

SANTA CRUZ PUBLIC LIBRARIES  
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

June 7, 2010

Central Branch Meeting Room  
224 Church Street, Santa Cruz

6:30 PM CLOSED PERSONNEL AND LITIGATION SESSION

Labor Negotiations (Government Code §54957.6)

Lisa Sullivan-Negotiator

Employee Organizations:

SEIU

Operating Engineers, Managers

Operating Engineers, Supervisors

7:00 PM PUBLIC MEETING

I. ROLL CALL

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

Staff: Teresa Landers, Director of Libraries

The Chair of the Board reported out on the closed session meeting. The meeting was held to discuss labor negotiations. The Board heard from the labor negotiator, received input and gave her direction. No decisions were made.

II. APPROVAL OF MEETING AGENDA OF JUNE 7, 2010

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

**that the Board approve the agenda of June 7, 2010.**

**UNAN**

III. APPROVE MINUTES OF MAY 3, 2010

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

**that the Board approve the minutes of May 3, 2010 with the following correction to the motion made under X. Other Business, B. Long Term Financial Sustainability. The motion was corrected to read as follows:**

**The committee be made up of 4 Board members and a representative from each branch (10 Branches). Where there is a Friends' organization that the representative for that branch be nominated by the Friends' organization and where there is no Friends' organization that the Board seek the help of the broader Friends' organization. This process would begin as soon as possible but the deliverables from this sub-committee would not be expected until December 2010/January 2011.**

**The 10 representatives will be chosen by the 4 Board members serving on this committee.<sup>1</sup>**

**UNAN**

## VI. ORAL COMMUNICATIONS

Andrea Roth, patron, expressed her gratitude to the staff at the Central Branch Library. She wanted to publicly state her support for the Central Branch Library and its programs. She made special mention of the Youth Services Librarians Linda White, Sue Graziano and Emily Galli. In light of the recent attention paid to neighborhood branches, she wanted to show her support for her neighborhood branch, the Central Branch Library.

## VII. CONSENT AGENDA

None

## VII. WRITTEN COMMUNICATION

- A. Articles About Santa Cruz and California Libraries
- B. Patron Written Comments
- C. Articles on Libraries Nation Wide
- D. Monthly Narrative Report
- E. Monthly Statistical Report
- F. Monthly Spotlight: Access Services

## VIII. REPORTS OF ADVISORY BODIES

### A. Friends of the Santa Cruz Libraries, Inc.

Carole McPherson reported the following Friends' activities:

- Civic Sale brought in approximately \$17,000 and was staffed by approximately 100 volunteers
- Friends' Board Retreat will be held June 12, 2010 with a focus on fundraising
- Managing Director of the Friends' is still out on medical leave
- Friends' Treasurer, Bob Rible, is working on new pie charts to illustrate the Friends financial expenditures/contributions

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<sup>1</sup> the correction is being stricken after review of the tape

- Recruiting Board Members and would like to ask the LJPB members to make recommendations; there is a specifically a need for an attorney

Friends of the Santa Cruz Libraries, Felton Chapter

Paul Machlis reported the following Felton Friends' Chapter activities:

- Hosting 7 summer programs in conjunction with the Felton Branch Library

#### B. Finance Committee

Board members reviewed minutes from the May 24, 2010 meeting.

### VIII. MEMBER REPORTS

#### A. Scotts Valley Report

Councilmember Reed reported that bids for the new Scotts Valley Branch Library would be opened and reviewed June 22, 2010.

#### B. Capitola Report

Councilmember Storey reported that the ad-hoc committee is now entering into the design phase for the new Capitola Branch Library. They were able to visit three library branches in San Jose. These visits gave the committee a vision as well as good ideas into the future Capitola library design.

### IX. STAFF REPORTS

#### A. Monthly Financial Reports

The Library Director reported on the current financial status of the library and the Board reviewed revenues, expenditures and cash flow for the library system.

#### B. Role of Volunteers

The Board reviewed the Director's comprehensive report on the use of volunteers. The Board agreed that to expand the volunteer program a volunteer coordinator and possibly other staff would need to be hired in order to provide better supervision and tracking. The Board also discussed that trying to expand the volunteer program while contracting staff would not be beneficial at this time.

#### C. Phone System

The Director reported on the implementation of the new phone system for the library. The Board will most likely need to approve an implementation contract but the other costs will be spread out and will not require a signed contract. The Library has received a preliminary offer to purchase the existing phones.

D. Update on La Selva Beach Pilot Project

The Director reported the following activities regarding the LSB Pilot Project:

- Self-check machine will be installed sometime after June 16, 2010
- 2 Volunteers have been trained
- Library staff have been allocated
- Hours: Tuesday 1-7pm and Thursday 10-6pm
- Story time will be held on Tuesday morning when the branch is closed
- Start Date for this project is tentatively set for June 22, 2010

X. OTHER BUSINESS

A. 10/11 Budget Discussion

**Supervisor Pirie moved, seconded by Councilmember Storey**

**that the Library Joint Powers Authority Board adopt Resolution #2010-004 approving the FY 10/11 Library Budget as presented.**

**UNAN**

Jack Dilles, City Finance Director, reported that the Santa Cruz City Council approved loaning money to the library not to exceed \$1 million at the City's portfolio rate for FY 10/11. In addition, the City Finance Director and/or the City Manager has the authority to freeze the loan options if City finances become strained. In FY 11/12 if the Library continues to borrow from the City, the interest rate will be charged at 2% over the portfolio rate.

The Library Director also reported to the Board that to date SEIU has not agreed to continue concessions from last fiscal year. These include continuing the 10% furlough and delaying a 5% COLA scheduled to go into effect on October 2, 2010. If an agreement is not made the furlough for SEIU members will end July 9, 2010, the COLA will go into affect October 2, 2010 and the Library's liability for personnel related expenses for FY 10/11 will increase by approximately \$677,102. The Director asked the Board to consider a contingency plan to deal with this potential shortfall. The second includes the closure of 5 branches.

The Board agreed to a contingency plan if in fact an agreement has not been made. Contingency plans that were considered potentially viable included a system-wide closure of approximately 8-12 weeks with the exception of one branch being open minimal hours and staffed by the remaining employees in the library. The lay off of SEIU employees for this time period would help to meet the approximate \$677,000 budget shortfall. The second option included layoffs with hours of service reduction. Finally, the third option included the closure of 5 branches. The Board agreed to base its contingency plan on option one.

A library SEIU steward and a member of the SEIU negotiating team for the library, expressed to the Board the library members willingness to continue the furlough. They asked the Board to request a side letter in order to continue the library furlough agreement.

B. Task Force on Library Service Models

Chair Gorson reminded the Board and the public that they are continuing to receive applications for the task force.

C. Parking Lot Review

Board reviewed the parking lot list.

D. Board Evaluation Update

None

XI. NEXT MEETING

The next regularly scheduled meeting is Monday, July 12, 2010 at 6:30 pm.

The Board has tentatively scheduled a special session meeting for Monday, June 21, 2010 to discuss the personnel budget if a furlough agreement has not been made.

XII. ADJOURN

The regular meeting adjourned at 9:04 p.m.

Respectfully submitted,

Kira Henifin, Clerk of the Board

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