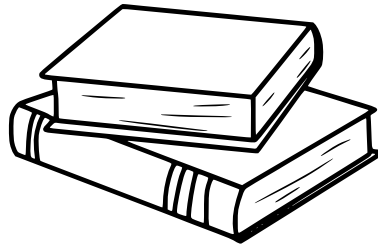
Los programas están sujetos a cambios. Visita nuestro sitio web para actualizaciones y detalles adicionales: SantaCruzPL.org

¿Qué más puedes hacer con tu tarjeta de la biblioteca este verano?



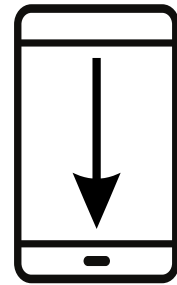
Ver películas, series de televisión y más

Hay miles de títulos disponibles para transmisión y descarga.



Lee como quieras

Libros impresos, revistas, libros electrónicos y audiolibros.



Utiliza la aplicación para navegar fácilmente

Explora el catálogo de la biblioteca y descarga contenido digital desde cualquier lugar.

Pases para museos Discover & GO

Pases gratuitos y de bajo costo para museos, centros de ciencia, zoológicos, teatros y otros destinos culturales. ¡Visite el Bay Area Discovery Museum, el CA Academy of Sciences, el Museo de Young y más!



Equipos de "Get Out & Explore"

Presta una mochila con un pase a los Parques Estatales de California para uso del día, guía de la naturaleza, mapas de los parques y brújula. ¡Sal y explora este verano!



Registra tu lectura de verano:

Registra tu lectura aquí o en línea en SantaCruzPL.org/SRP/

Nombre _____

Edad _____

Fechas Importantes

Junio 1 - ¡inscríbete y comienza a registrar tus minutos!
Julio 31 - Último día para registrar tu lectura
Agosto 10 - Último día para reclamar premios

20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
¡Has leído 5 horas!		

20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
¡Has leído 10 horas!		

20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
¡Has leído 15 horas!		

20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
20 minutos	20 minutos	20 minutos
¡Has leído 20 horas!		

Premios por grupo de edad:

Niños: 0 -11 años

Jóvenes: 12-18 años

Adultos 19+ años



Al registrarte: certificado de Atlantis Fantasyworld para una novela gráfica gratuita y cupón de Boardwalk Bowl



Los adultos que se registren antes del 24 de junio participarán para ganar un plan familiar de boletos de SC Shakespeare (2 de adulto + 2 de jóvenes) para una obra de su elección

5 horas	Libro gratis	1 boleto de rifa	1 boleto de rifa para un bono de una librería
10 horas	1 boleto de rifa Calcomanía para botella	2do boleto de rifa Calcomanía para botella	2do boleto de para un bono de una librería
15 horas	2do boleto de rifa Calcomanía para botella	3er boleto de rifa Calcomanía para botella	3er boleto de rifa + Boleto de rifa para premio Plata
20 horas	Helado de Penny Ice Creamery + 3er boleto de rifa + Boleto de rifa para el premio mayor 	Helado de Penny Ice Creamery + 4to boleto de rifa + Boleto de rifa para el premio mayor 	4to boleto de rifa + Boleto de rifa para premio Oro

Premios de rifa para niños:

Premios de negocios locales.

Premio mayor para niños:

Certificado de regalo de \$500 para una tienda local de bicicletas de tu elección

Premios de rifa para adolescentes:

Premios de negocios locales.

Premio mayor para adolescentes:

¡Certificado de regalo de \$500 para una tienda de bicicletas de tu elección, audífonos Beats y AirPods!

Premios de rifa para adultos:

Bonos para librerías locales

Premio mayor para adultos:

Plata

Pase anual Museo de Arte e Historia (MAH)
 Pase anual Museum of Natural History

Oro

Pase anual Monterey Bay Aquarium
 Pase anual de parques estatales de California

Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



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

In person and online provided meeting

**REGULAR MEETING MINUTES
THURSDAY MAY 2, 2024**

9:00 A.M.

1. ROLL CALL

PRESENT: Carlos Palacios, Matt Huffaker, Jamie Goldstein,
ABSENT: Mali LaGoe
STAFF: Eric Howard, Interim Library Director

2. ADDITIONAL MATERIALS

Staff received 3 emails on various topics which have been distributed to the Board members. Written comments received from the public after agenda posting were added to item 13.

3. ADDITIONS AND DELETIONS TO AGENDA

The Agenda of May 2, 2024 was approved by consensus.

4. ORAL COMMUNICATIONS

None

5. REPORT BY LIBRARY DIRECTOR

Interim Library Director Eric Howard presented a report on the recent activities of the Library.

6. FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES REPORT

Janis O'Driscoll, President, reported on the recent activities and future plans of the Friends of the Santa Cruz Public Libraries.

7. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

No report from the LAC

8. CONSENT CALENDAR

RESULT: APPROVED CONSENT CALENDAR

- A. Approved the February 8, 2024 Board Meeting Minutes.
- B. Accepted and Filed Analysis of Patron Count Data from January through March 2024.
- C. Accepted and Filed 3rd Qtr. Community Impact Measures for FY 23/24.
- D. Accepted and Filed 3rd Qtr. Incident Report for FY 23/24.
- E. Accepted and Filed 3rd Qtr. Work Plan for FY 223/24.
- F. Accepted and Filed Library Sales Tax Revenue Update 3rd Qtr. for FY 2023-24.
- G. Authorized the Interim Library Director to fly the Pride Flag at Library locations throughout the month of June to commemorate Pride Month.
- H. Reviewed and accepted prepared Library Audit – Annual Financial Report for FY 2022
- I. Reviewed and accepted prepared Library Audit – Annual Financial Report for FY 2023

[UNANIMOUS]

MOVER: Carlos Palacios
SECONDER: Matt Huffaker
ABSENT: Mali LaGoe
AYES: Palacios, Goldstein, Huffaker

9. GENERAL BUSINESS

A. FY 25 Draft Library Operating Budget Proposal

Interim Library Director Eric Howard gave a detailed overview of the proposed Library Operating Budget for FY 25.

The Board members asked a number of questions regarding the staffing model/philosophy for all branches. Director Palacios discussed the overly conservative fund balance based on a 10 year forecast.

The Live Oak Annex was discussed in terms of the potential budgetary impact. Director Huffaker asked for more information regarding the RFID study.

Director Goldstein referenced the Sales Tax Update, which was further explained by Nicole Coburn, Assistant County Administrative Officer.

Director Goldstein asked for more explanation regarding the proposed automated handling machines to increase efficiency.

Director Huffaker question the decrease in donations.

Director Palacios asked how the Library system is insured. Nicole Coburn provided further explanation. He also inquired of the decrease in the books and periodical budget which was answered in detail by Eric Howard.

The question about a policy regarding the switch to electric vehicles for the Library system was brought up and suggested as an option to be considered.

The Board gave direction regarding the tax figure in the final proposed budget.

Regarding materials/books: since the uncommitted fund balance is relatively high, show what the figures for onetime expenditure would look like at 10% for a year.

Regarding insurances: City of Santa Cruz risk manager should make sure that all types of policies for a standalone JPA are up to date and sufficient.

Discussion ensued around the Live Oak Annex. What is it, how does it fit into the System? What are the implications for some of the leases? What are the assumptions for maintenance of the facilities?

B. Code of Conduct

Interim Library Director Howard gave some background on the issue. He explained that only minor changes were needed.

RESULT:	Endorsed the Library's Code of Conduct and Administrative Suspension Policy. [UNANIMOUS]
MOVER:	Carlos Palacios
SECONDER:	Matt Huffaker
ABSENT:	Mali LaGoe
AYES:	Palacios, Goldstein, Huffaker

C. Capitola Service Hours

Interim Library Director Howard gave a detailed explanation for the proposed change in service hours.

RESULT:

Accepted staff recommendation to return Capitola Service Hours to six days of service beginning on August 5, 2024 and to explore the concept of the County library fund to make an additional contribution to maintain Capitola and Felton Branches offering Sunday hours. [UNANIMOUS]

MOVER: Carlos Palacios

SECONDER: Matt Huffaker

ABSENT: Mali LaGoe

AYES: Palacios, Goldstein, Huffaker

D. Jesse Silva, Outreach Librarian II, gave a short presentation on the SCPL Bookmobile Services.

10. COMMENTS BY BOARD MEMBERS

Director Huffaker announced a comprehensive update at the City's next board meeting by the housing and economic development team that serves as project managers for the Downtown branch.

11. SCHEDULED UPCOMING MEETINGS

12. ADJOURNMENT

Final adjournment at 10:30 am to the next regular meeting of the LJPA to be held on Thursday, June 6, 2024 at 9:00 am [immediately following the LFFA meeting] at the Branciforte Branch Library, 230 Gault Street, Santa Cruz, CA 95062.

13. WRITTEN CORRESPONDENCE

Additional emails were received after the posting deadline. These email messages were published in a revised agenda on page 188.

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.

Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



STAFF REPORT

DATE: June 6, 2024
TO: Library Joint Powers Authority Board
FROM: Eric Howard, Interim Library Director
RE: 3rd Quarter Financial Report

STAFF RECOMMENDATION

Accept and File Financial Report for 3rd Qtr. FY 2023-2024.

DISCUSSION

The third quarter financial report covers January 1, 2024 through March 31, 2024. All financial figures included in this report are unaudited.

Notable items: You will notice a substantial increase in Revenue for the month of February. This is due in part to a higher-than-average sales tax revenue amount. But more impactfully, it is due to the Donation - Friends of the Library transferred amount of \$462,663.00 (which is related to the Measure S projects) and which is categorized under other miscellaneous revenue.

From a quarterly perspective, Q3 came in lower than usual in overall net gain. This was caused by a slightly lower revenue stream in March, both in sales tax and grant revenue. Expenditures in March were also slightly higher than average (but in-line with monthly trends).

However, YTD we are in line with the projected targets, which the budget department put in place, above by a modest 0.3% in revenues, and expenditures under budget by 5.7%.

Attachments: 3rd Quarter Financial Reports

TO: Library Joint Powers Authority Board
 FROM: Raudel Mendoza, City of Santa Cruz Accountant I 05/15/24

March Report FY24



**Preliminary,
Unaudited**

RE: Library Financial Dashboard Report for the Quarter ended March 2024

Contained herein is the preliminary, UNAUDITED Library Financial Dashboard summary report for the Quarter ending March 2024. At Quarter's end, the NET operating results were \$75,596 with year-to-date net operating results of \$525,737. In general, preliminary revenues are ahead of the budget target by 0.3% and expenditures are under budget by 5.7%.

This "dashboard" summary includes only major revenue and expenditure lines items that are key to monitoring operating trends and allow us to provide a 1pg summary report. Items not reported individually but included in the "Other expenditures" line item below include contractually obligated accounts such as debt service, software licensing fees, and admin support (management, personnel, accounting, budgeting, payroll, etc.).

Net Operations (major accounts)	3rd Quarter (Jan-Mar)	Fiscal Year to Date	Percent of Budget Comparison			
			Annual Adj. Budget FY 2023/24	YTD Actuals	9 Months Completed	Underspent / (Overspent)
Revenue:						
Sales Tax	\$ 2,701,840	\$ 8,218,009	\$ 10,928,986	75.2%	75.0%	0.2%
MOE - Member Contributions	\$ 1,836,249	\$ 5,926,755	8,114,546	73.0%	75.0%	(2.0%)
Other Revenue	\$ 595,777	\$ 733,618	706,504	103.8%	75.0%	28.8%
Budgetary Financing Sources	\$ -	\$ -	-			
TOTAL REVENUES	\$ 5,133,866	\$ 14,878,382	\$ 19,750,036	75.3%	75.0%	0.3%
Expenditures:						
Payroll	\$ 3,503,560	\$ 9,746,845	\$ 13,494,695	72.2%	75.0%	2.8%
Books (w/Grants)	\$ 272,321	\$ 1,374,912	2,008,597	68.5%	75.0%	6.5%
Janitorial Services	\$ 78,283	\$ 237,786	444,500	53.5%	75.0%	21.5%
Building and Facility	\$ 71,714	\$ 176,638	313,808	56.3%	75.0%	18.7%
Rent (Equip, Building, Land)	\$ (122,053)	\$ 17,920	284,204	6.3%	75.0%	68.7%
Utilities	\$ 135,899	\$ 373,864	754,721	49.5%	75.0%	25.5%
Other expenditures	\$ 1,118,546	\$ 2,424,680	3,398,198	71.4%	75.0%	3.6%
TOTAL EXPENDITURES	\$ 5,058,271	\$ 14,352,645	\$ 20,698,722	69.3%	75.0%	5.7%
Net Gain / (Loss)	\$ 75,596	\$ 525,737	\$ (948,686)			

Key Balance Sheet items	3rd Quarter (Jan-Mar)	Trust Balances as of 03/31/2024			
		Trust	Balance	Trust	Balance
Equipment Reserve	807,814	McCaskill- Hist	222,810	Leet-Corday	100,382
20% Reserve	3,864,770	McCaskill- Vis	176,775	Morely	13,889
Fund Balance-Beginning Available	7,295,596	Finkeldey	8,917	Hale	48,157
Net Change in Fund Balance	75,596	Whalen ⁽²⁾	-	Carolyn Virginia Clayey	18,130
⁽¹⁾ Fund Balance-Ending Available	7,371,192				

Notes:

⁽¹⁾ Beginning & Ending Available Fund Balance is unaudited and before consideration of remaining contractual encumbrances (administrative support, legal, janitorial, equip & material purchases, etc.).

⁽²⁾ Whalen trust balance was closed at the beginning of this fiscal year.

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 951

Acct	Title	1/31/2024 Month-To-Date Actual	2/29/2024 Month-To-Date Actual	3/31/2024 Month-To-Date Actual
Fund 951 -- Library Joint Powers Authority				
Expenditures				
Object 51000 -- PERSONNEL SERVICES				
51110	Regular full time	510,067.18	508,312.51	771,088.07
51111	Regular part time	89,085.06	95,807.22	143,747.05
51114	Overtime	111.87	239.50	303.13
51115	Termination pay	2,854.66	0.00	545.58
51122	Temporary	32,266.83	40,164.40	68,469.94
51130	Other pay	717.68	0.00	92.34
51132	Special vacation pay	0.00	60.39	0.00
51150	Vehicle-phone-data allowance	35.00	35.00	35.00
51201	Retirement contribution	44,039.49	44,410.94	67,429.76
51202	F.I.C.A.	1,345.64	1,896.29	3,252.15
51203	PERS unfunded liability	112,148.79	112,943.68	171,333.04
51210	Group health insurance	136,099.07	129,506.01	200,648.65
51212	Group dental insurance	7,288.17	7,311.44	11,220.24
51213	Vision insurance	1,242.66	1,239.58	1,905.85
51214	Medicare insurance	9,008.74	9,152.95	14,023.30
51215	Employee assistance program	356.38	356.38	363.30
51220	Group life insurance	158.11	158.18	241.40
51221	Disability insurance	3,844.82	3,890.29	5,934.45
51222	SDI	6,786.35	6,788.27	10,305.12
51230	Unemployment insurance	5,678.60	5,808.85	8,949.42
51240	Workers' compensation	25,914.54	26,367.53	40,173.49
Total PERSONNEL SERVICES		989,049.64	994,449.41	1,520,061.28
Object 52000 -- SERVICES				
52131	Claims management services - outside	608.96	506.67	767.05
52135	Financial services - outside	(9,700.00)	10,000.00	0.00
52150	Merchant bank fees	99.13	57.74	49.62
52155	Courier services	135.85	136.74	137.96
52199	Other professional & technical services	7,455.29	6,990.33	34,576.66
52201	Water, sewer and refuse	6,018.95	8,493.83	5,089.61

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 951

Acct	Title	1/31/2024 Month-To-Date Actual	2/29/2024 Month-To-Date Actual	3/31/2024 Month-To-Date Actual
Fund 951 -- Library Joint Powers Authority				
Expenditures				
Object 52000 -- SERVICES				
52211	Janitorial services	74,392.98	3,890.32	0.00
52226	Vehicle work order charges - internal	37.70	410.83	0.00
52227	Vehicle fuel island charges - internal	1,817.53	1,674.09	0.00
52230	Vehicle pool car charges - internal	630.00	0.00	0.00
52240	Office equipment operation/maint	490.22	0.00	55.00
52244	Other equipment operation/maintenance	4,522.19	0.00	623.75
52246	Building and facility o & m - outside	27,425.88	25,237.75	19,050.16
52247	Landscaping maintenance services	4,558.00	2,279.00	2,279.00
52248	Software maintenance services	53,276.21	105,515.76	12,671.48
52249	Hardware maintenance services	2,165.13	1,712.66	0.00
52261	Equipment, building and land rentals	23,166.68	(146,557.32)	1,337.68
52269	Equipment lease-outside	2,600.23	2,579.58	2,115.54
52302	Travel and meetings	0.00	95.14	190.58
52304	Training	360.00	6,331.02	2,786.70
52403	Telecommunications service - outside	4,324.06	10,412.19	4,028.79
52960	Advertising	792.18	290.00	0.00
52961	Dues and memberships	0.00	723.00	50.00
52972	Printing and binding-outside	943.95	1,741.80	0.00
Total SERVICES		206,121.12	42,521.13	85,809.58
Object 53000 -- SUPPLIES				
53101	Postage charges	2,386.03	694.57	1,039.77
53102	Office supplies	519.95	1,513.11	4,382.79
53106	Books and periodicals	69,303.35	111,628.46	90,246.69
53107	Books and periodicals-grants & donations	13.20	623.61	505.84
53108	Safety clothing and equipment	411.84	840.86	285.51
53109	Copier supplies	278.53	278.53	1,752.96
53112	Library functional supplies	8,690.97	19,837.00	16,497.64
53113	Janitorial supplies	4,153.75	4,324.81	2,121.24
53311	Electricity	33,593.58	19,474.51	25,082.04

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 951

Acct	Title	1/31/2024 Month-To-Date Actual	2/29/2024 Month-To-Date Actual	3/31/2024 Month-To-Date Actual
Fund 951 -- Library Joint Powers Authority				
Expenditures				
Object 53000 -- SUPPLIES				
53312	Natural gas	10,160.39	5,180.61	4,040.32
Total SUPPLIES		129,511.59	164,396.07	145,954.80
Object 54000 -- OTHER MATERIALS AND SERVICES				
54990	Miscellaneous supplies and services	16,760.22	12,521.32	8,400.98
Total OTHER MATERIALS AND SERVICES		16,760.22	12,521.32	8,400.98
Object 56000 -- OTHER CHARGES				
56960	Loans and grants	0.00	657,612.00	0.00
56995	Refunded fees and fines	24.99	0.00	67.03
Total OTHER CHARGES		24.99	657,612.00	67.03
Object 57000 -- CAPITAL OUTLAY				
57401	Office furniture/equipment	0.00	0.00	1,490.89
57990	Other capital outlay	16,627.47	1,874.83	65,016.20
Total CAPITAL OUTLAY		16,627.47	1,874.83	66,507.09
Total Expenditures		1,358,095.03	1,873,374.76	1,826,800.76
Revenues				
Object 41000 -- TAXES				
41211	Sales and use tax	774,434.85	1,146,315.05	781,090.01
Total TAXES		774,434.85	1,146,315.05	781,090.01
Object 43000 -- GRANTS				
43210	State operating grants and contributions	72,947.82	0.00	0.00
43266	State capital grants - CEC	0.00	20,000.00	0.00
43311	Maintenance of effort contributions	663,419.32	676,212.17	496,617.81
Total GRANTS		736,367.14	696,212.17	496,617.81
Object 45000 -- FINES AND FORFEITS				
45131	Library fines	2,574.53	3,183.80	2,819.76
Total FINES AND FORFEITS		2,574.53	3,183.80	2,819.76

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 951

Acct	Title	1/31/2024 Month-To-Date Actual	2/29/2024 Month-To-Date Actual	3/31/2024 Month-To-Date Actual
Fund 951 -- Library Joint Powers Authority				
Revenues				
Object 46000 -- MISCELLANEOUS REVENUES				
46190	Interest earnings - other	5,076.38	4,620.97	5,122.46
46303	Donations - library	309.41	15,633.45	0.00
46309	Donations - library - Friends of the Lib	0.00	462,663.00	0.00
46910	Miscellaneous operating revenue	0.00	323.95	501.72
Total MISCELLANEOUS REVENUES		5,385.79	483,241.37	5,624.18
Total Revenues		1,518,762.31	2,328,952.39	1,286,151.76
Total Library Joint Powers Authority		160,667.28	455,577.63	(540,649.00)
Total		160,667.28	455,577.63	(540,649.00)

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; 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	230,106.24	0.00	1,366.37	228,739.87
11901	Allow for FV of invest w/City-cur unrstr	(6,375.91)	0.00	0.00	(6,375.91)
Total Cash and investments		223,730.33	0.00	1,366.37	222,363.96
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	446.36	0.00	0.00	446.36
Total Receivables - current		446.36	0.00	0.00	446.36
Object 31000 -- Fund balance					
31999	Budgetary fund balance	0.00	27,078.79	0.00	27,078.79
Total Fund balance		0.00	27,078.79	0.00	27,078.79
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(224,176.69)	0.00	0.00	(224,176.69)
Total Net assets		(224,176.69)	0.00	0.00	(224,176.69)
Object 33000 -- Control accounts					
33210	Expenditure/expense control	0.00	1,366.37	0.00	1,366.37
33410	Appropriations control	0.00	0.00	27,078.79	(27,078.79)
Total Control accounts		0.00	1,366.37	27,078.79	(25,712.42)
Total McCaskill - Local History		0.00	28,445.16	28,445.16	0.00
Fund 932 -- McCaskill - Visually Impaired					
Object 11000 -- Cash and investments					
11101	Pooled cash	184,947.85	0.00	3,407.35	181,540.50
11901	Allow for FV of invest w/City-cur unrstr	(5,124.64)	0.00	0.00	(5,124.64)
Total Cash and investments		179,823.21	0.00	3,407.35	176,415.86
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	358.76	0.00	0.00	358.76
Total Receivables - current		358.76	0.00	0.00	358.76
Object 31000 -- Fund balance					
31999	Budgetary fund balance	0.00	5,943.91	0.00	5,943.91
Total Fund balance		0.00	5,943.91	0.00	5,943.91

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 93*,95*,96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 932 -- McCaskill - Visually Impaired					
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(180,181.97)	0.00	0.00	(180,181.97)
Total Net assets		(180,181.97)	0.00	0.00	(180,181.97)
Object 33000 -- Control accounts					
33210	Expenditure/expense control	0.00	3,407.35	0.00	3,407.35
33410	Appropriations control	0.00	0.00	5,943.91	(5,943.91)
Total Control accounts		0.00	3,407.35	5,943.91	(2,536.56)
Total McCaskill - Visually Impaired		0.00	9,351.26	9,351.26	0.00
Fund 933 -- Estate Proceeds - Finkeldey					
Object 11000 -- Cash and investments					
11101	Pooled cash	9,389.65	0.00	230.23	9,159.42
11901	Allow for FV of invest w/City-cur unrstr	(260.17)	0.00	0.00	(260.17)
Total Cash and investments		9,129.48	0.00	230.23	8,899.25
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	18.21	0.00	0.00	18.21
Total Receivables - current		18.21	0.00	0.00	18.21
Object 31000 -- Fund balance					
31999	Budgetary fund balance	0.00	230.23	0.00	230.23
Total Fund balance		0.00	230.23	0.00	230.23
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(9,147.69)	0.00	0.00	(9,147.69)
Total Net assets		(9,147.69)	0.00	0.00	(9,147.69)
Object 33000 -- Control accounts					
33210	Expenditure/expense control	0.00	230.23	0.00	230.23
33410	Appropriations control	0.00	0.00	230.23	(230.23)
Total Control accounts		0.00	230.23	230.23	0.00
Total Estate Proceeds - Finkeldey		0.00	460.46	460.46	0.00
Fund 934 -- Whalen Estate - Felton Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	3,702.25	0.00	3,598.90	103.35

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 93*,95*,96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 934 -- Whalen Estate - Felton Branch					
Object 11000 -- Cash and investments					
11901	Allow for FV of invest w/City-cur unrstr	(103.35)	0.00	0.00	(103.35)
Total Cash and investments		3,598.90	0.00	3,598.90	0.00
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(3,598.90)	0.00	0.00	(3,598.90)
Total Net assets		(3,598.90)	0.00	0.00	(3,598.90)
Object 33000 -- Control accounts					
33210	Expenditure/expense control	0.00	3,598.90	0.00	3,598.90
Total Control accounts		0.00	3,598.90	0.00	3,598.90
Total Whalen Estate - Felton Branch		0.00	3,598.90	3,598.90	0.00
Fund 935 -- Robert Leet-Corday Estate					
Object 11000 -- Cash and investments					
11101	Pooled cash	103,036.90	0.00	0.00	103,036.90
11901	Allow for FV of invest w/City-cur unrstr	(2,855.00)	0.00	0.00	(2,855.00)
Total Cash and investments		100,181.90	0.00	0.00	100,181.90
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	199.87	0.00	0.00	199.87
Total Receivables - current		199.87	0.00	0.00	199.87
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(100,381.77)	0.00	0.00	(100,381.77)
Total Net assets		(100,381.77)	0.00	0.00	(100,381.77)
Total Robert Leet-Corday Estate		0.00	0.00	0.00	0.00
Fund 936 -- Morley Estate-La Selva Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	14,255.88	0.00	0.00	14,255.88
11901	Allow for FV of invest w/City-cur unrstr	(395.01)	0.00	0.00	(395.01)
Total Cash and investments		13,860.87	0.00	0.00	13,860.87
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	27.65	0.00	0.00	27.65
Total Receivables - current		27.65	0.00	0.00	27.65

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; 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 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(13,888.52)	0.00	0.00	(13,888.52)
Total Net assets		(13,888.52)	0.00	0.00	(13,888.52)
Total Morley Estate-La Selva Branch		0.00	0.00	0.00	0.00
Fund 937 -- Hale Trust-Scotts Valley Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	49,430.29	0.00	0.00	49,430.29
11901	Allow for FV of invest w/City-cur unrstr	(1,369.64)	0.00	0.00	(1,369.64)
Total Cash and investments		48,060.65	0.00	0.00	48,060.65
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	95.88	0.00	0.00	95.88
Total Receivables - current		95.88	0.00	0.00	95.88
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(48,156.53)	0.00	0.00	(48,156.53)
Total Net assets		(48,156.53)	0.00	0.00	(48,156.53)
Total Hale Trust-Scotts Valley Branch		0.00	0.00	0.00	0.00
Fund 951 -- Library Joint Powers Authority					
Object 11000 -- Cash and investments					
11101	Pooled cash	9,515,247.65	16,249,605.42	15,596,523.61	10,168,329.46
11121	Change fund	100.00	0.00	0.00	100.00
11901	Allow for FV of invest w/City-cur unrstr	(267,568.00)	0.00	0.00	(267,568.00)
Total Cash and investments		9,247,779.65	16,249,605.42	15,596,523.61	9,900,861.46
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	17,880.84	0.00	0.00	17,880.84
12190	Other interest receivable	3,164.91	42,208.52	40,250.97	5,122.46
12201	Taxes receivable - current	801,416.50	8,218,008.57	8,238,335.06	781,090.01
12301	Accounts receivable - billed	484,585.00	0.00	484,585.00	0.00
12303	Accounts receivable - booked	570,522.27	5,926,755.36	6,000,659.82	496,617.81
12321	Utility accounts receivable - billed	0.00	27,510.61	27,510.61	0.00
12501	Grants receivable	43,160.29	0.00	43,160.29	0.00
Total Receivables - current		1,920,729.81	14,214,483.06	14,834,501.75	1,300,711.12

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; 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 21000 -- Payables					
21101	Accounts payable	(514,436.21)	3,851,480.55	3,384,821.45	(47,777.11)
21105	Manual accounts payable	(20,047.78)	20,047.78	0.00	0.00
21201	Salaries and benefits payable	55.24	0.00	0.00	55.24
21504	Use tax payable	0.00	2,833.49	2,833.49	0.00
Total Payables		(534,428.75)	3,874,361.82	3,387,654.94	(47,721.87)
Object 31000 -- Fund balance					
31591	Committed - cash flow/unexpected expend	(3,413,688.80)	0.00	451,081.20	(3,864,770.00)
31701	Fund Balance - Unassigned	(7,220,391.91)	451,081.20	0.00	(6,769,310.71)
31998	Budgetary reserve for encumbrances	0.00	1,748,066.14	2,520,061.94	(771,995.80)
31999	Budgetary fund balance	0.00	1,465,040.02	909,222.19	555,817.83
Total Fund balance		(10,634,080.71)	3,664,187.36	3,880,365.33	(10,850,258.68)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	14,828,172.85	29,706,554.55	(14,878,381.70)
33210	Expenditure/expense control	0.00	15,141,023.39	782,411.69	14,358,611.70
33310	Estimated revenue control	0.00	777,587.77	31,026.54	746,561.23
33410	Appropriations control	0.00	131,634.42	1,434,013.48	(1,302,379.06)
33510	Encumbrances control	0.00	2,520,061.94	1,748,066.14	771,995.80
Total Control accounts		0.00	33,398,480.37	33,702,072.40	(303,592.03)
Object 39000 -- Other equity/net asset accounts					
39110	General journal clearing	0.00	29,503,532.91	29,503,532.91	0.00
Total Other equity/net asset accounts		0.00	29,503,532.91	29,503,532.91	0.00
Total Library Joint Powers Authority		0.00	100,904,650.94	100,904,650.94	0.00
Fund 956 -- Library JPA - Technology					
Object 11000 -- Cash and investments					
11101	Pooled cash	263,345.76	0.00	0.00	263,345.76
11901	Allow for FV of invest w/City-cur unrstr	(7,296.93)	0.00	0.00	(7,296.93)
Total Cash and investments		256,048.83	0.00	0.00	256,048.83
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	510.84	0.00	0.00	510.84
Total Receivables - current		510.84	0.00	0.00	510.84

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 93*,95*,96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 956 -- Library JPA - Technology					
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(256,559.67)	0.00	0.00	(256,559.67)
Total Fund balance		(256,559.67)	0.00	0.00	(256,559.67)
Total Library JPA - Technology		0.00	0.00	0.00	0.00
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 - infrastructur	(398,868.01)	0.00	0.00	(398,868.01)
17320	Lease improvements - buildings	2,047,111.92	0.00	0.00	2,047,111.92
17321	Accumulated deprec - lease imp-buildings	(2,009,242.02)	0.00	0.00	(2,009,242.02)
17510	Machinery and equipment	2,621,723.04	0.00	0.00	2,621,723.04
17511	Accumulated depreciation - M&E	(2,160,856.39)	0.00	0.00	(2,160,856.39)
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)
17720	Intangible leases	4,307,076.08	0.00	0.00	4,307,076.08
17722	Accumulated amortization - leases	(128,569.44)	0.00	0.00	(128,569.44)
17910	Construction in progress	71,353.85	0.00	0.00	71,353.85
Total Capital assets		4,929,412.05	0.00	0.00	4,929,412.05
Object 21000 -- Payables					
21613	Interest payable - leases	(11,304.82)	0.00	0.00	(11,304.82)
Total Payables		(11,304.82)	0.00	0.00	(11,304.82)
Object 29000 -- Other noncurrent liabilities					
29905	Lease liability	(3,870,100.70)	0.00	0.00	(3,870,100.70)
Total Other noncurrent liabilities		(3,870,100.70)	0.00	0.00	(3,870,100.70)
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(278,937.62)	0.00	0.00	(278,937.62)
Total Fund balance		(278,937.62)	0.00	0.00	(278,937.62)
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	522,520.05	0.00	0.00	522,520.05
Total Net assets		(769,068.91)	0.00	0.00	(769,068.91)
Total Library JPA - General Capital Assets		0.00	0.00	0.00	0.00

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General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 93*,95*,96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 960 -- Felton Branch Reserve					
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	(1.21)	0.00	0.00	(1.21)
Total Receivables - current		(1.21)	0.00	0.00	(1.21)
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	1.21	0.00	0.00	1.21
Total Fund balance		1.21	0.00	0.00	1.21
Total Felton Branch Reserve		0.00	0.00	0.00	0.00
Fund 961 -- Library JPA - Vehicle Replacement					
Object 11000 -- Cash and investments					
11101	Pooled cash	524,009.28	0.00	28,500.00	495,509.28
11901	Allow for FV of invest w/City-cur unrstr	(14,519.54)	0.00	0.00	(14,519.54)
Total Cash and investments		509,489.74	0.00	28,500.00	480,989.74
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	1,016.47	0.00	0.00	1,016.47
Total Receivables - current		1,016.47	0.00	0.00	1,016.47
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(510,506.21)	0.00	0.00	(510,506.21)
Total Fund balance		(510,506.21)	0.00	0.00	(510,506.21)
Object 33000 -- Control accounts					
33210	Expenditure/expense control	0.00	28,500.00	0.00	28,500.00
Total Control accounts		0.00	28,500.00	0.00	28,500.00
Total Library JPA - Vehicle Replacement		0.00	28,500.00	28,500.00	0.00
Fund 962 -- Library JPA Trusts					
Object 11000 -- Cash and investments					
11101	Pooled cash	18,609.95	0.00	0.00	18,609.95
11901	Allow for FV of invest w/City-cur unrstr	(515.65)	0.00	0.00	(515.65)
Total Cash and investments		18,094.30	0.00	0.00	18,094.30
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	36.10	0.00	0.00	36.10
Total Receivables - current		36.10	0.00	0.00	36.10

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 93*,95*,96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 962 -- Library JPA Trusts					
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(18,130.40)	0.00	0.00	(18,130.40)
Total Fund balance		(18,130.40)	0.00	0.00	(18,130.40)
Total Library JPA Trusts		0.00	0.00	0.00	0.00
Fund 963 -- Library JPA - Capital Equipment					
Object 11000 -- Cash and investments					
11101	Pooled cash	71,080.19	0.00	0.00	71,080.19
11901	Allow for FV of invest w/City-cur unrstr	(1,969.53)	0.00	0.00	(1,969.53)
Total Cash and investments		69,110.66	0.00	0.00	69,110.66
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	137.88	0.00	0.00	137.88
Total Receivables - current		137.88	0.00	0.00	137.88
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(69,248.54)	0.00	0.00	(69,248.54)
Total Fund balance		(69,248.54)	0.00	0.00	(69,248.54)
Total Library JPA - Capital Equipment		0.00	0.00	0.00	0.00
Total		0.00	100,975,006.72	100,975,006.72	0.00

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 951

Acct	Title	Year-To-Date Ado Budget	Year-To-Date Adj Budget	Year-To-Date Adjustments	Year-To-Date Actual	Year-To-Date Encumbrances	Bdgt. to Act. Variance	Pct. Spent
Fund 951 -- Library Joint Powers Authority								
Expenditures								
Object 51000 -- PERSONNEL SERVICES								
51110	Regular full time	7,701,794.00	7,751,284.79	49,490.79	5,171,861.33	0.00	2,579,423.46	66.7%
51111	Regular part time	1,233,990.00	1,233,990.00	0.00	818,797.11	0.00	415,192.89	66.4%
51114	Overtime	5,000.00	5,000.00	0.00	2,869.96	0.00	2,130.04	57.4%
51115	Termination pay	0.00	0.00	0.00	29,444.49	0.00	(29,444.49)	0.0%
51122	Temporary	480,000.00	489,510.00	9,510.00	371,358.46	0.00	118,151.54	75.9%
51130	Other pay	0.00	0.00	0.00	6,183.54	0.00	(6,183.54)	0.0%
51132	Special vacation pay	0.00	0.00	0.00	17,448.31	0.00	(17,448.31)	0.0%
51133	Special sick leave pay	0.00	0.00	0.00	313.07	0.00	(313.07)	0.0%
51150	Vehicle-phone-data allowance	2,544.00	2,544.00	0.00	1,253.50	0.00	1,290.50	49.3%
51199	Salary savings	(1,035,597.00)	(1,035,597.00)	0.00	0.00	0.00	(1,035,597.00)	0.0%
51201	Retirement contribution	656,268.00	656,268.00	0.00	431,733.84	0.00	224,534.16	65.8%
51202	F.I.C.A.	36,720.00	36,720.00	0.00	17,914.54	0.00	18,805.46	48.8%
51203	PERS unfunded liability	1,615,358.00	1,615,358.00	0.00	1,110,450.86	0.00	504,907.14	68.7%
51210	Group health insurance	1,927,365.00	1,927,365.00	0.00	1,193,388.48	0.00	733,976.52	61.9%
51212	Group dental insurance	113,169.00	113,169.00	0.00	69,621.31	0.00	43,547.69	61.5%
51213	Vision insurance	18,535.00	18,535.00	0.00	11,839.03	0.00	6,695.97	63.9%
51214	Medicare insurance	123,475.00	123,475.00	0.00	91,015.51	0.00	32,459.49	73.7%
51215	Employee assistance program	4,688.00	4,688.00	0.00	3,172.78	0.00	1,515.22	67.7%
51220	Group life insurance	2,071.00	2,071.00	0.00	1,491.69	0.00	579.31	72.0%
51221	Disability insurance	89,248.00	89,248.00	0.00	38,110.42	0.00	51,137.58	42.7%
51222	SDI	42,420.00	42,420.00	0.00	41,961.28	0.00	458.72	98.9%
51230	Unemployment insurance	77,638.00	77,638.00	0.00	58,091.64	0.00	19,546.36	74.8%
51240	Workers' compensation	349,419.00	349,419.00	0.00	258,524.09	0.00	90,894.91	74.0%
Total PERSONNEL SERVICES		13,444,105.00	13,503,105.79	59,000.79	9,746,845.24	0.00	3,756,260.55	72.2%
Object 52000 -- SERVICES								
52131	Claims management services - outside	12,000.00	12,000.00	0.00	4,996.02	3,003.98	4,000.00	66.7%
52135	Financial services - outside	561,233.00	561,233.00	0.00	561,533.00	0.00	(300.00)	100.1%
52139	Medical services	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0%
52150	Merchant bank fees	600.00	600.00	0.00	406.24	0.00	193.76	67.7%
52155	Courier services	2,000.00	2,000.00	0.00	1,041.95	958.05	0.00	100.0%
52199	Other professional & technical services	479,007.00	389,007.00	(90,000.00)	78,921.99	237,255.67	72,829.34	81.3%
52201	Water, sewer and refuse	92,235.00	92,235.00	0.00	61,074.97	4,616.04	26,543.99	71.2%
52202	Hazardous materials disposal	500.00	500.00	0.00	0.00	0.00	500.00	0.0%
52211	Janitorial services	444,500.00	444,500.00	0.00	237,786.42	220,026.72	(13,313.14)	103.0%

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 951

Acct	Title	Year-To-Date Ado Budget	Year-To-Date Adj Budget	Year-To-Date Adjustments	Year-To-Date Actual	Year-To-Date Encumbrances	Bdgt. to Act. Variance	Pct. Spent
Fund 951 -- Library Joint Powers Authority								
Expenditures								
Object 52000 -- SERVICES								
52223	Equip annual inventory charge - internal	3,600.00	3,600.00	0.00	3,600.00	0.00	0.00	100.0%
52226	Vehicle work order charges - internal	9,000.00	9,000.00	0.00	14,305.97	0.00	(5,305.97)	159.0%
52227	Vehicle fuel island charges - internal	20,794.00	20,794.00	0.00	13,501.16	0.00	7,292.84	64.9%
52230	Vehicle pool car charges - internal	0.00	0.00	0.00	940.00	0.00	(940.00)	0.0%
52240	Office equipment operation/maint	7,690.00	7,690.00	0.00	2,315.33	0.00	5,374.67	30.1%
52241	Vehicle maintenance costs - outside	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0%
52244	Other equipment operation/maintenance	11,900.00	11,900.00	0.00	9,636.74	0.00	2,263.26	81.0%
52246	Building and facility o & m - outside	317,008.00	313,808.00	(3,200.00)	176,638.24	71,476.55	65,693.21	79.1%
52247	Landscaping maintenance services	55,950.00	55,950.00	0.00	20,511.00	6,837.00	28,602.00	48.9%
52248	Software maintenance services	461,376.00	461,376.00	0.00	262,947.87	14,692.46	183,735.67	60.2%
52249	Hardware maintenance services	15,000.00	15,000.00	0.00	7,857.48	0.00	7,142.52	52.4%
52261	Equipment, building and land rentals	284,204.00	284,204.00	0.00	17,919.80	2,675.36	263,608.84	7.2%
52269	Equipment lease-outside	28,000.00	28,000.00	0.00	22,281.20	8,227.17	(2,508.37)	109.0%
52302	Travel and meetings	5,950.00	5,950.00	0.00	974.32	0.00	4,975.68	16.4%
52304	Training	145,450.00	145,450.00	0.00	54,171.51	0.00	91,278.49	37.2%
52403	Telecommunications service - outside	349,845.00	374,660.50	24,815.50	96,957.81	95,441.13	182,261.56	51.4%
52932	Liability insurance/surety bonds-interna	43,170.00	43,170.00	0.00	0.00	0.00	43,170.00	0.0%
52933	Liability insurance/surety bonds-outside	103,000.00	103,000.00	0.00	107,798.88	0.00	(4,798.88)	104.7%
52960	Advertising	26,570.00	26,570.00	0.00	9,117.42	0.00	17,452.58	34.3%
52961	Dues and memberships	38,503.00	38,503.00	0.00	29,029.00	0.00	9,474.00	75.4%
52972	Printing and binding-outside	32,600.00	32,600.00	0.00	12,954.67	0.00	19,645.33	39.7%
Total SERVICES		3,555,185.00	3,486,800.50	(68,384.50)	1,809,218.99	665,210.13	1,012,371.38	71.0%
Object 53000 -- SUPPLIES								
53101	Postage charges	7,000.00	7,000.00	0.00	9,212.90	0.00	(2,212.90)	131.6%
53102	Office supplies	28,150.00	28,150.00	0.00	12,966.73	0.00	15,183.27	46.1%
53106	Books and periodicals	1,656,131.00	1,945,630.57	289,499.57	1,372,527.20	59,990.05	513,113.32	73.6%
53107	Books and periodicals-grants & donations	11,150.00	138,968.01	127,818.01	2,384.38	0.00	136,583.63	1.7%
53108	Safety clothing and equipment	16,525.00	16,525.00	0.00	10,044.80	0.00	6,480.20	60.8%
53109	Copier supplies	8,530.00	8,530.00	0.00	2,858.35	0.00	5,671.65	33.5%
53112	Library functional supplies	121,377.00	121,377.00	0.00	99,093.41	0.00	22,283.59	81.6%
53113	Janitorial supplies	39,500.00	39,500.00	0.00	23,940.32	0.00	15,559.68	60.6%
53311	Electricity	241,475.00	241,475.00	0.00	192,703.14	0.00	48,771.86	79.8%
53312	Natural gas	46,350.00	46,350.00	0.00	23,127.77	0.00	23,222.23	49.9%
Total SUPPLIES		2,176,188.00	2,593,505.58	417,317.58	1,748,859.00	59,990.05	784,656.53	69.7%

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 951

Acct	Title	Year-To-Date Ado Budget	Year-To-Date Adj Budget	Year-To-Date Adjustments	Year-To-Date Actual	Year-To-Date Encumbrances	Bdgt. to Act. Variance	Pct. Spent
Fund 951 -- Library Joint Powers Authority								
Expenditures								
Object 54000 -- OTHER MATERIALS AND SERVICES								
54990	Miscellaneous supplies and services	190,423.00	257,193.00	66,770.00	122,043.17	1,464.00	133,685.83	48.0%
Total OTHER MATERIALS AND SERVICES		190,423.00	257,193.00	66,770.00	122,043.17	1,464.00	133,685.83	48.0%
Object 56000 -- OTHER CHARGES								
56960	Loans and grants	0.00	726,087.74	726,087.74	674,971.00	13,982.50	37,134.24	94.9%
56995	Refunded fees and fines	2,000.00	2,000.00	0.00	412.25	0.00	1,587.75	20.6%
Total OTHER CHARGES		2,000.00	728,087.74	726,087.74	675,383.25	13,982.50	38,721.99	94.7%
Object 57000 -- CAPITAL OUTLAY								
57401	Office furniture/equipment	18,000.00	18,000.00	0.00	4,318.66	0.00	13,681.34	24.0%
57409	Computer equipment	225,000.00	231,149.33	6,149.33	96,178.87	1,697.47	133,272.99	42.3%
57990	Other capital outlay	250,000.00	345,438.12	95,438.12	155,764.52	29,651.65	160,021.95	53.7%
Total CAPITAL OUTLAY		493,000.00	594,587.45	101,587.45	256,262.05	31,349.12	306,976.28	48.4%
Object 59000 -- OTHER FINANCING USES								
59191	Intra-entity fund transfer out	54,999.00	54,999.00	0.00	0.00	0.00	54,999.00	0.0%
Total OTHER FINANCING USES		54,999.00	54,999.00	0.00	0.00	0.00	54,999.00	0.0%
Total Expenditures		19,915,900.00	21,218,279.06	1,302,379.06	14,358,611.70	771,995.80	6,087,671.56	71.3%
Revenues								
Object 41000 -- TAXES								
41211	Sales and use tax	10,728,986.00	10,728,986.00	0.00	8,218,008.57	0.00	2,510,977.43	76.6%
41993	Libraries parcel tax	110,000.00	110,000.00	0.00	0.00	0.00	110,000.00	0.0%
Total TAXES		10,838,986.00	10,838,986.00	0.00	8,218,008.57	0.00	2,620,977.43	75.8%
Object 43000 -- GRANTS								
43210	State operating grants and contributions	13,998.00	128,064.15	114,066.15	112,035.42	0.00	16,028.73	87.5%
43266	State capital grants - CEC	0.00	0.00	0.00	20,000.00	0.00	(20,000.00)	0.0%
43311	Maintenance of effort contributions	8,114,546.00	8,114,546.00	0.00	5,926,755.36	0.00	2,187,790.64	73.0%
Total GRANTS		8,128,544.00	8,242,610.15	114,066.15	6,058,790.78	0.00	2,183,819.37	73.5%
Object 44000 -- CHARGES FOR SERVICES								
44630	Room rentals-library JPA	4,640.00	4,640.00	0.00	0.00	0.00	4,640.00	0.0%
Total CHARGES FOR SERVICES		4,640.00	4,640.00	0.00	0.00	0.00	4,640.00	0.0%
Object 45000 -- FINES AND FORFEITS								
45131	Library fines	12,000.00	12,000.00	0.00	24,749.52	0.00	(12,749.52)	206.2%
Total FINES AND FORFEITS		12,000.00	12,000.00	0.00	24,749.52	0.00	(12,749.52)	206.2%

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 951

Acct	Title	Year-To-Date Ado Budget	Year-To-Date Adj Budget	Year-To-Date Adjustments	Year-To-Date Actual	Year-To-Date Encumbrances	Bdgt. to Act. Variance	Pct. Spent
Fund 951 -- Library Joint Powers Authority								
Revenues								
Object 46000 -- MISCELLANEOUS REVENUES								
46110	Pooled cash and investment interest	42,305.00	42,305.00	0.00	0.00	0.00	42,305.00	0.0%
46190	Interest earnings - other	12,288.00	12,288.00	0.00	42,208.52	0.00	(29,920.52)	343.5%
46303	Donations - library	13,100.00	36,350.31	23,250.31	16,292.86	0.00	20,057.45	44.8%
46309	Donations - library - Friends of the Lib	27,923.00	596,914.84	568,991.84	465,263.00	0.00	131,651.84	77.9%
46910	Miscellaneous operating revenue	0.00	0.00	0.00	14,348.97	0.00	(14,348.97)	0.0%
46990	Miscellaneous non-operating revenue	0.00	0.00	0.00	1,616.63	0.00	(1,616.63)	0.0%
Total MISCELLANEOUS REVENUES		95,616.00	687,858.15	592,242.15	539,729.98	0.00	148,128.17	78.5%
Object 49000 -- OTHER FINANCING SOURCES								
49122	From Library Private Trust Fund	204,769.00	238,021.93	33,252.93	8,602.85	0.00	229,419.08	3.6%
49167	From Carbon Reduction Fund	0.00	7,000.00	7,000.00	0.00	0.00	7,000.00	0.0%
49191	Intra-entity fund transfer in	0.00	0.00	0.00	28,500.00	0.00	(28,500.00)	0.0%
Total OTHER FINANCING SOURCES		204,769.00	245,021.93	40,252.93	37,102.85	0.00	207,919.08	15.1%
Total Revenues		19,284,555.00	20,031,116.23	746,561.23	14,878,381.70	0.00	5,152,734.53	74.3%
Total Library Joint Powers Authority		(631,345.00)	(1,187,162.83)	(555,817.83)	519,770.00	(771,995.80)	(934,937.03)	21.2%
Total		(631,345.00)	(1,187,162.83)	(555,817.83)	519,770.00	(771,995.80)	(934,937.03)	21.2%

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 93*,95*,96*; Account = 11*,12*,13*,14*

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	230,106.24	0.00	1,366.37	228,739.87
11901	Allow for FV of invest w/City-cur unrstr	(6,375.91)	0.00	0.00	(6,375.91)
Total Cash and investments		223,730.33	0.00	1,366.37	222,363.96
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	446.36	0.00	0.00	446.36
Total Receivables - current		446.36	0.00	0.00	446.36
Total McCaskill - Local History		224,176.69	0.00	1,366.37	222,810.32
Fund 932 -- McCaskill - Visually Impaired					
Object 11000 -- Cash and investments					
11101	Pooled cash	184,947.85	0.00	3,407.35	181,540.50
11901	Allow for FV of invest w/City-cur unrstr	(5,124.64)	0.00	0.00	(5,124.64)
Total Cash and investments		179,823.21	0.00	3,407.35	176,415.86
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	358.76	0.00	0.00	358.76
Total Receivables - current		358.76	0.00	0.00	358.76
Total McCaskill - Visually Impaired		180,181.97	0.00	3,407.35	176,774.62
Fund 933 -- Estate Proceeds - Finkeldey					
Object 11000 -- Cash and investments					
11101	Pooled cash	9,389.65	0.00	230.23	9,159.42
11901	Allow for FV of invest w/City-cur unrstr	(260.17)	0.00	0.00	(260.17)
Total Cash and investments		9,129.48	0.00	230.23	8,899.25
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	18.21	0.00	0.00	18.21
Total Receivables - current		18.21	0.00	0.00	18.21
Total Estate Proceeds - Finkeldey		9,147.69	0.00	230.23	8,917.46
Fund 934 -- Whalen Estate - Felton Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	3,702.25	0.00	3,598.90	103.35

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 93*,95*,96*; Account = 11*,12*,13*,14*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 934 -- Whalen Estate - Felton Branch					
Object 11000 -- Cash and investments					
11901	Allow for FV of invest w/City-cur unrstr	(103.35)	0.00	0.00	(103.35)
Total Cash and investments		3,598.90	0.00	3,598.90	0.00
Total Whalen Estate - Felton Branch		3,598.90	0.00	3,598.90	0.00
Fund 935 -- Robert Leet-Corday Estate					
Object 11000 -- Cash and investments					
11101	Pooled cash	103,036.90	0.00	0.00	103,036.90
11901	Allow for FV of invest w/City-cur unrstr	(2,855.00)	0.00	0.00	(2,855.00)
Total Cash and investments		100,181.90	0.00	0.00	100,181.90
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	199.87	0.00	0.00	199.87
Total Receivables - current		199.87	0.00	0.00	199.87
Total Robert Leet-Corday Estate		100,381.77	0.00	0.00	100,381.77
Fund 936 -- Morley Estate-La Selva Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	14,255.88	0.00	0.00	14,255.88
11901	Allow for FV of invest w/City-cur unrstr	(395.01)	0.00	0.00	(395.01)
Total Cash and investments		13,860.87	0.00	0.00	13,860.87
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	27.65	0.00	0.00	27.65
Total Receivables - current		27.65	0.00	0.00	27.65
Total Morley Estate-La Selva Branch		13,888.52	0.00	0.00	13,888.52
Fund 937 -- Hale Trust-Scotts Valley Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	49,430.29	0.00	0.00	49,430.29
11901	Allow for FV of invest w/City-cur unrstr	(1,369.64)	0.00	0.00	(1,369.64)
Total Cash and investments		48,060.65	0.00	0.00	48,060.65
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	95.88	0.00	0.00	95.88
Total Receivables - current		95.88	0.00	0.00	95.88
Total Hale Trust-Scotts Valley Branch		48,156.53	0.00	0.00	48,156.53

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General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 93*,95*,96*; Account = 11*,12*,13*,14*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 951 -- Library Joint Powers Authority					
Object 11000 -- Cash and investments					
11101	Pooled cash	9,515,247.65	16,249,605.42	15,596,523.61	10,168,329.46
11121	Change fund	100.00	0.00	0.00	100.00
11901	Allow for FV of invest w/City-cur unrstr	(267,568.00)	0.00	0.00	(267,568.00)
Total Cash and investments		9,247,779.65	16,249,605.42	15,596,523.61	9,900,861.46
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	17,880.84	0.00	0.00	17,880.84
12190	Other interest receivable	3,164.91	42,208.52	40,250.97	5,122.46
12201	Taxes receivable - current	801,416.50	8,218,008.57	8,238,335.06	781,090.01
12301	Accounts receivable - billed	484,585.00	0.00	484,585.00	0.00
12303	Accounts receivable - booked	570,522.27	5,926,755.36	6,000,659.82	496,617.81
12321	Utility accounts receivable - billed	0.00	27,510.61	27,510.61	0.00
12501	Grants receivable	43,160.29	0.00	43,160.29	0.00
Total Receivables - current		1,920,729.81	14,214,483.06	14,834,501.75	1,300,711.12
Total Library Joint Powers Authority		11,168,509.46	30,464,088.48	30,431,025.36	11,201,572.58
Fund 956 -- Library JPA - Technology					
Object 11000 -- Cash and investments					
11101	Pooled cash	263,345.76	0.00	0.00	263,345.76
11901	Allow for FV of invest w/City-cur unrstr	(7,296.93)	0.00	0.00	(7,296.93)
Total Cash and investments		256,048.83	0.00	0.00	256,048.83
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	510.84	0.00	0.00	510.84
Total Receivables - current		510.84	0.00	0.00	510.84
Total Library JPA - Technology		256,559.67	0.00	0.00	256,559.67
Fund 960 -- Felton Branch Reserve					
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	(1.21)	0.00	0.00	(1.21)
Total Receivables - current		(1.21)	0.00	0.00	(1.21)
Total Felton Branch Reserve		(1.21)	0.00	0.00	(1.21)

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 3/31/2024; Period = 0,1..12; Fund = 93*,95*,96*; Account = 11*,12*,13*,14*

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	524,009.28	0.00	28,500.00	495,509.28
11901	Allow for FV of invest w/City-cur unrstr	(14,519.54)	0.00	0.00	(14,519.54)
Total Cash and investments		509,489.74	0.00	28,500.00	480,989.74
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	1,016.47	0.00	0.00	1,016.47
Total Receivables - current		1,016.47	0.00	0.00	1,016.47
Total Library JPA - Vehicle Replacement		510,506.21	0.00	28,500.00	482,006.21
Fund 962 -- Library JPA Trusts					
Object 11000 -- Cash and investments					
11101	Pooled cash	18,609.95	0.00	0.00	18,609.95
11901	Allow for FV of invest w/City-cur unrstr	(515.65)	0.00	0.00	(515.65)
Total Cash and investments		18,094.30	0.00	0.00	18,094.30
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	36.10	0.00	0.00	36.10
Total Receivables - current		36.10	0.00	0.00	36.10
Total Library JPA Trusts		18,130.40	0.00	0.00	18,130.40
Fund 963 -- Library JPA - Capital Equipment					
Object 11000 -- Cash and investments					
11101	Pooled cash	71,080.19	0.00	0.00	71,080.19
11901	Allow for FV of invest w/City-cur unrstr	(1,969.53)	0.00	0.00	(1,969.53)
Total Cash and investments		69,110.66	0.00	0.00	69,110.66
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	137.88	0.00	0.00	137.88
Total Receivables - current		137.88	0.00	0.00	137.88
Total Library JPA - Capital Equipment		69,248.54	0.00	0.00	69,248.54
Total		12,602,485.14	30,464,088.48	30,468,128.21	12,598,445.41

Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



STAFF REPORT

DATE: June 6, 2024
TO: Library Joint Powers Authority Board
FROM: Eric Howard, Interim Director of Libraries
RE: MOU between the City of Santa Cruz and the Library to install a generator at Library Headquarters.

STAFF RECOMMENDATION

Motion to endorse the MOU between the City of Santa Cruz and the Library.

BACKGROUND

A number of critical library computer systems that support the entire library system receive backup power when needed from a generator located at the Downtown Library. The Downtown Library is expected to vacate its building and move to its new location in 2027. The Library plans to transition all of its equipment that supports the entire library system to Library Headquarters once the new generator is installed there. The building that currently houses office space for Library Headquarters and the City's Water Department does not have backup power. The shared use of this generator will benefit the Water Department, provide backup power for all of the Library's critical computer systems, and provide enough energy to run the entire building.

DISCUSSION

The cost will be shared between the City and the Library. The Library will cover 40% of the overall cost for the installation of the new generator, which is budgeted as a one-time cost in the 24/25 Budget. The Library also envisions potentially moving the old generator from the Downtown Library to the Boulder Creek branch, a location that experiences more outages than any of the other branches. The installation at the Boulder Creek branch would likely occur in late 2025.

FISCAL IMPACT:

The proposed budget allocates \$150,000 which will cover the Library's obligation totaling \$140,000 for the installation of a new generator at Library Headquarters. The remaining \$10,000 will cover part of the installation cost for the Boulder Creek branch to relocate the old existing generator from the Downtown Library.

ATTACHMENT: None

Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



STAFF REPORT

DATE: June 6, 2024
TO: Library Joint Powers Authority
FROM: Heather Norquist, Manager for Youth Programs and Services, and
Jessica Goodman, Manager for Adult Programs and Services
RE: Summer Reading Planning for 2024

RECOMMENDATION

Review and file the plan for Summer Reading 2024

DISCUSSION

Last year we enrolled 2042 children 0-11, 403 teens, and 1,136 adults in our Summer Reading program. These numbers were a significant increase over the previous year when the Aptos, Live Oak, and Branciforte branches were closed. This year we anticipate even higher numbers of participants as all of our branches are open again. We are offering two special kick-off events, one at the Aptos Branch in conjunction with the rescheduled opening celebration on June 1, and one on June 8 at the Felton Branch, in conjunction with the delayed celebration of the Felton Library and Discover Park.

Reading Log and Calendar

Our theme for SRP 2024 is Read, Renew, Repeat! Like last year, our Marketing Department has come up with a design that combines the reading log with the event brochure. We are also including QR codes on bookmarks that take people directly to our SRP page where they can sign up. All SRP materials are bilingual. As before, readers can log their reading using either the paper log or the Beanstack platform.

Incentives

Like last year, in addition to books and other incentive prizes, we are offering major raffle prizes for children and teens.

Youth 0-11:

- Upon signup: Atlantis Fantasyworld Certificate for a free Graphic Novel and a Boardwalk Bowl Coupon
- 5 hours of reading: a book to keep and 1 raffle ticket
- 10, 15 hours of reading: 1 raffle ticket and 1 water bottle sticker custom designed by SCPL staff
- 20 hours of reading: Free Scoop from Penny Ice Creamery, 1 raffle ticket and 1 Grand Prize Raffle Ticket
- Grand prize for the raffle: Gift Certificate for \$500 to the bike shop of your choice.

Teens

- Upon signup: Atlantis Fantasyworld Certificate for a free Graphic Novel and a Boardwalk Bowl coupon
- Raffle tickets at 5, 10, 15 hours of reading
- 20 hours of reading: Free Scoop from Penny Ice Creamery, a raffle ticket and a Grand Prize Raffle ticket
- Grand prize for the raffle: Gift Certificate for \$500 to the bike shop of your choice. Other prizes include AirPods, Beats headphones, and a variety of raffle prizes purchased from local businesses.

Performer Events

- The FOSCPL have provided funding for 2 performers at each branch, and some chapters are funding additional performers. New offerings include Graphic Novel workshops for Teens, Interactive stories with STEM and magic, clever parrots, a bilingual comedy magic show, and a pirate ventriloquist.

In House Programs

- Our Youth Librarians are planning to offer a variety of fun craft and STEAM programs at every branch. Some highlights relating to the Recycling and Environmental Conservation themes include: Make a Recycled No-Sew T-shirt Bag, Robo-Recycling- Build your own recycled robot!, Book Bag decorating, and Save the Bees: Native Flower Seed Planting.

Lunch at the Library

- We are still in the early stages of planning, but our hope is to provide 2 popup programs at 10 summer meal sites where we will sign people up for SRP and distribute books to build home libraries. Studies have shown that the number of books in the home helps predict early reading

abilities, and that children in the highest socioeconomic status have over five times the books in their homes as children in the lowest quartile.

Adult Summer Reading

In addition to the ongoing regular adult programs that take place year round, we are planning a variety of special programs this summer. Many are designed to support the “Read, Renew, Repeat” summer themes of conservation, maintaining and restoring habitats, enhancing ecosystem services, protecting biological diversity, engaging in restorative methods of self-improvement and self-preservation, building community resilience, and of course reading!

Highlights include:

- Writing workshops on nature journaling, ecopoetry, and poetry as practice
- EARTH FOCUS documentary on environmental challenges and solutions
- Earth-Friendly Gardening workshops with the UC Master Gardeners
- Art workshop on printing botanicals
- Environmental sustainability talks on air quality and electric vehicles
- Soundswell Live Concert during the Aptos Grand Opening with bands featured in the library’s digital collection of local music
- Santa Cruz Shakespeare talk on this year’s plays
- Author talks, in person and virtual
- Nutrition presentations on healing your digestion and supporting your memory
- Meditation for stress relief
- Summertime crafts for adults
- Planning for long-term care
- Sewing Meetup

In the spirit of this year’s environmental and restorative themes, our Adult reading incentives focus on reading and experiences. In lieu of bulk generic giveaways, we are increasing the number and types of raffle prizes. Prizes are funded thanks to the Friends of the Santa Cruz Public Libraries

Raffle Prizes:

- Early sign up before June 24 - Family package of 2 adult + 2 youth tickets to the Santa Cruz Shakespeare play of their choice (donated by Santa Cruz Shakespeare)
- 5 and 10 hours - Bookstore gift cards
- 15 hours “Silver level” - Annual family memberships to the Museum of Natural History or the Museum of Art & History
- 20 hours “Gold level” - Annual family membership to the Monterey Bay Aquarium or California State Parks annual pass

Community Events

Come see us out in the community at these major annual events:

- Santa Cruz Pride Festival
- Santa Cruz Juneteenth
- Japanese Cultural Fair
- Pleasure Point Street Fair
- SC Museum of Natural History Summer Festival

Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



STAFF REPORT

DATE: June 6, 2024
TO: Library Joint Powers Authority Board
FROM: Eric Howard, Interim Library Director
RE: FY 24 Budget Adjustment for Downtown Opening Day Collection

STAFF RECOMMENDATION

Approve FY 24 Budget Adjustment to set aside funds in the amount of \$142,426 for the future Downtown Library Branch Opening Day Collection.

DISCUSSION

As the Library focuses on the final Measure S Project which is the Downtown Branch Library, the planning for the opening day collection is in progress. While some of the existing collection will be moved to the new building, it will be augmented with new books for adults, teens, and youth.

The Library plans to set aside 10% of its allocated books and materials budget each year for the Downtown Library Opening Day Collection. For FY 24 the amount allocated for books and materials (not including bequests, trusts or grants) is \$1,424,264. Calculating 10% of this budget to be set aside is \$142,426 for FY 24. This amount will be transferred out of the library's operating fund and set aside for future books and materials purchases for the Downtown Branch library when the opening date gets closer.

The transfer of funds back into the operating budget for purchase of these materials will also require Board approval in the future.

Financial Impact

The books and materials budget line will be reduced by \$142,426. The funds will be moved out of the library operating budget and into a separate fund for future use.

Attachments: Budget Adjustment

Report Prepared by: Kira Henifin, Principal Management Analyst
Report Reviewed by: Eric Howard, Interim Library Director

City of Santa Cruz BUDGET ADJUSTMENT REQUEST

Administrative Approval
Council Approval

Fiscal Year:

Date:

Reso #:

Purpose:

ACCOUNT	PROJECT	PROJECT NAME	REVENUE EDEN ACCOUNT TITLE	AMOUNT
TOTAL REVENUE				

ACCOUNT	PROJECT	PROJECT NAME	EXPENDITURE EDEN ACCOUNT TITLE	AMOUNT
TOTAL EXPENDITURE				

NET: \$ _____

REQUESTED BY	DEPARTMENT HEAD APPROVAL	BUDGET/ACCOUNTING REVIEWED	FINANCE DIRECTOR APPROVAL	CITYMANAGER APPROVAL
				page 65

Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



STAFF REPORT

DATE: June 6, 2024
TO: Library Joint Powers Authority Board
FROM: Eric Howard, Interim Director of Libraries
RE: Ten-year financial forecast

STAFF RECOMMENDATION

Receive and file report and presentation.

BACKGROUND

At the February 8th LJPA meeting, Interim Director Howard provided a report called “Budget Considerations” that attempted to consider some of the anomalous budget changes experienced during the pandemic. Other anomalies stem from staffing level changes experienced during the Library’s renovations and construction projects. An implication from recent history shows that past savings in salaries does not provide an accurate reflection to base future savings projections. The report warned that the unrestricted fund will be depleted within ten years if changes in operations or revenues are not made.

The report also stated the Library retained a consultant, Baker Tilly, to provide a ten-year financial forecast. That forecast has been completed. Baker Tilly’s forecast supports many of the concerns raised in the February report. The Baker Tilly Executive Summary and presentation attached in this report provides the Library and the LJPA with their forecast along with dynamic data models that staff will use as it considers various scenarios around operations, expenditures and revenues. Baker Tilly will train staff on the modeling and remain in contact with staff to support its use.

DISCUSSION

The current surplus provides time for the Library and LJPA to consider its options. In February 2025, the Library will present to the LJPA several options to consider in order to maintain the reserves at 20% of revenue for the next ten years. Those options will be developed through the use of Baker Tilly’s newly developed models and through conversations with Library staff and with members of the LJPA.

FISCAL IMPACT:

There is no fiscal impact for the scope of work completed by Baker Tilly. The project was already approved in the 23/24 budget. The dynamic modeling is also included in the project and will only require staff time to use.

ATTACHMENTS: SCPL Fiscal Model Development Executive Summary Report
SCPL Financial Forecast Presentation Slides

To: Eric Howard, Interim Library Director
Santa Cruz Public Library

From: Steve Toler, Director
Noemi Barter, Project Manager
Matt Stark, Manager
John Alita, Special Advisor

Subject: Santa Cruz Public Library Fiscal Model Development – Executive Summary

Date: June 6, 2024

Baker Tilly was engaged to develop a long-range financial forecast (or “fiscal model”) for the Santa Cruz Public Library (“Library” or “JPA”). Over the course of the past few months, we have been working with staff from the Library, the City of Santa Cruz (CoSC) finance team, and interviews with JPA Board members, to inform the development of the fiscal model. This memorandum summarizes the outcomes of our work. During the Board meeting on June 6, 2024 we will go over the features of the fiscal model in greater detail, discuss its usefulness to support policy decisions, and, more importantly, convey the story it tells in terms of the long-range fiscal horizon for the Library.

Fiscal Model Features

The Library has not had a long-range financial forecast that would help decision makers in understanding the financial future of the Library based on its existing operations and available financial resources. Baker Tilly was engaged to provide a fiscal model that the Library can use and update on its own in future years and that would allow for three key features:

- **Realistically conservative assumptions.** Using historical context in the form of budget vs. actual financial data and projected personnel costs based on CoSC personnel projections, include the ability to input a variety of various assumptions to understand the fiscal impacts of those future trends and decisions;
- **Dynamic dashboard.** A set of real-time graphics that help understand the impacts that changes in assumptions of operating models may have on the long-term financial health of the agency;
- **Recessionary impacts.** An ability to understand future recessionary impacts on various revenue sources (especially the local transactions and use tax); and
- **Alternate scenarios.** The ability to create various scenarios based on budget strategies to resolve fiscal gaps or other changes in personnel levels or funding options.

Assumptions

A financial forecast’s power is its ability to tell the story of the organization’s long-term fiscal health based on accurate historical data and realistic assumptions that are conservative and attainable while still allowing policy makers to make decisions necessary to fund service levels.

Based upon our extensive experience in working with agencies throughout California and Santa Cruz County, we have worked with Library staff to develop a core set of assumptions that are summarized in Table 1.

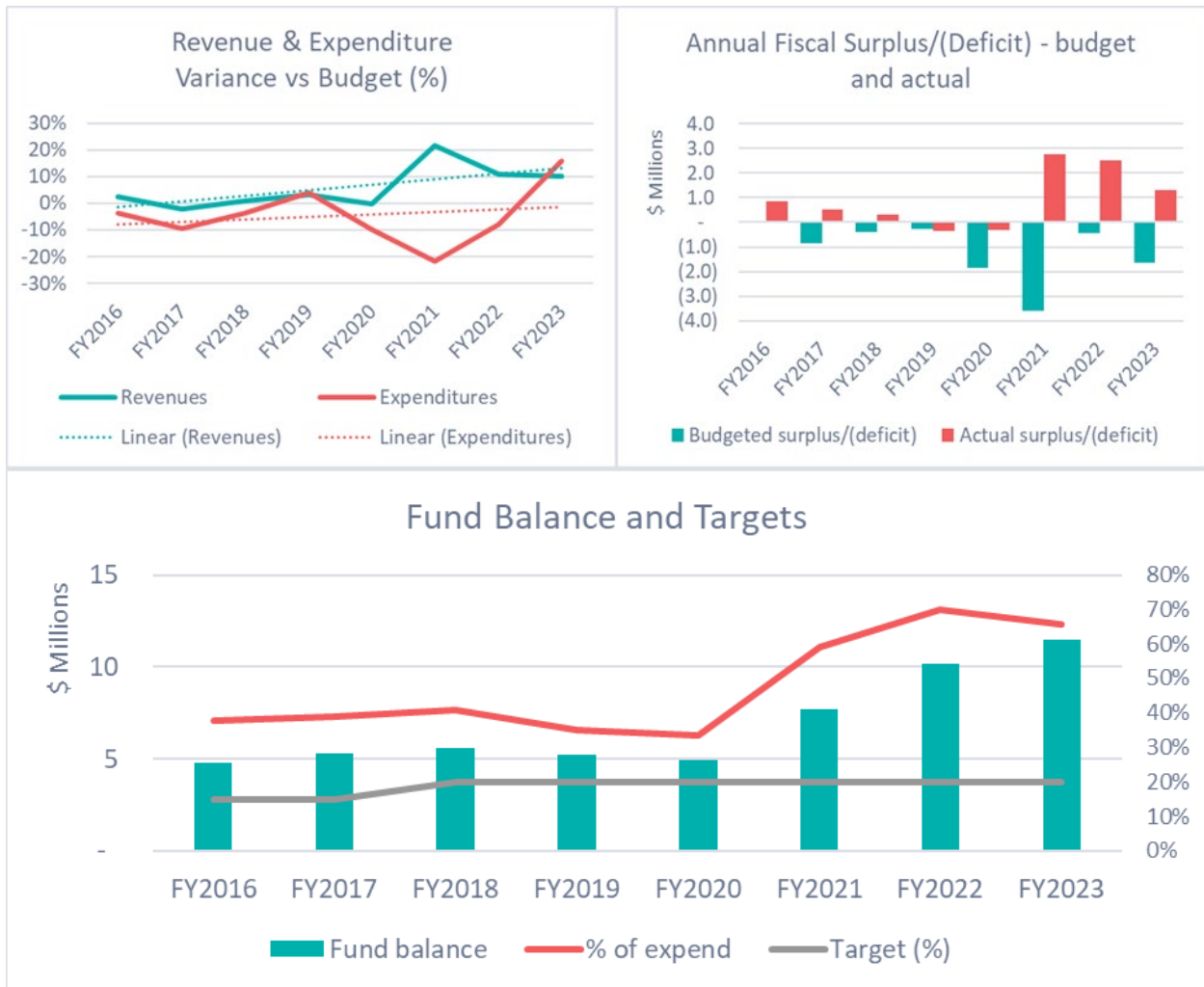
Table 1. Summary of Key Assumptions Used in Library Long-Range Forecast

Revenues and Reserves	Expenditures
<ul style="list-style-type: none"> • Property tax – 3.75% growth per year; no significant development assumptions • Sales and use tax – 2.9% growth per year • Maintenance of effort (MOE) from CoSC and County – assumes 1.0% to 1.8% growth per year based on negotiated amounts through FY 2029 pending outcome of discussions; 3% growth thereafter • Grants and donations – No growth using FY 2025 baseline projections • Interest earnings – 4% investment return rate on unassigned reserves in FY 2026, tapering down to 3% by FY 2028 and thereafter based on unassigned reserve balances • Minimum reserves – 20% of annual budgeted operating expenditures 	<ul style="list-style-type: none"> • Salaries and other adjustments – Placeholder assumption of 3.5% annual growth; ; 7% vacancy rate falling to 3% by FY 2028 • Health care costs – 3% growth per year based on historical trends from CoSC and MOU provisions • CalPERS pension costs – based on CalPERS Pension Outlook Tool and prorated share of the unfunded actuarial liability (UAL) for the CoSC Miscellaneous pool • Services and supplies – 2.3% long-term growth • Books and materials – 8% of operating revenues • Capital outlay - \$430,000 in computers and other capital equipment in FY 2026, increasing by an additional \$20,000 per year thereafter

Historical Financial Results

The COVID-19 Pandemic had profound impacts on the community from 2020 to 2022. The Library had to adjust service provisions, closing libraries for an extended period of time, and reducing hours and availability for nearly two years during the region’s recovery from the Pandemic’s impacts. During that time, the Library experienced turnover and left positions vacant. Once the Pandemic’s impacts subsided, the Library found difficulties in recruiting and retaining staff. These staffing vacancies led to expenditure savings, while revenues continued to grow in the form of property taxes from a low-interest rate environment and pent-up demand for both housing and taxable goods that yielded increases in sales tax revenues. All told, the Library’s reserves grew from \$5 million pre-Pandemic to over \$11 million by FY 2023, as presented in Figure 1.

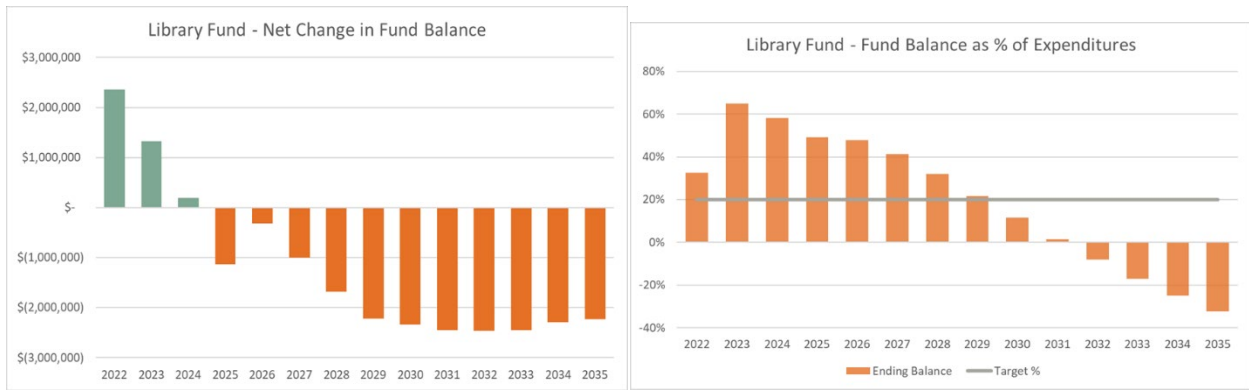
Figure 1. Historical Financial Results Pre- and Post-Pandemic



Long-Range Financial Forecast

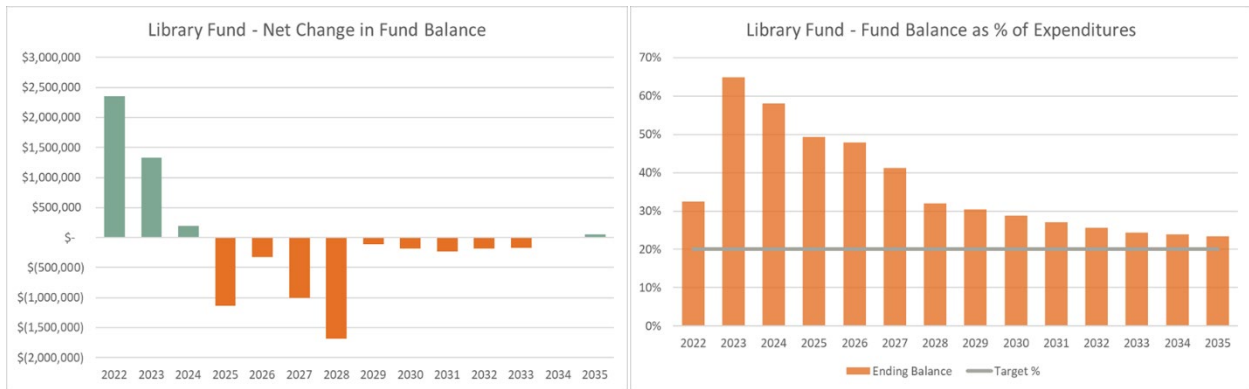
Using the proposed FY 2025 annual budget as a baseline, and using the assumptions above, the long-range financial forecast indicates an ongoing structural deficit (expenditures exceeding revenues) that grows to an average of \$2.5 million per year by FY 2032. The gap is due to an imbalance in revenues and expenditures in FY 2025, with revenues not expected to maintain pace with expenditure growth, especially in the areas of compensation and the CalPERS unfunded actuarial liability growth through FY 2033. Without corrective action, reserves would fall below the minimum reserve target of 20% of annual operating expenditures by FY 2030 and would fall below zero by FY 2032 (see Figure 2).

Figure 2. Baseline Forecast Based on FY 2025 Proposed Budget



In order to provide fiscal sustainability to Library operations in the baseline financial forecast, the Library will need to implement ongoing budget strategies of \$2.1 million per year starting in FY 2029 to eliminate the deficit by FY 2034 and to maintain reserves above the minimum reserve target throughout the forecast period (see Figure 3).

Figure 3. Addressing the Fiscal Gap with Budget Strategies in FY 2029



Summary

The operational impacts during the Pandemic led to expenditure savings and increasing reserves that have allowed the Library to maintain service levels. The proposed FY 2025 annual budget seeks to use reserves to address operating needs and restore Library services to their pre-Pandemic levels. Based on the realistically conservative assumptions used in developing a long-range financial forecast, a long-term fiscal gap (structural deficit) exists that would deplete reserves within six years if not fully addressed. The Board should use its new financial forecast as a tool to help inform its decision making in providing the proper levels of service that the community has come to enjoy with the resources upon which it can rely to maintain those services in a fiscally sustainable way.



Santa Cruz Public Libraries Fiscal Model

Steve Toler, Director
Matt Stark, Manager

June 6, 2024

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Project Overview

Project launch

- Project objectives
- Coordinate with development of Proposed FY 2025 budget

Gather information and data

- Historical budget vs. actual results
- Budgeting approaches
- Foundational documents
 - Lease agreements
 - Maintenance of effort (MOE)
 - JPA
- Interviews
 - SCPL staff
 - Santa Cruz finance team
 - JPA Board members

Conduct fiscal gap analysis of underfunded/ unfunded needs

- Review capital needs
- Identify potential gaps

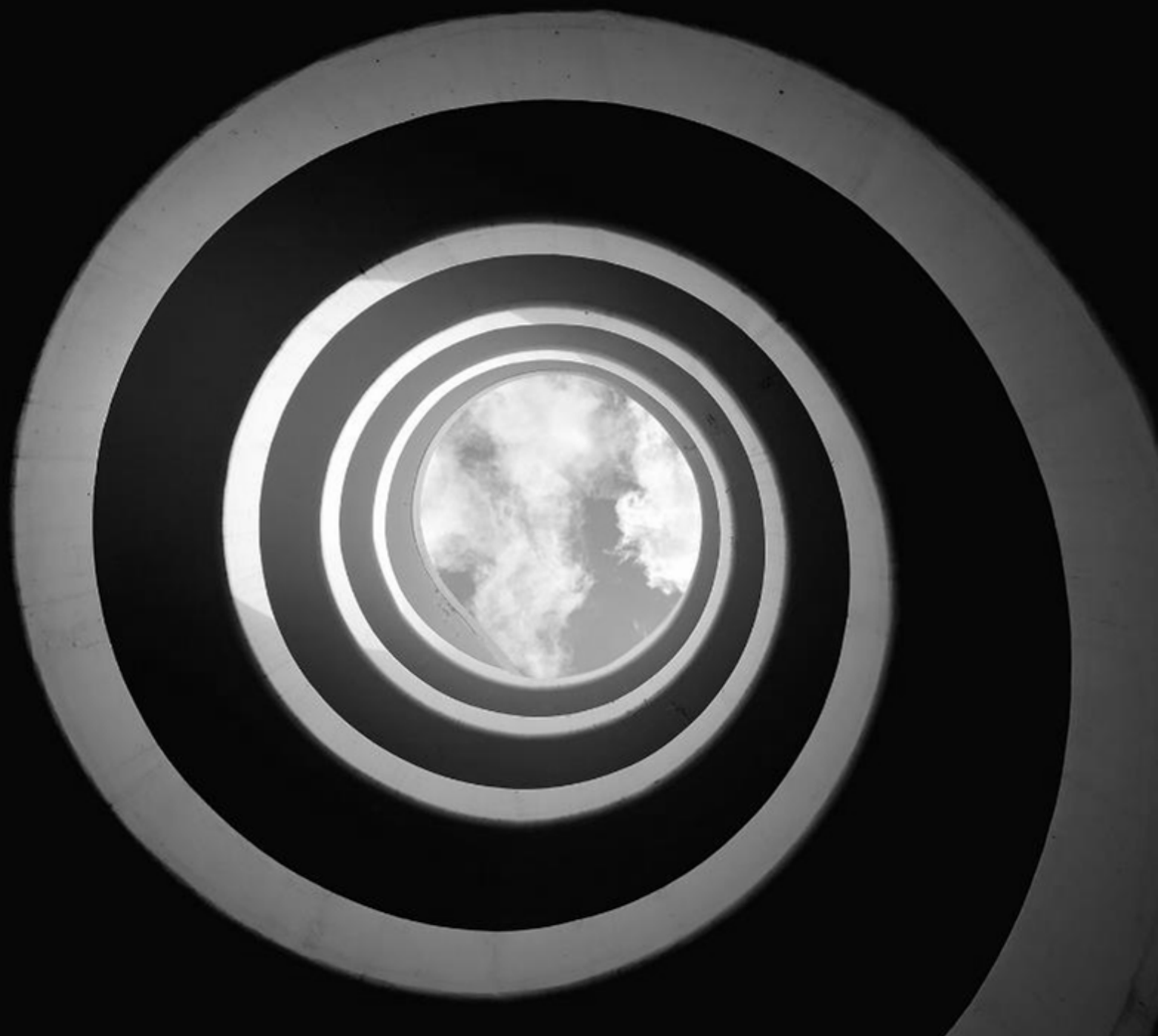
Develop baseline fiscal model

- Historical trends
- Realistically conservative assumptions
- Minimum reserve policies
- Develop and finalize fiscal model

Present results and provide support

- Present outcomes from the fiscal model
- Provide ongoing support





Financial Forecasting

“Financial forecasting is basically math. What makes it powerful is:

- Accurate baseline data
- Realistic assumptions
- The ability to tell a story about the fiscal health of an agency

But remember, the numbers never sleep.”



Financial Forecasting in Local Government

How They Are Used

- Fiscal management tool to inform and assist in decision-making
 - Government policies
 - Strategic goals
 - Provision of community services
- Identifies future revenue and expenditure trends
- Integral to annual budget process
- Promotes sound fiscal discipline in service delivery

What Makes Them Useful

- Credible
 - Transparency
 - Descriptive of external forces
 - Within acceptable accuracy tolerances
 - Solid set of assumptions
- Understandable
 - Clear, simple, reasoned
 - Relating assumptions to projections
 - Implications
- Linked to sound fiscal practices
 - Reserve policies
 - Maintaining structural balance
 - Long-term fiscal planning



Financial Forecasting in Local Government

Things Within the City's Control

- Setting fees and charges
- Determining what services and level of services to provide
- Determining service delivery model (e.g., employee, contract, shared services)
- Establishing staffing levels
- Setting compensation and benefit levels
- Determining type and level of investment in capital project/infrastructure investment

Things Outside the City's Control

- Increasing taxes
- Economic trends
- Recessionary impacts
- Private investment in development and retail business
- Travel and tourism
- Pension costs
- Bond market interest rates
- Emergency events and emergency response



Executive Summary of SCPL's Fiscal Situation



Operational impacts during Pandemic led to expenditure savings and increasing reserves



Baseline Proposed FY 2025 budget seeks use of reserves to address operating needs



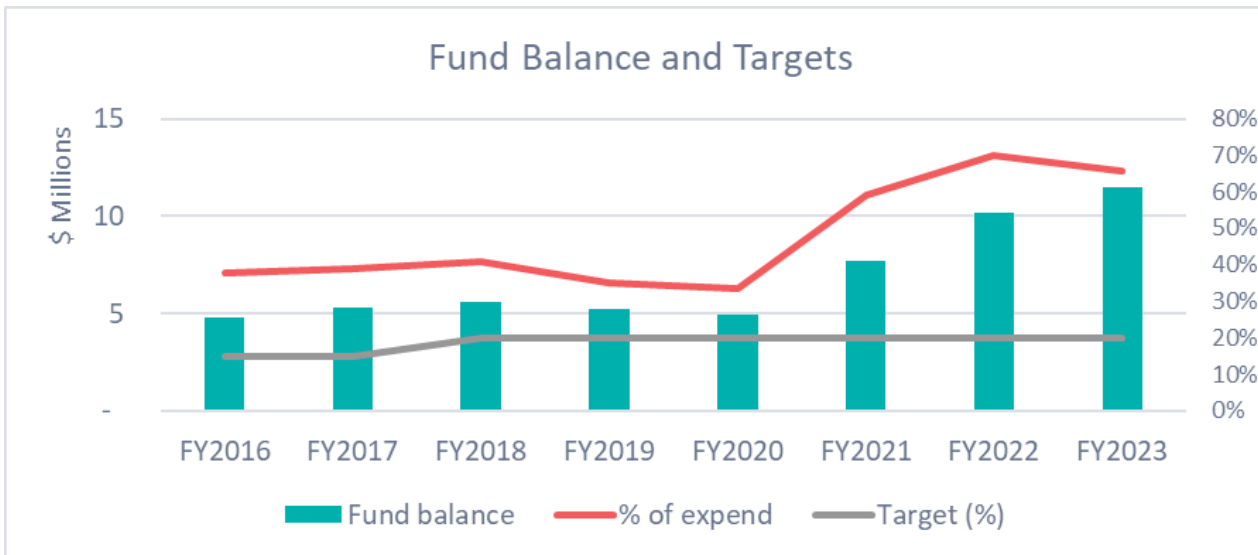
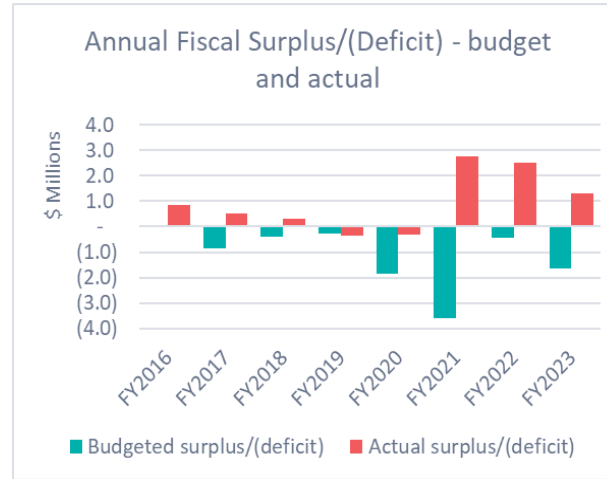
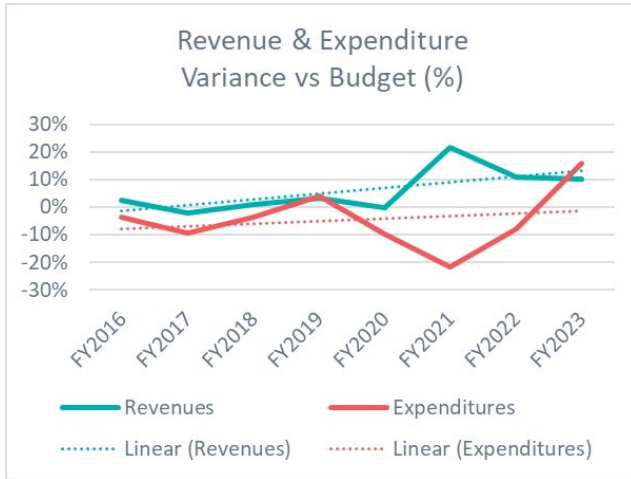
Realistically conservative assumptions used to guide long-range trends for revenues and expenditures



Long-range forecast indicates fiscal gap growing to \$2.5 million per year that would deplete reserves by FY 2032 if not addressed



Historical Financial Results



- Measure S bonds were critical in providing much needed capital funds to modernize libraries
- Operations during Pandemic led to reduced hours and staffing needs
- Staffing vacancies greater than 15% provided significant personnel cost savings
- Reserves grew from \$3.9 million (38% of operating expenditures) to \$11.2 million (65%)



Fiscal Model and Forecast Assumptions

Foundations of the Fiscal Model

Realistically Conservative Assumptions

- Historical context (actuals & budget) for projections
- Personnel costs based on City of Santa Cruz's (CoSC) projections
- Incorporates placeholder assumptions on future changes in compensation, pension costs, vacancy savings, and staffing levels

Recessions

- Includes ability to model future recessionary impacts (especially sales tax revenues)
- Flexibility to set magnitude & duration of losses by sources

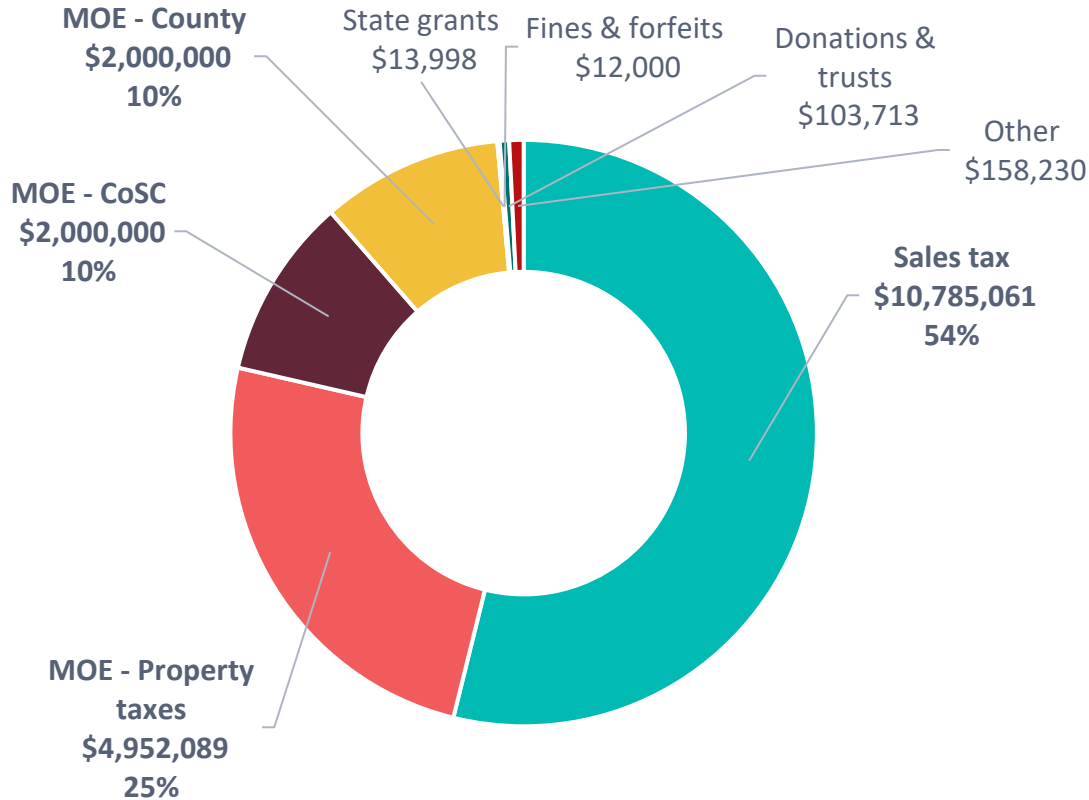
Alternate Scenarios

- Change COLAs, FTE growth
- Impact of assumptions on key revenues and expenditures
- Show impact of outcome of cost of administrative support services analysis from CoSC
- Isolate impact on assumption changes MOE

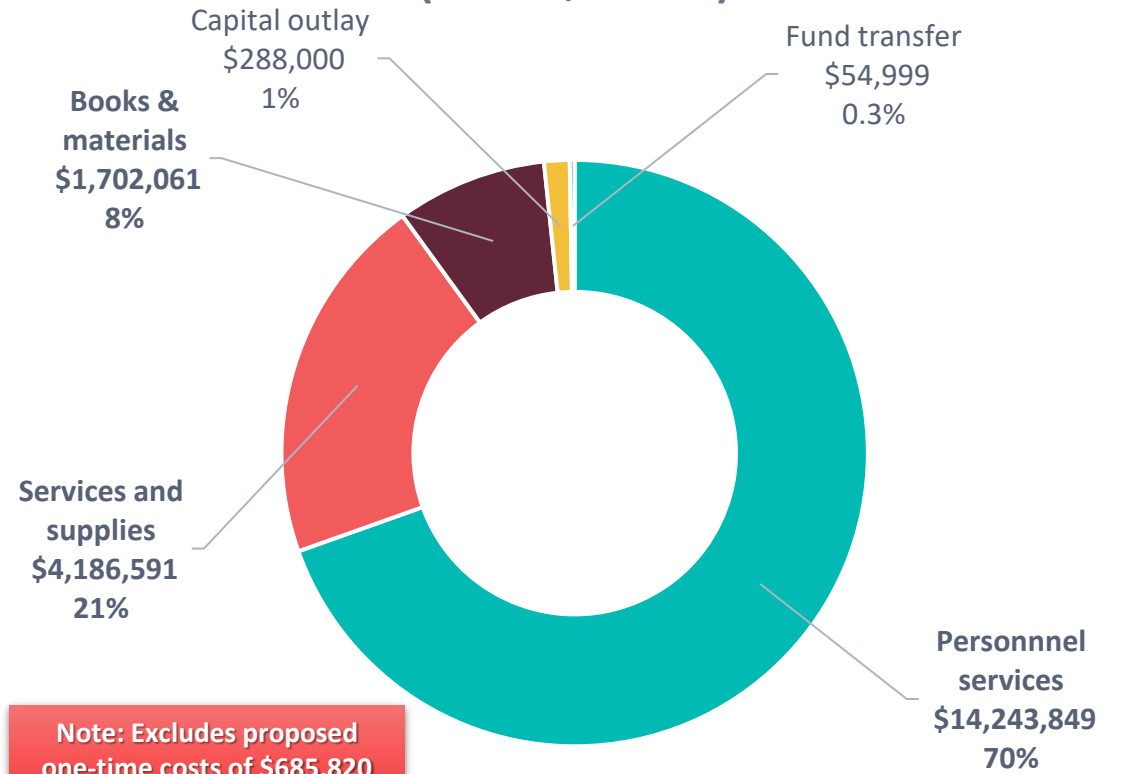


SCPL Baseline Proposed FY 2025 Budget

SCPL Projected Revenues FY 2025
(Total: \$20.0M)



SCPL Proposed Expenditures FY 2025
(Total: \$20.5M)



Note: Excludes proposed one-time costs of \$685,820



Economic Assumptions in the Region



Recessionary impacts

Not likely to affect local government until 2027
Occurs typically every seven (7) years



Investment returns

Soften within 12 months
Glideslope to around 2% over the next several years



Interest rates

Same softening trend
Impact on housing vs. household earnings



Real estate prices

Prices leveled off in midst of lingering interest rates
Commercial vacancies and Prop 8 appeals unlikely to significantly impact Library member agencies



Summary of Key Revenue and Reserve Assumptions



Property tax – Assumes 3.75% growth per year; no significant development assumptions



Grants and donations – Assumes no growth based on FY 2025 projected revenues



Sales & use tax – Assumes 2.9% growth per year



Interest earnings – Assumes 4.0% investment return rate on unassigned reserves in FY 2026, tapering down to 3.0% by FY 2028



MOE from CoSC and County – Assumes 1.0% to 1.8% growth per year based on negotiated amounts through FY 2029 pending outcome of discussions



Minimum reserves – Assumes a minimum reserve policy of 20% of annual budgeted operating expenditures



Summary of Key Expenditure Assumptions



Salaries and other adjustments – Assumes placeholder assumption of 3.5% per year annual growth; 7% vacancy rate falling to 3% by FY 2028



Services & supplies – Assumes 2.3% long-term growth



Health care costs– Assumes 3% growth per year based on historical trends and current MOU provisions



Books & materials – Assumes expenditures at 8% of operating revenues



CalPERS Pension costs – Based on latest CalPERS Pension Outlook Tool and prorated share of unfunded actuarial liability (UAL) based on CoSC total miscellaneous payroll



Capital outlay – Assumes \$430,000 in computers and other capital equipment in FY 2026, increasing \$20,000 per year thereafter



Capital Needs – Observations

Santa Cruz County and the City of Santa Cruz approach Library capital needs differently

County Approach

- Reserve studies for each county facility (including Capitola and Scotts Valley)
- Lease agreements delineating capital responsibilities between Library and County
- Setting aside funds in a capital trust
- Reimbursement to the Library from reserve fund when projects are completed

City of Santa Cruz Approach

- Approximately \$250k per year up front in the budget to address most pressing needs
- Projects/emergencies in excess of the annual \$250k are negotiated with the City



Capital Needs – Recommendations

For the fiscal model to be most effective, the JPA should discuss and clarify future capital needs by implementing the following recommendations:

Develop a long-range capital plan for CoSC library facilities (needs assessment and/or master plan)

Consider reserve studies for each CoSC facility

Clarify repair and maintenance responsibilities between the Library and CoSC

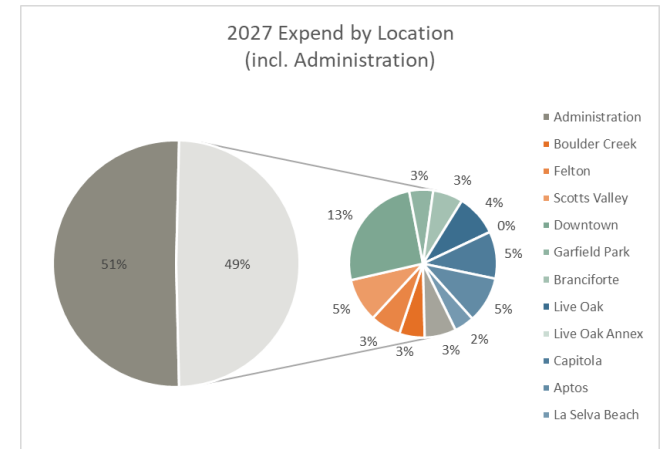
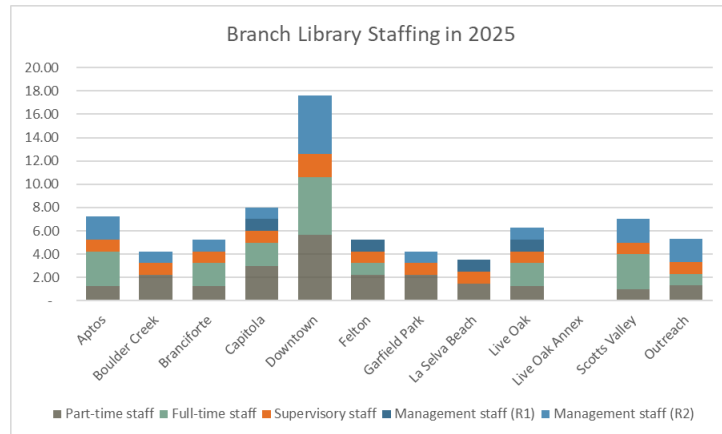
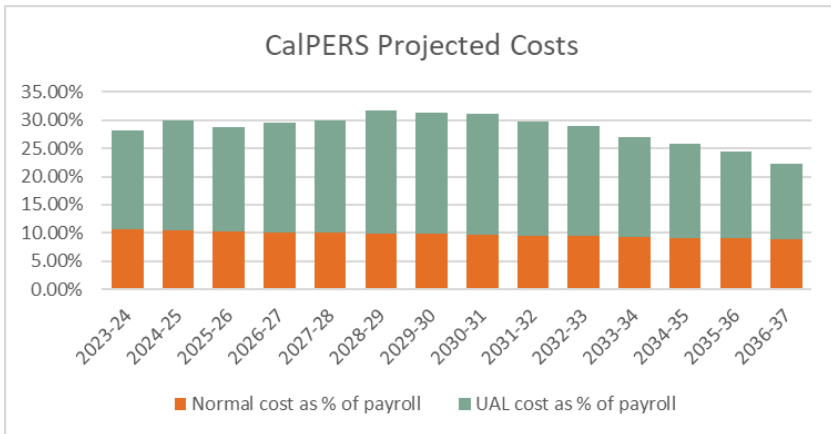
Determine funding process for CoSC projects



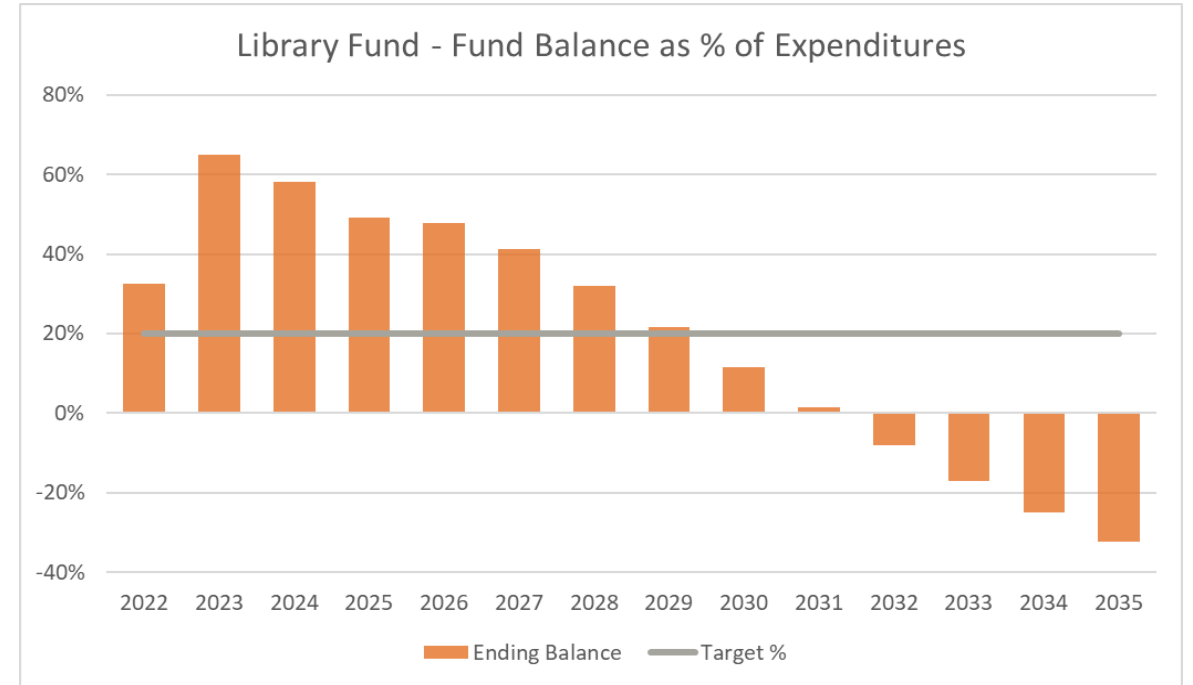
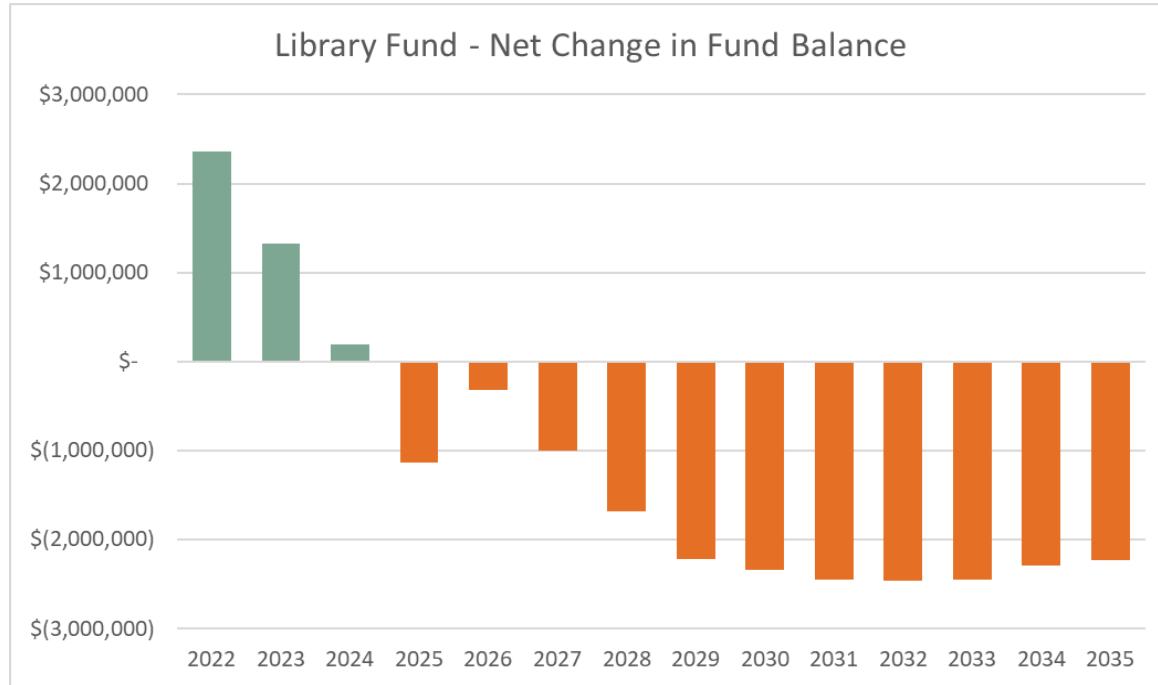
SCPL Fiscal Model

SCHEDULE OF ASSUMPTIONS				
Revenues		Notes	2026	2027
General Fund Revenues				
Measure R sales taxes	Estimates from Santa Cruz model		2.9%	2.9%
Maintenance of effort				
General Fund contribution - Santa Cruz	2026-2029 est. based on negotiations with City			
County tax collections	Estimates from Santa Cruz model		3.7%	3.7%
Other taxes				
Interest	% earnings on fund balance; not inflators		4.0%	3.5%
Donations				
Expenditures		Notes	2026	2027
Figures below are used as default values. May be overridden for specific departments.				
Personnel Costs				
Full time	Estimates from Santa Cruz model		3.5%	3.3%
Part time	Estimates from Santa Cruz model		3.5%	3.3%
Other compensation	based on above		3.5%	3.3%
Vacancy allowance	% applied to payroll		-7.0%	-5.0%

Library Fund Summary						
	2020-2024 Growth %	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Budget
Revenues						
Measure R sales taxes	7.79%	7,948,766	8,688,433	10,677,936	10,572,557	10,728,986
Maintenance of effort						
General Fund contribution - Santa Cruz	7.23%	1,674,751	1,744,751	1,814,751	1,976,853	2,214,546
County tax collections	9.86%	4,050,522	4,050,522	4,123,955	5,404,974	5,900,000
Other taxes	---	-	-	-	-	-
Operating grants	71.04%	17,301	360,347	255,740	229,518	148,064
Other operating revenues	-36.44%	247,955	21,636	45,790	41,034	40,464
Interest	9.97%	82,205	110,450	31,357	73,204	120,229
Donations	48.56%	129,993	456,491	318,448	538,270	633,265
Other non-operating	82.43%	146	35	(216)	13,252	1,617
Operating Transfers In	94.65%	22,190	33,893	10,530	1,245	318,522
New revenue source A	---	-	-	-	-	-
New revenue source B	---	-	-	-	-	-
Total Revenues	9.13%	14,173,829	15,466,558	17,278,291	18,850,907	20,105,693
% change year-over-year			9.1%	11.7%	9.1%	6.7%
Expenditures						
Administration - personnel	7.58%	10,038,310	8,257,702	10,159,185	11,240,072	13,444,105
Branch libraries - personnel	---	-	-	-	-	-
Administration - non-personnel		5,053,336	4,604,876	4,760,075	6,285,139	6,471,795
Branch libraries - non-personnel		-	-	-	-	-
Total Expenditures	7.18%	15,091,646	12,862,578	14,919,260	17,525,211	19,915,900
% change year-over-year					17.5%	13.6%
Surplus/(Deficit) of Revenue over Expend.		(917,817)	2,603,980	2,359,031	1,325,696	189,793



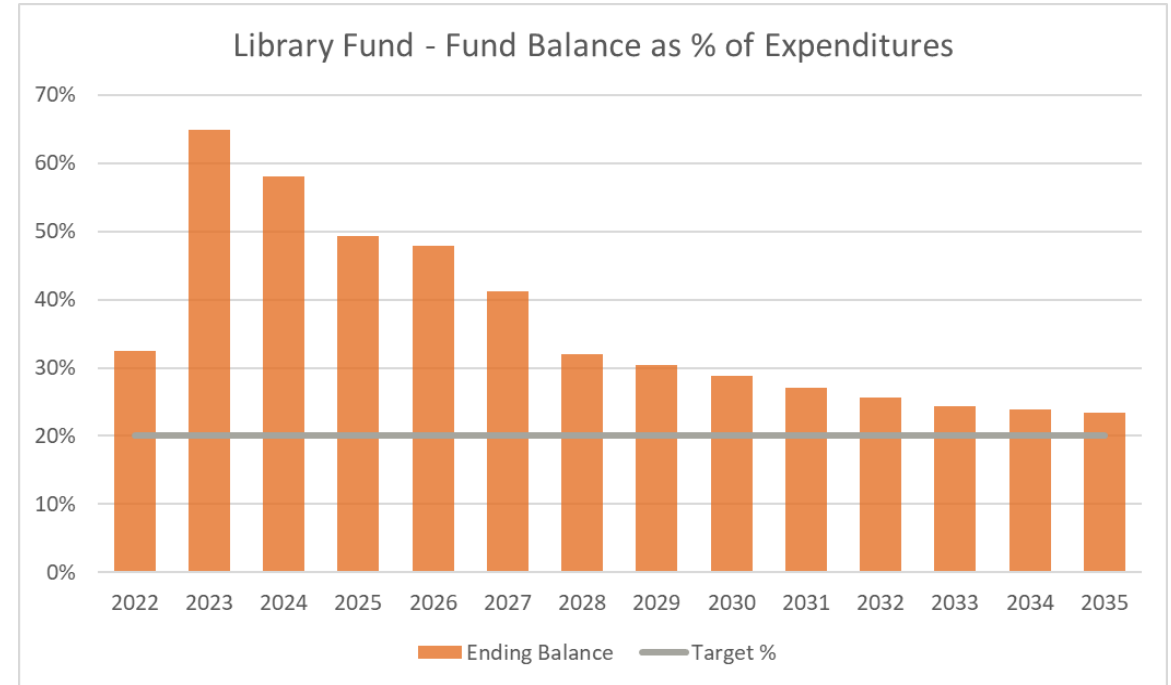
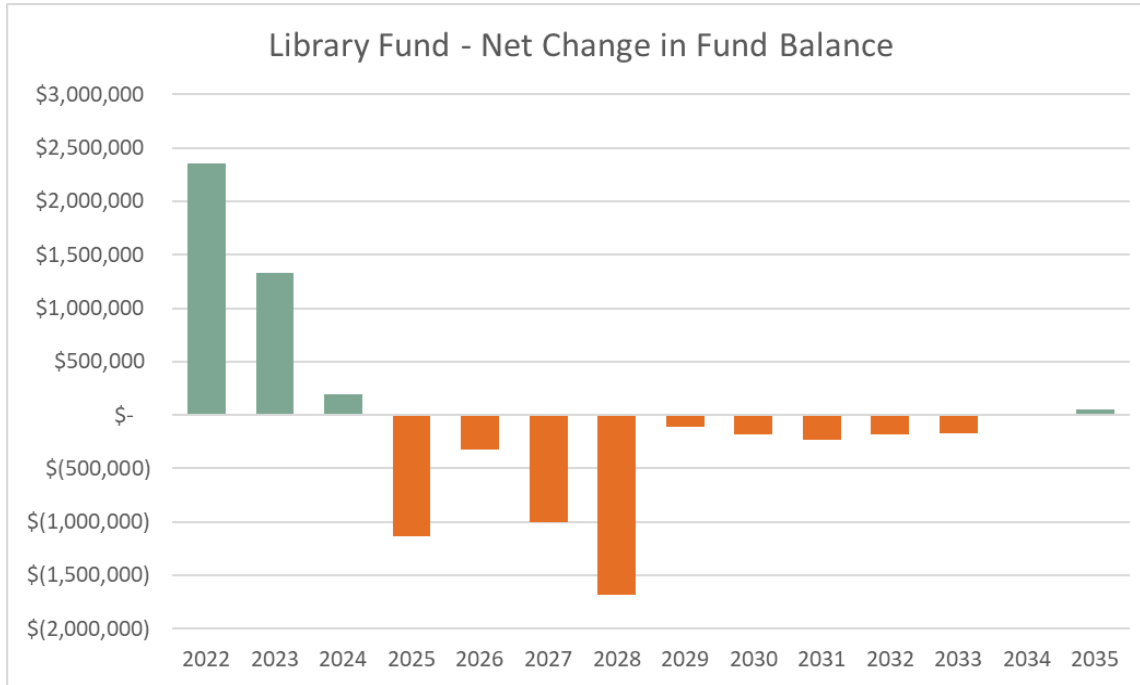
Baseline Forecast Based on FY 2025 Budget



- Ongoing **structural deficit** grows to an average of **\$2.5 million per year** by FY 2031
- Reserves will **fall below the minimum 20% reserve level in FY 2030** and **below zero by FY 2032** without corrective action



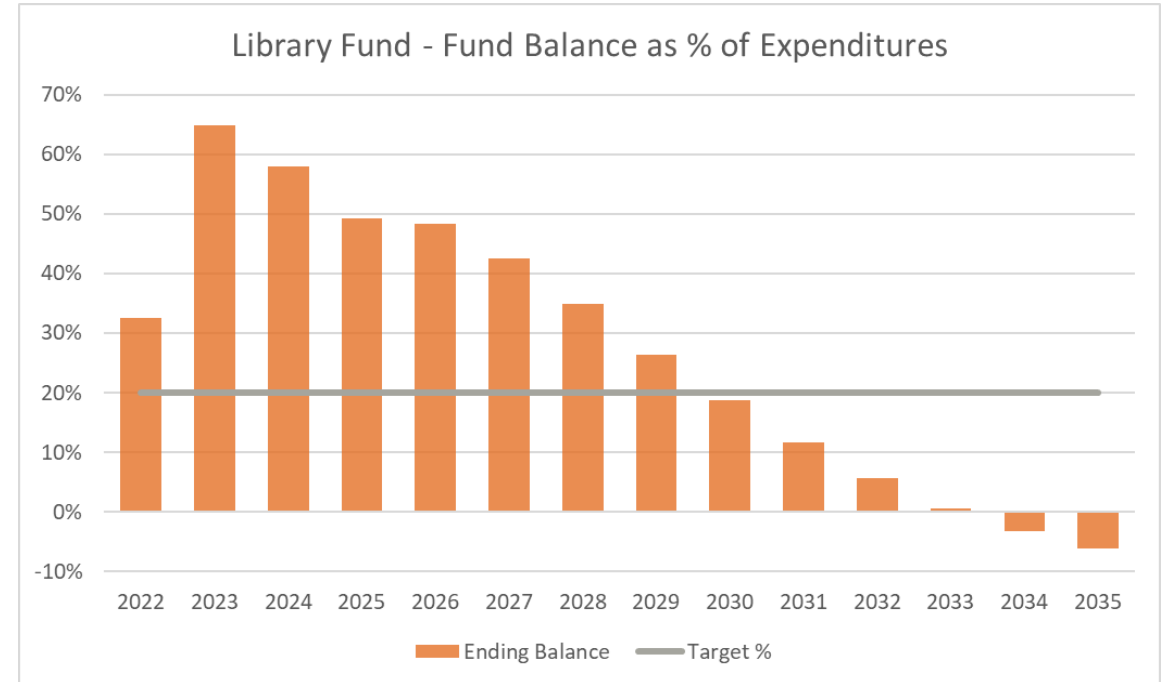
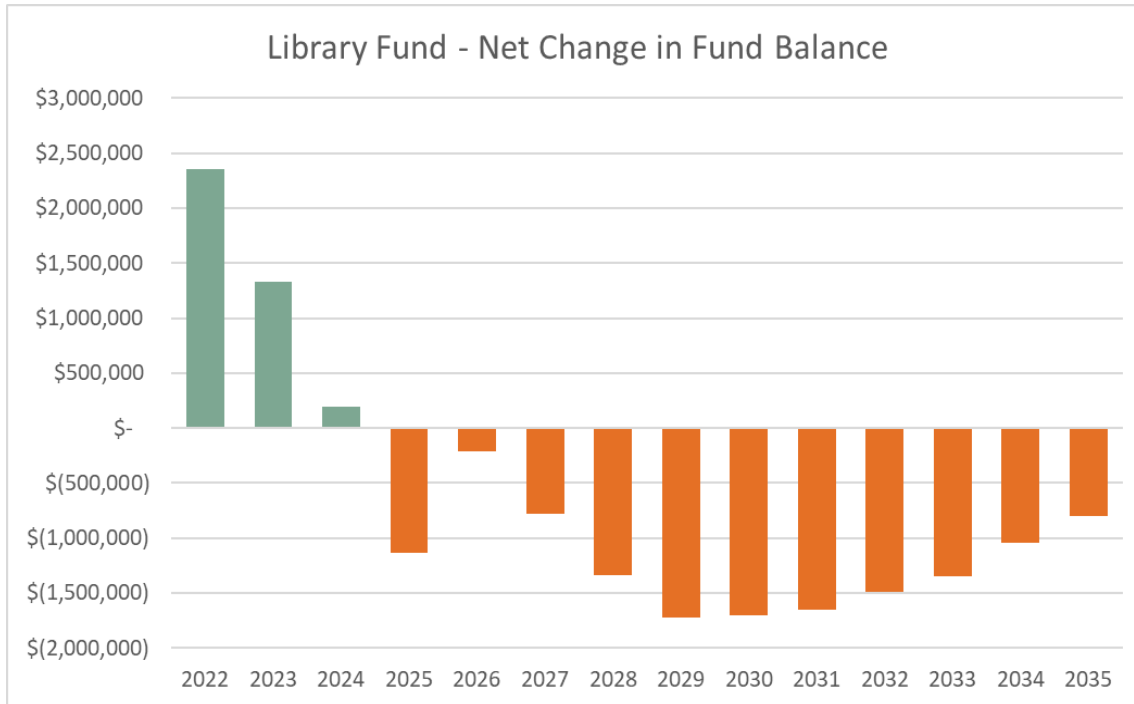
Addressing the Fiscal Gap



- Baseline forecast indicated reserves will **fall below the minimum 20% reserve level in FY 2030** and **below zero by FY 2032** without corrective action
- Providing fiscal sustainability will require **\$2.1 million in budget strategies not later than FY 2029** to eliminate the deficit by FY 2034 and maintain reserves above the minimum reserve level throughout the forecast



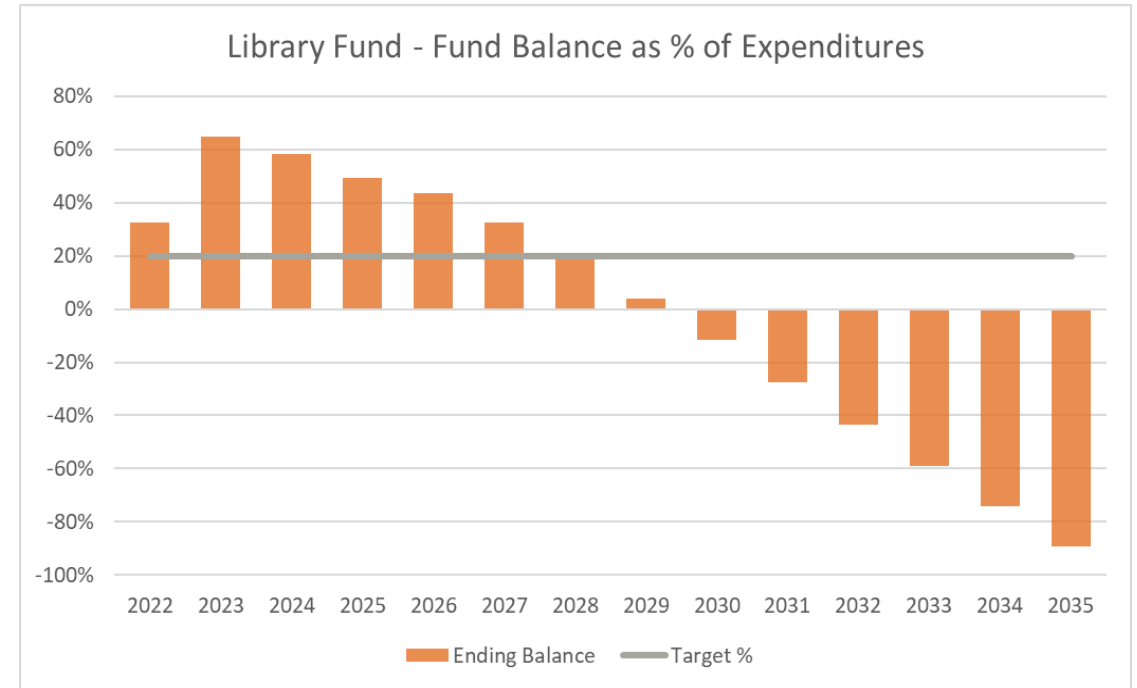
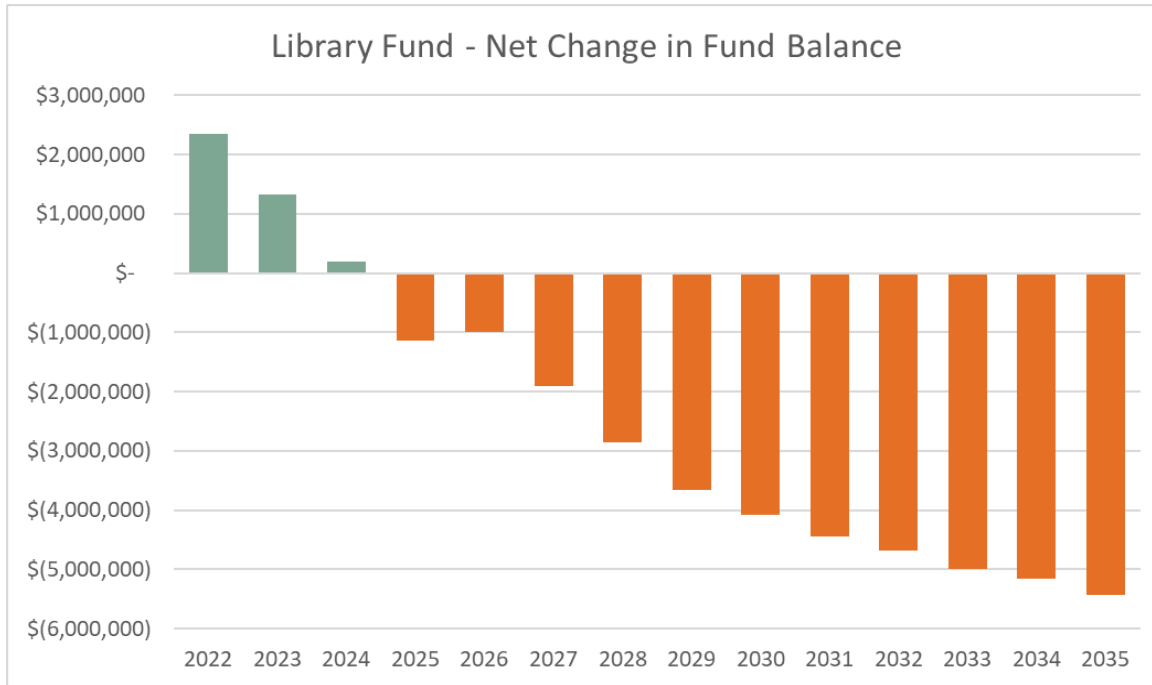
Alternate Scenario – Property Tax and Sales Tax Trend Assumption Changes



- Increasing property tax growth to 5% per year and sales tax growth to 4% per year (rosier picture)
- Ongoing **structural deficit shrinks to \$1.7 million** per year by FY 2029
- Reserves will fall **below the minimum 20% reserve level in FY 2030** and **below zero by FY 2034** without corrective action (requires \$1.0 million in budget strategies)



Alternate Scenario – Cost of Service and Inflationary Impacts



- **Increasing baseline cost of services from CoSC by 90%** based on preliminary Matrix report and **increasing escalator for compensation and inflationary factors to 4% per year (negative outlook)**
- Ongoing **structural deficit** reaches **\$4.0 million per year** by FY 2030
- Reserves will fall **below the minimum 20% reserve level in FY 2028** and **below zero by FY 2030** without corrective action (requires \$3 million in FY 2028 and an additional \$1.3 million in FY 2031)



Executive Summary of SCPL's Fiscal Situation



Operational impacts during Pandemic led to expenditure savings and increasing reserves



Baseline Proposed FY 2025 budget seeks use of reserves to address operating needs



Realistically conservative assumptions used to guide long-range trends for revenues and expenditures



Long-range forecast indicates fiscal gap growing to \$2.5 million per year that would deplete reserves by FY 2032 if not addressed



Questions?



Steve Toler
DIRECTOR

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Matt Stark
MANAGER

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Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



STAFF REPORT

DATE: June 6, 2024
TO: Library Joint Powers Authority Board
FROM: Eric Howard, Interim Library Director
RE: Approve FY 25 Library Operating Budget

RECOMMENDATION

Adopt the FY 25 Library Operating Budget.

DISCUSSION

The Library is pleased to present the FY 25 Library Operating Budget for adoption.

The Budget does reflect a few changes not presented at the Board's May meeting when the draft budget was proposed.

- A one-time increase to the collections budget from 8% to 10% was recommended by the Board. This increase of \$395,820 will enhance the collections budget for the library system as a whole.
- An increase in sales tax projections in the amount of \$135,886. This increase was at the recommendation of the Library Financing Authority and their recent review of sales tax projections and trends. This is an increase from previous January projections.
- The FY 24 Adjusted Budget was amended to reflect more accurate personnel costs for the year.

Attachments: FY 25 Library Operating Budget

Report Prepared by: Kira Henifin, Principal Management Analyst

Reviewed and Forwarded by: Eric Howard, Interim Library Director

FY 2025

Santa Cruz Public Libraries Budget



Santa Cruz Public Libraries

Library Director’s Budget Message 3-4

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May 2, 2024

Santa Cruz Public Libraries
Joint Powers Authority Board
117 Union Street
Santa Cruz, CA 95060

Dear Board Members:

The Library's vision to, "Empower people to transform their lives and strengthen our communities" guides the direction of this budget document. In order to move us closer to that vision, this year's proposed budget seeks to strengthen our library services in three critical areas. It proposes investments in the future of our services so that they remain robust, efficient and innovative. It seeks to realize a long-term goal to support all of the neighborhoods served by our ten-branch library system with a dedicated librarian or librarians. Our librarians strive to understand the needs of our community, assess our programs, collections and services and positively shape our impact on the community's learning, inclusion, connection and collaboration. Finally, the budget also seeks to bolster customer service throughout the system and connect with patrons who have yet to benefit fully from all that their library offers.

In order to support the first critical area mentioned above, the budget proposal includes one-time investments totaling \$685,820 from the Library's unrestricted reserves. These investments support resiliency throughout the organization by funding back-up power for the Library's IT, including Library headquarters and the Library's Boulder Creek branch (the branch that most regularly loses power), by migrating some of our IT services into the cloud, and increasing collections spending. Additionally, these one-time funds would also support the work of a consultant to review the Library's options to provide upgrades to other technology as well. Specifically, we will explore options for a transition to RFID and automated handling machines for some of the Library's locations. If the Library introduced automated handling (which is assisted through RFID), it would likely occur simultaneously with the opening of the new Downtown branch library. Therefore, the review of a potential transition should commence in the next fiscal year. This transition to RFID and automated handling aims to improve the efficiency for circulating library materials. And finally, the one-time costs would also provide for the planning of the Library's next strategic plan. These costs account for the proposed use of the reserve funds for one-time costs. The budget for the Library's collections will set aside 10% of allocated funds (and intends to do so annually through 2027) for the future purchase of an opening day collection for the new Downtown branch library.

The second critical area seeks to provide a more equitable model of library services by adding a librarian position. At this time, there is at least one budgeted librarian for each branch, except La Selva. Currently, the now very busy Aptos Branch lends one of its two librarians to support services at La Selva. A dedicated librarian for La Selva would be able to fully support services at the La Selva branch and provide much needed outreach to the surrounding community. This addition remains budget neutral, because the Library does not intend to fill an IT position that will become vacant in the new fiscal year.

The third critical area financially prioritizes the goal to connect to patrons who don't currently benefit from our services. Through the cost savings from the same vacant position mentioned above, the Library seeks to add funding to develop a Librarian III position out of an existing Librarian II position. This newly created manager position would oversee the Library's outreach work and further develop the critical partnerships in the community that the Library relies on to serve the entire service area of the Santa Cruz Public Libraries. And finally, through the cost savings of a vacant half time administrative position that the Library will not fill and through the remaining funds from the IT position, the Library seeks to create a new half time Bookmobile Library Assistant II. This position will supplement our current courier service by adding a sixth day to that service, speeding up the delivery of books to meet patron requests. The Bookmobile Library Assistant II will also provide crucial backup to the courier system in general, as well as provide backup to the Bookmobile service. When not required to provide backup service for those two functions, the newly created position will also provide support for other public service, including potentially supporting the Live Oak Annex.

In addition to the one-time costs mentioned above, the Library balances the operating budget through its unrestricted reserve balance. The proposed 2025 budget represents a 22.5% decrease over last year's proposed budget excluding one-time expenditures. While the decrease is notable, the impact on the organization's resiliency and on the community through its newly reconfigured staffing will be significant. Another cost of pursuing this direction will be a loss to some of the customization that the organization and public enjoys from its Web services, as a result of not filling its IT position. The Library will continue to look to solutions through new technologies and the gains provided from migrating to the cloud. But in weighing the pros and cons within the context of the Library's strategic plan, these proposed changes strongly and carefully support the Library's vision.

More than halfway through this fiscal year the Library opened the newly constructed Aptos Branch Library. With its opening, the Library is now operating with all of its ten branches open, a scenario that has not been the case for over five years. Additionally, just prior to the new fiscal year, the Library will have onboarded three new librarians, plus a training and volunteer coordinator. As a result of prior fiscal planning and investment in those positions, the Library system sought to develop a strong foundation to remain innovative so that we can continue to meet the needs of all the Library's patrons – current and future. These proposed plans further support those original aims and help to realize many of our original goals.

I would like to thank the Friends of the Santa Cruz Public Libraries who have helped us to realize the dream for newly renovated and constructed buildings and for their ongoing support of the many programs we offer, including the READ program that supports early literacy. I would also like to thank the commissioners on the Library Advisory Commission for their thoughtful input and advice on the Library's direction. I greatly appreciate all of the attention, ideas and leadership from the Library Joint Powers Board in guiding me and this Library during this interim phase as we continue to support the Library and welcoming our new Library Director.

Respectfully,

Eric Howard
Interim Library Director



Mission – Vision – Values

Mission

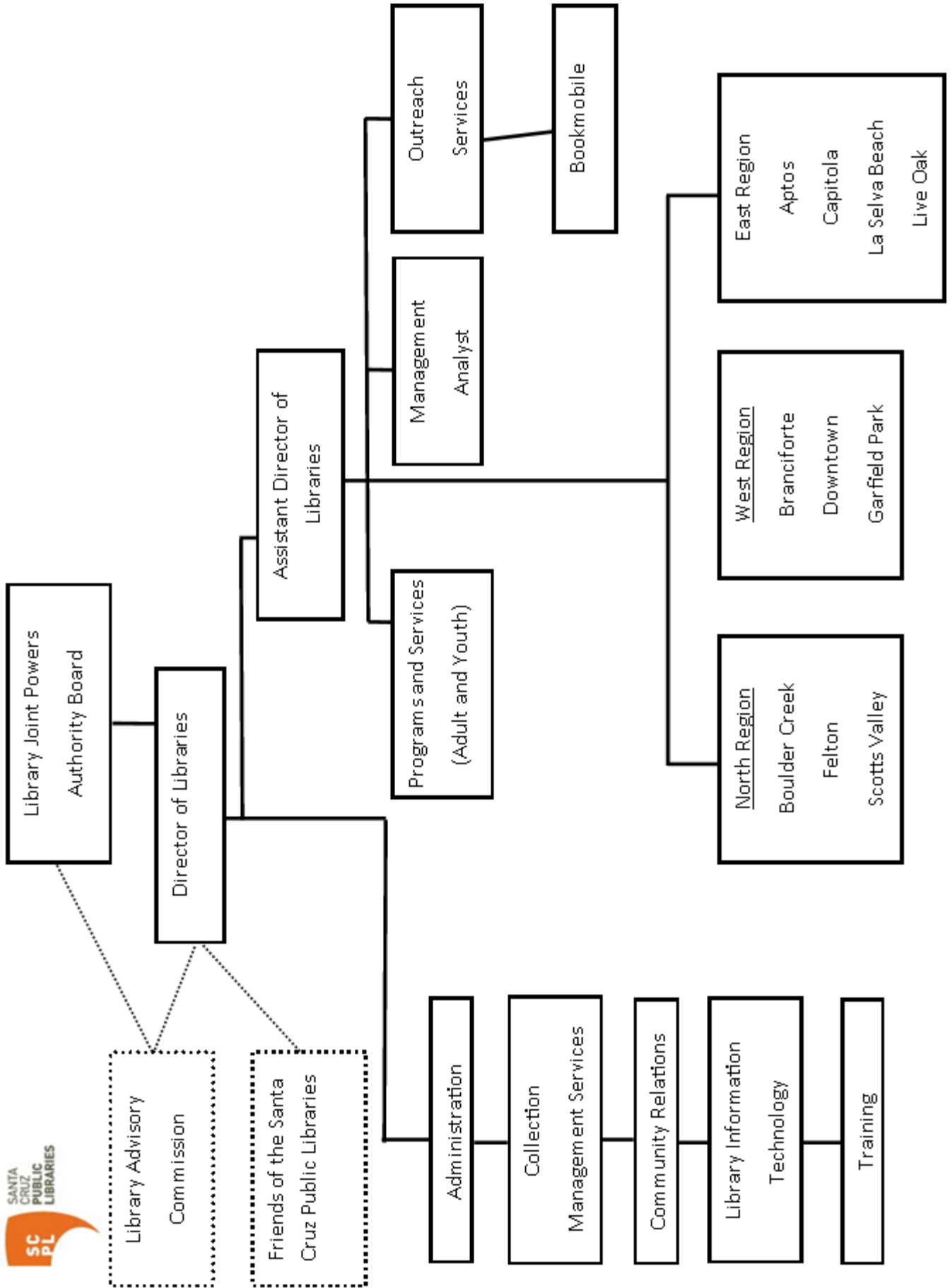
Inclusion, Connection, Collaboration

Our Vision

Empower people to transform their lives and strengthen communities

Values

Lifelong Learning
Intellectual Freedom
Social Responsibility
Respectfulness
Professional Competence



Library Overview

The Santa Cruz Public Libraries provide resources and services to residents and visitors through a network of ten neighborhood branches, including Live Oak Branch's associated space, the Annex, a bookmobile, jail services and an online digital library. Branch locations include Aptos, Boulder Creek, Branciforte, Capitola, Downtown Santa Cruz, Felton, Garfield Park, La Selva Beach, Live Oak, and Scotts Valley. The Downtown Santa Cruz branch maintains the genealogical and Santa Cruz local history collections.

Core Services

Life Long Learning

Provide inclusive programs, services, and collections that nurture literacy and the love of learning.

Digital Inclusion

Ensure that all residents have access to the training, devices, and internet to participate fully in community life.

Community Connections

Connect residents to educational, economic, and health opportunities to strengthen relationships, promote civic engagement, and foster community well-being.

Transformative Spaces

Provide inclusive and inspirational spaces to support multipurpose learning zones, resiliency, and emergency response.

Organizational Capacity

Develop highly skilled staff to ensure excellent customer service and fiscal sustainability.

FY 2024 Accomplishments

- **Diversity, Equity, and Inclusion (DEI)**
 - Expanded and re-focused the reach of the Library's READ program that supports early literacy and helps third graders achieve grade level.
 - SCPL partnered with **Cradle2Career Santa Cruz County and the Live Oak School District** to co-design and begin a pilot of computer basics classes in Spanish for a cohort of parents at Del Mar Elementary School. In addition to building computer skills applicable to engaging in their children's education and general digital literacy, parents also built connections with the library by getting library cards and aquarium passes. Parents also became a peer learning group, appreciating that they were learning just like their children at the school, and building an environment of comfort, trust, and a sense of community.
- **The Santa Cruz Community**
 - Opened the Aptos Branch Library
 - Increased participation in the Library's Summer Reading Program by 46%.
 - Increased teen participation in Library programming by 31%.
 - Adult Programs and Services expanded digital literacy opportunities, created new partnerships, offered a variety of programs to celebrate cultural heritage, brought community members together in conversations for civic engagement and healthy communication, and supported vulnerable populations. Adult Programs also continued to offer a wide variety of programs about books and authors, educational talks by local experts, creative expression, local music and the Library's Soundswell digital collection, genealogical research, workforce development, and opportunities for conversation and fun that connect people socially and help address loneliness.

Services were also achieved through:

 - The Dignity Mobile Wellness Clinic at the Felton Branch Library.
 - New partnerships with Senior Legal Services and Tenant Sanctuary to connect seniors and renters with essential legal information.
 - State programs to help rebuild homes and incorporate wildfire mitigation retrofits through pop-up info booths that connected San Lorenzo Valley residents affected by the CZU Fires.
 - 558 tutoring sessions for English language learners in partnership with the Santa Cruz Volunteer Center Literacy Program.
- **Library Services**
 - Introduced Link +
 - Hired and onboarded 16 new staff members.

FY 2022-2025 Strategic Goals:

- Diversity, Equity and Inclusion
Create an organizational culture of equity and inclusion and provide equitable and relevant services to all.
- Santa Cruz County Community
Create and support safe and friendly places. Foster inclusion. Support all members of society.
- Library Services
Curate a relevant and engaging collection of materials diverse in content and format to satisfy the community's reading, listening, viewing, and learning preferences and bridge the digital divide. Strengthen and support learning, and measure the impact. Support and prepare staff to meet organizational needs and ensure excellent customer service.



FY 2025 Workplan

- **Diversity, Equity, and Inclusion (DEI)**
 - a. Identify organizational development needed for a successful shift to a DEI culture for all staff.
 - b. Identify staff training needs around DEI.
 - c. Identify tools for best practices in evaluation of all policies through a DEI lens.
 - d. Reinstate community conversations.
 - e. Develop an onboarding program for new employees and volunteers that incorporates DEI.
 - f. Implement new Diversity Audit of the Library's collection and a review and replacement of library terms used in cataloging.
 - g. Identify parameters for installing bilingual signage at all branch libraries.
- **The Santa Cruz Community**
 - a. Hold ground breaking for the new Downtown Branch Library and Affordable Housing project.
 - b. Initiate the development of a new Library Strategic Plan and expand community conversations to reach more Library partners.
 - c. Establish a partnership with the County of Santa Cruz to provide a social worker in the Downtown Library.
 - d. Present an outreach plan that incorporates the Library's DEI goals.
 - e. Provide a scheduled program planning process that includes a collaboration with the chapters of the Friends of the Library and identifies impacts.
 - f. Meet the objectives in the Library's strategic plan.
- **Library Services**
 - a. Create a professional development plan for all staff.
 - b. Establish an updated training manual for new staff.
 - c. Review plans for automated handling and RFID.
 - d. Migrate the Library IT services to the cloud.
 - e. Install backup power for the Library's IT and complete plans for backup power to the Boulder Creek branch.
 - f. Review administrative services provided by the City of Santa Cruz and present alternative options and cost analysis.
 - g. Provide an updated DEI audit of the collection.
 - h. Implement Link + for one year and provide a report on its outcomes.
 - i. Meet the objectives in the Library's Strategic Plan.

Performance Indicators

DEI:

- Enhanced communication with community partners around literacy and inclusion.
- Increased participation in digital literacy pilot supporting parents' connecting to school platforms.
- Number of staff members completing DEI Training.

Santa Cruz County Community:

- Community conversation numbers and feedback.
- Patron feedback on library spaces and use.
- Survey results on reaching Strategic Plan objectives.

Library Services:

- Cardholders, circulation, visits, database use, computer use, program attendance.
- Staff competence based on performance evaluation input and feedback.
- Staff capacity based on strategic goals.



Governance, Funding, and Budget Overview

The Santa Cruz Public Libraries (SCPL) system is one of two library systems in Santa Cruz County. SCPL serves its region independently although it shares revenue sources with the Watsonville Public Library.

Governance

The Santa Cruz Public Libraries operate under a Joint Powers Agreement among the County of Santa Cruz and the Cities of Capitola, Santa Cruz, and Scotts Valley.

Members of the Joint Powers Board are the County Administrative Officer from the County of Santa Cruz, the City Manager from the City of Capitola, the City Manager from the City of Santa Cruz, and the City Manager from the City of Scotts Valley.

The original Joint Powers Agreement was forged in 1996. In December 2015, all four jurisdictions approved the Fourth Amendment to the Joint Powers Agreement and that is the current governing document for the Santa Cruz Public Libraries.

Library Advisory Commission

The Library Advisory Commission is intended to be a voice of the community to provide advice and feedback to the Governing Board and the Director of Libraries. The Commission will review programs and services and make necessary recommendations as they pertain to the provision of these programs and services.

The Commission consists of the following Commissioners who must be registered voters:

- Three (3) residents of unincorporated Santa Cruz County appointed by serving at the pleasure of the County Board of Supervisors, with one each from Supervisorial Districts 1, 2 and 5.
- Two (2) Santa Cruz city residents appointed by and serving at the pleasure of the Santa Cruz City Council.
- One (1) Capitola resident appointed by and serving at the pleasure of the Capitola City Council.
- One (1) Scotts Valley resident appointed by and serving at the pleasure of the Scotts Valley City Council.

Funding

Both the Santa Cruz Public Libraries system and the Watsonville Public Library are supported by City and County property and sales taxes and private donations. There are three sources of local public revenues:

- Measure R, a quarter cent permanent sales tax approved in 2008 designated for public library service is collected throughout the County. The Library Financing Authority divides these revenues between the Santa Cruz Public Libraries and the Watsonville Public Library, based on a

population formula which gives Watsonville credit for serving people who live in the unincorporated area close to that city.

- Maintenance of Effort (MOE) contributions from the County Library Fund which includes Capitola and Scotts Valley based on the MOE agreement approved in June 2022. The County Board of Supervisors is responsible for allocating any excess property taxes in the fund for the exclusive use on library improvements or services at County Library Fund Branches.
- The Cities of Santa Cruz and Watsonville contribute money from their general funds based on the (MOE) agreement.

Santa Cruz Public Libraries has a modest income from bequests, fine revenue, donations from the public and the Friends of the Santa Cruz Public Libraries.

Budget

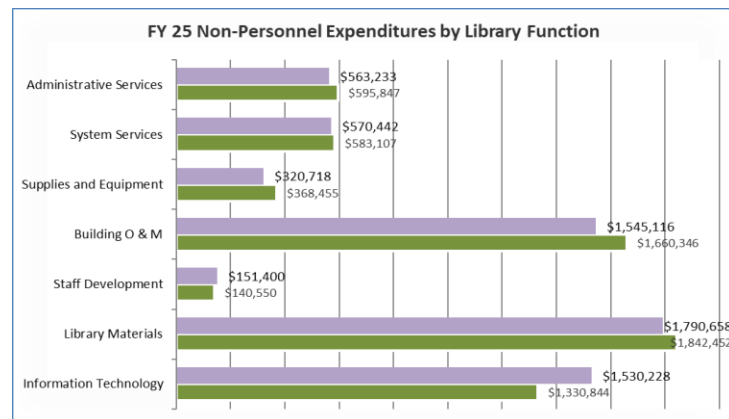
The Budget process begins no later than March 31st of each year with the Board providing service and budgetary priorities leading to the development of the Director of Libraries' proposed operating and capital budget. A Public Hearing on the proposed budget shall be held no later than May 31st with copies of the budget made available 10 days prior to the public hearing. To adopt a budget, unanimous approval by the Board is required (Fourth Amendment to the JPA; Section 8).

Budget in Brief

The FY 25 fiscal year is kicking off strong with all 10 library branches open for library services! Nine out of the ten Measure S projects have been completed thanks to the community who voted to support the remodel and rebuilding of all our libraries throughout the county!

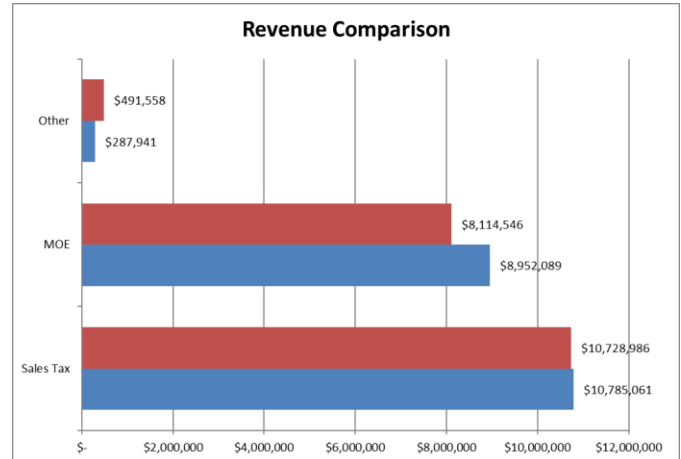
Jumping into the financials behind these beautifully renovated spaces, revenues for FY 25 have declined slightly dropping .3% overall compared to last year, partially due to the elimination of a rebate the Library no longer receives for telecommunication services and the elimination of trusts monies used the previous year. Member contributions did grow by 10.3% which helped to keep the revenue decline modest.

Library non-personnel expenditures have declined 15% from the FY 24 adjusted budget, including the FY 25 one-time costs. The Library was able to cut costs for outside professional services (\$233K), reduced the computer equipment line (\$55K), and freeze the capital outlay line saving \$50K. The FY 24 Library Budget did account for the opening of the

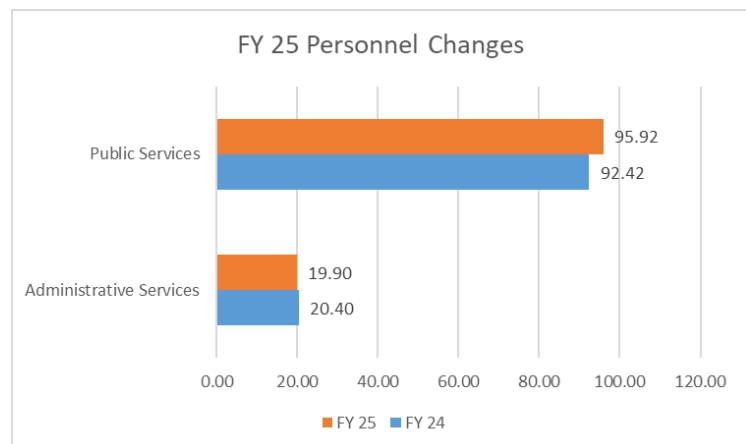


Personnel costs have grown by 9.3% due to step increases, COLAs, and rising PERS and medical costs. The Library is proposing some staffing changes including the deletion of a few vacant positions balanced with newly added positions. The overall changes made to positions will have a net zero effect on the personnel budget.

The City of Santa Cruz and the Library are still working with the consultant on the cost benefit analysis for the delivery of the Library's administrative services. They are expected to report back with a proposal to



Aptos and Branciforte Library branches so these costs were already established. The Live Oak Annex lease and MOU approvals have not been finalized, so any additional operating costs for this location are unknown at the time. In addition to these changes the JPA requested that the books and materials budget be increased from 8% to 10% for this fiscal year increasing the use of the uncommitted fund balance to balance the FY 25 budget.



the Board in November 2024. Since the administrative services contract has expired, for FY 25 the administrative services costs were increased by \$24K. This amount was agreed upon by both the Library and the City of Santa Cruz while the costs benefit analysis study is being conducted.

In FY 25, the Library will also be working with Baker Tilly who is helping to forecast the Library's 10-year financial plan for future operating costs. Their final recommendation will need to include the administrative services option chosen by the JPA. This work will help inform decision makers on the operations of the library moving forward.

SCPL's proposed FY 25 operating budget is being presented as a balanced budget with the use of funds from the uncommitted fund balance to cover one-time expenses (\$685,820), as well as covering a portion of the operating costs (\$450,409). The total uncommitted fund balance being applied to the FY 25 operating budget is \$1,136,229 which will help to achieve a balanced budget.

Budget Overview

Expenditures by Activity:

	2023		2024		2024		2025		2026	
	Actual	Adopted Budget	Adjusted Budget	Year End Estimate	Proposed Budget	Growth/Loss From Adjusted	Projected Budget	Growth/Loss From Adjusted	Projected Budget	
Personnel Services	\$ 11,356,159	\$ 13,444,105	\$ 13,033,599	\$ 13,033,599	\$ 14,243,849	\$ 1,210,250	\$ 14,671,164	\$ 1,210,250	\$ 14,671,164	
Services, Supplies & Other Charges	\$ 4,217,291	\$ 4,256,515	\$ 4,980,988	\$ 5,085,773	\$ 4,186,591	\$ (794,397)	\$ 4,395,921	\$ (794,397)	\$ 4,395,921	
Books & Materials	\$ 1,619,343	\$ 1,667,281	\$ 2,084,599	\$ 1,994,599	\$ 1,702,061	\$ (18,4%)	\$ 1,606,411	\$ (18,4%)	\$ 1,606,411	
Capital Outlay	\$ 321,466	\$ 493,000	\$ 594,587	\$ 594,587	\$ 288,000	\$ (-51.6%)	\$ 345,600	\$ (-51.6%)	\$ 345,600	
Intra-entity fund transfer out	\$ -	\$ 54,999	\$ 54,999	\$ 54,999	\$ 54,999	\$ -	\$ 54,999	\$ -	\$ 54,999	
<i>Subtotal Supplies and Services</i>	\$ 6,158,100	\$ 6,471,795	\$ 7,715,173	\$ 7,729,958	\$ 6,231,651	\$ (-19.2%)	\$ 6,402,931	\$ (-19.2%)	\$ 6,402,931	
Total Expenditures	\$ 17,514,259	\$ 19,915,900	\$ 20,748,772	\$ 20,763,557	\$ 20,475,500	\$ (-1.3%)	\$ 21,074,095	\$ (-1.3%)	\$ 21,074,095	
Activity Resources:										
Taxes	\$ 10,572,557	\$ 10,728,986	\$ 10,728,986	\$ 10,728,986	\$ 10,785,061	\$ 0.5%	\$ 10,936,052	\$ 0.5%	\$ 10,936,052	
Member Contributions	\$ 7,381,827	\$ 8,114,546	\$ 8,114,546	\$ 8,114,546	\$ 8,952,089	\$ 10.3%	\$ 8,952,089	\$ 10.3%	\$ 8,952,089	
State/Federal/Local Grants	\$ 222,831	\$ 13,998	\$ 128,064	\$ 148,064	\$ 13,998	\$ -	\$ 13,998	\$ -	\$ 13,998	
Fines and Forfeits	\$ 34,349	\$ 12,000	\$ 12,000	\$ 22,000	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ 12,000	
Donations & Trusts	\$ 539,515	\$ 245,792	\$ 878,287	\$ 923,287	\$ 103,713	\$ -	\$ 60,000	\$ -	\$ 60,000	
Other Financing Sources	\$ 99,827	\$ 219,768	\$ 219,768	\$ 168,810	\$ 158,230	\$ -	\$ 120,000	\$ -	\$ 120,000	
Total Resources	\$ 18,850,906	\$ 19,335,090	\$ 20,081,651	\$ 20,105,693	\$ 20,025,091	\$ (-0.3%)	\$ 20,080,141	\$ (-0.3%)	\$ 20,080,141	
Sub Total Operational Savings or (Cost)	\$ 1,336,647	\$ (580,810)	\$ (667,121)	\$ (657,864)	\$ (450,409)		\$ (993,954)		\$ (993,954)	
One Time Costs:										
Website Mirigation					\$ 45,000					
Generator for System Back up					\$ 150,000					
Strategic/Work Plan					\$ 75,000					
R.F.I.D. Consultant					\$ 20,000					
Books and Materials Increase					\$ 395,820					
Uncommitted Fund Balance Applied	\$ -	\$ 580,810	\$ 667,121	\$ 657,864	\$ 1,136,229		\$ 993,954		\$ 993,954	
Total	\$ 1,336,647	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
Committed Fund Balance (20% Reserve)	\$ 3,413,689		\$ 4,021,139	\$ 4,005,018						
Uncommitted Fund Balance	\$ 7,752,558		\$ 6,487,244	\$ 5,367,136						
Total Fund Balance	\$ 11,166,247		\$ 10,508,383	\$ 9,372,154						
Trust Balances										
Clays (NO RESTRICTIONS)	\$ 18,327		\$ 18,327							
Finkeldey (MUSICAL LITERATURE)	\$ 9,233		\$ 9,233							
Hale (SV)	\$ 49,430		\$ 49,430							
Leet-Corday (DTN)	\$ 103,037		\$ 103,037							
McCaskill-Local Hisotry	\$ 228,740		\$ 228,740							
McCaskill-Visually Impaired Morley (LSB/APT)	\$ -		\$ -							
Richardson* (NON FICTION/ANNUAL Utter*)	\$ 14,256		\$ 14,256							
(LIBRARY MATERIALS/PROGRAMS)	\$ 337,564		\$ 337,564							
Endowed Trust Funds	\$ 278,167		\$ 278,167							

*Endowed Trust Funds

Personnel Authorization

	FY 2022 Amended Budget	FY 2023 Adopted Budget	FY 2023 Amended Budget	FY 2024 Amended Budget	FY 2025 Proposed Budget
Accounting Assistant I	1.50	1.50	1.50	1.50	1.00
Accounting Assistant II					1.00
Administrative Assistant II	2.90	2.90	2.90	2.90	2.90
Assistant Director of Libraries	1.00	1.00	1.00	1.00	1.00
Bookmobile Library Assistant II	2.80	2.80	2.80	2.80	3.30
Building Maintenance Worker II	2.00	2.00	2.00	2.00	2.00
Community Relations Specialist			1.00	1.00	1.00
Director of Libraries	1.00	1.00	1.00	1.00	1.00
Information Tech Specialist I	1.00	1.00	1.00	1.00	1.00
Information Tech Specialist III	2.00	2.00	2.00	2.00	2.00
Librarian I/II	20.01	20.01	21.01	22.00	23.00
Librarian III	4.00	4.00	4.00	4.00	5.00
Library Assistant II	37.12	36.12	44.62	44.62	44.62
Library Assistant III	10.00	11.00	11.00	11.00	12.00
Library Assistant IV	2.00	2.00	2.00	2.00	2.00
Library Information Specialist	5.00	5.00	4.00	4.00	4.00
Library IT Manager	1.00	1.00	1.00	1.00	1.00
Library Specialist	2.00	2.00	1.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00	1.00
Network & Systems Administrator	2.00	2.00	2.00	2.00	2.00
Principal Management Analyst	1.00	1.00	1.00	1.00	1.00
Programmer Analyst II	1.00	1.00	1.00	1.00	1.00
Service Field Crew Leader	1.00	1.00	1.00	1.00	1.00
Systems Coordinator	1.00	1.00	1.00	1.00	
Volunteer Coordinator Assistant	0.50	0.50	0.50		
FTE Total	102.83	102.83	111.33	112.82	115.82

Library Revenue

The Santa Cruz Public Libraries system is supported by City and County property and sales taxes and private donations. There are three sources of local public revenues:

- The Cities of Santa Cruz and Watsonville contribute money from their general funds.
- Property taxes allocated for library services are collected by the County in the unincorporated areas and the Cities of Capitola and Scotts Valley.
- A quarter cent sales tax designated for public library service is collected throughout the County.

Santa Cruz Public Libraries has a modest income from bequests, fine revenue, donations from the public and the Friends of the Santa Cruz Public Libraries, Inc.

Budget Development Revenue Balances						
Title	FY 23 Actual	FY 24 Ado Budget	FY 24 Adj Budget	2024 Year End Est.	FY 2025 Proposed	Growth/Loss from Adj.
Fund 951 -- Library Joint Powers Authority						
Sales and use tax	\$ 10,572,557	\$ 10,728,986	\$ 10,728,986	\$ 10,728,986	\$ 10,785,061	0.5%
Libraries parcel tax	\$ -	\$ 110,000	\$ 110,000	\$ -	\$ -	-100.0%
Federal operating grants & contributions	\$ 30,000	\$ -	\$ -	\$ -	\$ -	-
Other federal revenues	\$ 116,740	\$ -	\$ -	\$ -	\$ -	-
State operating grants and contributions	\$ 56,091	\$ 13,998	\$ 128,064	\$ 128,064	\$ 13,998	-89.1%
State capital grants - CEC	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	-
Local operating grants and contributions	\$ -	\$ -	\$ -	\$ -	\$ -	-
Maintenance of effort contributions	\$ 7,381,827	\$ 8,114,546	\$ 8,114,546	\$ 8,114,546	\$ 8,952,089	10.3%
County of SC - reimbursements	\$ 6,687	\$ -	\$ -	\$ -	\$ -	-
Room rentals-library JPA	\$ -	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	0.0%
Library fines	\$ 34,349	\$ 12,000	\$ 12,000	\$ 22,000	\$ 12,000	0.0%
Pooled cash and investment interest	\$ 153,334	\$ 92,840	\$ 92,840	\$ 92,840	\$ 92,840	0.0%
Unrealized gain/loss-invest held by City	\$ (105,527)	\$ -	\$ -	\$ -	\$ -	-
Interest earnings - other	\$ 25,397	\$ 12,288	\$ 12,288	\$ 27,389	\$ 56,250	357.8%
Donations - library	\$ 20,558	\$ 13,100	\$ 36,350	\$ 36,350	\$ 13,100	-64.0%
Donations - library - Friends of the Lib	\$ 517,712	\$ 27,923	\$ 596,915	\$ 596,915	\$ 78,423	-86.9%
Miscellaneous operating revenue	\$ 6,685	\$ -	\$ -	\$ 13,824	\$ 4,500	-
Miscellaneous non-operating revenue	\$ (298)	\$ -	\$ -	\$ 1,617	\$ -	-
Gain on sale of capital assets	\$ 13,550	\$ -	\$ -	\$ -	\$ -	-
From Library Private Trust Fund	\$ -	\$ 204,769	\$ 238,022	\$ 283,022	\$ 12,190	-94.9%
From Carbon Reduction Fund	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ -	-
Intra-entity fund transfer in	\$ 1,245	\$ -	\$ -	\$ 28,500	\$ -	-
Total	\$ 18,850,906	\$ 19,335,090	\$ 20,081,651	\$ 20,105,693	\$ 20,025,091	-0.3%

Library Operating Expenditures and Capital Outlay

The Santa Cruz Public Libraries system operates 10 branches, 1 annex, 1 bookmobile, and 1 headquarters facility. The library system does not own any of the facilities but leases from the governing board jurisdictions for use as public libraries. The Library operating budget supports the day to day operations of running a public library from these spaces.

As a public library, apart from personnel costs, Santa Cruz Public Libraries largest expenditure is books and materials. Books and materials represent both the physical and digital collections the library offers to its patrons. The breakdown of how these monies are spent is roughly 60% for the physical collection and 40% for the digital collection. The digital collection includes not only audio books but access to databases and other digital platforms that provide audio visual content.

The proposed FY 25 non-personnel operating expenditures are 19.4% lower than last year in an effort to achieve a balanced budget.

Line item increases greater than \$10K:

- **Financial Services-Outside**

The City of Santa Cruz's Services Agreement has been increased by an agreed upon amount of \$24,819 while the cost benefit analysis study is being done. The cost benefit analysis report is tentatively scheduled for the LJPB meeting in November 2024.

Increase (from FY 24 Adjusted): \$24,819

- **Professional Services Other**

The use of outside consultants was reduced since many of those projects have concluded. These included the cost benefit analysis, and long-term financial plan.

Decrease (from FY 24 Adjusted): \$233,000

- **Building O & M/Utilities/ & Janitorial Services**

All branches are now open to the public for library services after remodeling or rebuilding. These fully functioning costs to operate the facilities are reflected in the budget this year.

Increase in Water, Sewer and Refuse (from FY 24 Adjusted): \$12,050

Increase in Janitorial Services (from FY 24 Adjusted): \$60,600

Increase in Bldg O & M (from FY 24 Adjusted): \$19,089

Increase in Landscaping Maint. Services (from FY 24 Adjusted): \$17,650

Increase in Janitorial Supplies (from FY 24 Adjusted): \$13,500

Increase in Electricity/Gas (from FY 24 Adjusted): \$7,200

**The Library paid for utilities during construction so these increases are slight because of this this factor.*

- **Software Maintenance**

Small increases to established softwares used by the Library contributed to a large undertaking which will be the migration of the SCPL website a hosted platform.

Increase (from FY 24 Adjusted): \$80,208

- **Training**

Cuts were made to the training budget across all divisions to help achieve a balanced budget. These cuts were made across the organization so no one division will see dramatic effects of the reduction in training funds for their division.

Decrease (from FY 24 Adjusted): \$10,000

- **Telecommunications**

A grant was awarded in FY 24 that increased this budget line. FY 25 will fall back to the previous year's budget.

Decrease (from FY 24 Adjusted): \$21,401

- **Liability Insurance**

Insurance costs for books and materials has increased due to all 10 branches and 1 annex being open. The increase also comes as many of the facilities that were remodeled or rebuilt added more shelving square footage which is a factor when assessing the liability to insure the Library's books and materials.

Increase (from FY 24 Adjusted): \$20,000

- **Library Functional Supplies**

The addition of an added library service, Link+, has increased this budget line. Along with the addition of a DEI review of the Library's catalogue.

Increase (from FY 24 Adjusted): \$17,014

- **Misc. Supplies and Services**

This line item supplied the library with the Friends of the Library donations. Since we have not received approval for the funds, the FSCPL transfer for funds in FY 25 are not reflected in this line item. These funds will most likely show up as a mid-year adjustment.

Decrease (from FY 24 Adjusted): \$36,743

- **Books and Periodicals***

Each year the Library dedicates 8% of its revenue (minus trusts and donations) to the collections budget for books and materials. The sources for these decreases are a result of a dip in revenues of .9% and well as the use of a trust in FY 24 to help supplement this line item.

Decrease (from FY 24 Adjusted): \$392,609

*NOTE: The JPA has chosen to increase this line item one-time from 8% to 10% for FY 25 resulting in an overall increase of \$395,820 not reflected here but in the one-time costs.

- **Other Capital Outlay**

This line item was scheduled to increase \$50K per year until FY 28 when the capital outlay line would be fully funded at \$450K annually according to a proposal made by the then Library Director in June of 2019. This line item has increased each year to keep to this agreement.

This year in order to help balance the operating budget the capital outlay line item was frozen at last year's proposal of \$250K. One-time funds of \$150K were set aside from this amount to help pay for the back up generator needed for the library system.

The difference from FY 24 Adjusted to FY 25 Proposed also reflects funds received in FY 24 that were from other revenue sources so the FY 24 looks much larger than originally adopted.

Decrease (from FY 24 Adjusted): \$306,587

Budget Development Expenditure Balances						
Title	FY 23 Actual	FY 24 Ado Budget	FY 24 Adj Budget	FY 2024 Year End Estimate	2025 Proposed	% Change from Adj.
Fund 951 – Library Joint Powers Authority						
Claims management services - outside	\$ 8,876	\$ 12,000	\$ 12,000	\$ 6,000	\$ 6,000	-50.0%
Financial services - outside	\$ 547,499	\$ 561,233	\$ 561,233	\$ 561,233	\$ 595,847	6.2%
Medical services	\$ 2,984	\$ 2,000	\$ 2,000	\$ -	\$ -	-
Merchant bank fees	\$ 596	\$ 600	\$ 600	\$ 600	\$ 600	0.0%
Courier services	\$ 2,568	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	0.0%
Other professional & technical services	\$ 174,957	\$ 479,007	\$ 389,007	\$ 479,007	\$ 246,000	-36.8%
Water, sewer and refuse	\$ 78,107	\$ 92,235	\$ 92,235	\$ 94,735	\$ 104,285	13.1%
Hazardous materials disposal	\$ -	\$ 500	\$ 500	\$ -	\$ 500	0.0%
Janitorial services	\$ 419,121	\$ 444,500	\$ 444,500	\$ 444,500	\$ 505,100	13.6%
Equip annual inventory charge - internal	\$ 2,875	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	0.0%
Vehicle work order charges - internal	\$ 3,502	\$ 9,000	\$ 9,000	\$ 9,000	\$ 6,500	-27.8%
Vehicle fuel island charges - internal	\$ 23,121	\$ 20,794	\$ 20,794	\$ 20,794	\$ 22,873	10.0%
Vehicle pool car charges - internal	\$ 44	\$ -	\$ -	\$ -	\$ 50	-
Office equipment operation/maint	\$ 4,968	\$ 7,690	\$ 7,690	\$ 7,690	\$ 9,000	17.0%
Vehicle maintenance costs - outside	\$ 807	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0.0%
Other equipment operation/maintenance	\$ 14,171	\$ 11,900	\$ 11,900	\$ 14,695	\$ 15,250	28.2%
Building and facility o & m - outside	\$ 284,497	\$ 317,008	\$ 313,808	\$ 313,808	\$ 332,897	6.1%
Landscaping maintenance services	\$ 30,656	\$ 55,950	\$ 55,950	\$ 59,310	\$ 73,600	31.5%
Software maintenance services	\$ 307,490	\$ 461,376	\$ 461,376	\$ 461,376	\$ 541,584	17.4%
Hardware maintenance services	\$ 21,560	\$ 15,000	\$ 15,000	\$ 15,000	\$ 20,000	33.3%
Equipment, building and land rentals	\$ 284,076	\$ 284,204	\$ 284,204	\$ 284,883	\$ 282,116	-0.7%
Equipment lease-outside	\$ 31,068	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	0.0%
Travel and meetings	\$ 2,752	\$ 5,950	\$ 5,950	\$ 5,950	\$ 5,100	-14.3%
Training	\$ 74,033	\$ 145,450	\$ 145,450	\$ 145,450	\$ 135,450	-6.9%
Telecommunications service - outside	\$ 220,086	\$ 349,845	\$ 374,661	\$ 374,661	\$ 353,260	-5.7%
Liability insurance/surety bonds-interna	\$ 43,170	\$ 43,170	\$ 43,170	\$ 43,170	\$ 43,170	0.0%
Liability insurance/surety bonds-outside	\$ 82,225	\$ 103,000	\$ 103,000	\$ 103,000	\$ 123,000	19.4%
Advertising	\$ 23,332	\$ 26,570	\$ 26,570	\$ 26,570	\$ 24,500	-7.8%
Dues and memberships	\$ 34,488	\$ 38,503	\$ 38,503	\$ 38,503	\$ 40,238	4.5%
Printing and binding-outside	\$ 19,779	\$ 32,600	\$ 32,600	\$ 32,600	\$ 31,600	-3.1%
Postage charges	\$ 7,598	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	0.0%
Office supplies	\$ 20,412	\$ 28,150	\$ 28,150	\$ 29,650	\$ 30,100	6.9%
Safety clothing and equipment	\$ 14,123	\$ 16,525	\$ 16,525	\$ 18,025	\$ 14,125	-14.5%
Copier supplies	\$ 612	\$ 8,530	\$ 8,530	\$ 8,630	\$ 8,530	0.0%
Library functional supplies	\$ 175,086	\$ 121,377	\$ 121,377	\$ 127,377	\$ 138,391	14.0%
Janitorial supplies	\$ 30,895	\$ 39,500	\$ 39,500	\$ 40,000	\$ 53,000	34.2%
Electricity	\$ 207,837	\$ 241,475	\$ 241,475	\$ 245,825	\$ 245,825	1.8%
Natural gas	\$ 50,810	\$ 46,350	\$ 46,350	\$ 46,350	\$ 53,550	15.5%
Miscellaneous supplies and services	\$ 181,062	\$ 190,423	\$ 257,193	\$ 257,193	\$ 220,450	-14.3%
Capital outlay expensed (periods 13/14)	\$ 376,789	\$ -	\$ -	\$ -	\$ -	-
Loans and grants	\$ 408,163	\$ -	\$ 726,088	\$ 726,088	\$ -	-
Refunded fees and fines	\$ 494	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	-
Services, Supplies and Other Charges	\$ 4,217,291	\$ 4,256,515	\$ 4,980,988	\$ 5,085,773	\$ 4,186,591	-15.9%
Books and periodicals	\$ 1,595,461	\$ 1,656,131	\$ 1,945,631	\$ 1,855,631	\$ 1,674,342	-13.9%
Books and periodicals-grants & donations	\$ 23,882	\$ 11,150	\$ 138,968	\$ 138,968	\$ 17,648	-87.3%
Books & Materials	\$ 1,619,343	\$ 1,667,281	\$ 2,084,599	\$ 1,994,599	\$ 1,691,990	-18.8%
Office furniture/equipment	\$ -	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	-
Vehicle equipment	\$ 64,392	\$ -	\$ -	\$ -	\$ -	-
Computer equipment	\$ 184,757	\$ 225,000	\$ 231,149	\$ 231,149	\$ 170,000	-26.5%
Other capital outlay	\$ 72,317	\$ 250,000	\$ 345,438	\$ 345,438	\$ 100,000	-71.1%
Capital Outlay	\$ 321,466	\$ 493,000	\$ 594,587	\$ 594,587	\$ 288,000	-51.6%
Intra-entity fund transfer out	\$ -	\$ 54,999	\$ 54,999	\$ 54,999	\$ 54,999	-
Subtotal: Operating Costs	\$ 6,158,100	\$ 6,471,795	\$ 7,715,173	\$ 7,729,958	\$ 6,221,580	-19.4%
Website Migration					\$ 45,000	
Generator for System Back Up					\$ 150,000	
Strategic/Work Plan					\$ 75,000	
R.F.I.D. Consultant					\$ 20,000	
Books and Materials Increase from 8% to 10%					\$ 395,820	
Subtotal: One Time Costs					\$ 685,820	
Total	\$ 6,158,100	\$ 6,471,795	\$ 7,715,173	\$ 7,729,958	\$ 6,907,400	

Library Personnel Expenditures

The Santa Cruz Public Libraries staff 10 branches, 1 bookmobile, 1 annex and 1 headquarters facility where system operations are housed. The library system is open in some capacity 7 days a week. The Library also offers programming after hours and off site.

Benefited Personnel

Full time and part time budgetary salary projection assumptions include the following:

- All COLA's per ratified MOU's
 - 5% for Mgmt, Fire, Fire Mgmt, and Exec
 - 3.5% for Service
 - 3% for Supervisors
 - 4% for Police and Police Mgmt
- Vacant positions are budgeted at bottom step and PEPRA for service and supervisor bargaining units; top step for management and executive bargaining units; and mid step for all other bargaining units
- Rising PERS and other employee costs are reflected
- Vacant positions are budgeted at employee+1 for Health
- Medical costs increased 6%
- Workers Comp is added to the budget based on past actual claims to account 51240 and not distributed through Position Budgeting as in past years.

The personnel projections also include a vacancy factor of \$1,002,843 which is based on a 7-year average of savings in salaries and benefits from previous years.

Temporary Personnel

Temporary staff are used throughout the library system in a number of key ways. They help to continue branch operations when regular staff are out due to either illness, other work commitments that take them away from the branch, or personal planned absences. Temporary personnel are also needed in the capacity of an aide who helps organize and re-shelve books and materials. Temporary personnel also help to provide programs at the Library which support targeted audiences such as Spanish story time and tutoring programs. These personnel costs are recovered through financial assistance from the Friends of the Library.

The FY 25 temporary budget includes services for the following operations and programs in the library:

- \$360,000 for Library Aide hours at the branches.
- \$22,000 for Library Aide hours for system functions (ie: outreach and collections mgmt.).
- \$93,000 for On-Call staff. These are the staff who are called when internal help cannot be found.
- \$41,500 for Spanish Storytime, Homework Help, and R.E.A.D. programs

FY 25 Proposed Personnel Changes

The Library is proposing the elimination of two vacant positions in order to help fund other positions needed for library operations throughout the system.

The Library is proposing the following changes to the personnel list for FY 25:

Deletions:

- Systems Coordinator 100 FTE
- Accounting Assistant I 50 FTE

Additions:

- Librarian I/II 100 FTE Assigned to the La Selva Beach Library Branch
- Bookmobile Library Assistant II 50 FTE
- Librarian III Outreach 100 FTE*
- Library Assistant III 100 FTE Assigned to the Bookmobile*
- Accounting Assistant II 100 FTE*

The addition of a Librarian I/II would work to support the La Selva Beach Branch Library. Adding this librarian to this location would ensure that each branch has a dedicated librarian to serve the needs of that branch and its surrounding area (generally within a two mile or ten-minute radius from the branch).

The addition of a Bookmobile Library Assistant II would work in a multi-functional capacity supporting operations throughout the system. This staff person would help to serve as back up for the other Bookmobile LAII who couriers books and materials throughout the system daily and provide Saturday courier service in order to improve customer service for the system. The Library has long needed a reliable back up for this important job because without this service books do not circulate throughout the system based on need and patron requests for items. This staff person could also work to support the new Live Oak Branch's associated space, the Annex. The hours at the new site will be minimal but it's necessary to maintain the planned collection at that location. Finally, this staff person will help to back up the bookmobile drivers if an absence occurs.

The addition of a Librarian III will manage the work of the Outreach Division. This entails managing Outreach programs and services, including: the Bookmobile and its staff; Jail Reach, and outreach programs and services with community partners. This position would design, monitor and evaluate service delivery within the Outreach division; develop and maintain partnerships through a DEI lens, assess appropriate staffing levels; analyze patron needs and service patterns; monitor customer service quality; design, recommend and manage procedures for collection access and information delivery; develop and manage the implementation of special programs and initiatives. This position would also lead departmental planning to include development of goals and objectives in alignment with the Library's strategic plan; develops effective evaluation methods for on-going assessment and reporting. They would also lead development of strategies for library engagement to include programming and outreach. Finally, they would actively seek ways to reach out to underserved populations within the community, ensuring that library engagements are inclusive and accessible to all.

The Library Assistant III would supervise the work of the Bookmobile team. They would also oversee the maintenance of Outreach vehicles, and supervise the Bookmobile's route and the patron services that it delivers. This person would serve as the "branch manager" of the Bookmobile which is essentially a mobile branch outlet.

The addition of an Accounting Assistant II will help the library keep up with accounting duties and operations that support library operations system wide. This position is needed in order to align with job duties not currently covered by the current Accounting Assistant I who operates the accounting duties for the Library. This new position will help the Library to review insurance requirements for vendor

payments, track DIR projects for maintenance on our library facilities and run reports for division managers.

The Library does anticipate tentative future personnel savings once recruitments have been finalized. These savings will help off set the costs of adding the proposed additional personnel. The table below illustrates the changes in the personnel proposals with remaining balance applied to support the temporary budget. The temporary budget was cut dramatically a few years back and although the Library did adjust procedures to accommodate for the reduction there is still need from our temp budget to cover staff when they are out unexpectedly to keep operations uninterrupted.

Position Changes for FY 25					
Deletions:					Annual
Accounting Assistant I	0.50 FTE	Service	System		\$ 54,356
Systems Coordinator	1.00 FTE	Mgmt	System		\$ 220,030
Annual Savings for Proposed Deletion of Vacant Staff Positions:					\$ 274,386
Additions:					Annual
Librarian II	1.00 FTE	Mgmt	La Selva Beach		\$ 133,608
Bookmobile Library Assistant II	0.50 FTE	Service	System (Floating)		\$ 58,424
Library Assistant III	1.00 FTE	Supervisor	Bookmobile		\$ 117,456
Accounting Assistant II	1.00 FTE	Service	System		\$ 114,690
Librarian III/Outreach	1.00 FTE	Mgmt	Outreach		\$ 182,558
Annual Costs for Additional Staff					\$ 606,736
Tentative Future Personnel Savings:					
Position 1					\$ 116,847
Position 2					\$ 108,712
Position 3					\$ 133,608
Tentative Annual Personnel Savings:					\$ 359,167
Subtotal of Proposed Changes:					\$ 26,817
Balance Remainder to Support Temp Personnel Budget Increase					\$ 26,817
Total Cost to Library Annually:					\$ -

Title	FY 2023 Actual	FY 24 Ado Budget	FY 24 Adj Budget	FY 24 Year End Estimate	FY 25 Proposed	% Change from Adj
Fund 951 -- Library Joint Powers Authority						
Regular full time	\$ 6,253,497	\$ 7,701,794	\$ 7,245,348	\$ 6,845,348	\$ 7,831,168	8.1%
Regular part time	\$ 933,550	\$ 1,233,990	\$ 1,240,976	\$ 1,126,272	\$ 1,307,023	5.3%
Overtime	\$ 2,084	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	0.0%
Termination pay	\$ 41,360	\$ -	\$ 29,444	\$ 29,444	\$ -	
Temporary	\$ 464,266	\$ 480,000	\$ 489,510	\$ 488,834	\$ 516,500	5.5%
Other pay	\$ 2,283	\$ -	\$ -	\$ 6,184	\$ -	
Special vacation pay	\$ 18,476	\$ -	\$ -	\$ 17,448	\$ -	
Special sick leave pay	\$ -	\$ -	\$ -	\$ 313	\$ -	
Vehicle-phone-data allowance	\$ 2,971	\$ 2,544	\$ 2,544	\$ 1,254	\$ 2,964	16.5%
Salary savings	\$ -	\$ (1,035,597)	\$ (1,035,597)	\$ -	\$ (1,002,843)	-3.2%
Retirement contribution	\$ 430,277	\$ 656,268	\$ 656,268	\$ 578,603	\$ 746,495	13.7%
F.I.C.A.	\$ 24,159	\$ 36,720	\$ 36,720	\$ 25,340	\$ 36,720	0.0%
PERS unfunded liability	\$ 1,285,610	\$ 1,615,358	\$ 1,615,358	\$ 1,482,946	\$ 1,823,005	12.9%
PERS prepay adjustment	\$ (11,797)	\$ -	\$ -	\$ -	\$ -	
Group health insurance	\$ 1,357,543	\$ 1,927,365	\$ 1,927,365	\$ 1,648,977	\$ 2,247,532	16.6%
Group dental insurance	\$ 81,320	\$ 113,169	\$ 113,169	\$ 94,205	\$ 123,776	9.4%
Vision insurance	\$ 13,852	\$ 18,535	\$ 18,535	\$ 16,009	\$ 20,993	13.3%
Medicare insurance	\$ 108,943	\$ 123,475	\$ 123,475	\$ 121,554	\$ 139,118	12.7%
Employee assistance program	\$ 3,742	\$ 4,688	\$ 4,688	\$ 4,688	\$ 6,050	29.1%
Group life insurance	\$ 1,736	\$ 2,071	\$ 2,071	\$ 2,018	\$ 3,244	56.6%
Disability insurance	\$ 45,796	\$ 89,248	\$ 89,248	\$ 51,152	\$ 94,337	5.7%
SDI	\$ 29,957	\$ 42,420	\$ 42,420	\$ 64,291	\$ 79,009	86.3%
Unemployment insurance	\$ 65,986	\$ 77,638	\$ 77,638	\$ 77,591	\$ 92,546	19.2%
Workers' compensation	\$ 200,549	\$ 349,419	\$ 349,419	\$ 346,128	\$ 171,214	-51.0%
Total	\$ 11,356,159	\$ 13,444,105	\$ 13,033,599	\$ 13,033,599	\$ 14,243,849	9.3%

Appendix A: Authorized Personnel by Individual Position

Position Title	Position No.	Union	Library FTE		
Accounting Assistant I	101-009	SEIU	1.000	*	Potential Savings
Accounting Assistant II	102-xxx	SEIU	1.000	*	New
Administrative Assistant II	106-007	SEIU	1.000		
Administrative Assistant II	106-008	SEIU	1.000		
Administrative Assistant II	106-009	SEIU	0.900		
Building Maintenance Worker II	118-007	SEIU	1.000		
Building Maintenance Worker II	118-011	SEIU	1.000		
Information Tech Specialist I	145-009	SEIU	1.000		
Information Tech Specialist III	232-004	SEIU	1.000		
Information Tech Specialist III	232-005	SEIU	1.000		
Library Assistant II	283-002	SEIU	1.000		
Library Assistant II	283-003	SEIU	1.000		
Library Assistant II	283-004	SEIU	1.000		
Library Assistant II	283-005	SEIU	1.000		
Library Assistant II	283-006	SEIU	1.000		
Library Assistant II	283-007	SEIU	1.000		
Library Assistant II	283-009	SEIU	1.000		
Library Assistant II	283-010	SIEU	0.500		
Library Assistant II	283-011	SEIU	1.000		
Library Assistant II	283-012	SEIU	1.000		
Library Assistant II	283-013	SEIU	0.750		
Library Assistant II	283-014	SEIU	0.500		
Library Assistant II	283-015	SEIU	1.000		
Library Assistant II	283-016	SEIU	1.000		
Library Assistant II	283-017	SEIU	1.000		
Library Assistant II	283-018	SEIU	1.000		
Library Assistant II	283-019	SEIU	1.000		
Library Assistant II	283-020	SEIU	1.000		
Library Assistant II	283-021	SEIU	1.000		
Library Assistant II	283-022	SEIU	1.000		
Library Assistant II	283-023	SEIU	0.750		
Library Assistant II	283-024	SEIU	0.500		
Library Assistant II	283-026	SEIU	1.000		
Library Assistant II	283-041	SEIU	0.750		
Library Assistant II	283-042	SEIU	0.500		

Position Title	Position No.	Union	Library FTE		
Library Assistant II	283-043	SEIU	0.500		
Library Assistant II	283-046	SEIU	0.500		
Library Assistant II	283-047	SEIU	0.750		
Library Assistant II (Tel Info)	283-050	SEIU	1.000		
Library Assistant II	283-055	SEIU	0.500		
Library Assistant II	283-056	SEIU	1.000		
Library Assistant II	283-063	SEIU	1.000		
Library Assistant II	283-064	SEIU	1.000		
Library Assistant II	283-065	SEIU	0.500		
Library Assistant II	283-068	SEIU	0.500		
Library Assistant II	283-069	SEIU	0.500		
Library Assistant II	283-072	SEIU	1.000		
Library Assistant II	283-073	SEIU	0.500		
Library Assistant II	283-074	SEIU	0.500		
Library Assistant II	283-075	SEIU	1.000		
Library Assistant II	283-076	SEIU	0.625		
Library Assistant II	283-077	SEIU	0.750		
Library Assistant II	283-078	SEIU	1.000		
Library Assistant II	283-079	SEIU	0.500		
Library Assistant II	283-081	SEIU	0.500		
Library Assistant II	283-082	SEIU	1.000		
Library Assistant II (Tel Info)	283-083	SEIU	0.500		
Library Assistant II	283-084	SEIU	0.500		
Library Assistant II	283-085	SEIU	0.750		
Library Assistant II	283-086	SEIU	0.750		
Library Assistant II	283-087	SEIU	0.750		
Library Assistant II	283-088	SEIU	1.000		
Library Assistant II	283-089	SEIU	1.000		
Library Assistant II	283-090	SEIU	1.000		
Library Assistant II	283-091	SEIU	1.000		
Bookmobile Library Assistant II	284-001	SEIU	1.000	*	Potential Savings
Bookmobile Library Assistant II	284-002	SEIU	0.800		
Bookmobile Library Assistant II	284-004	SEIU	1.000		
Bookmobile Library Assistant II	284-xxx	SEIU	0.500	*	New
Library Information Specialist	285-002	SEIU	1.000		
Library Information Specialist	285-003	SEIU	1.000		
Library Information Specialist	285-003	SEIU	0.000		
Library Information Specialist	285-004	SEIU	1.000		
Library Information Specialist	285-006	SEIU	1.000		

Position Title	Position No.	Union	Library FTE		
Service Field Crew Leader	330-011	Supervisor	1.000		
Library Assistant III	363-001	Supervisor	1.000		
Library Assistant III	363-002	Supervisor	1.000		
Library Assistant III	363-003	Supervisor	1.000		
Library Assistant III	363-004	Supervisor	1.000		
Library Assistant III	363-005	Supervisor	1.000		
Library Assistant III	363-007	Supervisor	1.000		
Library Assistant III	363-008	Supervisor	1.000		
Library Assistant III	363-009	Supervisor	1.000		
Library Assistant III	363-010	Supervisor	1.000		
Library Assistant III	363-011	Supervisor	1.000		
Library Assistant III	363-012	Supervisor	1.000		
Library Assistant III	363-xxx	Supervisor	1.000	*	New
Library Assistant IV	364-001	Supervisor	1.000		
Library Assistant IV	364-003	Supervisor	1.000		
Management Analyst	702-011	Mid Mgmt	1.000		
Programmer Analyst II	706-006	Mid Mgmt	1.000		
Network & Systems Administrator	726-012	Mid Mgmt	1.000		
Network & Systems Administrator	726-013	Mid Mgmt	1.000		
Principal Management Analyst	729-018	Mid Mgmt	1.000		
Library Specialist/Training Coordinator	740-002	Mid Mgmt	1.000		
Library Specialist /Volunteer Coordinator	740-004	Mid Mgmt	1.000		
Librarian II	750-001	Mid Mgmt	1.000		
Librarian II	750-002	Mid Mgmt	1.000		
Librarian II	750-003	Mid Mgmt	1.000		
Librarian II	750-004	Mid Mgmt	1.000		
Librarian II	750-005	Mid Mgmt	1.000		
Librarian II	750-006	Mid Mgmt	1.000		
Librarian II	750-007	Mid Mgmt	1.000		
Librarian II	750-008	Mid Mgmt	1.000		
Librarian II	750-009	Mid Mgmt	1.000		
Librarian II	750-010	Mid Mgmt	1.000		
Librarian II	750-011	Mid Mgmt	1.000		
Librarian II/Tel Info Supervisor	750-012	Mid Mgmt	1.000		
Librarian II	750-013	Mid Mgmt	1.000		
Librarian II	750-014	Mid Mgmt	1.000	*	Potential Savings

Position Title	Position No.	Union	Library FTE		
Librarian II	750-015	Mid Mgmt	1.000		
Librarian II	750-017	Mid Mgmt	1.000		
Librarian II	750-017	Mid Mgmt	0.000		
Librarian II	750-021	Mid Mgmt	1.000		
Librarian II	750-026	Mid Mgmt	1.000		
Librarian I/II	750-028	Mid Mgmt	1.000		
Librarian I/II	750-029	Mid Mgmt	1.000		
Librarian II	750-030	Mid Mgmt	1.000		
Librarian I/II	750-031	Mid Mgmt	1.000		
Librarian I/II	750-xxx	Mid Mgmt	1.000	*	New
Community Relations Specialist	757-006	Mid Mgmt	1.000		
Director of Libraries	808-001	Executive	1.000		
Assistant Director of Libraries	830-001	Mid Mgmt	1.000		
Librarian III	831-001	Mid Mgmt	1.000		
Librarian III	831-002	Mid Mgmt	1.000		
Librarian III	831-003	Mid Mgmt	1.000		
Librarian III/CMS Manager	831-004	Mid Mgmt	1.000		
Librarian III/Outreach Manager	831-xxx	Mid Mgmt	1.000	*	NEW
Library IT Manager	832-003	Mid Mgmt	1.000		
			115.825		

Appendix B: Trust Fund Details

CAROLYN VIRGINIA CLAEYS CHARITY TRUST

Donor: Carolyn Virginia Claeys died in 2017 leaving the Library a bequest.

Terms: The Carolyn Virginia Claeys charity does not have any restrictions on its use.

Balance of Trust: \$18,327

Income: Interest earned is added to principal

Management: Held by the City Finance Department in Fund 962.

Note: Trust to be used for Downtown Building Project.

FINKELDEY TRUST

Donor: Stella A. H. Finkeldey, a teacher and principal in the Santa Cruz City School System, left her estate to the Santa Cruz Public Library in 1949.

Terms: "...the net income there from, plus the annual sum of \$100.00 from the principal, [shall] be used and expended solely for the purchase of musical literature for and to be kept in the music department of the Santa Cruz Public Library."

Balance of Trust: \$9,233

Income: Interest earned is added to principal

Management: Held by the City Finance Department in Fund 962. Complete record is reflected in Library budget. CMS Manager manages the funds.

DOROTHY A. HALE TRUST

Donor: Dorothy A. Hale died in 2011 leaving the Library a bequest.

Terms: The Dorothy A. Hale Trust specifies that the Library use the funds for "the Scotts Valley Branch of the Santa Cruz Public Library System".

Balance of Trust: \$49,430

Income: Interest earned is added to principal

Management: Held by the City Finance Department in Fund 937. Facilities Manager, Laura Whaley, manages funds.

LEET-CORDAY TRUST

Donor: Robert Leet-Corday

Terms: The Leet-Corday Trust specifies that the Library use the funds for the Downtown (Central) Branch of the Santa Cruz Public Library System for “providing vibrant physical and virtual public spaces”.

Balance of Trust: \$103,037

Income: Interest earned is added to principal

Management: Held by the City Finance Department in Fund 935. Facilities Manager manages funds.

Notes: Trust to be used for Downtown Building Project.

MCCASKILL TRUST – LOCAL HISTORY

Donor: Annie McCaskill, who died in 1981, named the City of Santa Cruz as one of the two residual legatees for her estate. The other was the First Presbyterian Church. Upon the death of her sister, Francis McCaskill, the City’s share of the estate was to be divided into two equal parts: one for local history and the other for providing materials and services to people who are visually impaired. Francis McCaskill died in 1986, and the Library received its distribution during the summer.

Terms: Half the City’s share is to be used “in establishing and maintaining a department in the City of Santa Cruz Public Library System devoted to the preservation of historical documents and objects and promulgation of the local history of the City of Santa Cruz and of the State of California.” No limitations on only spending income.

Balance of Trust: \$228,740

Income: Interest earned is added to principal

Management: Held by the City Finance Department in Fund 931. Asst. Director manages funds.

Notes: Trust to be used for Downtown Building Project.

JAMES MORLEY TRUST

- Donor: James Morton Morley died on February 1, 2011, leaving the Library a bequest.
- Terms: The James Morton Morley Trust specifies that the Library use the funds for “improvements or enhancements to the La Selva Beach Library Branch or the Aptos Branch if the La Selva Beach Branch has been or is scheduled to close”.
- Balance of Trust: \$14,256
- Income: Interest earned is added to principal
- Management: Held by the City Finance Department in Fund 936. Facilities Manger manages funds.

RICHARDSON TRUST

- Donor: Dr. James B. Richardson died in 1979, leaving the Library a Testamentary Trust for book purchases. His other legatees were the Cornell University Veterinary School and a personal friend.
- Terms: The Richardson Will specifies that the Library use the funds “for the purchase of nonfiction books written for the general public, and not to include textbooks, technical or statistical books, or religious or sociological studies.”
- Balance of Trust: \$337,564
- Income: Distribution schedule is set for November of each year. No specific date is attached to the distribution. The Trust distributes out 5% of the market value each year and the Santa Cruz Library receives 80% of the amount.
- In 1981 the Superior Court ruled that all net income be distributed annually, one-fifth to Cornell (for research on dogs) and four-fifths to the Library.
- Management: Held by Comerica Bank. Check is received annually and is appropriated into the Library’s annual budget. Grantor wanted the trust to continue in perpetuity and made the trust irrevocable.

UTTER TRUST

- Donor: Herman A. Utter and Ruth H. Utter Fourth Restatement of Trust Agreement dated May 7, 1992 restatement dated August 6, 2004

Terms: "To support the purchase of library materials and special library programs." (March 2017)

Balance of
Trust: \$278,167

Income: Interest Only

Management: Friends of the Santa Cruz Public Library (FSPCL) holds this trust. Held at Community Foundation of Santa Cruz County. Asst. Director manages these funds.

Appendix C: Vehicle Replacement Schedule

Library FY 25 Vehicle Replacement Schedule						
#	Department	Description	Replacement Cost	Year Acquired	Year of Replacement	Savings Need/Yr to Meet Replacement Date
434	Courier	Ford Transit	\$45,000	2020	2030-31	\$4,500
528	Bldg Maint	Ford Truck	\$45,000	2022	2032-33	\$5,833
527	Bldg Maint	Ford Transit	\$35,000	2015	2024-25	\$3,500
529	Bldg Maint	Ford Transit	\$45,000	2019	2029-30	\$4,500
151	Outreach	Ford Transit	\$35,000	2022	2032-33	\$5,833
178	Outreach	Ford Escape Hybrid	\$35,000	2015	2024-25	\$3,500
531	Outreach	Freightliner	\$350,000	2016	2030-31	\$23,333
546	LIT	Ford Transit	\$35,000	2018	2028-29	\$3,500
	Programs	Pedal Library	\$2,500	2016	2021-22	\$500
279	Bldg Maint	Trailer				
TOTAL SAVINGS NEEDS PER YEAR						\$54,999
Savings Began in FY 11/12						
**The Library System has chosen to abide by the City's vehicle replacement schedule which is defined as replacing vehicles every 100,000 miles or every 10 years.						

Appendix D: Fines and Fees Schedule

Description	Current	Proposed FY 25
Overdue Item Fine	\$0	No Change
Lost/Replacement Fine	Varies Based on Item	\$1 processing fee for items that do not have a replacement charge.
Collection Agency Fee	\$20.00	No Change
Damaged Item Fine	Varies Based on Item	No Change
Flash Drive Fee	\$3.00	No Change
Headphone Fee	\$3.00	No Change
Library Card Replacement Fee	\$0	No Charge
Meeting Room Fee	\$0	No Change
Missing Parts Fine	Varies Based on Item	No Change
Photocopying Fee	15¢per page	No change
Test Proctoring Fee	\$40.00	No change
Inter Library Loan	\$0	No Change

Appendix E: History of Open Hours by Branch

Weekly Open Hours						
Beginning Each Fiscal Year	FY 25	FY 24	FY 23	FY 22	FY 21	FY 20
Aptos	46	closed	closed	closed	20	56
Boulder Creek	46	46	closed	closed	closed	38
Branciforte	46	46	closed	closed	closed	36
Capitola	46	50	47	47	closed	closed
Downtown	50	50	46	46	24	58
Felton	46	46	40	40	20	36
Garfield Park	46	46	closed	closed	closed	51
La Selva Beach	38	38	31	31	closed	36
Live Oak	46	46	36	36	20	54
Scotts Valley	46	46	closed	25	20	50
Total	456	414	200	225	104	415

Appendix F: History of Collection Spending

Fiscal Year	Physical Expenditures	Digital Expenditures
FY 17/18	74.2%	25.8%
FY 18/19	69.3%	30.7%
FY 19/20	64.1%	35.9%
FY 20/21	55.3%	44.7%
FY 21/22	64.7%	35.3%
FY 22/23	57.7%	42.3%

Physical = books, DVDs, audio CDs, Playaways, lendable tech, telescopes, magazines

Digital = reference databases, ebooks, eaudiobooks, streaming video, digital magazines

Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



STAFF REPORT

DATE: June 6, 2024

TO: Library Joint Powers Board

FROM: Sara De Leon, Director of Human Resources, City of Santa Cruz
Cathy Bonino, Human Resources Principal Management Analyst, City of Santa Cruz

RE: Adoption of a Resolution Approving the Library Director Employment Agreement and Authorize the Board Chairperson to Execute the Employment Agreement

STAFF RECOMMENDATION

Adopt the Resolution and authorize the Board Chairperson to execute the Employment Agreement for the Director of Libraries.

BACKGROUND

The Fourth Amendment to the Library Joint Powers Authority (LJPA) Agreement Section 5A requires unanimous approval by all four Directors of the LJPA to appoint the Director of the Libraries (Library Director). The responsibilities of the Library Director, outlined in detail in Section 6A and job description, include, but are not limited to, the efficient administration and supervision of the Library System; serves as staff to the Governing Board and Commission, and develops proposed operating and capital budget. Additionally, the appointment of the Library Director requires an employment agreement that outlines their terms of employment.

DISCUSSION

This Employment Agreement contains the terms and conditions of employment, as detailed below:

- Starting Date: July 8, 2024
- Starting annual salary of \$200,000
- Moving expense allowance of a maximum \$10,000
- Vacation Accrual rate of 120 hours/year.

- In addition, the Director will receive the same benefits as outlined in the City of Santa Cruz Executive Employees Compensation Plan, Exhibit B of the Employment Contract

FISCAL IMPACT

The Director of Libraries position is authorized in the personnel listing of the operating budget. The budgeted expense, including benefits, is \$350,947.

Attachments:

Resolution

Exhibit A Employment Agreement

Exhibit B City of Santa Cruz Compensation and Benefit Plan

RESOLUTION NO. NS-

RESOLUTION OF THE CITY COUNCIL OF THE LIBRARY JOINT POWERS
AUTHORITY BOARD APPROVING THE LIBRARY DIRECTOR EMPLOYMENT
AGREEMENT AND AUTHORIZING THE BOARD CHAIRPERSON TO EXECUTE
THE AGREEMENT

WHEREAS, the Library Joint Powers Authority Board has completed a selection process and made a decision to appoint a new Library Director for the Santa Cruz Public Libraries, effective July 8, 2024; and

WHEREAS, Christopher Platt has agreed to accept the Library Director position.

NOW, THEREFORE, BE IT RESOLVED by the Library Joint Powers Authority Board, does hereby approve the Library Director Employment Agreement, between the Library Joint Powers Authority Board and named applicant which is attached hereto as Exhibit "A" and is herewith adopted by the Library Joint Powers Authority Board.

PASSED AND ADOPTED this 6th day of June, 2024, by the following vote:

AYES:

NOES:

ABSENT:

DISQUALIFIED:

APPROVED _____

ATTEST: _____

EXHIBIT A

**EMPLOYMENT
AGREEMENT****DIRECTOR OF LIBRARIES**

THIS AGREEMENT by and among the SANTA CRUZ CITY/COUNTY LIBRARY JOINT POWERS AUTHORITY, a public authority (hereinafter referred to as "LJPA"), the CITY OF SANTA CRUZ, a municipal corporation (hereinafter referred to as "CITY"), and Christopher Platt, an individual (hereinafter referred to as "EMPLOYEE" and "they/their"), is entered into on the date by which it has been duly approved and executed by all parties hereto.

WHEREAS, the LJPA was established pursuant to a Joint Powers Agreement executed on June 24, 1996 by the County of Santa Cruz, the City of Santa Cruz, the City of Capitola and the City of Scotts Valley to provide joint library services within these jurisdictions; and

WHEREAS, the Fourth Amendment to the Joint Powers Agreement executed on December 16, 2015 provides that the Director of Libraries ("DIRECTOR") shall be hired by the LJPA and serve pursuant to the terms of an employment contract; and

WHEREAS, the contract between the EMPLOYEE and LJPA shall outline details of compensation and benefits; and

WHEREAS, the contract may be administered by the County of Santa Cruz, the City of Santa Cruz, the City of Capitola, or the City of Scotts Valley under contract with the LJPA; and

WHEREAS, the LJPA has contracted with the CITY to administer the employment contract of the DIRECTOR; and

WHEREAS, the LJPA desires to hire EMPLOYEE as the DIRECTOR and EMPLOYEE desires to serve as the DIRECTOR for the LJPA beginning July 8, 2024; and

WHEREAS, EMPLOYEE, LJPA and CITY agree and acknowledge that EMPLOYEE's employment as DIRECTOR is governed by this Agreement.

NOW, THEREFORE, in consideration of the promises and conditions set forth herein, the parties mutually agree as follows:

1. Duties
 - (a) EMPLOYEE shall perform the duties as set forth in Exhibit A and other related

legally permissible duties and functions consistent with the duties of DIRECTOR, and as may be modified from time to time by the LJPA.

(b) EMPLOYEE shall perform their duties to the best of their ability in accordance with the highest professional and ethical standards of the profession and shall comply with all general rules and regulations established by the LJPA and relevant laws and regulations governing library operations in California.

(c) EMPLOYEE shall not engage in any activity or other employment, which is or may become a conflict of interest, prohibited by contract, or which may create an incompatibility of office as defined under California or federal laws. EMPLOYEE shall comply fully with their reporting and disclosure obligations under regulations promulgated by the Fair Political Practices Commission (FPPC) and the LJPA.

(d) EMPLOYEE shall dedicate their full energies and qualifications to their employment as DIRECTOR, and shall not engage in any other duties or services for compensation except as may be specifically approved in writing in advance by the LJPA.

2. Term.

EMPLOYEE acknowledges that they are an at-will employee who serves at the pleasure of the LJPA. As such, their employment may be terminated by the LJPA without cause. This agreement will be of indeterminate length subject to the termination clause in Section 5 or until terminated by the event of retirement, death, or permanent disability of EMPLOYEE.

3. Salary.

(a) EMPLOYEE's initial annual salary will be \$200,000 payable in installments at the same time as other employees of the CITY are paid and subject to customary applicable payroll taxes and withholding. EMPLOYEE's salary is compensation for all hours worked and for all services rendered under this Agreement. EMPLOYEE shall be exempt from overtime pay provisions of California law (if any) and federal law.

(b) EMPLOYEE's salary will be in accordance with the attached Exhibit B, "City of Santa Cruz Compensation and Benefits Plan," which is in effect as of the date of this Agreement. EMPLOYEE's salary is not subject to change due to any future modifications to Exhibit B, unless expressly approved by the LJPA.

(c) LJPA shall evaluate the performance of EMPLOYEE at their one year

anniversary and at least once per year thereafter. EMPLOYEE shall have a performance evaluation in writing. In connection with evaluations, EMPLOYEE may qualify for a merit salary increase equal to 5% of EMPLOYEE's salary. The granting of a merit salary increase shall be entirely at the discretion of the LJPA. Either as part of the evaluation or otherwise, LJPA may establish performance goals and objectives, as appropriate. Evaluations may be conducted more often at the LJPA's discretion. EMPLOYEE will request and schedule the minimum required evaluations as appropriate under the LJPA's agenda procedures or as otherwise directed by the LJPA.

4. Benefits.

EMPLOYEE 's benefits will be in accordance with the attached Exhibit B, "City of Santa Cruz Compensation and Benefits Plan". In addition, the following benefits will be provided commencing on the first day of employment:

(a) Vacation Accrual Rate: EMPLOYEE will begin accruing vacation hours equivalent to a City ten year employee which is 120 hours per year.

(b) Moving Expenses: EMPLOYEE shall receive up to \$10,000 for expenses related to relocating to Santa Cruz County upon submittal of receipts for actual relocation costs acceptable to the Chairperson of the LJPA.

5. Resignation and Termination.

(a) Voluntary Termination. Either EMPLOYEE or LJPA may terminate this Agreement by providing the other party, including the CITY, at least 30 days' advance written notice of such intention to do so and prior to the effective date of termination. In the event that EMPLOYEE or LJPA voluntarily terminates this Agreement and there is no basis for termination of EMPLOYEE for cause, EMPLOYEE may receive severance pay as set forth in Paragraph 6.

(b) Termination for Cause. Termination "for cause" shall mean: if EMPLOYEE willfully breaches the duties which EMPLOYEE is required to perform under the terms of this Agreement or engages in gross negligence or misconduct detrimental to the operation of the business of LJPA, as determined in the sole discretion of the LJPA, or engages in a willful violation of federal or state law, or is convicted of a felony. The LJPA may terminate this Agreement for cause by giving written notice of termination to EMPLOYEE, and such termination will be effective immediately upon notice of the termination. If EMPLOYEE is terminated for cause, EMPLOYEE shall not be entitled to severance pay pursuant to Paragraph 6, below.

(c) Termination for Disability. If EMPLOYEE is unable to perform their duties by

reason of illness or mental or physical disability for a continuous period of 120 days, LJPA may terminate this Agreement and the employment under this Agreement with ten (10) days written notice of termination to EMPLOYEE. Termination for this reason shall not be deemed "for cause" as that term is used in this section. In the event of termination under this section, LJPA obligations to EMPLOYEE under this Agreement shall cease except for annual salary accrued to the date on which termination becomes effective and, if termination is not for cause, LJPA shall be obligated to pay EMPLOYEE severance pay as set forth in Paragraph 6.

(d) This Agreement may also be terminated by the LJPA if the LJPA terminates its contract with CITY to provide contract administration services to the LJPA. In this event, the LJPA will work with EMPLOYEE to negotiate a replacement agreement, as may be appropriate.

6. Severance Pay.

If EMPLOYEE is terminated by the LJPA pursuant to Paragraph 5(a), EMPLOYEE shall receive a severance payment equal to six (6) month's salary upon EMPLOYEE'S fully executed waiver of all claims against CITY and LJPA in a form satisfactory to CITY and LJPA. Additionally, EMPLOYEE shall receive payment for all vacation leave accrued to the date of separation. Such payment will release CITY and the LJPA from any further obligations arising out of the employment.

If the conditions of Paragraph 5(b) are met or if EMPLOYEE is terminated because of conviction of any criminal offense involving dishonesty, fraud, misrepresentation, or other acts of moral turpitude, then EMPLOYEE shall not be entitled to any severance pay (except accrued vacation leave) set forth in this paragraph.

7. Amendment.

This Agreement may be amended, modified, or changed by the parties provided that said amendment, modification or change is in writing and approved by all the parties to this Agreement.

8. Notice.

All notices required herein shall be sent first class mail to the parties as follows:

To LJPA: Santa Cruz Public Libraries

117 Union Street
Santa Cruz, CA 95060

To CITY: City of Santa Cruz
809 Center Street
Santa Cruz, CA 95065

To EMPLOYEE: CHRISTOPHER PLATT
2409 Apache Drive
Bishop, CA 93546

Notices shall be deemed effectively served upon deposit in the United States mail.

9. Representation by EMPLOYEE.

EMPLOYEE represents that the EMPLOYEE has read this Agreement, fully understands the terms and conditions of the Agreement and is knowingly and voluntarily executing this Agreement, and acknowledges that EMPLOYEE had the opportunity to seek the advice of legal counsel before signing it.

10. Entire Agreement.

This Agreement contains the entire agreement among the parties hereto. No promise, representation, warranty, or covenant not included in this Agreement has been or is relied on by any party hereto. This Agreement, the Joint Powers Agreement, and amendments thereto are the sole and exclusive basis for an employment relationship among EMPLOYEE, LJPA and CITY, as contract administrator, and its terms supersede any and all rules, regulations, guidelines, or other express or implied terms that would otherwise be applicable to employment by the LJPA and CITY, including but not limited to any LJPA and CITY personnel rules.

11. Construction of Agreement.

EMPLOYEE acknowledges that they have reviewed this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement.

12. Severability.

If any provision of this Agreement is deemed invalid or unenforceable by a court of law, it shall be considered deleted herefrom and the remainder of the provision and of this Agreement shall be unaffected and shall continue in full force and effect.

13. Waiver.

The failure of the LJPA, CITY or EMPLOYEE to insist on strict compliance with any of the terms, covenants or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant or condition, nor a waiver or relinquishment of any right or power.

14. Headings and Captions.

The headings and captions appearing in this Agreement are inserted only as a matter of convenience and in no way limit or affect the substantive terms of the Agreement.

15. Counterparts. The Parties may execute this Agreement in two or more counterparts, which shall, in the aggregate, be deemed an original but all of which, together, shall constitute one and the same instrument. A scanned, electronic, facsimile or other copy of a party's signature shall be accepted and valid as an original.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Agreement on the dates indicated below.

**SANTA CRUZ CITY/COUNTY LIBRARY
JOINT POWERS AUTHORITY**

Date _____

Jamie Goldstein, Board Chair

CITY OF SANTA CRUZ

Date _____


Matt Huffaker, City Manager

EMPLOYEE

Date May 20, 2024


Christopher Platt, Library Director

APPROVED AS TO FORM


Tony Condotti

Attachments:

Exhibit A: Job Description

Exhibit B: City of Santa Cruz Compensation and Benefits Plan



**CITY OF SANTA CRUZ
DIRECTOR OF LIBRARIES**

SANTA CRUZ CITY-COUNTY LIBRARY SYSTEM

Reports to: City Manager
Supervises: Library Management Staff
Bargaining Unit: Executive

BASIC FUNCTION

Serves as head librarian for city-county library system, serving a population of approximately 170,000. Plans, organizes and directs library operations and administration. Works with the Library Board of Trustees and the city and county to provide effective and efficient library services to the community. Is responsible for main library plus eight branches and one bookmobile.

PRIMARY DUTIES

- Responsible for planning, organizing, implementing and evaluating system-wide library and related information services to meet the needs of the community, both immediate and long-range.
- Prepares the library's annual budget for submission to the Library Board, city and county. Implements the adopted budget.
- Conducts the personnel administration, financial affairs and general administration of the library system in accordance with adopted policies and procedures.
- Hires and supervises library employees.
- Maintains effective public relations with public officials, civic groups, the media and the community.
- Serves as a city department head and participates in the work of the city's executive group.

MINIMUM QUALIFICATIONS

- Master's degree in Library Science from a library school accredited by the American Library Association.
- Five years; increasingly responsible professional library experience, including three years in an administrative capacity.
- Knowledge of library science, organization, administration, supervision and management.
- Knowledge of modern principles and practices of librarianship including technical services, branch operation, reference services, children's services, audio-visual services, circulation and music and art services.
- Knowledge of budgeting and fiscal administration of a library system.

- Ability to select, motivate, train and develop and evaluate subordinate personnel.
- Ability to establish and maintain effective work relationships with school districts, community groups, the general public and staff.
- Ability to prepare comprehensive written reports and conduct effective oral presentations.
- Valid California driver's license.

Classification Nos. 808
Date of issue: 4/83
Supersedes: Unknown



City of Santa Cruz Compensation and Benefits Plan

Assistant City Manager, Department Directors,
Deputy City Manager, Chiefs of Police & Fire

Effective October 1, 2022

Purpose and Intent

This Compensation and Benefits Plan (Plan) is intended to establish compensation, benefits and terms and conditions of employment for Assistant City Manager, Deputy City Manager, Department Directors and the Chiefs of Police and Fire. The City Manager has the authority to hire the Assistant City Manager, Deputy City Manager, Department Directors and the Chiefs, and to adjust their compensation consistent with this Plan. These positions are exempt from the Fair Labor Standards Act (FLSA), are at will employees, serve at the pleasure of the City Manager and can be terminated with or without notice or cause and with no rights of appeal.

1) SALARY SCHEDULE

- a) This Plan covers positions in the job classes and salary schedule set forth in Attachment A, incorporated in and made a part of this document.
- b) Longevity: Directors, Assistant City Manager & Deputy City Manager: 2.5% base pay increase following 10 full years of employment. Police Chief: 2.5% completion of 10 years, 2% completion of 15 years, 2% completion of 20 years, and 2% completion of 25 years. Fire Chief: 2.5% completion of 10 years, 2% completion of 15 years, 2% completion of 20 years and 2% completion of 25 years. It is understood that the longevity pay will be considered as “additional compensation” for the purposes of PERS and tax computations.

2) MANAGEMENT VACATION

In the first full pay period in January of each year, employees will be credited with 80 hours of vacation time. The ability to cash out vacation will be limited to 20 hours and shall occur in the last full pay period of December. Employees who do not use all of their Management Vacation prior to the first full pay period in January of each year will only be credited at the start of the subsequent year with sufficient hours to maintain an 80 hour balance. Upon separation, employees shall receive the value of their unused accrued management vacation. This benefit will be pro-rated for new hires.

3) VACATION

a) Vacation Accrual:

Years of Employment	Vacation Hours
Up to five years	80 Hours
Six to ten years	120 Hours
Eleven years or more	120 Hours plus 8 hours for each year of service after 10 yrs. To a maximum of 160 hours

- b) The City Manager has the authority to place a new employee at a specific accrual rate.
- c) Upon termination, payment will be made for all accumulated vacation to the separation date, at a rate equal to 100% of the current hourly pay rate.

- d) Vacation Cap: Accumulation of vacation time shall not exceed twice the annual rate of accrual without prior authorization. The vacation cap shall be extended to three times the annual rate, expiring on December 22, 2023.

4) SICK LEAVE

Sick leave will accrue at a rate of 8 hours per month. Assistant City Manager, Deputy City Manager and Department Directors are entitled to the same benefits as the Mid-Management MOU Section 14.00. Police Chief is entitled to the same benefits as the Police Management MOU Section 11.00. Fire Chief is entitled to the same benefits as the Fire Management MOU Section 14.00.

5) OPTIONAL MANAGEMENT BENEFIT

The City will contribute \$1,300 for employees with less than 10 years of service and \$1,500 for employees with 10 or more years of service. Payment for this benefit shall be made on the last pay date in July of each year for the previous years' service. In lieu of direct payment, employees may select one of the following options for use of this benefit: 1) payment to deferred compensation or 2) purchase of additional vacation leave, not to exceed the Vacation Accrual Limit. This benefit will be pro-rated for new hires and terminated employees.

6) VEHICLE ALLOWANCE

Employees shall receive a vehicle allowance in the amount of \$107 per month. In lieu of a vehicle allowance, the City will provide the Fire Chief and Police Chief with a vehicle.

7) SPECIAL PROJECT/ASSIGNMENT PAY

A special project/assignment is a specific and unique assignment which exceeds the normally assigned duties and responsibilities of the employee's job classification. An employee, so assigned by the City Manager, shall receive 5% of his/her base pay while actually working on the project or in the assignment. Special project pay does not affect, nor is it included in sick and vacation or other leaves of absence. These assignments will be included in PERS computations.

8) FLEXIBLE SPENDING ARRANGEMENT CONTRIBUTIONS

- a) Employees are entitled to the same benefits as the Mid-Management MOU Section 16.00 – Benefits.
- b) Medical & Dental: Employees are eligible to enroll in a CalPERS medical plan, Dental and Vision Plan. The City makes a contribution on behalf of each qualified employee based on 90% of the cost of the highest medical premium between the Blue Shield Access+HMO and PERSChoice PPO. Employees will make an additional contribution of \$50.00 per pay period towards the cost of health care benefits. Vision & Dental: employees are entitled to the same benefits as the Mid-Management MOU Sections 16.02 & 16.03
- c) Cash Out: Employees who can verify to the City's satisfaction that: they have equivalent health coverage for medical, which will remain in effect until the next enrollment date; will receive \$200 month.

9) FLEXIBLE SPENDING ACCOUNTS

The City offers a Healthcare Spending Account with an annual election limit of \$2,850 and a Dependent Care Spending Account with annual election limit of \$5,000.

10) RETIREMENT

a) CalPERS Retirement Benefits for Classic Members:

- i) Non-Sworn Tier 1: For all eligible employees hired on or before May 11, 2012: Benefit of 2.0% @ 55 with the single highest year option. The employee's contribution amount is 12% of reportable salary (7% employee share + 5% employee paid employer share). The employee contribution from pay is on a pre-tax basis pursuant to 414(h)(2).
- ii) Non-Sworn Tier 2: For all eligible employees hired on or after May 12, 2012, Benefit of 2% @ 60 with employees highest three year average. The employee's contribution amount is 12% of reportable salary (7% employee share + 5% employee paid employer share). The employee contribution from pay is on a pre-tax basis pursuant to 414(h)(2).
- iii) Police Sworn Tier 1: For all eligible employees hired on or before September 2, 2011: Benefit of 3% @ 50 with the single highest year option. The employee's contribution amount is 12% of reportable salary (9% employee share + 3% employee paid employer share). The employee contribution from pay is on a pre-tax basis pursuant to 414(h)(2).
- iv) Police Sworn Tier 2: For all eligible employees hired on or after September 3, 2011: Benefit of 3% @ 55 with the employees highest three year average. The employee's contribution amount is 12% of reportable salary (9% employee share + 3% employee paid employer share). The employee contribution from pay is on a pre-tax basis pursuant to 414(h)(2).
- v) Fire Tier 1: For all eligible employees hired on or before September 2, 2011: Benefit of 3% @ 50 with the single highest year option. The employee's contribution amount is 12% of reportable salary, (9% employee share + 3% employee paid employer share). The employee contribution from pay is on a pre-tax basis pursuant to 414(h)(2).
- vi) Fire Tier 2: For all eligible employees hired on or after September 3, 2011: Benefit of 3% @ 55 with employees highest three year average. The employee's contribution amount is 12% of reportable salary (9% employee share + 3% employee paid employer share). The employee contribution from pay is on a pre-tax basis pursuant to 414(h)(2).

b) CalPERS: NEW Members:

- i) Individuals that have never been a member of any public retirement system prior to January 1, 2013, or
- ii) Individuals who moved between retirement systems with more than a six month break in service; and
- iii) In compliance with the California Public Employees' Pension Reform Act of 2013, (PEPRA), new members will receive a Local Miscellaneous benefit formula of 2% @ 62, Sworn/Safety (Police & Fire) will receive a benefit of 2.7% @ 57. Employees will contribute 50% of the normal cost as determined by CalPERS (12.25% for sworn and 6.75% for Misc.). Final compensation, for purposes of calculating the retirement benefit, is calculated on the highest average pensionable compensation earned by a member during a period of 36-consecutive months. This is also referred to as the 3-year average. The employee contribution from pay is on a pre-tax basis pursuant to 414(h)(2).

In addition to the required employee contribution, Chief Police and Chief Fire Sworn members will contribute an additional 5.0%, and Miscellaneous will contribute an additional 5.0%.

11) HOLIDAYS

Eleven, eight (8) hour holidays and Two, four (4) hour holidays per calendar year as defined by the City Council. The four (4) hour holidays are granted only when Christmas Day or New Year's Day is on a Tuesday-Saturday.

Accrual and Usage rules are in accordance with those in Section 12.00 of the mid-management MOU.

12) FLOATING HOLIDAYS:

The Assistant City Manager, Deputy City Manager, Department Directors, and Chiefs shall accrue up to twenty-four hours of floating holidays per fiscal year in accordance with the Mid-Management MOU Section 12.02.

13) INSURANCE

The City provides long-term disability insurance as well as term life insurance in the amount of \$25,000.

Adopted: 2/9/16
Amended: 6/28/16
Adopted: 10/8/19
Adopted: 10/1/2022

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ASSISTANT CITY MANAGER, DEPARTMENT DIRECTORS, DEPUTY CITY MANAGER, CHIEFS OF POLICE & FIRE

JOB CLASSES AND SALARY SCHEDULE

EFFECTIVE OCTOBER 1, 2022

Positions & Salary Schedule Effective October 1, 2022

POSITION	Minimum	Maximum
Assistant City Manager	\$ 15,814	\$ 20,182
Chief of Police	\$ 15,814	\$ 20,182
Chief of Fire	\$ 15,814	\$ 20,182
Director of Public Works	\$ 15,148	\$ 19,327
Director of Water	\$ 15,148	\$ 19,327
Director of Planning	\$ 14,418	\$ 18,394
Director of Finance	\$ 14,418	\$ 18,394
Director of Human Resources	\$ 14,418	\$ 18,394
Director of Information Technology	\$ 14,418	\$ 18,394
Director of Libraries	\$ 14,418	\$ 18,394
Director of Parks & Recreation	\$ 14,418	\$ 18,394
Director of Economic Development	\$ 14,418	\$ 18,394
Deputy City Manager I	\$ 14,418	\$ 18,394
Deputy City Manager II	\$ 15,148	\$ 19,327

Salary: Cost of Living Adjustment (COLA)

1. COLA: Cost of Living Adjustment shall be as follows:

- Effective October 1 2022, employees will receive a cost of living increase of 4.0%
- Effective September 30, 2023 employees will receive a cost of living increase of 3.0%.
- Effective September 28, 2024, employees will receive a cost of living increase of 5.0%.

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Chair Jamie Goldstein
Vice Chair Matt Huffaker
Board Member Mali LaGoe
Board Member Carlos Palacios



STAFF REPORT

DATE: June 6, 2024
TO: Library Joint Powers Authority Board
FROM: Eric Howard, Interim Director of Libraries
RE: The Live Oak Annex MOU

STAFF RECOMMENDATION

Motion to endorse the Live Oak Annex MOU with the County of Santa Cruz Department of Parks, Open Space, and Cultural Services (County Parks).

BACKGROUND

The Live Oak Branch's associated space, the Live Oak Annex, has been designed to provide necessary program space for the Library system. Unlike other branches its size, the Live Oak Branch does not have study rooms. The branch also lacks a community program space. The Live Oak Annex at the Simpkins Swim Center provides these resources for the Live Oak Branch patrons.

Its location adjacent to the Boys and Girls Club and middle school, blocks from two elementary schools and at an entry to the Santa Cruz County Rail Trail, and its existence inside the popular Simpkins Swim Center places these library services in a busy community location. It is an optimal location for connecting to current and future library patrons.

The Live Oak Annex is set to open its doors to the public in late spring. Other services, including a limited collection of library items and book holds, plus a book drop will open in the summer.

DISCUSSION

Access to the study rooms and reading space at the Live Oak Annex is not dependent on Library staff. Through the cooperation of the County Parks department and memorialized in the MOU, County Parks staff will monitor and manage the spaces. This includes maintaining and coordinating all reservations of the Live Oak Community Room, Multipurpose Room, study rooms and outdoor plaza area.

The Library will provide minimal Library staffing to maintain a limited collection of items, empty the drop box, and fill patron requests similar to other outreach locations and mobile services. Occasionally, Library staff will also assist patrons with new library cards and help patrons with account questions. Importantly though, use of the space, including check-outs, will not be dependent on Library staff located at the Annex. Program librarians will also provide regular programs at the Annex. The total combined number of Library staff supporting the Annex and the Live Oak Branch will never exceed the staffing levels at the Capitola branch or at the Scotts Valley branch. The Annex is not a branch. It is an extension of the resources that the Live Oak Branch provides. Its first mission is to serve the Live Oak Branch community through its program space. It does not have the staffing demands that a branch requires; instead, it relies on County Parks staff to monitor and manage the space.

But in addition to the program space, it provides a unique opportunity for the Library to serve as a portal to its ten branches. With its location ideally located at a popular community cross-roads, it promises to stand as a powerful, interactive billboard that advertises all that the Library system has to offer. With its unique function, the Live Oak Annex has the potential of not only engaging current Live Oak Branch patrons in new programming, but to also entice new users to engage with the system's Library branches and online services.

The attached MOU seeks to build a stronger partnership with the County Parks department in order to achieve both the goal of providing needed program space for the Live Oak branch patrons and to also engage more of the community in Library services.

MEMORANDUM OF UNDERSTANDING BETWEEN

SANTA CRUZ PUBLIC LIBRARIES
AND

THE COUNTY OF SANTA CRUZ DEPARTMENT OF PARKS, OPEN SPACE, AND CULTURAL SERVICES

This Memorandum of Understanding (“MOU”) is entered into on _____, 2024 (“Effective Date”) between Library Services Authority, an entity created by a Joint Powers Agreement between the City of Santa Cruz, the City of Scotts Valley, the City of Capitola, and the County of Santa Cruz, aka Santa Cruz Public Libraries (“SCPL”), and the County of Santa Cruz through the County of Santa Cruz Department of Parks, Open Space, and Cultural Services, (“County Parks”) (together the “Parties”, individually a “Party”).

I. PURPOSE & SCOPE

The purpose of this MOU is to identify the roles and responsibilities of each Party as they relate to the management of the Live Oak Library Annex housed within the Simpkins Family Swim and Live Oak Community Center. This MOU establishes a framework for a sustainable partnership between Parties for mutual operational support. The MOU defines the general obligations of the Parties and other applicable provisions.

II. BACKGROUND

- a) The Santa Cruz Public Libraries (SCPL) brings people, information, and resources together to enrich lives and strengthen the community. SCPL delivers information, education, and enrichment through its ten neighborhood branches, web-based digital library, Bookmobile, plus services within the County Correctional Facilities, and outreach events.
- b) The Santa Cruz Public Libraries’ mission is inclusion, connection, collaboration with a vision to empower people to transform their lives and strengthen communities.
- c) The County Parks mission is to provide safe, well designed and maintained parks and a wide variety of recreational and cultural opportunities for our diverse community.
- d) The collaboration between SCPL and County Parks to house a Live Oak Library Annex (Annex) at Simpkins Family Swim and Live Oak Community Center is both an opportunity for SCPL to establish library programming and study space in an already established public area where people connect, and for County Parks to continue to offer a variety of recreational and cultural opportunities for our diverse community utilizing the upgrades to first level of the facility. Unlike the other Santa Cruz Public Library branches of a similar size, the Live Oak Library does not have an independent program room. The Annex provides the Live Oak Library Branch and its community with much needed program space.

Parties agree that it would be beneficial to clarify roles and responsibilities, as we work together to manage facilities and programming of the Annex located at Simpkins Family Swim and Live Oak Community Center. The Parties acknowledge the roles and responsibilities specified in this MOU in addition to the obligations specified in the Lease Agreement between the Parties for the Live Oak Library Annex.

III. TERM OF THE MOU

This MOU may be terminated at any time, for any reason, by either Party with notice to the other Party and/or by mutual written agreement of the Parties hereto.

IV. JOINT RESPONSIBILITIES UNDER THIS MOU

- a) Foster a strong and cooperative relationship between SCPL and County Parks in support of each other's mission and in collaboration of efforts to leverage resources, meet broader community needs and maximize outcomes.
- b) Work cooperatively and strive to achieve shared goals and objectives as defined in the SCPL and Santa Cruz County Strategic Plans regarding implementation of both parties' use of the Live Oak Library Annex and Parks Community Rooms
- c) Work together to promote and support both SCPL and County Parks programs, services, and projects. Operating procedures and changes are to be approved by both Directors. An operating team of a Library or Facilities Manager, Librarian, and County Parks staff will meet regularly as needed to discuss operational issues.
- d) Santa Cruz County policies and procedures and park rules and the SCPL's Code of Conduct will apply within the Annex. This includes incident/risk management reporting – with copies of Annex issues sent to SCPL Assistant Director; sanctions/suspension of privileges – with copies of sanctions/suspensions being sent to SCPL Assistant Director. The Parties' respective policies shall apply, including unaccompanied minor policy, liquor/food policy, and animals in the building, except for SCPL's technology policy. The applicability of the SCPL's technology policy will be reviewed in one year. Except as noted herein, in the event there is a conflict between the County and SCPL policies in the Annex, the SCPL policies shall take precedence related to SCPL programs and activities; and County policies shall take precedence related to County programs and activities.
- e) Placement of security cameras must be mutually decided upon between parties.

V. SANTA CRUZ PUBLIC LIBRARIES RESPONSIBILITIES UNDER THIS MOU

SCPL shall do the following:

- 1) Multipurpose Room Programming activities scheduled by SCPL, will be supplied and staffed by SCPL.
- 2) SCPL will provide a schedule of their planned activities and use the Multipurpose Room to County staff every three months for the next three-month period. If the Library has not programmed the multipurpose room, the County may utilize the space for their own programming.
- 3) SCPL will provide necessary training for the Annex and Annex Staff for any additional technology or library specific services housed in the Annex throughout the term of this MOU.
- 4) SCPL will provide no less than 10 reservations, free of charge, to County Parks annually that will be scheduled in advance for the Multipurpose Room.

VI. COUNTY PARKS RESPONSIBILITIES UNDER THIS MOU

COUNTY PARKS shall do the following:

- 1) County Parks may provide staff to regularly monitor the Annex portion of the facility during facility open hours. County staff will assist patrons as much as possible.
- 2) County Parks will maintain all reservations of the Live Oak Community Room, Multipurpose Room, and Group Study rooms for both Parties. The Parties acknowledge and agree that County Parks may charge a fee for the use of the Live Oak Community Room and no fees will be charged for the use of the Multipurpose Room and Group Study rooms. All charged fees will be allocated to County Parks. The Annex Study Rooms and Small Meeting Space will be reserved on a first come first basis and will be managed by County Parks. SCPL will have priority over the public for reserving the study rooms for their own programming. County Parks will coordinate the scheduling of all spaces so that there are no noise or maximum occupancy issues and will ensure that there are no negative impacts on users of either Party in any of the defined spaces.
- 3) County Parks will provide no less than 10 reservations, free of charge, to SCPL annually that will be scheduled in advance for the Live Oak Community Rooms.
- 4) County Parks agrees to maintain and rotate coordinated art collections throughout the Annex and Community Rooms.
- 5) County Parks will collaborate with SCPL on use of the outdoor plaza area to ensure that any scheduled events or activities do not inhibit other programming occurring within the building.

VII. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

This MOU is intended to outline the Parties' general understandings of how the MOU will proceed. This MOU is not an offer or agreement to perform or to provide services to any other party or third party and does not reflect an agreement or intention to form or operate as a partnership or joint venture or to bind any party or third party in any way.

VIII. MISCELLANEOUS PROVISIONS

- a. Integration. This document represents the entire MOU of the Parties. This MOU supersedes any prior written or oral representations, discussions, understandings, or MOU's by or between the Parties.
- b. Modifications. Any modifications or amendments to this MOU shall be in writing and signed by both Parties' authorized representatives, and they become effective on the date of the last signature.
- c. No relationship of employer and employee is created by this MOU between the Parties, it being understood that the Parties shall act hereunder as independent agencies. This MOU is not intended to and shall not be construed to create the relationship between the Parties of agent, servant, employee, partnership, joint venture, or association.
- d. Each of the Parties to this MOU shall immediately notify the other of any litigation of claim asserted by or against either Party regarding this agreement.
- e. Except as otherwise stated herein, each of the Parties to this MOU shall bear their own respective costs related to administering their respective programs and activities. Each Party will retain responsibility for the employment, salary, benefits, and terms and conditions of their respective

employees assigned to work at the Annex. Each Party's employees remain subject to the direction and control of their respective agency head or designee. Each Party shall be responsible for the conduct and actions of their respective employees, agents, or volunteers.

f. This MOU does not supersede the lease. It is expressly agreed that all the terms and conditions of this agreement are included herein, and no verbal agreements of any kind shall be binding upon the parties. As used herein, MOU refers to and includes any documents incorporated herein by reference and any exhibits or attachments.

g. All records and reports prepared on the performance of this MOU shall be maintained by the Parties. The Parties agree to comply with all applicable laws concerning the maintenance and disclosure of records and reports prepared in the performance of this MOU.

h. This MOU shall be subject to the laws of the State of California. The exclusive venue to enforce or resolve a dispute related to this MOU shall be the Superior Court, County of Santa Cruz.

i. If a court of competent jurisdiction holds any provision of this MOU to be illegal, unenforceable, or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of them, will not be affected, unless an essential purpose of this MOU would be defeated by the loss of the illegal, unenforceable, or invalid provision.

j. Headings herein are for the convenience of reference only and shall in no way affect interpretation of the MOU.

k. By signing this MOU, a signatory warrants that he/she executed this MOU in his/her authorized capacity and that by his/her signature on this MOU, he/she or the entity upon behalf of which he/she acted, executed this MOU.

l. Notices: All notices, requests, demands, or other communications under this MOU shall be in writing.

m. No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this MOU shall be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right or remedy shall be deemed a waiver of any other breach, failure, right or remedy, whether similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

n. The obligations of this MOU, which by their nature would continue beyond the termination or expiration of the MOU, including without limitation, the obligations regarding Indemnification (Section IX), shall survive termination or expiration.

o. The Parties may execute this MOU in two or more counterparts, which shall, in the aggregate, be deemed an original but all of which, together, shall constitute one and the same instrument. A scanned, electronic, facsimile or other copy of a party's signature shall be accepted and valid as an original.

IX. INDEMNIFICATION

Each Party (“Indemnitor”) shall exonerate, indemnify, defend, and hold harmless the other Party (which shall include, without limitation, their respective officials, officers, agents, employees, and volunteers – “Indemnitees”) from and against:

Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature (including attorneys’ fees) which the Indemnitees may sustain or incur or which may be imposed upon it for injury to or death of persons, or damage to property but only in proportion to and to the extent arising out of the Indemnitor’s negligence, recklessness, or willful misconduct in any manner connected to the terms of this Agreement, and excepting any liability arising out of the sole negligence of the Indemnitees.

Santa Cruz County Parks and Santa Cruz Public Libraries indicate agreement with this MOU by their signatures as of the first date written above:

**COUNTY OF SANTA CRUZ -
SANTA CRUZ COUNTY PARKS**

SANTA CRUZ PUBLIC LIBRARIES

By: _____

By: _____

Jeff Gaffney, Director
Printed Name & Title

Eric Howard
Interim Library Director

_____ Date

_____ Date

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By:
County Counsel

By:
Attorney for SCPL/LSA

By:
County Counsel

APPROVED AS TO INSURANCE:

County Risk Management

DRAFT