

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

June 2, 2008

Central Branch Community Meeting Room
224 Church Street, Santa Cruz

7:30 PM PUBLIC MEETING

I. ROLL CALL

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

Absent:

Excused:

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

II. APPROVAL OF MEETING AGENDA OF JUNE 2, 2008

Councilmember Rotkin moved, seconded by Councilmember Mathews

that the Board approve the agenda of June 2, 2008.

UNAN

III. APPROVE MINUTES OF May 12, 2008

A. APPROVE MINUTES

Councilmember Rotkin moved, seconded by Councilmember Mathews

that the Board approve the minutes of May 12, 2008.

UNAN

Abstain: Stone

IV. ORAL COMMUNICATIONS

Al Handell, resident of Santa Cruz, expressed his concern with regards to the noise level in the Central Branch library. The library has become noisy due to cell phones, computers and conversations. He would like to request that the library dedicate an area as a quiet zone with signage. He understands that the library is experiencing hard financial times and does not wish to see library employees as police but would like to be able to use the library as a quiet space.

V. CONSENT AGENDA

None

VI. WRITTEN COMMUNICATIONS

None

VII. REPORTS OF ADVISORY BODIES

JoAnn Mattingley, Board Director of the Friends of the Santa Cruz City-County Library System reported the following Friends' activities:

- Spring Civic Book Sale May 16th & 17th
 - *Sales were approximately \$18,000
 - *Bake Sale in the Civic Lobby made approximately \$450 proceeds went to Measure R
- June Board Retreat to work on goals and objectives for the upcoming year

Brent Gifford, FSCPL reported on behalf of the Felton Library Friends the following activities:

- September 13, 2008 2nd Annual Felton Library Festival from 1:30-4:30pm

VIII. MEMBER REPORTS

None

IX. STAFF REPORTS

The Director made the following reports:

- Board members took a tour of the new library headquarters with a few punch items left to be done
- Worked on the upcoming budget

X. OTHER BUSINESS

A. 117 Union Street Lease Agreement

Councilmember Rotkin moved, seconded by Councilmember Mathews

That the Library Joint Powers Authority Board adopt Resolution #2008-06 instructing the Director of Libraries to sign the attached lease agreement with the City of Santa Cruz for space at 117 Union Street, Santa Cruz

and to direct the Director to have the city report back to the board on how they determine insurance rates.

UNAN

The Board would like the city to come and explain how they determine insurance rates.

B. FY 2008-09 Operating Budget

The Director made the following report:

- Deficit has reached \$450,000 up from May's \$315,00 projection due to corrections in figures from the Finance Department and Revenue Projections
- Purposing reducing substitute and page budgets in addition to the other personnel cuts proposed in May
- Board asked to investigate the potential savings for the holiday closure during the same time the city is closed
 - reluctantly suggesting that the library also close during this time period
 - saving \$55,000
- Supplies and Services
 - originally proposed to cut the contingencies budget in building operations and maintenance from \$50,000 to \$25,000
 - Learned that the Garfield Park and Central Library Branch both need to have their sidewalks redone costing approximately \$25,000 so the budget has been reinstated to the original \$50,000
 - Misc. saving elsewhere
- Capital Equipment
 - Originally eliminated all building remodeling projects
 - Scotts Valley Door Replacement is budgeted
 - Eliminated most shelving and furniture requests except the ones that would be paid for by gift money
- Leaves a \$78,964 surplus
 - Wise to start the budget year with a surplus because there are two reclassification requests going on regarding salaries

Citizenmember Poitinger is not generally in favor of the furlough concept, but would feel more comfortable projecting the smallest amount of saving to the libraries.

Councilmember Termini is in favor of leaving the sub and page budget in tact and minimizing the surplus.

Councilmember Mathews feels that reducing the surplus put the board in a tight situation if something were to come up in the next fiscal year. She is comfortable with some kind of a furlough and reducing the substitute hour's budget.

Councilmember Rotkin would like to have the board plan for a furlough and keep a conservative surplus due to the projected downward trend of the sales tax.

Pam Downing, Reference Librarian for the Central Branch Library, spoke with regards to the cuts in the substitute budget. The weekends are very short staffed, especially Sundays, which may mean shutting the Reference Desk down on Sundays. She would like to see the cuts made to include all the branches and not just apply to one location. She also expressed the safety concerns associated with less staff at the Reference Desk.

Valerie Murphy, Librarian at the Central Branch Library, also spoke to the cuts in the substitute budget. She is especially concerned with covering during weekends and evenings.

The Director of Libraries agreed to re-visit the substitute hour's cuts to take these comments into consideration.

Councilmember Rotkin moved, seconded by Councilmember Mathews

That the Library Joint Powers Authority Board adopt Resolution #2008-07 adopting the FY 2008-09 Budget with the following changes:
***reduce anticipated savings from the holiday closure by \$20,000**
***remove Kemme Trust revenues and expenditures from the budget**
***direct staff to bring back the issue of the furlough at the September meeting**

**AYES: Mathews, Gerdt,
Gorson, Termini, Beautz, Rotkin, Stone, Poitinger
NAYES: Reed**

Councilmember Rotkin moved, seconded by Councilmember Mathews

That the Library Joint Powers Authority Board adopt Resolutions 2008-08, 2008-09, 2008-10, 2008-11 appropriating and transferring trust and other funds for this purpose.

UNAN

XI. NEXT MEETING

July 7, 2008

XII. ADJOURN

The regular meeting adjourned at 9:15 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.