

SANTA CRUZ PUBLIC
LIBRARIES
A City-County System

LIBRARY JOINT POWERS AUTHORITY BOARD

Monday, August 9, 2010
Central Branch Community Meeting Room
224 Church Street, Santa Cruz

6:30 PM PUBLIC MEETING

1. ROLL CALL
2. APPROVE AGENDA
3. APPROVE MINUTES OF JULY 12, 2010 (PG. 3-10)
4. ORAL COMMUNICATIONS
5. CONSENT AGENDA
6. WRITTEN COMMUNICATIONS (PG. 11-48)
 - A. Articles About Santa Cruz and California Libraries (PG.11-12.5)
 - B. Patron Written Comments (PG. 13)
 - C. Articles on Libraries Nation Wide (PG.14-31)
 - D. Monthly Narrative Reports- July 2010 (PG. 32-39)
 - E. Monthly Statistical Report (PG. 40-48)
7. REPORTS OF ADVISORY BODIES
 - A. Friends of the Santa Cruz Libraries, Inc. (oral)
 - B. Finance Committee Minutes and Oral Report
No Report July Meeting Was Canceled
8. MEMBER REPORTS
 - A. Scotts Valley Report (Reed)
 - B. Capitola Report (Storey)

9. STAFF REPORTS (PG. 49-63)

- A. Preliminary Year End FY 09/10 (PG. 49-55)
- B. Workers Compensation Report (PG. 56-57)
- C. Update on Leave Payouts (oral)
- D. Summer Reading Update (PG. 58-60)
- E. Resolutions (PG. 61-63)
 - i. VOIP Project
 - ii. Easy Aid Grant
 - iii. Community Foundation Grant

10. OTHER BUSINESS (PG. 64-90)

- A. Library Service Model Task Force Update (PG. 64-80)
 - i. Motion to approve consultant contract
 - ii. Motion to approve working assumptions for the task force
- B. Grand Jury Report Response (PG. 81-90)
- C. Parking Lot List Review (oral)
- D. Board Evaluation Update (oral)
- E. Questions About Library Hours (oral)

11. NEXT MEETING

The next regularly scheduled meeting is Monday, September 13, 2010 at 6:30 p.m.

12. ADJOURN

The Library Joint Powers Authority Board will adjourn from the regularly scheduled meeting of August 9, 2010 to the next regularly scheduled public meeting on September 13, 2010 at 6:30 pm in the Community Meeting Room of the Central Branch Library.

The Santa Cruz City-County Library System does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, the Library requests that you attend fragrance free. The Central Branch Library is a fully accessible facility. If you wish to attend this public meeting, and you will require special assistance such as sign language or other special devices in order to attend and participate, please call (831) 420-5600 seventy-two (72) hours prior to the event to make arrangements for assistance. Upon request, agendas for public meetings can be provided in a format to accommodate special needs.

**SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM**

LIBRARY JOINT POWERS BOARD

MINUTES

July 12, 2010

Central Branch Meeting Room
224 Church Street, Santa Cruz

6:30 PM PUBLIC MEETING

I. ROLL CALL

Present: Councilmember Katherine Beiers, Citizen Nancy Gerdt, Citizen Barbara Gorson, Citizen Leigh Poitinger, Councilmember Mike Rotkin, Councilmember Sam Storey

Absent: Supervisor Mark Stone, Councilmember Jim Reed, Supervisor Pirie

Staff: Teresa Landers, Director of Libraries; Jack Dilles, City Finance Director

II. APPROVAL OF MEETING AGENDA OF JULY 12, 2010

Councilmember Rotkin moved, seconded by Councilmember Storey

that the Board approve the agenda of July 12, 2010 with the exception of Item # IXe.

UNAN

Absent: Stone, Reed, Pirie

III. RE-APPROVAL OF MINUTES OF MAY 3, 2010 AS ORIGINALLY PRESENTED BASED ON TRANSCRIPT OF DISCUSSION ABOUT MOTION REGARDING FINANCIAL SUSTAINABILITY TASK FORCE

Councilmember Rotkin moved, seconded by Councilmember Beiers

that the Board approve the minutes of May 3, 2010 as originally stated with the understanding that it may or may not reflect the intention but that is what was done.

UNAN

Absent: Stone, Reed, Pirie

Approve minutes of June 7, 2010 as footnoted

Councilmember Beiers moved, seconded by Citizenmember Poitinger

that the Board approve the Minutes of June 7, 2010.

UNAN

Absent: Stone, Reed, Pirie

IV. ORAL COMMUNICATIONS

News items in Agenda packets should be separated and added as an attachment to the Board packet at the end for easier printing by individual Board members.

V. CONSENT AGENDA

None

VI. WRITTEN COMMUNICATIONS

- a. Articles About Santa Cruz and California Libraries
- b. Patron Written Comments
- c. Articles on Libraries Nation Wide
- d. Monthly Narrative Reports- May and June 2010
- e. Monthly Statistical Report
- f. Monthly Spotlight: Circulation
- g. Borders event – July 16 and 17
- h. Grant award

VII. REPORTS OF ADVISORY BODIES

- A. Friends of the Santa Cruz Libraries, Inc. (oral)
Upcoming Children's Booksale on July 31st and August 1st will be held at Central Meeting Room

B. Finance Committee Minutes and Oral Report

Chair Gorson reported that no decisions had been made but various issues were discussed that will also be discussed tonight.

VIII. MEMBER REPORTS

A. Scotts Valley Report (Reed absent)

The Library Director reported that the Scotts Valley Groundbreaking Ceremony is scheduled for August 14th, at 11 am.

B. Capitola Report (Storey)

Chair Gorson reported since Councilmember Storey had been absent from the meeting: Capitola City Council approved the ad-hoc committee's recommendation to hire a Library Programming Consultant to determine services, functions etc.

The ad-hoc committee will recommend to Capitola City Council sometime in the near future to hire a Grant Consultant for a joint use type of facility.

IX. STAFF REPORTS

a. Monthly Financial Reports

The Library Director reported on the month of May. May ended with pooled cash of \$26,000, but there are no final details for June yet. Finances are on track, moving in the right direction, but there is still a problem.

b. Calpers Actuarial Issues Report

Announcement of the first of several S.C. City Council meetings on Tuesday, July 13th at 7 pm at City Council Chambers to address the current and future retirement system in an open session to incorporate input from the public as well as from employees. The City's actuary will present information.

Jack Dilles, the City Finance Director, reported on estimated Library savings from a revised retirement system for new hires.

c. Resolutions to accept trust and grant funds

Councilmember Beiers moved, seconded by Councilmember Rotkin

that the Library Joint Powers Board adopt Resolutions #2010-05 through 2010-09. Correction to Resolution #2010-05: \$12,000 income from the Richardson Trust instead of \$15,000.

UNAN

Absent: Stone, Reed, Pirie

d. Working Capital Cash Loans

The Library Director reported that the working capital cash loans have been approved by City Council. The List of conditions was reiterated. Same interest rate (i.e. portfolio rate) is available.

City Finance Director, Jack Dilles added that the loan approval is by discretion of the City Manager and Finance Director of the City. There is no guarantee that the loan will continue if the City is not able to afford it.

He reaffirmed that # 8 on the report (Board packet page # 118) is a clarification of #7.

Councilmember Rotkin moved, seconded by Councilmember Storey

that the Library Joint Powers Board approve the Finance Staff recommendations and accept the program on the terms it was offered and thank the City for it.

UNAN

Absent: Stone, Reed, Pirie

e. Motion to approve staffing plan consultant contract **(Item postponed until August 9th, 2010)**

f. Wish List Project Report

The Library Director gave an update on the Project which started in autumn of 2009. It turns out that it is too costly (in terms of staff time) to continue the project. Library Staff recommend the suspension of the project inclusive of taking down the wish list spot on the website and perhaps move to something seasonal to spark interest. (No motion is needed.) The easiest and most effective way for the Library would be to receive the monetary value of the donation. The marketing plan will address this in more detail in the future.

g. Gifts Policy: Financial Donations

The Library Director remarked that the Gifts Policy already addresses the issues with people donating money specifically for one of the local branches. There may be donations offered that the Board will have the right to refuse based on the conditions put on by the donor. Page 122-123 of the Board packet shows the minor change.

Councilmember Rotkin moved, seconded by Councilmember Storey

that the Library Joint Powers Board adopt a slightly modified version of the financial donation policy.

UNAN

Absent: Stone, Reed, Pirie

h. Two week closure options

The Library Director addressed the upcoming Thanksgiving, Christmas and New Year closures. Four options were presented with recommendation to adopt Option 4, since Option 4 gives the most possible days open to the public.

Liabilities are as follows: 1 day each week and added liability of special holiday pay that staff receives because of the furlough, which is 18 hours. These two days do not get cashed out or converted to vacation. Budget impact of Option 4 is unknown but it is not huge - with the exception of salaries for subs who need to be hired.

Question: Was the 2 week closure assumed in last year's Budget? It was not assumed, but it is probably not more than \$1000. The Library Director will bring a report of last year's payout for banked holiday time even though it will not provide an accurate comparison since the Library did close for 2 weeks in 2009.

Councilmember Beiers moved, seconded by Councilmember Storey

that the Library Joint Powers Board adopt Option 4.

UNAN

Absent: Stone, Reed, Pirie

i. Library policies updating

The Board does not want to sit in on policy reviews, rather staff is directed to report back to the Board with recommendations for possible changes. Moving on to a review schedule is going into a positive direction.

j. La Selva Beach Pilot project update (oral)

Cindy Jackson, Member of the Friends, LSB Branch: LSB project is going very well after three weeks. Rebarcoding is moving forward slowly. Public acceptance of self-check seems very positive and the patrons especially love to pick up their own holds.

X. OTHER BUSINESS

a. Task Force on Library Service Models (oral update)

Chair Gorson gave a list of all members of the Task Force Members:

Board Members

Barbara Gorson
Ellen Pirie
Nancy Gerdt
Leigh Poitinger

Staff

Teresa Landers
Kira Henifin
Linda Gault
Valerie Murphy

Community Members

Johanna Bowen (Live Oak)
Toni Campbell (Central)
Dick English (Aptos)
Cindy Jackson (La Selva Beach)
Bryn Kanar (Branciforte)
Thomas Karwin (Garfield Park)
Michael Keogh (Scotts Valley)
Darby Kremers (Boulder Creek)
Paul Machlis (Felton)
Michael Termini (Capitola)

Chair Gorson reported: The first meeting of the Task Force is scheduled for August 12th. A fairly extensive resource notebook has been assembled by the Board members to help the Task Force members to understand governance, budgets, library trends etc. A google site (member permission only at this point) has been created to share working documents. Susan Koebler from the Conflict Resolution Center has agreed to facilitate the meetings on a voluntary basis. A teleconference meeting with Library Consultant Joan Frye Williams has taken place and the participants were very impressed with her approach. The hope is to engage her to help primarily in the creation of an efficient process for getting to our service models. Her involvement will most likely be less than \$10,000 pending update at the next meeting. The Library Director was directed to proceed with contract negotiations.

The Library Director added that we may have over-budgeted for personnel by \$22,000. This needs to be double-checked with the City Finance Director, Jack Dilles.

Chair Gorson: The Board will be closely appraised of any progress/directions the Task Force makes.

Councilmember Beiers suggested that the Task Force meetings should be open to the public.

b. Grand Jury Report response (oral)

A written response from the Library Director, Teresa Landers, the City Finance Director, Jack Dilles and the LJPB is required by September 10th.

The Board discussed the LJPB response in addition to the Library Director's response to the Grand Jury Report. A small sub committee of 3 Board members should be formed to prepare a draft, which then will be discussed at the LJPB meeting on August 9th. Citizen Gerdt and Councilmember Storey are offering to work on the sub committee. Councilmember Rotkin is offering to be the third committee member, if no one else is available.

In addition, the Board is willing to give the Library Director suggestions/input to her report.

City of Capitola will write its own response since the closing of the Capitola Branch is mentioned in the Grand Jury Report.

<p>Consensus: that the Library Joint Powers Board form a 3 member sub committee to prepare a draft in response to the Grand Jury Report.</p> <p>All agree Absent: Stone, Reed, Pirie</p>
--

c. Library Director Evaluation (oral)

Existing evaluation policy is to evaluate the Library Director twice per year. Suggestion is to change this policy to once per year and do the next evaluation in October/November.

Councilmember Rotkin moved, seconded by Councilmember Storey

that the Library Joint Powers Board change the policy to evaluate the Library Director once per year as it is standard practice.

UNAN

Absent: Stone, Reed, Pirie

d. August meeting (oral)

Board discussed possible dates for the next meeting in August.

e. Parking Lot List Review (oral)

None.

f. Board Evaluation Update (oral)

None.

XI. NEXT MEETING

The next regularly scheduled meeting is Monday, August 9, 2010 at 6:30 p.m.

XII. ADJOURN

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

Respectfully submitted,

Helga Smith, Substitute Clerk of the Board

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

Seagate Tech a difference-maker in Scotts Valley

Press-Banner

Seagate Technology, the world's largest computer disk drive manufacturer, was founded by Al Shugart in Scotts Valley in 1979. The company made its first public offering in 1981 and sold its 1 billionth hard drive in 2008.

Scotts Valley Mayor Jim Reed said the company recently pledged \$50,000 to help improve the new Scotts Valley Library. Over the years, the company has made significant contributions to the city, including sponsorships and donations for many events. Some notables include the former Bear Creek Run, the Scotts Valley Ice Cream Social, many police fundraisers and activities, the future Shugart Park, the annual Fourth of July parade and fireworks, Scotts Valley schools, the police department's Special Olympics Torch Run and repairs to Scotts Valley Drive.

APTOS

Library hosts musical event

"Now We Can Sing," featuring music banned by the Nazis in 1930s Germany, will be presented 6-7 p.m. July 15, at the Aptos Branch Library, 7695 Soquel Drive.

The presentation by flutist Barbara Siesel and singer-songwriter and storyteller Keith Torgan re-creates the times through the music of Bach, Schumann, Hindemith, Copland and Gershwin and the cabaret songs of Friedrich Hollaender.

LIBRARY

Fundraisers launch first capital campaign

Group hopes to raise \$1M to address tech needs

By J.M. BROWN

jbrown@santacruzsentinel.com

SANTA CRUZ — Jayme Smyth needs a new computer, but she needs a job even more.

For the past month, the 29-year-old in-home care nurse has been looking for work, using online sites to identify new opportunities. But when her computer screen went kaput recently, she turned to the Santa Cruz library for Internet access.

Without the free service for library members, she said, "I would just be walking around handing out resumes. This way, I can do it online and it's a more convenient."

To better serve users like Smyth, the Friends of the Santa Cruz Public Libraries has launched its first-ever capital campaign to raise \$1 million for technology upgrades. Prompted by the library's ongoing budget woes, the nonprofit group, which made a record donation of \$300,000 this year, hopes to raise \$200,000 for priority technology needs by the end of 2010 and the remaining \$800,000 within two years.

"This is the first time we have organized to solicit," said campaign leader Carole McPherson, the board's vice president. "We have existed (previously) on the generosity from the community."

LIBRARY

Continued from B1

Library employees have agreed to a second year of furloughs to help shave expenses amid declining revenues funded by sales and property taxes. Because the \$10.9 million system has no reserves, it has to borrow up to \$1 million at a time from the city of Santa Cruz to supplement its cash flow.

A task force studying alternative

SC Sentinel 1
7/13/10

At the top of a list of needs drafted by library director Teresa Landers is a new InterLibrary System and new computers. Eventually, Landers also wants to install automatic check-in systems at the Central, Scotts Valley and Live Oak libraries and outfit all branches with self-checkout technology that saves staff time.

The Friends organization is funded by private donations and about 1,800 individual annual memberships that range in cost from \$15 for students and seniors, to \$500 and beyond. The group recruits library volunteers and also sells books inside a small store in the central library to raise funds.

"There is really a broad spectrum of community needs that we meet," said Mary K Simpson, a former board president who is working on the campaign.

SEE LIBRARY ON B12

HOW TO HELP

To contribute to the Friends of the Santa Cruz Public Libraries' Capital Campaign, send a check with 'Capital Campaign' on the memo line to P.O. Box 8472, Santa Cruz, CA 95061-8472. For information about the campaign or to attend library tours to be scheduled in August, contact 420-5790 or send an e-mail to Mary K Simpson at marykathleen.simpson@gmail.com.

funding structures is expected to make a report in January. Closing branches could be one solution.

To save money, the library board voted on Monday to approve limited closures during the winter holiday periods rather than fully close, as the system did last year in keeping with city closures. The holiday schedule will be as follows for all branches:

- Open: Nov. 21-23, Nov. 27, Dec. 19-22, Dec. 26-29
- Closed: Nov. 24-26, Dec. 23-25, Dec. 30-31, Jan. 1

Grand jury again pushes porn filter for Santa Rosa library

By BOB NORBERG
THE PRESS DEMOCRAT

Published: Wednesday, June 30, 2010 at 4:03 p.m.

Last Modified: Wednesday, June 30, 2010 at 4:03 p.m.

- The Sonoma County grand jury again has addressed what it sees as problems of access to pornography in public libraries, calling for filters to be installed on computers in the children's

Pornography filters are "still an important issue that needs to be dealt with. It is a fact that minors may be exposed to pornographic images of a shocking and offensive nature," the grand jury wrote in the report, released Wednesday afternoon.

The library's reluctance, however, has been that filters are not 100 percent effective, and some offensive material will still get through while legitimate material is blocked.

"Someone who has breast cancer who wants to research treatment can't get it because the filter prevents it, and it may not filter out other things that may be offensive," said Melissa Kelley, vice chairwoman of the Sonoma County Library Commission.

There are also First Amendment issues, said Margaret Lynch, commission chairwoman.

"We do have people who are actively reviewing how we can do this. It is an issue of the American Library Association, we are not the only library to deal with it," Lynch said. "It is trying to strike that balance."

The grand jury last year recommended the Central Library move the public access computers to a side wall and install pornography filters.

This year's grand jury also believes that the filters may be more effective than the library commission believes, filtering 85 percent of the objectional material and blocking 15 percent of the legitimate material.

"With filters installed, any adult may, by simply asking a librarian, turn off the filters. No First Amendment rights are infringed upon and our children have been afforded a safer Library experience," the grand jury wrote.

Rick Rascoe, a grand jury member who oversaw the library investigation, said the Central Library was singled out because that is where the complaints have been.

It is also the Central Library staff that decided against the filters, said Cal Kimes, grand jury foreman.

Instead of putting filters on all computers, as previous grand juries have done, the 2010 grand jury recommends installing the filters on the computers in the children's section, appointing a committee to research the effectiveness and then reporting back to next year's grand jury.

"It is a big change and we thought it was prudent that we start small, put it on the children's department computers first to see if they can handle it," Rascoe said.

Kelley said one of the steps the Central Library has taken is the use of privacy screens that can be placed over the computer monitor to shield the view of people walking by.

"If there is a problem, we have privacy screens and the librarians have the authority to ask them to use these screens," said Melissa Kelley, vice chairwoman of the commission. "Generally when we call it to the person's attention that it is not appropriate, for the most part they choose to stop the activity."

Kelley said that complaints have dropped sharply since the new policy took effect.

She also said that there has not been a complaint regarding the computers in the children's section of the library.

"I consider the Central Library my home library, I am there a lot," Kelley said. "I am sure it would have been brought to my attention."

Lynch said the grand jury's recommendations will be discussed at the library commission's July 12 meeting.

"This has come up every year; it is not an easy thing to deal with," Lynch said. "There is a persistent dissatisfaction. It is not the library is cavalier, but there are some limitations on what we can do."

12.6



Teresa Landers <landerst@santacruzpl.org>

Fwd: SCPL Patron Comment or Suggestion: Thanks to Jason

1 message

WEBMASTER SCPL <webmaster@santacruzpl.org>

To: managers@santacruzpl.org

Mon, Jul 12, 2010 at 5:00 PM

forwarding from Webmaster Inbox

----- Forwarded message -----

From: <webmaster@santacruzpl.org>

Date: Mon, Jul 12, 2010 at 4:50 PM

Subject: SCPL Patron Comment or Suggestion: Thanks to Jason

To: webmaster@santacruzpl.org

The following message has been received from:

NAME: stephanie coulter

PHONE NUMBER: 831 423-8722

EMAIL ADDRESS: stephaniec@cruzio.com

=====

I am A court appointed special advocate for a 8 year old foster child - I have been bringing my child to this branch for quite sometime. He loves going to the library and especially likes Jason who takes time and makes him feel special. He would actually rather go to that library than do most anything - and I give him choices. So congratulations on having such a wonderful staff person-he seems to really understand kids.

=====

PewResearchCenter Publications

The Future of Online Socializing

July 2, 2010

Overview

The social benefits of internet use will far outweigh the negatives over the next decade, according to experts. They say this is because email, social networks, and other online tools offer "low friction" opportunities to create, enhance, and rediscover social ties that make a difference in people's lives. The internet lowers traditional communications constraints of cost, geography, and time; and it supports the type of open information sharing that brings people together.

While they acknowledge that use of the internet as a tool for communications can yield both positive and negative effects, a significant majority of technology experts and stakeholders participating in the fourth Future of the Internet survey say it improves social relations and will continue to do so through 2020.

The highly engaged, diverse set of respondents to an online, opt-in survey included 895 technology stakeholders and critics. The study was fielded by the Pew Research Center's Internet & American Life Project and Elon University's Imagining the Internet Center.

Some **85%** agreed with the statement:

"In 2020, when I look at the big picture and consider my personal friendships, marriage and other relationships, I see that **the internet has mostly been a positive force on my social world**. And this will only grow more true in the future."

Some **14%** agreed with the opposite statement, which posited:

"In 2020, when I look at the big picture and consider my personal friendships, marriage and other relationships, I see that **the internet has mostly been a negative force on my social world**. And this will only grow more true in the future."

Most of people who participated in the survey were effusive in their praise of the social connectivity already being leveraged globally online. They said humans' use of the internet's capabilities for communication -- for creating, cultivating, and continuing social relationships -- is undeniable. Many enthusiastically cited their personal experiences as examples, and several noted that they had met their spouse through internet-born interaction.

Some survey respondents noted that with the internet's many social positives come problems. They said that both scenarios presented in the survey are likely to be accurate, and noted that tools such as email and social networks can and are being used in harmful ways.

Among the negatives noted by both groups of respondents: time spent online robs time from important face-to-face relationships; the internet fosters mostly shallow relationships; the act of leveraging the internet to engage in social connection exposes private information; the internet allows people to silo themselves, limiting their exposure to new ideas; and the internet is being used to engender intolerance.

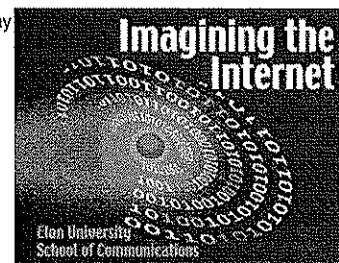
Many of the people who said the internet is a positive force noted that it "costs" people less now to communicate -- some noted that it costs less money and others noted that it costs less in time spent, allowing them to cultivate many more relationships, including those with both strong and weak ties. They said "geography" is no longer an obstacle to making and maintaining connections; some noted that internet-based communications removes previously perceived constraints of "space" and not just "place."

Some respondents observed that as use of the internet for social networks evolves there is a companion evolution in language and meaning as tech users redefine social constructs such as "privacy" and "friendship." Other respondents suggested there will be new "categories of relationships," a new "art of politics," the development of some new psychological and medical syndromes that will be "variations of depression caused by the lack of meaningful quality relationships," and a "new world society."

A number of people said that as this all plays out people are just beginning to address the ways in which nearly "frictionless," easy-access, global communications networks change how reputations are made, perceived, and remade.

Some confidently reported that they expect technological advances to continue to change social relations online. Among the technologies mentioned were: holographic displays and the bandwidth necessary to carry them; highly secure and trusted quantum/biometric security; powerful collaborative visualization decision-based tools; permanent, trusted, and unlimited cloud archive storehouses; open networks enabled by semantic web tools in public-domain services; and instant thought transmission in a telepathic format.

Many survey participants pointed out that while our tools are changing quickly, basic human nature seems to adjust at a slower pace.





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US & WORLD news

<http://americanlibrariesmagazine.org/news>

Town Officials Threaten Cash-Strapped Board for Trimming Library Hours

By [Beverly Goldberg \(/users/beverly-goldberg\)](#)

Outraged at the prospect of no library service on Fridays due to lack of funding, the city council of Wheaton, Illinois, is considering an ordinance to require the Wheaton Public Library to remain open at least four hours per day for a six-day week during the summer and a seven-day week during the school year. The proposal is less a tribute by council members to the library's indispensability than an indication of their displeasure that trustees chose this means to close a \$300,000 budget gap, which was created when Wheaton officials withheld part of the library's millage to cover a municipal property-tax shortfall.

"Everybody understands in the community that all of our departments have had cuts in staff and in revenue," Council member Howard Levine said in the June 29 *Arlington Heights Daily Herald*. "But none of our other departments have decided they are not going to work a particular day."

The reaction by Wheaton officials is an anomaly amid the score of ongoing fiscal crises in many communities across the country. In most cases, elected officials are seeking to reduce library service and staff to save money while library supporters are fighting

<http://www.americanlibrariesmagazine.org/news/06302010/libraries-100ch-ly2011-some-relieved-all-wary>

to keep their doors open and their facilities as fully staffed as possible.

The dispute between Wheaton city hall and the library board, whose members are appointed by the mayor with the approval of the city council, has quickly escalated into Mayor Michael Gresk threatening to oust any trustee who okayed the Friday closure plan. "We just need to have a different approach to the way the library board makes their decisions," Mayor Gresk said in the July 5 *Daily Herald*.



<http://www.ala.org/ala/conferenceevents/upcoming/annual/idc.cfm>



<http://atyourlibrary.org>

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2nd Amendment Danger

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Guns Wants to take
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1 Tip to Lose Stomach Fat

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BBC News

Top award for Saughton Prison library in Edinburgh

12:26 GMT, Tuesday, 6 July 2010 13:26 UK

There is a waiting list for Saughton Prison library

An Edinburgh prison library has won a prestigious award for its "life-changing" impact on inmates.

The library, which opened at Saughton Prison in November 2008, is the only one in Scotland with a waiting list.

Some 12,500 prisoners passed through its doors in the first year and damage to library books has reduced from 80% to zero since it opened.

Broadcaster Mark Lawson will hand over the Libraries Change Lives Award at a ceremony in London on Tuesday evening.

The Chartered Institute of Library and Information Professionals is behind the award.

When I first came into jail I found it really hard to read because I wasn't good at concentrating

Inmate Saughton Prison

Housed in a purpose-built extension, the library includes designs and fittings that were created and built by prisoners.

One prisoner, who wanted to remain anonymous, said: "When I first came into jail I found it really hard to read because I wasn't good at concentrating.

"I would have to read the same paragraph over and over but after persisting with it and practising all the time, I find reading just as easy as breathing.

"I have to admit that reading is now a hobby for me. I love it and I would be lost without it as it's helped me through my sentence."



Linda Constable, chairwoman of the judging committee, said: "This project

demonstrates and evidences 'changing lives', and has made a huge impact on all the prisoners and the staff working in the prison."

Ian Kirkby, library development officer at Edinburgh City Libraries, said: "Our work and focus is in making the prison library work to reduce re-offending and in supporting healthier local communities.

"None of us set out to seek awards, however it is delightful and uplifting to be acknowledged by our profession for our work in this project and a reaffirmation of the value of libraries in our communities."

The winning library service receives a trophy and £5,000 in prize money.



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High-speed Internet now a right ... in Finland

New law says every citizen entitled to fast wired connection

by **Suzanne Choney**

msnbc.com

updated 7/1/2010 1:15:07 PM ET

Finland is now the first country in the world where every citizen is entitled to high-speed Internet connection, starting today. A similar plan for the United States faces hurdles and will likely take years to come to fruition.

As of July 1, "every Finn will have the right to access to a 1 megabit per second broadband connection," with a goal of a 100 mbps connection by 2015, according to the BBC.

"Internet services are no longer just for entertainment," Finland's

communication minister Suvi Linden told the BBC. "Finland has worked hard to develop an information society and a couple of years ago we realised not everyone had access."

"Everyone," in this case, is not a big number, with an estimated 4,000 homes that will need the faster wired connection. The country has a population of about 5.2 million, according to the CIA World Factbook

The Nordic country is among those

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that get perhaps six hours of daylight during winter months, making a communication resource like the Internet more important to staying sane and connected during such dreary periods.

By 2015, Finland aims to have all Finns connected to the Internet via fiber-optic or cable networks.

In the United States, a proposed National Broadband Plan would make high-speed Internet access available to individuals who need it, as well as to certain health care providers, over the next decade.

In 2009, the average Internet download speed in the United States was 5.1 megabits per second and the average upload speed was 1.1 mbps, according to Speed Matters, a project of the Communications Workers of America.

Efforts are also underway to expand wireless broadband for devices like smart phones and laptops, being used by more Americans. On Monday, President

Barack Obama endorsed plans by Federal Communications Commission regulators to free up 500 megahertz of wireless spectrum over the next 10 years to meet the demand.

Some estimates, according to the Associated Press, suggest the next five years will see an increase in wireless data of between 20 to 45 times 2009 levels, reflecting the burgeoning use of wireless devices.

In Britain, the BBC said, the government aims to provide everyone with a "minimum 2 Mbps broadband connection by 2012 but it is a commitment rather than

a legally binding ruling."

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How libraries stack up: 2010

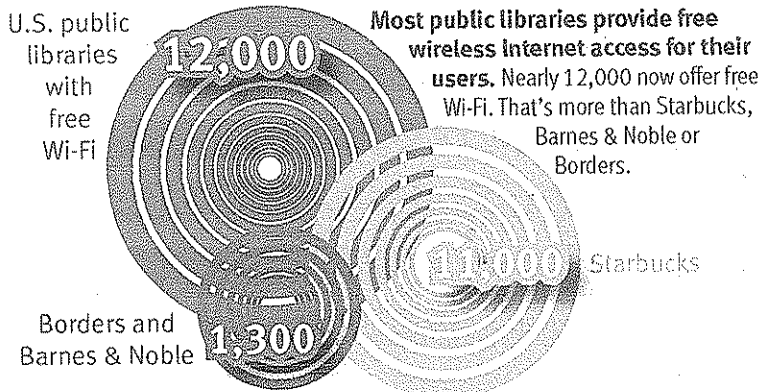
In America, we go to libraries to find jobs, create new careers and help grow our small businesses. We borrow books, journals, music and movies. We learn to use the latest technology. We get the tools and information needed to reenter the workforce. We get our questions answered, engage in civic activities, meet with friends and co-workers and improve our skills at one of the 16,600 U.S. public libraries. Every day, our public libraries deliver millions of dollars in resources and support that meet the critical needs of our communities.

Here are a few of the ways that our public libraries stack up.



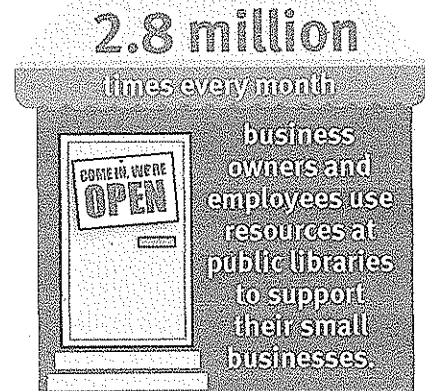
Source: OCLC, 2010, primary research; ALA, 2010, "A Perfect Storm Brewing."

Hot spots



Sources: ALA, 2009, "Libraries Connect Communities 3: Public Library Funding & Technology Access Study, 2008-2009"; Starbucks corporate communications; www.borders.com; www.barnesandnobleinc.com.

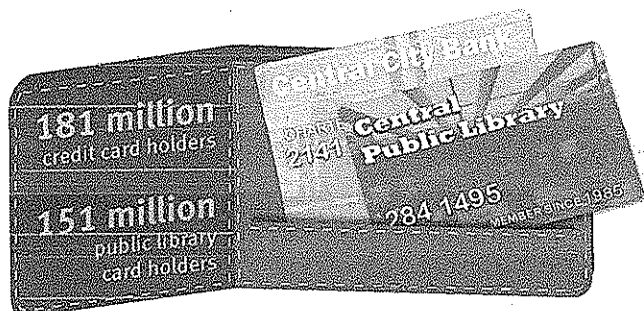
Taking care of business



Source: OCLC, 2010, primary research.

It's in our wallets

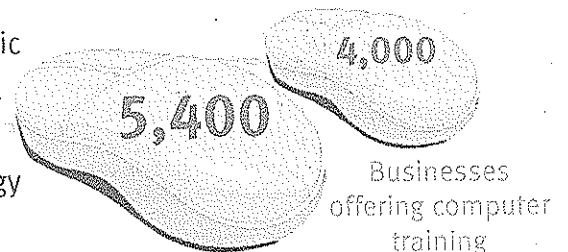
Library cards are about as prevalent as credit cards. Two-thirds of Americans have a library card. For many young people, the first card in their wallet is a library card.



Sources: ALA, "The State of America's Libraries, 2009"; U.S. Census Bureau, population estimates for those aged 20 and over; *Statistical Abstract of the United States*, 2010.

Getting technical

U.S. public libraries offering free technology classes



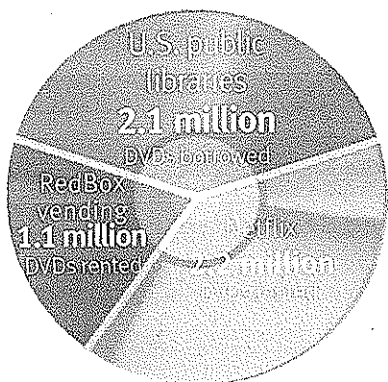
More libraries—5,400—offer technology training classes than there are computer training businesses in the U.S. Every day, 14,700 people attend free library computer classes—a retail value of \$2.2 million. That's \$629 million worth of computer classes annually (based on 286 business days per year).

Sources: ALA, 2009, "Libraries Connect Communities 3: Public Library Funding & Technology Access Study, 2008-2009"; *ReferenceUSA Business and Residential Directory*; OCLC, 2010, primary research; www.geekquad.com.

How libraries stack up: 2010

Libraries are at the heart of our communities—a resource for people of any age to find what we need to help improve our quality of life.

Movie night

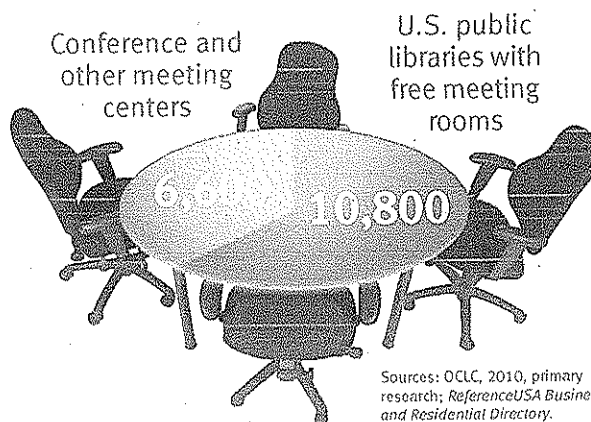


Every day, Americans borrow **2.1 million** DVDs from libraries, and we spend over \$22 million for DVD rentals at outlets like Netflix and RedBox vending machines.

Sources: OCLC, 2010, primary research; www.netflix.com/HowItWorks; Stross, Randall, "When the Price Is Right, the Future Can Wait," *New York Times*, July 12, 2009; McBride, Sarah, "Cinema Surpassed DVD Sales in 2009," *Wall Street Journal* online, January 4, 2010.

Let's meet

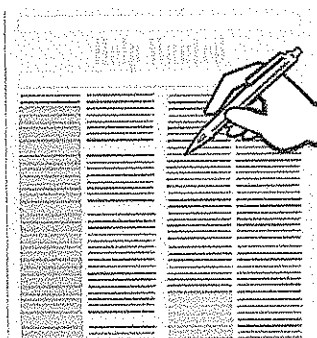
More public libraries offer free meeting rooms than there are conference centers, convention facilities and auditoriums combined. Every day, 225,000 people use library meeting rooms at a retail value of \$11 million. That's \$3.2 billion annually (based on 286 business days per year).



Sources: OCLC, 2010, primary research; *ReferenceUSA Business and Residential Directory*.

Career assistance when we need it most

U.S. public libraries offering career assistance
13,000



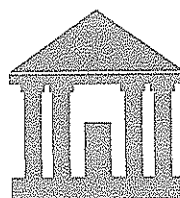
U.S. Department of Labor One-stop Career Centers
3,000

Americans turn to libraries when searching for new jobs. Both public libraries and One-stop Career Centers provide career counseling resources, resumé assistance and help in filling out online applications.

Sources: ALA, 2010, "A Perfect Storm Brewing"; U.S. Department of Labor, www.servicelocator.org/.

No ticket required

U.S. public library visits
1.4 billion



U.S. movie attendance
1.3 billion



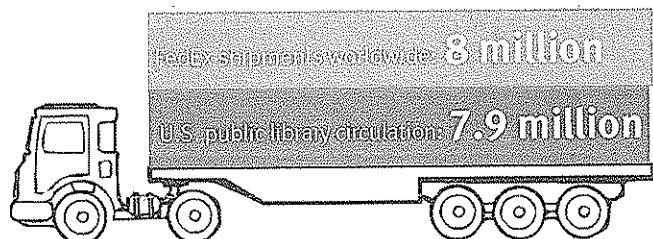
U.S. sporting event attendance
218 million



Every year, Americans visit the library more often than we go to the movies and six times more often than we attend live sporting events (includes professional and NCAA football, baseball, basketball and hockey).

Sources: IMLS, 2007, *Public Libraries in the United States: Fiscal Year 2007*; *Statistical Abstracts of the United States, 2010*; www.mpa.org/researchStatistics.asp.

On the move



U.S. public libraries circulate as many materials every day as FedEx ships packages worldwide. We enjoy \$82 million of value every day from the materials we check out at libraries.

Sources: IMLS, 2007, *Public Libraries in the United States: Fiscal Year 2007*; FedEx company facts at http://about.fedex.designcdt.com/our_company/company_information/fedex_corporation



OCLC is a nonprofit library cooperative. For more information see: www.oclc.org/reports/stackup/.

Numbers from OCLC's primary research are estimates. OCLC conducted primary research in January 2010 by inviting librarians via a post on various e-mail lists to answer a questionnaire gauging the use of their public libraries for job-seeking, small business support, meeting room usage and

Group to study library-county merger

By Mark Price

msprice@charlotteobserver.com

Posted: Tuesday, Jul. 27, 2010

A potential merger of the entire library system with county government is among the ideas to be considered by a task force that has been given \$75,000 to cover its expenses by the Community Catalyst Fund.

Called the Future of the Library Task Force, the group will spend six months studying every aspect of the cash-strapped system to come up with ways it can be more efficiently paid for, governed and operated.

The task force is headed by former UNC Charlotte Chancellor Jim Woodward, and will hold its first meeting Oct. 10. Its recommendations are due Feb. 28.

All options are to be considered, from consolidating a few departments to merging the entire library system with the county, said Charles Brown, director of libraries.

"Going into this process everyone involved is very open, and we'll see what is the best way to ensure the library's future," said Brown. "I think the survival of the library is the paramount issue here, and if there's a belief that (a merger) is the best way, or the only way to ensure continued viability, I believe that's the way we'll have to go."

The task force will have 12 to 15 members, who'll be appointed in the next six weeks.

The initiative comes at the urging of the Mecklenburg Board of County Commissioners, which agreed to ease library budget cuts this year if the system would look for ways to save money.

The task force will examine such things as the scope of library services, location and size of branches, and how the system can find more sources of money.

Currently, the libraries get most of their dollars from the county, which cut about \$11 million this budget year. As a result, three branches were closed, hours were sharply reduced and two departments were consolidated with the county. The system's workforce was also cut in half - from just over 600 employees in January 2009 to about 300 now.

The Community Catalyst Fund, created by the Foundation for the Carolinas, underwrites efforts by nonprofits to deal with the economic crisis through mergers or innovations.

Read more: <http://www.charlotteobserver.com/2010/07/27/1584795/group-to-study-library-county.html#ixzz0vP0FrHdG>

Jul. 27, 2010
Copyright © Las Vegas Review-Journal

Cities, counties face job cuts

500,000 losses predicted nationwide

By ALAN CHOATE
LAS VEGAS REVIEW-JOURNAL

See the study, "Local Governments Cutting Jobs and Services."

Layoffs in Las Vegas, around nation

- Brevard County, Fla.

Plans to lay off 118 employees, a group that may include 31 sheriff's deputies and a first-responder emergency medical program.

- Flint, Mich.

Cuts included the elimination of 23 of 88 firefighter positions and the closing of two fire stations.

- Fresno, Calif.

The 2010 budget includes 225 layoffs, including cuts in the police force, bus services and park maintenance.

- Dallas

500 employees are slated for layoffs, with the library system taking the biggest hit; services such as recreation centers and street cleaning will be reduced.

- Clark County

285 workers lost jobs in the past year, including 60 from University Medical Center. No firefighters were eliminated, but the county shut down its technical rescue and Hazmat teams and plans to eliminate a team in Laughlin.

- Las Vegas

Since January, 179 people have been let go at the city. No firefighter jobs were in peril, but several city marshal positions were on the block until labor concessions were achieved. According to a city spreadsheet, one marshal and two corrections officers were let go.

- North Las Vegas

The city passed a budget with 204 layoffs. They included 16 firefighters, but a labor deal saved those jobs, reducing the layoff figure to 188.

- Henderson

Two layoffs to date, although both people were later placed in different positions. Neither worked in public safety.

Sources: National League of Cities; Clark County; cities of Las Vegas, North Las Vegas and Henderson

Nearly half a million city and county government jobs could be eliminated nationwide in the next two years because of budget shortfalls, a new study estimates while noting that the cuts would further worsen high unemployment numbers.

Southern Nevada's governments have felt the budget and employment crunch along with everyone else. Unlike many other cities and counties, though, cuts to public safety jobs largely have been avoided through labor concessions and reorganization.

Clark County, for example, moved administrative Fire Department employees to front-line fire suppression and emergency medical spots and closed its heavy rescue team, moving those firefighters to a relief staff to fill in for absent co-workers and cut overtime.

No fire positions were eliminated, but the county instituted more than 200 layoffs and left 1,200 positions vacant.

"That's a pretty scary number," county spokesman Erik Pappa said. "We've been trying to not have it affect our delivery of services. Obviously it's impossible to do that, but you try to make the cuts where you're going to minimize the impact on your citizens."

Increases in unemployment and drops in consumer spending and property values have led to plummeting public revenues, which force governments to balance budgets by cutting employees and services.

The cuts will affect "not only parks, libraries and public works projects, but also public safety, police and fire services," said Ron Loveridge, mayor of Riverside, Calif., and president of the National League of Cities.

"Cities are not only the engines of their local communities, they are also the backbone of their regional economies, where investments in infrastructure and services provide a platform for private sector investment."

Based on a survey of city and county governments, the National League of Cities concluded that local government cuts could reach 481,000 jobs.

In cities that responded to the survey, 63 percent reported making cuts in public safety positions, something that largely has been avoided in Southern Nevada. Sixty percent reported public works cuts, and 54 percent said parks and recreation personnel were axed.

For counties, cuts to public works, social services and public health were most common. The survey had 39 percent of counties saying public safety had been cut.

"The depth of the current downturn ... means that surprising numbers of cities and counties report cuts in public safety personnel," states a summary of the study, performed by the National League of Cities, the National Association of Counties and the U.S. Conference of Mayors. "For some communities, this means fire and police stations that are closed and the potential for reduced capacity to respond to emergencies."

While local entities have staved that off for now, next year might be a different story.

"The consensus over here is that this year was bad, but next year will be worse," Pappa said.

Government coffers will be among the last to benefit from any economic turnaround, and the county already has dipped into its reserves.

"Next year, we're looking at additional cuts, probably," Pappa said.

Las Vegas officials did not respond to a request for comment Tuesday, but city leaders have voiced the same concern.

Like the county and other local governments, Las Vegas has cut costs, service hours and services, provided retirement incentives, renegotiated labor deals, mothballed projects, held positions vacant and laid off employees to make ends meet this year only to look at a deeper deficit for next year's budget.

The authors used the survey to voice support for the Local Jobs for America Act, federal legislation that would allocate \$75 billion over two years to local governments and community organizations to preserve or create jobs.

The bill now is parked in three House subcommittees.

Surveys were sent to cities with populations above 25,000 and counties with 100,000 or more people. There were responses from 214 cities and 56 counties. Clark County, Las Vegas, Henderson and North Las Vegas did not participate.

Contact reporter Alan Choate at achoate@reviewjournal.com or 702-229-6435.

Chicago Public Library Commissioner Reacts to FOX Chicago News' Story

Text of Mary A. Dempsey's Letter to the Editor

Updated: Friday, 02 Jul 2010, 11:38 AM CDT

Published : Friday, 02 Jul 2010, 11:34 AM CDT

FOX Chicago News

Chicago - FOX Chicago News asked, with the internet and e-books, do we really need millions for libraries? Chicago Public Library Commissioner Mary A. Dempsey responded:

June 29, 2010

Anna Davlantes
Fox 32 news Chicago
WFLD – TV
205 N. Michigan Avenue
Chicago, Illinois 60601

Dear Ms. Davlantes:

I am astounded at the lack of understanding of public libraries that your Monday evening story, *Are Libraries Necessary, or a Waste of Tax Money?* revealed. Public libraries are more relevant and heavily used today than ever before, and public libraries are one of the better uses of the taxpayers' dollars. Let me speak about the Chicago Public Library which serves **12 million visitors per year**. No other cultural, educational, entertainment or athletic organization in Chicago can make that claim. Those 12 million visitors come to our libraries for free access to books, journals, research materials, online information and computers, reference assistance from trained librarians, early literacy programs, English as a second language assistance, job search assistance, after school homework help from librarians and certified teachers, best sellers in multiple formats (print, audio, downloadable and e-book), movies, music, author events, book clubs, story times, summer reading programs, financial literacy programs or simply a place to learn, dream and reflect.

The Chicago Public Library, through its 74 locations, serves every neighborhood of our city, is open 7 days per week at its three largest locations, 6 days per week at 71 branch libraries and 24/7 on its website which is filled with online research collections, downloadable content, reference help, and access to vast arrays of the Library's holdings and information.

Last year, Chicagoans **checked out nearly 10 million items** from the Chicago Public Library's 74 locations and the majority of those items were books. (Your 'undercover cameras' shots were taken in a series of stacks devoted to bound periodicals used for reference. Next time, try looking at the circulating collections throughout the building.) Especially in times of economic downturn, smart people turn to the public library as their free resource for books, information and entertainment in multiple formats – print, online, in person.

And yes, we proudly provide free access to the internet because so much information today is found online, something you should know from your own work. In fact, the Chicago Public Library provided **3.8 million free one hour Internet sessions** to the people of Chicago in 2009. The Internet has made public libraries more relevant, not less as your story suggests. There continues to exist in this country a vast digital divide. It exists along lines of race and class and is only bridged consistently and equitably through the free access provided by the Chicago Public Library and all public libraries in this nation. Some **60 percent** of the individuals who use public computers at Chicago's libraries are searching for and applying for jobs. We're proud to continue to be able to use our resources to help them do so.

The Libraries vs. Schools or other public agencies funding argument posed by your story is a non-starter. The mission of the Chicago Public Library is and always has been to make available to all people from birth through senior citizenship, the resources they need to enjoy a good quality of life, to participate in lifelong learning, and to become and remain civically engaged. If information is power, then the public library is the source of that power,

We devote considerable effort and funding to providing early literacy books, programs, story times and training for parents, caregivers and preschool teachers of infants and toddlers so that those children start kindergarten ready to learn.

Chicago's schools offer the shortest school day in the nation. As schools slash their budgets for school libraries and shorten their classroom teaching time, thousands of children flock to Chicago's public libraries every day afterschool, in the evening and on weekends for homework assistance from our librarians and certified teachers hired by the public library.

In 2009, thanks to funding from the MacArthur Foundation, the Chicago Public Library unveiled a new 21st century learning space for teens called YOUmedia, that is heavily used 7 days a week by teens and has been hailed as a groundbreaking learning space that combines books and traditional library collections, digital media, mentors and librarians. YOUmedia fosters civic engagement, creativity, reading, writing, and collaborative learning by teens – and it takes place in the public library, not in a school.

We are at our busiest when schools are not in session. This summer, we will once again welcome some 50,000 children to our summer reading program. As in years past, they will read more than 1.2 million books thereby keeping their reading skills sharp while schools are closed, and this year, they will learn

about the collections of the Art Institute and public art throughout our city simply by participating in this free program.

The Chicago Public Library is used heavily throughout the year by college and university students, people moving into second careers, adult learners, small business owners, lawyers and other professionals, and working adults and seniors who simply want to read the latest bestseller, hear an author talk, participate in a book club or in the One Book, One Chicago program, attend a financial literacy class, enjoy a free visit to one of Chicago's museums or the Ravinia Music Festival, or learn how to use a computer. Last week, more than 650 people of all ages attended a

lecture by author Anthony Bourdain at Harold Washington Library Center and that is the norm, not the exception.

The suggestion by one of your interviewees that people do not need or use libraries anymore because of the Internet is simply not true. The Internet is one of the many tools that people use to live productive lives, and that tool can be accessed for free, and with free training by our staff, at the public library.

Finally, let me address the argument by the gentleman from the taxpayers' group, that public sector employees make higher salaries than those in the private sector and that Chicago's investment in its public libraries (\$120 million annually) is too high. He is simply wrong. With that budget, we pay the salaries of 1150 employees; maintain and operate 74 buildings; purchase new library collections and refresh worn collections; maintain and update 3000 public access computers; provide free Wifi [sic] and 24/7 access to millions of dollars of online research collections via our website; operate a citywide distribution system that handles millions of items per year; serve as an essential resource to homeschoolers, public, parochial, charter and private schools, colleges, and universities; operate a Talking Book Center for the blind and a physically handicapped; engage in reciprocal borrowing of library materials with 192 other communities in the State of Illinois; provide free access for Library patrons to Chicago's museums and cultural institutions; support Chicago's businesses and entrepreneurs; support Chicago's research community; and enhance quality of life and community in every neighborhood of Chicago.

The public library is supported by taxpayers for the common good of all the people of Chicago – just like public school. We don't ask our schools to make profit. Neither should we ask it of the public library. As journalist Walter Cronkite once remarked, "Whatever the cost of our libraries, the price is cheap compared to that of an ignorant nation."

Finally, like thousands of our fellow City employees, the management of the Chicago Public Library is taking 24 unpaid holidays and furlough days this year to help close the budget gap and to keep city services, including libraries, operating for the public. Interestingly, I was on an unpaid furlough day when I watched your story last evening. And I had just returned from the annual library conference in Washington DC, a trip I paid for myself, not with taxpayer dollars.

Thank you for allowing me this opportunity to respond to the issues raised in your story.

Sincerely,

Mary A. Dempsey
Commissioner
Chicago Public Library

Vending machine library hits the spot

By Joanne Chianello, The Ottawa Citizen July 25, 2010 [Comments \(5\)](#)



Councillor Maria McRae admits the library kiosks were seen as a bit of a risk at first. But at last count, almost 1,700 items have been checked out since the program began in April and the costs associated with the kiosks are a tiny fraction of what it would take to build and run a library.

Photograph by: Chris Mikula, The Ottawa Citizen

It looks like a regular vending machine, the kind you might feed loonies and toonies in exchange for a chocolate bar or bag of chips.

But if you were looking for a quick junk-food fix from this unit, you'd be out of luck. Instead of a box of Smarties, it dispenses Stella, Queen of the Snow.

These library kiosks — there are two of them in the foyer of the Hunt Club-Riverside Community Centre — are the first of their kind in Canada. They work just like regular vending machines, except that users swipe their Ottawa library cards instead of inserting coins into the machine. And instead of buying a pack of gum, the user is borrowing a library book or DVD. The printed receipt tells the library customer when the item is due back.

At last count, almost 1,700 items have been checked out since the program began in April. One machine stocks children's materials, while the other offers items for teens and adults in both English and French. The selections are chosen by library staff from the most popular, in-demand titles. Between the two kiosks is a return bin, where residents can bring back not just items that they borrowed from the kiosks, but from any library in the city.

It's been such a hit, says Councillor Maria McRae, that she once saw a little boy hugging the machine.

The pilot project grew from McRae's frustration that the area didn't have its own library. In fact, she began to complain about the fact that the 12,000 residents of River ward didn't have library services almost from the moment she was elected in 2003.

"I was the indignant rookie councillor, beside myself that my ward didn't have a bricks-and-mortar library," admits McRae.

The opportunity to do something about it arose about five years ago when McRae and city staff began serious discussions for expanding the community centre, which was originally built about 25 years ago. The councillor wanted the refurbished centre to be a "one-stop shopping" resource for the community, where residents could do everything from take an exercise class to get a referral for substance abuse — or take out a book.

And that's where Barbara Clubb came in.

"We knew that this was an area where people had to leave their constituency to use a library," says Clubb, the Ottawa Public Library's chief librarian.

Over the years, there had been a number of attempts to get a library into the area, "but it just didn't happen, because of the time or the money or the circumstances just didn't come together."

The money for a full-fledged library still wasn't there, but Clubb knew that library vending machines, popular for years in Europe and starting to appear in the United States, could "fill the gap" for the community.

"One of the rules of librarianship is, 'Save the time of the reader,'" says Clubb. "Anything we can do within our power to do that is heading in the right direction."

McRae credits Clubb — along with Linda Standing, one of the city's managers of public services, and Councillor Jan Harder, who's been the chairwoman of the library board for four years — for championing the program.

"It's was a bit of a risk, having never been done before," says McRae.

Indeed, there were a few hiccups when the machines were first installed, mostly to do with cards not working properly, but those issues have been ironed out, says Standing.

And while the costs associated with the kiosks are a tiny fraction of what it would take to build and run a library, they aren't free either.

The capital expenditure for the two machines, which included installation and set-up costs, was \$100,000. Another \$50,000 in operating costs are associated with handling

returns and re-stocking the machines, plus a new service where staff hold "library hours" twice a week at the community centre. (This is in addition to weekly bookmobile service in the area.)

Meant to augment the kiosks, during these hours library staff can issue library cards and also deliver items that residents have put on hold online from anywhere in the library system.

Although this is a one-year pilot program, other areas of the city are already inquiring about getting their own kiosks, including a "majorrequest" from a new community complex planned for north Kanata.

"We're just in the early stages of getting the machines to work and figuring out all of the implications, so we need to do a thorough evaluation before we look at a roll-out plan," says Clubb.

And while they seem to be popular with the public, especially among children and the seniors who live in a co-op across the street from the community centre, kiosks shouldn't be considered a replacement for full-service libraries, warns Clubb.

"This is a supplementary, a stop-gap," she says, although she admits that the vending machines may have an impact on the location of new library branches.

Kiosks can't work with groups, offer free computers, personal assistance or foreign-language materials.

"This is a supplementary service," says Clubb. "This is like your Mac's Milk versus your Superstore. They have different features."

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Read more:

<http://www.ottawacitizen.com/business/Vending+machine+library+hits+spot/3319678/story.html#ixzz0vPIJWCbk>

MONTHLY REPORT FOR JULY 2010

1. Reading, Listening and Viewing for Pleasure

A. Children in Santa Cruz County will enter school ready to read, write, listen, and learn.

In June, pre-school storytime resumed at the La Selva Beach library after a one-year hiatus. The reception has been high with between 15-25 parents and children in attendance on a weekly basis. This Tuesday morning storytime, performed by branch manager Heather Pereira, emphasizes early literacy skills in the context of hand picked stories delivered through use of the SCPL picture book collection.

Jeanne was the guest speaker at the Cabrillo Watsonville extension summer SEEDS class for daycare care providers. She talked about the library and Read to Me kits and library programs for very young children. Ten of the participants signed up for new SCPL library cards so they can use the RTM kits. The class asked for a storytime and Jeanne read several favorites from the RTM kits. Everyone enjoyed participating with Barnyard Dance by Sandra Boynton.

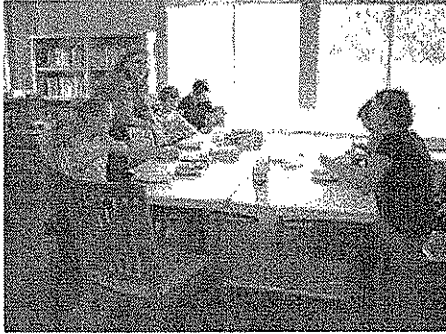
B. All ages will have materials, programs and displays that reflect current community interests and provide pleasurable reading, viewing and listening experiences that help them reach their personal literacy goals

On July 22nd, Capitola staff received 18 children and 3 adults from Sonshine Pre-School. This pre-school class was participating in the Raising a Reader program which made it possible for these children to receive their first library card.

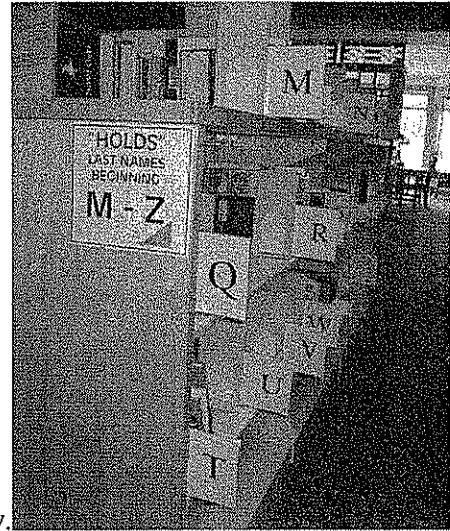
Garfield Park had a very successful summer reading program. The Great Blindini performed his magic show for 40 children and 16 adults. Everyone had a great time and enjoyed the entertainment.

Our programs have been extremely well-attended at Live Oak this summer. In July, Sandi and I decided to present a Family Movie Time instead of a Teen Movie, which drew a crowd of 30.

C. People of all ages will have friendly support and intuitive access to the materials and resources they want



Cathy Landis/Live Oak Crafts



“Holds” for patrons at Live Oak, large letters by Emily

In preparation for Self Check Out and Self Pick-up of Holds at the Central Branch, we have reconfigured shelving and collections have shifted. We now have sorting areas for CDs and VHS adjacent to their regular shelves which have made these items more easily found and accessible. We have cleared the aisle of book trucks in front of the new Hold shelves so the public will have easy access and clearance while picking up their requested items. Bold but simple signage is being created in house (thank you Emily Galli) to provide direction for the new self check services.

One of Jeanne’s book buddies from Brommer Manor in Capitola was able to return to her home in Scotts Valley mid month. Jeanne will continue to visit her in August and introduce her to her new volunteer Book Buddy who lives in Scotts Valley.

2. LIFELONG LEARNING

A. People will have access to a relevant collection of resources in diverse formats for all ages.

- UCSC professor Dr. Eliza Martin's class visited the Central Branch on July 8 to learn about the local history resources the library has. Reference staff gave the students a tour of Central and showed how to search for local history information on the library website.

B. Library users will have access to innovative and successful programming which reflects the cultural, educational and informational needs of the diverse communities served by SCPL and which will help learners of all ages to achieve their goals.

In June, the Passionate Readers book discussion group (BDG) was delighted to assemble at the La Selva Beach library after a one-year hiatus from the branch. The group discussed *The Human Stain* by Philip Roth, and in July discussed *Drawing in the Dust* by Zoe Klein. The LSB library supports two adult book discussion groups and the Adult BDG was delighted to meet in the branch in July to discuss *The Immortal Life of Henrietta Lacks* by Rebecca Skloot.

Gale and Bobbi attended a Tea and Book Discussion Group at Aptos Library on Saturday, July 24 and Bobbi was able to put in a plug for the BookBuddy program. The Tea was well attended and there may be some people who know someone who needs the service or would like to volunteer to help.

C. People will have access to innovative technology and the tools necessary to find, evaluate and use information and resources to meet their learning needs.

3. COMMUNITY CONNECTIONS

A. The Library will initiate and nurture partnerships with the public, private and nonprofit sectors in Santa Cruz County for the mutual benefit of the partners, the Library and the community.

The Whole Foods Capitola Food storytimes have been suspended for the near future because of very low attendance in the summer. We will continue the partnership in the fall, but it will probably be on a seasonal basis in order to not conflict with the proposed regular storytimes that will be reinstated at Capitola branch. Outreach staff will be working with Capitola staff to schedule storytimes.

Read to Me transferred ownership of six large boxes of Spanish language books to Watsonville Public Library. Spanish books are difficult to find, particularly for the preschool age level. However, First 5 has always been very generous in supporting purchase of replacement books for Read to Me and our providers and other users rarely lose or damage books, so we have enough Spanish books for the bi-lingual kits we now own. Watsonville will use the books to refurbish the mono-lingual Spanish kits they own and for their Storytime Collection.

B. People will strengthen their ties with each other, the community and the library.

The La Selva Beach branch library is involved in a pilot project that has increased their open hours (from 8 to 14 hours a week) and restored pre-school storytime after a one-year hiatus. The pilot project combines: co-staffing the branch with one staff member and five volunteers; the installation of a Self Check machine for use by patrons (acquired and paid for by FSCPL); and the introduction of a barcode duplicator for use by volunteers (acquired and paid for by the LSB Chapter of FSCPL). Sentinel staff writer Jory Johns prepared a thoughtfully written article on the LSB pilot project in the 6/30/10 Santa Cruz Sentinel, linked here: http://www.santacruzsentinel.com/ci_15407170?IADID=Search

Outreach hosted a baby shower for Jennifer Cockerill. Twenty staff and Jenn's mother (who is a library volunteer) attended. We are still waiting for the baby to arrive.

C. The community will recognize the value of SCPL in improving their lives and will recognize SCPL as an asset to their community.

Gale and others marched with the Library Book Truck Drill Team in the LaSelva Beach parade on July 4. As always, the crowd was very appreciative of the library.

D. Volunteers will be used effectively

The Aptos Compoginis Family, led by Mom, Andrea, put on a bake sale as a fundraiser for the Santa Cruz Public Libraries. Her children, Anika and Kai helped sell their home-made savory puffed pastry sandwiches—delicious turkey or vegetarian, which were a big hit combined with goat cheese, chard, and caramelized onions. These delicacies were complemented by smooth organic lemon and lime aides. Other sweet homemade treats, layered cake, and staff Michele Mugnier's chocolate chip cookies and Sally Maki's famous corn bread muffins and lemonbars brought Aptos patrons to contribute \$181.95 for the 3.5-hour event. Michele's signage: "Buy a Snack. Buy a Book. Give what you want Support your Library" showed off the carefully selected cookery, craft, and other summer gift books to make for an overall successful event.

Last year, Michelle Zheng spearheaded a successful flower-fund raiser for the library and has gotten the go-ahead from her father's employers, the Award-winning Kitayama Brothers to do it again at the August 1, 2010 Friends of the Santa Cruz Public Library Booksale. This year, Kitayama is donating 300 flowers: 180 of their Society of American Florists' award-winning roses and 120 Gerberas, hoping to sell each six-bloom bouquet for \$3.00. Last year, Kitayama's flowers and her efforts brought a \$113 donation to the library and this year she has a goal of donating over \$150 this year. All the money will go to the library, so Michelle hopes all the flowers sell. For years she participated at the Aptos Library's annual shadow-puppet plays, written and acted by young people. This year, her brother and budding author Jason is collaborating with her on a production of "Jack and the Beanstalk" with hopes of finishing the script, set, and characters for next year and the hope of a better fiscal climate then. The love of literacy and libraries is strong in the Zheng family.

At Live Oak we have a phantom volunteer, who regularly weeds the landscape, leaves piles of leaves and weeds and Daniel, from Maintenance crew picks up on Mondays. We believe this person comes to weed on Saturdays. Also, Daniel is working with local county jail and is bringing workers to help with the weeding and cleaning of landscape, it certainly makes the landscape look nicer. Thanks to Sharon Yamanka, volunteer, Monthly Booksale, bookbags and donation drive, \$118.50 were sent to Friends. We also have volunteers helping the public with how to use the Self Check Out machine; we are now on our third month.

The Santa Cruz County Office of Education Summer Youth Employment Program encourages businesses to mentor young interns with a goal of developing a skilled and successful future workforce.

Lois Meyer Report on Summer Youth Employees:

Paula Contreras, Barbara Pasternak and Lois Meyer interviewed and hired two Summer Youth Employees on June 22nd. Barbara, Lois and the entire Live Oak Staff are mentoring and training these young interns in the protocols of employment: etiquette, rules, and responsibilities. It has been quite a learning experience for all of us! The two interns are as different as night & day: One is dedicated, hard-working and motivated. The other is distracted, unfocused and slow. Nonetheless, we continue to mentor, guide and train the two interns, hoping that our participation in the Summer Youth Employment Program will instill in these two individuals the skills to be good employees in the future.

The volunteer gardening group at Garfield Park did a very nice job weeding and cutting back old shrubs around the building. We very much appreciate the time and energy they put in to help with our landscaping needs.

Volunteers are used in Rebarcoding Project and supervised by Access Services Manager in conjunction with Live Oak, Central, and now Aptos Branch Managers and other staffs.

Volunteers have helped tremendously with the rebarcoding of the library system. We are now more than 50% done with that project, thanks in part to their efforts. Live Oak and Central are completely finished and Aptos and La Selva Beach are currently underway.

208 recorded volunteer hours were used to rebarcode Live Oak starting March 10 and finishing April 12, about five weeks. Marie Wilkenson volunteered the most hours, 42.75 with Suzanne de Beaumont a close second at 38.75. Other major volunteers included Maggie Murikami at 33 total hours and Jeanine Ripley at 28 total hours. Other indispensable Live Oak volunteers were Molaan Moselle, Carol and Jim Pyle, Pamela Hersey, Phil Shima, Bob Lamonica, Paula Sarkar, and Marion Cernac.

204.75 recorded volunteer hours were used at Central April 14 through June 30 to rebarcode that collection. Suzanne de Beaumont volunteered 43.5 hours in the 12 weeks it took to rebarcode Central. Jim and Carol Pyle each volunteered 32.75 with Elizabeth Pitzer volunteering 31.5 hours. Central's other indispensable volunteers included Pat Wright, Maggie Murikami, Bob Lamonica, Janet Cotton, Molaan Moselle, and Madeline

Spencer. Bob and Maggie helped finish up the remaining books while paid workers and the remaining volunteers either moved on to Aptos or are taking a breather waiting for the barcode duplicating machines to arrive in turn at their favorite library.

Live Oak and Central were rebarcoded mainly by Community Action Board grant workers, who have worked 150 hours per week since beginning at Live Oak in March. We will have about 110 hours weekly of CAB time at Aptos, starting June 30 and in August, at Scotts Valley through September 30. Volunteers will fill in the scheduling gaps and I'm sure some of the loyal volunteers mentioned above will continue this project to the end sometime in December.

In addition, we have used Workability and Summer Youth Employment Program workers, which are high school students paid by grants.

Gale is working on getting volunteers for Hope Services and the jail. Right now Outreach sends two staff members to each program, but I am hoping to get enough volunteers that we will only need to send one staff member with a volunteer to each program. We have a promising volunteer for Hope Services downtown, and she is also going to observe Hope Senior Services in Aptos. We had two volunteers scheduled to observe downtown, but one of them did not show up. I guess 50% is a reasonable expectation.

Gale and her volunteer, Jessie, finished weeding fiction in Capitola on July 20 and 22, before they begin the rebarcoding. Without Jessie it would have taken twice as long.

Programs and the Teen Summer Reading Program have kept teens busy this summer.

Scotts Valley hosted the CHP's Start Smart Teen Driving program for parents and teen drivers.

The two-day digital photography programs at Live Oak and Scotts Valley resulted in some wonderful photographs. Most are posted on the Library's Teen webpage in the Art section. A floating photo exhibit is being planned for August as well.

There was a Teen Movie at Live Oak, and three Family Movie programs (one at Live Oak and two at Aptos).

The second Teen Battle of the Bands was a rousing success. Five bands performed everything from bluegrass to jazz to heavy metal. 652 people watched their performances. 13 teen volunteers as well as many adult volunteers followed Matt and Victor's lead to make the event run smoothly. The Advisory Council of Teens (ACT) sold water and pizza. Woodstock Pizza provided pizzas at a discount, and Trader Joe's donated seven cases of the bottled water. Nite Owl Cookies gave a portion of their sales to the ACT as well. Library cards were also issued during the event.

On the recommendation of the ACT, raffle drawings for the Teen Summer Reading Program have been held every Thursday starting July 1st. Forty local businesses donated over a hundred prizes from gift cards to a baseball mitt to a month of art lessons.

The ACT will staff the Kids' Only Book Sale at the end of month. Teen volunteer Michele Zheng will sell flowers donated by Kitayama Brothers. Summer Reading participants will get a free book of their choice by attending on Saturday.

4. WELCOMING PLACE

A. Identify the physical changes and funding required to provide 21st century library facilities.

B. The virtual branch meets the definition of a welcoming place

C. People receive service at the level they need and want

Homeschooling families come to the library for academic support and for fun reading during the summer. This month several of the homeschooling parents were sighing relief for the end of their successful completion of their fifth graders curriculum. With sex education both a tender topic and a required one, several requested a special thank you go to the current and past selectors of the J600s for their thoughtful selection of materials to support this curriculum. One parent threw up her arms and said she wanted to give up before she began and wouldn't have known how to start on this subject without the reference librarian's help in confidently showing the variety of materials that she could choose. This expressed gratitude is for a fun summer of free reading and for a successful homeschool year---Phew!

5. FINANCIAL SUSTAINABILITY

A. The Library System maintains a healthy and stable financial position

B. There is adequate, stable and diverse funding to finance ongoing operations, key strategic initiatives and capital projects.

Jeanne wrote and turned in on time the annual report for our First 5 grant. We also received the completed, signed contract and Scope of Work for the 2010-11 Grant year.

C. Services of a defined level and quality are consistently delivered based on revenue projections and supportive organizational and operating structure.

D. The Library operates efficiently and focuses on continual improvement.

6. ORGANIZATIONAL READINESS

- This month we launched a Training Calendar to show training opportunities available to staff. The calendar shows free webinars, online classes, conferences, and workshops. Some opportunities are done by library staff, and most are from

sources outside the library. In July 2010, there were 21 different training opportunities available to staff.

A. Staff receives adequate training to do their jobs effectively.

Branch Manager at Live Oak took Independent Study Course "IS-00100.a" entitled "Introduction to the Incident Command System, ICS-100". National Incident Management System (NIMS) to be in compliance with FEMA. NIMS compliance allows the City to apply for, and be eligible to receive, funding for disaster-related situations Gale and Janis took this course as well.

Sarah Harbison came to Live Oak and did a training for Heather Norquist, Laura VanderSlice, Gail Paynter and Paula Contreras on how to use Google Mail and Calendar.

B. SCPL is committed to developing current library staff to become tomorrow's library leaders.

C. Employees have the skills to execute change and are committed to change and continual improvement.

D. A customer driven service philosophy guides staff training and development.

VOLUME AND PERCENT CHANGE

	Circulation		Busyness*		Reference/info		Visitors	
	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910
July								
Aptos	23085	20850	55824	50334	3,136	3139	15,380	12585
Boulder Creek	4982	3462	13810	10470	334	71	3,914	4151
Branciforte	11536	6716	31273	21789	2,128	3276	11,112	6006
Capitola	12601	9169	33714	24244	2,256	1998	9,402	5821
Central	47566	44612	111926	99046	8,358	12081	40,180	31432
Felton	4862	2531	14168	9064	1,364	173	4,391	1728
Garfield Park	5604	3643	15847	11154	788	546	5,352	3229
La Selva Beach	1907	979	5735	3609	288	53	2,723	1109
Live Oak	14138	12835	36871	32510	2,019	1570	12,974	9870
Scotts Valley	20106	17308	48527	40942	4,342	2760	14,449	11409
Outreach	3684	3245	8573	7421	1,452	2747	na	na
TOTAL	150031	125350	376268	310583	26,465	28415	119,877	87340
August								
Aptos	20967	21655	51832	50085	2,701	3139	15,301	11242
Boulder Creek	4686	4161	13509	10587	552	49	3,460	4188
Branciforte	9638	7806	27625	20027	2,045	3276	9,099	5862
Capitola	11437	10607	30805	25134	1,950	1887	8,126	5256
Central	44430	43409	105513	100246	7,634	12081	37,781	32012
Felton	4289	1959	13075	6972	2,004	156	3,664	1396
Garfield Park	4614	3141	13994	9876	693	546	4,992	2916
La Selva Beach	1655	771	4930	2791	243	53	2,258	760
Live Oak	12241	13221	32700	32495	2,103	1936	11,989	9444
Scotts Valley	16571	16444	41922	38603	3,556	2760	10,815	10639
Outreach	3740	3235	8475	6972	889	2747	na	na
TOTAL	134268	126409	344380	303788	24,370	28630	107,485	83715
Sept								
Aptos	20820	20473	51642	47173	2566	2110	13864	11689
Boulder Creek	4942	3547	13230	10019	527	312	3787	1963
Branciforte	9322	5974	27293	17902	2656	845	11290	5306
Capitola	11430	9015	29814	24349	2003	836	8347	5493
Central	41477	41717	95619	94200	9416	9421	36598	31871
Felton	4227	2335	12351	7676	1753	156	3995	1678
Garfield Park	4895	3373	13848	9973	705	420	5272	1943
La Selva Beach	1747	804	5258	2981	250	74	2189	929
Live Oak	13243	12618	33662	30363	2046	2392	12433	9476
Scotts Valley	17226	16630	42057	38550	3824	1837	12949	10947
Outreach	4029	3550	9652	7457	1300	2747	na	na
TOTAL	133358	120036	334426	290643	27046	21150	110724	81295
Oct								

*Defined as check ins/check outs/route ins/route outs

VOLUME AND PERCENT CHANGE

	Circulation			Busyness*			Reference/Info			Visitors		
	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change
Aptos	21707	19944	-8.1%	52179	46884	-10.1%	2,603	1556	-67.3%	14592	11,177	-30.6%
Boulder Creek	4646	3340	-28.1%	13106	10320	-21.3%	515	516	0.2%	2677	2,354	-13.7%
Branciforte	10052	7211	-28.3%	28403	20712	-27.1%	3,143	1218	-158.0%	11939	6,508	-83.5%
Capitola	11489	9252	-19.5%	30440	24959	-18.0%	2,166	806	-168.7%	9025	5,271	-71.2%
Central	41516	42814	3.1%	96396	97660	1.3%	8,195	8359	2.0%	36851	38,928	5.3%
Felton	4233	2043	-51.7%	12729	6936	-45.5%	1,703	425	-300.7%	3913	1,335	-193.2%
Garfield Park	5186	2901	-44.1%	13880	8973	-35.4%	792	979	19.1%	6693	2,594	-158.0%
La Selva Beach	1724	842	-51.2%	5057	3074	-39.2%	311	26	-1096.2%	2367	895	-164.5%
Live Oak	14294	12679	-11.3%	35376	30941	-12.5%	2,302	1122	-105.2%	13126	9,418	-39.4%
Scotts Valley	17241	16998	-1.4%	42595	38930	-8.6%	1,060	2314	54.2%	13839	10,938	-26.5%
Outreach	3900	3099	-37.5%	8769	7116	-41.9%	3,978	1833	-117.0%	na	357	na
TOTAL	135988	121123	-10.9%	338930	296505	-12.5%	26,768	19154	-39.8%	115022	78,597	-46.3%
Nov (closed 1 wk)	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change
Aptos	19827	16011	-18.4%	46271	38594	-16.6%	2,147	1556	-27.5%	11900	8,660	-27.2%
Boulder Creek	4130	2752	-33.4%	11937	8356	-30.0%	417	516	23.7%	3248	1522	-53.1%
Branciforte	9029	5375	-40.5%	24887	16058	-35.0%	2,651	1218	-54.1%	9678	4,183	-56.8%
Capitola	10539	6865	-34.9%	27777	19102	-31.2%	1,810	806	-55.5%	7522	3,877	-48.5%
Central	42806	36594	-14.1%	94359	82860	-12.2%	8,632	8359	-3.2%	35728	22,258	-37.7%
Felton	4068	1537	-62.2%	11574	5109	-55.9%	1,468	425	-71.0%	3531	1,137	-67.8%
Garfield Park	4573	2549	-44.3%	12824	7650	-40.3%	815	979	20.1%	4385	2,305	-47.4%
La Selva Beach	1307	735	-43.8%	4103	2419	-41.0%	221	26	-88.2%	1926	613	-68.2%
Live Oak	12976	11783	-9.2%	31941	28370	-11.2%	2,125	1122	-47.2%	7304	7,596	4.0%
Scotts Valley	15330	13302	-13.2%	36767	31580	-14.1%	1,118	2314	107.0%	10340	8,285	-19.9%
Outreach	7221	2658	-63.2%	6801	5908	-13.1%	3,379	1833	-45.8%	na	714	na
TOTAL	131406	100161	-23.8%	309041	246006	-20.4%	24,783	19154	-22.7%	95562	61,150	-36.0%
Dec (closed 1 wk)	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change
Aptos	19953	16235	-18.6%	49920	39162	-21.6%	2,603	1556	-40.2%	12693	9,645	-24.0%
Boulder Creek	4286	2514	-41.3%	12652	7719	-39.0%	515	516	0.2%	3149	1397	-55.6%
Branciforte	9957	4323	-56.6%	28581	14243	-50.2%	3,143	1218	-61.2%	10310	4,274	-58.5%
Capitola	10978	6504	-40.8%	12236	19541	59.7%	2,166	806	-62.8%	7902	3,531	-55.3%
Central	44336	36544	-17.6%	102465	84033	-18.0%	8,195	8359	2.0%	35118	23,207	-33.9%
Felton	4037	1656	-59.0%	12236	5640	-53.9%	1,703	425	-75.0%	3701	1,299	-64.9%
Garfield Park	4618	2317	-49.8%	13812	7405	-46.4%	792	979	23.6%	4827	2,006	-58.4%
La Selva Beach	1383	642	-53.6%	4810	2406	-47.8%	311	26	-91.6%	1901	616	-67.6%
Live Oak	13682	11364	-16.9%	35047	27947	-20.3%	2,302	1122	-51.3%	12559	8,112	-35.4%
Scotts Valley	15883	13084	-17.6%	39209	31472	-19.7%	1,060	2314	118.3%	11314	8,776	-22.4%
Outreach	3111	2436	-21.7%	7336	5091	-30.6%	3,978	1833	-53.9%	na	579	na
TOTAL	132224	97619	-26.2%	318104	244659	-23.1%	26,768	19154	-28.4%	103474	63,442	-38.7%

VOLUME AND PERCENT CHANGE

	Circulation			Busyness*			Reference/Info			Visitors		
	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change
	Circulation	Circulation	%change	Busyness*	Busyness*	%change	Reference/Info	Reference/Info	%change	Visitors	Visitors	%change
January												
Aptos	21839	20228	-7.4%	50658	46421	-8.4%	2,839	3401	19.8%	13377	11,305	-15.5%
Boulder Creek	5236	3141	-40.0%	13530	9193	-32.1%	340	182	-46.5%	3793	1,648	-56.6%
Branchiforte	10437	6898	-33.9%	27609	19227	-30.4%	2,455	849	-65.4%	10791	5,569	-48.4%
Capitola	11790	8549	-27.5%	30731	22718	-26.1%	2,149	1668	-22.4%	8760	4,873	-44.4%
Central	48989	48661	-0.7%	107163	107671	0.5%	8,470	11,154	31.7%	39871	31,611	-20.7%
Felton	4119	1784	-56.7%	12132	6497	-46.4%	1,651	178	-89.2%	3931	1,461	-62.8%
Garfield Park	5223	2681	-48.7%	13781	8062	-41.5%	996	503	-49.5%	5208	2,604	-50.0%
La Selva Beach	1824	784	-57.0%	4984	2665	-46.5%	265	104	-60.8%	2353	752	-68.0%
Live Oak	13809	14045	1.7%	34087	34508	1.2%	2,131	3124	46.6%	12429	9,482	-23.7%
Scotts Valley	16979	17080	0.6%	38806	38749	-0.1%	3,565	2834	-20.5%	11848	11,258	-5.0%
Outreach	2470	2419	-2.1%	7148	6054	-15.3%	950	2799	194.6%	na	800	na
TOTAL	142715	126270	-11.5%	340629	301765	-11.4%	25,811	26796	3.8%	112361	81,362	-27.6%
February												
Aptos	21839	19120	-12.5%	50658	45071	-11.0%	2,816	3401	20.8%	12285	10,797	-12.1%
Boulder Creek	5236	2968	-43.3%	13530	8932	-34.0%	307	182	-40.7%	3160	1,794	-43.2%
Branchiforte	10437	5857	-43.9%	27609	17982	-34.9%	2,504	849	-66.1%	9726	4,873	-49.9%
Capitola	11790	8433	-28.5%	30731	23032	-25.1%	2,050	1668	-18.6%	7535	5,103	-32.3%
Central	48989	43293	-11.6%	107433	98941	-7.9%	7,797	11,154	43.1%	31458	30,157	-4.1%
Felton	4119	1545	-62.5%	12132	5882	-51.5%	1,391	178	-87.2%	3349	1,230	-63.3%
Garfield Park	5223	2570	-50.8%	13781	7805	-43.4%	812	503	-38.1%	4486	2,147	-52.1%
La Selva Beach	1824	689	-62.2%	4984	2478	-50.3%	220	104	-52.7%	1829	690	-62.3%
Live Oak	13112	11664	-11.0%	34087	30495	-10.5%	2,040	3124	53.1%	10857	9,135	-15.9%
Scotts Valley	16979	15676	-7.7%	38806	37026	-4.6%	2,903	2834	-2.4%	15056	10,385	-31.0%
Outreach	2470	1879	-23.9%	2470	3214	30.1%	942	2799	197.1%	na	980	na
TOTAL	142018	113694	-19.9%	336221	280858	-16.5%	23,782	26796	12.7%	99741	77,291	-22.5%
note: Circulation includes self check but busyness does not. Busyness is a measure of staff workload.												
March												
Aptos	23309	21408	-8.2%	55015	51024	-7.3%	3,042	3401	11.8%	13459	12,779	-5.1%
Boulder Creek	5107	3676	-28.0%	13981	10469	-25.1%	350	182	-48.0%	3743	2338	-37.5%
Branchiforte	10664	5979	-43.9%	29194	18770	-35.7%	2,479	849	-65.8%	11205	5,358	-52.2%
Capitola	11437	8760	-23.4%	31253	25078	-19.8%	2,164	1668	-22.9%	8291	5104	-38.4%
Central	48461	45936	-5.2%	114620	106284	-7.3%	7,947	11,154	40.4%	38938	32,631	-16.2%
Felton	4418	1832	-58.5%	13283	6980	-47.5%	1,565	178	-88.6%	3964	1107	-72.1%
Garfield Park	5281	3488	-34.0%	14780	10276	-30.5%	1,070	503	-53.0%	4819	3,224	-33.1%
La Selva Beach	1816	747	-58.9%	5596	2876	-48.6%	193	104	-46.1%	2241	758	-66.2%
Live Oak	13749	13334	-3.0%	35957	34789	-3.2%	1,988	3124	57.1%	12766	11,274	-11.7%
Scotts Valley	17309	18253	5.5%	42232	43059	2.0%	3,256	2834	-13.0%	12537	12,447	-0.7%
Outreach	3722	2216	-40.5%	8527	3942	-53.8%	1,133	2799	147.0%	na	1,126	na
TOTAL	145273	125629	-13.5%	364438	313547	-14.0%	25,187	26796	6.4%	111963	88,146	-21.3%

VOLUME AND PERCENT CHANGE

	Circulation		Busyness*		Reference/Info		Visitors	
	FY0809	FY0910 %change	FY0809	FY0910 %change	FY0809	FY0910 %change	FY0809	FY0910 %change
note: Circulation includes self check but busyness does not. Busyness is a measure of staff workload.								
April	Circulation		Busyness*		Reference/Info		Visitors	
	FY0809	FY0910 %change	FY0809	FY0910 %change	FY0809	FY0910 %change	FY0809	FY0910 %change
Aptos	21992	19434 -11.2%	52059	45604 -12.4%	2,929	3402 16.1%	14055	10,818 -23.0%
Boulder Creek	5126	3140 -38.7%	14326	9201 -35.8%	400	182 -54.8%	3613	2,799 -22.5%
Branciforte	9749	5681 -41.7%	27402	17491 -36.2%	2,362	849 -64.0%	10175	6,995 -31.3%
Capitola	11118	8474 -23.8%	29946	23112 -22.8%	2,119	1668 -21.3%	7890	5,482 -30.5%
Central	44425	43203 -2.8%	99970	93354 -6.6%	7,693	11154 45.0%	35154	30,973 -11.9%
Felton	3982	1864 -53.2%	12399	6373 -48.6%	1,473	178 -87.9%	3587	1,467 -59.1%
Garfield Park	4817	2433 -49.5%	13970	7826 -44.0%	1,217	503 -58.7%	5718	2,257 -60.5%
La Selva Beach	1866	814 -56.4%	5402	2802 -48.1%	189	104 -45.0%	2268	707 -68.8%
Live Oak	14052	12263 -12.7%	34684	27666 -20.2%	2,116	3124 47.7%	12468	9,251 -25.8%
Scotts Valley	16634	16526 -0.6%	39155	38032 -2.9%	2,876	2834 -1.5%	11602	10,429 -10.1%
Outreach	2887	2178 -24.6%	4242	3705 -12.7%	916	2232 143.6%	na	1,050 na
TOTAL	136548	116010 -15.0%	333555	275166 -17.5%	24,290	26230 8.0%	106530	82,227 -22.8%
note: Circulation includes self check but busyness does not. Busyness is a measure of staff workload.								
May	Circulation		Busyness*		Reference/Info		Visitors	
	FY0809	FY0910 %change	FY0809	FY0910 %change	FY0809	FY0910 %change	FY0809	FY0910 %change
Aptos	20,347	18,414 -9.5%	48,736	44,312 -9.1%	2,781	3,402 22.3%	12,927	9,775 -24.4%
Boulder Creek	4,219	2,677 -36.5%	12,243	8,246 -32.6%	365	182 -50.1%	2,758	1,618 -41.3%
Branciforte	9,217	5,299 -42.5%	25,988	16,396 -36.9%	2,092	849 -59.4%	9,638	5,119 -46.9%
Capitola	10,486	8,000 -23.7%	28,285	21,739 -23.1%	1,655	1,668 0.8%	6,881	5,006 -27.2%
Central	41,884	37,809 -9.7%	96,038	94,923 -1.2%	7,450	11,154 49.7%	35,624	28,690 -19.5%
Felton	3,893	1,587 -59.2%	11,673	5,311 -54.5%	1,282	178 -86.1%	3,305	1,123 -66.0%
Garfield Park	4,828	2,345 -51.4%	13,356	7,482 -44.0%	1,217	503 -58.7%	4,534	1,942 -57.2%
La Selva Beach	1,764	695 -60.6%	5,121	2,358 -54.0%	196	104 -46.9%	2,089	194 -90.7%
Live Oak	12,731	12,042 -5.4%	32,415	20,538 -36.6%	1,767	3,124 76.8%	10,764	8,817 -18.1%
Scotts Valley	15,513	15,425 -0.6%	37,229	36,039 -3.2%	2,791	2,834 1.5%	10,848	9,031 -16.7%
Outreach	2,437	2,869 17.7%	4,286	6,520 52.1%	1,214	2,232 83.8%	na	1,113 na
TOTAL	127,319	107,162 -15.8%	315,370	263,864 -16.3%	22,810	26,230 15.0%	99,368	72,428 -27.1%
note: Circulation includes self check but busyness does not. Busyness is a measure of staff workload.								

VOLUME AND PERCENT CHANGE

	Circulation		Busyness*		Reference/Info		Visitors	
	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910
		%change		%change		%change		%change
June	Circulation		Busyness*		Reference/Info		Visitors	
Aptos	22,954	21,066	53,189	48,747	3,280	3,402	14,026	12,198
Boulder Creek	4,806	3,171	13,083	9,542	480	182	3,762	1,845
Branciforte	10,143	5,217	28,070	16,680	2,333	849	10,304	4,692
Capitola	11,995	8,107	30,988	23,186	2,066	1,668	8,604	5,361
Central	45,138	43,330	101,596	99,452	7,284	11,154	33,775	30,348
Felton	4,214	1,908	12,452	6,505	1,363	178	3,486	1,304
Garfield Park	5,316	3,021	14,719	9,111	784	503	4,813	2,257
La Selva Beach	1,712	530	5,284	2,399	246	104	2,762	1,036
Live Oak	15,040	14,477	35,689	24,081	2,266	3,124	12,565	10,405
Scotts Valley	17,553	17,274	40,509	39,689	3,307	2,834	11,113	10,790
Outreach	2,567	3,235	4,382	6,879	1,044	2,232	na	1,163
TOTAL	141,348	121,336	339,971	286,271	24,453	26,230	105,210	81,399
note: Circulation includes self check but busyness does not. Busyness is a measure of staff workload.								
ANNUAL TOTAL	Circulation		Busyness*		Reference/Info		Visitors	
Aptos	258,339	234,838	617,983	553,411	33,443	33,464	163,889	132,670
Boulder Creek	57,382	38,549	158,937	113,054	5,102	3,072	41,064	27,617
Branciforte	120,181	72,336	333,734	217,277	29,991	16,146	125,267	64,745
Capitola	137,000	101,735	346,720	276,194	24,554	17,148	98,285	60,178
Central	539,817	507,922	1,233,098	1,158,670	97,071	125,584	437,076	364,117
Felton	50,461	22,581	150,204	78,945	18,720	2,827	44,817	16,264
Garfield Park	60,178	34,462	168,592	105,593	10,681	7,466	61,099	29,424
La Selva Beach	20,529	9032	61,064	32,858	2,933	882	26,906	9,059
Live Oak	163,067	152,325	412,526	354,703	25,205	28,009	142,234	112,280
Scotts Valley	203,324	194,000	487,814	452,671	33,658	31,303	146,710	125,334
Outreach	42,218	33,019	80,661	70,279	21,175	28,832	na	7,882
TOTAL	1,652,496	1,400,799	4,051,333	3,413,655	302,533	294,734	1,287,317	949,569
note: Circulation includes self check but busyness does not. Busyness is a measure of staff workload.								

PER OPEN HOUR

	Busyness/Open Hour		Circ/Open Hour		Visits/Open Hour		Ref/info/Open Hour	
	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910
		%change		%change		%change		%change
July								
Aptos	258	393	107	153	71	98	15	25
Boulder Creek	78	218	30	72	22	86	2	1
Branciforte	191	389	70	120	68	107	13	59
Capitola	201	341	72	115	56	73	13	25
Central	479	619	204	254	173	196	36	76
Felton	81	283	28	79	25	54	8	5
Garfield Park	124	232	44	76	42	67	6	11
La Selva Beach	46	113	15	20	22	35	2	2
Live Oak	184	290	71	108	65	88	10	14
Scotts Valley	251	320	104	123	75	89	23	22
TOTAL	207	372	82	141	67	106	14	34
August								
Aptos	240	233	97	158	71	88	13	25
Boulder Creek	74	221	27	74	20	87	3	1
Branciforte	168	358	64	119	55	105	12	59
Capitola	188	314	68	111	48	66	12	24
Central	451	627	190	266	163	200	33	76
Felton	74	218	24	61	21	44	11	5
Garfield Park	109	206	36	65	39	61	5	11
La Selva Beach	40	87	13	24	18	24	2	2
Live Oak	164	290	61	112	60	84	11	17
Scotts Valley	218	297	86	115	56	83	19	22
TOTAL	189	360	73	140	61	102	13	35
Sept								
Aptos	239	369	96	149	64	91	12	16
Boulder Creek	75	209	28	74	22	41	3	7
Branciforte	166	320	60	106	69	95	16	15
Capitola	177	304	68	113	50	69	12	10
Central	412	589	169	261	158	199	41	59
Felton	70	240	24	73	23	40	10	5
Garfield Park	108	208	38	70	41	40	6	9
La Selva Beach	42	93	14	25	18	29	2	2
Live Oak	168	271	66	105	62	85	10	21
Scotts Valley	219	301	90	119	67	86	20	14
TOTAL	183	344	72	137	62	91	15	26
Oct								
Aptos	242	366	100	145	68	87	12	12
Boulder Creek	74	215	26	70	15	51	3	11
Branciforte	173	370	61	129	73	116	19	22
Capitola	181	312	68	116	54	66	13	10
Central	416	610	167	268	159	243	35	52
Felton	72	217	24	64	22	54	10	13
Garfield Park	108	187	41	60	52	54	6	20
La Selva Beach	41	96	14	26	19	28	3	1
Live Oak	177	276	75	107	66	84	12	10
Scotts Valley	222	304	89	123	72	85	6	18
Outreach	na	na	na	na	na	na	na	na

	Busyness/Open Hour		%change	Circ/Open Hour		%change	Visits/Open Hour		%change	Refill/Open Hour		%change
	FY0809	FY0910		FY0809	FY0910		FY0809	FY0910		FY0809	FY0910	
TOTAL	1706	2953	73%	666	1108	66%	599	870	45%	118	170	44%
Nov (closed 1 wk)												
Aptos	214	402	88%	153	167	9%	55	90	64%	10	16	63%
Boulder Creek	68	232	242%	86	76	-11%	18	42	129%	2	14	505%
Branciforte	151	382	154%	161	128	-21%	59	100	69%	16	29	79%
Capitola	165	318	93%	132	114	-13%	45	65	44%	11	13	25%
Central	407	691	70%	266	305	15%	154	185	20%	37	70	87%
Felton	66	213	224%	127	64	-50%	20	47	136%	8	18	112%
Garfield Park	100	213	112%	95	71	-26%	34	64	87%	6	27	327%
La Selva Beach	33	101	205%	41	31	-25%	16	26	64%	2	1	-39%
Live Oak	160	338	111%	116	140	21%	37	90	148%	11	13	26%
Scotts Valley	191	329	72%	120	139	16%	54	86	60%	6	24	314%
TOTAL	1555	3218	107%	1297	1235	-5%	492	796	62%	109	226	107%
Dec (closed 1 wk)												
Aptos	231	408	76.51%	92	169	83%	59	100	71%	12	16	34%
Boulder Creek	72	214	198.27%	24	70	187%	18	39	117%	3	14	390%
Branciforte	174	339	94.59%	61	103	70%	63	102	62%	19	29	51%
Capitola	73	326	347.16%	65	108	66%	47	59	25%	13	13	4%
Central	442	700	58.56%	191	305	59%	151	193	28%	35	70	97%
Felton	70	235	238.02%	23	69	201%	21	54	157%	10	18	83%
Garfield Park	108	206	90.62%	36	64	78%	38	56	48%	6	27	340%
La Selva Beach	37	100	169.65%	11	27	140%	15	26	67%	3	1	-57%
Live Oak	175	333	89.86%	68	135	98%	63	97	54%	12	13	16%
Scotts Valley	204	328	60.53%	83	136	65%	59	91	55%	6	24	337%
TOTAL	1586	3189	101.09%	655	1186	81%	534	817	53%	118	226	92%
January												
Aptos	235	363	54.64%	101	158	56%	62	88	43%	13	27	102%
Boulder Creek	77	192	149.13%	30	65	120%	22	34	59%	2	4	96%
Branciforte	168	343	103.95%	64	123	94%	66	99	51%	15	15	1%
Capitola	183	284	55.24%	70	107	52%	52	61	17%	13	21	63%
Central	462	673	45.69%	211	304	44%	172	198	15%	37	70	91%
Felton	69	203	194.54%	23	56	138%	22	46	104%	9	6	-41%
Garfield Park	108	168	56.00%	41	56	37%	41	54	33%	8	10	35%
La Selva Beach	40	83	107.20%	15	25	67%	19	24	24%	2	3	52%
Live Oak	170	308	80.78%	69	125	82%	62	85	36%	11	28	162%
Scotts Valley	202	303	49.78%	88	133	51%	62	88	43%	19	22	19%
TOTAL	1714	2920	70.34%	712	1153	62%	579	777	34%	128	205	61%

	Busyness/Open Hour		%change	Circ/Open Hour		%change	Visits/Open Hour		%change	Refill/Open Hour		%change
	FY0809	FY0910		FY0809	FY0910		FY0809	FY0910		FY0809	FY0910	
February												
Aptos	248	352	42%	107	149	40%	60	84	40%	14	27	92%
Boulder Creek	130	186	43%	50	62	23%	30	37	23%	3	4	28%
Branciforte	173	321	86%	65	105	60%	61	87	43%	16	15	-3%
Capitola	192	288	50%	74	105	43%	47	64	35%	13	21	63%
Central	486	618	27%	222	271	22%	142	188	32%	35	70	98%
Felton	87	184	111%	30	48	63%	24	38	60%	10	6	-44%
Garfield Park	114	163	43%	43	54	24%	37	45	21%	7	10	56%
La Selva Beach	41	77	88%	15	22	43%	15	22	43%	2	3	79%
Live Oak	175	272	56%	67	104	55%	56	82	46%	10	28	167%
Scotts Valley	209	289	39%	91	122	34%	81	81	0%	16	22	42%
TOTAL	1855	2751	48%	764	1042	36%	554	728	32%	125	205	64%
March												
Aptos	270	399	48%	114	167	46%	66	100	51%	15	27	78%
Boulder Creek	134	218	62%	49	77	56%	36	49	35%	3	4	13%
Branciforte	182	335	84%	67	107	60%	70	96	37%	15	15	-2%
Capitola	195	313	60%	71	110	53%	52	64	23%	14	21	54%
Central	519	664	28%	219	287	31%	176	204	16%	36	70	94%
Felton	96	218	128%	32	57	80%	29	36	21%	11	6	-51%
Garfield Park	122	214	75%	44	73	66%	40	67	69%	9	10	19%
La Selva Beach	46	90	94%	15	23	56%	19	24	28%	2	3	104%
Live Oak	184	311	68%	71	119	69%	65	101	54%	10	28	174%
Scotts Valley	227	336	48%	93	143	53%	67	97	44%	18	22	26%
TOTAL	1976	3099	57%	775	1162	50%	620	835	35%	133	205	55%
April												
Aptos	255	356	40%	107	152	41%	69	85	23%	14	27	85%
Boulder Creek	138	192	39%	49	65	33%	35	58	68%	4	4	-1%
Branciforte	171	312	82%	61	101	66%	64	125	96%	15	15	3%
Capitola	187	289	54%	69	106	52%	49	69	39%	13	21	57%
Central	452	583	29%	201	270	34%	159	194	22%	35	70	100%
Felton	89	199	123%	29	58	103%	26	46	78%	11	6	-48%
Garfield Park	115	163	41%	40	51	27%	47	47	0%	10	10	4%
La Selva Beach	45	88	96%	15	25	65%	19	22	18%	2	3	108%
Live Oak	178	247	39%	72	109	52%	64	83	29%	11	28	157%
Scotts Valley	211	297	41%	89	129	44%	62	81	31%	15	22	43%
TOTAL	1841	2727	48%	753	1068	46%	594	809	36%	130	205	59%
May												
Aptos	239	346	45%	100	144	44%	63	76	21%	14	27	95%
Boulder Creek	118	172	46%	41	56	37%	27	34	27%	4	4	8%
Branciforte	162	293	80%	58	95	64%	60	91	52%	13	15	16%
Capitola	177	272	54%	66	100	53%	43	63	46%	10	21	102%
Central	435	593	37%	190	236	25%	161	179	11%	34	70	107%
Felton	84	166	98%	28	50	77%	24	35	48%	9	6	-40%
Garfield Park	110	156	41%	49	49	22%	37	40	8%	10	10	4%
La Selva Beach	42	74	74%	15	22	49%	17	6	-65%	2	3	101%
Live Oak	166	183	10%	65	108	65%	55	79	43%	9	28	208%
Scotts Valley	200	282	41%	83	121	44%	58	71	21%	15	22	48%
TOTAL	1733	2536	46%	684	979	43%	546	674	23%	119	205	72%

	Busyness/Open Hour		Circ/Open Hour		Visits/Open Hour		Ref/Info/Open Hour	
	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910
		%change		%change		%change		%change
June								
Aptos	261	381	113	165	69	95	16	27
Boulder Creek	126	199	46	66	36	38	5	4
Branciforte	175	298	63	93	64	84	15	15
Capitola	194	290	74	101	54	67	13	21
Central	460	622	204	271	153	190	33	70
Felton	90	203	30	60	25	41	10	6
Garfield Park	122	190	44	63	40	47	6	10
La Selva Beach	44	75	14	17	23	32	2	3
Live Oak	183	215	77	129	64	93	12	28
Scotts Valley	218	310	94	135	60	84	18	22
TOTAL	1871	2782	761	1099	588	772	129	205
		49%		45%		31%		59%
Annual								
Aptos	2932	4368	1288	1875	777	1084	159	269
Boulder Creek	1164	2467	486	827	301	598	36	72
Branciforte	2055	4061	855	1329	772	1207	184	303
Capitola	2113	3651	898	1306	597	783	149	221
Central	5420	7589	2434	3297	1922	2370	427	820
Felton	947	2579	422	739	282	534	117	97
Garfield Park	1348	2305	541	751	488	642	86	169
La Selva Beach	488	1077	198	286	220	296	24	28
Live Oak	2085	3334	878	1402	719	1050	127	256
Scotts Valley	2573	3696	1112	1539	774	1024	178	256
TOTAL	21134	35127	9112	13351	6850	9587	1488	2491
		66%		47%		40%		67%

LIBRARY JOINT POWERS AUTHORITY	
COMBINED BALANCE SHEET	
	<i>PRELIMINARY</i>
JPA FUND AND ACCOUNT GROUPS	
JUNE 2010	
JPA	
Total	
Assets	
Pooled cash	124,260.00
Pooled cash interest receivable	476.53
Grants receivable	199.50
Infrastructure	579,683.02
Accumulated depreciation - infrastructure	(164,848.89)
Buildings	1,758,907.67
Accumulated depreciation - buildings	(765,044.52)
Lease improvements - buildings	259,124.00
Accumulated depreciation - lease imp-buildings	(163,048.94)
Machinery and equipment	1,628,318.81
Accumulated depreciation - machinery & equip	(1,471,843.15)
Software	61,759.70
Accumulated depreciation-software	(61,759.70)
Construction in progress	52,613.65
Total Assets	1,838,797.68
Liabilities	
Accounts payable	496,384.49
Sales tax payable	966.87
Deferred grant revenue - unearned	12,529.84
Unclaimed funds	1,100.45
Payable to the County - noncurrent	120,879.18
Other intergovernmental payable-noncurrent	391,139.91
Total Liabilities	1,023,000.74
Equities	
Unreserved, undesignated fund balance	(386,045.62)
Investment in capital assets - Library	1,713,861.65
Reserved for long-term debt	(512,019.09)
Total Equities	815,796.94
Total Liabilities and Equities	1,838,797.68

LIBRARY JOINT POWERS AUTHORITY COMBINED BALANCE SHEET SPECIAL FUNDS JUNE 2010					PRELIMINARY
Fund #	955	956	957	960	Spec Funds
Fund Description	Contingency	Technology	Projects	Felton	Total
Assets					
Pooled cash	9,390.57	4,744.83	467.46	1,128.27	15,731.13
Pooled cash interest receivable	24.90	12.59	1.25	3.26	42.00
Total Assets	9,415.47	4,757.42	468.71	1,131.53	15,773.13
Equities					
Unreserved, undesignated fund balance	9,415.47	4,757.42	468.71	1,131.53	15,773.13
Total Equities	9,415.47	4,757.42	468.71	1,131.53	15,773.13

LIBRARY JOINT POWERS AUTHORITY COMBINED BALANCE SHEET					<i>PRELIMINARY</i>
TRUST FUNDS JUNE 2010					
Fund #	931	932	933	934	Trust Funds
Fund Description	McCaskill Loc His	McCaskill Vis Imp	Finkeldey	Whalen	Total
Assets					
Pooled cash	263,297.81	254,191.91	9,646.66	143,491.05	670,627.43
Pooled cash interest receivable	701.33	677.15	25.71	381.56	1,785.75
Total Assets	263,999.14	254,869.06	9,672.37	143,872.61	672,413.18
Equities					
Net assets held in trust-library prog	263,999.14	254,869.06	9,672.37	143,872.61	672,413.18
Total Equities	263,999.14	254,869.06	9,672.37	143,872.61	672,413.18

PRELIMINARY

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Revenue Status Report
CITY OF SANTA CRUZ
6/1/2010 through 6/30/2010

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951 Library Joint Powers Authority

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
951-41000					
TAXES					
951-00-00-0000-41211 Sales and use tax	5,612,255.00	459,670.68	4,882,849.42	729,405.58	87.00
Total TAXES	5,612,255.00	459,670.68	4,882,849.42	729,405.58	87.00
951-43000					
INTERGOVERNMENTAL					
951-36-00-0000-43210 State operating grants and contributions	70,000.00	0.00	74,143.00	-4,143.00	105.92
951-36-00-0000-43311 Maintenance of effort contributions	5,174,769.00	431,230.75	4,741,097.31	433,671.69	91.62
951-36-50-3510-43190 Federal grants - other	6,762.00	-1,311.00	5,667.00	1,095.00	83.81
951-36-55-3531-43210 State operating grants and contributions	2,500.00	399.00	2,068.50	431.50	82.74
Total INTERGOVERNMENTAL	5,254,031.00	430,318.75	4,822,975.81	431,055.19	91.80
951-44000					
CHARGES FOR SERVICES					
951-36-00-0000-44613 Internet use fee	7,000.00	300.35	3,980.10	3,019.90	56.86
951-36-00-0000-44630 Room rentals-library JPA	1,890.00	206.00	2,076.00	-186.00	109.84
951-36-00-0000-44680 Interlibrary loan reimbursement	0.00	0.00	88.73	-88.73	0.00
951-36-00-0000-44901 Photocopy fee	10,000.00	817.61	7,882.90	2,117.10	78.83
Total CHARGES FOR SERVICES	18,890.00	1,323.96	14,027.73	4,862.27	74.26
951-45000					
FINES AND FORFEITS					
951-36-00-0000-45131 Library fines	300,000.00	22,405.14	216,118.70	83,881.30	72.04
951-36-00-0000-45132 Lost library items	40,000.00	2,596.00	25,687.17	14,312.83	64.22
Total FINES AND FORFEITS	340,000.00	25,001.14	241,805.87	98,194.13	71.12
951-46000					
MISCELLANEOUS REVENUES					
951-00-00-0000-46110 Pooled cash and investment interest	0.00	167.55	-2,709.41	2,709.41	0.00

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* accrual of June revenue received in July not entered yet.

Revenue Status Report
 CITY OF SANTA CRUZ
 6/1/2010 through 6/30/2010

951 Library Joint Powers Authority

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
951-00-00-0000-46190 Interest earnings - other	3,871.00	337.71	3,172.73	698.27	81.96
951-00-00-0000-46910 Miscellaneous operating revenue	0.00	0.00	314.00	-314.00	0.00
951-00-00-0000-46990 Miscellaneous non-operating revenue	60,000.00	0.00	40,816.84	19,183.16	68.03
951-36-00-0000-46303 Donations - library	36,791.00	19,427.74	63,465.34	-26,674.34	172.50
951-36-00-0000-46309 Donations - library - Friends of the Lib	72,143.00	4,739.52	80,011.51	-7,868.51	110.91
951-36-00-0000-46916 Cash over/short	0.00	-3.05	66.93	-66.93	0.00
951-36-00-0000-46918 Damaged property recovery	0.00	0.00	319.11	-319.11	0.00
951-36-00-0000-46923 Insurance reimbursements	0.00	0.00	10,588.22	-10,588.22	0.00
Total MISCELLANEOUS REVENUES	172,805.00	24,669.47	196,045.27	-23,240.27	113.45
951-49000 OTHER FINANCING SOURCES					
951-00-00-0000-49122 From Library Private Trust Fund	19,455.00	0.00	19,455.00	0.00	100.00
951-00-00-0000-49191 Intra-entity fund transfer in	18,018.00	0.00	18,018.00	0.00	100.00
Total OTHER FINANCING SOURCES	37,473.00	0.00	37,473.00	0.00	100.00
Total Library Joint Powers Authority	11,435,454.00	940,984.00	10,195,177.10	1,240,276.90	89.15
Grand Total	11,435,454.00	940,984.00	10,195,177.10	1,240,276.90	89.15

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Periods: 12 through 14

Expenditure Status Report
CITY OF SANTA CRUZ
6/1/2010 through 6/30/2010

951 Library Joint Powers Authority

<u>Account Number</u>		<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
951-52000	SERVICES						
951-36-50-3510-52135	Financial services - outside	6,391.00	0.00	6,391.00	0.00	0.00	100.00
951-36-50-3510-52149	Interagency labor charges	653,046.00	76,053.84	664,746.69	0.00	-11,700.69	101.79
951-36-50-3510-52199	Other professional & technical services	21,718.00	0.00	18,740.20	2,419.73	558.07	97.43
951-36-50-3510-52240	Office equipment operation/maint	4,620.00	905.23	4,239.54	0.00	380.46	91.76
951-36-50-3510-52244	Other equipment operation/maintenance	400.00	0.00	0.00	0.00	400.00	0.00
951-36-50-3510-52302	Travel and meetings	2,000.00	0.00	1,340.45	0.00	659.55	67.02
951-36-50-3510-52402	Telecommunications service - internal	82,224.00	20,558.00	82,224.00	0.00	0.00	100.00
951-36-50-3510-52403	Telecommunications service - outside	21,794.00	154.48	9,722.30	14,889.91	-2,818.21	112.01
951-36-50-3510-52933	Liability insurance/surety bonds-outside	13,167.00	0.00	11,430.00	0.00	1,737.00	86.81
951-36-50-3510-52960	Advertising	3,000.00	0.00	0.00	0.00	3,000.00	0.00
951-36-50-3510-52961	Dues and memberships	2,720.00	355.00	1,650.00	0.00	1,070.00	60.66
951-36-50-3510-52971	Printing and binding-internal	0.00	0.55	144.57	0.00	-144.57	0.00
951-36-50-3510-52972	Printing and binding-outside	7,500.00	302.22	4,744.64	0.00	2,755.36	63.26
951-36-50-3510-52973	Moving Costs	8,170.00	0.00	8,168.92	0.00	1.08	99.99
951-36-50-3540-52135	Financial services - outside	599,526.00	67,847.39	528,070.43	0.00	71,455.57	88.08
951-36-51-3520-52131	Claims management services - outside	16,000.00	1,449.90	13,254.95	2,747.65	-2.60	100.02
951-36-51-3520-52149	Interagency labor charges	1,150,643.00	155,893.58	1,161,072.66	0.00	-10,429.66	100.91
951-36-51-3520-52244	Other equipment operation/maintenance	2,500.00	0.00	1,044.00	0.00	1,456.00	41.76
951-36-51-3520-52248	Software maintenance services	24,838.00	7,366.80	17,792.64	0.00	7,045.36	71.63
951-36-51-3520-52972	Printing and binding-outside	10,000.00	405.15	2,764.90	0.00	7,235.10	27.65
951-36-52-3530-52149	Interagency labor charges	4,310,341.00	545,837.83	4,270,703.92	0.00	39,637.08	99.08
951-36-52-3530-52244	Other equipment operation/maintenance	2,700.00	0.00	1,788.04	0.00	911.96	66.22
951-36-52-3530-52302	Travel and meetings	2,055.00	138.00	1,035.36	0.00	1,019.64	50.38
951-36-52-3530-52972	Printing and binding-outside	3,000.00	125.93	1,304.69	0.00	1,695.31	43.49
951-36-53-3515-52149	Interagency labor charges	219,481.00	29,763.76	221,324.37	0.00	-1,843.37	100.84
951-36-53-3515-52201	Water, sewer and refuse	64,708.00	7,505.47	52,989.78	0.00	11,718.22	81.89
951-36-53-3515-52211	Janitorial services	180,928.00	12,767.74	142,313.25	0.00	38,614.75	78.66
951-36-53-3515-52223	Vehicle operation charges - internal	38,103.00	1,893.73	33,913.56	0.00	4,189.44	89.00
951-36-53-3515-52246	Building and facility o & m - outside	141,611.00	15,758.04	141,422.59	4,975.23	-4,786.82	103.38
951-36-53-3515-52247	Landscaping maintenance services	12,975.00	250.94	4,867.39	0.00	8,107.61	37.51
951-36-53-3515-52261	Equipment, building and land rentals	401,232.00	23,832.44	386,122.28	9,363.00	5,746.72	98.57
951-36-53-3515-52302	Travel and meetings	250.00	0.00	0.00	0.00	250.00	0.00

Expenditure Status Report
 CITY OF SANTA CRUZ
 6/1/2010 through 6/30/2010

951 Library Joint Powers Authority

<u>Account Number</u>		<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
951-36-53-3515-52932	Liability insurance/surety bonds-interna	15,500.00	3,875.00	15,500.00	0.00	0.00	100.00
951-36-53-3515-52933	Liability insurance/surety bonds-outside	33,187.00	0.00	28,693.00	0.00	4,494.00	86.46
951-36-54-3550-52149	Interagency labor charges	544,351.00	72,459.01	548,750.84	0.00	-4,399.84	100.81
951-36-54-3550-52199	Other professional & technical services	18,642.00	6,363.00	19,289.54	429.46	-1,077.00	105.78
951-36-54-3550-52248	Software maintenance services	62,098.00	449.11	32,179.50	0.00	29,918.50	51.82
951-36-54-3550-52249	Hardware maintenance services	54,100.00	6,940.45	41,251.01	2,078.71	10,770.28	80.09
951-36-54-3550-52302	Travel and meetings	1,430.00	91.00	966.20	0.00	463.80	67.57
951-36-54-3550-52403	Telecommunications service - outside	58,423.00	3,362.31	86,209.72	2,876.81	-30,663.53	152.49
951-36-55-3560-52149	Interagency labor charges	671,454.00	105,716.70	648,836.90	0.00	22,617.10	96.63
951-36-55-3560-52302	Travel and meetings	660.00	0.00	233.61	0.00	426.39	35.40
951-36-55-3560-52304	Training	10,910.00	1,404.33	5,767.59	0.00	5,142.41	52.87
951-36-55-3560-52306	LSTA Tuition Reimb grant training	6,762.00	2,400.00	5,688.90	0.00	1,073.10	84.13
951-36-55-3560-52972	Printing and binding-outside	6,000.00	224.76	1,345.84	0.00	4,654.16	22.43
	Total SERVICES	9,491,156.00	1,172,449.69	9,230,039.75	39,580.50	221,535.75	97.67
951-53000	SUPPLIES						
951-36-50-3510-53101	Postage charges	17,000.00	836.70	6,364.68	0.00	10,635.32	37.44
951-36-50-3510-53102	Office supplies	16,500.00	1,183.05	13,484.35	0.00	3,015.65	81.72
951-36-51-3520-53106	Books and periodicals	809,000.00	59,089.34	471,621.85	0.00	337,378.15	58.30
951-36-51-3520-53107	Books and periodicals-grants & donations	76,939.00	17,824.65	75,693.53	0.00	1,245.47	98.38
951-36-51-3520-53112	Library functional supplies	141,791.00	10,904.04	89,359.65	1,163.00	51,268.35	63.84
951-36-52-3530-53109	Copier supplies	7,248.00	1,492.55	5,648.50	0.00	1,599.50	77.93
951-36-53-3515-53108	Safety clothing and equipment	3,690.00	55.66	1,560.64	0.00	2,129.36	42.29
951-36-53-3515-53113	Janitorial supplies	18,000.00	3,068.82	16,918.50	0.00	1,081.50	93.99
951-36-53-3515-53311	Electricity	152,710.00	13,455.89	140,612.75	0.00	12,097.25	92.08
951-36-53-3515-53312	Natural gas	25,200.00	1,335.98	21,312.30	0.00	3,887.70	84.57
951-36-54-3550-53110	Computer supplies	18,000.00	6,530.91	15,325.80	0.00	2,674.20	85.14
	Total SUPPLIES	1,286,078.00	115,777.59	857,902.55	1,163.00	427,012.45	66.80
951-54000	OTHER MATERIALS AND SERVICES						
951-36-50-3510-54990	Miscellaneous supplies and services	2,200.00	17.47	372.81	0.00	1,827.19	16.95
951-36-52-3530-54990	Miscellaneous supplies and services	89.00	0.00	89.00	0.00	0.00	100.00
951-36-54-3550-54203	Computer equipment - non-capital	30,000.00	11,065.99	31,761.49	0.00	-1,761.49	105.87
951-36-54-3550-54990	Miscellaneous supplies and services	0.00	0.00	68.16	0.00	-68.16	0.00

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Expenditure Status Report
 CITY OF SANTA CRUZ
 6/1/2010 through 6/30/2010

951 Library Joint Powers Authority

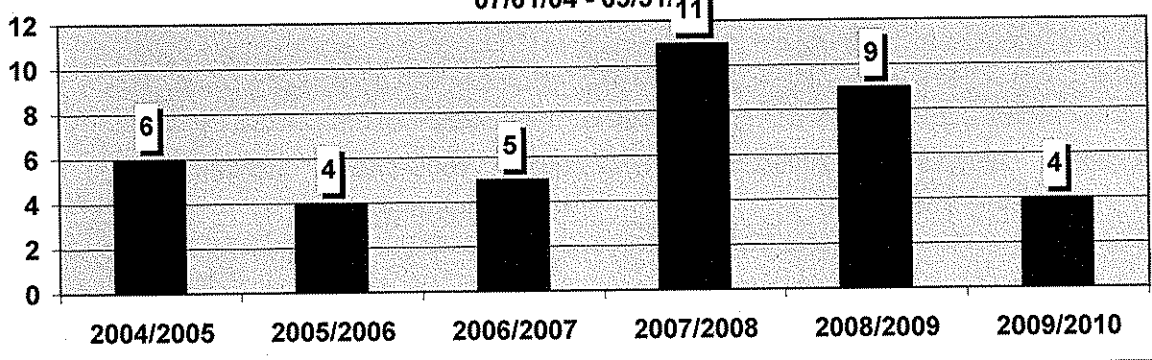
<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
951-36-55-3531-54990 Miscellaneous supplies and services	2,500.00	0.00	1,469.45	366.00	664.55	73.42
951-36-55-3560-54990 Miscellaneous supplies and services	7,275.00	1,852.05	6,126.73	0.00	1,148.27	84.22
Total OTHER MATERIALS AND SERVICES	42,064.00	12,935.51	39,887.64	366.00	1,810.36	95.70
951-56000 OTHER CHARGES						
951-36-52-3530-56995 Refunded fees and fines	1,500.00	164.50	1,521.00	0.00	-21.00	101.40
Total OTHER CHARGES	1,500.00	164.50	1,521.00	0.00	-21.00	101.40
951-57000 CAPITAL OUTLAY						
951-36-51-3520-57401 Office furniture/equipment	14,230.00	0.00	14,229.53	0.00	0.47	100.00
951-36-54-3550-57409 Computer equipment	6,200.00	0.00	6,183.47	0.00	16.53	99.73
51-36-54-3550-57410 Telecommunications equipment	7,311.00	7,310.00	7,310.00	0.00	1.00	99.99
Total CAPITAL OUTLAY	27,741.00	7,310.00	27,723.00	0.00	18.00	99.94
951-58000 DEBT SERVICE						
951-36-50-3540-58140 Loan principal	39,022.00	0.00	39,010.36	0.00	11.64	99.97
951-36-50-3540-58190 Other debt principal	40,293.00	0.00	40,293.07	0.00	-0.07	100.00
951-36-50-3540-58240 Loan interest	41,508.00	0.00	21,507.52	0.00	20,000.48	51.82
951-36-50-3540-58290 Other debt interest	8,500.00	0.00	3,932.60	0.00	4,567.40	46.27
Total DEBT SERVICE	129,323.00	0.00	104,743.55	0.00	24,579.45	80.99
Grand Total	10,977,862.00	1,308,637.29	10,261,817.49	41,109.50	674,935.01	93.85

Library - Fund 951
 Month-End Cash Balances

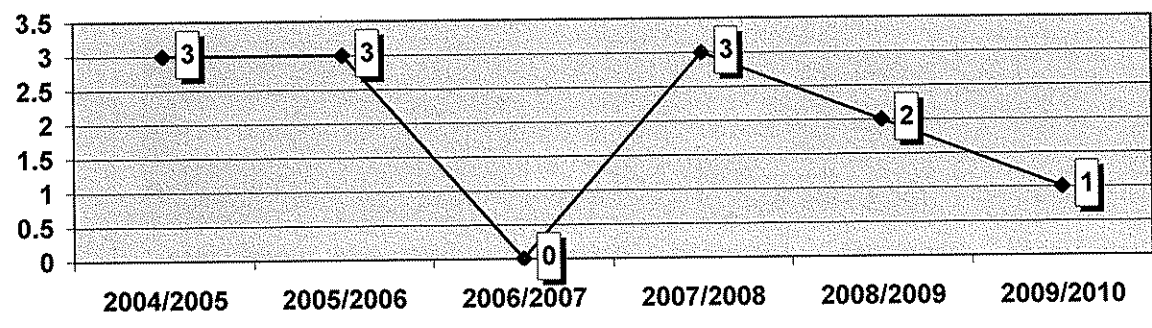
PRELIMINARY

	July	August	September	October	November	December	January	February	March	April	May	June
FY 2010 Pooled cash	(908,343.59)	(797,637.50)	(752,924.76)	(597,787.31)	(558,459.72)	(707,533.76)	290,832.95	(390,345.22)	(62,933.26)	15,984.66	25,912.58	124,260.00
FY 2009 Pooled cash	(1,028,955.46)	(397,327.61)	(356,999.20)	252,949.44	(714,416.36)	(711,714.61)	(812,054.05)	(668,015.42)	(595,048.05)	(543,669.74)	222,502.65	(667,431.15)
FY 2008 Pooled cash	555,177.28	285,993.39	362,222.74	452,678.88	381,688.89	348,644.68	414,873.10	180,026.54	267,117.50	988,379.63	877,239.75	65,274.00
FY 2007 Pooled cash	378,173.37	260,209.81	(47,055.07)	77,967.52	141,276.32	331,082.13	1,134,207.34	1,970,264.04	582,080.73	688,990.25	693,402.17	260,082.00

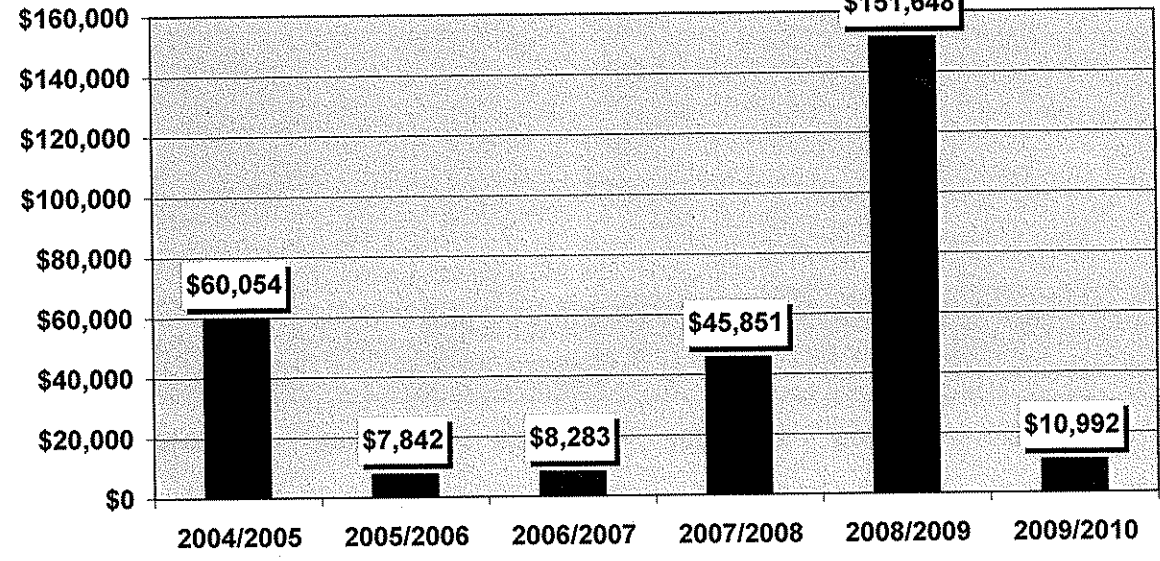
**City of Santa Cruz
Workers' Compensation
Reported Claims per Fiscal Year
Library
07/01/04 - 03/31/11**

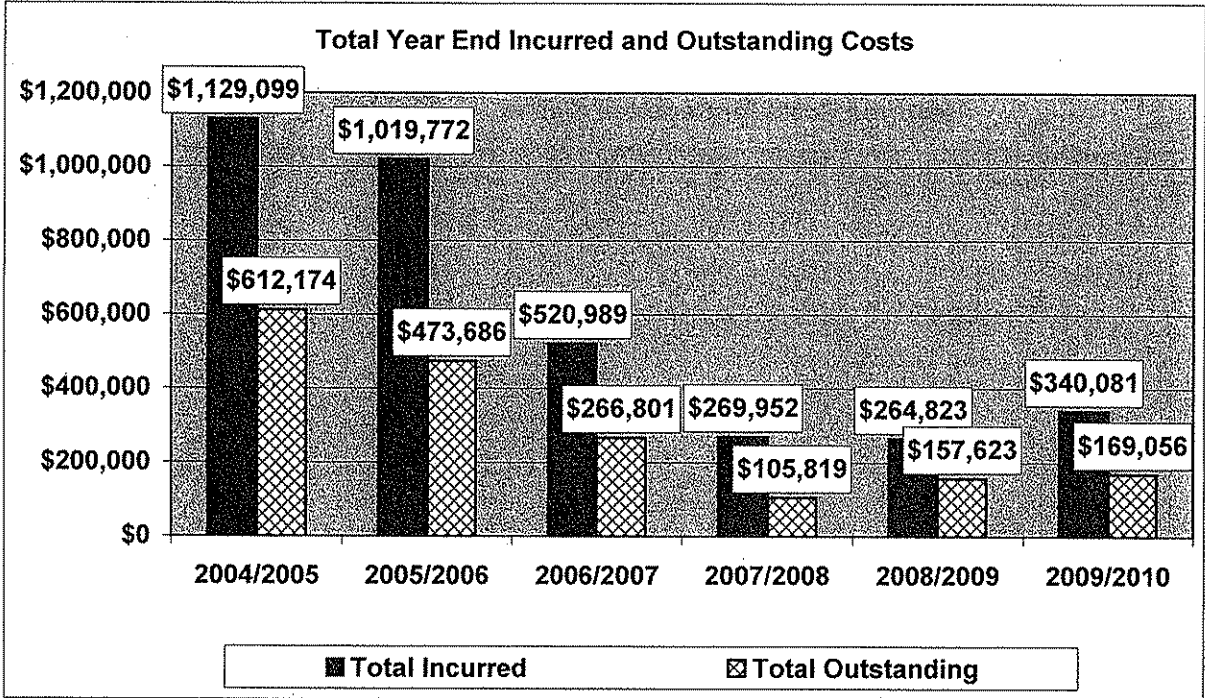
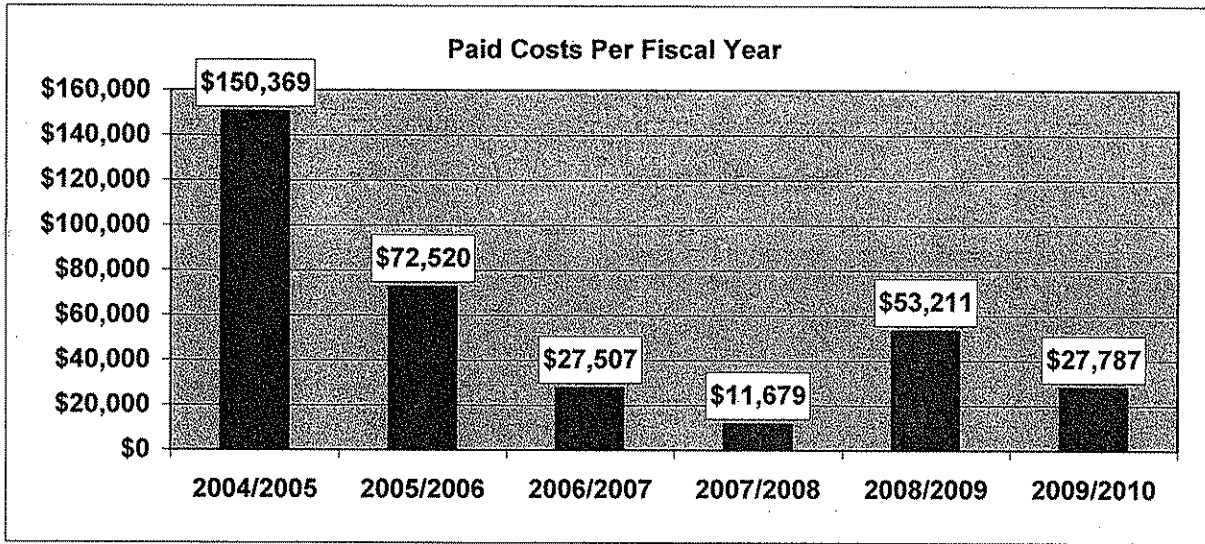
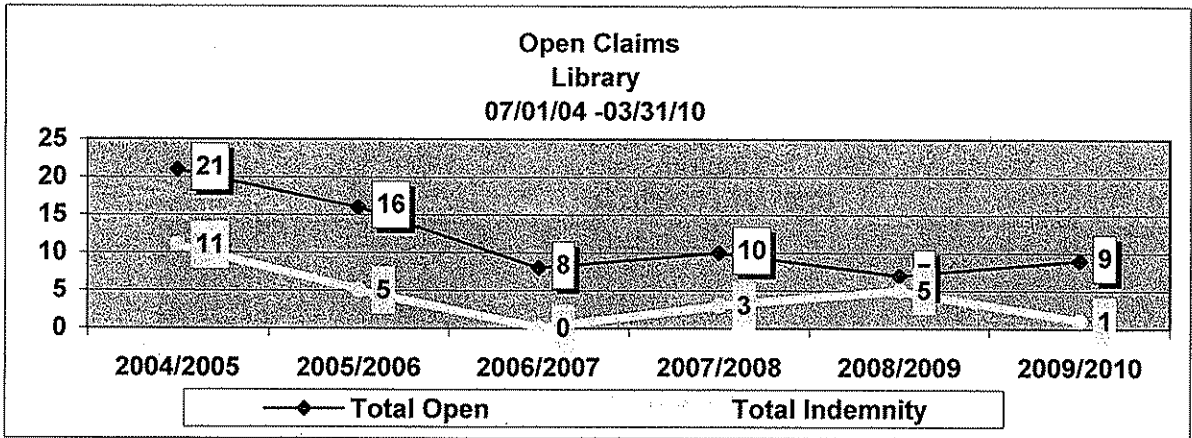


Indemnity Claims



Incurred Costs for Reported Claims







Report on Summer Reading 2010

Our theme was Make Waves at the Library and that we did. In spite of branch hours changes, staff changes, phone changes, self-check implementations, and challenging workloads, the 2010 Summer Reading Program was an amazing success thanks to the work of staff all across the system at circ desks, storytimes, reference desks, special programs, and daily routine tasks.

I'll start with the facts but that is only part of the story.

The Numbers

Children/Teen Participation

Participants	2660
Total Cashed Out	1470 (highest total in 10 years)
% Cashed Out	55.3% (highest ever recorded)
Total Dollars	24,070 (highest ever)
Dollars per Reader	16.37 (maintained 2009 high)

Last year 2823 people participated but 1295 cashed out. In 2009, 21,920 dollars were given out.

Children/Teen Programs

175 programs with a program attendance of 6633

Last year we had 110 programs with an attendance of 2930.

In 2010, programs averaged 37.9 attendees; in 2009 programs averaged 26.64.

2010 Battle of the Bands drew 682 people; 2009 Battle of the Bands drew just over 200.

Adult Programming

We had 8 programs with a total attendance of 193, averaging 24.11 participants per program. Library users submitted 74 book reviews for the website, over half submitted online.

The Story Behind the Numbers

It isn't possible to have this kind of success without the full support of all the staff in all of the branches. We are also so fortunate to have the full financial support of the Friends of SCPL. In addition, Programs & Partnerships worked with the

Felton Friends to provide children's programming at the Library every Tuesday, coinciding with the weekly Felton Farmer's Market.

Over 200 local businesses supported summer reading programs in some way: accepting summer reading dollars, giving raffle prizes for teens and adults, giving prizes and technical support for the Battle of the Bands. We are planning a large public thank you to each of these businesses.

And young people raised money for the Library. **Anika Compoginis, 9**, raised \$181.95 at a bake sale she held with her mom outside the Aptos Branch Library. **SCPL's Advisory Council of Teens** raised \$121 in pizza, cookie, and water sales at the Battle of the Bands. **Michelle Zheng, 15**, raised \$122 selling flowers at the Kids Book & Flower Sale. With about half the books for sale we had last year, the teen-run Kids Book Sale made \$934.25.



The work these young people do now will stay with them for a long time. For example, **Jeanne O'Grady** shared the story of Natalia, a former bookmobile patron (when she was a little girl at The Farm) who is now the program manager at San Andreas and her twin sister, the program manager at another Mid-Peninsula site in Watsonville. "They brought the older kids from their sites on a shopping trip last year by bus last year and wanted to do it again this year. Most of the 50+ kids in their two groups earned 20 SR \$. Natalia and her sister signed them up for summer reading, managed the programs at their sites, and gave me the booklets on time as well as made arrangements to pick up the booklets with SR\$ and pizza coupons (instead of waiting for the next bookmobile visits)."

Several library staff deserve individual recognition:

Sandi Imperio, with the template created by **Emily Galli**, put the 2010 reading log together and then went on to conduct photography programs, keep ACT teens active with Dial-a-Story, Battle of the Bands, and the Kids Book and Flower Sale, and find prizes for raffles and drawings.

Nancy Call checked in with every single participating merchant and worked hard to arrange details they were comfortable with.

Lois Meyer was tireless in her pursuit of wonderful prizes for teens. She built up such a largess that she was able to share what she gathered with the Battle of the Bands and Adult Programming.

Matt Lorenzo coordinated the Battle of the Bands so wonderfully and so thoroughly that I am not really convinced that he slept for the last seven weeks. Several new partnerships have developed from his groundwork and his efforts resulted in a tremendously successful afternoon. Matt is a laid-off SCPL staff person who works oncall. He received a tiny stipend for his Battle of the Bands work...most of his hours were volunteer hours.

Leslie Auerbach and Gale Farthing scored an amazing coup for adult programming with 2 tickets to Swing, 2 tickets to Cabaret, backstage tours, AND a free substantial ad for the Library in the Cabrillo Stage program guide.

Sarah Harbison balanced an intensive training schedule while she coordinated the adult summer program...PR, prizes, scheduling, book reviews, spreadsheets...how did she do it?

Ann Young was her usual patient, highly skilled, thoughtful self putting together web pages for Children, Teen, and Adult Summer Reading and somehow finding space on the home page when we needed it.

Three cheers for **Victor Willis**. Victor had to be on top of everything for all three programs: PR, performer contracts, printing, nitty gritty details for the Battle of the Bands, heavy lifting, and liaison with the Friends on financial details. He was everywhere at once. Nothing would have worked without him.

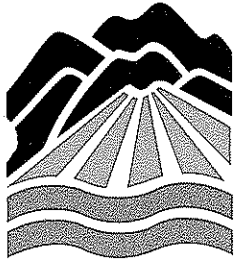
I invite you to explore Santa Cruz Public Libraries Facebook Page. You'll find photos from the summer (Summer Reading 2010), Battle of the Bands, and the Kids Book and Flower Sale. There are video clips from Battle of the Bands, Boulder Creek's 4th of July parade, and the Bubble Guy.

You don't have to have a Facebook page to see the SCPL page. Just click on the Facebook icon on the lower left of any page on the SCPL website.

It was a record-breaking year in participation and in partnerships. The collaborations formed have only just begun.

Janis O'Driscoll
Manager, Programs & Partnerships





**SANTA CRUZ • PUBLIC
LIBRARIES**
A City-County System

RESOLUTION # 2010-10

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD TRANSFERRING FUNDS AND AMENDING THE
FY 2010-2011 BUDGET TO ACCEPT A GRANT FROM
THE PACIFIC LIBRARY PARTNERSHIP**

WHEREAS, The Pacific Library Partnership (PLP) has awarded the Santa Cruz Library System a grant in the amount of \$750 for a technology petting zoo.

NOW THEREFORE, BE IT RESOLVED that the Library Joint Powers Authority Board Transfer funds and amend the FY 2010-2011 Budget in the amount of \$750 to accept the grant for the above named project.

PASSED AND ADOPTED this 9th day of August 2010 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

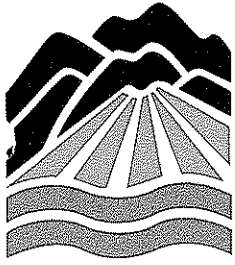
DISQUALIFIED: Board Member(s):

APPROVED

ATTEST

Chair

Board Clerk



**SANTA CRUZ • PUBLIC
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RESOLUTION # 2010-11

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD TRANSFERRING FUNDS AND AMENDING THE
FY 2010-2011 BUDGET TO ACCEPT A GRANT FROM THE COMMUNITY
FOUNDATION OF SANTA CRUZ COUNTY**

WHEREAS, The Community Foundation of Santa Cruz County has awarded the Santa Cruz Library System a grant in the amount of \$12,000 for a marketing plan and implementation.

NOW THEREFORE, BE IT RESOLVED that the Library Joint Powers Authority Board Transfer funds and amend the FY 2010-2011 Budget in the amount of \$12,000 to accept the grant for the above named project.

PASSED AND ADOPTED this 9th day of August 2010 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

DISQUALIFIED: Board Member(s):

APPROVED

ATTEST

Chair

Board Clerk



**SANTA CRUZ • PUBLIC
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A City-County System

RESOLUTION # 2010-12

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD TRANSFERRING FUNDS BETWEEN MAJOR EXPENSE
CATEGORIES AND AMENDING THE
FY 2010-2011 BUDGET**

NOW THEREFORE, BE IT RESOLVED that the Library Joint Powers Authority Board
Transfer funds and amend the FY 2010-2011 Budget in the amount of \$73,000. The
transfer is between major expense categories, moving funds from telecommunications
outside to telecommunication equipment in order to better track expenses related to
library telecommunications.

PASSED AND ADOPTED this 9th day of August 2010 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

DISQUALIFIED: Board Member(s):

APPROVED

ATTEST

Chair

Board Clerk

**PROFESSIONAL SERVICES AGREEMENT FOR
Task Force Consulting**

THIS AGREEMENT is entered into on July 18, 2010 by and between the Santa Cruz City/County Library, a Joint Powers Authority, hereinafter called "Library" and Joan Frye Williams, hereinafter called "Consultant".

WHEREAS, City desires certain services described in Appendix One and Consultant is capable of providing and desires to provide these services;

NOW, THEREFORE, City and Consultant for the consideration and upon the terms and conditions specified agree as follows:

**SECTION 1
Scope of Services**

The services to be performed under this Agreement are set forth in Appendix One.

**SECTION 2
Duties of Consultant**

All work performed by Consultant, or under its direction, shall be sufficient to satisfy the Library's objectives for entering into this Agreement and shall be rendered in accordance with the generally accepted practices, and to the standards of, Consultant's profession.

Consultant shall not undertake any work beyond the scope of work set forth in Appendix One unless such additional work is approved in advance and in writing by Library. The cost of such additional work shall be reimbursed to Consultant by Library on the same basis as provided for in Section 4.

If, in the prosecution of the work, it is necessary to conduct field operations, security and safety of the job site will be the Consultant's responsibility excluding, nevertheless, the security and safety of any facility of Library within the job site which is not under the Consultant's control.

Consultant shall meet with Teresa Landers, Department Director, called "Director", or other City of Santa Cruz or Library personnel, or third parties as necessary, on all matters connected with carrying out of Consultant's services described in Appendix One. Such meetings shall be held at the request of any party and can be virtual or by phone. Review and Library approval of completed work shall be obtained monthly, or at such intervals as may be mutually agreed upon, during the course of this work.

**SECTION 3
Duties of the Library**

Library shall make available to Consultant all data and information in the Library's possession which Library deems necessary to the preparation and execution of the work, and City shall actively aid and assist Consultant in obtaining such information from other agencies and individuals as necessary.

The director may authorize a staff person to serve as his or her representative for conferring with Consultant relative to Consultant's services. The work in progress shall be reviewed from time to time by Library at the discretion of Library or upon the request of Consultant. If the work is satisfactory, it will be approved. If the work is not satisfactory, Library will inform Consultant of the changes or revisions necessary to secure approval.

**SECTION 4
Fees and Payment**

For the services performed, the Library will pay the Consultant according to the fee structure outlined in Appendix II not to exceed \$10,000 unless mutually agreed upon in writing. Such payment shall be considered the full compensation for all personnel, materials, supplies, travel and equipment used by Consultant in carrying out the work.

Salary expenses include the actual direct pay of personnel assigned to the project (except for routine secretarial and accounting services) plus payroll taxes, insurance, sick leave, holidays, vacation, and other fringe benefits. The percentage of compensation attributable to salary expenses includes all of Consultant's indirect overhead costs and fees. For purposes of this Agreement, Consultant's salary expenses and non-salary expenses will be compensated at the rates set forth in the fee schedule attached to this appendix and in accordance with the terms set forth therein. Non-salary expenses include travel, meals and lodging while traveling, materials other than normal office supplies, reproduction and printing costs, equipment rental, computer services, service of subconsultants or subcontractors, and other identifiable job expenses.

Salary payment for personnel time will be made at the rates set forth in the attached fee schedule for all time charged to the project. Normal payroll rates are for 40 hours per week. Consultant shall not charge the City for personnel overtime salary at rates higher than those set forth in the attached fee schedule without the City's prior written authorization.

Budget estimates of the cost of each phase of the project are as follows:

20% will be paid within 30 days of contract signing then monthly invoices will be paid for the duration of the project. See Appendix Two for details.

Variations from the costs for each phase which are justified by statements indicating personnel time expended are allowed after advance written City approval is obtained, in the manner set forth in the Agreement; however, in no event shall the total fee charged for the scope of work set forth in Appendix One exceed the budget of \$10,000 without additional advance written City authorization.

Payments shall be made monthly by the City based on invoices from the Consultant . Such payments shall be for the invoice amount.

Invoices shall indicate the percentage completion of each work task as identified in the Scope of Work (Appendix One), the overall percentage of completion of the total required services and the hours worked by Consultant's staff.

Unless otherwise specified in the attached fee schedule, Consultant's fees shall be payable on monthly statements. The monthly statements shall detail the time worked by each class of employee and the expenses incurred for which billing is made. The monthly statements shall contain the following affidavit signed by a principal of the Consultant's firm:

"I hereby certify as principal of the firm of Joan Frye Williams that the charge of (Insert invoice amount) as summarized above and shown in detail on the attachments is a fair and reasonable use of public funds, is in accordance with the terms of Agreement dated July 12, 2010), and has not been previously paid."

SECTION 5 Changes in Work

Library may order major changes in scope or character of the work, either decreasing or increasing the scope of Consultant's services. No changes in the Scope of Work as described in Appendix One shall be made without the Library's and Consultant's written approval. Any change requiring compensation in excess of the sum specified in Appendix Two shall be approved in advance in writing by the Library.

SECTION 6

Time of beginning and Schedule for Completion

Consultant shall begin work upon its receipt of a written Notice to Proceed from Director. The Notice to Proceed shall not be issued until after this Agreement has been approved and authorized by the Library Joint Power's Board.

The schedule for completion of the work shall be as shown upon Appendix Three. In the event that major changes are ordered, the schedule for completion as stated in Appendix Three will be adjusted by Library so as to allow Consultant a reasonable period of time within which to complete any additional work which may be required as a result of the ordered changes.

In the event Consultant is delayed in performance of its services by circumstances beyond its control, the Library will grant Consultant a reasonable adjustment in the schedule for completion as described in Appendix Three provided that to do so would not frustrate the Library's objective for entering into this Agreement. All claims for adjustments in the schedule of completion must be submitted to Library by Consultant within thirty calendar days of the time of occurrence of circumstances necessitating the adjustment.

Consultant acknowledges that it is necessary for Consultant to complete its work on or before the completion date set forth in Appendix Three in order to allow the Library to achieve its objectives for entering into this Agreement. The parties therefore agree that time is of the essence in the performance of this Agreement.

SECTION 7

Termination

Library shall have the right to terminate this Agreement at any time upon giving ten days written notice to Consultant. Consultant may terminate this Agreement upon written notice to Library should the Library fail to fulfill its duties as set forth in this Agreement. In the event of termination, Library shall pay the Consultant for all services performed and accepted under this Agreement up to the date of termination.

SECTION 8

Insurance

Only the successful supplier will be required to submit a certificate of insurance before commencement of work.

1. Without limiting the foregoing in any way, supplier shall carry standard form Commercial General Liability Insurance and Commercial Automobile Liability Insurance acceptable to the Library in an amount of \$500,000 for each type per occurrence combined single limit Bodily Injury and Property Damage coverage..
2. For all insurance provided above, policies shall provide that the same cannot be canceled except upon thirty days' written notice to Library.
3. All insurance provided above shall name the Santa Cruz City/County Library, its officers, agents and employees as an additional insured, shown by endorsement, and shall include cross liability in favor of the Library, its officers, agents and employees.
4. A certificate of insurance shall be furnished to the Library as evidence of the above coverages and conditions prior to the commencement of work. Any statements that relieve the insurance company from liability if notice of cancellation is not sent are not acceptable.
5. Supplier agrees to provide Library at or before the effective date of this contract with a certificate of insurance of the coverage required. The certificate holder shall be the City of Santa Cruz, Risk & Safety Management, 809 Center St Room 7, Santa Cruz, CA 95060.

SECTION 9

Indemnification

Consultant agrees to indemnify, defend, and hold harmless the Library, its officers, agents and employees, from and against any and all claims, demands, actions, damages, or judgments, including associated costs of investigation and defense arising in any manner from consultant's negligence, recklessness, or willful misconduct in the performance of this agreement.

SECTION 10
Civil Rights Compliance/Equal Opportunity Assurance

Every supplier of materials and services and all consultants doing business with the Santa Cruz City/County Library shall be in compliance with the applicable provisions of the Americans with Disabilities Act of 1990, and shall be an equal opportunity employer as defined by Title VII of the Civil Rights Act of 1964 and including the California Fair Employment and Housing Act of 1980. As such, consultant shall not discriminate against any person on the basis of race, religious creed, color, national origin, ancestry, disability, medical condition, marital status, age or sex with respect to hiring, application for employment, tenure or terms and conditions of employment. In addition, the City of Santa Cruz, as defined in Resolution NS-20,137 and Ordinance 92-11, further prohibits discrimination on the basis of sexual orientation, height, weight and physical characteristics. Consultants agree to abide by all of the foregoing statutes, regulations, ordinances and resolutions.

SECTION 11
Legal Action/Attorneys' Fees

If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which he or she may be entitled. Either the Santa Cruz County Superior or Municipal Court shall have jurisdiction over any such action and that Court shall be authorized to determine which party is the prevailing party and what amount constitutes reasonable attorneys' fees to be awarded to the prevailing party.

SECTION 12
Assignment

This Agreement shall not be assigned without first obtaining the express written consent of the Director after approval of the Library Joint Powers Board

SECTION 13
Amendments

This Agreement may not be amended in any respect except by way of a written instrument which expressly references and identifies this particular Agreement, which expressly states that its purpose is to amend this particular Agreement, and which is duly executed by the Library and Consultant. Consultant acknowledges that no such amendment shall be effective until approved and authorized by the Library Joint Powers Board, or an officer of the Library when the Library Joint Powers Board may from time to time empower an officer of the Library to approve and authorize such amendments. No representative of the Library is authorized to obligate the Library to pay the cost or value of services beyond the scope of services set forth in Appendix One. Such authority is retained solely by the Library Joint Powers Board. Unless expressly authorized by the Library Joint Powers Board, Consultant's compensation shall be limited to that set forth in Appendix Two.

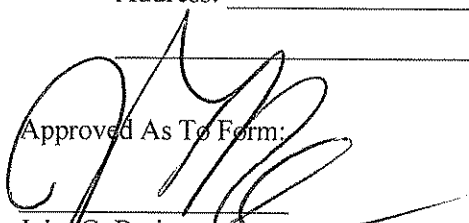
SECTION 14
Miscellaneous Provisions

1. Project Manager. Director reserves the right to approve the project manager assigned by Consultant to said work. No change in assignment may occur without prior written approval of the Library.

2. Consultant Services Only. Consultant is employed to render professional services only and any payments made to Consultant are compensation solely for such professional services.
3. Licensure. Consultant warrants that he or she has complied with any and all applicable governmental licensing requirements.
4. Other Agreements. This Agreement supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject matter, and no other agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
5. Library Property. Upon payment for the work performed, or any portion, all drawings, specifications, records, or other documents generated by Consultant pursuant to this Agreement, or any other work product of Consultant, are, and shall remain, the property of the Library whether the project for which they are made is executed or not. The Consultant shall be permitted to retain copies, including reproducible copies, of drawings and specifications for information and reference in connection with the Library's use and/or occupancy of the project. The drawings, specifications, records, documents, and Consultant's other work product shall not be used by the Consultant on other projects, except by agreement in writing and with appropriate compensation to the Library.
6. Consultant's Records. Consultant shall maintain accurate accounting records and other written documentation pertaining to the costs incurred for this project. Such records and documentation shall be kept available at Consultant's office during the period of this Agreement, and after the term of this Agreement for a period of three years from the date of the final Library payment for Consultant's services.
7. Independent Contractor. In the performance of its work, it is expressly understood that Consultant, including Consultant's agents, servants, employees, and subcontractors, is an independent contractor solely responsible for its acts and omissions, and Consultant shall not be considered an employee of the Library for any purpose.
8. Conflicts of Interest. Consultant stipulates that corporately or individually, its firm, its employees and subcontractors have no financial interest in either the success or failure of any project which is, or may be, dependent on the results of the Consultant's work product prepared pursuant to this Agreement.
9. MacBride Principles/Peace Charter. The City Council of the City of Santa Cruz approved Resolution No. NS-19,378 on the 24th day of July 1990, endorsing the MacBride Principles and the Peace Charter and encourages all companies doing business in Northern Ireland to abide by the MacBride Principles and the Peace Charter.
10. Notices. All notices herein provided to be given, or which may be given by either party to the other, shall be deemed to have been fully given and fully received when made in writing and deposited in the United States mail, certified and postage prepaid, and addressed to the respective parties as follows:

Name: _____

Address: _____

Approved As To Form: 

John G. Barisone
City Attorney

Date: 8-2-10

CONSULTANT
Joan Frye Williams
2443 Fair Oaks Blvd. #109
Sacramento, CA 95825

LIBRARY
117 Union Street
Santa Cruz, CA 95060

By: _____
Printed: _____
Title: _____
Date: _____

By: Teresa Landers
Teresa Landers
Library Director
Date: _____

APPENDIX ONE
Scope of Services

Prior to the task force's first meeting on August 12, 2010, Consultant will be available by phone and email with the task force subcommittee for up to 4 hours. They will discuss what constitutes a service model, what processes might be useful to develop such models. Consultant will help the subcommittee finalize definitions, assumptions and constraints that the task force will use as a basis for service model development.

Early in the process will include an onsite visit on September 9 to meet with the full task force to discuss process methods and to convey ideas for service models to be considered. This will include trends and best practices in the library profession that could impact the models developed.

Email and phone consultation will continue after the Sept 9 in person visit; not to exceed 6 hours total to provide guidance as the task force starts working on developing service models.

In the October/November time frame, Consultant will continue to advise via phone and email up to 6 hours. She will review the progress of the task force; helping to keep the task force on track. At this point, she will critique the models developed thus far and make suggestions for improvement looking for inconsistencies, gaps and overlooked possibilities. This phase will include an additional on site visit in October/November at a time both parties deem mutually beneficial.

The work will be delivered primarily orally although Consultant may, at her discretion, choose to provide written materials for task force members to review. Consultant will not be expected to produce a written report

APPENDIX TWO

Project phase	Fee Schedule		On site	
	In office			
Beginning of August start-up	4 hrs @\$250/hr	\$1,000		
Early in the task force process	6 hrs @\$250/hr	1,500	2,400	
Middle of the task force process	4 hrs @\$250/hr	1,500	2,400	
Contingency		1,000		
TOTAL		\$5,000	\$4,800	\$9,800

APPENDIX THREE
Work Schedule

Work will begin August 2010 and will be completed by 1/15/2011

Task Force phone and email consultation will begin in early August 2010

Early in the task force is defined as August-September 2010

Middle of the task force is defined as October-November 2010

Early in the process on site visit will be made September 9, 2010

Middle of the process on site visit will be made a mutually agreed upon date to be determined

Library Service Model Task Force Update

- I. Progress Report
- II. Milestones
- III. Financial Assumptions
- IV. Goals

I. Progress Report - July 2010

- Volunteer facilitator on board: Suzanne Koebler of the Conflict Resolution Center
- Library consultant Joan Frye Williams engaged (paid for by Friends).
 - Will work with us early on to assist with timeline, provide advice on best practices; help us develop an efficient process for identifying and costing service models;
 - Attend a task force meeting (1st meeting in September) to help task force to quickly get a number of models identified and on the table
 - Will assist us after we've identified and developed several models to ensure we have thought everything through in describing and costing the models; and that there are no gaps or inconsistencies in our models.
- San Jose State School of Library and Information Science Intern, Sam Shields, hired to assist the task force.
- Preparations for 1st full task force meeting 8/12:
 - Background and resource materials for members collected and distributed
 - Resource Notebook
 - Task Force Google Site
 - Agenda for 1st meeting and key topics for future agendas developed
 - Meeting admin and housekeeping issues, including
 - Meetings not open to public because the Central Branch is closed until 11am on Thursdays and meeting is from 8-10am causing entrance and security issues.
 - Meeting minutes and other documents will be posted on library website with ability for public to post comments.
 - Key Milestones developed
 - Financial Assumptions developed
 - Goals of Task Force developed

II. Library Task Force Milestones

Key Milestone	Date Due	Comments
Understanding of scope of task and background info	Aug 26	1 st two meetings will cover introductory and background information
Overview of service models and process for developing them	Sep 9	Joan Frye William (consultant) at meeting
Draft of Models Identified	Oct 14	Financial sustainability criteria applied
Draft Models Reviewed with Board	Nov 8	Purpose is to determine whether any models are missing, whether the range of models is appropriate, etc.
Final Models identified	Nov 18	
Final Model description, details, costing and pros and cons completed	Dec 9	
Report Draft written	Dec 23	
Final Report complete	Jan 13	
Final Report reviewed by Board	Jan 31	Scheduling a Special Board Meeting for review and discussion of the report.

Note: The due dates are flexible based on actual progress during the task force and may be revised as we move through the process.

III. FINANCIAL SUSTAINABILITY GUIDELINES FOR DEVELOPING NEW SERVICE MODELS

The purpose of the Task Force is to define library service models that are financially sustainable and aligned with the library's five-year revenue projections.

The "Strategic Plan 2010-2015" broadly defines the Library's concept of financial sustainability. However, the Task Force needs concrete financial criteria in order to create and analyze library service models.

These are the criteria that will be used to measure financial sustainability for the Library system for task force planning purposes.

BACKGROUND INFORMATION

STRATEGIC PLAN

In the "Strategic Plan 2010-2015" adopted in spring 2010, one of the strategic goals stated is for financial sustainability.

Financial Sustainability: The library's infrastructure supports people's access to quality services and programs.

- *SCPL maintains a healthy and stable financial position.*
- *There is adequate, stable, and diverse funding to finance ongoing operations, key strategic initiatives, and capital projects.*
- *Services of a defined level and quality are consistently delivered, based on revenue projections and a supportive organizational and operating structure.*
- *The Library operates efficiently and focuses on continual improvement.*

5-YEAR OPERATING FUND PROJECTION

The Library is faced with projected operating deficits for the next several years and a negative cash fund balance of \$4 million to \$4.5 million at the end of the 2013/14 fiscal year.

The 5-year projection assumes:

- revenues will remain flat
- staffing stays at the current level with no furlough
- the materials budget is funded at 8% of the total budget
- all other expenditures remain flat
- no new capital expenditures such as improvements, remodels or new buildings

The base projection does not include funding items such as technology upgrades, vehicle replacements or cash reserves, although a modified projection does include those items and boosts the projected operating deficit closer to \$4.5 million.

SANTA CRUZ CITY-COUNTY LIBRARY
FIVE YEAR OPERATING FUND PROJECTIONS
(as of June 2010)

	Projected FY 09/10	Proposed FY 10/11	Adopted FY 11/12	Projected FY 12/13	Projected FY 13/14
<u>Fund balance at beginning of year</u>	(319,405)	110,429	227,056	(798,959)	(1,951,595)
Total Revenues	10,977,699	10,964,562	10,784,858	10,959,439	11,170,692
Total Expenditures	10,547,865	10,847,935	11,810,873	12,112,075	13,172,623
Net operating gain (loss)	429,834	116,627	(1,026,015)	(1,152,636)	(2,001,931)
Fund balance at year-end	110,429	227,056	(798,959)	(1,951,595)	(3,953,526)
Technology Replacement Fund			100,000	100,000	100,000
Self check workstations/furniture			10,000		
Vehicle Replacement Fund			103,500	103,500	103,500
Reserve Contribution			300,000	300,000	300,000
Facilities Master Plan			100,000		
Total Additional Expenditures			613,500	503,500	503,500
Fund balance at year-end	110,429	227,056	(1,412,459)	(2,455,095)	(3,457,026)

Note: Revenue projections are provided by the County of Santa Cruz.

**SPECIFIC FINANCIAL CRITERIA AND PRIORITIES
TO BE USED IN DEVELOPING SERVICE MODELS:**

1. THE LIBRARY HAS NO NEED TO BORROW FUNDS TO COVER MONTHLY CASH FLOW

Since July 2008, the Santa Cruz County Public Libraries Joint Powers Authority operating fund has needed to borrow cash on a regular basis in order to meet its cash flow needs. The City of Santa Cruz's General Fund has loaned the Library cash on a temporary basis as needed.

Since July 2008, there has been an outstanding loan on more days than not. During this time, the outstanding loan has exceeded \$700,000 on 94 calendar days, exceeded \$800,000 on 78 days, exceeded \$900,000 on 47 days, and exceeded \$1 million on 35 days. The longest consecutive stretch exceeding \$1 million was for 14 days (as of June 2010).

For FY 2010/11 the City will charge the Library interest on these loans at the rate that the City would otherwise earn on its portfolio investments, typically about 1.4%. Beginning in FY 2011/12 the interest will rise to portfolio rates plus 2% (about 3.4% if the portfolio rate is still 1.4%), and the City will cap the loan at \$1 million. If the City does not have the cash to loan, then no loans will be made to the Library.

To meet its cash flow needs, the Library must build a significant cash reserve as described in Item 2 below.

2. CASH RESERVES ARE BUILT AND MAINTAINED AT A LEVEL OF 15% OF OPERATING EXPENDITURES BY THE END OF FY 2015/16.

In discussing the 2009/10 budget, the Library Joint Powers Board set guidelines establishing ongoing cash reserves of at least 5% of its annual budget, but the 09/10 and 10/11 budgets have not included any funds directed towards building a cash reserve.

Here are the amounts needed to establish varying levels of cash reserves by FY 2014/15 or FY 2015/16:

Cash reserve as a percentage of \$11 million operating budget	Reserve goal	To achieve by end of FY 2014/15, would need to set aside annually starting in FY 11/12:	To achieve by end of FY 2015/16, would need to set aside annually starting in FY 11/12:
5 percent	\$550,000	\$137,500	\$110,000
10 percent	\$1,100,000	\$275,000	\$220,000
15 percent	\$1,650,000	\$412,500	\$330,000
20 percent	\$2,200,000	\$550,000	\$440,000

3. THE LIBRARY ADEQUATELY FUNDS KEY STRATEGIC INITIATIVES AND CAPITAL PLANNING PROJECTS

Currently there are no funds set aside for technology repairs/upgrades, for vehicle repairs/replacements (including the bookmobile), and for capital projects.

The 5-year projected budget includes funding the following projects starting in FY 2011/12:

	Annual funding starting FY 2011/12
Technology replacement fund	\$100,000
Vehicle replacement fund	\$103,500

Major projects such as large remodels or new facilities are not included. Funding for a Facilities Master Plan and workstations for self check are one-time expenditures and are included in the projections separate from the operating budget for FY11/12.

4. MINIMUM STANDARD FOR MATERIALS BUDGET IS MET BY JUNE 2012.

In its “Library Standards & Services, FY 2008/09 - FY 2012/13,” developed in 2006, the Library adopted service standards for the system. In that document, the minimum standard for the books and materials budget was set at 8% of the Library’s overall budget, or approximately \$880,000. The 8% should not include income the Library receives from trust funds.

The materials budget has been under-funded in both the FY 2009/10 and current FY 2010/11 budget in order to achieve a balanced budget. In addition, 8% is a low minimum standard when compared with public libraries around the country that serve a similarly-sized population. Increasing the percentage should be considered a high priority.

KEY FINANCIAL ASSUMPTIONS & CONSTRAINTS

Funding:

- The Task Force will not identify new funding sources, but will come up with models that work within the Library’s current funding structure.

Facilities:

- Models should assume a status quo regarding construction of new facilities.
- Although Capitola is expected to build a new 7000 square foot branch facility with redevelopment money within the next 3-6 years, the service models will not specifically take into account increased operating costs because the details of the new branch are not yet known.
- The Joint Powers Board resolved on 4/7/08 that the Board move to set the Felton Library as the highest capital priority and that no other capital money be spent on any other capital projects including upgrades, remodels, changes or new starts

until the new Felton Branch is funded. However, service models which require facility modifications can be considered.

Fees:

- The percent of the Library's budget that goes to the City of Santa Cruz for human resources, accounting and other functions will remain at 5.5% of the overall budget.

Debt:

- Current debt service will remain as scheduled.
- Any models that include debt for capital expenditures should include a payback schedule. The Library Board will determine an acceptable debt ratio.

Services & Staffing:

- Self-check is expected to be in use at every branch by December 2010. Expected use is about 80% of all check-outs.
- The Library will move towards a single-point of service model at each branch in the near future, taking into account facility layouts.
- Models should come up with recommendations and operating cost estimates for the staff development and training needed to achieve service changes.

IV Library Service Models Task Force Goals:

Charge from Library Joint Powers Authority Board:

The Library Joint Powers Authority Board has directed this task force to identify a range of future service models for the Santa Cruz Public Library system. Each model will describe the level of services delivered, the supporting organizational infrastructure (staff and facilities) needed and the key impacts. Each service model must be financially sustainable; aligned with revenue projection; and meet the spirit of the Library's mission and vision, as well as the Library Strategic Plan. The Task Force will deliver a report to the Library Joint Powers Board in January 2011.

Goals:

Use all available resources to develop a range of financially sustainable models to determine what a 21st century Santa Cruz City County Library System will look like and what services will be provided for the foreseeable future.

Provide the Library Joint Powers Board with the information needed to make a decision on the future service model of the library system and to begin making the needed changes to implement the model.

Additionally,

- Understand the current governance, operations and financing of the library system
- Understand community economics, demographics and public input.
- Explore appropriate best practices and trends in design and operation of libraries.
- Develop a range of library service models (4-6?)
 - Identify type and level of services provided and align them with resources needed, including staffing, facilities and other investments
 - Meet financial assumptions and sustainability criteria as defined by the Library Joint Powers Board; and align the models with revenue projections.
 - Describe the pros and cons and impact on the community of each model.
 - Uphold the vision, mission and strategic priorities of the library system
- Deliver a report to the LJPB in January 2011.

Expected:

- System wide service based approach to developing the models.
- A range of feasible models, with each model substantially different from the others (e.g. number of branches, types of services, hours open, etc) and not a minor variation of another model.
- Flexibility and creativity; understanding that the library environment will continue to change at a rapid rate and we can't know what that change will be.

Not Expected:

- Recommendation of a specific model to the Board. However, if there is a consensus of the task force members for one model, that should be included in the Report.
- Development of new or enhanced revenue sources

Joint Powers Authority Board Response to Findings August 3, 2010

Page 4-5 F1. *Including the three new libraries described below, the Master Plan calls for the construction of over 34,000 square feet of library space over the next several years*

- *Capitola was without a library from the mid-1970's, when the original library was closed due to Proposition 13 cutbacks, until 1999, after the passage of the Measure B sales tax for the libraries. The current library is considered an interim library; it's about 4,300 square feet and is not a permanent building but rather six portable structures tied together by the roof and floor. In 1987 Capitola signed a redevelopment agreement with the County that obligates the city to begin construction by 2018 of a 7,000 square foot facility that the SCPL would operate.*

Response: Partially Agree

The Capitola agreement was first signed in 1984.

- *The Felton library is a 1,250 square foot deconsecrated church. There is no disabled access, staff workspace, or storage area. There is only street parking. The entrance is up two flights of hillside stairs, making access difficult for parents with young children and seniors. There is little space for comfortable seating or study carrels. Public school class visits are not possible due to the small space. The collection is small, crowded, and inadequate. Nevertheless, the Felton library has a community of fierce supporters. Due to the gross inadequacies of the facility the JPB adopted a resolution in April 2008 identifying the Felton branch as the SCPL's highest capital project priority, planning an 8,800 square foot facility for the area population of 16,000. However, despite a bequest of \$146,000 and the donation of the land for the library, it is estimated that another \$5.5 million might be needed to actually build the library.*

Response: Partially Disagree

The area population that will be served by the new Felton Branch is 30,000. This includes all of San Lorenzo Valley and parts of Bonny Doon. There has been no official cost estimate for construction.

- *Scotts Valley has had a library since 1953. The branch currently occupies 5,300 square feet rented in a shopping center. However, within the next year the library will be moving to a space of about 12,500 square feet in a remodeled building the city of Scotts Valley has purchased through a redevelopment agreement with the County. The Scotts Valley chapter of the Friends of the*

Library has launched an ambitious campaign to raise \$250,000 to outfit the library interior.

Response: Partially disagree

The new library will be 13,150 square feet. The base bid will cover a great deal of the interior. The Scotts Valley Redevelopment Agency is covering the new costs of the exterior and interior of the new library except for a fireplace/community art book wall project, media wall and other "extras" being funded by groups such as the Scotts Valley Chapter of the Friends of the Library.

Pages 5-6 F3. *The community of La Selva Beach, unhappy with the local branch schedule and concerned that the SCPL's financial problems might trigger the decision to close the branch altogether, proposed that its Friends chapter might fund the purchase of self checkout equipment and supply volunteers who, after training, would supplement the staff and allow the library to be open more hours. While library policy requires at least two employees to staff any open library, the hope was that administration would agree that one employee, self checkout, and a volunteer might be adequate. Administration did agree and this proposal is under development; union agreement is necessary for implementation.*

Response: Partially Agree

The pilot program has been launched as of July 2010. La Selva Branch is now operating 14 hours a week with one SCPL employee and one volunteer provided by the La Selva Beach Chapter of the Friends of the Library.

Page 6 F4. *Technical services staff state that library technology has been underfunded for several years, perhaps by as much as \$500,000 to \$700,000 per year.*

Response: Disagree

Without specific information regarding the time period and the specific items underfunded, the LJPB cannot comment on the accuracy of this finding.

Page 6 F5. *A new ILS, which could cost upwards of \$200,000, would enable several improvements in library operations, such as the adoption of the floating collection, now considered a library "best practice"; computer-printed hold slips (library staff handwrite over 200,000 hold slips annually); and automated check in.*

Response: Partially Disagree

Automated check in is not dependent on a new ILS.

Page 6 F6.

The new Scotts Valley library is anticipated to be the first “real 21st century” library in the SCPL system. There will be lots of computers, with both wired and wireless connection to the internet, lots of band width, and fiber. There will be two large LCD presentation screens and projection equipment. There will be single point of service and four self checkout stations, and space for automated materials handling equipment although this equipment will not be purchased at this time.

Response: Partially disagree

All SCPL branches are equipped with wireless capabilities. The LCD screens and projection equipment are dependent on Scotts Valley’s community fund raising drive.

Page 10 F17. *One important part of the Strategic Plan is the section entitled “Change for the Future,” a description of five current trends in public library services that the SCPL has identified and committed to in the coming years as it pursues its vision of transforming lives and supporting communities. Succinctly, the five trends are:*

1. *Patrons get service at the level they want – more self-service in checking out materials, placing and picking up holds, editing own accounts, paying fines; and single point of service,*
2. *Rebranding and marketing – establishing the library as a relevant resource through evolving services and better marketing of those services,*
3. *Local focus – providing local content that is unavailable elsewhere and taking library services outside into the community,*
4. *Remote delivery of services – associated with self-service; downloadable materials, e-books, podcasts; online payment of fees, and*
5. *User involvement – use of social media like Twitter, Facebook, and Wikis.*

Response: Agree

Page 10 F19. *In March 2009, after two years of generous sales tax revenues, the SCPL had no cash reserves. In April 2009, the JPB set guidelines for the FY 2009/10 budget that included establishing and maintaining ongoing cash reserves of at least 5% of its annual budget and dedicating at least 8% of its operating budget to books and media. These goals were not met in the FY 2009/10 budget, and they are not being met in the budget proposed for FY 2010/11.*

Response: Agree

Sales taxes were projected to in FY08/09 from FY07/08 by \$27,000. In reality, they declined by \$344,000. The 8% for materials was established in the Facilities Master Plan adopted in 2008 not in FY 2009/10 as stated above.

Page 11 F20. *Over the last decade, prior and present library administrators have proposed or recommended closing from one to six branches to benefit the balance of the library system. However, in May 2009, the JPB directed library management to develop a balanced budget for FY 2009/10 that did not close any branches. They provided the same direction this April while facing even greater challenges to the system, essentially "kicking the can down the street a bit farther," in the words of one board member.*

Response: Partially Agree

In April 2010 the JPB was presented with several options that all achieved the same goal- a balanced budget for 10/11.

Page 11 F21. *The SCPL may be able to balance the budget through deep cuts in personnel and services, but there is a cash-flow problem. The City of Santa Cruz loans the library the cash for payroll and other payables; it covers the actual cash deficit between the time expenses are paid and revenues are received. Currently this loan balance averages between \$1 million and \$1.4 million. The City charges interest at portfolio rates (in April 2010, about 1.4%), but beginning with the 2011/12 fiscal year the interest will rise to portfolio rates plus 2% (about 3.4% if the portfolio rate was still 1.4%); in the meantime the City will cap the loan at \$1 million. The additional interest will add to the cost of operating the library system, and staff stated that, with a cap, some bills will not be paid in a timely manner and additional staff time and effort will be required to prioritize payments.*

Response: Partially disagree

The loan balance does not average between \$1-1.4 million. These are maximum amounts reached on several days last year not on a regular basis. The Library has also factored into its 5 year projections re-establishing the reserve to handle the cash flow issue. Given the current situation (ending FY0910 in the black) we do not anticipate this issue occurring.

Page 11 F22. *The SCPL has three loans that it must repay, with interest, and substantive rent for headquarters:*

- *First, there is the working capital loan mentioned above, the advance from the City of Santa Cruz to cover the cash requirements on a day-by-day basis. This*

loan will be outstanding until the SCPL develops the reserves to manage its cash flow.

Response: Partially disagree

This is a cash flow loan that is repaid as soon as the monthly payment is received from the County.

- *Second, there is a loan associated with a Santa Cruz County overpayment, a distribution error discovered in 2005. From August 2005 through August 2013, the SCPL must pay annual principal of \$40,293 plus variable rate interest.*

Response: Agree

- *Third, there is a loan from the city of Santa Cruz for improvements to the new headquarters building. Interest is 5%. In September 2008, the principal was \$467,303; the current loan balance is about \$430,150. The annual payment is \$60,518, and this loan will be paid off in 2018.*

Response: Agree

- *The City of Santa Cruz purchased the building at 117 Union Street in Santa Cruz for use as library headquarters, to house administrative and technical services and outreach. The facility is shared with the Water Department, and building expenses are allocated to each according to the square footage occupied. The library's portion of the annual rent is \$287,189, until 2037 when the City's loan for the building purchase will be paid in full.*

Response: Agree

However, it is important to note that the Library was paying \$21.89 per square foot for rent and utilities for its Headquarters building on Pacific Avenue and now pays \$20.93 per square foot for a building that is being purchased not rented.

Page 12 F23. *While the library staff tabulates a wealth of data about the Santa Cruz community's library use, (visits per capita, books and materials checked out per capita and per active member; busyness and circulation and visits per open hour, et cetera), there are no established cost accounting measures to gauge the cost of operating the individual branches or the cost of specific library services. The library director prepared a one-time memo detailing the monthly and annual costs for the bookmobile in March 2010 upon request from a member of the JPB.*

Response: Agree

Page 12 F24. *Currently there are no reserves for technology repairs or improvements or for replacing the several SCPL vehicles, including the bookmobile. There are no reserves to finance facility development. There are no emergency reserves.*

Response: Agree

Page 12 F25. *In FY 2008/09, personnel costs accounted for 73.6% of the budget, while books and materials accounted for 6.3% and technology accounted for 0.8%. Personnel costs are projected to consume 80% of the budget within a few years. While employees have been furloughed about 10% of the time this year and the furloughs will continue into the next fiscal year, retirement programs through the California Public Employees' Retirement System (CalPERS) have not been fully funded and health insurance rates are expected to rise significantly.*

Response: Partially agree

It isn't really correct to say that CalPERS has not been fully funded. During the period of the furlough, city and employees have been paying in based on their reduced pay. When current employees retire, the calculation will be made on their non-furlough pay which is higher. There is a slight discrepancy which is why we have decided not to continue the furlough beyond 2 years.

Page 12 F26. *Also in FY 2008/09, the population served per FTE was lower than the State mean (1,735 versus 3,094) and lower than comparable counties' figures. Expenses per capita were significantly higher than the State mean (\$61.90 versus \$34.69) and comparable counties' numbers. Library administration suggested this was "probably because of the relatively large number of branches we have for the population." The abundance of branches and the reported library policy that at least two employees are required to staff any open library contribute to these outsized numbers.*

Response: Partially disagree

There is insufficient information to verify whether the relatively low population to FTE and the expenses per capita is caused by the relatively large number of branches nor does it preclude that there may be other contributing factors. Without studying all the factors simply closing branches will not achieve the expected goals. The JPB task force will be studying this issue.

Page 12 F27. *Santa Cruz County has more branches, or outlets, per square mile than the comparable counties of Monterey, San Luis Obispo, and Santa Barbara.*

With a total area of 436 square miles in the county, the service area per outlet averages about 40 square miles.

Response: Partially Agree

This comparison is questionable because it does not factor in the geographical differences among these counties. Also, it doesn't reflect the library square footage per capita or the library square footage per square mile. Counties with large rural areas will have more square miles per branch.

Joint Powers Authority Board Response to Recommendations **August 3, 2010**

Page 14 R1. *The Santa Cruz Public Libraries should replace its Integrated Library System immediately. This will avoid the catastrophe that would occur if the current system suffers a terminal failure. An up-to-date ILS also will allow the automation of many activities presently being handled manually, as well as enable activities just not possible at all today.*

Response: Has not yet been implemented but will be implemented in the future

The Library is currently researching ILS systems. Implementation is planned for the fiscal year 2010/11.

Page 14 R2. *The Joint Powers Authority Board and the SCPL should determine and commit to a reasonable cash reserve that will enable it to manage its cash flow and pay bills and cover payroll expenses without relying on loans from the City of Santa Cruz.*

Response: Has not yet been implemented but will be implemented in the future

The JPB plans to implement a cash reserve policy in the budget for FY 2011/12.

Page 14 R3. *The SCPL should buy and install self checkout equipment at all the regional branches – buying the best units possible in sufficient quantity to accommodate all book and material checkout – and then aggressively promote its use to get close to the 95% use levels enjoyed by the San Jose libraries*

Response: Has been implemented

Scheduled completion is slated for December 2010.

Page 14 R4. *With R1, 2, and 3 as priorities, the JPB and the SCPL should develop a balanced budget, also keeping in mind that investments in the collection (books and materials) and additional investments in technology are important to a healthy library system. The Grand Jury believes that a substantial reduction in personnel, perhaps by as much as 20 percent, might be necessary to achieve an ideal budget.*

Response: Requires further analysis

The budget is currently balanced. The Library Board established a task force to consider financially sustainable alternatives.

Page 14 R5. *The SCPL should make a serious investment in volunteer development. Dedicate library staff to recruit, interview, select, assign, and train volunteers. Assign volunteers consistent responsibilities. Use volunteers to greatly expand library hours, and use more volunteers to provide many of the outreach services currently handled by employees.*

Response: Requires further analysis

Staff supervision of volunteers increases as the library utilizes more volunteers. The costs need to be considered along with the benefits. Currently we do not have funds allocated for a full time volunteer coordinator. Please refer to the full volunteer report.

Page 14 R6. *The JPB and the SCPL should then develop staffing plans for the libraries, reconsidering the policy that at least two employees are needed at every open library, and including the expanded use of volunteers. Consider what library branches might need to be closed and maximize the hours at those left open. One strategy proposed by library administration in March was the closing of some branches, leaving the book and materials collections and the computers and turning the facilities over to their communities for use as reading rooms/learning centers. In some communities the recreation district might be able to manage these centers*

Candidates for conversion would be the branches in:

- *Felton, open 8 hours/week, 3.5 miles from the Scotts Valley branch*
- *Garfield Park, open 12 hours/week, 1.7 miles from the Central library*
- *Branciforte, open 14 hours/week, 1.5 miles from the Central library*
- *Capitola, open 14 hours/week, 2.3 miles from the Live Oak branch*

The La Selva Beach library would be a prime candidate for conversion to a reading room. It is open 8 hours/week and is 5.2 miles from the Aptos library. However, considering the project underway to operate with one library employee, one self checkout machine, and a volunteer, the SCPL could offer a choice to that community: to implement that project (if the union approves the plan) or for the La Selva Beach community to take over the library and operate it with volunteers as a reading room.

On the other hand, the Boulder Creek library is an ideal branch for implementing the "one staff member plus volunteers and a self checkout machine" concept. It serves unincorporated northern Santa Cruz County, serves a larger population than the La Selva Beach branch, and is 10.2 miles from the Scotts Valley library.

For a prototype of a local, all-volunteer library, communities could look at the Porter Memorial Library in Soquel. One big advantage of this possibility for the local communities is that they can maximize the number of open hours, on a schedule that is most convenient for them.

This recommendation is proposed as an intermediate-term strategy to allow the SCPL system to focus and develop the financial foundation necessary to create long-term sustainability for a system that can be expanded again as future revenues increase.

Response: Requires further analysis

The LJPB has established a Task Force made up of one representative from each of the 10 branches, 4 JPA board members, the library director, 4 staff members and a facilitator. The Task Force will begin work in August 2010 to identify service models that are financially sustainable and aligned with the five year projections.

Page 15 R7. *Just as the SCPL has partnered with local businesses to enrich its collection and offer outreach programs, it should consider business partnerships/corporate sponsorships of the bookmobile. Solicit businesses to buy a bookmobile or van or to cover the annual cost of a vehicle, and allow them to wrap it with their advertising. The cost of a vinyl wrap for the bookmobile is estimated to be about \$4,000.*

Response: Requires Further Analysis

The recently adopted SCPL 2010-2015 Strategic Plan states under Community Connections that "The library will initiate and nurture partnerships with the public, private, and nonprofit sectors in Santa Cruz County for the mutual benefit of the partners, the Library, and the Community." We currently have many partnerships that enrich our programs and will continue to seek mutually beneficial opportunities.

Page 15 R8. *The SCPL system should re-evaluate the policy that all services must be free to everyone. Concentrate on the key priorities. Understand the costs of extra services and charge fees to cover those costs. In fact, the SCPL should adopt good cost accounting measures so that the costs of operations are clearly understood – the costs associated with each branch, with each library service and program, et cetera.*

Response: Requires further analysis

We can look at value added services that perhaps we can charge for such as Interlibrary Loan or Books by Mail; however basic library service must remain free as per state law. The library task force will be studying these recommendations and will report back in January 2011.

Page 15 R9. *The JPB should add another two voting members: (1) a financial or accounting advisor so that the library system has an expert planner and advocate for financial sustainability, and (2) a library professional, from another nearby library system or from The School of Library & Information Science at San Jose State University.*

Response: Will not be implemented

This expertise is already present in the City Finance Director and the Library Director. Changes such as this would require opening up the JPA agreement which is not due to be opened until 2017 and an early opening is not recommended.

Page 15 R10. *The requirements of the library system as a whole should take precedent over the needs of neighborhood branches, and the Joint Powers Authority Board members should consider the long term implications of their decisions.*

Response: Has Been Implemented

The JPA Board members already take into consideration the long term implications of their decisions. The JPA Board does take into consideration the impact on the whole system in making decisions. There are negative consequences to closing neighborhood branches upon the system as a whole which the Board must also take into consideration.