

SANTA CRUZ PUBLIC LIBRARIES  
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

February 2, 2009

Central Branch Community Meeting Room  
224 Church Street, Santa Cruz

7:30 PM PUBLIC MEETING

I. ROLL CALL

Present: Supervisor John Leopold, Citizen Nancy Gerdt, Citizen Barbara Gorson, Councilmember Katherine Beiers, Councilmember Jim Reed, Citizen Leigh Poitinger, Councilmember Mike Rotkin, Supervisor Mark Stone, Councilmember Sam Storey

Staff: Susan Elgin, Acting Director for Santa Cruz Public Libraries

II. INTRODUCE NEW MEMBER

The board is please to introduce a new member Supervisor John Leopold, representative from the County of Santa Cruz.

III. APPROVAL OF MEETING AGENDA OF FEBRUARY 2, 2009

**Supervisor Stone moved, seconded by Councilmember Rotkin**

**that the Board approve the agenda of February 2, 2009.**

**UNAN**

IV. APPROVE MINUTES OF JANUARY 26, 2009

**Councilmember Rotkin moved, seconded by Councilmember Storey**

**that the Board approve the minutes of January 26, 2009.**

**UNAN**

**Abstain: Leopold**

V. ORAL COMMUNICATIONS

Jeanne O'Grady, Youth Services Outreach Librarian, works with the First 5 Grant and all the early literacy programs in the Santa Cruz Public Libraries. Ms. O'Grady brought tote bags to show the board. The tote bags are being passed out to participants in the family place programs. Inside the tote bags is "Sharing Rhymes" which the San Francisco Public Library Early Literacy program produced and it has been favorably accepted at all of the programs.

In addition, Ms. O'Grady presented a bookmark titled "Every Child Ready to Read" that is also used in the programs to refer providers to six skills that children must know in order to learn to read. The Santa Cruz Public Libraries is also getting some good press from the Jan Way catalogue because they have chosen to use the Santa Cruz Library tote bag picture in their catalogue.

## VI. CONSENT AGENDA

None

## VII. WRITTEN COMMUNICATIONS

- A. "Libraries more important than ever, new research shows."  
{ HYPERLINK "http://www.txla.org/html/pr/survey.html" }
- B. "Folks Are Flocking to the Library, a Cozy Place to Look for a Job."  
The Wall Street Journal, January 15, 2009.

## VIII. REPORTS OF ADVISORY BODIES

Glenda Hastings, Board Member for the Friends of the Santa Cruz City-County Library System reported the following Friends' activities:

- Newly formed Boulder Creek Branch Chapter held a fundraising event on January 18<sup>th</sup>  
\*Raised over \$1,100
- Annual Winter Children's Book Sale  
\*Proceeds over \$1,400
- Tickets are still available for the Paula Poundstone Reception Event  
\*Tickets are \$20
- February 15<sup>th</sup> is the Annual Volunteer Recognition Luncheon at Live Oak  
\*Over 100 invitees
- Munching with Mozart  
\*Continues to be the Third Thursday of the month  
\*Next concert is scheduled for February 19<sup>th</sup> at 12:10 p.m. in the Central Branch Meeting Room and will consist of three flutists

Paul Machlis, Friends of the Felton Library reported the following activities:

- Tickets are still available for the Paula Poundstone Event  
\*Ms. Poundstone is the National Spokesperson for Friends of the Libraries USA

## IX. MEMBER REPORTS

### A. Felton Library Task Force

Citizenmember Gerdt reported that the Felton Task Force is continuing to meet. The task force met with a consultant from San Jose who helped look at the floor plan and work through design issues. They are continuing to work towards their goal of getting a cost estimate.

B. Scotts Valley Report

Councilmember Reed reported on the new Scotts Valley Library Branch progress. The city of Scotts Valley already has an approved E.I.R. but no building plans. There was a meeting held approximately two weeks ago to discuss R.F.P.'s with architect's for design bids. After meeting with the architects, it looked as though the process is closer to the R.F.Q. stage because some design issues still need to be worked out. A committee made up of Mayor Johnson, Councilmember Reed, Representative of the Scotts Valley Friends Group, Scotts Valley City Manager, and Scotts Valley Branch Manager Heidi Jaeger-Smith will review the submissions. There will be more to report in early March.

C. Report on Financing Authority Board Meeting

Councilmember Rotkin reported that the figures from the County are not looking good. There is a five percent decrease this quarter as compared to the same quarter last year.

D. Recruitment for Director

Citizenmember Gorson reported on the recruitment for the new Director. The job description brochure is completed and has been sent out to prospective candidates. The deadline for applications is February 25, 2009. Hopefully in March there will be a preliminary assessment of the recruitment to report.

X. STAFF REPORTS

A. Acting Director's Monthly Report

Acting Director reported the following events:

- Branch Manager's have been working on cutting their substitute and page budget to meet the intended savings.
- Reminded regular employees of their option to be placed on the on-call list

XI. OTHER BUSINESS

A. Election of Officers (Chair and Vice Chair)

**Supervisor Stone moved, seconded by Citizenmember Poitinger**

**that the Board move to elect Citizenmember Gorson as chair.**

**UNAN**

**Supervisor Stone moved, seconded by Councilmember Reed**

**that the Board move to elect Citizenmember Poitinger as vice-chair.**

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B. Budget Process for FY 2009-10

Acting Director Susan Elgin reported the following process for the FY 2009-10 Budget

- Communicate Public Hearing on service and budget priorities to public via display ads, library website, etc. (Mid-Late February)
- Hold Public Hearing on service and budget priorities (March)
- Board discusses service and budget priorities (March)
- Proposed operating and capital budget presented to Board (May)
- Final budget draft presented to Board and Public Hearing held (June)
- Board adopts budget at a public meeting (End of June)

Citizenmember Gorson reported on the process of the FY 2009-10 Budget

- Be aggressive in soliciting public input-via email, announcements at city councils, and board of supervisors, ect. And in communicating back to public throughout the process.
- Gather staff input and ensure communications to staff throughout the process-Acting Director Elgin already has a process in place for this
- Sub Committee (or if full Board wants to be involved, a workshop or two on a weekend) to work with Acting Director and staff primarily between March and May:

\*Councilmember Storey, Councilmember Rotkin, Citizenmember Gorson expressed interested in serving on this committee

- \* To discuss alternative strategies/scenarios/options and to speed up multiple iterations of budget drafts and give acting director sufficient time to respond to requests for new/additional information
- \* To consider/consolidate staff/public input
- \* To develop a multi year revenue/expense estimate to assist Board in assessing longer term ramifications of 09/10 budget decisions
- \* To assist library management in getting new director (if we hire one in this time period) up to speed on budget issues.

C. Change to Meeting Dates in 2009

**Councilmember Rotkin moved, seconded by Councilmember Storey**

**that the Board approve the rescheduling of the following meeting dates:**

**\*Monday, July 6<sup>th</sup> moved to Monday, July 13<sup>th</sup>**

**\*Monday, September 7<sup>th</sup> moved to Monday, September 14<sup>th</sup>**

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Absent: Beiers

March 2, 2009

XIII. ADJOURN

The regular meeting adjourned at 8:04 p.m.

Respectfully submitted,

Kira Henifin, Clerk of the Board

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