

GENERAL INFORMATION FOR JOINT BOARD MEETINGS OF LIBRARY FACILITIES FINANCING AUTHORITY BOARD (LFFA) and LIBRARY JOINT POWERS AUTHORITY (LJPA)

On Thursday May 7, 2026 at 9:00 AM

All LFFA and LJPA Joint Board Meetings are held in-person and open to the public. Members of the public may also view the meeting via the alternative method provided below as a courtesy. Please note that if the teleconference 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:

Members 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. Please be aware that the Board will not 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 prior to the meeting 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.

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. All 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.

Meeting Accommodations:

The Santa Cruz City-County Library System does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment please call the Library Administration Office at (831) 427-7706 at least five days in advance so that we can arrange for such special assistance, or email library_admin@santacruzpl.org.

CHAIR MALI LAGOE
VICE CHAIR NICOLE COBURN
BOARD MEMBER JAMIE GOLDSTEIN
BOARD MEMBER MATT HUFFAKER



**SANTA CRUZ CITY & COUNTY
LIBRARY FACILITIES FINANCING AUTHORITY (LFFA)
AND
LIBRARY JOINT POWERS AUTHORITY (LJPA)**

JOINT REGULAR MEETING

**May 7, 2026
9:00 AM**

**In-Person Location:
Scotts Valley Branch Library
251 Kings Village Rd, Scotts Valley, CA 95066**

PLEASE NOTE:

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Agenda and Agenda Packet Materials: The LFFA and 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. 5606.

1. GENERAL JOINT MEETING INFORMATION (For Both LFFA and LJPA)

A. CALL TO ORDER / ROLL CALL

Board Members Mali LaGoe, Nicole Coburn, Jamie Goldstein and Matt Huffaker.

B. ADDITIONAL MATERIALS

Additional information submitted after distribution of the agenda packet.

C. ADDITIONS AND DELETIONS TO AGENDA

D. PUBLIC COMMENT

Any member of the community may address the Board during this Public Comment period on any "Consent Calendar" item 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.

E. REPORT BY LIBRARY DIRECTOR

i. Library Director's Report – May 7, 2026 (p. 6-8)

F. REPORT BY FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES (FSCPL)

i. Friends of SCPL Report– (oral)

G. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

i. Commissioners' Report (oral)

2. LIBRARY FACILITIES FINANCING AUTHORITY BOARD (LFFA)

A. 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 the Board request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Business.

i. Consider the February 5, 2026 LFFA Board Meeting Minutes

Staff Recommendation: Approve the February 5, 2026 Board Meeting Minutes (p.9-11)

ii. Special Tax Bond Quarterly Financial Reports as of March 31, 2026

Staff Recommendation: Accept and file the attached financial reports of the Community Facilities District No. 2016-1 as of March 31, 2026. (p.12-14)

B. GENERAL BUSINESS

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

C. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

3. LIBRARY JOINT POWERS AUTHORITY (LJPA)

A. 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 the Board request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Business.

- i. Consider the February 5, 2026 Board Meeting Minutes
Staff Recommendation: Approve the February 5, 2026 Board Meeting Minutes (p.15-17)
- ii. Analysis of Patron Count Data 3rd Qtr. FY 2026
Staff Recommendation: Accept and File Analysis of 3rd Qtr. Patron Count Data for FY26 (p.18-24)
- iii. Community Impact Measures for 3rd Qtr. FY 2026
Staff Recommendation: Accept and File 3rd Qtr. Community Impact Measures for FY26 (p. 25-29.)
- iv. Incident Report for 3rd Qtr. FY 2026
Staff Recommendation: Accept and File 3rd Qtr. Incident Report for FY26 (p. 30-32)
- v. Library Financial Dashboard Report
Staff Recommendation: Accept and File Financial Dashboard Report (p. 33-54)
- vi. FY 26 3rd Qtr. Workplan
Staff Recommendation: Accept and file Accept and file FY26 Third Quarter Workplan (p. 55-58)
- vii. Hale Trust for the Scotts Valley Branch Library
Staff Recommendation: Amend the FY 26 Library Operating Budget to include funds from the Dorothy A. Hale Trust in the amount of \$25,000. (p.59-61)
- viii. 2026 Lunch at the Libraries Grant
Staff Recommendation: Accept and amend the FY 26 Library Operating Budget to include grant funds awarded to the Santa Cruz Public Library in the amount of \$7,830 to enhance services at summer lunch sites. (p.62-63)

B. GENERAL BUSINESS

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

- i. Summer Reading Program Presentation by Heather Norquist and Jessica Goodman
Staff Recommendation: Information only.
- ii. Strategic Plan FY2027-2029 Presentation
Staff Recommendation: Adopt the Santa Cruz Public Libraries' Three-Year Strategic Plan, direct staff to begin implementation in FY 2027, and provide quarterly updates. (p. 64-87)
- iii. FY 27 Draft Library Operating Budget Proposal
Staff Recommendation: Accept the Proposed FY 27 Library Operating Budget and recommend

placing the approval of the final budgets on the June 2026 JPA agenda. (p. 88-123)

C. COMMENTS BY BOARD MEMBERS

4. SCHEDULED UPCOMING JOINT MEETING

June 4, 2026 @ 9:00 AM	Capitola Branch	2005 Wharf Rd, Capitola, CA 95010

5. ADJOURNMENT

Adjourned to the next joint regular meeting of the LFFA & LJPA to be held on Thursday, June 4, 2026 at 9:00 am at the Capitola Branch Library, 2005 Wharf Rd, Capitola, CA 95010.

6. WRITTEN CORRESPONDENCE

May 7, 2026

Director’s Report to the Library Facilities Financing Authority & Joint Power Authority board

Introduction

We are pleased to welcome our new Library IT Manager Brett Hoyer to the leadership team. Brett comes to us from the U.S. Navy, bringing 20 years’ experience in systems and network administration, cybersecurity operations, and project management. He also brings the added experience of having grown up using our Boulder Creek Library so despite having deployed around the world, he knows Santa Cruz County well.

We held our annual staff in-service day on April 23rd. Included were trainings from the County Sheriff, City of Santa Cruz safety officer, and the Conflict Resolution Center on ‘Building Resilience Through Balanced Empathy.’

Members of Library leadership and staff attended the Public Library Association Conference in Minneapolis, the ALIVE National Summit on Volunteer Engagement in Sacramento, local MOBAC seminars on Youth Services, Reference and Technology, a performers’ showcase at Fremont Public Library, and a state library funded area training on AI & library programming that SCPL hosted at our Scotts Valley Library. Additionally, our Capitola Library hosted the Spring quarterly MOBAC Council meeting and our Community Relations Specialist has participated in meetings of the Santa Cruz Sister Cities Committee.

I presented at the final session of Capitola’s “Discover Capitola” series alongside their Parks & Recreation and Museum leaders. I also held an interview available on our [YouTube channel](#) with Kim Snyder, producer of the Oscar-nominated documentary [The Librarians](#), which is in current release and had screenings on April 22nd at Scotts Valley Library and April 23rd at Capitola Library. I have been invited to be in conversation with children’s author and current National Ambassador for Young People’s Literature Mac Barnett to discuss his upcoming adult book [“Make Believe: on telling stories to children”](#) at Book Shop Santa Cruz on May 13th. On May 15th I will be representing the Library at the annual in person meeting of the Pacific Library Partnership cooperative in Alameda County.

I want to extend gratitude to our Capitola Friends for the launch of the solar panels and information kiosk at that branch, the La Selva Beach Friends for participating in the filming of an upcoming episode of America ByDesign highlighting the architectural design of that branch, and to the entire Friends organization for another very successful Our Community Reads suite of programming around our system for Joshua Davis’ book *Spare Parts*. Importantly, I also want to thank the Friends of the SCPL for their commitment of \$100,000 to support Literacy programming for FY27. This funding will support systemwide, year-round, literacy-related programs across ages including our flagship Summer Reading Program.

Library Team

Current Vacancies:

	Position Title	Position No.	Union	Library FTE

VACANT	Building Maintenance Worker II	118-007	SEIU	1.000
VACANT	Librarian I/II-Adult Librarian- Downtown	750-036	Mid Mgmt	1.000
VACANT	Librarian I/II-Teen Librarian- Downtown	750-033	Mid Mgmt	1.000
VACANT	Librarian II-Adult Librarian- Downtown	750-009	Mid Mgmt	1.000
VACANT	Library Assistant II- Felton	283-087	SEIU	0.750
VACANT	Library Assistant II- Live Oak	283-041	SEIU	0.750
VACANT	Library Assistant II- La Selva Beach	283-063	SEIU	1.000

New Hires:

Brianna Gaffney- Capitola LA III Branch Manager 4/14/2026

Brett Hoyer- Library IT Manager 4/15/2026

Staff Departures:

Arden Rosenthal- Felton LA II 4/9/2026

Rene Belling (Retiring!)- CMS LA II 4/23/2026 last day worked, 5/9/2026 official last day

Facilities Updates:

APTOS: A new children’s program mural has been added on the patio wall adjacent to the recently installed ‘activity walk’.

BRANCIFORTE: We recently replaced a window that had been smashed with a river stone from our landscaping. As this has happened before we have removed the river stone and replaced with chips.

CAPITOLA: We are exploring options for restoring the landscaping and are purchasing electric shades to address glare issues from the very tops of the reading room windows.

DOWNTOWN: With the successful test of the generator install at HDQ, we are planning the next phase of relocating our servers from DTN to the HDQ building, which will free up the generator for install at Boulder Creek as originally planned.

FELTON: The County is coordinating proposals for solar installation. We are purchasing a proper sun shade for the patio area.

LA SELVA BEACH: We are exploring options for installing a proper roof on the patio pergola structure to make it more program-friendly and as well replacing the circulation desk with a more ergonomic solution.

SCOTTS VALLEY: Issues with our access to the fire panel have been resolved.

HEADQUARTERS: The roof repair project is complete and we are anticipating reopening the staff outdoor deck when the railing has been reinstalled.

Services

In recognition of the 250th anniversary of the signing of the Declaration of Independence, we received \$20k from the Carnegie Corporation. We are using these funds to purchase new or updated titles relating to our country's founding and government across all age levels and formats including Ken Burns' "The American Revolution", Ray Raphael's "A People's History of the American Revolution", and Mara Pratt-Chadwick's "American History Stories: 200 stories of elementary American history" for children.

In April we started an 8-week pilot partnership with Scotts Valley Boys & Girls Club for early out day activities at the Scotts Valley Library. The goal is to better engage school students after school and as well explore the potential for a longer-term partnership with the Boys & Girls Club. We will use our innovation grant funds to cover the costs for this pilot. Importantly, it will be free to participants removing the barrier that has often been the issue in the past.

Upcoming

On May 11th we will host a joint volunteer appreciation event with volunteers from the library and the Santa Cruz Art League at the Art League itself. Two of our volunteers will be recognized by the Volunteer Center at their "Be the Difference Awards" on May 20th. They are Lezlie Ward who volunteers with our Puzzle Exchange Program and Elise Dempsey who has been coordinating the historical file scanning project at the Downtown Library.

**SANTA CRUZ LIBRARIES
LIBRARY FACILITIES FINANCING AUTHORITY BOARD (LFFA)
and
JOINT POWERS AUTHORITY (LJPA)
JOINT REGULAR BOARD MEETING**

**In person and online provided meeting
THURSDAY FEBRUARY 5, 2026
9:00 A.M.**

1. GENERAL JOINT MEETING INFORMATION

A. ROLL CALL

PRESENT: Mali LaGoe, Nicole Coburn, Jamie Goldstein, Matt Huffaker.
STAFF: Christopher Platt, Library Director

B. ADDITIONAL MATERIALS

None

C. ADDITIONS AND DELETIONS TO AGENDA

None

D. PUBLIC COMMENT

None

E. LIBRARY DIRECTOR REPORT

Library Director submitted his report highlighting the following items:

- Library IT Manager interviews are scheduled for next week (February 13th, 2026).
- The Library and HR are nearing the offer stage for 3 Branch Managers.
- A big Thank You to the Capitola Friends for their support with the Capitola Solar Project, which recently broke ground.
- SCPL has received a \$20,000 donation from the Carnegie Corporation. That donation will be used on materials across all of the Library branches.
- New extended Library hours are in effect, and are going well.

F. REPORT BY FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES

Sarah Beck, FSCPL Executive Director, shared that the Friends are ready to hold the first official meeting of the Literacy Fund Committee. The Friends have asked Santa Cruz Public Libraries for their “Baseline” and “Dream Big” financial goals for this committee. Sarah Beck also shared that the Stanford Alumni Business Team is supporting the FSCPL to create a new business model.

G. REPORT BY the Library Advisory Commission (LAC)

None

2. LIBRARY FACILITIES FINANCING AUTHORITY BOARD (LFFA)

A. CONSENT CALENDAR

RESULT: APPROVED CONSENT CALENDAR

- A. Approved the December 18, 2025 Board Meeting Minutes.**
- B. Accepted & Filed the attached financial statements of the Community Facilities District No. 2016-1 as of September 30, 2025.**

- C. Accept and file the Basic Financial Statements and Independent Auditor's Report for the fiscal year ended June 30, 2025, and related correspondence.
- D. Accept the Proposed FY 27 LFFA Budgets, including the General Fund Proposed Budget and the Debt Service Fund Proposed Budget and recommend placing the approval of the Final Budgets on the next agenda.

MOVER: Matt Huffaker

SECONDER: Jamie Goldstein

AYES: Huffaker, Goldstein, Coburn, and LaGoe

B. GENERAL BUSINESS

None

C. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

Jamie Goldstein shared that the Capitola Branch Solar Project has its groundbreaking event, which was wonderful, and well attended. He thanked Santa Cruz County, Santa Cruz Public Libraries, and the Friends of the Santa Cruz Public Libraries.

3. LIBRARY JOINT POWERS AUTHORITY (LJPA)

A. CONSENT CALENDAR

RESULT: APPROVED CONSENT CALENDAR

- A. Approved the December 18, 2025 Board Meeting Minutes.
- B. Accepted & Filed Analysis of 2nd Qtr. Patron Count Data for FY26.
- C. Accepted & Filed 2nd Qtr. Community Impact Measures for FY26.
- D. Accepted & Filed 2nd Qtr. Incident Report for FY26.
- E. Accepted & Filed prepared Financial Statements and Independent Auditors' Report for FY 2025.
- F. Accepted & Filed Library Insights Report.
- G. Accept the Carnegie Corporation donation in the amount of \$20,000 and amend the FY 26 operating budget.

MOVER: Nicole Coburn

SECONDER: Jamie Goldstein

AYES: Coburn, Goldstein, Huffaker and LaGoe

B. GENERAL BUSINESS

ii. Library Administrative Services Agreement

RESULT: Approved the Library Administrative Services Agreement with the City of Santa Cruz with the following modification:

- Add 1 year to the contract so it aligns with the JPA, ending in 2032.

MOVER: Nicole Coburn

SECONDER: Matt Huffaker

AYES: Coburn, Huffaker, Goldstein and LaGoe

C. COMMENTS BY BOARD MEMBERS

Regarding the Presentation on the Downtown Library Historical Materials Scanning Project: All board members shared their appreciation for the project.

4. SCHEDULED UPCOMING MEETINGS

Next regularly scheduled joint meeting of the LFFA and LJPA is on May 7, 2026 at 9am at the Scotts Valley Branch Library.

5. ADJOURNMENT

The joint regular meeting of the LFFA & LJPA adjourned at 9:56 am to the joint regular meeting on Thursday, May 7, 2026 at 9am at the Scotts Valley Branch Library, 251 Kings Village Rd, Scotts Valley, CA 95066.

6. WRITTEN CORRESPONDENCE

None

ATTEST: Devin Schwarz, 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.

STAFF REPORT

AGENDA: May 7, 2026

TO: Libraries Facilities Financing Authority Board

FROM: LFFA Treasurer-Controller

RE: Special Tax Bond Quarterly Financial Reports as of March 31, 2026

RECOMMENDATION

Accept and file the attached financial reports of the Community Facilities District No. 2016-1 as of March 31, 2026.

DISCUSSION

The attached reports provide your Board with a summary of the activity and balances for funds held in trust at Bank of New York and an accounting of bond and special tax distributions as of March 31, 2026.

The first attachment, Improvement Fund Activity & Balances of Member Accounts Held in Trust at Bank of New York, provides your Board with an accounting of activity in member improvement fund accounts held in trust at Bank of New York. It includes bond proceeds distributed to members from 2017, 2020, and 2025 bond issuances, interest earned on account balances, and funds drawn down by members. As of March 31, 2026, the total balance in trust accounts is \$17,542,199.

The second attachment, Maximum Distribution Amounts & Member Distribution Summary, provides your Board with a summary of bond proceeds and special taxes distributed by the Authority to members as well as the remaining authorized distribution amounts as of March 31, 2026. Bond Proceeds Distributed includes bond proceeds deposited into member improvement fund accounts and excess cost of issuance distributed to members after the original bond issuance. Special Tax Distributions represent excess special tax revenue distributed to members after required debt service payments were made. Remaining Authorized Distributions reflect the difference between amounts authorized and amounts distributed that may be funded in the future. Interest earned on improvement fund accounts does not count toward each member's maximum distribution and is therefore not included in this report. As of March 31, 2026, \$83,793,423 has been distributed to members, including \$59,797,942 in bond proceeds and \$23,995,481 in special tax. The total remaining authorized distribution is \$23,706,577.

Attachment #1 – Improvement Fund Activity & Balances of Member Accounts Held in Trust of Bank of New York

Attachment #2 – Maximum Distribution Amounts & Member Distribution Summary

SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY
Community Facilities District No. 2016-1
2017, 2020, & 2025 Special Tax Bonds
Improvement Fund Activity & Balances of Member Accounts Held in Trust at Bank of New York
As of March 31, 2026

Summary of activity and account balances of bond funds held in trust at Bank of New York

Description	Santa Cruz Cnty	Santa Cruz City	Capitola	Scotts Valley	Total
2017 Bonds					
Proceeds	\$ 13,100,000.00	\$ 500,000.00	\$ 7,526,447.00	\$ 500,000.00	\$ 21,626,447.00
Excess Cost of Issuance	11,756.08	448.70	6,754.33	448.70	19,407.81
Interest	465,064.78	22,723.24	263,490.15	23,524.55	774,802.72
Available funds	13,576,820.86	523,171.94	7,796,691.48	523,973.25	22,420,657.53
Drawdowns	(13,576,820.86)	(523,171.60)	(7,796,691.48)	(523,972.70)	(22,420,656.64)
2017 Bond fund balances:	-	0.34	-	0.55	0.89
2020 Bonds					
Proceeds	15,386,032.00	-	1,824,947.00	2,094,000.00	19,304,979.00
Excess Cost of Issuance	-	-	-	11,825.62	11,825.62
Interest	366,244.33	-	661.79	3,983.95	370,890.07
Available funds	15,752,276.33	-	1,825,608.79	2,109,809.57	19,687,694.69
Drawdowns	(15,096,749.10)	-	(1,825,608.79)	(2,109,808.04)	(19,032,165.93)
2020 Bond fund balances:	655,527.23	-	-	1.53	655,528.76
2025 Bonds					
Proceeds	-	18,831,395.96	-	-	18,831,395.96
Excess Cost of Issuance	-	3,886.33	-	-	3,886.33
Interest	-	545,877.11	-	-	545,877.11
Available funds	-	19,381,159.40	-	-	19,381,159.40
Drawdowns	-	(2,494,489.69)	-	-	(2,494,489.69)
2025 Bond fund balances:	-	16,886,669.71	-	-	16,886,669.71
March 31, 2026 Balance at BNY:	\$ 655,527.23	\$ 16,886,670.05	\$ -	\$ 2.08	\$ 17,542,199.36

Santa Cruz Libraries Facilities Financing Authority
Community Facilities District No. 2016-1
Maximum Distribution Amounts & Member Distribution Summary
As of March 31, 2026

Modified authorized distribution amounts and member balances.

Object Code	Member	Original Distribution Percentage	Authorized Distribution Amount	Bond Proceeds Distributed*	Special Tax Distributions	Total Distributions	Remaining Authorized Distributions**
75236	City of Capitola	12.90%	\$ 13,870,000	\$ 9,358,148	\$ 695,754	\$ 10,053,902	\$ 3,816,098
75237	City of Santa Cruz	40.32%	43,346,000	19,335,731	17,958,320	37,294,051	6,051,949
75238	City of Scotts Valley	4.84%	5,202,000	2,606,275	1,163,949	3,770,224	1,431,776
75239	County of Santa Cruz	41.94%	45,082,000	28,497,788	4,177,458	32,675,246	12,406,754
	Total	100.00%	\$ 107,500,000	\$ 59,797,942	\$ 23,995,481	\$ 83,793,423	\$ 23,706,577

* Bond Proceeds include bond proceeds deposited into member improvement fund accounts held at Bank of New York and include Excess Cost of Issuance.

** Remaining Authorized Distributions do not represent funds currently held by the authority, they reflect authorized amounts that may be funded in the future.

**SANTA CRUZ LIBRARIES
LIBRARY FACILITIES FINANCING AUTHORITY BOARD (LFFA)
and
JOINT POWERS AUTHORITY (LJPA)
JOINT REGULAR BOARD MEETING**

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C. ADDITIONS AND DELETIONS TO AGENDA

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D. PUBLIC COMMENT

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E. LIBRARY DIRECTOR REPORT

Library Director submitted his report highlighting the following items:

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F. REPORT BY FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES

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G. REPORT BY the Library Advisory Commission (LAC)

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2. LIBRARY FACILITIES FINANCING AUTHORITY BOARD (LFFA)

A. CONSENT CALENDAR

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- D. Accept the Proposed FY 27 LFFA Budgets, including the General Fund Proposed Budget and the Debt Service Fund Proposed Budget and recommend placing the approval of the Final Budgets on the next agenda.

MOVER: *Matt Huffaker*

SECONDER: *Jamie Goldstein*

AYES: *Huffaker, Goldstein, Coburn, and LaGoe*

B. GENERAL BUSINESS

None

C. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

Jamie Goldstein shared that the Capitola Branch Solar Project has its groundbreaking event, which was wonderful, and well attended. He thanked Santa Cruz County, Santa Cruz Public Libraries, and the Friends of the Santa Cruz Public Libraries.

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MOVER: *Nicole Coburn*

SECONDER: *Jamie Goldstein*

AYES: *Coburn, Goldstein, Huffaker and LaGoe*

B. GENERAL BUSINESS

ii. Library Administrative Services Agreement

RESULT: Approved the Library Administrative Services Agreement with the City of Santa Cruz with the following modification:

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MOVER: *Nicole Coburn*

SECONDER: *Matt Huffaker*

AYES: *Coburn, Huffaker, Goldstein and LaGoe*

C. COMMENTS BY BOARD MEMBERS

Regarding the Presentation on the Downtown Library Historical Materials Scanning Project: All board members shared their appreciation for the project.

4. SCHEDULED UPCOMING MEETINGS

Next regularly scheduled joint meeting of the LFFA and LJPA is on May 7, 2026 at 9am at the Scotts Valley Branch Library.

5. ADJOURNMENT

The joint regular meeting of the LFFA & LJPA adjourned at 9:56 am to the joint regular meeting on Thursday, May 7, 2026 at 9am at the Scotts Valley Branch Library, 251 Kings Village Rd, Scotts Valley, CA 95066.

6. WRITTEN CORRESPONDENCE

None

ATTEST: Devin Schwarz, 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.

Chair Mali LaGoe
 Vice Chair Nicole Coburn
 Board Member Jamie Goldstein
 Board Member Matt Huffaker



STAFF REPORT

DATE: May 07, 2026
 TO: Library Joint Powers Authority Board
 FROM: Christopher Platt, Library Director
 RE: FY 26 3rd Qtr. Patron Count Data by Branch

STAFF RECOMMENDATION

Accept and file the FY 26 3rd Qtr. patron count data by branch.

DISCUSSION

This report provides patron count data by branch extracted from the SenSource People Counting System. The first quarter report quantifies the time period between January 1, 2026 to March 31, 2026. This report does reflect the change in hours that were effective February 1, 2026.

Definition of Branches and Information on Sensors

Branch with less than 5,000 square feet of space (hereinafter “Small-Sized Branches”), are between 5001 – 10,000 square feet of space (hereinafter “Medium-Sized Branches”), and over 10,001 square feet of space (hereinafter “Large-Sized Branches”) were analyzed.

The following information pertains to the location of the sensors at each branch location. There is a total of 13 sensors for the system.

Sensor Name	Size Definition	Commissioned
Aptos Main	Large-Sized Branch	2/4/24
Boulder Creek Door 1	Small-Sized Branch	8/3/22
Branciforte Door 1	Medium-Sized Branch	1/12/23
Capitola Door 1	Large-Sized Branch	9/20/22
Capitola Door 2		8/2/22
Downtown Door 1	Large-Sized Branch	8/2/22
Downtown Door 2		8/2/22
Felton Door 1	Medium-Sized Branch	8/3/22
Garfield Park Door 1	Small-Sized Branch	9/13/22
Garfield Park Door 2		9/13/22
La Selva Door 1	Small-Sized Branch	3/8/23
La Selva Door 2		3/8/23
Live Oak Door 1	Medium-Sized Branch	9/13/22
Scotts Valley Main	Large-Sized Branch	9/13/22

During the 2nd quarter period, library staff welcomed approximately 227K patrons at its ten locations resulting in a 11% increase from last year during this same time period. The following describes noteworthy trends:

Small-Sized Branches

- Boulder Creek saw a 4% decrease in patron visits from the same time last year.
- Garfield Park saw a 4% increase in patron visits from the same time last year.
- La Selva Beach saw a 6% decrease in patron visits from the same time last year.

Medium-Sized Branches

- Branciforte saw a 8% increase in patron visits from the same time last year.
- Felton saw a 11% decrease in patron visits from the same time last year.
- Live Oak saw a 23% decrease in patron visits from the same time last year.

Large-Sized Branches

- Aptos saw a 11% decrease in patron visits from the same time last year.
- Capitola saw a 11% decrease in patron visits from the same time last year.
- Downtown saw a 10% decrease in patron visits from the same time last year.
- Scotts Valley saw a 3% increase in patron visits from the same time last year.

Day and Hour Heatmap

Heatmapping is available through the patron count system. Heatmaps can illustrate patron visits by day and hour.

The branch open hours effective February 1, 2026 are listed below:

BRANCH	SUN	MON	TUE	WED	THURS	FRI	SAT	TOTAL # OF HRS
Aptos	closed	10-7	10-7	10-7	10-7	11-5	10-5	49
Boulder Creek	closed	10-6	10-6	10-6	10-6	11-5	10-5	45
Branciforte	closed	10-6	10-6	10-6	10-6	11-5	10-5	45
Capitola	1-5	10-6	10-6	10-6	10-6	11-5	10-5	49
Downtown	1-5	10-6	10-6	10-6	10-6	11-5	10-5	49
Felton	1-5	10-6	10-6	10-6	10-6	11-5	10-5	49
Garfield Park	closed	10-6	10-6	10-6	10-6	11-5	10-5	45
La Selva Beach	closed	closed	10-6	10-6	10-6	11-5	10-5	37
Live Oak	closed	10-6	10-6	10-6	10-6	11-5	10-5	45
Scotts Valley	closed	10-7	10-7	10-7	10-7	11-5	10-5	49

Large-Sized Branches

Aptos	10a	11a	12p	1p	2p	3p	4p	5p	6p*
Sunday									
Monday	67	50	53	46	55	53	44	23	11
Tuesday	89	72	62	55	61	92	88	32	15
Wednesday	64	60	57	57	67	83	61	49	10
Thursday	69	51	52	59	55	61	52	30	12
Friday		81	79	61	64	56	38		
Saturday	54	59	56	55	62	56	49		

	10a	11a	12p	1p	2p	3p	4p	5p
Sunday				47	33	26	21	
Monday	57	43	39	39	39	46	43	26
Tuesday	64	46	45	46	47	61	51	34
Wednesday	89	58	49	48	53	67	56	30
Thursday	48	40	43	38	39	59	48	25
Friday		54	49	50	41	46	35	
Saturday	59	54	55	54	54	47	35	

	10a	11a	12p	1p	2p	3p	4p	5p
Sunday				174	114	108	74	
Monday	112	73	74	87	73	93	77	46
Tuesday	117	94	100	112	99	102	89	57
Wednesday	94	80	101	131	122	123	105	61
Thursday	132	93	85	93	91	74	70	47
Friday		135	103	116	95	80	75	
Saturday	101	88	93	108	110	100	69	

	10a	11a	12p	1p	2p	3p	4p	5p	6p*
Sunday									
Monday	41	34	31	35	50	61	47	31	6
Tuesday	64	42	35	39	65	79	66	32	7
Wednesday	51	32	36	39	61	81	62	34	7
Thursday	31	29	53	119	98	73	58	29	7
Friday		72	39	40	51	68	49		
Saturday	54	46	48	53	46	46	34		

*Indicates the additional hour the branches were open as of February 1, 2026 which does not capture the entire 3rd quarter.

Medium-Sized Branches

Branciforte- 3rd Qtr. Heatmap by Average Visitor								
	10a	11a	12p	1p	2p	3p	4p	5p
Sunday								
Monday	36	24	26	24	28	29	25	19
Tuesday	51	30	36	34	36	37	31	23
Wednesday	37	30	31	39	38	38	34	19
Thursday	28	27	30	30	32	35	30	21
Friday		36	28	62	35	36	24	
Saturday	49	32	36	32	26	26	22	

Felton- 3rd Qtr. Heatmap by Average Visitor								
	10a	11a	12p	1p	2p	3p	4p	5p
Sunday				28	18	15	13	
Monday	29	27	31	31	28	32	28	18
Tuesday	44	30	31	33	46	44	32	19
Wednesday	34	29	32	39	37	47	35	25
Thursday	46	45	28	28	37	42	33	21
Friday		39	33	33	30	40	30	
Saturday	42	39	41	36	29	30	24	

Live Oak- 3rd Qtr. Heatmap by Average Visitor								
	10a	11a	12p	1p	2p	3p	4p	5p
Sunday								
Monday	23	25	22	23	25	28	20	13
Tuesday	40	43	31	28	34	32	29	15
Wednesday	49	25	32	27	33	33	27	15
Thursday	30	26	25	23	27	24	22	14
Friday		38	28	29	34	34	24	
Saturday	19	24	27	31	31	23	19	

Small-Sized Branches

Boulder Creek- 3rd Qtr. Heatmap by Average Visitor									
	10a	11a	12p	1p	2p	3p	4p	5p	
Sunday									
Monday		11	12	10	9	17	19	14	7
Tuesday		17	11	13	15	15	21	14	6
Wednesday		28	18	11	31	20	23	15	8
Thursday		15	9	10	12	13	24	17	9
Friday			24	13	10	17	21	10	
Saturday		20	16	16	17	15	12	6	

Garfield Park- 3rd Qtr. Heatmap by Average Visitor									
	10a	11a	12p	1p	2p	3p	4p	5p	
Sunday									
Monday		16	17	17	17	20	27	24	14
Tuesday		22	17	20	23	26	29	28	19
Wednesday		42	26	23	23	24	29	26	18
Thursday		15	15	19	18	20	27	24	15
Friday			22	17	21	22	26	23	
Saturday		16	19	20	19	23	23	22	

La Selva Beach- 3rd Qtr. Heatmap by Average Visitor									
	10a	11a	12p	1p	2p	3p	4p	5p	
Sunday									
Monday									
Tuesday		20	17	20	16	17	19	13	11
Wednesday		28	30	14	13	16	19	14	10
Thursday		17	17	14	12	12	14	18	12
Friday			23	20	14	16	18	12	
Saturday		13	20	19	19	16	14	12	

Key			
	≥1		≥50
	≥10		≥60
	≥20		≥70
	≥30		≥80
	≥40		≥90

Attachment: FY 26 3rd Qtr. Patron Data County Comparison Report

Report Prepared by: Kira Henifin, Principal Management Analyst

Reviewed and Approved by: Christopher Platt, Library Director



Visitor Count By Branch
Data Provided by SenSource

FY 26
3rd
Qtr. Report

	1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.			YTD		
	FY 25	FY 26	% Change	FY 25	FY 26	% Change	FY 25	FY 26	% Change	FY 25	FY 26	% Change	FY 25	FY 26	% Change
Aptos	31,994	34,051	6%	29,572	34,317	16%	34,022	30,261	-11%	33,497		-100%	129,085		-100%
Boulder Creek	6,550	7,481	14%	6,782	8,051	19%	7,692	7,394	-4%	7,636		-100%	28,660		-100%
Branciforte	14,280	17,093	20%	13,535	17,300	28%	14,939	16,093	8%	15,302		-100%	58,056		-100%
Capitola	31,603	28,484	-10%	27,393	25,916	-5%	28,231	25,224	-11%	28,681		-100%	115,908		-100%
Downtown	62,807	60,881	-3%	54,061	58,058	7%	57,361	51,692	-10%	53,893		-100%	228,122		-100%
Felton	19,681	21,045	7%	18,084	19,269	7%	19,855	17,634	-11%	19,461		-100%	77,081		-100%
Garfield Park	10,788	12,515	16%	10,448	12,381	19%	11,196	11,690	4%	11,623		-100%	44,055		-100%
La Selva Beach	8,583	9,822	14%	7,721	8,753	13%	8,303	7,783	-6%	8,828		-100%	33,435		-100%
Live Oak	14,216	15,016	6%	14,325	14,006	-2%	17,245	13,314	-23%	16,971		-100%	62,757		-100%
Scotts Valley	22,217	27,666	25%	21,782	28,605	31%	24,512	25,215	3%	23,925		-100%	92,436		-100%
TOTAL	222,719	234,054	5%	203,703	226,656	11%	223,356	206,300	-8%	219,817	0	-100%	869,595	0	-100%

Chair Mali LaGoe
Vice Chair Nicole Coburn
Board Member Jamie Goldstein
Board Member Matt Huffaker



STAFF REPORT

DATE: May 7, 2026
TO: Library Joint Powers Authority Board
FROM: Christopher Platt, Library Director
RE: 3rd Quarter FY26 Community Impact Measures

STAFF RECOMMENDATION

Accept and File Community Impact Measures for 3rd Qtr. FY26.

DISCUSSION

This 3rd quarter report covers the time period of January 1, 2026 through March 31, 2026 and compares this data to the previous year.

- Total circulation system-wide increased by 3%.
- The total number of SCPL App circulation increased by 140%.
- Total hours of public internet computer use system-wide increased by 6%.
- Total sessions of public internet use increased by 2%.
- Total number of new registrations decreased by 2%.
- Total hours of meeting room use increased by <1%.
- The total number of programs held system-wide increased by 8%.
- The total number of program attendance system-wide increased by 2%.

Attachment: 3rd Quarter Community Impact Measures FY26

Report Prepared by: Devin Schwarz, Administrative Assistant II
Christine Campbell, Library Assistant III

Reviewed and Forwarded by: Christopher Platt, Library Director

Community Impact Measures Report- FY 2026

Circulation By Branch

Branch	Quarter 1			Quarter 2			Quarter 3			Quarter 4			YTD Totals	
	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26
Aptos	28,196	27,598	-2%	24,951	25,839	4%	27,282	25,921	-5%	27,031			107,460	
Boulder Creek	6,055	6,408	6%	5,571	5,883	6%	6,314	6,278	-1%	5,892			23,832	
Branciforte	11,987	13,571	13%	11,203	12,431	11%	12,494	13,347	7%	12,209			47,893	
Capitola	29,159	25,988	-11%	24,916	22,356	-10%	25,722	22,583	-12%	24,805			104,602	
Downtown	29,488	27,410	-7%	28,410	24,934	-12%	28,561	25,733	-10%	27,629			114,088	
Felton	17,900	16,476	-8%	15,009	15,279	2%	16,515	15,188	-8%	15,309			64,733	
Garfield Park	10,163	10,572	4%	9,397	9,722	3%	10,749	10,332	-4%	10,216			40,525	
La Selva Beach	4,328	4,431	2%	3,866	3,972	3%	4,036	3,452	-14%	4,194			16,424	
Live Oak	15,553	14,998	-4%	15,266	13,309	-13%	16,081	12,749	-21%	15,653			62,553	
Live Oak Annex	0	338	NA	33	321	873%	187	345	84%	327			547	
Scotts Valley	27,536	28,170	2%	23,872	24,367	2%	26,542	25,449	-4%	27,268			105,218	
Outreach	5,843	1,887	-68%	5,809	2,926	-50%	5,391	2,171	-60%	4,520			21,563	
TOTAL	186,208	177,847	-4%	168,303	161,339	-4%	179,874	163,548	-9%	175,053	0		709,438	0
Digital Branch	148,926	179,851	21%	158,862	189,056	19%	166,673	193,876	16%	170,407			644,868	
TOTAL + DIGITAL	335,134	357,698	7%	327,165	350,395	7%	346,547	357,424	3%	345,460	0		1,354,306	0

SCPL App Circulation

Branch	Quarter 1			Quarter 2			Quarter 3			Quarter 4			YTD Totals	
	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26
Aptos	1,170	3,036	159%	1,506	2,561	70%	1,246	2,408	93%	2,184			6,106	
Boulder Creek	152	578	280%	172	468	172%	180	550	206%	367			871	
Branciforte	346	1,116	223%	553	1,438	160%	416	1,375	231%	741			2,056	
Capitola	1,104	2,080	88%	1,042	2,076	99%	1,143	2,448	114%	1,464			4,753	
CMS	157	749	377%	127	694	446%	120	787	556%	550			954	
Downtown	1,215	2,551	110%	1,315	2,220	69%	1,183	2,278	93%	2,091			5,804	
Felton	358	1,144	220%	469	1,350	188%	445	1,463	229%	878			2,064	
Garfield Park	311	631	103%	383	546	43%	306	794	159%	532			1,472	
La Selva Beach	341	416	22%	323	512	59%	308	399	30%	370			1,342	
Live Oak	402	968	141%	435	803	85%	465	910	96%	629			1,931	
Live Oak Annex	0	41	NA	0	122	NA	12	192	1500%	51			63	
Outreach	110	226	105%	165	264	60%	106	287	171%	221			602	
Scotts Valley	1,073	2,504	133%	1,200	2,769	131%	1,057	2,852	170%	1,175			4,505	
TOTAL	6,739	16,040	138%	7,690	15,823	106%	6,987	16,743	140%	11,253	0		32,523	0

Community Impact Measures Report- FY 2026

Hours of Public Internet Computer Use

Branch	Quarter 1			Quarter 2			Quarter 3			Quarter 4			YTD Totals	
	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26
Aptos	1,330	1,614	21%	1,265	1,587	25%	1,489	1,501	1%	1,643			5,727	
Boulder Creek	630	636	1%	509	683	34%	690	738	7%	610			2,439	
Branciforte	926	1,199	29%	946	1,105	17%	1,078	1,103	2%	1,028			3,978	
Capitola	1,800	1,769	-2%	1,456	1,910	31%	1,755	2,197	25%	1,737			6,748	
Downtown	9,923	9,206	-7%	7,318	9,024	23%	7,980	8,325	4%	8,597			33,818	
Felton	947	1,107	17%	1,033	884	-14%	908	989	9%	899			3,787	
Garfield Park	462	868	88%	814	742	-9%	547	755	38%	557			2,380	
La Selva Beach	50	113	126%	64	52	-19%	114	77	-32%	112			340	
Live Oak	1,336	1,153	-14%	1,209	1,446	20%	1,768	1,439	-19%	1,832			6,145	
Scotts Valley	1,385	1,716	24%	1,379	1,753	27%	1,616	1,871	16%	1,672			6,052	
TOTAL HOURS	18,789	19,381	3%	15,993	19,186	20%	17,945	18,995	6%	18,687	0		71,414	0

Sessions of Public Internet Use

Branch	Quarter 1			Quarter 2			Quarter 3			Quarter 4			YTD Totals	
	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26
Aptos	2,073	2,683	29%	1,997	2,702	35%	2,538	2,647	4%	2,681			9,289	
Boulder Creek	858	791	-8%	656	801	22%	968	883	-9%	855			3,337	
Branciforte	1,572	1,745	11%	1,460	1,649	13%	1,716	1700	-1%	1,615			6,363	
Capitola	2,503	2,356	-6%	2,031	2,316	14%	2,326	2,572	11%	2,293			9,153	
Downtown	8,604	7,673	-11%	8,353	7,376	-12%	7,480	7,404	-1%	7,475			31,912	
Felton	1,356	1,422	5%	1,408	1,334	-5%	1,385	1,445	4%	1,397			5,546	
Garfield Park	702	944	34%	699	796	14%	851	516	-39%	816			3,068	
La Selva Beach	117	163	39%	126	115	-9%	200	171	-15%	186			629	
Live Oak	1,716	1,730	1%	1,585	1,640	3%	1,892	1,993	5%	2,015			7,208	
Scotts Valley	2,168	2,513	16%	2,026	2,506	24%	2,229	2,606	17%	2,323			8,746	
TOTAL	21,669	22,020	2%	20,341	21,235	4%	21,585	21,937	2%	21,656	0		85,251	0

Community Impact Measures Report- FY 2026

New Registrations

Branch	Quarter 1			Quarter 2			Quarter 3			Quarter 4			YTD Totals	
	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26
Aptos	636	633	0%	491	563	15%	568	503	-11%	523			2,218	
Boulder Creek	114	104	-9%	101	124	23%	115	143	24%	161			491	
Branciforte	223	242	9%	186	239	28%	186	215	16%	185			780	
Capitola	501	441	-12%	359	364	1%	463	462	0%	431			1,754	
Downtown	1,037	1,209	17%	853	1,059	24%	1,082	1,110	3%	1,079			4,051	
Felton	215	220	2%	155	188	21%	197	211	7%	170			737	
Garfield Park	118	171	45%	90	117	30%	125	121	-3%	152			485	
La Selva Beach	75	72	-4%	67	49	-27%	57	59	4%	57			256	
Live Oak	325	266	-18%	214	209	-2%	312	224	-28%	261			1,112	
Live Oak Annex	0	1	NA	0	1	NA	3	1	-67%	1			4	
Scotts Valley	376	407	8%	312	96	-69%	383	365	-5%	123			1,194	
Outreach	120	117	-3%	126	333	164%	118	129	9%	332			696	
TOTAL	3,740	3,883	4%	2,954	3,342	13%	3,609	3,543	-2%	3,475	0		13,778	0

Hours of Meeting Room Use

Branch	Quarter 1			Quarter 2			Quarter 3			Quarter 4			YTD Totals	
	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26
Aptos	1,380	1,304	-6%	1,391	1,291	-7%	1,467	1,352	-8%	1,395			5,633	
Boulder Creek	124	181	46%	166	181	9%	218	200	-8%	258			766	
Branciforte	347	440	27%	378	472	25%	344	509	48%	339			1,408	
Capitola	1,190	1,024	-14%	1,160	1,008	-13%	1,104	1,180	7%	1,085			4,539	
Downtown	375	461	23%	444	453	2%	569	476	-16%	526			1,914	
Felton	499	491	-2%	479	530	11%	479	419	-13%	477			1,934	
Garfield Park	0	0	NA	0	0	NA	0	0	NA	0			0	
La Selva Beach	0	0	NA	0	0	NA	0	0	NA	0			0	
Live Oak Annex	0	0	NA	0	0	NA	0	0	NA	0			0	
Scotts Valley	946	846	-11%	1,084	1,091	1%	895	952	6%	832			3,757	
TOTAL HOURS	4,861	4,747	-2%	5,102	5,026	-1%	5,076	5,088	0%	4,912	0		19,951	0

Community Impact Measures Report- FY 2026

Number of Programs

Branch	Quarter 1			Quarter 2			Quarter 3			Quarter 4			YTD Totals	
	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26
Aptos	131	136	4%	157	173	10%	192	175	-9%	189			669	
Boulder Creek	52	76	46%	83	94	13%	83	97	17%	90			308	
Branciforte	58	70	21%	53	96	81%	26	116	346%	38			175	
Capitola	74	90	22%	93	77	-17%	88	103	17%	101			356	
Downtown	118	192	63%	172	182	6%	214	212	-1%	210			714	
Felton	112	99	-12%	125	121	-3%	134	132	-1%	106			477	
Garfield Park	43	59	37%	57	64	12%	65	68	5%	60			225	
La Selva Beach	42	78	86%	40	90	125%	65	99	52%	77			224	
Live Oak	88	62	-30%	112	77	-31%	112	75	-33%	72			384	
Live Oak Annex	0	29	NA	0	44	NA	0	36	NA	51			51	
Scotts Valley	71	81	14%	96	103	7%	98	130	33%	95			360	
Outreach	131	79	-40%	115	52	-55%	117	47	-60%	119			482	
Virtual	22	24	9%	23	24	4%	25	25	0%	22			92	
TOTAL	942	1,075	14%	1,126	1,197	6%	1,219	1,315	8%	1,230	0		4,517	0

Program Attendance

Branch	Quarter 1			Quarter 2			Quarter 3			Quarter 4			YTD Totals	
	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26	Change	FY25	FY26
Aptos	1,858	1,667	-10%	1,924	2,703	40%	2,192	3,178	45%	2,964			8,938	
Boulder Creek	585	929	59%	959	1,089	14%	995	1,026	3%	1,203			3,742	
Branciforte	290	1,116	285%	214	1,384	547%	175	1,249	614%	574			1,253	
Capitola	843	1,094	30%	1,299	1,134	-13%	1,924	1,558	-19%	2,256			6,322	
Downtown	1,162	1,556	34%	2,251	2,645	18%	2,345	2,518	7%	1,990			7,748	
Felton	1,431	901	-37%	1,258	1,501	19%	1,952	1,693	-13%	1,219			5,860	
Garfield Park	474	669	41%	412	536	30%	532	624	17%	717			2,135	
La Selva Beach	563	831	48%	513	1,184	131%	646	881	36%	896			2,618	
Live Oak	995	798	-20%	1,500	1,473	-2%	1,445	941	-35%	856			4,796	
Live Oak Annex	0	204	NA	0	426	NA	0	268	NA	471			471	
Scotts Valley	1,430	1,408	-2%	2,210	1,576	-29%	2,029	1,625	-20%	2,001			7,670	
Outreach	2,962	2,469	-17%	4,300	772	-82%	2,583	1,464	-43%	3,160			13,005	
Virtual	208	371	78%	248	410	65%	455	604	33%	380			1,291	
TOTAL	12,801	14,013	9%	17,088	16,833	-1%	17,273	17,629	2%	18,687	0		65,849	0

SCPL Incident Report by Branch - FY 26															
	QTR 1			QTR 2			QTR 3			QTR 4			YTD Totals		
	FY25	FY 26	% Change	FY25	FY 26	% Change	FY25	FY 26	% Change	FY25	FY 26	% Change	FY25	FY 26	% Change
Aptos	14	9	-36%	3	10	233%	12	8	-33%	4			33	27	-18%
Boulder Creek	3	11	267%	5	4	-20%	4	3	-25%	12			24	18	-25%
Branciforte	5	16	220%	12	7	-42%	15	5	-67%	9			41	28	-32%
Capitola	25	16	-36%	16	3	-81%	12	7	-42%	11			64	26	-59%
Downtown	64	44	-31%	68	51	-25%	60	28	-53%	39			231	123	-47%
Felton	3	1	-67%	7	4	-43%	8	3	-63%	4			22	8	-64%
Garfield Park	1	2	100%	2	2	0%	1	2	100%	3			7	6	-14%
La Selva Beach	0	0		1	1	0%	1	0	-100%	0			2	1	-50%
Live Oak	4	2	-50%	4	3	-25%	9	5	-44%	8			25	10	-60%
Scotts Valley	4	4	0%	3	6	100%	2	13	550%	2			11	23	109%
TOTAL	123	105	-15%	121	91	-25%	124	74	-40%	92			460	270	-41%

Suspensions by Branch - FY 26															
	QTR 1			QTR 2			QTR 3			QTR 4			YTD Totals		
	FY25	FY 26	% Change	FY25	FY 26	% Change	FY25	FY 26	% Change	FY25	FY 26	% Change	FY25	FY 26	% Change
Aptos	0	0		0	0	0%	0	1		0			0	1	0%
Boulder Creek	0	2		0	1		0	3		4			4	6	50%
Branciforte	1	6	500%	4	6	50%	5	1	-80%	3			13	13	0%
Capitola	3	3	0%	3	1	-67%	2	3	50%	5			13	7	-46%
Downtown	33	34	3%	37	34	-8%	32	20	-38%	22			124	88	-29%
Felton	1	0	-100%	0	2		1	0	-100%	1			3	2	-33%
Garfield Park	0	0		1	1	0%	0	0		3			4	1	-75%
La Selva Beach	0	0		0	0	0%	0	0		0			0	0	0%
Live Oak	1	1	0%	2	2	0%	3	1	-67%	0			6	4	-33%
Scotts Valley	0	0		0	2		2	4	100%	0			2	6	200%
TOTAL	39	46	18%	47	49	4%	45	33	-27%	38			169	128	-24%

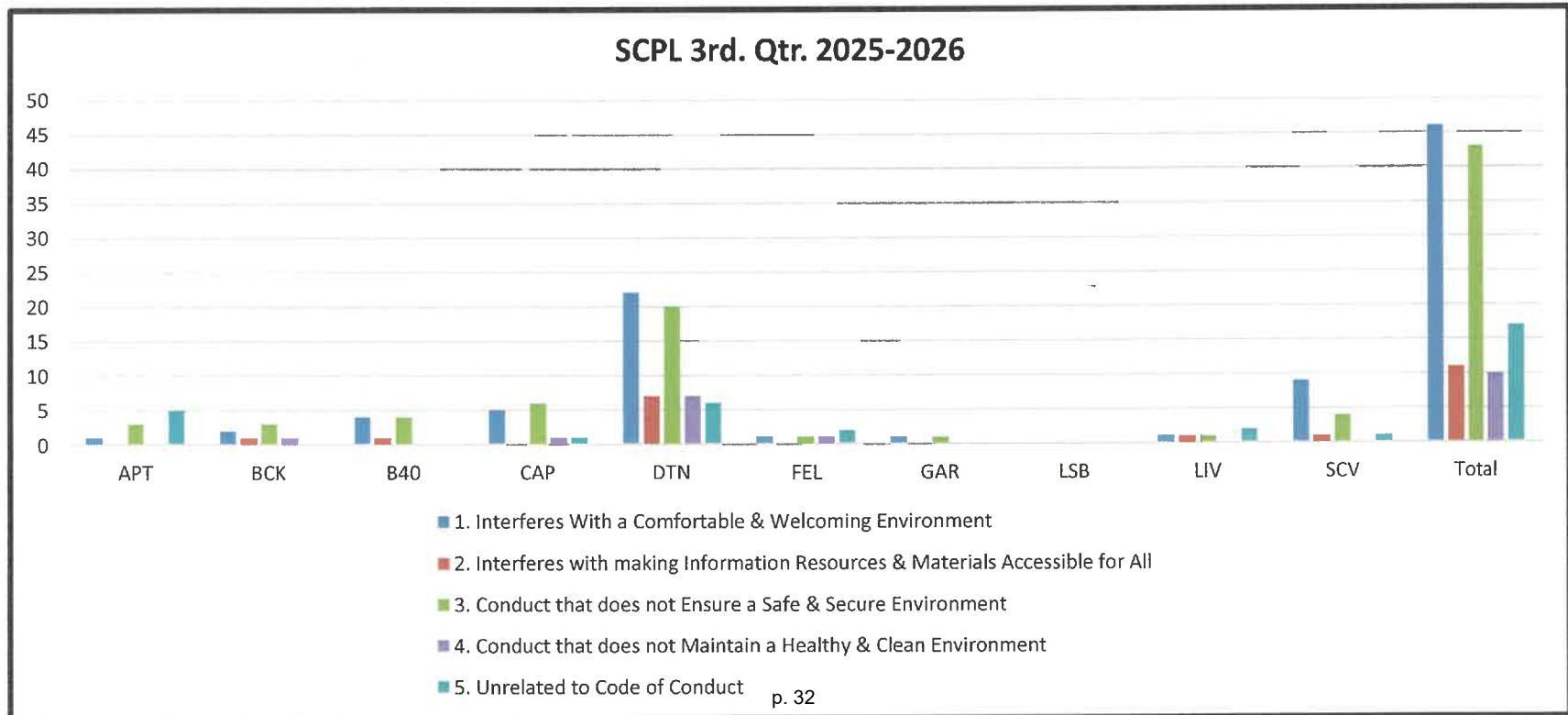
SCPL Summary of Incident Infraction Categories - FY 25/26

The Library's Patron Code of Conduct is comprised of five categories. Within each category, there are multiple types of infractions (four to thirteen), that may occur. A single incident might begin with the violation of one infraction and then escalate to violation of several different infractions, potentially resulting in an ejection for the day or a suspension.

3rd. Qtr. Infraction Category Summary

Of the five Infraction Categories, the highest number occurred within Category 1: Interferes With a Comfortable & Welcoming Environment with 46 infractons, down from 56 in previous quarter and Category 3: Conduct that does not Ensure a Safe & Secure Environment at 43, down from 61 in the previous quarter.

Infraction Categories	APT	BCK	B40	CAP	DTN	FEL	GAR	LSB	LIV	SCV	Total
1. Interferes With a Comfortable & Welcoming Environment	1	2	4	5	22	1	1	0	1	9	46
2. Interferes with making Information Resources & Materials Accessible for All	0	1	1	0	7	0	0	0	1	1	11
3. Conduct that does not Ensure a Safe & Secure Environment	3	3	4	6	20	1	1	0	1	4	43
4. Conduct that does not Maintain a Healthy & Clean Environment	0	1	0	1	7	1	0	0	0	0	10
5. Unrelated to Code of Conduct	5	0	0	1	6	2	0	0	2	1	17
											127





Chair Mali LaGoe
Vice Chair Nicole Coburn
Board Member Jamie Goldstein
Board Member Matt Huffaker

STAFF REPORT

DATE: May 7, 2026
TO: Library Joint Powers Authority
FROM: Christopher Platt, Director of Libraries
RE: 2nd Quarter Financial Report FY 26

STAFF RECOMMENDATION

Accept and File Financial Report for 2nd Qtr. FY 26.

DISCUSSION

The second quarter financial report covers October 1, 2025 through December 31, 2025. All financial figures included in this report are unaudited.

ATTACHMENT: Library Financial Dashboard Report

Report Prepared by: City of Santa Cruz Finance

Reviewed and Approved by: Christopher Platt, Director of Libraries

TO: Library Joint Powers Authority Board
 FROM: Noah Otts, City of Santa Cruz Accountant I 04/30/26

December Report FY26



Preliminary,
Unaudited

RE: Library Financial Dashboard Report for the Quarter ended December 2025

Contained herein is the preliminary, UNAUDITED Library Financial Dashboard summary report for the Quarter ending December 2025. At Quarter's end, the NET operating results were <\$695,174> with year-to-date net operating results of <\$112,929>. In general, preliminary revenues are ahead of the budget target by 2.8% and expenditures are under budget by 5.4%.

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)	2nd Quarter (Oct-Dec)	Fiscal Year to Date	Percent of Budget Comparison			
			Annual Adj. Budget FY 2025/26	YTD Actuals	12 Months Completed	Underspent / (Overspent)
Revenue:						
Sales Tax	\$ 2,715,152	\$ 5,485,672	\$ 10,540,417	52.0%	50.0%	2.0%
MOE - Member Contributions	\$ 2,397,663	\$ 4,810,980	\$ 8,952,089	53.7%	50.0%	3.7%
(1) Other Revenue	\$ 43,423	\$ 231,843	451,644	51.3%	50.0%	1.3%
TOTAL REVENUES	\$ 5,156,238	\$ 10,528,494	\$ 19,944,150	52.8%	50.0%	2.8%
Expenditures:						
Payroll	\$ 3,350,657	\$ 6,826,210	\$ 14,456,534	47.2%	48.8%	1.5%
Books (w/Grants)	\$ 331,045	\$ 856,594	2,374,100	36.1%	50.0%	13.9%
Janitorial Services	\$ 91,685	\$ 135,540	540,180	25.1%	50.0%	24.9%
Building and Facility	\$ 57,935	\$ 105,535	246,785	42.8%	50.0%	7.2%
(4) Rent (Equip, Building, Land)	\$ 219,864	\$ 227,550	282,248	80.6%	50.0%	(30.6%)
Utilities	\$ 190,237	\$ 353,894	961,813	36.8%	50.0%	13.2%
Other expenditures	\$ 1,609,990	\$ 2,136,101	4,982,335	42.9%	50.0%	7.1%
TOTAL EXPENDITURES	\$ 5,851,412	\$ 10,641,423	\$ 23,843,996	44.6%	50.0%	5.4%
Net Gain / (Loss)	\$ (695,174)	\$ (112,929)	\$ (3,899,846)			

Key Balance Sheet items	2nd Quarter (Oct-Dec)	Trust Balances as of 12/31/2025			
		Trust	Balance	Trust	Balance
Equipment Reserve	904,831	McCaskey - Hist	245,173	Leet-Corday	112,328
(2) 20% Reserve	3,985,566	Finkeldey	9,786	Morely	15,541
Fund Balance-Beginning Available	9,685,387	Carolyn Virginia Claeys	20,288	Hale	53,888
Net Change in Fund Balance	(695,174)				
(3) Fund Balance-Ending Available	8,990,213				

Notes:

- (1) The Other Revenue category budget to actuals saw a significant increase in the invested pooled cash which exceeded budgeted expectations in the current fiscal year.
- (2) The Library's reserves were changed on September 1, 2016 to: (1) reduce from 2 months to 15% the primary reserve and (2) formally establish a capital reserve with a target balance of \$400,000 (formally the informal reserve for fleet/equipment replacement). The Equipment Reserve includes fund balances from Library JPA - Technology, Felton Branch Reserve, Library JPA - Vehicle Replacement and Library JPA - Equipment. On November 2, 2017, the Library's reserves were increased from 15% to 20%.
- (3) Beginning & Ending Available Fund Balance is unaudited and before consideration of remaining contractual encumbrances (administrative support, legal, janitorial, equip & material purchases, etc.).
- (4)

The 30% overspending on Rent is due to a prepayment for the current fiscal year, which was processed in December.

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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	240,919.93	1,481.50	37.01	242,364.42
11901	Allow for FV of invest w/City-cur unrstr	1,662.30	0.00	0.00	1,662.30
Total Cash and investments		242,582.23	1,481.50	37.01	244,026.72
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	1,145.93	0.00	0.00	1,145.93
Total Receivables - current		1,145.93	0.00	0.00	1,145.93
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(243,728.16)	0.00	0.00	(243,728.16)
Total Net assets		(243,728.16)	0.00	0.00	(243,728.16)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	0.00	1,467.73	(1,467.73)
33210	Expenditure/expense control	0.00	37.01	13.77	23.24
Total Control accounts		0.00	37.01	1,481.50	(1,444.49)
Total McCaskill - Local History		0.00	1,518.51	1,518.51	0.00
Fund 933 -- Estate Proceeds - Finkeldey					
Object 11000 -- Cash and investments					
11101	Pooled cash	9,619.52	59.15	1.48	9,677.19
11901	Allow for FV of invest w/City-cur unrstr	62.36	0.00	0.00	62.36
Total Cash and investments		9,681.88	59.15	1.48	9,739.55
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	46.22	0.00	0.00	46.22
Total Receivables - current		46.22	0.00	0.00	46.22
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(9,728.10)	0.00	0.00	(9,728.10)
Total Net assets		(9,728.10)	0.00	0.00	(9,728.10)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	0.00	58.60	(58.60)
33210	Expenditure/expense control	0.00	1.48	0.55	0.93
Total Control accounts		0.00	1.48	59.15	(57.67)
Total Estate Proceeds - Finkeldey		0.00	60.63	60.63	0.00

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; Period = 0,1..12; Fund = 93*, 95*,96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 935 -- Robert Leet-Corday Estate					
Object 11000 -- Cash and investments					
11101	Pooled cash	110,434.66	679.09	16.96	111,096.79
11901	Allow for FV of invest w/City-cur unrstr	715.97	0.00	0.00	715.97
Total Cash and investments		111,150.63	679.09	16.96	111,812.76
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	515.59	0.00	0.00	515.59
Total Receivables - current		515.59	0.00	0.00	515.59
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(111,666.22)	0.00	0.00	(111,666.22)
Total Net assets		(111,666.22)	0.00	0.00	(111,666.22)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	0.00	672.78	(672.78)
33210	Expenditure/expense control	0.00	16.96	6.31	10.65
Total Control accounts		0.00	16.96	679.09	(662.13)
Total Robert Leet-Corday Estate		0.00	696.05	696.05	0.00
Fund 936 -- Morley Estate-La Selva Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	15,279.45	93.95	2.34	15,371.06
11901	Allow for FV of invest w/City-cur unrstr	99.06	0.00	0.00	99.06
Total Cash and investments		15,378.51	93.95	2.34	15,470.12
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	71.33	0.00	0.00	71.33
Total Receivables - current		71.33	0.00	0.00	71.33
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(15,449.84)	0.00	0.00	(15,449.84)
Total Net assets		(15,449.84)	0.00	0.00	(15,449.84)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	0.00	93.08	(93.08)
33210	Expenditure/expense control	0.00	2.34	0.87	1.47
Total Control accounts		0.00	2.34	93.95	(91.61)
Total Morley Estate-La Selva Branch		0.00	96.29	96.29	0.00

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; Period = 0,1..12; Fund = 93*, 95*,96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 937 -- Hale Trust-Scotts Valley Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	52,979.26	325.79	8.14	53,296.91
11901	Allow for FV of invest w/City-cur unrstr	343.47	0.00	0.00	343.47
Total Cash and investments		53,322.73	325.79	8.14	53,640.38
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	247.34	0.00	0.00	247.34
Total Receivables - current		247.34	0.00	0.00	247.34
Object 32000 -- Net assets					
32311	Net assets held in trust-library prog.	(53,570.07)	0.00	0.00	(53,570.07)
Total Net assets		(53,570.07)	0.00	0.00	(53,570.07)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	0.00	322.76	(322.76)
33210	Expenditure/expense control	0.00	8.14	3.03	5.11
Total Control accounts		0.00	8.14	325.79	(317.65)
Total Hale Trust-Scotts Valley Branch		0.00	333.93	333.93	0.00
Fund 951 -- Library Joint Powers Authority					
Object 11000 -- Cash and investments					
11101	Pooled cash	11,711,019.11	10,537,213.59	10,914,458.52	11,333,774.18
11121	Change fund	150.00	0.00	0.00	150.00
11901	Allow for FV of invest w/City-cur unrstr	72,326.35	0.00	0.00	72,326.35
Total Cash and investments		11,783,495.46	10,537,213.59	10,914,458.52	11,406,250.53
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	47,360.90	0.00	0.00	47,360.90
12190	Other interest receivable	5,406.95	36,441.04	36,580.90	5,267.09
12201	Taxes receivable - current	849,776.30	6,407,700.36	6,380,131.47	877,345.19
12303	Accounts receivable - booked	745,942.63	5,615,418.63	5,556,922.34	804,438.92
12321	Utility accounts receivable - billed	0.00	21,570.82	21,570.82	0.00
Total Receivables - current		1,648,486.78	12,081,130.85	11,995,205.53	1,734,412.10
Object 21000 -- Payables					
21101	Accounts payable	(325,378.45)	2,556,994.88	2,406,781.27	(175,164.84)
21103	Retentions payable	(3,660.00)	0.00	940.00	(4,600.00)

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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					
21105	Manual accounts payable	(29,071.62)	29,071.62	0.00	0.00
21504	Use tax payable	0.00	3,321.41	3,276.41	45.00
Total Payables		(358,110.07)	2,589,387.91	2,410,997.68	(179,719.84)
Object 31000 -- Fund balance					
31591	Committed - cash flow/unexpected expend	(3,977,403.00)	0.00	8,162.80	(3,985,565.80)
31701	Fund Balance - Unassigned	(9,096,469.17)	8,162.80	0.00	(9,088,306.37)
31998	Budgetary reserve for encumbrances	0.00	1,357,477.14	2,627,384.28	(1,269,907.14)
31999	Budgetary fund balance	0.00	712,086.70	116,672.00	595,414.70
Total Fund balance		(13,073,872.17)	2,077,726.64	2,752,219.08	(13,748,364.61)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	11,989,353.31	22,517,847.23	(10,528,493.92)
33210	Expenditure/expense control	0.00	10,708,481.44	67,058.14	10,641,423.30
33410	Appropriations control	0.00	116,672.00	712,086.70	(595,414.70)
33510	Encumbrances control	0.00	2,627,384.28	1,357,477.14	1,269,907.14
Total Control accounts		0.00	25,441,891.03	24,654,469.21	787,421.82
Object 39000 -- Other equity/net asset accounts					
39110	General journal clearing	0.00	24,046,297.03	24,046,297.03	0.00
Total Other equity/net asset accounts		0.00	24,046,297.03	24,046,297.03	0.00
Total Library Joint Powers Authority		0.00	76,773,647.05	76,773,647.05	0.00
Fund 956 -- Library JPA - Technology					
Object 11000 -- Cash and investments					
11101	Pooled cash	282,253.26	1,735.69	43.37	283,945.58
11901	Allow for FV of invest w/City-cur unrstr	1,829.90	0.00	0.00	1,829.90
Total Cash and investments		284,083.16	1,735.69	43.37	285,775.48
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	1,317.78	0.00	0.00	1,317.78
Total Receivables - current		1,317.78	0.00	0.00	1,317.78
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(285,400.94)	0.00	0.00	(285,400.94)
Total Fund balance		(285,400.94)	0.00	0.00	(285,400.94)

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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 33000 -- Control accounts					
33110	Revenue control	0.00	0.00	1,719.55	(1,719.55)
33210	Expenditure/expense control	0.00	43.37	16.14	27.23
Total Control accounts		0.00	43.37	1,735.69	(1,692.32)
Total Library JPA - Technology		0.00	1,779.06	1,779.06	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	(424,489.42)	0.00	0.00	(424,489.42)
17320	Lease improvements - buildings	2,102,592.58	0.00	0.00	2,102,592.58
17321	Accumulated deprec - lease imp-buildings	(2,021,042.99)	0.00	0.00	(2,021,042.99)
17510	Machinery and equipment	2,715,684.34	0.00	0.00	2,715,684.34
17511	Accumulated depreciation - M&E	(2,421,885.90)	0.00	0.00	(2,421,885.90)
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	(257,138.88)	0.00	0.00	(257,138.88)
17910	Construction in progress	71,353.85	0.00	0.00	71,353.85
Total Capital assets		4,651,832.68	0.00	0.00	4,651,832.68
Object 21000 -- Payables					
21613	Interest payable - leases	(21,353.04)	0.00	0.00	(21,353.04)
Total Payables		(21,353.04)	0.00	0.00	(21,353.04)
Object 29000 -- Other noncurrent liabilities					
29905	Lease liability	(3,423,151.72)	0.00	0.00	(3,423,151.72)
Total Other noncurrent liabilities		(3,423,151.72)	0.00	0.00	(3,423,151.72)
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(587,268.94)	0.00	0.00	(587,268.94)
Total Fund balance		(587,268.94)	0.00	0.00	(587,268.94)
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)

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; Period = 0,1..12; Fund = 93*, 95*,96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 958 -- Library JPA - General Capital Assets					
Object 32000 -- Net assets					
32106	Investment in capital assets - Library	671,529.98	0.00	0.00	671,529.98
Total Net assets		(620,058.98)	0.00	0.00	(620,058.98)
Total Library JPA - General Capital Assets		0.00	0.00	0.00	0.00
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	531,085.57	3,265.84	81.59	534,269.82
11901	Allow for FV of invest w/City-cur unrstr	3,443.12	0.00	0.00	3,443.12
Total Cash and investments		534,528.69	3,265.84	81.59	537,712.94
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	2,534.79	0.00	0.00	2,534.79
Total Receivables - current		2,534.79	0.00	0.00	2,534.79
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(537,063.48)	0.00	0.00	(537,063.48)
Total Fund balance		(537,063.48)	0.00	0.00	(537,063.48)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	0.00	3,235.48	(3,235.48)
33210	Expenditure/expense control	0.00	81.59	30.36	51.23
Total Control accounts		0.00	81.59	3,265.84	(3,184.25)
Total Library JPA - Vehicle Replacement		0.00	3,347.43	3,347.43	0.00

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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 11000 -- Cash and investments					
11101	Pooled cash	19,946.12	122.66	3.06	20,065.72
11901	Allow for FV of invest w/City-cur unrstr	129.31	0.00	0.00	129.31
Total Cash and investments		20,075.43	122.66	3.06	20,195.03
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	93.12	0.00	0.00	93.12
Total Receivables - current		93.12	0.00	0.00	93.12
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(20,168.55)	0.00	0.00	(20,168.55)
Total Fund balance		(20,168.55)	0.00	0.00	(20,168.55)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	0.00	121.52	(121.52)
33210	Expenditure/expense control	0.00	3.06	1.14	1.92
Total Control accounts		0.00	3.06	122.66	(119.60)
Total Library JPA Trusts		0.00	125.72	125.72	0.00
Fund 963 -- Library JPA - Capital Equipment					
Object 11000 -- Cash and investments					
11101	Pooled cash	76,183.59	468.50	11.71	76,640.38
11901	Allow for FV of invest w/City-cur unrstr	493.91	0.00	0.00	493.91
Total Cash and investments		76,677.50	468.50	11.71	77,134.29
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	355.69	0.00	0.00	355.69
Total Receivables - current		355.69	0.00	0.00	355.69
Object 31000 -- Fund balance					
31701	Fund Balance - Unassigned	(77,033.19)	0.00	0.00	(77,033.19)
Total Fund balance		(77,033.19)	0.00	0.00	(77,033.19)
Object 33000 -- Control accounts					
33110	Revenue control	0.00	0.00	464.14	(464.14)

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; Period = 0,1..12; Fund = 93*, 95*,96*

Acct	Title	Beginning Balance	Year-To-Date Debits	Year-To-Date Credits	Ending Balance
Fund 963 -- Library JPA - Capital Equipment					
Object 33000 -- Control accounts					
33210	Expenditure/expense control	0.00	11.71	4.36	7.35
Total Control accounts		0.00	11.71	468.50	(456.79)
Total Library JPA - Capital Equipment		0.00	480.21	480.21	0.00
Total		0.00	76,782,084.88	76,782,084.88	0.00

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; Period = 0,1..12; Fund = 951

Acct	Title	10/31/2025 Month-To-Date Actual	11/30/2025 Month-To-Date Actual	12/31/2025 Month-To-Date Actual
Fund 951 -- Library Joint Powers Authority				
Expenditures				
Object 51000 -- PERSONNEL SERVICES				
51110	Regular full time	553,939.12	568,134.34	577,894.39
51111	Regular part time	107,637.90	109,076.91	114,179.20
51114	Overtime	75.35	210.77	266.67
51115	Termination pay	0.00	4,424.57	0.00
51122	Temporary	53,966.83	56,329.60	57,506.65
51130	Other pay	0.00	1,080.61	18.70
51132	Special vacation pay	0.00	0.00	13,773.87
51133	Special sick leave pay	0.00	0.00	29.62
51150	Vehicle-phone-data allowance	0.00	107.00	107.00
51201	Retirement contribution	45,536.34	47,942.85	49,894.58
51202	F.I.C.A.	2,379.08	2,484.74	2,556.70
51203	PERS unfunded liability	122,438.84	125,498.06	127,599.75
51210	Group health insurance	79,365.19	154,374.16	171,480.62
51212	Group dental insurance	3,891.45	7,953.60	7,771.58
51213	Vision insurance	667.69	1,359.44	1,346.02
51214	Medicare insurance	10,357.85	10,638.10	10,977.33
51215	Employee assistance program	373.68	377.14	377.14
51220	Group life insurance	85.11	170.22	167.97
51221	Disability insurance	4,264.32	4,407.76	4,421.17
51222	SDI	7,922.69	6,521.78	5,208.49
51230	Unemployment insurance	6,997.65	7,247.04	7,469.60
51240	Workers' compensation	0.00	0.00	89,372.54
Total PERSONNEL SERVICES		999,899.09	1,108,338.69	1,242,419.59
Object 52000 -- SERVICES				
52131	Claims management services - outside	650.85	685.43	663.53
52135	Financial services - outside	0.00	0.00	602,287.00
52145	Security patrols - City Hall	12,197.58	13,041.08	12,170.12
52150	Merchant bank fees	33.52	36.30	28.21
52199	Other professional & technical services	9,845.91	13,361.08	12,550.83

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; Period = 0,1..12; Fund = 951

Acct	Title	10/31/2025 Month-To-Date Actual	11/30/2025 Month-To-Date Actual	12/31/2025 Month-To-Date Actual
Fund 951 -- Library Joint Powers Authority				
Expenditures				
Object 52000 -- SERVICES				
52201	Water, sewer and refuse	16,130.43	9,245.43	9,629.32
52211	Janitorial services	3,227.00	88,457.58	0.00
52226	Vehicle work order charges - internal	3,147.93	5,427.48	9,502.00
52227	Vehicle fuel island charges - internal	1,251.47	966.53	743.27
52240	Office equipment operation/maint	55.00	0.00	55.00
52241	Vehicle maintenance costs - outside	0.00	197.78	0.00
52246	Building and facility o & m - outside	12,945.45	30,717.86	14,271.60
52247	Landscaping maintenance services	500.00	3,158.00	3,158.00
52248	Software maintenance services	13,469.26	11,267.64	31,911.58
52249	Hardware maintenance services	0.00	960.70	1,349.04
52261	Equipment, building and land rentals	2,104.17	2,104.17	215,655.17
52269	Equipment lease-outside	2,477.39	2,477.39	2,477.39
52302	Travel and meetings	302.33	68.95	182.21
52304	Training	2,832.48	5,887.05	1,994.56
52403	Telecommunications service - outside	5,321.54	7,919.67	32,018.15
52960	Advertising	130.25	16.27	0.00
52961	Dues and memberships	1,235.00	130.00	780.00
52972	Printing and binding-outside	798.66	383.26	0.00
Total SERVICES		88,656.22	196,509.65	951,426.98
Object 53000 -- SUPPLIES				
53101	Postage charges	664.76	586.67	571.92
53102	Office supplies	1,015.88	1,321.20	1,874.37
53106	Books and periodicals	128,551.50	101,804.29	99,984.38
53107	Books and periodicals-grants & donations	0.00	0.00	704.60
53108	Safety clothing and equipment	822.26	51.97	1,376.57
53109	Copier supplies	1,039.46	969.86	905.62
53112	Library functional supplies	3,759.10	2,931.14	4,394.76
53113	Janitorial supplies	1,366.19	2,954.25	4,329.99
53122	Software licenses	0.00	0.00	51,681.65

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; Period = 0,1..12; Fund = 951

Acct	Title	10/31/2025 Month-To-Date Actual	11/30/2025 Month-To-Date Actual	12/31/2025 Month-To-Date Actual
Fund 951 -- Library Joint Powers Authority				
Expenditures				
Object 53000 -- SUPPLIES				
53311	Electricity	39,188.41	53,554.53	12,996.77
53312	Natural gas	464.48	1,646.90	2,121.31
Total SUPPLIES		<u>176,872.04</u>	<u>165,820.81</u>	<u>180,941.94</u>
Object 54000 -- OTHER MATERIALS AND SERVICES				
54990	Miscellaneous supplies and services	16,211.17	9,756.93	9,073.62
Total OTHER MATERIALS AND SERVICES		<u>16,211.17</u>	<u>9,756.93</u>	<u>9,073.62</u>
Object 56000 -- OTHER CHARGES				
56995	Refunded fees and fines	105.96	122.91	111.74
Total OTHER CHARGES		<u>105.96</u>	<u>122.91</u>	<u>111.74</u>
Object 57000 -- CAPITAL OUTLAY				
57409	Computer equipment	9,534.01	1,235.73	28,855.73
57990	Other capital outlay	9,502.39	0.00	51,943.53
Total CAPITAL OUTLAY		<u>19,036.40</u>	<u>1,235.73</u>	<u>80,799.26</u>
Object 59000 -- OTHER FINANCING USES				
59901	Interagency transfers out	0.00	0.00	604,073.00
Total OTHER FINANCING USES		<u>0.00</u>	<u>0.00</u>	<u>604,073.00</u>
Total Expenditures		<u>1,300,780.88</u>	<u>1,481,784.72</u>	<u>3,068,846.13</u>
Revenues				
Object 41000 -- TAXES				
41211	Sales and use tax	920,591.45	917,215.31	877,345.19
Total TAXES		<u>920,591.45</u>	<u>917,215.31</u>	<u>877,345.19</u>
Object 43000 -- GRANTS				
43311	Maintenance of effort contributions	804,438.92	788,785.11	804,438.92
Total GRANTS		<u>804,438.92</u>	<u>788,785.11</u>	<u>804,438.92</u>
Object 45000 -- FINES AND FORFEITS				
45131	Library fines	3,293.53	1,611.72	4,391.38
Total FINES AND FORFEITS		<u>3,293.53</u>	<u>1,611.72</u>	<u>4,391.38</u>

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; Period = 0,1..12; Fund = 951

Acct	Title	10/31/2025 Month-To-Date Actual	11/30/2025 Month-To-Date Actual	12/31/2025 Month-To-Date Actual
Fund 951 -- Library Joint Powers Authority				
Revenues				
Object 46000 -- MISCELLANEOUS REVENUES				
46190	Interest earnings - other	5,774.64	5,385.99	5,267.09
46303	Donations - library	0.00	0.00	500.00
46309	Donations - library - Friends of the Lib	1,892.77	0.00	1,250.00
46910	Miscellaneous operating revenue	330.59	0.00	500.36
46919	Recovery of prior year expenses	13,225.00	0.00	0.00
Total MISCELLANEOUS REVENUES		<u>21,223.00</u>	<u>5,385.99</u>	<u>7,517.45</u>
Total Revenues		<u>1,749,546.90</u>	<u>1,712,998.13</u>	<u>1,693,692.94</u>
Total Library Joint Powers Authority		<u>448,766.02</u>	<u>231,213.41</u>	<u>(1,375,153.19)</u>
Total		<u><u>448,766.02</u></u>	<u><u>231,213.41</u></u>	<u><u>(1,375,153.19)</u></u>

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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
Expenditures								
Fund 951 – Library Joint Powers Authority								
Object 51000 – PERSONNEL SERVICES								
51110	Regular full time	8,142,535.00	8,142,535.00	0.00	3,531,432.78	0.00	4,611,102.22	43.4%
51111	Regular part time	1,335,692.00	1,335,692.00	0.00	648,676.58	0.00	687,015.42	48.6%
51114	Overtime	5,000.00	5,000.00	0.00	1,673.79	0.00	3,326.21	33.5%
51115	Termination pay	0.00	0.00	0.00	9,002.81	0.00	(9,002.81)	0.0%
51122	Temporary	565,659.00	565,659.00	0.00	342,003.41	0.00	223,655.59	60.5%
51130	Other pay	0.00	0.00	0.00	2,986.56	0.00	(2,986.56)	0.0%
51132	Special vacation pay	0.00	0.00	0.00	13,773.87	0.00	(13,773.87)	0.0%
51133	Special sick leave pay	0.00	0.00	0.00	123.20	0.00	(123.20)	0.0%
51150	Vehicle-phone-data allowance	3,828.00	3,828.00	0.00	566.03	0.00	3,261.97	14.8%
51199	Vacancy adjustment	(907,372.00)	(907,372.00)	0.00	0.00	0.00	(907,372.00)	0.0%
51201	Retirement contribution	631,820.00	631,820.00	0.00	287,841.08	0.00	343,978.92	45.6%
51202	F.I.C.A.	56,566.00	56,566.00	0.00	14,995.17	0.00	41,570.83	26.5%
51203	PERS unfunded liability	1,727,883.00	1,727,883.00	0.00	764,909.62	0.00	962,973.38	44.3%
51210	Group health insurance	2,164,224.00	2,164,224.00	0.00	881,715.76	0.00	1,282,508.24	40.7%
51212	Group dental insurance	98,799.00	98,799.00	0.00	44,260.71	0.00	54,538.29	44.8%
51213	Vision insurance	17,035.00	17,035.00	0.00	7,605.73	0.00	9,429.27	44.6%
51214	Medicare insurance	136,820.00	136,820.00	0.00	65,564.60	0.00	71,255.40	47.9%
51215	Employee assistance program	4,773.00	4,773.00	0.00	2,255.92	0.00	2,517.08	47.3%
51220	Group life insurance	2,127.00	2,127.00	0.00	959.49	0.00	1,167.51	45.1%
51221	Disability insurance	91,546.00	91,546.00	0.00	26,643.41	0.00	64,902.59	29.1%
51222	SDI	109,647.00	109,647.00	0.00	45,519.60	0.00	64,127.40	41.5%
51230	Unemployment insurance	91,207.00	91,207.00	0.00	44,327.24	0.00	46,879.76	48.6%
51240	Workers' compensation	178,745.00	178,745.00	0.00	89,372.55	0.00	89,372.45	50.0%
Total PERSONNEL SERVICES		14,456,534.00	14,456,534.00	0.00	6,826,209.91	0.00	7,630,324.09	47.2%
Object 52000 – SERVICES								
52131	Claims management services - outside	8,950.00	8,950.00	0.00	3,290.91	5,659.09	0.00	100.0%
52135	Financial services - outside	1,217,948.00	1,217,948.00	0.00	602,287.00	10,609.00	605,052.00	50.3%
52139	Medical services	0.00	0.00	0.00	348.42	0.00	(348.42)	0.0%
52145	Security patrols - City Hall	156,400.00	173,475.00	17,075.00	64,645.42	103,829.58	5,000.00	97.1%
52150	Merchant bank fees	650.00	650.00	0.00	193.70	0.00	456.30	29.8%
52155	Courier services	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0%
52199	Other professional & technical services	265,000.00	311,909.08	46,909.08	60,350.10	61,225.38	190,333.60	39.0%
52201	Water, sewer and refuse	138,625.00	134,460.00	(4,165.00)	57,384.33	10,355.32	66,720.35	50.4%
52202	Hazardous materials disposal	50.00	50.00	0.00	0.00	0.00	50.00	0.0%

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Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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
Expenditures								
Fund 951 – Library Joint Powers Authority								
Object 52000 – SERVICES								
52211	Janitorial services	540,180.00	540,180.00	0.00	135,539.55	404,962.18	(321.73)	100.1%
52223	Equip annual inventory charge - internal	5,670.00	5,670.00	0.00	0.00	0.00	5,670.00	0.0%
52226	Vehicle work order charges - internal	13,000.00	13,000.00	0.00	22,126.11	0.00	(9,126.11)	170.2%
52227	Vehicle fuel island charges - internal	25,366.00	25,366.00	0.00	6,156.88	0.00	19,209.12	24.3%
52230	Vehicle pool car charges - internal	500.00	500.00	0.00	54.00	0.00	446.00	10.8%
52240	Office equipment operation/maint	9,000.00	9,000.00	0.00	220.00	0.00	8,780.00	2.4%
52241	Vehicle maintenance costs - outside	1,500.00	1,500.00	0.00	197.78	0.00	1,302.22	13.2%
52244	Other equipment operation/maintenance	15,000.00	15,000.00	0.00	8,948.78	0.00	6,051.22	59.7%
52246	Building and facility o & m - outside	231,646.00	246,785.26	15,139.26	105,534.69	98,211.42	43,039.15	82.6%
52247	Landscaping maintenance services	77,850.00	77,850.00	0.00	17,600.57	25,192.00	35,057.43	55.0%
52248	Software maintenance services	600,531.00	547,070.00	(53,461.00)	203,792.70	54,130.88	289,146.42	47.1%
52249	Hardware maintenance services	20,000.00	20,000.00	0.00	4,338.26	0.00	15,661.74	21.7%
52261	Equipment, building and land rentals	282,248.00	282,248.00	0.00	227,550.19	8,695.85	46,001.96	83.7%
52269	Equipment lease-outside	28,000.00	28,000.00	0.00	14,989.37	13,010.63	0.00	100.0%
52302	Travel and meetings	5,450.00	5,450.00	0.00	802.41	0.00	4,647.59	14.7%
52304	Training	135,450.00	135,450.00	0.00	25,735.85	3,995.00	105,719.15	21.9%
52403	Telecommunications service - outside	348,260.00	391,403.00	43,143.00	79,786.07	93,080.57	218,536.36	44.2%
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	123,000.00	123,000.00	0.00	126,725.19	0.00	(3,725.19)	103.0%
52960	Advertising	39,200.00	39,200.00	0.00	1,731.52	0.00	37,468.48	4.4%
52961	Dues and memberships	42,050.00	42,050.00	0.00	30,913.00	0.00	11,137.00	73.5%
52972	Printing and binding-outside	33,100.00	33,100.00	0.00	3,475.36	0.00	29,624.64	10.5%
Total SERVICES		4,409,794.00	4,474,434.34	64,640.34	1,804,718.16	892,956.90	1,776,759.28	60.3%
Object 53000 – SUPPLIES								
53101	Postage charges	9,500.00	9,500.00	0.00	3,336.78	0.00	6,163.22	35.1%
53102	Office supplies	30,300.00	30,300.00	0.00	7,532.35	0.00	22,767.65	24.9%
53106	Books and periodicals	2,050,356.00	2,356,450.00	306,094.00	855,201.31	118,213.02	1,383,035.67	41.3%
53107	Books and periodicals-grants & donations	17,650.00	17,650.00	0.00	1,392.35	0.00	16,257.65	7.9%
53108	Safety clothing and equipment	20,950.00	20,950.00	0.00	5,760.04	0.00	15,189.96	27.5%
53109	Copier supplies	8,530.00	8,530.00	0.00	5,910.07	0.00	2,619.93	69.3%
53112	Library functional supplies	135,900.00	135,900.00	0.00	26,838.94	0.00	109,061.06	19.7%
53113	Janitorial supplies	48,000.00	50,500.00	2,500.00	17,496.89	0.00	33,003.11	34.6%
53122	Software licenses	53,461.00	53,461.00	0.00	51,681.65	0.00	1,779.35	96.7%
53311	Electricity	387,200.00	393,075.00	5,875.00	211,263.61	47,455.23	134,356.16	65.8%

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Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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
Expenditures								
Fund 951 – Library Joint Powers Authority								
Object 53000 – SUPPLIES								
53312	Natural gas	40,750.00	42,875.00	2,125.00	5,459.98	116.69	37,298.33	13.0%
Total SUPPLIES		2,802,597.00	3,119,191.00	316,594.00	1,191,873.97	165,784.94	1,761,532.09	43.5%
Object 54000 – OTHER MATERIALS AND SERVICES								
54990	Miscellaneous supplies and services	252,250.00	265,750.00	13,500.00	78,339.69	4,758.66	182,651.65	31.3%
Total OTHER MATERIALS AND SERVICES		252,250.00	265,750.00	13,500.00	78,339.69	4,758.66	182,651.65	31.3%
Object 56000 – OTHER CHARGES								
56790	Pooled Cash Investment Fees	0.00	0.00	0.00	1,117.92	0.00	(1,117.92)	0.0%
56960	Loans and grants	0.00	42,280.36	42,280.36	0.00	0.00	42,280.36	0.0%
56995	Refunded fees and fines	2,000.00	2,000.00	0.00	573.87	0.00	1,426.13	28.7%
Total OTHER CHARGES		2,000.00	44,280.36	42,280.36	1,691.79	0.00	42,588.57	3.8%
Object 57000 – CAPITAL OUTLAY								
57401	Office furniture/equipment	18,000.00	18,000.00	0.00	1,027.72	1,030.09	15,942.19	11.4%
57409	Computer equipment	380,000.00	380,000.00	0.00	56,758.57	0.00	323,241.43	14.9%
57990	Other capital outlay	300,000.00	458,400.00	158,400.00	76,730.49	205,376.55	176,292.96	61.5%
Total CAPITAL OUTLAY		698,000.00	856,400.00	158,400.00	134,516.78	206,406.64	515,476.58	39.8%
Object 59000 – OTHER FINANCING USES								
59191	Intra-entity fund transfer out	23,333.00	23,333.00	0.00	0.00	0.00	23,333.00	0.0%
59901	Interagency transfers out	604,073.00	604,073.00	0.00	604,073.00	0.00	0.00	100.0%
Total OTHER FINANCING USES		627,406.00	627,406.00	0.00	604,073.00	0.00	23,333.00	96.3%
Total Library Joint Powers Authority		23,248,581.00	23,843,995.70	595,414.70	10,641,423.30	1,269,907.14	11,932,665.26	50.0%
Total Expenditures		23,248,581.00	23,843,995.70	595,414.70	10,641,423.30	1,269,907.14	11,932,665.26	50.0%
Revenues								
Fund 951 – Library Joint Powers Authority								
Object 41000 – TAXES								
41211	Sales and use tax	10,540,417.00	10,540,417.00	0.00	5,485,671.64	0.00	5,054,745.36	52.0%
Total TAXES		10,540,417.00	10,540,417.00	0.00	5,485,671.64	0.00	5,054,745.36	52.0%
Object 43000 – GRANTS								
43199	Other federal revenues	90,000.00	90,000.00	0.00	0.00	0.00	90,000.00	0.0%
43210	State operating grants and contributions	5,500.00	5,500.00	0.00	0.00	0.00	5,500.00	0.0%
43311	Maintenance of effort contributions	8,952,089.00	8,952,089.00	0.00	4,810,979.71	0.00	4,141,109.29	53.7%
Total GRANTS		9,047,589.00	9,047,589.00	0.00	4,810,979.71	0.00	4,236,609.29	53.2%

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Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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
Revenues								
Fund 951 – Library Joint Powers Authority								
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	18,792.52	0.00	(6,792.52)	156.6%
Total FINES AND FORFEITS		12,000.00	12,000.00	0.00	18,792.52	0.00	(6,792.52)	156.6%
Object 46000 – MISCELLANEOUS REVENUES								
46110	Pooled cash and investment interest	128,481.00	128,481.00	0.00	70,342.69	0.00	58,138.31	54.7%
46190	Interest earnings - other	64,679.00	64,679.00	0.00	32,112.68	0.00	32,566.32	49.6%
46303	Donations - library	13,100.00	13,100.00	0.00	500.00	0.00	12,600.00	3.8%
46309	Donations - library - Friends of the Lib	112,423.00	112,423.00	0.00	95,712.71	0.00	16,710.29	85.1%
46910	Miscellaneous operating revenue	4,500.00	4,500.00	0.00	1,156.97	0.00	3,343.03	25.7%
46919	Recovery of prior year expenses	0.00	0.00	0.00	13,225.00	0.00	(13,225.00)	0.0%
Total MISCELLANEOUS REVENUES		323,183.00	323,183.00	0.00	213,050.05	0.00	110,132.95	65.9%
Object 49000 – OTHER FINANCING SOURCES								
49122	From Library Private Trust Fund	16,321.00	16,321.00	0.00	0.00	0.00	16,321.00	0.0%
Total OTHER FINANCING SOURCES		16,321.00	16,321.00	0.00	0.00	0.00	16,321.00	0.0%
Total Library Joint Powers Authority		19,944,150.00	19,944,150.00	0.00	10,528,493.92	0.00	9,415,656.08	52.8%
Total Revenues		19,944,150.00	19,944,150.00	0.00	10,528,493.92	0.00	9,415,656.08	52.8%
Total		(3,304,431.00)	(3,899,845.70)	(595,414.70)	(112,929.38)	(1,269,907.14)	(2,517,009.18)	35.5%

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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	240,919.93	1,481.50	37.01	242,364.42
11901	Allow for FV of invest w/City-cur unrstr	1,662.30	0.00	0.00	1,662.30
Total Cash and investments		242,582.23	1,481.50	37.01	244,026.72
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	1,145.93	0.00	0.00	1,145.93
Total Receivables - current		1,145.93	0.00	0.00	1,145.93
Total McCaskill - Local History		243,728.16	1,481.50	37.01	245,172.65
Fund 933 -- Estate Proceeds - Finkeldey					
Object 11000 -- Cash and investments					
11101	Pooled cash	9,619.52	59.15	1.48	9,677.19
11901	Allow for FV of invest w/City-cur unrstr	62.36	0.00	0.00	62.36
Total Cash and investments		9,681.88	59.15	1.48	9,739.55
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	46.22	0.00	0.00	46.22
Total Receivables - current		46.22	0.00	0.00	46.22
Total Estate Proceeds - Finkeldey		9,728.10	59.15	1.48	9,785.77
Fund 935 -- Robert Leet-Corday Estate					
Object 11000 -- Cash and investments					
11101	Pooled cash	110,434.66	679.09	16.96	111,096.79
11901	Allow for FV of invest w/City-cur unrstr	715.97	0.00	0.00	715.97
Total Cash and investments		111,150.63	679.09	16.96	111,812.76
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	515.59	0.00	0.00	515.59
Total Receivables - current		515.59	0.00	0.00	515.59
Total Robert Leet-Corday Estate		111,666.22	679.09	16.96	112,328.35
Fund 936 -- Morley Estate-La Selva Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	15,279.45	93.95	2.34	15,371.06
11901	Allow for FV of invest w/City-cur unrstr	99.06	0.00	0.00	99.06
Total Cash and investments		15,378.51	93.95	2.34	15,470.12

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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 936 -- Morley Estate-La Selva Branch					
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	71.33	0.00	0.00	71.33
Total Receivables - current		71.33	0.00	0.00	71.33
Total Morley Estate-La Selva Branch		15,449.84	93.95	2.34	15,541.45
Fund 937 -- Hale Trust-Scotts Valley Branch					
Object 11000 -- Cash and investments					
11101	Pooled cash	52,979.26	325.79	8.14	53,296.91
11901	Allow for FV of invest w/City-cur unrstr	343.47	0.00	0.00	343.47
Total Cash and investments		53,322.73	325.79	8.14	53,640.38
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	247.34	0.00	0.00	247.34
Total Receivables - current		247.34	0.00	0.00	247.34
Total Hale Trust-Scotts Valley Branch		53,570.07	325.79	8.14	53,887.72
Fund 951 -- Library Joint Powers Authority					
Object 11000 -- Cash and investments					
11101	Pooled cash	11,711,019.11	10,537,213.59	10,914,458.52	11,333,774.18
11121	Change fund	150.00	0.00	0.00	150.00
11901	Allow for FV of invest w/City-cur unrstr	72,326.35	0.00	0.00	72,326.35
Total Cash and investments		11,783,495.46	10,537,213.59	10,914,458.52	11,406,250.53
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	47,360.90	0.00	0.00	47,360.90
12190	Other interest receivable	5,406.95	36,441.04	36,580.90	5,267.09
12201	Taxes receivable - current	849,776.30	6,407,700.36	6,380,131.47	877,345.19
12303	Accounts receivable - booked	745,942.63	5,615,418.63	5,556,922.34	804,438.92
12321	Utility accounts receivable - billed	0.00	21,570.82	21,570.82	0.00
Total Receivables - current		1,648,486.78	12,081,130.85	11,995,205.53	1,734,412.10
Total Library Joint Powers Authority		13,431,982.24	22,618,344.44	22,909,664.05	13,140,662.63
Fund 956 -- Library JPA - Technology					
Object 11000 -- Cash and investments					
11101	Pooled cash	282,253.26	1,735.69	43.37	283,945.58

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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 956 -- Library JPA - Technology					
Object 11000 -- Cash and investments					
11901	Allow for FV of invest w/City-cur unrstr	1,829.90	0.00	0.00	1,829.90
Total Cash and investments		284,083.16	1,735.69	43.37	285,775.48
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	1,317.78	0.00	0.00	1,317.78
Total Receivables - current		1,317.78	0.00	0.00	1,317.78
Total Library JPA - Technology		285,400.94	1,735.69	43.37	287,093.26
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)
Fund 961 -- Library JPA - Vehicle Replacement					
Object 11000 -- Cash and investments					
11101	Pooled cash	531,085.57	3,265.84	81.59	534,269.82
11901	Allow for FV of invest w/City-cur unrstr	3,443.12	0.00	0.00	3,443.12
Total Cash and investments		534,528.69	3,265.84	81.59	537,712.94
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	2,534.79	0.00	0.00	2,534.79
Total Receivables - current		2,534.79	0.00	0.00	2,534.79
Total Library JPA - Vehicle Replacement		537,063.48	3,265.84	81.59	540,247.73
Fund 962 -- Library JPA Trusts					
Object 11000 -- Cash and investments					
11101	Pooled cash	19,946.12	122.66	3.06	20,065.72
11901	Allow for FV of invest w/City-cur unrstr	129.31	0.00	0.00	129.31
Total Cash and investments		20,075.43	122.66	3.06	20,195.03
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	93.12	0.00	0.00	93.12
Total Receivables - current		93.12	0.00	0.00	93.12
Total Library JPA Trusts		20,168.55	122.66	3.06	20,288.15

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 12/31/2025; 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 963 -- Library JPA - Capital Equipment					
Object 11000 -- Cash and investments					
11101	Pooled cash	76,183.59	468.50	11.71	76,640.38
11901	Allow for FV of invest w/City-cur unrstr	493.91	0.00	0.00	493.91
Total Cash and investments		76,677.50	468.50	11.71	77,134.29
Object 12000 -- Receivables - current					
12101	Pooled cash interest receivable	355.69	0.00	0.00	355.69
Total Receivables - current		355.69	0.00	0.00	355.69
Total Library JPA - Capital Equipment		77,033.19	468.50	11.71	77,489.98
Total		14,785,789.58	22,626,576.61	22,909,869.71	14,502,496.48

Chair Mali LaGoe
Vice Chair Nicole Coburn
Board Member Jamie Goldstein
Board Member Matt Huffaker



STAFF REPORT

DATE: May 7, 2026
TO: Library Joint Powers Authority
FROM: Laura Whaley, Assistant Director
RE: FY26 Third Quarter Workplan

STAFF RECOMMENDATION

Accept and file FY26 Third Quarter Workplan

DISCUSSION

Attached, please find the third quarter workplan. The third quarter runs from January through the end of March 2026. This report organizes highlights from the quarter under two chapters of our Strategic Plan (**Santa Cruz County Community and Library Services**).

The Santa Cruz County Community

- **Create and support safe and friendly places**
 - **Children's Mural at Aptos**
 - A new mural on the exterior wall of the children's patio was painted by Martina Goulart. The new mural compliments the activity mural that was installed on the pavement of the children's patio in 2025.
 - **Scotts Valley Children's Room**
 - The children's room window seating was redesigned and re-upholstered to allow the portable service desk to be used in the space during class visits and after-school use without impacting the public use of the room.
- **Foster inclusion**
 - **Outreach**
 - Outreach shared crafts, games, and celebrated heritage months with the youth at Juvenile Hall. They created origami, played UNO, shared information about the Barrios Unidos exhibit "Visions from Within," brought trivia games honoring Women's History month and celebrated Black History month by learning about the Harlem Renaissance and listening to music by William Grant Still.

- Gonzo visited the Beach Flats Park and offered a Pop-Up Library, where Outreach staff shared a mini-storytime, account registrations, and book circulation.
 - The Outreach team collaborated with Rising Scholars and Cabrillo College Library to provide in person library instruction at Juvenile Hall.
 - Outreach provided short story discussion groups at three jail facilities, participation in 12 of these classes may earn folks early release from jail. Stories are selected from many cultures, countries, and experiences offering participants the opportunity to explore the lives and places of people from every walk of life.
- **Downtown**
 - Downtown hosted a community conversation about homelessness with author of *Front Street: Resistance and Rebirth in the Tent Cities of Techlandia*, Brian Barth, Members of Wood Street Commons, Alicia Kuhl (President of SC Homeless Union), and Don Lane (UCSC Lecturer for “Solving Homelessness” seminar, former Mayor of Santa Cruz, and former president of Housing Matters board of director).
 - New Life Literacies Center partners are Teen Kitchen Project connecting adults with nutritious meal delivery, and Miracle Messages helping people experiencing homelessness rebuild their social support systems.
- **Support all members of society**
 - **Youth & Families**
 - Downtown staff started a sensory bin library that is shared systemwide during Stay & Play programs. Sensory bins enhance fine motor skills, support language development, and emotional regulation
 - The positive response to storytime at Capitola has prompted the librarian to launch a separate infant playgroup, Discovery Zone, to respond to large turnouts and provide opportunities for families with infants & toddlers to attend an activity tailored to this age-group.
 - At Branciforte we are seeing increased attendance for Storytime and Baby Time & Stay and Play. Additionally we have partnered with Special Connections Santa Cruz and they have been available to families who would like more information on early intervention.
 - Teens are enjoying the dedicated Teen rooms, as noted by this feedback from a Capitola Teen: “I love this library, you guys do such an amazing job in this room, it’s my fav room” (taken from a survey in the suggestion box). As a result of teen feedback, the librarian has implemented a “Teen Manga Book Club” which will feature different activities related to manga and anime.
 - The SCV branch library finalized a partnership with the SV Boys and Girls Club, which will come to the library on early-out days to engage and provide opportunities for middle school students

- **Adults & Seniors**

- Branciforte hosted Wills & Trusts 101 and Wills & Trusts for New Parents
- Project Scout - free tax assistance to seniors, individuals with a disability, and low income residents of Santa Cruz County.
- Capitola hosted Retirement Planning workshops and 6-session series on Approaching the Job Search Over 55
- Virtual: Tech Talks workshop topics covered Digital Wellness features, Reading Recommendation Strategies, AI Media Deception, and Apple Intelligence Options

Library Services

- **Promote diverse collections, including local history, music, and art, through programming and exhibits**

- Youth librarians throughout SCPL offered special programming in conjunction with cultural celebrations including Chinese New Year Lion Dance Celebration, Mr. Boom Boom's African Drum Circle, a popular and educational music and movement program, to celebrate Black History Month, and Ramadan and Eid storytime. Capitola hosted a Black History Month documentary screening and panel discussion on the Life and Legacy of Civil Rights Icon, Congresswoman Barbara Jordan and Companions of the Sun - a program of Iranian music and dance traditions
- Offsite: Librarians participated in the annual HERstory celebration for Women's History month at the MAH showcasing unique zines in SCPL's local history special collections

- **Strengthen and support learning and measure impact**

- **Youth**

- SCPL started to issue Otter Cards, our version of Student Success Cards, in conjunction with class visits for TK- 3rd grade students. The Student Success cards have all the benefits of a regular card and are part of a statewide initiative to provide public library cards to all students by 3rd grade.
- The Downtown Branch hosted delegates from the National Institute for Youth Education from Japan in early March. The delegates consisted of educators, youth development professionals, and researchers from Japan The group interviewed Heather Norquist and Amber Baumbach about how SCPL supports children and youth, builds partnerships within the community, and creates inclusive spaces for learning and belonging.
- At the SCCOE's STEAM Expo, the Aptos Branch Library exhibited and promoted Afterschool STEAM programs to science fair participants and their families.

- **Adult**
 - Downtown hosted the Genealogical Society lecture series (in person and virtual). Genealogy topics looked back to the founding of this country with Researching Early American Ancestors, Exploring Loyalist and Patriot Roots at 250 Years, as well as a lecture on Determining a DNA Match Connection
 - Tech Talks workshop topics covered Digital Wellness features, Reading Recommendation Strategies, AI Media Deception, and Apple Intelligence Options
- **Support and prepare staff to meet organizational needs and ensure excellent customer service**
 - Seminars
 - Multiple staff attended the American Library Association’s Responding to ICE at the Library: Real World Approaches in February
 - Training
 - Multiple staff attended the City of Santa Cruz’s Diversity & Unconscious Bias in February.

Chair Mali LaGoe
Vice Chair Nicole Coburn
Board Member Jamie Goldstein
Board Member Matt Huffaker



STAFF REPORT

DATE: May 7, 2026
TO: Library Joint Powers Authority Board
FROM: Christopher Platt, Library Director
RE: Hale Trust for the Scotts Valley Branch Library

RECOMMENDATION

Amend the FY 26 Library Operating Budget to include funds from the Dorothy A. Hale Trust in the amount of \$25,000

BACKGROUND

A bequest was left to the library in the name of Dorothy A. Hale in 2011. This trust specified that the Library use the funds for “the Scotts Valley Branch of the Santa Cruz Public Library System”.

DISCUSSION

The Library is seeking approval to conduct a comprehensive assessment of the lighting system at the Scotts Valley Branch Library.

Initial internal staff assessments and patron feedback indicate that the current illumination levels in key areas-specifically the adult collection and the Community Room-are insufficient. Improvements to the lighting will be made with funds transferred from the trust for this purpose.

FISCAL IMPACT

Transfer \$25,000 from the Hale Trust to the FY 26 Library Operating Budget.

Attachments: Budget Adjustment for Hale Trust Transfer

Prepared by: Kira Henifin, Principal Management Analyst

Reviewed by: Christopher Platt, Library Director

City of Santa Cruz BUDGET ADJUSTMENT REQUEST

Administrative Approval
Council Approval

Fiscal Year:

Date:

Purpose:

Reso #:

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	CITY MANAGER APPROVAL
		p. 61		

Chair Mali LaGoe
Vice Chair Nicole Coburn
Board Member Jamie Goldstein
Board Member Matt Huffaker



STAFF REPORT

DATE: May 7, 2026
TO: Library Joint Powers Authority Board
FROM: Christopher Platt, Library Director
RE: 2026 Lunch at the Libraries Grant

STAFF RECOMMENDATION

Accept and amend the FY 26 Library Operating Budget to include grant funds awarded to the Santa Cruz Public Library in the amount of \$7,830 to enhance services at summer lunch sites.

DISCUSSION

The Santa Cruz Public Libraries was awarded the Lunch at the Libraries grant through the California State Library.

The Library will be providing pop-up library programming to USDA summer meal sites across Santa Cruz County. This initiative promotes our Summer Reading Program and focuses on distributing books to children and youth (ages 0-18) and their families to build home libraries. Programs will feature engaging literacy activities, free books and information about available library services.

FINANCIAL IMPACT

Amend the FY 26 Library operating budget to include the Lunch at the Libraries Grant funding in the amount of \$7,830.

Attachments: Budget Adjustments for FY 26

Report Prepared by: Kira Henifin, Principal Management Analyst

Reviewed and Forwarded by: Christopher Platt, Library Director

City of Santa Cruz BUDGET ADJUSTMENT REQUEST

Clear Form

- Administrative Approval
 Council Approval

Fiscal Year: 2026

Date: 05/07/2026

Reso #:

Purpose: Amend the FY 26 Budget to include the Lunch at the Libraries grant funds.

ACCOUNT	PROJECT	PROJECT NAME	REVENUE EDEN ACCOUNT TITLE	AMOUNT
951-36-51-3601-53210	g362604-271-0-0	Lunch at the Libraries 2026	State Grant	7,830.00
TOTAL REVENUE				7,830.00

ACCOUNT	PROJECT	PROJECT NAME	EXPENDITURE EDEN ACCOUNT TITLE	AMOUNT
951-36-51-3601-54990	g362604-100-2020-0	Lunch at the Libraries 2026	Misc. Supplies	7,830.00
TOTAL EXPENDITURE				7,830.00

NET: \$ 0.00

REQUESTED BY	DEPARTMENT HEAD APPROVAL	BUDGET/ACCOUNTING REVIEWED	FINANCE DIRECTOR APPROVAL	CITYMANAGER APPROVAL
Kira Henifin <small>Digitally signed by Kira Henifin Date: 2026.03.23 09:11:18 -07'00'</small>		p. 63		

Chair Mali LaGoe
Vice Chair Nicole Coburn
Board Member Jamie Goldstein
Board Member Matt Huffaker



STAFF REPORT

DATE: May 7, 2026
TO: Library Joint Powers Board
FROM: Christopher Platt, Director of Libraries
RE: Strategic Plan FY 2027 - 2029 Presentation

STAFF RECOMMENDATION

Motion to adopt the Santa Cruz Public Libraries' Three-Year Strategic Plan, direct staff to begin implementation in FY 2027, and provide quarterly updates.

BACKGROUND

In September and October 2025, the Library conducted a community-wide survey in English and Spanish, along with a targeted stakeholder survey, to solicit feedback on current and future library services. The community-wide survey received a total of 1,345 responses, representing all ZIP codes within the Library's jurisdiction. The stakeholder survey received a total of 154 responses, primarily from staff, community and government partners.

Extensive engagement efforts included promotion through the Library and of the four Library governing jurisdictions' communication channels, social media, and newsletters. Staff also distributed bilingual flyers to community organizations, schools, businesses, and locations frequented by Spanish-speaking communities. Bilingual paper surveys and collection boxes were made available at all branches, including the Live Oak Library Annex. Feedback from homebound patrons and incarcerated individuals were also collected through the Library's Book Buddy and Jail Reach programs.

Respondents were also invited to participate in one of 11 focus group sessions conducted by Bâton Global Consulting. The focus group sessions were organized as follows:

- Santa Cruz Public Libraries Staff (4 sessions)
- Friends of the Santa Cruz Public Libraries
- Anyone/community-wide (2 sessions)
- Infrequent Users
- Adults/senior Users
- Lived Experience Individuals at Housing Matters.
- Community Partners: Arts Council Santa Cruz County, Boys and Girls Clubs of Santa Cruz County, Cradle to Career Santa Cruz County, Downtown Santa Cruz Association, First 5 Santa Cruz County, Santa Cruz Area Chamber of Commerce, Santa Cruz County Parks Department, Santa Cruz County Sheriff's Office, and Volunteer Center of Santa Cruz County.

The Library also reviewed 13 peer libraries to benchmark successful services and gain insights into their offerings. All findings were synthesized into a comprehensive report by Bâton Global which helped inform the development of this Strategic Plan.

On April 20, 2026, the Library Advisory Commission reviewed the Library’s Strategic Plan and provided supportive and collaborative feedback to staff. To summarize, Commissioner Khandelwal emphasized the need to increase outreach services, specifically by expanding bookmobile stops to reach other rural areas of the Library’s jurisdiction, where access to library resources and services are limited due to the distance of their nearest branch. Commissioner Wynne and Chair Termini stated that the Library should “meet people where they are,” recognizing that not everyone can visit a physical branch for a variety of reasons, including individuals who are incarcerated. Chair Termini, Commissioner Wynne and Khandelwal, expressed support for using offsite program attendance, bookmobile visits, and outreach programs delivered as reportable metrics of success.

While in a written statement, absent Vice Chair Dubin expressed that staff should focus limited resources and energy on continuing to strongly encourage patrons to visit their beautiful, welcoming branches. As quoted: “Physical spaces that bring the community together. Once people are in our physical building, they can access a variety of services, information, resources, computers, and assistance. Physical libraries are more than book repositories -- they can be the cornerstones of the community.”

Vice Chair Dubin also raised concerns about the project charter titled, *Newsletters Tailored to Individual Interests*, stating that it suggested newsletters would be the only form of marketing and that the Library would discontinue using social media platforms such as Instagram to promote programs and services. Director Platt clarified during the Commission meeting that the Library will not stop using social media, advertisements, or other forms of digital media, as it has done in the past. Director Platt further explained that, based on community feedback, patrons value newsletters as an important form of communication, though some find that the current versions are too broad. Therefore, the Library intends to create more customized newsletters tailored to specific audiences and demographics to garner more attention.

All feedback from the Library Advisory Commission will be incorporated into the project charters and implementation. The Commission endorsed the Plan and now recommends Board approval.

The Library’s Strategic Plan includes the following 19 project charters, grouped under the Library’s mission, which will help set the stage for the FY 2027 Work Plan, including key performance indicators (KPIs).

Access: Free and uninhibited access for all.	
Goals	Measures
<ul style="list-style-type: none"> ○ Be a viable and vibrant third space. ○ Promote digital access for all. ○ Deliver SPCL resources and services outside of the Libraries. 	<ul style="list-style-type: none"> ○ Branch visits ○ Meeting room utilization ○ Public internet use ○ Bookmobile visits ○ Materials checked out from bookmobile and outreach ○ Outreach programs delivered ○ Jail Reach checkouts

Access: Free and uninhibited access for all.

1. Project: Welcoming Environment at the Downtown Branch

Description: This project aims to improve and foster a welcoming environment at the Downtown Branch Library.

Key Performance Indicators:

- Downtown Library visits
- All staff trained in customer service, de-escalation, and trauma-informed care.
- Decrease in Library incidents
- Patron and staff feedback

2. Project: Outreach Programming Expansion

Description: This project aims to develop and implement new Outreach programs to expand our reach into communities beyond our branches.

Key Performance Indicators:

- Secure more outreach partnership opportunities with other organizations.
- Establish regularly scheduled programs at specific location sites.
- Increase use of Bookmobile
- Increase Outreach patron library card accounts.

Information: Credible curated collections, resources, and programming supporting lifelong learning and enjoyment.

Goals	Measures
<ul style="list-style-type: none"> ○ Offer the materials and resources our communities want. 	<ul style="list-style-type: none"> ○ Physical item circulation ○ Digital content circulation
<p>1. Project: Robust and Sustainable Digital Library</p> <p><u>Description:</u> This project aims to develop a robust and sustainable digital library.</p> <p><u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Digital circulation and patron holds ratios that serve patrons needs while remaining financially sustainable. ● An articulated strategy for the entire suite of digital materials, both circulating and reference. ● Resources for frontline staff to engage with the digital collections in work with patrons. 	
<p>2. Project: Collection Alignment and Optimization</p> <p><u>Description:</u> This project aims to evaluate the physical collections for alignment and optimization.</p> <p><u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Physical circulation and patron holds ratios that serve patrons needs while remaining financially sustainable. 	
<p>3. Project: Library of Things Assessment</p> <p><u>Description:</u> This project aims to develop a strategy for curating a “Library of Things” collection.</p> <p><u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Gather feedback from patrons to determine which non-traditional library collection items are useful and beneficial. ● Align collections with the County’s work on equity by providing access to items that may otherwise be unaffordable or not easily accessible. ● Develop a criteria for adding a collection provided by a donor or community partner. 	

Connection: Social bonds that strengthen communities.	
Goals	Measures
<ul style="list-style-type: none"> ○ Provide meaningful, inclusive, and impactful programming. ○ Partner with community organizations to enhance programs or services. ○ Participate in community events. ○ Connect the community to the Libraries' offerings. 	<ul style="list-style-type: none"> ○ Program attendance ○ Community partner count ○ Offsite program attendance ○ Newsletter opens ○ Digital patron engagement
<p>1. Project: <i>Program Priorities and Alignment</i> <u>Description:</u> This project aims to prioritize Strategic Plan goals in Program Planning. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Number of programs per librarian ● Number and diversity of new programs for strategically important constituencies. ● Participant feedback ● Reference service model review and implementation. ● Create a “propose a program” form on the new website. 	
<p>2. Project: <i>Program Evaluation Process</i> <u>Description:</u> This project aims to implement a system to capture patron feedback to be used for evaluations purposes. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Define and articulate criteria for program outcomes. ● Diversity of programs ● Program attendance and participant survey feedback 	
<p>3. Project: <i>Partner Collaboration Enhancement</i> <u>Description:</u> This project aims to increase collaboration with partners during the program planning process. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Number of active partnerships ● Partner program attendance and survey feedback ● Programs support strategically important constituencies. 	
<p>4. Project: <i>Future Downtown Teen Center Plan</i> <u>Description:</u> This project aims to empower teens by offering safe, welcoming library spaces that encourage connection, creativity, and youth voice, while supporting learning, job readiness, social development, and mental health. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Articulated Teen program plan for the new Downtown Library to be implemented on opening. 	
<p>5. Project: <i>Newsletters Tailored to Individual Interests</i> <u>Description:</u> This project aims to create customized newsletters and communications that speak to the more specific interest areas of our patrons. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Newsletter open rate ● Email subscriptions ● Correlating program attendance 	

Inclusion: Welcoming, relevant, and responsive services that reflect and serve the diversity of our communities.	
Goals	Measures
<ul style="list-style-type: none"> ○ Increase engagement with and service to Spanish speakers. ○ Connect vulnerable patrons with relevant services. 	<ul style="list-style-type: none"> ○ Spanish/bilingual program attendance at branches ○ Bookmobile Spanish speaker attendance ○ Life Literacies Center visits
<p>1. Project: <i>Spanish-first Outreach Service Expansion</i> <u>Description:</u> This project aims to add a mobile library that is Spanish-first including signage in Spanish, Spanish speaking staff, and Spanish language materials, resources, and library information. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Update site service schedule ● New registrations/account updates at outreach sites ● Circulation of Spanish and Bilingual items at outreach sites ● Feedback from patrons, staff and partner organizations 	
<p>2. Project: <i>Spanish Speakers' Programming Engagement</i> <u>Description:</u> This project aims to remove access barriers and actively engage Hispanic/Latino communities across our Santa Cruz County service area. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Spanish speaker program attendance ● Feedback from patrons, staff and partner organizations ● Enhanced or expanded program partnerships with relevant partner organizations. 	
<p>3. Project: <i>Spanish Readers Collection Engagement</i> <u>Description:</u> This project aims to increase collection engagement with Spanish readers. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Spanish or bilingual materials circulation 	
<p>4. Project: <i>Institutional Engagement with Spanish Speakers</i> <u>Description:</u> This project aims to increase institutional engagement with Spanish speakers. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Create Spanish speakers' cultural advisory group to help inform programs, services and collections. ● Participate in relevant community engagement events 	
<p>5. Project: <i>Life Literacies Center Partnership Expansion</i> <u>Description:</u> This project aims to expand the Life Literacies Center's partnerships and to increase utilization of the Life Literacies Center space at the Downtown Branch. <u>Key Performance Indicators:</u></p> <ul style="list-style-type: none"> ● Hire librarian to coordinate Life Literacies Center ● Increased number of participating partner organizations ● Increased number of hours of partner availability ● Coordination with vulnerable patrons' social worker ● Coordination of unhoused patron advisory group 	

Inclusion: Welcoming, relevant, and responsive services that reflect and serve the diversity of our communities.

6. Project: *Unhoused Patrons Advisory Group*

Description: This project aims to establish an Unhoused Patron Advisory Group composed of individuals with lived experience and representatives from partner organizations to help inform library programs and services that can better serve their needs.

Key Performance Indicators:

- Establishment of period focus group of unhoused individuals and/or related partners organizations to inform library programs and services.
- Attendance rate at related programs and services such as Life Literacies Center offerings.
- Feedback from participants and staff.

7. Project: *Vulnerable Patrons' Library-based Social Worker*

Description: This project aims to partner with social workers to assist at the Downtown Library with staff and vulnerable constituents for referrals and behavioral issues.

Key Performance Indicators:

- Solicit recommendation from library social worker expert to outline need, feasibility and structure for re-implementing a library social worker based at the Downtown Branch Library.
- Vulnerable patrons are better served, staff supported, and incidents mitigated.

Team Culture: A supportive and high-functioning organizational culture that enables staff to do their best work.

Goals	Measures
<ul style="list-style-type: none"> ○ Team members are informed and included. ○ Team members are satisfied, fulfilled, and safe. ○ Team members are lifelong learners who are growing in their profession. 	<ul style="list-style-type: none"> ○ Communication satisfaction ○ Staff satisfaction

1. Project: *Stronger Communications = Better Outcomes*

Description: This project aims to work towards a culture change towards positivity. Same Team/Same Purpose.

Key Performance Indicators:

- Staff communication and engagement satisfaction scores
- Implementation of training resources suite focusing on effective communication.
- Related training offerings from partner organizations.

2. Project: *Organizational Assessment and Refinement*

Description: This project aims to assess the organizational structure needed to best position SCPL to achieve its strategic goals.

Key Performance Indicators:

- Organizational consultant analysis for refinements to organizational structure to better achieve strategic goals.
- Staff communication and engagement satisfaction scores.

Through this process, the Library has refreshed its North Star as follows:

Mission

Access, Information, Connection, Inclusion

Our Vision

Transforming lives and strengthening communities

Values

Lifelong Learning

Intellectual Freedom

Public Good

DISCUSSION

The Library is excited to share its proposed Strategic Plan for Fiscal Years 2027 – 2029. The attached Strategic Plan pamphlet and Strategy on a Page outlines the Library's continued purpose and its commitment to provide enhanced core programs and services to meet the needs of our diverse communities, while building on past iterations of SCPL's shared mission and vision.

FISCAL IMPACT

There is no additional fiscal impact to the approved budget on this item with Bâton Global.

ATTACHMENT

Strategic Plan FY 2027 - 2029

Strategy on a Page

Report Prepared by: Jennifer Yeung, Management Analyst

Reviewed and Approved by: Christopher Platt, Director of Libraries



SANTA CRUZ
PUBLIC LIBRARIES



ACCESS



INFORMATION



CONNECTION



INCLUSION

STRATEGIC PLAN

FY 2027 – FY 2029

TRANSFORMING LIVES AND STRENGTHENING COMMUNITIES

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LOOKING FORWARD

“

There is not such a cradle of democracy upon the earth as the Free Public Library, this republic of letters, where neither rank, office, nor wealth receives the slightest consideration.”

~ Andrew Carnegie

”

We are pleased to present to you **Santa Cruz Public Libraries'** newest strategic plan. In some ways it is an evolution of the previous strategy and will guide our work through the next three years. This plan embodies our “North Star” vision of **transforming lives and strengthening communities** by balancing core programs and services with innovations that reflect our institutional values of lifelong learning, intellectual freedom, and, as Andrew Carnegie points out above, our foundational role as a public good freely accessible to all.

Through surveys, interviews and focus groups we gathered ideas and insights from our communities, staff, partners, and stakeholders across **Santa Cruz County**, as well as peer libraries in California and beyond. Your feedback supported the creation of goals and projects that align with the four components of our updated mission: **access, information, connection and inclusion** as well as the flourishing team culture necessary to support those goals. The theme that was underscored in every conversation along the way is that you, our Santa Cruz communities, love and support your libraries. You rely on us not only for books and information, but also for the meaningful connection and life enrichment we provide through programs and meeting spaces. Our service to you is in fact a relationship, one that we must nurture with care and respect.

While we cannot be all things to all people, the next three years give us an opportunity to celebrate and innovate in programs, collections, services, and partnerships that impact more people's lives in measurable ways. In doing so, we honor your support, deliver on our North Star commitments, and position **Santa Cruz Public Libraries** for a strong future in the years to come.

We are grateful to each of you who helped inform our strategic goals and look forward to welcoming you to our branches, outreach partnerships and digital spaces to partake of our work as we round out this decade.



Sincerely,

Christopher Platt
Director of Libraries

OUR NORTH STAR



Access • Information • Connection • Inclusion

MISSION



VISION

Transforming
lives and
strengthening
communities



VALUES

- Lifelong Learning
- Intellectual Freedom
- Public Good



Shark Fin Cove

Scott Eriksen © 2024

ALIGNING WITH OUR COMMUNITY

Strategic planning enables public libraries to look ahead with purpose and intention. For Santa Cruz Public Libraries, this three-year plan provides a shared vision and clear direction for meeting the evolving needs of our diverse county and guides how resources, partnerships, and energy are focused to deliver outsized results for our community.

LISTENING TO OUR COMMUNITY

To shape our strategic plan, SCPL embarked on an extensive listening process to assess how well we are addressing the needs across our communities and what opportunities exist. Using the following data collection methods, we heard from **over 1,500** different people.



WHAT WE HEARD

The community confirmed many things we anecdotally knew. Our listening efforts confirmed that patrons love their Libraries. On average, patrons gave the Libraries a Net Promoter Score (NPS) of 67 (NPS scores range from -100 to +100). This high level of satisfaction was consistent across nearly all demographic groups, branch locations, and service areas. Patron satisfaction was driven by trust, accessibility, value, and the new and refurbished branches.

Our listening process also identified opportunities for improvement. The most prominent themes from this feedback informed the Priorities and Goals discussed below in this Plan.

DESIGNING THE STRATEGY

This plan was developed by a Strategic Planning Committee (SPC) based on what we heard from residents across Santa Cruz County. The twenty-member SPC included team members from all operational areas of the Libraries. The planning process was facilitated by a team of library strategic planning consultants.

This Plan articulates SCPL's long-term Vision and how we will deploy our limited resources to advance our Mission during fiscal years 2027 - 2029. It aligns our team and external stakeholders so that, together, we can provide the services that are most important to the greater Santa Cruz County community.

The elements of the Plan, shown below, work together to help us achieve our Vision.



The Libraries defined our Mission as: Access • Information • Connection • Inclusion. These areas, along with Team Culture, were also adopted as the Priority areas of the Strategic Plan.

Diversity, Equity, Inclusion, and Accessibility (DEIA) is a foundational value of Santa Cruz Public Libraries and guides all Library activities and the implementation of this Plan.

IMPLEMENTATION

A scorecard is the key tool to gauge the success of the Plan. The scorecard shows the elements of the strategy, including the metrics, which help demonstrate the impact of the Libraries' services in numeric terms. By using this data-driven approach, the Libraries can focus on results and impacts (public good) rather than activities alone. This approach empowers the SCPL to add, alter, cancel, or reprioritize projects in response to evolving circumstances.

Goals / Objectives	Metrics	FY2023	FY2024	FY2025	FY2026	Trend ('23-'25)	Status	Project Titles
ACCESS - Free and uninhibited access for all.								
Be a viable and vibrant third space for community members.	Visits	452,532	785,458	852,176			●	• Ensure a welcoming environment at DTN branch
	Meeting Room Utilization (hours)	11,138	16,123	19,951			●	
Promote digital access for all.	Public Internet and WiFi Sessions	64,609	81,665	85,251			●	
Deliver SCPL resources and services outside of the Libraries.	Bookmobile Visitor Count	n/a	n/a	n/a			●	• Increased Service to Spanish Speakers • Spanish-First mobile library
	# of materials checked out from bookmobile or outreach services	36,215	37,128	36,395			●	
	# Outreach library programs delivered	n/a	381	428			●	• Expand Outreach Programming
	Jail Reach checkouts	6,770	6,455	8,863			●	

Example Scorecard for Access Priority

Projects are the intentional initiatives the Libraries will undertake to help achieve our Goals. The SPC defined 19 ambitious Projects to be implemented during the three year strategic plan as listed in the Priorities and Roadmap sections that follow.



OUR PRIORITIES

ACCESS

Access is the foundation of an equitable library system. For **Santa Cruz County**, it means ensuring residents can use library spaces, technology, collections, and services regardless of schedule, income, language, or circumstance – so everyone can benefit from what the Libraries offer.

“

Once you learn to read, you will be forever free.

~ Frederick Douglass

”



WHAT WE HEARD...

Community members consistently emphasized the need for expanded library hours. Working adults and families told us that the current hours limit their ability to fully utilize the libraries' services.

Library staff and community partners prioritized tech lending (PCs and hotspots) as a top priority for meeting patron needs.



GOALS...

- Be a viable and vibrant third space for the community members.
- Promote digital access for all.
- Deliver SCPL resources and service to constituents who have barriers to using physical branches.

Example measures of success...

- SCPL branch visits
- Bookmobile visits
- # of Outreach programs delivered



PROJECTS...

- Welcoming environment at Downtown Branch
- Outreach programming expansion

INFORMATION

“

Knowledge is power. Information is liberating. Education is the premise of progress.

~ Kofi Annan

”



WHAT WE HEARD...

Expanding the size of the Libraries' collection is the #1 way to increase library usage.



PROJECTS...

- Robust and sustainable digital library
- Collection alignment and optimization
- Library of Things assessment and alignment



Information empowers individuals and strengthens communities. **Santa Cruz Public Libraries** provide trusted, relevant, and diverse collections that support lifelong learning, curiosity, and enjoyment across all ages and backgrounds.

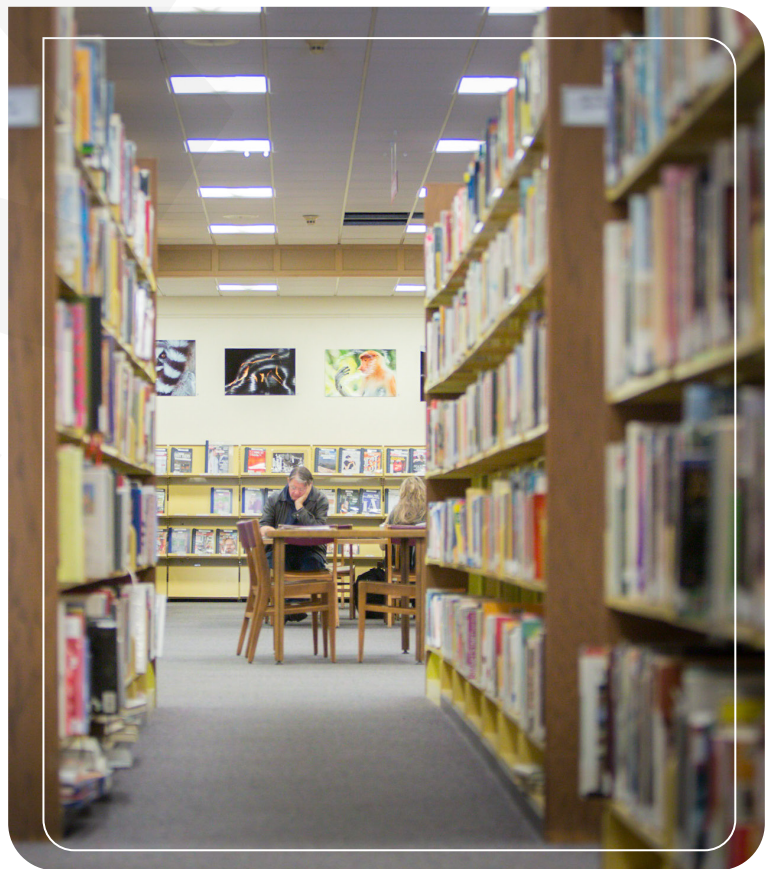


GOALS...

Offer the materials and resources our communities want.

Example measures of success...

- Physical item circulation
- Digital content circulation



CONNECTION

Human connection strengthens the social and civic fabric of **Santa Cruz County**. Through shared spaces, programs, and partnerships, the Libraries foster relationships, belonging, and civic engagement—helping residents connect with one another, their community, and the resources that support a healthy and thriving society.



WHAT WE HEARD...

- There is strong community demand for programs.
- In FY26, the Libraries delivered 4,700 programming sessions spanning 350 topics but has limited meeting room and staff capacity to offer additional programs.
- The staff observes that some programs are lightly attended and could be scaled back to free up resources for more popular programs.
- The primary reason the public doesn't visit the Libraries more frequently is that visiting doesn't cross their minds, or they're unaware of the Libraries' extensive offerings.



PROJECTS...

- Program priorities & alignment
- Future Downtown Teen Center plan
- Program evaluation process
- Partner collaboration enhancements
- Newsletters tailored to individual interests



Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has.

~ Margaret Mead



GOALS...

- Provide meaningful, inclusive, and impactful programming.
- Partner with community organizations to enhance programs or services.
- Participate in community events.
- Connect the community to the Libraries' offering.

Example measures of success...

- Program attendance
- Community partner count
- Newsletter opens
- Digital patron engagement

INCLUSION



“
Every individual matters. Every individual has a role to play. Every individual makes a difference.
”
~ Jane Goodall

Inclusion ensures library services reflect and serve the full diversity of **Santa Cruz County**. By prioritizing inclusion, the Libraries work to remove barriers, reach underserved communities, and provide welcoming, relevant, and responsive services so all residents feel seen, valued, and supported.



WHAT WE HEARD...

- Over 30% of Santa Cruz County reports being Hispanic or Latino per the US Census. However, Spanish-speaker engagement with the Libraries is low based on observation and anecdotal feedback. Less than 10% of the strategic planning survey participants reported as Hispanic or Latine origin.
- Some vulnerable patrons (e.g., unhoused, mentally ill, low-income) who could significantly benefit from the Libraries’ offerings are either unaware of the available services or have individual concerns (e.g., safety of belongings) that block them from using the Libraries.



PROJECTS...

- Spanish-first outreach service
- Spanish speakers’ programming engagement
- Spanish speakers’ collection engagement
- Institutional engagement with Spanish speakers
- Life Literacy Center partnership expansion
- Unhoused patron advisory group
- Vulnerable patron social worker



GOALS...

- Increase engagement with and service to Spanish speakers.
- Connect vulnerable patrons with library and other relevant services.

Example metrics of success...

- Spanish/Bilingual program attendance at branches
- Bookmobile Spanish speaker attendance
- Life Literacy Center visitors

TEAM CULTURE

“
People may never remember what you said or what you did, but they will always remember how you made them feel.
”

~ Maya Angelou

A positive **team culture** is essential to both staff morale and excellent public service. By prioritizing well-being, communication, safety, and growth, **Santa Cruz Public Libraries** empowers staff to do their best work and, in turn, better serve the community.



WHAT WE HEARD...

- Staff's general satisfaction with the Libraries is strong and exceeds patron satisfaction.
- Staff pressures have caused frustration, burnout, and inefficiencies and, is viewed as unsustainable.
- Staff identified inefficiencies with some existing workflows.
- Internal communications has strong potential for improvement.



PROJECTS...

- Strong communication = better outcomes
- Organizational assessment and refinement

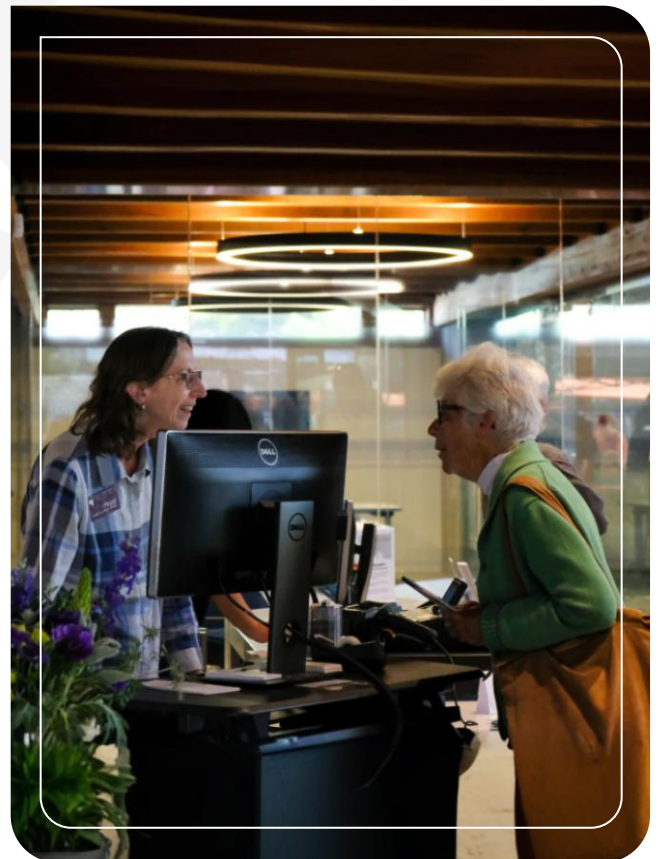


GOALS...

- Team members are informed and included.
- Team members are satisfied, fulfilled, and safe.
- Team members are lifelong learners who are growing in their profession.

Example metrics of success...

- Communication satisfaction score
- Staff overall satisfaction score



STRATEGY AT A GLANCE 2027-2029

MISSION Access • Information • Connection • Inclusion

VISION Transforming lives and strengthening communities

VALUES

- Lifelong Learning
- Intellectual Freedom
- Public Good

ACCESS

- Goals**
- Be a viable and vibrant third space.
 - Promote digital access for all.
 - Deliver SCPL resources and services outside of the Libraries.
- Measures**
- Branch visits
 - Meeting room utilization
 - Public internet use
 - Bookmobile visits
 - Materials checked out from bookmobile and outreach
 - Outreach programs delivered
 - Jail Reach checkouts

INFORMATION

- Goals**
- Offer the materials and resources our communities want.
- Measures**
- Physical item circulation
 - Digital content circulation

CONNECTION

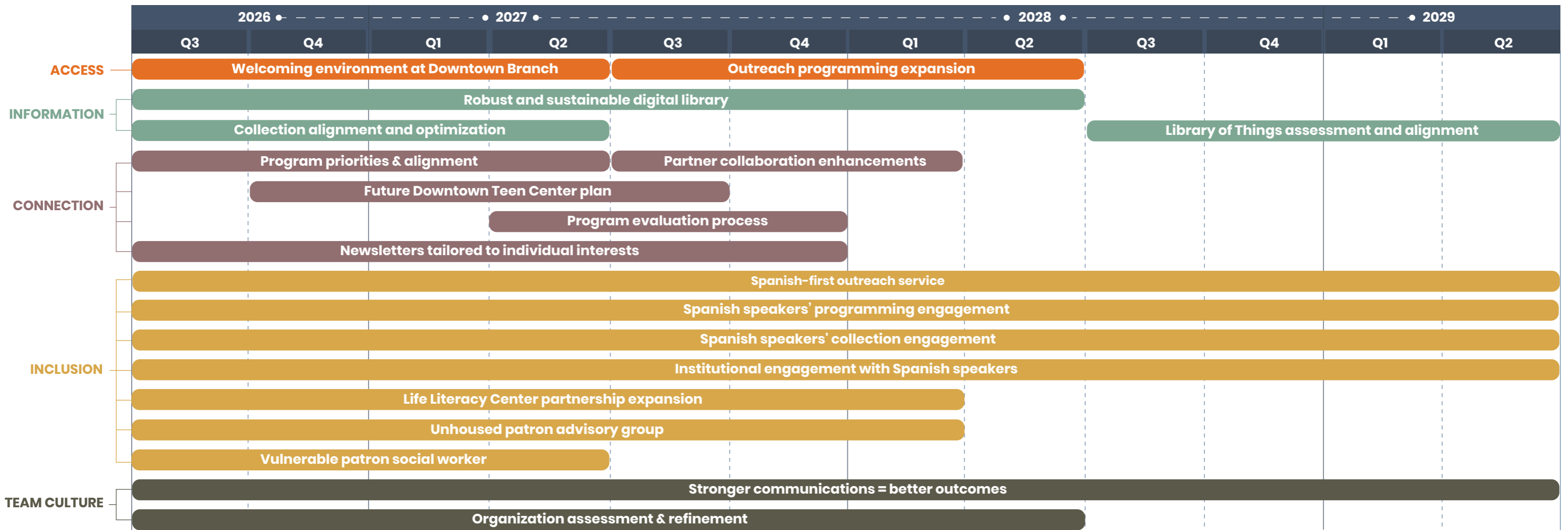
- Goals**
- Provide meaningful, inclusive, and impactful programming.
 - Partner with community organizations to enhance programs or services.
 - Participate in community events.
 - Connect the community to the Libraries' offerings.
- Measures**
- Program attendance
 - Community partner count
 - Offsite program attendance
 - Newsletter opens
 - Digital patron engagement

INCLUSION

- Goals**
- Increase engagement with and service to Spanish speakers.
 - Connect vulnerable patrons with relevant services.
- Measures**
- Spanish/bilingual program attendance
 - Bookmobile Spanish speaker attendance
 - Life Literacy Center visits

TEAM CULTURE

- Goals**
- Team members are informed and included.
 - Team members are satisfied, fulfilled, and safe.
 - Team members are lifelong learners who are growing in their profession.
- Measures**
- Communication satisfaction
 - Staff satisfaction



ABOUT SANTA CRUZ PUBLIC LIBRARIES

The Santa Cruz Public Libraries (SCPL) system delivers information, education, enrichment, and inspiration through a network of 10 neighborhood library branches, a web-based digital library, a bookmobile, a library annex, and community-based programs. SCPL serves children, teens and adults with innovative programming, professional services and community facilities that spark imagination and support discovery. Patrons can explore a wide range of interests from academic research, book clubs and literacy programs to digital photography, locally-produced music and local history. Branch locations include Aptos, Boulder Creek, Branciforte, Capitola, Downtown Santa Cruz, Felton, Garfield Park, La Selva Beach, Live Oak and Scotts Valley. (Note: Watsonville is served by its own library separate from the SCPL system.)

2025 LIBRARY USE

852,176

Visits

194,958

Cardholders

2,146,403

Total Circulation of Items



OUTREACH

- Bookmobile – **23,000 items** on board, **32 sites** visited monthly, **36,395 items** circulated
- Jail Reach – **4 sites** visited weekly, **200 participants** served monthly



MARKETING

- Newsletter Opens – **52,564**
- Digital Patron Engagements – **950,719**



PROGRAMMING

- Summer Reading – **4,101** participants, **56,402** hours read
- Adult Programs – **22,853** participants, **2,436** programs
- Youth Programs – **40,643** participants, **2,065** programs
- Life Literacies Center – **1,213** participants, **343** programs



Partnerships with **26 local organizations**



Internet Sessions **85,321**

ACKNOWLEDGMENTS

A special thank you to these individuals who have contributed their valuable insights, energy, and leadership to **Santa Cruz Public Libraries** and this strategic plan.

LIBRARY STRATEGIC PLANNING COMMITTEE

- **Christopher Platt**
Director of Libraries
- **Laura Whaley**
Assistant Director
- **Julia Bernal**
- **Diane Cowen**
- **Maddy Damon**
- **Jessica Goodman**
- **Sarah Harbison**
- **Kira Henifin**
- **James Lee**
- **Lorena López Rivera**
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- **Autumn Paquette**
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LIBRARY FACILITIES FINANCING AUTHORITY & LIBRARY JOINT POWERS AUTHORITY

- Mali LaGoe – Chair
- Nicole Coburn – Vice Chair
- Jamie Goldstein
- Matt Huffaker

LIBRARY ADVISORY COMMISSION

- Mike Termini (Capitola)
- Charlotte Khandelwal (Supervisory District 1)
- Timothy Lydgate (Supervisory District 5)
- Rena Dubin (Santa Cruz)
- Pamela Woll (Scotts Valley)
- Vivian Rogers (Santa Cruz)
- Tricia Wynne (Supervisory District 2)

STRATEGIC PLANNING CONSULTANTS

- Bâton Global, LLC
- Jeffrey Kappen, Ph.D., Partner
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SANTA CRUZ PUBLIC LIBRARIES



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Prepared by,
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STRATEGIC PLAN

2027 - 2029

MISSION Access • Information • Connection • Inclusion

VISION Transforming lives and strengthening communities

VALUES

- Lifelong Learning
- Intellectual Freedom
- Public Good

ACCESS

- Goals**
- Be a viable and vibrant third space.
 - Promote digital access for all.
 - Deliver SCPL resources and services outside of the Libraries.

- Measures**
- Branch visits
 - Meeting room utilization
 - Public internet use
 - Bookmobile visits
 - Materials checked out from bookmobile and outreach
 - Outreach programs delivered
 - Jail Reach checkouts

- Projects**
- Welcoming environment at Downtown Branch
 - Outreach programming expansion

INFORMATION

- Goals**
- Offer the materials and resources our communities want.

- Measures**
- Physical item circulation
 - Digital content circulation

- Projects**
- Robust and sustainable digital library
 - Collection alignment and optimization
 - Library of Things assessment and alignment



CONNECTION

- Goals**
- Provide meaningful, inclusive, and impactful programming.
 - Partner with community organizations to enhance programs or services.
 - Participate in community events.
 - Connect the community to the Libraries' offerings.

- Measures**
- Program attendance
 - Community partner count
 - Offsite program attendance
 - Newsletter opens
 - Digital patron engagement

- Projects**
- Program priorities and alignment
 - Future Downtown Teen Center plan
 - Program evaluation process
 - Partner collaboration enhancements
 - Newsletters tailored to individual interests

INCLUSION

- Goals**
- Increase engagement with and service to Spanish speakers.
 - Connect vulnerable patrons with relevant services.

- Measures**
- Spanish/bilingual program attendance at branches
 - Bookmobile Spanish speaker attendance
 - Life Literacy Center visits

- Projects**
- Spanish-first outreach service
 - Spanish speakers' programming engagement
 - Spanish speakers' collection engagement
 - Institutional engagement with Spanish speakers
 - Life Literacy Center partnership expansion
 - Unhoused patron advisory group
 - Vulnerable patron social worker

TEAM CULTURE

- Goals**
- Team members are informed and included.
 - Team members are satisfied, fulfilled, and safe.
 - Team members are lifelong learners who are growing in their profession.

- Measures**
- Communication satisfaction
 - Staff satisfaction

- Projects**
- Strong communication = better outcomes
 - Organizational assessment and refinement



Chair Mali LaGoe
Vice Chair Nicole Coburn
Board Member Jamie Goldstein
Board Member Matt Huffaker



STAFF REPORT

DATE: May 7, 2026
TO: Library Joint Powers Authority Board
FROM: Christopher Platt, Library Director
RE: FY 27 Draft Library Operating Budget Proposal

RECOMMENDATION

Accept the proposed Draft FY 27 Library Operating Budget and recommend placing the approval of the final budget on the June 2026 JPA agenda.

DISCUSSION

The proposed draft budget reflects planned growth in personnel costs and contracted expenses. There are no personnel changes being proposed with this budget cycle. The Library's capital outlay and computer equipment budget line items have been reassigned to maintenance accounts per the City of Finance instructions on purchases being made with these funds. The Library is also creating 2 new activities—Collections Management and Library Information Technology—to better track expenditures in these areas of library operations.

The Library seeks to fund one-time investments totaling \$880,704. These one-time expenditures include:

- Books and Materials Increase: \$433,747
- Consultant for Operational Model & Social Worker Consultant: \$95,000
- New Downtown Facility Security System: \$175,000
- Financial (ERP) System Costs to Finish Migration: \$126,957
- Print Management Software: \$50,000

The FY 27 proposed draft budget represents a 6.1% increase over the adopted budget from FY 26.

Inclusive of the above \$880,704 and a further \$1,286,589 drawn from the available fund balance to balance the operating budget, the proposed total use of the fund balance for FY 27 is \$2,167,293.

The 20% Reserve is held at \$4,355,505, leaving \$3,683,690 in available fund balance, itself a \$2,167,293 reduction in the same category from the previous year, indicating the strategic trajectory to reduce this amount.

The summary of the financial forecast and the forecasting assumptions are pictured below.

Library Fund Forecasting Summary											
	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
	Adopted	Proposed	Est.	Est.	Est.	Est.	Est.	Est.	Est.	Est.	
Revenues											
Measure R sales taxes	10,540,417	10,736,865	11,052,690	11,378,055	11,713,252	12,058,584	12,414,363	12,780,908	13,158,549	13,547,627	
Maintenance of effort											
General Fund contribution - Santa Cruz	2,813,810	3,303,600	3,795,704	3,928,553	4,066,053	4,208,365	4,355,657	4,486,327	4,620,917	4,759,544	
County tax collections	6,839,457	7,437,792	8,047,355	8,329,012	8,620,528	8,922,246	9,234,525	9,511,561	9,796,908	10,090,815	
Other taxes											
Operating grants	5,500	4,435	4,435	4,435	4,435	4,435	4,435	4,435	4,435	4,435	
Other operating revenues	111,140	108,500	108,500	108,500	108,500	108,500	108,500	108,500	108,500	108,500	
Interest	189,679	190,767	196,490	202,385	208,456	214,710	221,151	227,786	234,619	241,658	
Donations	141,844	126,790	130,594	134,512	138,547	142,703	146,984	151,394	155,936	160,614	
Other non-operating	-	-	-	-	-	-	-	-	-	-	
Operating Transfers In	-	-	-	-	-	-	-	-	-	-	
New revenue source A	-	-	-	-	-	-	-	-	-	-	
New revenue source B	-	-	-	-	-	-	-	-	-	-	
Total Revenues	20,641,847	21,908,749	23,335,768	24,085,451	24,859,771	25,659,543	26,485,615	27,270,910	28,079,863	28,913,192	
% change year-over-year	3.1%	6.1%	6.5%	3.2%	3.2%	3.2%	3.2%	3.0%	3.0%	3.0%	
Expenditures											
Administration - personnel	5,842,948	6,983,721	7,214,184	7,452,252	7,698,176	7,952,216	8,214,639	8,485,722	8,765,751	9,055,021	
Branch libraries - personnel	9,179,793	8,826,890	9,118,177	9,419,077	9,729,907	10,050,994	10,382,676	10,725,305	11,079,240	11,444,855	
Administration - non-personnel	5,614,074	5,448,303	5,573,614	5,701,807	5,832,949	5,967,106	6,104,350	6,244,750	6,388,379	6,535,312	
Branch libraries - non-personnel	1,399,608	1,936,424	1,980,962	2,026,524	2,073,134	2,120,816	2,169,595	2,219,496	2,270,544	2,322,766	
Total Expenditures	22,036,423	23,195,338	23,886,937	24,599,660	25,334,166	26,091,132	26,871,260	27,675,273	28,503,914	29,357,954	
% change year-over-year	4.2%	5.3%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
Surplus/(Deficit) of Revenue over Expend.	(1,394,576)	(1,286,589)	(551,169)	(514,209)	(474,395)	(431,589)	(385,645)	(404,363)	(424,051)	(444,762)	
Net Change in Fund Balance	(1,394,576)	(1,286,589)	(551,169)	(514,209)	(474,395)	(431,589)	(385,645)	(404,363)	(424,051)	(444,762)	
One time costs		\$880,704									
20% Reserve	\$ 3,977,403	\$ 4,355,505	\$ 4,640,148	\$ 4,789,301	\$ 4,943,358	\$ 5,102,481	\$ 5,266,839	\$ 5,423,016	\$ 5,583,899	\$ 5,749,629	
Remaining Available Fund Balance	\$ 5,850,983	\$ 3,683,690	\$ 3,132,521	\$ 2,618,312	\$ 2,143,917	\$ 1,712,328	\$ 1,326,683	\$ 922,320	\$ 498,269	\$ 53,508	

SCHEDULE OF FORECASTING ASSUMPTIONS												
Revenues	Notes	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
General Fund Revenues												
Measure R sales taxes	Estimates from Santa Cruz model	2.9%	2.9%	2.9%	2.9%	2.9%	2.9%	3.0%	3.0%	3.0%	3.0%	
Maintenance of effort												
General Fund contribution - Santa Cruz	Estimates from Santa Cruz model						3.7%	3.7%	3.0%	3.0%	3.0%	
County tax collections												
Other taxes												
Operating grants												
Other operating revenues												
Interest	% earnings on fund balance; not inflators	4.0%	3.5%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
Expenditures	Notes	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
Personnel Costs												
Full time	Estimates from Santa Cruz model	3.5%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	
Part time	Estimates from Santa Cruz model	3.5%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	
Overtime	Estimates from Santa Cruz model	3.5%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	3.3%	
Temporary	based on above											
Other compensation	based on above											
Vacancy allowance	% applied to payroll	-7.0%	-5.0%	-3.0%	-3.0%	-3.0%	-3.0%	-3.0%	-3.0%	-3.0%	-3.0%	
FICA/Medicare	based on above											
PERS retirement	% applied to payroll; from CaIPERS report	10.2%	10.1%	10.0%	9.9%	9.8%	9.6%	9.5%	9.4%	9.3%	9.2%	
PERS unfunded	% applied to payroll; from CaIPERS report	18.5%	19.4%	20.0%	21.8%	21.7%	21.5%	20.3%	19.5%	17.7%	16.7%	
Insurance	Estimates from Santa Cruz model	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
Non-personnel Costs												
Books and materials	Value as % of revenues (see Revenue page)	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%	
Capital outlay-equipment and other	Values taken from CIP											
All non-personnel	Estimates from Santa Cruz model	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	2.3%	

Capital outlays are pulled from the CIP worksheet.

Attachments: FY 27 Draft Library Operating Budget

Prepared by: Kira Henifin, Principal Management Analyst

Reviewed by: Christopher Platt, Library Director

FY 2027

Santa Cruz Public Libraries Budget



Santa Cruz Public Libraries

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May 7, 2026

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

Dear Board Members:

I am pleased to present the 2026-2027 proposed budget for the Santa Cruz Public Libraries. This proposal reflects the mission, vision and values that fuel the goals outlined in our new strategic plan. Indeed the workplan and KPIs in this proposal are organized in alignment with our mission of Access, Information, Connection and Inclusion, as well as the flourishing team culture necessary to support those goals. With an eye toward maintaining a stable and sustainable foundation of services, programs and collections, our workplan reflects a trajectory that is evolutionary in nature, building on and innovating within work that in many cases has already begun.

Accomplishments

In addition to our new strategic plan, Santa Cruz Public Libraries accomplished numerous initiatives in the 2025-2026 fiscal year:

- We expanded library hours at Aptos, Capitola, Felton and Scotts Valley libraries in February. Expanding hours was the single most popular request from our community needs surveying during the strategic planning process.
- We also expanded Outreach efforts to include bilingual library services at Via Del Paraiso and Schapiro Knolls, two affordable housing communities designed to support farmworker families. Outreach also provides bilingual book collections to three affordable early childhood education centers operated by Community Bridges and delivers books and resources to the Beach Flats neighborhood using Gonzo the Book bike.
- We continued planning and preparation for the new Downtown Santa Cruz Library, the final of the major Measure S facilities projects and supported the Friends of Santa Cruz Public Libraries in their capital campaign for the project.
- The new generator has been installed at the headquarters building shared with the City of Santa Cruz' Water Department. This allows us to relocate the remainder of central server hardware from the current Downtown Library into Headquarters. This also allows us initiate the remaining generator move from Downtown to Boulder Creek Library, giving that facility a power backup system for the first time.
- The local Friends of Capitola Library raised funds to install rooftop solar with battery backup on that location including a public information kiosk inside the branch that shows real time energy usage.
- A team of local volunteers have been systematically reviewing and scanning materials from historic files at the Downtown Library into an online database, helping uncover previously forgotten treasures while making them accessible to users online.

- Our flagship Summer Reading Program in 2025 reached 4,105 participants, up 9% from the previous year.
- We finalized an MOU with the County’s Office of Response, Recovery & Resilience to allow for the Boulder Creek, Felton, Scotts Valley and Aptos facilities to be opened as resiliency centers during extreme weather or other related situations.
- We updated protocols and training to increase the sense of safety for our staff, particularly in the Downtown Library. In the first few calendar months of 2026, the number of incidents and suspensions systemwide are down over 50% compared to the same period in 2025.
- We launched a website migration project that has allowed us to migrate our program calendar and allow for remote booking of library meeting and study rooms.
- We hired 7 new library staff.

For the next fiscal year, we look forward to investing time and resources to launch the new strategic projects under the goals listed in the Workplan portion of this document. For some of the projects, such as program and collections evaluations or outreach expansion, the groundwork has already begun. Because we strive to provide a diversity of services and programs, it is important that we are mindful to align our work with community needs and invest in what we can best accomplish as a library or what we can accomplish in partnership with other organizations. Some of these projects have already begun including:

- Continued migration of the website to launch the new public facing app and website design.
- Upgrading our Wi-Fi infrastructure to better accommodate increased internet traffic.
- Install solar and power backup to our Felton Library.
- Design the program for the new Teen Center at the upcoming Downtown Library.
- Establish sustained relationships with Spanish speaking community members and partner organizations to deepen Library engagement and better shape services.
- Build on work begun with our Life Literacies Center to deepen engagement with constituents who need assistance navigating and connecting with social safety net resources, including finding resources and creating a plan for partnering with a social service agency to provide onsite social worker services.
- Reviewing our organizational structure to best position ourselves to be successful in achieving our strategic goals over the next three years.
- Implement a systemwide print management solution to better manage our printing and copy service and cost recovery.
- Assess outfitting space at the Live Oak Library to house select historical collection materials from the current Downtown Library.

To help launch the above, we are proposing the use of fund balance resources to pay one-time costs associated with the following:

- \$433,747 to bolster the books and materials fund to 10% of revenue
- \$175,000 for new Downtown Library Security System
- \$95,000 for consultants to assist with the organizational model and library social worker model
- \$50,000 to implement a systemwide print management system.
- \$126,957 as SCPL’s portion of the City of Santa Cruz’s updated HR and Finance software implementation.

We are proposing using an additional \$1,296,589 from the fund balance to cover operational costs, which continues the downward trajectory of using fund balance to close that gap.

In addition to my staff colleagues in SCPL, I am grateful to the LJPA Board, the Library Advisory Commission, the Friends of the Santa Cruz Public Libraries and our partner programming organizations for the support and continued opportunity to serve as Director of Libraries for this dynamic, beloved library system.

Respectfully,

Christopher Platt
Director of Libraries



Mission – Vision – Values

Mission

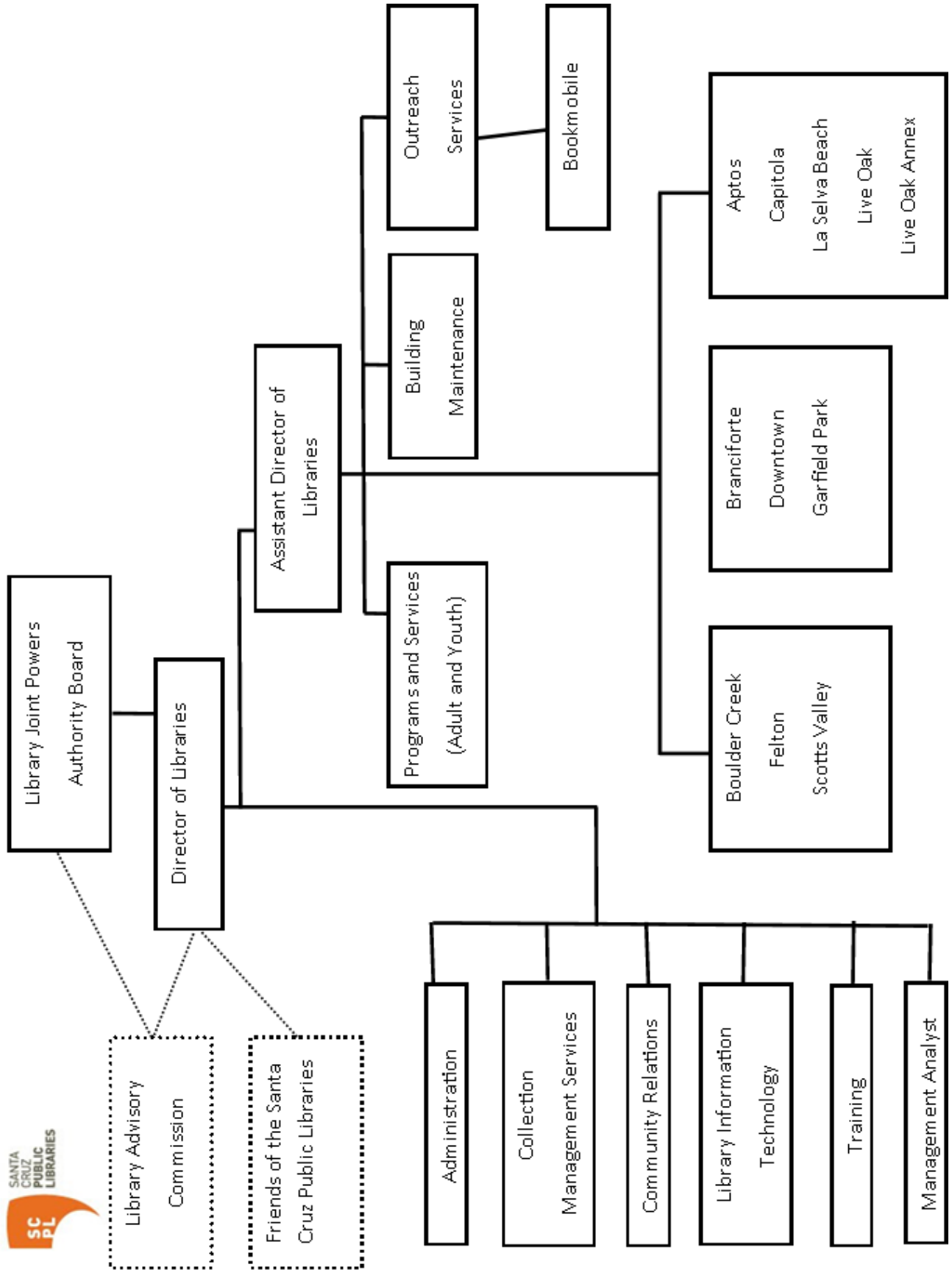
Access, Information, Connection, Inclusion

Our Vision

Transforming lives and strengthening communities

Values

Lifelong Learning
Intellectual Freedom
Public Good



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 27 Workplan & Key Performance Indicators (KPIs)

ACCESS

Improve and foster a welcoming environment at the Downtown Library. KPIs include:

- Downtown Library visits
- Downtown Library Social Worker Proposal Developed
- All staff trained in customer service, de-escalation, and trauma-informed care
- Decrease in Library incidents
- Patron and staff feedback

INFORMATION

Develop a robust and sustainable digital library. KPIs include:

- Digital circulation and patron holds ratios that serve patrons needs while remaining financially sustainable.
- An articulated strategy for the entire suite of digital materials, both circulating and reference.
- Resources for frontline staff to engage with the digital collections in work with patrons.

Evaluate physical collections for alignment and optimization. KPIs include:

- Physical circulation and patron holds ratios that serve patrons needs while remaining financially sustainable.

CONNECTION

Program priorities & alignment. KPIs include:

- Number of programs per librarian.
- Number and diversity of new programs for strategically important constituencies
- Participant feedback
- Reference service model review and implementation
- Create “propose a program” form on website

Program evaluation process. KPIs include:

- Define and articulate criteria for program outcomes
- Diversity of programs
- Program attendance and participant survey feedback

Partner collaboration enhancement. KPIs include:

- Number of active partnerships
- Partner program attendance and survey feedback
- Programs support strategically important constituencies

Future Downtown Teen Center plan. KPIs include:

- Articulated Teen program plan for the new Downtown Library to be implemented on opening

Newsletters tailored to individual interests. KPIs include:

- Newsletter open rate
- Email subscriptions
- Correlating program attendance

INCLUSION

Spanish first outreach service expansion. KPIs include:

- Update site service schedule
- New registrations/account updates at outreach sites
- Circulation of Spanish and Bilingual items at outreach sites
- Feedback from patrons, staff and partner organizations

Spanish speakers programming engagement. KPIs include:

- Spanish speaker program attendance
- Feedback from patrons, staff and partner organizations
- Enhanced or expanded program partnerships with relevant partner organizations

Spanish readers collection engagement. KPIs include:

- Spanish or bilingual materials circulation

Institutional engagement with Spanish speakers. KPIs include:

- Create Spanish speakers cultural advisory group to help inform programs, services and collections.
- Participate in relevant community engagement events

Life Literacies Center partnership expansion. KPIs include:

- Hire librarian to coordinate Life Literacies Center
- Increased number of participating partner organizations
- Increased number of hours of partner availability
- Coordination with vulnerable patrons' social worker
- Coordination of unhoused patron advisory group

Unhoused patron advisory group. KPIs include:

- Establishment of period focus group of unhoused individuals and/or related partner organizations to inform library programs and services.
- Attendance rate at related programs and services such as Life Literacies Center offerings.
- Feedback from participants and staff.

Vulnerable patrons' library-based social worker. KPIs include:

- Solicit recommendation from library social worker expert to outline need, feasibility and structure for re-implementing a library social worker based at the Downtown Library.
- Vulnerable patrons are better served, staff supported, and incidents mitigated.

TEAM CULTURE

Stronger communications = better outcomes. KPIs include:

- Staff communication and engagement satisfaction scores
- Implementation of training resources suite focusing on effective communication.
- Related training offerings from partner organizations.

Organizational assessment & refinement. KPIs include:

- Organizational consultant analysis for refinements to organizational structure to better achieve strategic goals
- Staff communication and engagement satisfaction scores



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 January 2026, all four jurisdictions approved the Fifth Amendment to the Joint Powers Agreement which is the governing document for the Santa Cruz Public Libraries. This agreement is set to expire June 30, 2032.

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 reviews programs and services and makes necessary recommendations as they pertain to the provision of these programs and services.

The Commission consists of the following Commissioners who are 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 (Fifth Amendment to the JPA; Section 8).

Budget in Brief

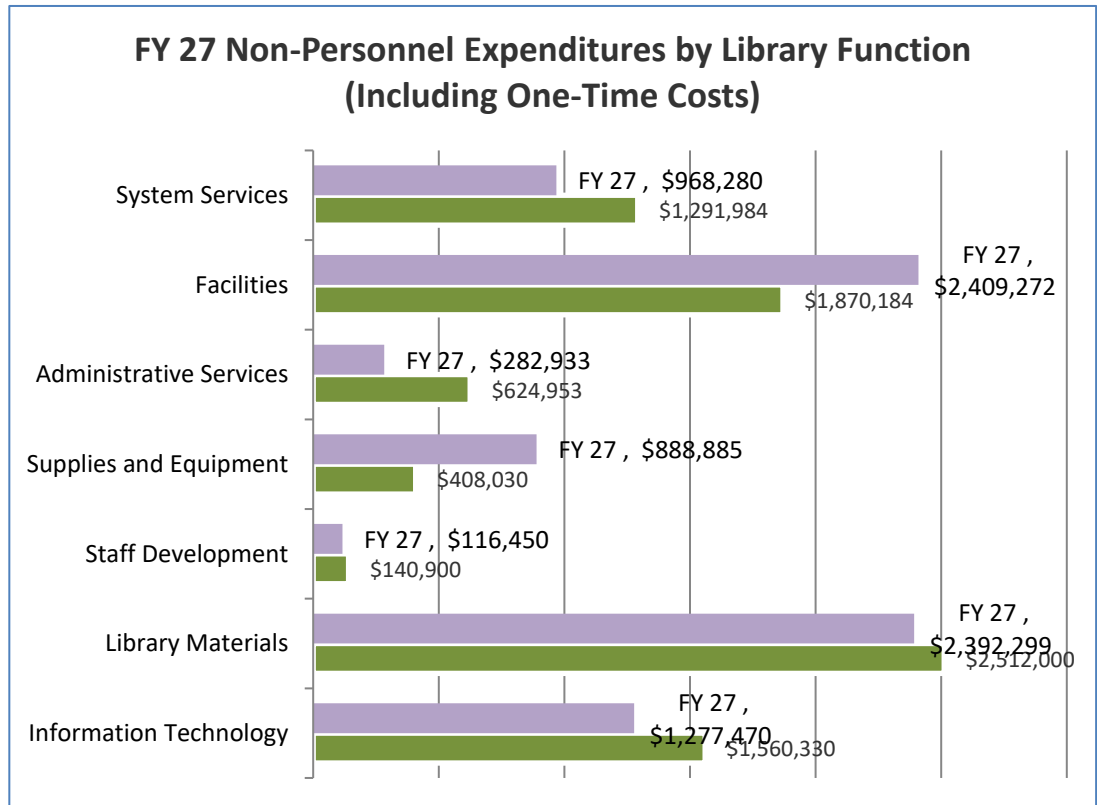
The FY 27 Library Operating Budget outlines the projected income and expenditures for the upcoming year. The Library’s primary goal is to ensure that the library remains a vibrant, accessible, and sustainable resource for the community, offering services that promote literacy, lifelong learning, and cultural enrichment.

This budget reflects the Library’s commitment to maintaining core library operations, expanding digital resources, supporting staff development, and improving outreach initiatives. Funding is sourced through a combination of sales tax and maintenance of effort support. Strategic decisions have been made to align with the Library’s mission while addressing both current needs and future opportunities.

The projected revenue for the upcoming year is estimated to increase by 6.1% compared to last year.

The revenues reflect the slight growth in sales tax collected along with increased revenues from a revised MOE Agreement.

Library non-personnel expenditures have increased by .2% compared to last year. These increases reflect increased costs to utilities and annual increases to library contracts already in place.



Personnel costs have grown by 5.3% which captures annual merit increases, increased medical costs, and ratified MOU agreements.

SCPL’s proposed FY27 Library Operating Budget is presented as a balanced budget, made possible through the strategic use of \$2,167,293 from the uncommitted fund balance. Of this amount, \$880,704 will be used to cover one-time expenses, while \$1,286,589 will support library operating costs. This allocation ensures the library can maintain essential services and initiatives while achieving a balanced budget for the fiscal year.

	2025		2026		2026		2027		Growth/Loss From Adjusted
	Actual	Adopted Budget	Adjusted Budget	Year End Estimate	Proposed Budget				
Expenditures by Activity:									
Personnel Services	\$ 13,785,147	\$ 15,020,714	\$ 15,020,714	\$ 14,680,940	\$ 15,810,609	\$ 789,895	5.3%		
Services, Supplies & Other Charges	\$ 3,778,035	\$ 4,785,669	\$ 4,885,041	\$ 5,411,336	\$ 5,537,503	\$ 652,462	13.4%		
Books & Materials	\$ 1,429,313	\$ 1,730,013	\$ 2,374,100	\$ 2,374,100	\$ 1,823,712		-23.2%		
Capital Outlay	\$ 345,812	\$ 498,000	\$ 856,400	\$ 856,400	\$ -				
Intra-entirety fund transfer out	\$ 54,999	\$ 23,333	\$ 23,333	\$ 23,333	\$ 23,333				
<i>Subtotal Supplies and Services</i>	\$ 5,608,159	\$ 7,037,015	\$ 8,138,874	\$ 8,665,169	\$ 7,384,548				
Total Expenditures	\$ 19,393,306	\$ 22,057,729	\$ 23,159,588	\$ 23,346,109	\$ 23,195,157	\$ 35,569	0.2%		
Activity Resources:									
Taxes	\$ 10,564,180	\$ 10,540,417	\$ 10,540,417	\$ 10,540,417	\$ 10,736,685		1.9%		
Member Contributions	\$ 8,937,842	\$ 9,653,267	\$ 9,653,267	\$ 9,653,267	\$ 10,741,391		11.3%		
State/Federal/Local Grants	\$ 28,602	\$ 5,500	\$ 13,330	\$ 13,330	\$ 4,435				
Fines and Forfeits	\$ 38,221	\$ 12,000	\$ 12,000	\$ 32,500	\$ 12,000				
Donations & Trusts	\$ 59,779	\$ 141,844	\$ 141,844	\$ 149,244	\$ 126,790				
Other Financing Sources	\$ 667,373	\$ 288,819	\$ 292,300	\$ 300,885	\$ 287,267				
Total Resources	\$ 20,295,997	\$ 20,641,847	\$ 20,653,158	\$ 20,689,643	\$ 21,908,568	\$ 1,255,410	6.1%		
Sub Total Operational Savings or (Cos)	\$ 902,691	\$ (1,415,882)	\$ (2,506,430)	\$ (2,656,466)	\$ (1,286,589)				
<i>One Time Costs:</i>									
Books and Materials Increase	\$ -	\$ 394,087	\$ -	\$ -	\$ 433,747				
Digital Resources	\$ -	\$ 250,000	\$ -	\$ -	\$ -				
Consultant for Organizational Model & Social Worker Consultant	\$ -	\$ -	\$ -	\$ -	\$ 95,000				
Consultant for Archival Collection	\$ -	\$ -	\$ -	\$ -	\$ -				
New Downtown Security System	\$ -	\$ 604,073	\$ -	\$ -	\$ 175,000				
New ERP System	\$ -	\$ -	\$ -	\$ -	\$ 126,957				
Print Management Software	\$ -	\$ -	\$ -	\$ -	\$ 50,000				
Wireless Infrastructure	\$ -	\$ 200,000	\$ -	\$ -	\$ -				
<i>Subtotal One Time Costs</i>	\$ -	\$ (1,448,160)	\$ -	\$ -	\$ (880,704)				
<i>Fund Balance Applied to Operations & One Time Costs</i>	\$ -	\$ 2,864,042	\$ 2,506,430	\$ 2,656,466	\$ 2,167,293				
Total	\$ 902,691	\$ -	\$ -	\$ -	\$ -				
Committed Fund Balance (20% Reserve)	\$ 3,977,403	\$ -	\$ -	\$ 4,105,414	\$ 4,355,469				
Uncommitted Fund Balance	\$ 8,507,449	\$ -	\$ 5,850,983	\$ 3,683,690	\$ -				
Equipment Reserve	\$ 867,447	\$ -	\$ 890,780	\$ 914,113	\$ -				
Total Fund Balance	\$ 12,484,852	\$ -	\$ 10,847,177	\$ 8,953,272	\$ -				
Trust Balances									
McCaskill-Local History						\$ 230,000			
Morey	Claeys \$ 18,350					\$ 15,600			
Richardson	Finkeldey \$ 9,230					\$ 337,700			
Utter	Leet-Corday \$ 105,500					\$ 278,250			

Personnel Authorization

	FY 24	FY 25	FY 26	FY 27 Proposed
Accounting Assistant I	1.50	1.00		
Accounting Assistant II		1.00	1.00	1.00
Administrative Assistant II	2.90	2.90	2.90	2.90
Assistant Director of Libraries	1.00	1.00	1.00	1.00
Bookmobile Library Assistant II	2.80	3.30	2.50	2.50
Building Maintenance Worker II	2.00	2.00	2.00	2.00
Community Relations Specialist	1.00	1.00	1.00	1.00
Director of Libraries	1.00	1.00	1.00	1.00
Facilities Maintenance Supervisor			1.00	1.00
Information Tech Specialist I	1.00	1.00	1.00	1.00
Information Tech Specialist III	2.00	2.00	2.00	2.00
Librarian I/II	22.00	23.00	25.00	26.00
Librarian III	4.00	5.00	4.00	4.00
Library Assistant II	44.625	44.625	47.625	47.625
Library Assistant III	11.00	12.00	12.00	12.00
Library Assistant IV	2.00	2.00	2.00	2.00
Library Information Specialist	4.00	4.00	3.00	2.00
Library IT Manager	1.00	1.00	1.00	1.00
Library Specialist	2.00	2.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00
Network & Systems Administrator	2.00	2.00	2.00	2.00
Principal Management Analyst	1.00	1.00	1.00	1.00
Programmer Analyst II	1.00	1.00	1.00	1.00
Service Field Crew Leader	1.00	1.00		
Systems Coordinator	1.00			
FTE Total	112.825	115.825	117.025	117.025

FTE reported higher this year due to recruitments being conducted before position savings could be reported.

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 2025 Actual	FY 2026 Ado Budget	FY 2026 Adj Budget	FY 2026 Year End Estimate	2027 Proposed
Sales and use tax	\$ 10,564,180	\$ 10,540,417	\$ 10,540,417	\$ 10,540,417	\$ 10,736,685
Maintenance of effort contributions	\$ 8,937,842	\$ 9,653,267	\$ 9,653,267	\$ 9,653,267	\$ 10,741,391
State operating grants and contributions	\$ 28,602	\$ 5,500	\$ 13,330	\$ 13,330	\$ 4,435
Library fines	\$ 38,221	\$ 12,000	\$ 12,000	\$ 32,500	\$ 12,000
Donations - library	\$ -	\$ 13,100	\$ 13,100	\$ 20,500	\$ 13,100
Donations - library - Friends of the Lib	\$ 59,779	\$ 112,423	\$ 112,423	\$ 112,423	\$ 101,500
From Library Private Trust Fund	\$ (4,147)	\$ 16,321	\$ 16,321	\$ 16,321	\$ 12,190
Other federal revenues	\$ 93,066	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
Room rentals-library JPA	\$ -	\$ 4,640	\$ 4,640	\$ -	\$ -
Pooled cash and investment interest	\$ 426,028	\$ 125,000	\$ 128,481	\$ 128,481	\$ 125,000
Interest earnings - other	\$ 68,804	\$ 64,679	\$ 64,679	\$ 64,679	\$ 65,767
Miscellaneous operating revenue	\$ 3,263	\$ 4,500	\$ 4,500	\$ 4,500	\$ 6,500
Recovery of prior year expenses	\$ -	\$ -	\$ -	\$ 13,225	\$ -
From Carbon Reduction Fund	\$ 7,000	\$ -	\$ -	\$ -	\$ -
Libraries parcel tax	\$ 73,359	\$ -	\$ -	\$ -	\$ -
Total	\$ 20,295,997	\$ 20,641,847	\$ 20,653,158	\$ 20,689,643	\$ 21,908,568

Library Operating Expenditures

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 55% for the physical collection and 45% 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 27 non-personnel operating expenditures are 13.4% higher than last year.

Line item increases greater than \$10K:

- **Building O& M**

The former capital outlay budget line item was moved to building O & M to align more closely to the expenditures being applied to costs associated with repairs and maintenance to library facilities. This line also represents the onetime costs for the new Downtown Library Security System.

Increased Line Item: \$539,625

- **Software Maintenance**

SCPL's ILS 5-year contract price increased costs from the previous contract. The Library also plans to implement print service software to help the staff manage patron print jobs at all 10 branches.

Increased Line Item: \$111,650

- **Vehicle Lease-Outside**

The Library will be retiring a few vehicles this year and their replacements will be leased vehicles offered through the City's negotiated vehicle lease contract.

Increased Line Item: \$77,000

- **Electricity**

SCPL is estimating increased electricity costs to run the 10 branches, 1 annex, and 1 headquarter facility. This estimate includes the increased open hours approved earlier this year.

Increased Line Item: \$32,680

Budget Development Expenditure Balances

Title	FY 2025 Actual	FY 2026 Ado Budget	FY 2026 Adj Budget	FY 2026 Year End Estimate	FY 2027 Dept Request
Claims management services - outside	\$ 8,473	\$ 8,950	\$ 8,950	\$ 8,950	\$ 8,950
Financial services - outside	\$ 586,652	\$ 613,875	\$ 658,367	\$ 1,217,948	\$ 814,650
Medical services	\$ 198	\$ -	\$ -	\$ 348	\$ -
Security patrols - City Hall	\$ -	\$ 173,475	\$ 173,475	\$ 173,475	\$ 173,475
Merchant bank fees	\$ 458	\$ 650	\$ 650	\$ 650	\$ 650
Courier services	\$ 1,719	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Other professional & technical services	\$ 175,095	\$ 265,000	\$ 311,909	\$ 311,909	\$ 167,250
Water, sewer and refuse	\$ 110,512	\$ 134,460	\$ 134,460	\$ 134,460	\$ 134,460
Hazardous materials disposal	\$ -	\$ 50	\$ 50	\$ 50	\$ 50
Janitorial services	\$ 496,394	\$ 540,180	\$ 540,180	\$ 540,180	\$ 550,180
Equip annual inventory charge - internal	\$ 5,605	\$ 5,670	\$ 5,670	\$ 3,780	\$ 7,010
Vehicle work order charges - internal	\$ 16,129	\$ 13,000	\$ 13,000	\$ 8,000	\$ 15,685
Vehicle fuel island charges - internal	\$ 21,193	\$ 25,366	\$ 25,366	\$ 18,916	\$ 23,935
Vehicle pool car charges - internal	\$ 438	\$ 500	\$ 500	\$ 500	\$ 500
Office equipment operation/maint	\$ 1,676	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Vehicle maintenance costs - outside	\$ 1,411	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Other equipment operation/maintenance	\$ 38,520	\$ 15,000	\$ 15,000	\$ 19,118	\$ 20,400
Building and facility o & m - outside	\$ 339,304	\$ 222,971	\$ 246,785	\$ 252,600	\$ 587,596
Landscaping maintenance services	\$ 45,921	\$ 77,850	\$ 77,850	\$ 77,850	\$ 77,850
Software maintenance services	\$ 440,559	\$ 600,531	\$ 547,070	\$ 547,070	\$ 608,720
Hardware maintenance services	\$ 4,460	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Equipment, building and land rentals	\$ 240,978	\$ 282,248	\$ 240,484	\$ 282,248	\$ 235,553
Vehicle lease - outside	\$ -	\$ -	\$ -	\$ -	\$ 77,000
Equipment lease-outside	\$ 25,892	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000
Travel and meetings	\$ 2,736	\$ 5,450	\$ 5,450	\$ 5,400	\$ 9,500
Training	\$ 50,193	\$ 135,450	\$ 135,450	\$ 135,450	\$ 106,950
Telecommunications service - outside	\$ 159,097	\$ 348,260	\$ 391,403	\$ 391,403	\$ 336,500
Liability insurance/surety bonds-interna	\$ -	\$ 43,170	\$ -	\$ -	\$ -
Liability insurance/surety bonds-outside	\$ 120,435	\$ 123,000	\$ 123,000	\$ 43,170	\$ 123,000
Advertising	\$ 11,023	\$ 39,200	\$ 39,200	\$ 39,200	\$ 40,000
Dues and memberships	\$ 37,165	\$ 42,050	\$ 42,050	\$ 42,050	\$ 42,300
Printing and binding-outside	\$ 12,645	\$ 33,100	\$ 33,100	\$ 33,100	\$ 33,200
Postage charges	\$ 10,542	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
Office supplies	\$ 14,690	\$ 30,300	\$ 30,300	\$ 30,300	\$ 30,400
Safety clothing and equipment	\$ 7,289	\$ 20,950	\$ 20,950	\$ 20,950	\$ 26,900
Copier supplies	\$ 9,942	\$ 8,530	\$ 8,530	\$ 12,730	\$ 14,000
Library functional supplies	\$ 119,251	\$ 135,900	\$ 135,900	\$ 135,900	\$ 132,840
Janitorial supplies	\$ 38,532	\$ 50,500	\$ 50,500	\$ 50,000	\$ 51,000
Software licenses	\$ -	\$ -	\$ 53,461	\$ 53,461	\$ 53,461
Electricity	\$ 344,803	\$ 398,200	\$ 393,075	\$ 399,075	\$ 430,755
Natural gas	\$ 44,439	\$ 40,750	\$ 42,875	\$ 38,075	\$ 44,353
Office furniture/equipment - non capital	\$ -	\$ -	\$ -	\$ -	\$ 18,000
Computer equipment - non capital	\$ -	\$ -	\$ -	\$ -	\$ 180,000
Miscellaneous supplies and services	\$ 223,532	\$ 255,750	\$ 265,750	\$ 268,740	\$ 288,430
Capital outlay expensed (periods 13/14)	\$ 944	\$ -	\$ -	\$ -	\$ -
Loans and grants	\$ 8,467	\$ -	\$ 42,280	\$ 42,280	\$ -
Refunded fees and fines	\$ 725	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Subtotal: Services, Supplies and Other Charges	\$ 3,778,036	\$ 4,785,669	\$ 4,885,041	\$ 5,411,336	\$ 5,537,503
Books and periodicals	\$ 1,411,250	\$ 1,712,525	\$ 2,356,450	\$ 2,356,450	\$ 1,805,277
Books and periodicals-grants & donations	\$ 18,062	\$ 17,650	\$ 17,650	\$ 17,650	\$ 18,435
Subtotal: Books and Materials	\$ 1,429,312	\$ 1,730,175	\$ 2,374,100	\$ 2,374,100	\$ 1,823,712
Office furniture/equipment	\$ 9,942	\$ 18,000	\$ 18,000	\$ 18,000	\$ -
Vehicle equipment	\$ 1,104	\$ -	\$ -	\$ -	\$ -
Computer equipment	\$ 83,557	\$ 180,000	\$ 380,000	\$ 380,000	\$ -
Other capital outlay	\$ 251,209	\$ 300,000	\$ 458,400	\$ 458,400	\$ -
Subtotal: Capital Outlay	\$ 345,811	\$ 498,000	\$ 856,400	\$ 856,400	\$ -
Intra-entity fund transfer out	\$ 54,999	\$ 23,333	\$ 23,333	\$ 23,333	\$ 23,333
Subtotal: Supplies and Services	\$ 5,608,158	\$ 7,037,177	\$ 8,138,874	\$ 8,665,169	\$ 7,384,548
Books and Materials Increase	\$ -	\$ 394,087	\$ -	\$ -	\$ 433,747
Consultant for Organization Model & Social Worker	\$ -	\$ -	\$ -	\$ -	\$ 95,000
Digital Resources	\$ -	\$ 250,000	\$ -	\$ -	\$ -
N Downtown Security System	\$ -	\$ -	\$ -	\$ -	\$ 175,000
New ERP System	\$ -	\$ 604,073	\$ -	\$ -	\$ 126,957
Print Management Software	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Wireless Infrastructure	\$ -	\$ 200,000	\$ -	\$ -	\$ -
Subtotal: One Time Costs	\$ -	\$ 1,448,160	\$ -	\$ -	\$ 880,704
Total	\$ 5,608,158	\$ 8,485,337	\$ 8,138,874	\$ 8,665,169	\$ 8,265,252

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:

- COLAs from ratified MOUs are incorporated
- Updated PERS rates
- Vacant positions are budgeted at an employee-only for health plans
- Medical costs have a 5.5% increase embedded

Temporary Personnel

Temporary staff are used throughout the library system in a number of key ways. They to help 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 27 temporary budget includes services for the following operations and programs in the library:

- \$402,533 for Library Aide hours at the branches.
- \$81,411 for Library Aide hours for system functions including outreach.
- \$124,907 for On-Call staff. These are the staff who are called when internal help cannot be found.
- \$40,500 for Spanish Storytime/Homework Help/R.E.A.D. programs

FY 27 Proposed Personnel Changes

No personnel changes are being requested.

Budget Development Personnel Balances

Title	FY 2025 Actual	FY 2026 Ado Budget	FY 2026 Adj Budget	FY 2026 Year End Estimate	FY 2027 Dept Request
Regular full time	\$ 7,472,040	\$ 8,142,535	\$ 8,142,535	\$ 7,500,000	\$ 8,814,494
Regular part time	\$ 1,217,785	\$ 1,842,565	\$ 1,842,565	\$ 1,500,000	\$ 1,756,858
Overtime	\$ 2,625	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Termination pay	\$ 38,004	\$ -	\$ -	\$ 14,030	\$ 40,000
Temporary	\$ 603,037	\$ 622,966	\$ 622,966	\$ 622,966	\$ 649,351
Other pay	\$ 4,078	\$ -	\$ -	\$ 5,189	\$ -
Special vacation pay	\$ 16,807	\$ -	\$ -	\$ 14,958	\$ -
Special sick leave pay	\$ 808	\$ -	\$ -	\$ 123	\$ -
Vehicle-phone-data allowance	\$ 1,253	\$ 3,828	\$ 3,828	\$ 3,828	\$ 1,284
Vacancy adjustment	\$ -	\$ (907,372)	\$ (907,372)	\$ -	\$ (952,604)
Retirement contribution	\$ 608,419	\$ 631,820	\$ 631,820	\$ 620,000	\$ 748,345
F.I.C.A.	\$ 29,492	\$ 56,566	\$ 56,566	\$ 35,000	\$ 64,937
PERS unfunded liability	\$ 1,707,564	\$ 1,727,883	\$ 1,727,883	\$ 1,610,000	\$ 1,601,592
PERS prepay adjustment	\$ (314,143)	\$ -	\$ -	\$ -	\$ -
PERS retirement adjustment	\$ (40,246)	\$ -	\$ -	\$ -	\$ -
Group health insurance	\$ 1,796,479	\$ 2,164,224	\$ 2,164,224	\$ 2,050,000	\$ 2,462,634
Group dental insurance	\$ 95,179	\$ 98,799	\$ 98,799	\$ 98,799	\$ 102,197
Vision insurance	\$ 16,256	\$ 17,035	\$ 17,035	\$ 17,035	\$ 18,208
Medicare insurance	\$ 134,027	\$ 136,820	\$ 136,820	\$ 136,820	\$ 151,968
Employee assistance program	\$ 4,456	\$ 4,773	\$ 4,773	\$ 4,773	\$ 4,980
Group life insurance	\$ 2,033	\$ 2,127	\$ 2,127	\$ 2,127	\$ 2,290
Disability insurance	\$ 55,736	\$ 91,546	\$ 91,546	\$ 91,546	\$ 94,376
SDI	\$ 100,311	\$ 109,647	\$ 109,647	\$ 80,000	\$ 82,644
Unemployment insurance	\$ 88,818	\$ 91,207	\$ 91,207	\$ 90,000	\$ -
Workers' compensation	\$ 144,331	\$ 178,745	\$ 178,745	\$ 178,745	\$ 162,059
Total	\$ 13,785,147	\$ 15,020,714	\$ 15,020,714	\$ 14,680,940	\$ 15,810,613

Appendix A: Authorized Personnel by Individual Position No.

Position Title	Position No.	Union	Library FTE
Accounting Assistant II	102-018	SEIU	1.000
Administrative Assistant II	106-007	SEIU	0.900
Administrative Assistant II	106-008	SEIU	1.000
Administrative Assistant II	106-009	SEIU	1.000
Assistant Director of Libraries	830-001	Mid Mgmt	1.000
Bookmobile Library Assistant II	284-002	SEIU	1.000
Bookmobile Library Assistant II	284-004	SEIU	1.000
Bookmobile Library Assistant II	284-006	SEIU	0.500
Building Maintenance Worker II	118-007	SEIU	1.000
Building Maintenance Worker II	118-011	SEIU	1.000
Community Relations Specialist	757-006	Mid Mgmt	1.000
Director of Libraries	808-001	Executive	1.000
Facilities Maintenance Supervisor	350-002	Supervisor	1.000
Information Tech Specialist I/II	145-009	SEIU	1.000
Information Tech Specialist III	232-004	SEIU	1.000
Information Tech Specialist III	232-005	SEIU	1.000
Librarian I/II	750-001	Mid Mgmt	1.000
Librarian I/II	750-002	Mid Mgmt	1.000
Librarian I/II	750-003	Mid Mgmt	1.000
Librarian I/II	750-004	Mid Mgmt	1.000
Librarian I/II	750-005	Mid Mgmt	1.000
Librarian I/II	750-006	Mid Mgmt	1.000
Librarian I/II	750-007	Mid Mgmt	1.000
Librarian I/II	750-008	Mid Mgmt	1.000
Librarian I/II	750-009	Mid Mgmt	1.000
Librarian I/II	750-010	Mid Mgmt	1.000
Librarian I/II	750-011	Mid Mgmt	1.000
Librarian I/II-Tel Info Supervisor	750-012	Mid Mgmt	1.000
Librarian I/II	750-013	Mid Mgmt	1.000
Librarian I/II	750-015	Mid Mgmt	1.000
Librarian I/II	750-017	Mid Mgmt	1.000
Librarian I/II	750-021	Mid Mgmt	1.000
Librarian I/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 I/II	750-030	Mid Mgmt	1.000
Librarian I/II	750-031	Mid Mgmt	1.000

Position Title	Position No.	Union	Library FTE
Librarian I/II	750-032	Mid Mgmt	1.000
Librarian I/II	750-033	Mid Mgmt	1.000
Librarian I/II	750-034	Mid Mgmt	1.000
Librarian I/II	750-035	Mid Mgmt	1.000
Librarian I/II-Adult Librarian	750-036	Mid Mgmt	1.000
Librarian III	831-001	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	831-005	Mid Mgmt	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	SEIU	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	0.750
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	0.750
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	283-055	SEIU	0.500

Position Title	Position No.	Union	Library FTE
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	283-069	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	283-082	SEIU	1.000
Library Assistant II	283-084	SEIU	1.000
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
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-xxx	SEIU	0.750
Library Assistant II	283-xxx	SEIU	0.500
Library Assistant II	283-xxx	SEIU	0.750
Library Assistant II	283-xxx	SEIU	1.000
Library Assistant II (Tel Info)	283-050	SEIU	1.000
Library Assistant II (Tel Info)	283-083	SEIU	0.500
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

Position Title	Position No.	Union	Library FTE
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	363-013	Supervisor	1.000
Library Assistant IV	364-001	Supervisor	1.000
Library Assistant IV	364-003	Supervisor	1.000
Library Information Specialist	285-003	SEIU	1.000
Library Information Specialist	285-004	SEIU	1.000
Library IT Manager	832-003	Mid Mgmt	1.000
Library Specialist /Volunteer Coordinator	740-004	Mid Mgmt	1.000
Library Specialist/Training Coordinator	740-002	Mid Mgmt	1.000
Management Analyst	702-011	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
Service Field Crew Leader	330-011	Supervisor	
			117.025

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: \$18,350

Income: Interest earned is added to principal

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

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: \$9,230

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: \$35,000

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: \$105,500

Income: Interest earned is added to principal

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

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: \$230,000

Income: Interest earned is added to principal

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

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: \$15,600

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: \$337,700

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.

Appendix C: Library Vehicle List

Library FY 27 Vehicle Replacement Schedule							
City #	Department	Description	License Plate	Replacement Cost	Year Acquired	Year of Replacement	Savings Need/Yr to Meet Replacement Date
151	Outreach	Ford Transit Connect	1658355		2022	2032-33	
178	Outreach	Ford Escape Hybrid	1408320		2015	2024-25	
434	Courier	Ford Transit	1520583		2020	2030-31	
527	Bldg Maint	Ford Transit	1408340		2015	2024-25	
528	Bldg Maint	Ford F350 Truck	1654593		2022	2032-33	
529	Bldg Maint	Ford Transit	1520774		2019	2029-30	
531	Outreach	Freightliner	1436091	\$350,000	2016	2030-31	\$23,333
546	LIT	Ford Transit	1496547		2018	2028-29	
	Programs	Pedal Library			2016		
279	Bldg Maint	Trailer	1488912		2016		
							\$23,333
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.							
***Beginning FY 26 the Library will lease vehicles with the exception of the Bookmobile since this is a custom vehicle. Monies remaining in this fund will be used for capital needs.							

Appendix D: Fines and Fees Schedule

Description	Current	Proposed FY 27
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.	No Change
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 26	FY 25	FY 24	FY 23	FY 22
Aptos	50	46	closed	closed	closed
Boulder Creek	46	46	46	closed	closed
Branciforte	46	46	46	closed	closed
Capitola	50	46	50	47	47
Downtown	50	50	50	46	46
Felton	50	46	46	40	40
Garfield Park	46	46	46	closed	closed
La Selva Beach	38	38	38	31	31
Live Oak	46	46	46	36	36
Scotts Valley	50	46	46	closed	25
Total	472	456	414	200	225

Appendix F: History of Collection Spending

Fiscal Year	Physical Expenditures	Digital Expenditures
FY 26		
FY 25		
FY 24	56.6%	42.8%
FY 23	57.7%	42.3%
FY 22	64.7%	35.3%

Physical = books, DVDs, audio CDs, Playaways, lendable tech, telescopes, magazines
Digital= reference databases, ebooks, eaudiobooks, streaming video, digital magazines