

SANTA CRUZ PUBLIC LIBRARIES  
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

May 12, 2008

Central Branch Community Meeting Room  
224 Church Street, Santa Cruz

7:30 PM PUBLIC MEETING

I. ROLL CALL

Present: Citizen Nancy Gerdt, Citizen Barbara Gorson, Councilmember Jim Reed,  
Councilmember Cynthia Mathews, Citizen Leigh Poitingner, Councilmember Mike  
Rotkin, Councilmember Michael Termini, Supervisor Jan Beautz

Absent: Supervisor Mark Stone

Excused:

Staff: Anne Turner, Director of Libraries  
Susan Elgin, Assistant Director of Libraries

II. APPROVAL OF MEETING AGENDA OF MAY 12, 2008

**Councilmember Mathews moved, seconded by Councilmember Rotkin**

**that the Board approve the agenda of May 12, 2008.**

**UNAN**  
**Absent: Stone**

III. APPROVE MINUTES OF APRIL 7, 2008

A. APPROVE MINUTES

**Councilmember Rotkin moved, seconded by Citizenmember Gorson**

**that the Board approve the minutes of April 7, 2008.**

**UNAN**  
**Abstain: Mathews**  
**Absent: Stone**

IV. ORAL COMMUNICATIONS

None

V. CONSENT AGENDA

A. Change Staffing at Scotts Valley Branch

**Councilmember Rotkin moved, seconded by Councilmember Reed**

**That by motion the Library Joint Powers Authority Board approve staffing changes at the Scotts Valley Branch as follows: reduce a vacant full time Library Assistant Position from 40 hours per week to 30 hours per week, and add 10 hours per week to a Library Clerk position.**

**UNAN**

**Absent: Stone**

VI. WRITTEN COMMUNICATIONS

None

VII. REPORTS OF ADVISORY BODIES

Sharon Skold, Secretary of the Friends of the Santa Cruz City-County Library System reported the following Friends' activities:

- Delegation attended the California Library Association Legislation Advocacy Day in Sacramento, CA on April 16, 2008
  - Met with Senator Simitian on SB 1516 "Public Library Construction and Renovation Act"
- Brunch for Store Volunteers
  - Store has increased book sales by 30% this year
- Co-sponsored two author talks at Central and Aptos
- Spring Civic Book Sale May 16th & 17th

Phyllis Tayler, FSCPL reported on behalf of the Felton Library Friends the following activities:

- 4<sup>th</sup> Annual San Lorenzo Valley Poetry Contest was a huge success
- Received a donation from Pat Verutti for \$2,500
- Set up tables for Measure R

VIII. MEMBER REPORTS

None

## IX. STAFF REPORTS

The Director made the following reports:

- A. The headquarters move is in full swing.
  - The move is happening in stages because existing furniture and computers are being used in the new building.
- B. Live Oak Railing Replacement
  - Awaiting fiberglass railing estimate
- C. Councilmember Mathews reported on the Measure R campaign committee. The first postcard has gone out to absentee voters and will go out later to poll voters. Window signs are also available. The Friends' have been a large support to the campaign.

Campaign revised budget is \$88,000 down from \$95,000.

The stage of the campaign right now is to focus on community visibility.

Barbara Gorson has done a great job on campaign endorsements. The campaign consultant challenged the committee to get 1,000 endorsements by election day and the number is close to 900 right now.

Another thing that has been done is coordinating with a few of the candidates. There are three candidates that are carrying the Measure R flyer as they do their precinct work which is estimated to have reached 7,500 voters by pigging backing with these candidates.

Nancy Gerdt is coordinating the tabling in the valley. Dobie Jenkins is coordinating Watsonville. Carol Fuller and a paid student are coordinating everything else in between.

The committee is now focusing on sending letters to the newspaper editors expressing support for Measure R.

Jean Walton, patron, had a complaint regarding the Central Branch circulation staff with regard to conversation that should be discussed in private concerning work load. The Director and Central Branch Manager will investigate and inform Ms. Walton.

## X. OTHER BUSINESS

- A. Revise Aptos Parking Lot Appropriation

**Councilmember Rotkin moved, seconded by Councilmember Mathews**

**That by Resolution #2008-05 the Library Joint Powers Authority Board rescind its appropriation of \$300,000 in Reserve Funds for the Aptos Parking Lot expansion, and appropriate \$275,000 in Reserve Funds to the project with the following amendment.**

**AMENDMENT: The Board will approve appropriation now with the understanding that the board may substitute with monies from the Kemme Trust or other funds when the final budget is adopted.**

**UNAN  
Absent: Stone**

B. Consider Draft FY 2008-09 Budget

- Two errors that need to be corrected:
  1. Finance Department recommended a 3.24% increase for cost of living but in several places it was put in as 3.4% which came to a total of a \$40 difference
  2. Listed as a revenue source was the Greta Bell Estate for the Branciforte Branch Library. These monies were given to the Friends' of the Library where it was invested on behalf of the Branciforte Branch Library.
- Personnel Budget has seen a \$1.1 Million increase due to salary and benefit increases.
- Workers Compensation has gone down
- Supplies and Services budget
  1. Detail sheets for each budget line
- Capital Equipment
  1. Building Remodeling
  2. Office Furniture/Equipment
  3. Computer Equipment
- Leaves \$326,000 deficit which amounts to \$315,000 that the board needs to find money for because when the budget is reduced the amount paid to the City for it's services is reduced.
- Three ways to achieve eliminating this deficit:
  1. Three Personnel Actions
    - \*eliminate superintendent of Facilities Maintenance (City)/Library share
    - \*leave the Librarian III Lead Cataloger position unfilled until December when a new Technical Services Department Head is hired and can have the flexibility of reorganizing
    - \*eliminate 2 Technical Services Library Clerks who would be reassigned within the system in vacant position for which they are qualified
  2. Supplies and Services
    - \*save \$25,000 by reducing contingency funds in Building O&M
  3. Capital Equipment
    - \*deferring projects

Citizenmember Poitinger would like to look at leaving the central railing replacement and Scotts Valley automatic front doors in the budget for safety reasons.

Councilmember Reed and Councilmember Rotkin are supportive of the purposed budget.

The Board would like the Director to bring back statistics on library usage during the end of the year holiday in order to help determine whether the library should shut down during this time period to help relieve the projected budget deficit.

XI. NEXT MEETING

June 2, 2008

The Board will hear public comment and consider and adopt a final budget for FY 2008-09.

XII. ADJOURN

The regular meeting adjourned at 8:45 p.m.

Respectfully submitted,

Sheila Fraser, Substitute Clerk of the Board

Kira Henifin, Clerk of the Board

All documents referred to in these minutes are available in the Library Office.