

SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

**PROCLAMATION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD RECOGNIZING THE WORK INVOLVED WITH THE
SYSTEM-WIDE RE-BARCODING PROJECT**

WHEREAS, in March the Santa Cruz Public Libraries finished a year-long project to re-barcode approximately 435,000 books in our library system;

WHEREAS, the library system has been under great pressure to develop a service model in a limited amount of time that allows us to do more with less. The re-barcoding project was part of a larger goal to implement self-check in all of the Santa Cruz Public Libraries in an effort to streamline staff duties;

WHEREAS, the dedication and loyalty of the Friends of the Santa Cruz Public Libraries, the Community Action Board of Santa Cruz County, Summer Youth Employment Program, library staffs and pages help to complete this project;

WHEREAS, a special thanks should go out to the Friends of the Santa Cruz Public Libraries for purchasing the barcode duplicators which also helped us move quickly through our project;

WHEREAS, the Board would like to honor and thank the following members of the re-barcoding project:

A big thank you to the CAB, SYEP workers, FSCPL volunteers, and our own staff and pages for their work.

CAB workers

Maureen Ford
Lilian Huerta
Daniella Limon
Valerie Marquez
Sarah Morrison
Rebecca Chicoine - CAB liaison
Helen Ewan-Storey - CAB liaison

Library Headquarters and System Services
117 Union Street • Santa Cruz, California 95060 • (831) 420-5600

FSCPL Rebarcoding Volunteers

Edie Abendschan
Suzanne de Beaumont
Lisa Beasley
Aaron Bird
Katie Booth
Maren Cellitti
Marion Cernac
Lynette Clark
Janet Cotton
Jayme Curtis
Diane Ferraiuolo
Valerie Friend
Ron Gosswiler
Nadine Gregg
Sarah Guilfooy
Mira Haslam
Virginia Henry
Jeanne Hofvendahl
Bill Jergens
Mary Kent
Bob Lamonica
Anita Lande
Sandra Lee
Molly Love
Glen Lyons
Nancy Macy
Joni & April Martin
George Melville
Kathryn McKown
John McMillan.
Emily McAdams
Molaan Mosell
Michele Mosher
Oceanah Munson
Magdalena Murakami
Jan Noto
Gail Olson
Amanada Periera
Elizabeth Pitzer
Marcia Poms
Carol and Jim Pyle
Carol Riddle
Linda Robertson
Paula Sarkar
Phillip Shima

Marie Sikora
Ruthe Smith
Madeline Spencer
Marja Van Den Hende
Nancy Walling
Kathy Warner
Marie Wilkinson
Sharon Williams
Patricia Wright

SYEP workers

Caitlyn Pugh
Jenna Levine
Scott Dye
Nadine Gregg - SYEP liaison
Robin Evandon – Transition Partnership Program liaison

NOW, THEREFORE, WE the Library Joint Powers Authority Board
Do hereby honor and thank the various works and volunteers who worked to make the re-
carcoding project a success.

Signed this 2nd day of May, 2011.



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

LIBRARY JOINT POWERS AUTHORITY BOARD

Monday, May 2, 2011
Central Branch Community Meeting Room
224 Church Street, Santa Cruz

6:00 PM CLOSED SESSION

Labor Negotiations (Government Code §69967.6)

Lisa Sullivan, City of Santa Cruz Human Resources Director
Employee Organizations- Service Employees International Union
Supervisory Employees, Operating Engineers
Mid-Management, Operating Engineers

6:30 PM PUBLIC MEETING

1. ROLL CALL

**PROCLAMATION RECOGNIZING SYSTEM-WIDE RE-BARCODING
PROJECT**

2. APPROVE AGENDA OF May 2, 2011

3. APPROVE MINUTES OF April 4, 2011 (PG. 3-6)

4. ORAL COMMUNICATIONS

5. WRITTEN COMMUNICATIONS

- A. Articles About Santa Cruz and California Libraries (PG. 54-69)
- B. Patron Written Comments (PG. 70-77)
- C. Articles on Libraries Nation Wide (PG. 78-85)
- D. Monthly Narrative Reports- April 2011 (PG. 86-91)
- E. Monthly Statistical Report – through March (PG. 92-100)
- F. Advocacy Breakfast Invitation (PG. 101)
- G. Quarterly Update for Library Sales Tax Revenue (PG. 102-104)

6. REPORTS OF ADVISORY BODIES

- A. Friends of the Santa Cruz Libraries, Inc. (oral)
- B. Finance Committee Oral Report (oral)

7. MEMBER REPORTS

- A. Scotts Valley Report (Reed)
- B. Capitola Report (Storey)

8. STAFF REPORTS

- A. Lease for new Scotts Valley Library (PG. 7-32)
- B. March Financials (PG. 33-42)
- C. Draft 11/12 Budget (PG. 43-51)
- D. Timeline for Transition to New Service Model (PG. 52)

9. OTHER BUSINESS

- A. Parking Lot Review (PG. 53)

10. NEXT MEETING

The next regularly scheduled meeting is Monday, June 6, 2011 at 6:30 p.m.

11. ADJOURN

The Library Joint Powers Authority Board will adjourn from the regularly scheduled meeting of May 2, 2011 to the next regularly scheduled public meeting on June 6, 2011 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, we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the Library Administration Office at 427-7706 at least five days in advance so that we can arrange for such special assistance, or email subfinder@santacruzpl.org.

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

April 4, 2011

Santa Cruz County Board of Supervisors Chambers
701 Ocean Street 5th Floor
Santa Cruz, CA

6:30 PM PUBLIC MEETING

Proclamation Recognizing National Bookmobile Day 2011

Proclamation Honoring and Thanking Members of the Task Force

I. ROLL CALL

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

Staff: Teresa Landers, Director of Libraries

II. APPROVAL OF MEETING AGENDA OF APRIL 4, 2011

Councilmember Reed moved, seconded by Councilmember Beiers

**that the Board approve the agenda of April 4, 2011 with the following change:
moving item 6A to 11D.**

UNAN

III. APPROVE MINUTES OF FEBRUARY 7, 2011

Supervisor Pirie moved, seconded by Councilmember Beiers

that the Board approve the minutes of February 7, 2011.

UNAN

Abstain: Storey & Reed

IV. APPROVE MINUTES OF MARCH 7, 2011

Councilmember Terrazas moved, seconded by Supervisor Pirie

that the Board approve the minutes of March 7, 2011.

UNAN

V. ORAL COMMUNICATIONS

None

VI. CONSENT AGENDA

A. Lease for new Scotts Valley Library

Item moved to IID.

VI. WRITTEN COMMUNICATION

- A. Articles About Santa Cruz and California Libraries
- B. Patron Written Comments
- C. Articles on Libraries Nation Wide
- D. Monthly Narrative Reports- March 2011
- E. Monthly Statistical Report- through February 2011
- F. Advocacy Breakfast Invitation

VII. REPORTS OF ADVISORY BODIES

A. Friends of the Santa Cruz Libraries, Inc.

Mary K. Simpson, FSCPL Board Member reported the following Friends' activities:

- Volunteer Appreciation Luncheon was a huge success. Over a 100 volunteers were honored on March 25th at the Central Branch Library.
- Joined the Chamber of Commerce and attended their Annual Business Fair event on March 23rd.
- Friends bookstore continues to grow. Hours have been extended and sales have increased to an average of more than \$500 per week. The bookstore just celebrated its 1st year in its new location.
- Semi-Annual Civic Book Sale will take place on May 13th & 14th. Friday evening is for Friends members only, and Saturday is for the general public.
- Annual membership meeting will be Friday, April 22nd beginning at 10am. The public is invited.

B. Finance Committee Minutes and Oral Report

Board reviewed the draft minutes from the March 28, 2011 meeting.

VIII. MEMBER REPORTS

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A. Scotts Valley Report

Councilmember Reed reported on the new Scotts Valley Branch project. The project has been delayed because of weather but still expects to be completed on time.

B. Capitola Report

Councilmember Storey reported on the new Capitola Branch project. The City of Capitola and the Library Programmer, Kathy Page, continue to hold community meetings in order to receive public input on the project. Once these meetings have finished the City of Capitola will begin work with the architects.

IX. STAFF REPORTS

A. February Financials

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

X. OTHER BUSINESS

A. Adoption of Service Model

i. Minutes & Notes from Community Meetings

Board reviewed the draft minutes and notes from the March 26, 2011 meetings.

ii. Service Model & Financial Summary

Chair Gorson gave an overview of the purposed Compromised Service Model.

Twelve members of the public spoke during the public comment period.

Supervisor Stone moved, seconded by Councilmember Beiers

that the Board approve the recommended service model, now called the Community Service Model.

ADDITION:

That the Board direct staff to develop metrics and success measures to bring back to the Board for Board approval.

**AYES: Gerdt, Pirie, Gorson,
Beiers, Stone, Storey
NAYES: Reed & Poitinger**

iii. Staffing Model

The Board reviewed the proposed staffing model and will approve the new salary and compensation packages that are applied to the new job titles within the library system at a future board meeting.

- B. Public Input on FY 11/12 Budget
None
- C. Parking Lot Review
Board reviewed the parking lot list.

XII. NEXT MEETING

The next regularly scheduled meeting is Monday, May 2, 2011 at 6:30 pm.

XIII. ADJOURN

The regular meeting adjourned at 8:46 p.m.

Respectfully submitted,


Kira Henifin, Clerk of the Board

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

SCOTTS VALLEY LIBRARY LEASE AGREEMENT

THIS SCOTTS VALLEY LIBRARY LEASE AGREEMENT (the "Agreement") is made this ____ day of _____, 2011, between the Scotts Valley Redevelopment Agency ("Landlord") and the Santa Cruz County Library Joint Powers Authority ("Tenant").

RECITALS

- A. In November 1990, the County of Santa Cruz, the Santa Cruz County Redevelopment Agency, the City of Scotts Valley and the Community Development Agency of the City of Scotts Valley (also known as the Scotts Valley Redevelopment Agency) entered into that certain pass through agreement ("Pass Through Agreement") which required the Scotts Valley Redevelopment Agency to, among other things, construct a 25,259 square foot Tier II Library.*
- B. In May 1996, the County of Santa Cruz, and the cities of Santa Cruz, Capitola and Scotts Valley entered into that certain Joint Powers Agreement ("JPA Agreement") which formed the Santa Cruz County Library Joint Powers Authority for the purpose of joint exercise of powers over library service in the County of Santa Cruz except within the City of Watsonville.*
- C. In September 1996, the County of Santa Cruz, the Santa Cruz County Redevelopment Agency, the City of Scotts Valley and the Scotts Valley Redevelopment Agency entered into the First Amendment to the Pass Through Agreement which modified the Scotts Valley Redevelopment Agency's obligation to construct a Tier II Library ("First Amendment").*
- D. Under the First Amendment, the Scotts Valley Redevelopment Agency was required to make a stream of payments to the County Library Fund which would continue until such time as the Scotts Valley Redevelopment Agency constructed or acquired a Tier II Library of approximately 12, 500 square feet or the present value of the amount of the payments equaled \$3,000,000.00.*
- E. Under the First Amendment, the site and building of the constructed or acquired library was to be leased to the County of Santa Cruz or its designee for one dollar per year so long as it is used as a Tier II Public Library in accordance with the "Long Range Plan for Services and Facilities Development of the Santa Cruz City/County Library System."*
- F. The County of Santa Cruz has named the Santa Cruz County Library Joint Powers Authority as its designee under the Pass Through Agreement and all associated amendments, including the First Amendment.*

G. The Scotts Valley Redevelopment Agency has constructed a Tier II Library of 13,150 square feet in consultation with Tenant as required by the First Amendment and desires to lease the library to Tenant.

NOW, THEREFORE, Landlord and Tenant agree to all of the terms and conditions of this Agreement as follows:

ARTICLE 1 - BASIC LEASE PROVISIONS

The following are basic terms applicable to this Agreement. The Sections and Exhibits referenced below in parenthesis explain and define the basic terms specified below and are to be read in conjunction with basic terms herein:

1.01 Commencement of Term. June 1, 2011 (Section 3.01).

1.02 Term. 30 year term which expires May 31, 2041 unless terminated in accordance with Section 3.03.

1.03 Building. The building located at 251 Kings Village Road, Scotts Valley.

1.04. Premises. A portion of the Building and the rear outdoor patio of approximately 3500 square feet and associated parking.

1.05 Floor Area. 13,150 square feet.

1.06 Rent. \$1.00 per year.

1.07 Use of Premises. Premises shall be utilized solely for the operation of the Scotts Valley Branch Library (Section 8.01).

ARTICLE 2 - LEASE OF PREMISES

2.01 Scotts Valley Redevelopment Agency as Landlord. Tenant acknowledges and understands that Landlord is a public agency consisting of numerous offices, departments, agencies and districts. Whenever a provision contained in this Agreement, or any extension, modification or amendment, requires the written consent of Landlord, such consent must be obtained from the then acting Executive Director of the Scotts Valley Redevelopment Agency. Tenant may not rely on any statement or representation by any other employee, agent or representative of Landlord in obtaining such consent and any such statement or representation other than the express written consent of the Executive Director shall be null and void and have no effect. Nothing contained in this Section shall limit in any way the authority of any office, department, agency or district of the Redevelopment Agency from approving or withholding consent to any event or activity regulate by local law.

2.02 Premises. Landlord leases to Tenant and Tenant leases from Landlord the Premises. The Premises shall not include, and the Tenant shall have no rights in, the remainder of the building that is not currently improved. A diagram of the location of the Premises is attached to this Agreement as Exhibit A. A floor plan of the Premises is attached to this Agreement as Exhibit B. ***Landlord acknowledges that Tenant's library use of the Premises may be adversely affected should the remainder of the building which hosts the Premises be put to a noisy or other disruptive use. Landlord will therefore endeavor to lease the remainder of the building to tenants whose use of the building will be compatible with Tenant's Library use of the Premises and will further endeavor to notify Tenant's Library Director prior to any change in tenant or use for the remainder of the building in order to allow the Library Director to comment on any such change.***

2.03 Reservations. Landlord reserves the right at any time with 24 hours notice to Tenant to make alterations or additions to the exterior of the Premises, the remainder of the building, the parking lot and the landscaping on the property. Landlord also reserves the right to construct other buildings or improvements on the property and to make alterations or additions thereto. Easements for light and air are not granted in this Agreement. Landlord further reserves the right to enter and access the roof of the Premises or to repair and maintain the roof and to use any space within walls or above the ceiling finish and beneath the floor surface for utility lines and conduits. Landlord further reserves the right to use the multipurpose room located within the Premises in accordance with Tenant's meeting room policy. Landlord shall be deemed a government agency under the policy.

2.04 Condition of Premises. Tenant acknowledges that it recognizes the uniqueness of the Premises and accepts them in their current and disclosed condition existing on the effective date of this Agreement, subject to all applicable zoning, municipal, county or state laws, ordinances and regulations affecting the use of the Premises. Tenant acknowledges that it has satisfied itself, by its own independent investigation that the Premises are suitable for its intended use and neither Landlord nor its agents or representatives have made any representation or warranty as to the present or future suitability of the Premises for the conduct of Tenant's business.

ARTICLE 3 - TERM

3.01 Commencement of Term. The term (the "Term") of this Agreement shall commence on the date specified in Section 1.01 (the "Commencement Date") and shall continue until the date of termination specified in Section 1.02, unless terminated sooner in accordance with the terms and provisions of this Agreement.

3.02 Extension of Term. If Tenant is not in default at any time during the Term of this Agreement, Tenant shall have the option to extend the Term of this Agreement for one 10-year period (the "Extended Term") following the expiration of the Term, upon the same terms and provisions contained in this Agreement. Tenant may exercise said option to extend the Term, and the Extended Term, by giving written

notice to Landlord at least four (4) but not more than six (6) months before the expiration of the Term. If Tenant has failed to cure a default in accordance with Section 13.02 of this Agreement, at any time during the Term, or the Extended Term, of this Agreement, Tenant's election to extend the Term of this Agreement shall be totally ineffective and this Lease shall expire at the end of the initial term, or the Extended Term, unless otherwise terminated earlier in accordance with this Agreement.

3.03 Early Termination. In the event the Santa Cruz County Library Joint Powers Authority is no longer in existence or the City of Scotts Valley ceases to be a member of the Santa Cruz County Library Joint Powers Authority, either party may terminate this Agreement with 45 days notice to the other party. ***In the event of such termination, Landlord shall still be bound by any ongoing obligations of the Pass Through Agreement and any amendments thereto.***

ARTICLE 4 - RENT

The Rent for the premises shall be \$1.00 per year payable to Landlord on June 1st of each year of the Term.

ARTICLE 5 - TAXES AND ASSESSMENTS

5.01 Personal Property Taxes. Tenant shall pay before delinquency all federal, state or local taxes, assessments, license fees, and other charges that are levied and assessed against Tenant's personal property installed or located in or on the building, and that become payable during the term. On demand by Landlord, Tenant shall furnish Landlord with satisfactory evidence of these payments.

5.02 Possessory Interest Taxes. Tenant shall pay before delinquency all possessory interest taxes, assessments, license fees, and other charges that are levied and assessed against the leasehold interest. "Possessory Interest Tax" means that tax imposed pursuant to laws of the State of California on leaseholds of tax exempt property and does not include taxes on Tenant's inventory, personal, or any other tax or assessment that is presently or may, in the future be levied. On demand by Landlord, Tenant shall furnish Landlord with satisfactory evidence of these payments.

ARTICLE 6 - OPERATING EXPENSES

6.01 Share of Operating Expenses. In addition to the Rent specified above, Tenant shall pay a pro rata amount of certain expenses (the "Operating Expenses") incurred by Landlord in the operation and maintenance of the Premises. These common operating expenses include, but are not limited to, general maintenance and repair of exterior siding, periodic cleaning of the roof, periodic cleaning of the water recharge system, maintenance of the parking lot, and cleaning of windows. On or before February 1 of each year, Landlord shall provide Tenant with an estimate of the

annual operating expenses for the following year. After the end of each fiscal year, Landlord shall deliver to Tenant a statement of Tenant's share of the Operating Expenses for such fiscal year, accompanied by a computation of the difference between the estimated expenses provided by February 1 and the actual expenses. If Tenant's payments are less than Tenant's share thereof, then Tenant shall pay the difference within twenty (20) days after receipt of such statement. If Tenant's payments exceed Tenant's share thereof, then (provided that Tenant is not in default), Landlord shall credit such amount to the installments thereof next coming due. In addition, the parties will meet annually to discuss the possibility of Tenant taking on some of the maintenance work to reduce costs to Tenant.

6.02 Tenant's Pro Rata Share. Tenant's pro rata share of Operating Expenses shall be 59% based on the square footage of the Building.

ARTICLE 7 - USE

7.01 Use of Premises. Tenant shall use the Premises solely for the use specified in Section 1.07 herein. No use shall be made or permitted to be made of the Premises, nor acts done, which will increase the existing rate of insurance upon the Premises, or cause a cancellation of any insurance policy covering the Premises or any part thereof. Tenant shall, at its sole cost, comply with any and all requirements regarding the use of the Premises by any company that issues a policy of fire, casualty or public liability insurance to the Landlord. If Tenant's use of the Premises results in a rate increase for the Premises, Tenant shall pay as additional rent within ten (10) days written notice, a sum equal to the additional premium caused by such rate increase.

7.02 Hazardous or Toxic Materials.

(a) Tenant shall comply, at its expense, with all federal, state and local statutes or regulations concerning environmental conditions, emissions, pollutants and controls. Tenant shall not cause, store, use or permit any Hazardous Material, including without limitation asbestos or polychlorinated biphenyls, to be brought upon, kept or used in or about the Premises by Tenant, its agents, employees, contractors or invites, without the prior written consent of Landlord, which Landlord shall not unreasonably withhold as long as Tenant demonstrates to Landlord's reasonable satisfaction that such Hazardous Material is necessary or useful to Tenant's business, does not violate any requirements of the Landlord's policies of fire, causality or public liability insurance and will be used, kept and stored in a manner that complies with all laws regulating any such Hazardous Material so brought upon or used or kept in or about the Premises.

(b) If Tenant breaches any of its obligation stated herein, or if the presence of Hazardous Material on the Premises caused or permitted by Tenant results in contamination of the Premises, then Tenant shall indemnify, defend and hold Landlord harmless from any and all claims, judgment, damages, penalties, fines, costs, liabilities or losses, including, without limitation, diminution in value of the Premises, damages for the loss or restriction on use of rentable or usable space or of any amenity

of the Premises, damages arising from any adverse impact on marketing of space on the Property, and sums paid in settlement of claims, attorneys' fees, consultant fees and expert fees which arise during or after the lease term as a result of such contamination. Without limiting the foregoing, if the presence of any Hazardous Material on the Premises caused or permitted by Tenant results in any contamination of the Premises, Tenant shall promptly take all actions at its sole expense as are necessary to return the Premises to the condition existing prior to the introduction of any such Hazardous Material to the Premises; provided that Landlord's approval of such actions shall first be obtained, which approval shall not be unreasonably withheld so long as such actions would not potentially have any material adverse long-term or short-term effect on the Premises.

(c) As used herein, the term "Hazardous Material" means any hazardous or toxic substance, material or waste which is or becomes regulated by any local governmental authority, the State of California or the United States Government. The term "Hazardous Material" shall include without limitation, any material or substance which is (i) defined as a "hazardous waste," "extremely hazardous waste" or "restricted hazardous waste" under Sections 25115, 25117 or 25122.7, or listed pursuant to Section 25140, of the California Health and Safety Code, Division 20, Chapter 6.5 (Hazardous Waste Control Law); (ii) defined as a "hazardous substance" under Section 25316 of the California Health and Safety Code, Division 20, Chapter 6.8 (Carpenter-Presley-Tanner Hazardous Substance Account Act); (iii) defined as a "hazardous material," "hazardous substance," or "hazardous waste" under Section 25501 of the California Health and Safety Code, Division 20, Chapter 6.95 (Hazardous Materials Release Response Plans and Inventory); (iv) defined as a "hazardous substance" under Section 25281 of the California Health and Safety Code, Division 20, Chapter 6.7 (Underground Storage of Hazardous Substances); (v) petroleum; (vi) asbestos; (vii) listed under Article 9 or defined as hazardous or extremely hazardous pursuant to Article 11 of Title 22 of the California Administrative Code, Division 4, Chapter 20; (viii) designated as a "hazardous substance" pursuant to Section 311 of the Federal Water Pollution Control Act (33 U.S.C. § 1317); (ix) defined as a "hazardous waste" pursuant to Section 1004 of the Federal Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq. (42 U.S.C. § 6903); or (x) defined as a "hazardous substance" pursuant to Section 101 of the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9601 et seq. (42 U.S.C. § 9601), and any amendments or successor statutes thereto.

7.03 Compliance with Governmental Regulations. Tenant shall, at its sole cost and expense, comply with all of the requirements of all local, state and federal authorities now in force, or which may hereafter be in force, pertaining to the Premises. With regard to the use of the Premises, Tenant shall faithfully observe all local ordinances and state and federal statutes now in force or which may hereafter be in force.

7.04 Americans With Disabilities Act. *If Tenant makes any improvements to the Premises or installs any fixtures or equipment in the Premises, Tenant*

acknowledges and expressly accepts full responsibility and shall incur all costs and expenses for compliance with the requirements of the Americans with Disabilities Act (ADA) and any other local, state or federal law or regulation regarding the accessibility of the Premises by disabled individuals **for those improvements, fixtures and equipment**. Tenant agrees to release, indemnify, defend and hold Landlord harmless for any claim, loss, expense or liability arising from Tenant's failure to fully comply with all such laws or regulations. **Exhibit D is a letter from the architect ensuring that the Tenant space was designed to comply with the applicable California Building Code Title 24 including its accessibility provisions as well as federal accessibility guideline as required in the Americans with Disability Act.**

ARTICLE 8 - CAPITAL IMPROVEMENTS

8.01 Capital Improvements. Tenant shall pay its pro rata share of all capital improvements. Capital improvements include the costs of additions, replacements, renovations or significant upgrades of or to the Improvements on the Premises, including building exteriors and major building systems (such as **the HVAC servicing the Premises**, mechanical, electrical, plumbing, vertical transportation, security, structural or roof) that significantly increase the capacity, efficiency, useful life or economy of operation of the Improvements or their major systems. Tenant's pro rata share for all capital improvements shall be paid within 60 days of Landlord's request for such pro rata share.

8.02 Consent. Tenant shall not make any improvements, alterations or additions to the Premises without Landlord's prior written consent. All improvements, alterations and additions shall be in conformity with the laws, directives, rules or regulations of all applicable public and governmental agencies. Prior to the commencement of any work relating to any repairs, alterations, improvements or additions approved by landlord, Tenant's contractor(s) shall notify the Executive Director.

8.03 Notices. At least fifteen (15) days prior to commencing any work relating to any improvements, alterations or additions approved by Landlord **in accordance with Section 8.02**, Tenant shall notify Landlord in writing of the expected commencement date. Landlord shall have the right thereafter to post and maintain on the Premises such notices as Landlord deems necessary to protect Landlord and the Premises from mechanics' liens, materialmen's liens or any other liens. Tenant shall pay, when due, all claims for labor and materials furnished to or for Tenant for use in improving the Premises. Tenant shall not permit any mechanics' or materialmen's liens to be levied against the Premises arising out of work performed, materials furnished or obligations to have been performed on the Premises by or at the request of Tenant. Tenant hereby indemnifies and holds Landlord harmless against loss, damage, attorneys' fees and all other expenses on account of claims of lien of laborers or materialmen or others for work performed or materials or supplies furnished to Tenant or persons claiming under it.

8.04 Trade Fixtures. Tenant may install trade fixtures, display items, machinery or other trade equipment in conformance with the all laws, ordinances, directives, rules or regulations of all applicable public and governmental agencies. The parties acknowledge that Landlord is contributing certain trade fixtures to the Premises that will remain on the Premises at the termination of this Agreement and other trade fixtures that will become the property of Tenant upon occupancy of the Premises. A list of those trade fixtures are attached hereto as Exhibit C. Tenant shall not remove any trade fixtures, display items, machinery or other trade equipment from the Premises, without Landlord's written consent, if the removal of any such item would cause damage to the Premises and, in the absence of Landlord's written consent to removal, any such item shall be deemed a part of the realty and belong to the Landlord at termination of the Agreement.

8.05 Restoration. Except as otherwise provided herein, Tenant shall return the Premises to the same condition as existed as of the Commencement Date of the Agreement, reasonable wear and tear excepted. Landlord, through Landlord's sole discretion and authority, and upon receipt of written request from Tenant, may consider allowing any Tenant Improvements approved by Landlord under this Agreement to remain. Landlord, at its election, may also require Tenant to remove, at tenant's sole cost, any improvements, alterations or additions approved by Landlord in accordance with this Agreement. Tenant shall repair, at its sole cost, any damage resulting from the removal of any alterations, improvements, additions, equipment, machinery or trade fixtures.

8.06 Signs and Advertising Matter.

(a) Tenant will not place, install, maintain or construct or allow any third party to place, install, maintain or construct any sign, banner, flag, awning or canopy, covering, or advertising matter on the roof, or on any exterior door, **exterior** wall or **outside surface of the** windows of the Premises without Landlord's prior written consent, which shall not be unreasonably withheld. Tenant further agrees to maintain such sign, awning, canopy, decoration, lettering, advertising matter or window coverings in good condition and repair at all times.

(b) No advertising medium shall be used or allowed to be used by Tenant which can be heard or experienced outside the Premises, including without limitation, flashing lights, searchlights, loudspeakers, phonographs, radios or television. Except with Landlord's prior written consent, Tenant shall not display, paint or place, or cause to be displayed, painted or placed, any handbills, bumper stickers or other advertising devices on any vehicle parked in the parking area of the Property, including those belonging to Tenant, or to Tenant's agent or any other person; nor shall Tenant distribute or cause to be distributed on the Property any handbills or other advertising devices.

ARTICLE 9 - MAINTENANCE AND REPAIRS

9.01 Landlord's Maintenance Obligations.

(a) Landlord, on behalf of Tenant and any other occupants of the Building, shall maintain in good condition and repair the foundations, roofs, structural components and exterior surfaces of exterior walls of the Building (exclusive of doors, door frame, door checks, windows, window frames and store fronts); provided, however, if any repairs or replacements are necessitated by the negligence, gross negligence or willful acts of Tenant, its officers, employees, representatives, agents, customers, invitees or trespassers or by reason of Tenant's failure to observe or perform any provisions contained in this Agreement or caused by alterations, additions or improvements made by Tenant or its officers, employees, representatives, agents, contractors, subcontractors, laborers or materialmen, the cost of such repairs and replacements shall be the sole obligation of Tenant. ***On or before February 1 of each year, Landlord shall provide Tenant with an estimate of the annual maintenance for the following year for budgeting purposes. In addition, the parties will meet annually to discuss the possibility of Tenant taking on some of the maintenance work or deferral of maintenance to reduce costs to Tenant.***

(b) Tenant shall be solely responsible for all repairs to and maintenance of the Premises which are not expressly allocated to the Landlord under this Agreement or by separate written agreement between the Landlord and Tenant. However, for a period of one year from the Commencement Date, Landlord shall be responsible for all costs associated with the repair and maintenance of the HVAC system ***that services the Premises.***

(c) In its sole discretion, or in the event Tenant fails to maintain, repair, or replace HVAC systems in accordance with Section 9.03, Landlord may contract with a service company licensed and experienced in servicing HVAC equipment and approved by Landlord for regular maintenance, repairs and replacement, if required, of the HVAC equipment serving the Premises. Tenant shall be responsible for the reasonable costs of such maintenance, repairs or replacement as set forth in this Agreement.

(d) Unless Tenant notifies Landlord in writing of the need for repairs under subsection a, Landlord shall not be liable for its failure to make such repairs. Landlord shall be entitled to a reasonable period of time to affect such repairs upon receipt of said written notice from Tenant. Tenant waives any right of offset against any rent due hereunder and agrees not to assert as an affirmative defense in any judicial proceeding or arbitration brought by Landlord against Tenant on claims made under this Agreement the provisions of Sections 1941 and 1942 of the California Civil Code, or any superseding statute, and of any other law permitting Tenant to make repairs at Landlord's expense.

9.02 Landlord's Right of Entry. Landlord, its agents, contractors, employees and assigns may enter the Premises at all reasonable times to: (a) examine the Premises; (b) perform any obligation of, or exercise any right or remedy of, Landlord under this Agreement (c) make repairs, alterations, improvements or additions to the Premises, the Building or to other portions of the Property as Landlord deems necessary; (d) perform work necessary to comply with laws, ordinances, rules or regulations of any public authority or of any insurance underwriter; (e) show prospective tenants the Premises during the last six (6) months of the Term; and (f) perform work that Landlord deems necessary to prevent waste or deterioration in connection with the Premises should Tenant fail to commence to make, and diligently pursue to completion, in a reasonable time as defined by Landlord, Tenant's required repairs after written demand therefor by Landlord. Landlord will give a minimum of twenty-four (24) hours advance notice of such entry when practicable.

9.03 Tenant's Maintenance Obligations.

(a) Except as provided elsewhere in this Agreement, Tenant, at its sole cost and expense, shall keep the interior of the Premises and the rear patio in good order, condition and repair and shall make all replacements necessary to keep the Premises in such condition, including maintenance and repair ***of the HVAC system servicing the Premises***, and maintenance and inspection of fire sprinkler systems.

(b) All replacement equipment shall be of a quality equal to or exceeding that of the original equipment or improvements. Should Tenant fail to make these repairs and replacements or otherwise maintain the Premises for a period of three (3) days after delivery of a written demand by Landlord, or should Tenant commence, but fail to complete, any repairs or replacements within a reasonable time after written demand by Landlord, Landlord shall have the right to make such repairs or replacements without liability to Tenant for any loss or damage that may occur to Tenant's stock or business, and Tenant shall pay for all costs incurred by Landlord in making such repairs or replacements, together with interest thereon at the maximum rate permitted by law from the date of commencement of the work through the date of payment. Tenant shall, at its expense, repair promptly any damage to the Premises, Building or the Property caused by Tenant, its agents, employees, customers, invitees, subtenants, assignees or concessionaires, or caused by the installation or removal of Tenant's personal property.

(c) Tenant shall, at its own expense, comply with all requirements of the Landlord's insurance underwriters and any other governmental authority having jurisdiction thereof, regarding the installation and periodic maintenance of fire suppression systems or apparatus.

ARTICLE 10 - UTILITIES

10.01 Separate Charges. Tenant shall pay for all water, gas, heat, light, power, telephone service and any other utilities metered or otherwise separately charged to the Premises.

10.02 Jointly Metered Utilities. Tenant shall pay a pro rata share of *the* utility charges which are jointly metered or charged. *Those utility charges that are jointly metered are water and lighting in the parking lots and landscaped areas of the Property.* Tenant's pro rata share of these charges shall be based upon the ratio of the square footage of the Premises to the total square footage of the building or buildings serviced by such meter, plus any extraordinary uses by Tenant which may be reasonable ascertained by Landlord.

10.03 Interruption. Landlord shall not be liable for any failure or interruption of any utility service being furnished to the Premises, and no such failure or interruption shall entitle Tenant to terminate this Agreement.

ARTICLE 11 - INDEMNIFICATION AND INSURANCE

11.01 Indemnification. Landlord shall not be liable to Tenant for any damage to Tenant or Tenant's property from any cause which is not the result of Landlord's gross negligence. Tenant, as a material part of the consideration for this Agreement, hereby expressly waives and releases all claims against Landlord, its officers, employees, representatives and agents, for any injury or damage to any person or property on or about the Premises arising for any reason. Tenant agrees to indemnify, release, defend and hold harmless Landlord, its officers, employee, representatives and agents from any loss, claim, cost, expense or liability for any injury or damage to person or property, occurring in, on or about the Premises, arising for any reason, including without limitation the condition or use of the Premises or the improvements or personal property located therein and against any loss, claim, cost, expense or liability for injury to the person or property of Tenant, its agents, officers, employees, invitees or trespassers. *Notwithstanding the foregoing, Tenant's obligations under this Section 11.01 shall not extend to claims, costs, expenses, losses or liability resulting from Landlord's failure to comply with its maintenance and repair obligations under Sections 9.01(a) and 9.01(e) of this Agreement.*

11.02 Insurance Requirements. Tenant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the Tenant's operation and use of the leased premises. The cost of such insurance shall be borne by the Tenant *with the JPA Agreement.*

(a)The general liability policy is to contain, or be endorsed to contain, the following provisions:

- (i) A policy limit of \$1,000,000.00 per occurrence/\$2,000,000.00 annual aggregate.

- (ii) The City of Scotts Valley and the Redevelopment Agency, its officers, officials, employees and volunteers are to be covered as insureds with respect to liability arising out of ownership, maintenance or use of that part of the premises leased to the Tenant.
- (iii) The Tenant's insurance coverage shall be primary insurance as respects the City, the RDA, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City or RDA, its officers, officials, employees or volunteers shall be excess of the Tenant's insurance and shall not contribute with it.
- (iv) Coverage shall not be canceled, except after thirty (30) days' prior written notice has been given to the City and the RDA.

(b) **Acceptability of Insurer.** Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

(c) **Verification of Coverage.** Tenant shall furnish Landlord with original certificates and amendatory endorsements effecting commercial general liability coverage required by this agreement. Upon request by Landlord, Tenant shall provide certificates evidencing the other coverages required herein. The endorsements should be on forms provided by Landlord or on other than the Landlord's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received and approved by Landlord before the Lease commences. Landlord reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

(d) **Increase in Coverage.** Landlord may increase or decrease the amount of commercial general liability insurance required herein, based upon a general review by Landlord of the standard insurance requirements. Such changes in coverage shall be commercially reasonable at the determination of Landlord. Changes in insurance amounts shall occur not more frequently than every two years. Landlord will notify Tenant of any changes under this provision of this Agreement.

11.03 Tenant's Failure To Maintain Insurance. Tenant agrees that if Tenant does not maintain any insurance policy required under this Agreement or fails to pay any premiums when due, Landlord may, require that the Premises be immediately closed for business pending reinstatement of insurance by Tenant, or obtain the necessary insurance and pay the premium, and the repayment thereof shall be deemed to be additional rent due by the Tenant and payable on the next date upon which a payment of rent is due.

11.04 Waiver of Subrogation. Tenant and Landlord each waive its right of recovery against the other, and each party's successors, assigns, directors, agents and representatives in connection with any loss or damage caused to property belonging to the Tenant or Landlord which is covered by any insurance policy of either the Tenant or Landlord in force at the time of any such loss or damage. Tenant and Landlord hereby waive, on behalf of each party's insurance carriers, any right of subrogation it may have against the other party and each shall notify its carriers of the waiver contained herein.

11.05 Waiver of Loss and Damage. Landlord shall not be liable for any damage to inventory or other property of Tenant, or others, located in, on or about the Premises, nor for the loss of or damage to any property of Tenant or of others by theft or otherwise, which is not the direct result of Landlord's negligence, and Tenant waives any claim against Landlord with respect to such property. Landlord shall not be liable to Tenant, Tenant's employees or representatives for any injury or damage to persons or property resulting from fire, explosion, falling plaster, steam, gas, electricity, water, rain or leaks from any part of the Premises or from the pipes, appliance or plumbing works or from the roof, street or subsurface or from any other places or by any other cause of whatsoever nature. Landlord shall not be liable to Tenant, Tenant's employees or representatives for any such damage caused by other tenants or persons in the Premises, occupants of the Building, or the public, or caused by operations in construction of any private, public or quasi-public work. All property of Tenant kept or stored on the Premises shall be so kept or stored at the sole risk of Tenant, and Tenant shall hold Landlord harmless from any claims arising out of damage to the same, including subrogation claims by Tenant's insurance carriers, unless such damage shall be caused by the willful act or gross neglect of Landlord.

11.06 Notice by Tenant. Tenant shall give immediate notice to Landlord in case of fire or accidents in or around the Premises or of any damage or defects in the Premises, or any fixtures or equipment therein.

ARTICLE 12 - ASSIGNMENT AND SUBLETTING

12.01 Prohibition Against Voluntary Assignment, Subletting, and Encumbering; Tenant's Request to Landlord.

The parties acknowledge that this Agreement is a unique relationship between these individual parties. Landlord charges a reduced rent to Tenant due to the services Tenant provides to the citizens of the City of Scotts Valley. Therefore, Tenant cannot assign its rights under this Agreement or its rights to the Premises without the prior written consent of Landlord which may be withheld for any reason or no reason; ***however, in the event Tenant desires to assign its rights under this Agreement to another public entity to be used as a public library, Landlord's written consent cannot be unreasonably withheld.***

ARTICLE 13 - DEFAULT

13.01 Events of Default. The occurrence of any of the following shall constitute a breach and material default of this Agreement by Tenant:

(a) The failure of Tenant to pay or cause to be paid any rent, monies or other charges due Landlord as set forth in this Agreement on or before the due date for payment of any such amounts;

(b) The failure of Tenant to maintain all insurance coverage as set forth in Article 11.

(c) The abandonment of the Premises by Tenant, which shall mean failure to operate as set forth in this Agreement for five consecutive days, except by prior written notice by Tenant and with the written consent of Landlord;

(d) Except as otherwise provided in this Agreement, the failure of Tenant to do or cause to be done any act as set forth in this Agreement, if the failure continues for fifteen days (15) consecutive days after notice has been given to Tenant. However, Tenant shall not be in default of this Agreement if Tenant commences to cure the default within said fifteen (15) day period and diligently and in good faith continues to cure the default to the satisfaction of the Landlord;

(e) Tenant causing, permitting or suffering, without the prior written consent of Landlord, any act when this Agreement requires Landlord's prior written consent or prohibits such act; or

13.02 Notice of Default and Opportunity to Cure. Landlord shall give written notice to Tenant of any Event of Default on the part of Tenant. Said notice shall specify the nature of the act, omission, or deficiency giving rise to the Event of Default. In addition, if the Event of Default is curable, and does not give rise to an imminent danger to health or safety, the notice shall also specify the action required to cure the default, and a reasonable date, which shall not be less than thirty (30) calendar days from the mailing of the notice, by which Tenant must take or commence such action to cure. If the notice specifies only a commencement date for the cure, Tenant must commence such cure within the specified time and shall diligently pursue the cure to completion within a reasonable time thereafter.

13.03 Remedies. In the event of any breach by Tenant, Landlord shall be entitled to any rights or remedies available at law.

(a) Efforts Landlord may make to mitigate the damages caused by Tenant's breach of this Agreement shall not constitute a waiver of Landlord's right to recover damages against Tenant, nor shall anything contained in this Agreement affect Landlord's right to indemnification against Tenant for any liability arising prior to the

termination of this Agreement for personal injuries or property damage, and Tenant agrees to indemnify and hold Landlord harmless from any injuries and damages, including all reasonable attorney fees and costs incurred by Landlord in defending any action brought against Landlord for any recovery, and in enforcing the terms and provisions of this indemnification against Tenant.

(b) However, the breach of this Agreement by Tenant, or an abandonment of the Premises by Tenant, shall not constitute a termination of this Agreement, nor of Tenant's right of possession under this Agreement, unless and until Landlord elects to do so, and until that time Landlord shall have the right to recover rent and all other payments to be made by Tenant under this Agreement as they become due; provided, that until Landlord elects to terminate this Agreement and Tenant's right of possession under this Agreement, Tenant shall have the right to sublet the Premises or to assign interests in this Agreement, or both, subject only to the written consent of Landlord, which consent shall not be unreasonably withheld.

(c) In the event that Landlord should take any act to maintain or preserve the Premises on Tenant's behalf, or seek the appointment of a receiver to protect Landlord's interests under this Agreement, such acts shall not constitute a termination of Tenant's right of possession unless Tenant receives written notice from Landlord to regarding Landlord's election to terminate.

ARTICLE 14 - DAMAGE OR DESTRUCTION

14.01 Landlord's Duty To Repair.

(a) If the Premises are destroyed or materially damaged from a cause not insured against, or if the amount of available insurance proceeds, including deductible costs, is not sufficient to completely repair or restore any such damage or destruction, Landlord shall have the right to terminate this Lease by giving written notice of termination to Tenant within thirty (30) days after the date of the damage or destruction. If the Lease is not terminated, then Landlord shall diligently proceed to repair and restore the Premises to the extent that insurance proceeds, including deductible costs, are sufficient to completely repair or restore any such damage or destruction.

(b) If the Premises are materially damaged or destroyed from a cause covered by insurance, and it can be repaired or restored within ninety (90) days after commencement of repair or restoration, then Landlord shall diligently proceed to repair and restore the Premises. If Landlord determines that the Premises cannot be repaired or restored within this period, then Landlord ***and Tenant shall work out a reasonable time frame for the completion of the repairs or restoration.***

(d) Except as otherwise provided in this Agreement, damage to or destruction of the Premises shall not terminate this Agreement or result in the

abatement of any rent or other charges payable under this Agreement. Tenant expressly waives any right it may have, in law or equity, to offset any cost incurred by Tenant for repairs or restoration to the Premises against Tenant's obligations to pay rent in connection with Landlord's duties of repair and restoration under this Lease.

(e) Landlord's duties of repair and restoration under the provisions of this Lease shall extend only to those portions of the Premises insured under a policy of insurance, and Landlord shall not be responsible for any loss, damage, or destruction to Tenant's personal property, trade fixtures, merchandise, inventory or equipment.

14.02 Tenant's Duty to Repair or Replace. Except as otherwise provided herein, Landlord's obligation to restore shall not include the restoration or replacement of Tenant's personal property, inventory, trade fixtures, merchandise, or equipment. Tenant shall restore and replace said items in the event that Landlord is obligated or elects to repair any damage or destruction of the Premises.

ARTICLE 15 - ESTOPPEL CERTIFICATES; ATTORNMENT

15.01 Tenant to Furnish Certificate. Tenant shall, within ten (10) business days of written notice from Landlord, execute and deliver to Landlord a written statement certifying that this Agreement is unmodified and in full force and effect or, if modified, stating the nature of such modification. Tenant's statement shall include other details requested by Landlord, such as the date to which rent and other charges are paid and Tenant's knowledge concerning any uncured defaults in Landlord's obligations under this Agreement and the nature of such defaults if they are claimed. Any such statement may be relied upon conclusively by any prospective purchaser or encumbrancer of the Premises. Tenant's failure to deliver such statements within such time shall be conclusive upon the Tenant that this Agreement is in full force and effect, except as and to the extent any modification has been represented by Landlord, and that there are no uncured defaults in Landlord's performance.

15.02 Additional Documents. Tenant, upon request of any party in interest, shall execute promptly such instruments and certificates necessary to carry out the intent of the foregoing Sections as shall be requested by Landlord.

ARTICLE 16 - MISCELLANEOUS

16.01 Attorneys' Fees. In the event of any legal action, arbitration or proceeding between the parties, the prevailing party shall be entitled to reasonable attorneys' fees and expenses as a part of the judgment or award resulting therefrom.

16.02 Transfer, Sale or Lease of the Premises by Landlord. Notwithstanding any provisions of this Agreement, Landlord may assign in whole or in part Landlord's interest in this Agreement and may sell or transfer all or part of Landlord's leasehold interest in the real estate of which the Premises are a part. In the event of any transfer,

sale or exchange of the Premises by Landlord and assignment by Landlord of this Agreement, Landlord shall be entirely freed and relieved of all liability under all covenants and obligations contained in or derived from this Agreement or arising out of any act, occurrence or omission relating to the Premises which occurs after the consummation of such sale, exchange or assignment ***except as provided in the Pass Through Agreement and all amendments thereto.***

16.03 Liability to Successors. The covenants and conditions herein contained shall, subject to the provisions as to assignment, apply to and bind the heirs, successors, executors, administrators and assigns of the parties hereto who shall be jointly and severally liable for the covenants contained herein.

16.04 Interpretation. Whenever the singular number is used in this Agreement, the same shall include the plural. Reference to any gender shall include the masculine, feminine and neuter genders, and the word "person" shall include corporation, firm or association, when required by the content.

The headings or titles to the paragraphs of this Agreement are for convenience only and do not in any way define, limit or construe the contents of such paragraphs. This instrument contains all of the agreements and conditions made between the parties with respect to the hiring of the Premises and may not be modified orally or in any manner except by a written instrument signed by all the parties to this Agreement.

The laws of the State of California shall govern the validity, performance and enforcement of this Agreement. If any provision of this Agreement is determined to be void by any court of competent jurisdiction, such determination shall not affect any other provision of this Agreement and such other provisions shall remain in full force and effect. If any provision of this Agreement is capable of two constructions, one which would render the provision void and one which would render the provision valid, the provision shall be interpreted in the manner which would render it valid.

Except as may otherwise be expressly stated, each payment required to be made by the Tenant shall be in addition to and not in substitution for other payments to be made by Tenant.

16.05 Time. Time is of the essence in this Agreement.

16.06 Force Majeure. Any prevention, delay or stoppage due to strikes, lockouts, labor disputes, acts of God, inability to obtain labor or materials or reasonable substitutes therefor, governmental restrictions, regulations or controls, enemy or hostile government action, civil commotion, fire or other casualty, and other causes beyond the reasonable control of the party obligated to perform, shall excuse the performance by such party for a period equal to that resulting from such prevention, delay or stoppage.

16.07 Notices. All notices to be given by one party to the other or options to be exercised under this Agreement shall be in writing, mailed or delivered to Landlord and Tenant at the following addresses:

Landlord

Redevelopment Agency of Scotts Valley
Attn Executive Director
One Civic Center Drive
Scotts Valley, CA 95066

Tenant

Santa Cruz County Library Joint Powers Authority
117 Union Street
Santa Cruz, CA 95060
Attention: Library Director

Courtesy Copy to:
Santa Cruz County
ATTN: County Administrative Office
700 Ocean Street
Santa Cruz, CA 95060

Mailed notices shall be sent by United States Postal Service, certified or registered mail, postage prepaid, and shall be deemed to have been given on the date of posting in the United States Postal Service.

Either party may, by proper notice, at any time designate a different address to which notices shall be sent.

16.08

Waiver. The waiver by Landlord of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of any other term, covenant or condition or any subsequent breach of the same or any other term, covenant or condition herein contained. The subsequent acceptance of rent hereunder by Landlord shall not be deemed to be a waiver of any preceding breach by Tenant of any term, covenant or condition of this Agreement, other than the failure of Tenant to pay the particular rental so accepted, regardless of Landlord's knowledge of such preceding breach at the time of acceptance of such rent. No covenant, term or condition of this Agreement shall be deemed to have been waived by Landlord, unless such waiver is in writing by Landlord.

16.09 Accord and Satisfaction. No payment by Tenant or receipt by Landlord of a lesser amount than the rent herein stipulated shall be deemed to be other than on

account of the earliest stipulated rent, nor shall any endorsement or statement on any check or any letter accompanying any check or payment as rent be deemed an accord and satisfaction, and Landlord may accept such check or payment without prejudice to Landlord's right to recover the balance of such rent or pursue any other remedy in this Agreement provided.

16.10 Authority. If Tenant is a corporation or partnership, each individual executing this Agreement on behalf of such entity represents or warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of such entity and that such entity shall be bound by all the terms and provisions hereof.

16.11 Broker's Commission. Each party represents and warrants that there are no claims for brokerage commissions or finder's fees arising from that party's activities in connection with this Agreement, and each party agrees to indemnify and hold the other party harmless from all liability arising from any such claim.

16.12 Assessment District Establishment. Tenant agrees not to unreasonably protest the establishment of an assessment district for purposes of public improvements, including, but not limited to, sidewalks, streets, lighting, utilities. Notwithstanding the foregoing, Tenant may protest the establishment of an assessment district if Tenant believes it adversely affects Tenant's business.

The parties have executed this Agreement as of the date first written above.

LANDLORD:

Redevelopment Agency of Scotts Valley

By: _____
Stephen H. Ando
Its: Executive Director

TENANT:

Santa Cruz County Library Joint Powers
Authority

By: _____

Its:

**Exhibit A
Location of Premises**

See reverse



GROUP 4
 ARCHITECTURE
 RESEARCH +
 PLANNING, INC
 211 LINDEN AVENUE
 SO. SAN FRANCISCO
 CA 94080 USA
 650-871-0709

IFLAND
 ENGINEERS
 2300 LODGE AVENUE SUITE 101
 SAN FRANCISCO, CA 94116
 FAX (415) 761-7870
 www.iflandengineers.com

CITY OF
 SCOTT'S VALLEY

SCOTT'S
 VALLEY
 LIBRARY

231 BRINGS BRIDGE RD.
 SCOTT'S VALLEY
 CA 95066



DAVID HEINRICHSEN
 CA REG. 60316
 PROJECT: 09044
 FILE:

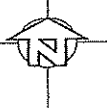
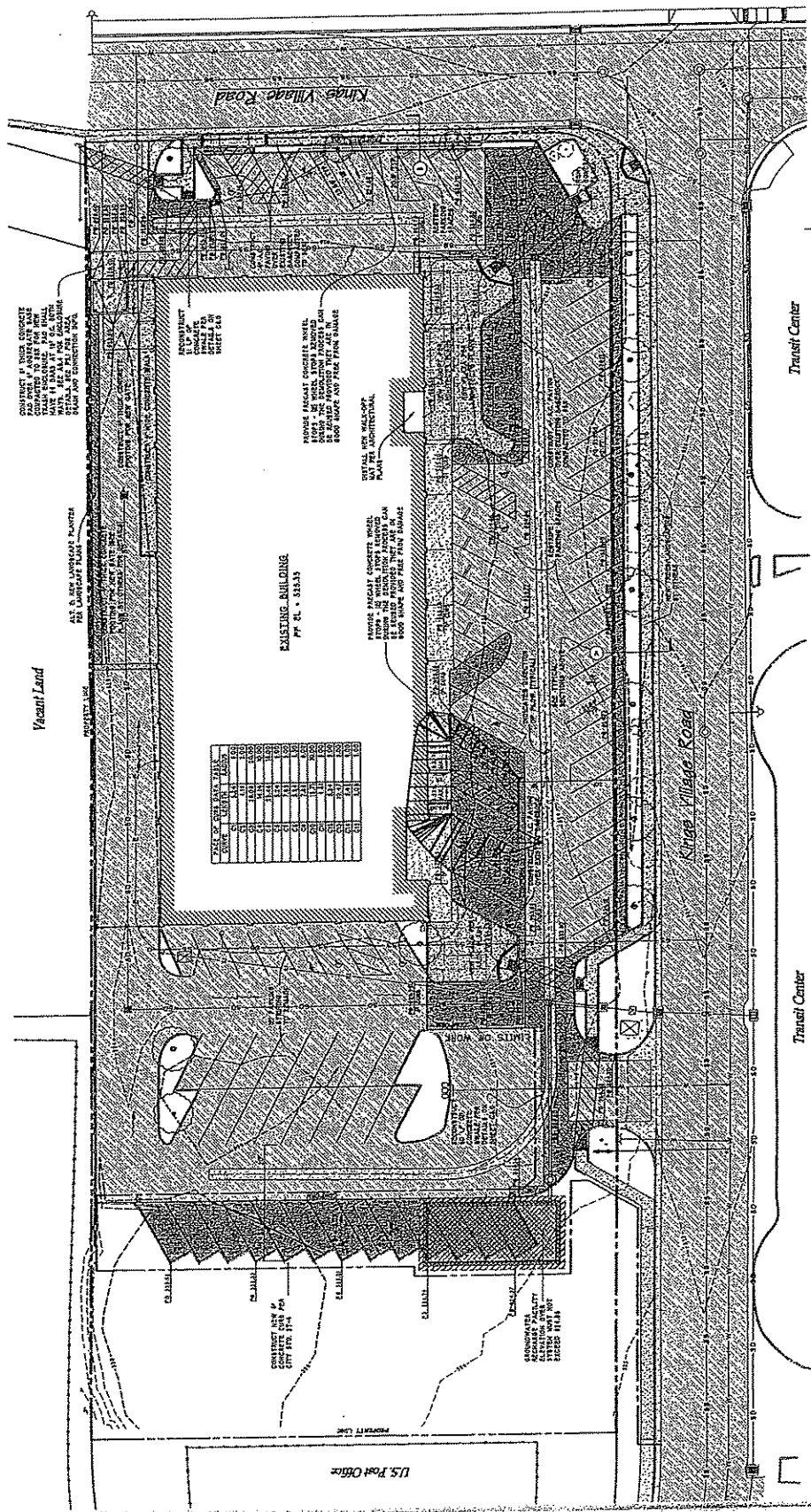
ISSUE DATE
 SCHEMATIC 12/07/09
 50% CD 3/14/2010
 BID SET 5/17/2010

SHEET TITLE AND NO.
 SITE GRADING AND
 PAVING PLAN
 C2.0

- Notes**
1. ALL EXISTING AND NEW PAVING SHALL BE CONFORMANT WITH THE CALIFORNIA STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE PAVING.
 2. THE CONSTRUCTION OF THIS PAVING AND SLOPE SHALL BE FINISHED AS SHOWN ON THIS PLAN.
 3. REFER TO SHEET C16 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 4. REFER TO SHEET C17 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 5. REFER TO SHEET C18 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
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 13. REFER TO SHEET C26 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
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 64. REFER TO SHEET C77 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 65. REFER TO SHEET C78 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 66. REFER TO SHEET C79 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 67. REFER TO SHEET C80 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 68. REFER TO SHEET C81 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 69. REFER TO SHEET C82 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 70. REFER TO SHEET C83 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 71. REFER TO SHEET C84 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 72. REFER TO SHEET C85 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 73. REFER TO SHEET C86 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 74. REFER TO SHEET C87 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 75. REFER TO SHEET C88 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 76. REFER TO SHEET C89 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 77. REFER TO SHEET C90 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 78. REFER TO SHEET C91 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 79. REFER TO SHEET C92 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 80. REFER TO SHEET C93 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 81. REFER TO SHEET C94 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 82. REFER TO SHEET C95 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 83. REFER TO SHEET C96 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 84. REFER TO SHEET C97 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 85. REFER TO SHEET C98 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 86. REFER TO SHEET C99 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.
 87. REFER TO SHEET C100 FOR OFF-SITE FENCE AND SLOPE CONSTRUCTION.

Typical Section B
 SCALE 1" = 1'-0"

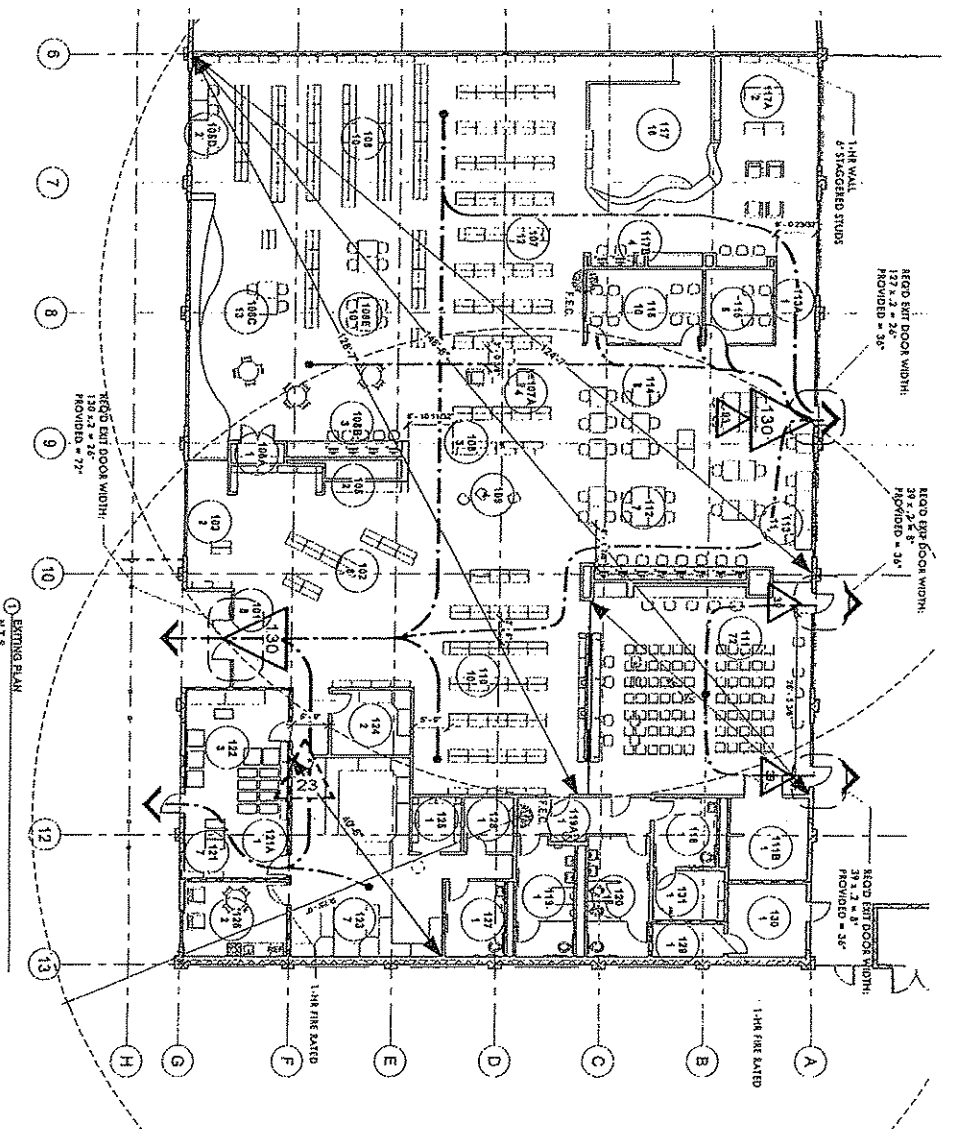
Typical Section A
 SCALE 1" = 1'-0"



SEE A6.5 FOR PROJECT SCOPE DISTRIBUTION

Exhibit B
Floor Plan of Premises

See reverse



LEGEND:

— PATH OF EGRESS

○ ROOM NO. #

○ ROOM NUMBER, NO. OF OCCUPANTS

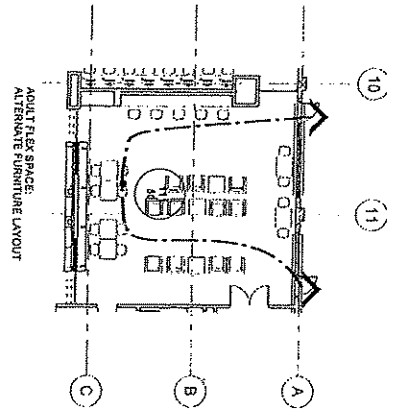
36" X 48" CLEAR SPACE SIDE REACH:

34" MAX. COUNTER HEIGHT & 24" MAX. COUNTER DEPTH.

FRONT REACH 27" MAX. CLEARANCE TO BACK HEIGHT

17" FRONT CLEARANCE (158MM)

Ø CLEAR CIRCLE



ROOM NUMBER	ROOM NAME	NO. OF OCCUPANTS	AREA (SQ. FT.)	NO. OF SEATS	NO. OF TABLES	NO. OF CHAIRS	NO. OF DESKS	NO. OF BOOKSHELVES	NO. OF DISPLAY CASES	NO. OF OTHER FURNITURE
100	RECEPTION	2	100	2	1	2	0	0	0	0
101	RECEPTION	2	100	2	1	2	0	0	0	0
102	RECEPTION	2	100	2	1	2	0	0	0	0
103	RECEPTION	2	100	2	1	2	0	0	0	0
104	RECEPTION	2	100	2	1	2	0	0	0	0
105	RECEPTION	2	100	2	1	2	0	0	0	0
106	RECEPTION	2	100	2	1	2	0	0	0	0
107	RECEPTION	2	100	2	1	2	0	0	0	0
108	RECEPTION	2	100	2	1	2	0	0	0	0
109	RECEPTION	2	100	2	1	2	0	0	0	0
110	RECEPTION	2	100	2	1	2	0	0	0	0
111	RECEPTION	2	100	2	1	2	0	0	0	0
112	RECEPTION	2	100	2	1	2	0	0	0	0
113	RECEPTION	2	100	2	1	2	0	0	0	0
114	RECEPTION	2	100	2	1	2	0	0	0	0
115	RECEPTION	2	100	2	1	2	0	0	0	0
116	RECEPTION	2	100	2	1	2	0	0	0	0
117	RECEPTION	2	100	2	1	2	0	0	0	0
118	RECEPTION	2	100	2	1	2	0	0	0	0
119	RECEPTION	2	100	2	1	2	0	0	0	0
120	RECEPTION	2	100	2	1	2	0	0	0	0
121	RECEPTION	2	100	2	1	2	0	0	0	0
122	RECEPTION	2	100	2	1	2	0	0	0	0
123	RECEPTION	2	100	2	1	2	0	0	0	0
124	RECEPTION	2	100	2	1	2	0	0	0	0
125	RECEPTION	2	100	2	1	2	0	0	0	0
126	RECEPTION	2	100	2	1	2	0	0	0	0
127	RECEPTION	2	100	2	1	2	0	0	0	0
128	RECEPTION	2	100	2	1	2	0	0	0	0
129	RECEPTION	2	100	2	1	2	0	0	0	0
130	RECEPTION	2	100	2	1	2	0	0	0	0



GROUP 4
 ARCHITECTURE
 RESEARCH +
 PLANNING, INC
 211 BUDEN AVENUE
 SO. SAN FRANCISCO
 CA 94080 USA
 650-871-0709

CITY OF SCOTT'S VALLEY

SCOTT'S VALLEY LIBRARY

251 KINGS VILLAGE RD
 SCOTT'S VALLEY
 CA 95066



DATE: 12/15/2010
SCALE: AS SHOWN
BY: J. GIBSON
CHECKED BY: J. GIBSON
DATE: 12/15/2010

SHEET TITLE AND NO.
 EXIT PLAN &
 OCCUPANCY
 A0.3

Exhibit C
LIST OF TRADE FIXTURES

The following are designated as property of the Tenant at the time the Premises are turned over to the Library for operation with exceptions as noted.

1. Books and other library materials
2. Shelving
3. All furniture and equipment including computers

Exceptions:

1. Should the Scotts Valley Library cease to be a member of the Joint Powers Authority, all books and library materials and shelving in the Premises at the time of separation shall belong to the City of Scotts Valley RDA or successor entity.
2. The following are considered property of the City of Scotts Valley RDA or successor entity or the Friends of the Library Scott Valley Chapter (if the Scotts Valley Chapter ceases to exist the system Friends of the Library will be the owner).
 - a. Early childhood Literacy structure (RDA)
 - b. Media wall (Friends)
 - c. Digital sign (Friends)
 - d. Gaming wall and equipment (Friends)

However, in the event the Library pays for replacement of any of the above the Library will become the owner of the replacements. If replaced, the Library shall have the right to move any of the above to another location in the Library System. If the item is sold the proceeds will go to the original owner. If donated to a non-profit, the original owner can designate the recipient.

3. In the future, anything purchased for the benefit of the Library with a value of less than \$100 will become the property of the Library. For items with a value greater than \$100, an agreement will be reached as to ownership and future disposition. The Library will maintain an inventory list.
4. Built in kitchen and kitchenette equipment is the property of the City of Scotts Valley RDA or successor entity. Specifically: ranges and refrigerators
5. Built in fixtures considered "part of the building" such as lighting or the service desk is the property of the City of Scotts Valley RDA or successor entity.

Exhibit D
ADA Confirmation



GROUP 4

ARCHITECTURE
RESEARCH +
PLANNING, INC

211 LINDEN AVENUE
SO. SAN FRANCISCO

CA 94080 USA

T: 650-871-0709

F: 650-871-7911

www.g4arch.com

5 April 2011

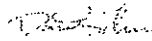
Susan Westman
Interim Community Development Director
CITY OF SCOTTS VALLEY
One Civic Center Drive
Scotts Valley, California 95066

Re: SCOTTS VALLEY LIBRARY
Accessibility

Dear Susan:

The design of the new Scotts Valley Library on 251 Kings Village Road was designed to comply with the California Building Code Title 24 including its accessibility provisions as well as federal accessibility guidelines as required in the Americans with Disability Act.

Sincerely,
GROUP 4 ARCHITECTURE, RESEARCH + PLANNING, INC.


Digitally signed by
David Schnee
Date: 2011.04.05
13:56:03 -07'00'

David Schnee, AIA AICP LEED^{AP}
Principal

DS/mm

WAYNE GEHRKE
ARCHITECT

DAWN E. MERKES
ARCHITECT

DAVID SCHNEE
ARCHITECT

DAVID M. STURGES
ARCHITECT

JILL EYRES
ARCHITECT

JONATHAN HARTMAN
ARCHITECT

PAUL JAMTGAARD
ARCHITECT

WILLIAM LIM
ARCHITECT

ANDREA WILL
ARCHITECT

cc: David Tanza, Strategic Construction Management
William Lim, Group 4

\\g4prjt\projects\09382-01 scotts valley library\l-letters\21 cl\21 sw001.doc

LIBRARY JOINT POWERS AUTHORITY		
COMBINED BALANCE SHEET		
JPA FUND AND ACCOUNT GROUPS		
MARCH 2011		
	JPA	
	Total	
Assets		
Pooled cash	1,076,342.48	
Pooled cash interest receivable	2,435.09	
Other interest receivable	153.73	
Taxes receivable - current	424,349.80	
Accounts receivable	434,301.99	
Infrastructure	579,683.02	
Accumulated depreciation - infrastructure	(191,370.66)	
Buildings	1,758,907.67	
Accumulated depreciation - buildings	(853,447.25)	
Lease improvements - buildings	259,124.00	
Accumulated depreciation - lease imp-buildings	(178,220.34)	
Machinery and equipment	1,617,208.66	
Accumulated depreciation - machinery & equip	(1,478,466.09)	
Software	61,759.70	
Accumulated depreciation-software	(61,759.70)	
Construction in progress	78,918.85	
Total Assets	3,529,920.95	
Liabilities		
Accounts payable	153,915.34	
Sales tax payable	611.20	
Deferred grant revenue - unearned	529.84	
Unclaimed funds	219.00	
Payable to the County - noncurrent	80,586.11	
Other intergovernmental payable-noncurrent	350,179.03	
Total Liabilities	586,040.52	
Equities		
Unreserved, undesignated fund balance	1,286,378.71	
Committed - cash flow/unexpected expenditures	495,929.00	
Investment in capital assets - Library	1,592,337.86	
Reserved for long-term debt	(430,765.14)	
Total Equities	2,943,880.43	
Total Liabilities and Equities	3,529,920.95	

LIBRARY JOINT POWERS AUTHORITY									
COMBINED BALANCE SHEET									
TRUST FUNDS									
MARCH 2011									
	Fund #	931	932	933	934	935			Trust Funds
Fund Description	McCaskill Loc His	McCaskill Vis Imp	Finkeldey	Whalen	Leet-Corday				Total
Assets									
Pooled cash	259,989.16	245,798.15	9,518.62	119,298.23	89,148.45				723,752.61
Pooled cash interest receivable	646.61	611.32	23.67	296.70	211.88				1,790.18
Total Assets	260,635.77	246,409.47	9,542.29	119,594.93	89,360.33				725,542.79
Equities									
Net assets held in trust-library prog	260,635.77	246,409.47	9,542.29	119,594.93	89,360.33				725,542.79
Total Equities	260,635.77	246,409.47	9,542.29	119,594.93	89,360.33				725,542.79

LIBRARY JOINT POWERS AUTHORITY						
COMBINED BALANCE SHEET						
SPECIAL FUNDS						
MARCH 2011						
Fund #	Fund Description	955 Contingency	956 Technology	957 Projects	960 Felton	Spec Funds Total
Assets						
	Pooled cash	9,451.81	4,775.78	470.49	1,135.63	15,833.71
	Pooled cash interest receivable	23.50	11.88	1.17	2.83	39.38
	Total Assets	9,475.31	4,787.66	471.66	1,138.46	15,873.09
Equities						
	Unreserved, undesignated fund balance	9,475.31	4,787.66	471.66	1,138.46	15,873.09
	Total Equities	9,475.31	4,787.66	471.66	1,138.46	15,873.09

Revenue Status Report
 Library JPA
 CITY OF SANTA CRUZ
 3/1/2011 through 3/31/2011

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	5,321,475.00	424,349.80	4,320,354.40	1,001,120.60	81.19
Total TAXES	5,321,475.00	424,349.80	4,320,354.40	1,001,120.60	81.19
951-43000 INTERGOVERNMENTAL					
951-36-00-0000-43210 State operating grants and contributions	70,000.00	0.00	72,564.00	-2,564.00	103.66
951-36-00-0000-43310 Local operating grants and contributions	12,000.00	0.00	12,000.00	0.00	100.00
951-36-00-0000-43311 Maintenance of effort contributions	5,210,951.00	434,301.99	3,906,005.41	1,304,945.59	74.96
951-36-55-3531-43210 State operating grants and contributions	2,500.00	0.00	1,423.10	1,076.90	56.92
951-36-55-3560-43190 Federal grants - other	3,024.00	0.00	3,024.00	0.00	100.00
Total INTERGOVERNMENTAL	5,298,475.00	434,301.99	3,995,016.51	1,303,458.49	75.40
951-44000 CHARGES FOR SERVICES					
951-36-00-0000-44613 Internet use fee	7,000.00	384.00	3,045.70	3,954.30	43.51
951-36-00-0000-44630 Room rentals-library JPA	1,890.00	381.00	1,601.00	289.00	84.71
951-36-00-0000-44901 Photocopy fee	10,000.00	645.96	5,199.69	4,800.31	52.00
Total CHARGES FOR SERVICES	18,890.00	1,410.96	9,846.39	9,043.61	52.12
951-45000 FINES AND FORFEITS					
951-36-00-0000-45131 Library fines	200,000.00	20,026.71	154,531.75	45,468.25	77.27
951-36-00-0000-45132 Lost library items	25,000.00	2,877.94	18,007.92	6,992.08	72.03
Total FINES AND FORFEITS	225,000.00	22,904.65	172,539.67	52,460.33	76.68

951 Library Joint Powers Authority

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
951-46000 MISCELLANEOUS REVENUES					
951-00-00-0000-46110 Pooled cash and investment interest	-5,000.00	1,157.26	5,850.02	-10,850.02	117.00
951-00-00-0000-46190 Interest earnings - other	5,141.00	153.73	2,378.81	2,762.19	46.27
951-00-00-0000-46910 Miscellaneous operating revenue	9,250.00	6,375.00	9,140.00	110.00	98.81
951-00-00-0000-46990 Miscellaneous non-operating revenue	25,000.00	228.72	59,899.92	-34,899.92	239.60
951-36-00-0000-46303 Donations - library	42,222.30	0.00	58,772.16	-16,549.86	139.20
951-36-00-0000-46309 Donations - library - Friends of the Lib	25,100.00	24,569.75	78,642.21	-53,542.21	313.32
951-36-00-0000-46916 Cash over/short	0.00	10.92	-7.53	7.53	0.00
951-36-00-0000-46918 Damaged property recovery	0.00	0.00	1,080.06	-1,080.06	0.00
Total MISCELLANEOUS REVENUES	101,713.30	32,495.38	215,755.65	-114,042.35	212.12
951-49000 OTHER FINANCING SOURCES					
951-00-00-0000-49122 From Library Private Trust Fund	40,190.00	0.00	40,190.00	0.00	100.00
Total OTHER FINANCING SOURCES	40,190.00	0.00	40,190.00	0.00	100.00
Grand Total	11,005,743.30	915,462.78	8,753,702.62	2,252,040.68	79.54

Expenditure Status Report
 Library JPA
 CITY OF SANTA CRUZ
 3/1/2011 through 3/31/2011

951 Library Joint Powers Authority

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prc't Used
951-52000		SERVICES				
951-36-50-3510-52135	6,200.00	Financial services - outside	0.00	4,639.50	1,045.00	83.15
951-36-50-3510-52149	603,881.00	Interagency labor charges	44,243.82	420,162.20	183,718.80	69.58
951-36-50-3510-52199	63,900.00	Other professional & technical services	0.00	21,400.00	3,900.00	93.90
951-36-50-3510-52223	0.00	Vehicle operation charges - internal	0.00	163.75	-163.75	0.00
951-36-50-3510-52240	5,020.00	Office equipment operation/maint	57.00	2,700.03	2,319.97	53.79
951-36-50-3510-52248	5,000.00	Software maintenance services	0.00	0.00	5,000.00	0.00
951-36-50-3510-52302	2,000.00	Travel and meetings	0.00	1,119.30	880.70	55.97
951-36-50-3510-52402	0.00	Telecommunications service - internal	4,001.97	43,461.97	-43,461.97	0.00
951-36-50-3510-52403	3,970.00	Telecommunications service - outside	186.80	1,828.78	2,141.22	46.06
951-36-50-3510-52933	14,484.00	Liability insurance/surety bonds-outside	0.00	10,190.00	4,294.00	70.35
951-36-50-3510-52961	17,471.00	Dues and memberships	190.00	12,690.97	4,780.03	72.64
951-36-50-3510-52971	100.00	Printing and binding-internal	19.75	93.86	6.14	93.86
951-36-50-3510-52972	5,900.00	Printing and binding-outside	0.00	3,489.76	2,410.24	59.15
951-36-50-3510-52973	10,000.00	Moving Costs	0.00	0.00	10,000.00	0.00
951-36-50-3540-52135	550,000.00	Financial services - outside	44,073.25	382,856.88	167,143.12	69.61
951-36-51-3520-52131	16,000.00	Claims management services - outside	707.05	4,886.70	-2.60	100.02
951-36-51-3520-52149	1,214,081.00	Interagency labor charges	94,609.69	861,341.04	352,739.96	70.95
951-36-51-3520-52244	3,500.00	Other equipment operation/maintenance	0.00	0.00	3,500.00	0.00
951-36-51-3520-52248	17,588.00	Software maintenance services	281.12	2,248.52	15,339.48	12.78
951-36-51-3520-52972	3,000.00	Printing and binding-outside	0.00	1,637.03	1,362.97	54.57
951-36-52-3530-52149	4,313,404.00	Interagency labor charges	321,751.12	2,963,616.19	1,349,787.81	68.71
951-36-52-3530-52244	3,000.00	Other equipment operation/maintenance	0.00	0.00	3,000.00	0.00
951-36-52-3530-52302	3,063.00	Travel and meetings	0.00	252.27	2,810.73	8.24
951-36-52-3530-52972	6,000.00	Printing and binding-outside	0.00	942.55	5,057.45	15.71
951-36-53-3515-52149	225,162.00	Interagency labor charges	17,741.94	160,378.12	64,783.88	71.23
951-36-53-3515-52201	55,065.00	Water, sewer and refuse	3,043.79	38,014.59	17,050.41	69.04
951-36-53-3515-52211	100,000.00	Janitorial services	7,484.56	58,106.17	41,893.83	58.11
951-36-53-3515-52223	39,555.00	Vehicle operation charges - internal	0.00	27,972.46	11,582.54	70.72
951-36-53-3515-52246	140,984.00	Building and facility o & m - outside	5,748.45	75,580.42	45,093.71	68.02
951-36-53-3515-52247	21,145.00	Landscaping maintenance services	825.50	3,870.99	17,274.01	18.31
951-36-53-3515-52261	393,396.00	Equipment, building and land rentals	33,195.33	305,249.97	68,874.03	82.49

Expenditure Status Report
 Library JPA
 CITY OF SANTA CRUZ
 3/1/2011 through 3/31/2011

951 Library Joint Powers Authority

Account Number	Adjusted Appropriation	Year-to-date Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
951-36-52-3530-54990	2,390.00	32.00	179.92	0.00	2,210.08	7.53
951-36-54-3550-54203	0.00	0.00	358.28	0.00	-358.28	0.00
951-36-55-3531-54990	2,500.00	380.00	1,710.00	1,140.00	-350.00	114.00
951-36-55-3560-54990	36,393.30	1,114.43	19,085.03	600.00	16,708.27	54.09
Total OTHER MATERIALS AND SERVICES	44,303.30	1,526.43	21,333.23	1,740.00	21,230.07	52.08
951-56000						
OTHER CHARGES						
951-36-52-3530-56995	2,000.00	252.00	1,834.50	0.00	165.50	91.73
Refunded fees and fines						
Total OTHER CHARGES	2,000.00	252.00	1,834.50	0.00	165.50	91.73
951-57000						
CAPITAL OUTLAY						
951-36-54-3550-57410	73,000.00	6,943.58	23,311.44	0.00	49,688.56	31.93
Telecommunications equipment						
Total CAPITAL OUTLAY	73,000.00	6,943.58	23,311.44	0.00	49,688.56	31.93
951-58000						
DEBT SERVICE						
951-36-50-3540-58140	40,961.00	0.00	40,960.88	0.00	0.12	100.00
Loan principal						
951-36-50-3540-58190	40,293.00	0.00	40,293.07	0.00	-0.07	100.00
Other debt principal						
951-36-50-3540-58240	19,600.00	0.00	19,557.00	0.00	43.00	99.78
Loan interest						
951-36-50-3540-58290	3,500.00	0.00	977.91	0.00	2,522.09	27.94
Other debt interest						
Total DEBT SERVICE	104,354.00	0.00	101,788.86	0.00	2,865.14	97.54
Grand Total	10,916,107.30	824,212.45	7,468,991.36	167,515.26	3,279,600.68	69.96


Expenditure Status Report
 Library Personnel Costs
 CITY OF SANTA CRUZ
 3/1/2011 through 3/31/2011

Account Number	General Fund	Library (City)	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
101-35-51000	PERSONNEL SERVICES							
Total	Regular full time		4,226,408.00	315,370.15	2,990,246.95	0.00	1,236,161.05	70.75
Total	Regular part time		733,982.00	60,229.31	531,749.28	0.00	202,232.72	72.45
Total	Overtime		3,000.00	304.11	1,358.50	0.00	1,641.50	45.28
Total	Termination pay		0.00	0.00	7,355.27	0.00	-7,355.27	0.00
Total	Temporary		520,010.00	32,497.41	309,426.10	0.00	210,583.90	59.50
Total	Other pay		0.00	15.45	831.74	0.00	-831.74	0.00
Total	Special vacation pay		12,600.00	0.00	19,324.59	0.00	-6,724.59	153.37
Total	Special sick leave pay		0.00	0.00	-329.16	0.00	329.16	0.00
Total	Vehicle-phone-data allowance		2,880.00	285.00	2,302.40	0.00	577.60	79.94
Total	Retirement contribution		665,780.00	51,294.64	480,141.92	0.00	185,638.08	72.12
Total	F.I.C.A.		69,994.00	1,464.59	14,156.46	0.00	55,837.54	20.23
Total	Group health insurance		982,969.00	87,038.80	676,100.74	0.00	306,868.26	68.78
Total	Group dental insurance		99,100.00	8,148.48	66,045.34	0.00	33,054.66	66.65
Total	Vision insurance		17,994.00	1,385.13	11,703.56	0.00	6,290.44	65.04
Total	Medicare insurance		63,836.00	5,354.43	50,503.43	0.00	13,332.57	79.11
Total	Group life insurance		2,744.00	226.91	1,891.97	0.00	852.03	68.95
Total	Disability insurance		35,300.00	3,115.78	25,379.73	0.00	9,920.27	71.90
Total	Unemployment insurance		37,175.00	1,910.68	17,907.92	0.00	19,267.08	48.17
Total	Workers' compensation		221,481.00	18,233.03	171,013.08	0.00	50,467.92	77.21
Total	Accrued vacation - period 13		0.00	0.00	0.00	0.00	0.00	0.00
Grand Total			7,695,253.00	586,873.90	5,377,109.82	0.00	2,318,143.18	69.88

Library - Fund 951
 Month-End Cash Balances

	July	August	September	October	November	December	January	February	March	April	May	June
FY 2011 Pooled cash	72,541.96	250,794.12	312,607.59	1,397,052.22	604,129.15	539,173.69	1,586,968.17	875,122.12	1,076,342.48			
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)	15,984.89	25,912.58	120,299.01
FY 2008 Pooled cash	(1,028,955.46)	(397,327.61)	(356,999.20)	252,949.44	(714,416.36)	(711,714.61)	(812,054.05)	(666,015.42)	(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

MEMORANDUM

DATE: May 2, 2011
TO: Library JPB
FROM: Teresa Landers, Library Director 
SUBJECT: 11/12 Budget

RECOMMENDATION:

That the Board review and give direction on the attached draft budget for FY11/12

BACKGROUND

The Board agreed at the April 4 meeting that it would review a draft of the FY2011-2012 Budget at its May meeting, direct revisions and invite public comment at its June meeting.

Status of Progress on Work Plan for FY10/11 and key accomplishments

- **Implement self-check system wide.** Thanks to the Friends of the Library for providing full funding for this project, all the branches currently have self check stations available and 472,00 physical items were rebarcoded. (Barcodes moved from the inside to the front cover). Thanks also to the Library Information Technology (LIT) staff for the technical work in bringing self check to fruition and to the many volunteers and CAB workers for the rebarcoding.
- **Implementation of a more cost effective replacement phone system.** This was accomplished and is in place. Thanks again to the LIT staff.
- **Conduct a staffing plan.** This became an integral part of the adoption of a new service model and was accomplished with implementation scheduled for FY11/12.
- **The new Scotts Valley Library will open in Spring 2011.** The Grand Opening is scheduled for June 18, 2011.
- **Begin implementing the action steps defined in the Strategic Plan.** The identification of action steps was done and staff started implementation. The plan will need to be reviewed and action steps modified in light of the new service model
- **Restore landscape maintenance.** While funds were not restored for this function, Maintenance Worker Daniel Ruiz has been very resourceful and has obtained steady help through a Department of Corrections program.
- **Obtain full e-rate reimbursement from AT&T going back to January 2009.** We have made a great deal of progress in this area and received \$\$39,720 so far this current fiscal year.

- **\$8,500 from the Water Department for contracted facilities maintenance services using Library maintenance staff.** This was received and will continue next fiscal year.

Other Key Accomplishments

- **Grants received:** The Library was successful in applying for and receiving several grants this past year:
 - \$750 from the Pacific Library Partnership for the Technology Petting Zoo program.
 - \$12,000 from the Santa Cruz Community Foundation for a marketing plan including new logo design
 - \$36,000 from the State Library using LSTA funds for staffing transition training
 - Accepted as participant in a national grant to study and implement Open Source Integrated Library Systems. This will include some funding in FY11/12.
 - \$6,363 as part of grant described above for staff to attend a users' conference related to the new ILS
 - \$1,000 from Coastal Dogs (C-Dogs) to buy books for participants in the Tales to Tails program
- **Key Partnerships Established:**
 - David Shaw, community volunteer, is teaching computer classes to seniors
 - Tales to Tails with Furry Friends and other independent certified therapy animals
 - Felton Friends to provide additional programs during the summer called the Farmers Market Summer Series
 - Build a Band (nonprofit), Cruzio and Community TV for assistance with the Battle of the Bands program
 - Cabrillo Stage for the adult summer reading program
 - Taco Bell was a major sponsor of the Summer Reading Program and many local businesses donated "book bucks" as rewards for participants.
 - The Small Business Development Center, the Downtown Association, Bay Federal Credit Union, the City of Santa Cruz Redevelopment Agency, and Bank of America for the Brown Bag Small Business Seminars.
- **Major Donations Received:**
 - Mr. Leet-Corday left a bequest of \$89,000 for the Central Library. We will wait to allocate this until after the Facilities Master Plan is completed.
 - The Library accessed \$100,000 from the Fleming Trust for the purchase of materials for use by the physically and/or sight impaired. Playaways, books on tape, large print, downloadable audio books, and a download computer station were purchased with these funds.
 - The Penny Ice Creamery held a fund raiser and donated over \$800 to the Library through the Friends. We have not yet decided on how to use these funds.

Year end projections indicate final revenue will be \$11,194,911 and expenditures of \$10,794,130. Of the \$400,781 balance; an estimated \$125,000 will need to be carried to FY11/12 to meet obligations related to the new ILS (\$100,000) and the LSTA grant (\$25,000) for staff transition training and preparation. The net surplus is \$275,781.

DISCUSSION

WORK PRIORITIES FOR FY11/12

The draft budget reflects the following work priorities for FY11/12.

- Implement the new service model and staffing plan. The costs for this new plan permeate the budget and are explained in the sections that follow. The development of appropriate performance measures is key. This and the new ILS will be the primary foci in FY11/12. Considerable resources; primarily staff time, are needed to accomplish these and are not to be underestimated.
- Revise the action steps in the strategic plan in light of the new service model.
- Conduct a Facilities Master Plan.
- Foster community partnerships. The ability to do this is highly dependent on resources available.
- Implement a new Integrated Library System (ILS). We are scheduled for implementation in September 2011. Approximately \$100,000 of the \$175,000 budgeted in FY10/11 will need to be carried over to FY11/12.

REVENUES

We will not have final revenue projections from the Library Financing Authority until June. The preliminary budget was prepared using estimates from January 2011 for Maintenance of Effort and Sale & Use Tax. The projected revenue for FY11/12 from Maintenance of Effort and Sale & Use Tax is \$10,662,765.

FY10/11 revenue projections are expected to be \$198,490 more than originally estimated.

The Programs and Partnerships Division is committed to taking advantage of grant opportunities. This is an additional potential source of revenue.

We anticipate the elimination of the State Public Library Fund (\$70,000) but expect the State grant funded tuition reimbursement program for staff pursuing a M.L.S. (\$9,000) to continue at least one more year.

The Friends of the Santa Cruz Public Libraries are making progress in establishing a strong foundation for sustainable support for the Library system. We are currently working together to examine priorities in light of the new library service model. Continued support for programming (\$15,000) is funded and an additional \$75,000 is expected to be made available; primarily for technology related expenses.

The estimated receipt of funds donated to the Friends throughout the year for the purchase of library materials has been increased to reflect actual activity during FY10/11.

There is a corresponding increase in estimated expenditures from the donation line for materials.

EXPENDITURES

PERSONNEL

The personnel budget is split into two halves- July to December and January to June when the new service model begins. The assumption is the furlough will end in January. If it ends sooner, equivalent savings will need to be achieved. The budgeted amounts for January to June are still very preliminary. The classification of the new job specifications should be done before June but we will still not have data at the individual level as we do for the first half of the year. We have made every attempt to estimate on the high side but there is no way to know for sure until final assignments are made and that will be later this Fall.

The personnel budget projections received from the City represented a 9.2% overall increase over FY10/11. The implementation of the new service model results in a 6.2% decrease. However, when compared with estimates used during the development of the service models, the cost of benefits as a percentage of salaries is 49% instead of the 43% used in the calculations. This accounts for the discrepancy of \$153,361 between the service model estimates and the proposed budget. We are waiting for final review by City Finance and anticipate a reduction in Workers' Compensation costs.

There was also an error on the service model staff costs spreadsheet that resulted in the overall cost of temporary staff being lower than it should have been. There was no deleterious effect on the service model costs because these temporary staff costs were included in the costs for regular staff. If the benefits increase had not been so high this actually would have resulted in a savings.

The reclassification of the IT staff was scheduled to occur in FY10/11. It is nearing completion and will be implemented in early FY11/12. Anticipated increases in individual positions to bring them into line with City IT salaries are factored as of July 1, 2011. Other recommended changes in IT staffing are expected to occur in January 2012 with the implementation of the new service model.

INFORMATION TECHNOLOGY

Software maintenance is budgeted at \$133,344 which is \$82,000 less than last year. This is due to the new ILS for which a little less than half was paid for in FY10/11 and the remainder needs to be carried to FY11/12. Also included are various software packages that will leverage technology to contribute to the success of the new service model. These include the areas of volunteer management, scheduling, performance measurement, patron satisfaction, and collection management.

Telecommunications is reduced over last year as the cost of building out the new phone system is no longer needed. Total costs including the final payment to the city for the

previous phone system is \$114,234 for a savings over FY10/11 of \$70,480 including anticipated e-rate and CTF reimbursements of approximately \$79,000.

The service plan calls for an investment of \$25,000 in technology to enable the implementation of remote reference throughout the System.

LIBRARY MATERIALS

As per the service model, \$769,269 has been allocated for the purchase of library materials in all formats. Money donated throughout the year to the Friends and directly to the Library designated for materials purchasing is not included in this total. Revenues from various trusts designated for materials are part of this total.

The cost of library functional supplies has been increased to reflect an increase in the volume of materials received pre-cataloged and/or pre-processed. Depending on the extent of the work provided by the vendor, costs average about \$3.00 per item.

STAFF DEVELOPMENT

The focus of our training efforts this coming year will be to address the needs created by the new Integrated Library System (ILS) and the new service model.

The LSTA grant must be expended by August 2011 and approximately \$25,000 will need to be carried over from FY10/11 to meet obligations contracted for through this grant. The focus of this grant is on assisting staff to prepare for major change.

The Library profession is offering a great deal of training through Webinars. This has proved effective and cost efficient. The Pacific Library Partnership (PLP) and MOBAC also offer many low cost and fairly local training opportunities.

UTILITIES

No surprises here. This area is about \$20,000 higher than last year. This is primarily due to the new Scotts Valley Library. Without any experience we used Aptos, Live Oak and Headquarters as our guide in estimating expenses. This amount is significantly lower than the \$77,000 per year in rent we were paying.

We have not factored in additional costs due to being open additional hours in all locations during the second half of the year.

BUILDING OPERATIONS AND MAINTENANCE

There are two areas of note. The first is janitorial. The cost of the basic janitorial contract is increasing for October to December due to additional time need to adequately service 6 of our 11 facilities. Added to this are increased costs for January to June due to being open additional days per week and increased hours. This results in an increase from the estimated \$121,900 to \$155,787; a 28% increase.

The second area is vehicle operational costs. Moving the outsourcing of the courier to January 2012 results in less savings than anticipated in FY11/12.

SUPPLIES

The only difference this year is the addition of \$5,000 for Office Furniture and Equipment which will be used for chair replacement and specific items requested by Boulder Creek and Live Oak.

SYSTEM SERVICES

The cost of the audit has increased from the previously budgeted \$6,200 to \$7,746. Actual costs in FY10/11 will be about \$5,154.

The cost of Unique Management, the Library's collection agency is reduced from \$16,000 to \$10,000 based on current year expenditures. This cost is more than compensated for in the value of items returned and cash payment received. During the period from April 2010 to March 2011 \$34,153.28 was recovered in cash and \$39,419 worth of materials at a cost to the Library of \$7,348.

The Pacific Library Partnership has changed its dues structure. MOBAC members were paying the lowest rates in the system. The new dues structure will be phased in over four years. The current dues of \$11,401 will increase to \$14,962 in FY11/12.

We are currently involved in the meet and confer process with SEIU regarding the contracting out of the courier service. Since we do not yet know the results of these discussions, the budget indicates this starting in January 2012. Adjustments will be needed if there are changes resulting from these discussions.

SPECIAL FUNDS

Two special funds were established this year as a result of the new service model. The first is a vehicle replacement fund. The intent is to put money aside each year towards the eventual replacement of library vehicles including the bookmobile, maintenance vans, and vehicles used by outreach staff to provide service. The "fleet" will be reduced with the outsourcing of courier and replacement of the remaining vehicles has been re-calculated to provide enough time to begin replacing vehicles in FY15/16. The original schedule called for replacements to begin in Fy11/12. \$73,666 is the amount needed annually.

The second fund is the Technology Replacement fund. This fund is not necessarily intended to build over time but is to be used to upgrade and maintain the library's technology. \$75,000 is allocated this year and the amount is scheduled to increase to \$100,000 in future years.

RESERVE FUNDS

The cash flow/emergency reserve fund was at \$495,000 at the end of FY0910. The estimated savings in FY10/11 (not needed to carry over for the ILS and the LSTA grant) is \$275,781. No funds are specifically designated to add to the cash flow/emergency reserve fund this year but any surplus could be added to that fund.

CAPITAL PROJECTS

The service model provides for a facilities master plan in FY11/12. This is needed to evaluate the library's infrastructure and determine goals and estimated costs for the next 5-10 years. The challenge is going to be to find the time to accomplish this at the same time resources are needed to manage the transition to the new service model.

DEBT SERVICE

The following chart lists the current debt carried by the Library System.

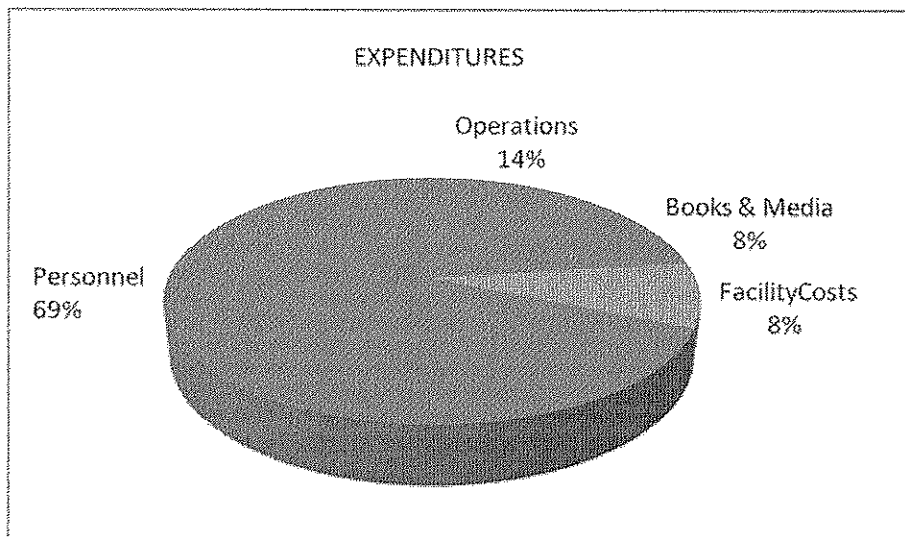
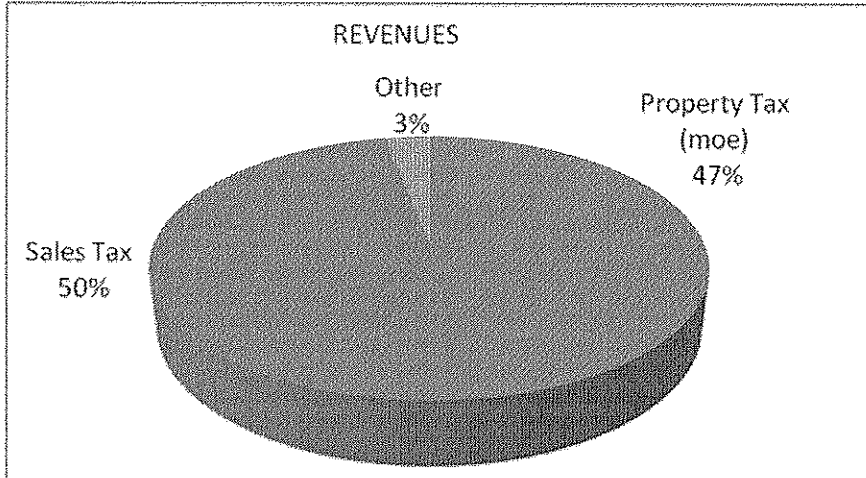
DEBT	LOAN AMOUNT	ANNUAL PAYMENT (principal and interest)	YEAR RETIRED
Capital costs for old phone system	\$205,000	\$41,000	2011-2012
Internal improvements to Headquarters Building	\$467,000	\$60,518	2017-2018
Overpayment reimbursement to Watsonville	\$322,344	\$48,793 (interest varies)	2012-2013

SUMMARY

	FY10/11	FY11/12	FY11/12 Service Model Estimates
Estimated Revenues	\$11,194,911	\$11,002,651	\$10,989,589
Estimated Expenditures	\$10,794,130	\$10,969,263	\$10,750,699
Carryover to FY11/12	\$125,000	na	na
Net Gain/Loss	\$275,781	\$33,388	\$238,890
Fund balance	\$275,781	\$309,169	\$534,671
Cash flow reserve	\$495,000	\$495,000	\$495,000

The difference between the service model estimates and the proposed budget is primarily a result of three factors: increased benefit costs, increased cost of temporary staff, and an increase in janitorial costs.

SCPL FUNDING PROPOSED FISCAL YEAR 11/12



FY 11/12 Budget Overview			11/12 Proposed	10/11 Projected
Revenues				
Sales Tax			\$ 5,509,350	\$ 5,321,475
Maintenance of Effort			\$ 5,153,415	\$ 5,210,951
Grants and Donations	(Includes \$75,000 anticipated donations for materials)		\$ 138,690	\$ 84,500
Other	(Fines, fees, Room rental)		\$ 251,196	\$ 346,221
Revenue Subtotal			\$ 11,052,651	\$ 10,963,147
Personnel				
Regular Full & Part Time			\$ 4,662,972	4,953,437
Temporary Wages			\$ 576,098	449,010
Misc. Personnel Costs			\$ 121,143	46,141
Benefits			\$ 2,304,891	2,194,852
Salary Savings			\$ (125,000)	
Personnel Subtotal			\$ 7,540,104	\$ 7,643,440
Expenditures				
Information Technology			\$ 344,427	\$ 580,584
	Hardware Maint. Service		\$ 16,700	\$ 55,275
	Professional Services Other (Consulting)		\$ 28,000	\$ 79,000
	Software Maintenance Services		\$ 133,343	\$ 237,626
	Telecommunications		\$ 198,602	\$ 188,683
	Computer Supplies		\$ 22,000	20,000
	Erate discount		\$ (79,218)	figured into
	Centralized Reference Technical Costs		\$ 25,000	telecomm costs
				-
Library Materials			\$ 969,819	\$ 714,350
	Materials		\$ 769,269	\$ 567,000
	Grants & Donations (books and periodicals)		\$ 75,000	\$ 25,000
	Refunded Fines and Fees		\$ 2,000	\$ 2,000
	Library Functional supplies		\$ 123,550	\$ 120,350
Staff Development			\$ 31,725	\$ 30,288
	Travel		\$ 8,750	\$ 7,313
	Training		\$ 13,975	\$ 13,975
	LSTA Tuition		\$ 9,000	\$ 9,000
Utilities			\$ 260,521	\$ 233,035
	Water/Sewer/Refuse		\$ 66,640	\$ 55,065
	Electricity		\$ 167,748	\$ 157,710
	Natural Gas		\$ 26,133	\$ 20,260
Building O & M			\$ 670,599	\$ 706,090
	Bldg O & M		\$ 143,804	\$ 141,994
	Landscaping		\$ 21,145	\$ 21,145
	Janitorial Services		\$ 155,787	\$ 100,000
	Vehicle O & M		\$ 37,334	\$ 39,555
	Bldg Equip & Rental		\$ 312,529	\$ 393,396
	Moving Costs		\$ -	\$ 10,000
Supplies and Equipment			\$ 113,742	\$ 73,621
	Office Supplies		\$ 11,700	\$ 16,200
	Janitorial Supplies		\$ 18,360	\$ 18,000
	Misc. Supplies		\$ 33,553	\$ 32,921
	Office Furniture and Equipment		\$ 4,569	0
	Other Equipment O&M		\$ 5,560	\$ 6,500
	Capital Improvement/Maintenance		\$ 40,000	\$ -
System Services			\$ 735,306	\$ 697,181
	Professional Services Fiscal		\$ 557,644	\$ 556,200
	Unique Management Collection Agency		\$ 10,000	\$ 16,000
	Insurance		\$ 68,330	\$ 66,490
	Office Equipment O&M		\$ 6,620	\$ 5,020
	Postage		\$ 10,240	\$ 12,000
	Outsourced Courier		\$ 37,440	\$ -
	Printing and advertising		\$ 24,000	\$ 24,000
	Dues and Membership		\$ 21,032	\$ 17,471
Debt Service			\$ 104,354	\$ 104,354
	Loan Principal		\$ 40,961	\$ 40,961
	Other Debt Principal		\$ 40,293	\$ 40,293
	Loan Interest		\$ 19,600	\$ 19,600
	Other Debt Interest		\$ 3,500	\$ 3,500
Expenditure Subtotal			\$ 3,230,493	\$ 3,139,503
Special Funds				
Technology Replacement Fund			\$ 75,000	\$ -
Vehicle Replacement Costs			\$ 73,666	\$ -
Special Funds Subtotal			\$ 148,666	\$ -
Reserve Funds				
Cash Flow/Emergency Reserve			\$ -	0
Reserve Funds Subtotal			\$ -	\$ -
Capital Projects				
Facilities Master Plan			\$ 100,000	\$ -
Special Funds Subtotal			\$ 100,000	\$ -
TOTAL EXPENDITURES/COMMITMENTS			\$ 11,019,263	\$ 10,782,943
Balance			\$ 33,388	\$ 180,204

Timeline for Transition to New Service Model

() = contingency due to slippage in other parts of process

“Final report” and “finalization” indicates that all steps have been followed: review by various levels, meet and confer with appropriate bargaining unit(s), etc.

FUNCTION	MILESTONE	OTHER INFORMATION
Contracting out Courier Service	Finalization: Process completed and service could begin mid September (late October)	Subject to results of specific processes related to contracting out and union meet and confer
Library Information Technology Reclass	Final report mid June (mid July)	JPB and City Council approval July or August
Working out of Class and Special Project Assignments	Internal process by 3 rd week of May	Assignments start in June and July
Job Specs and Salaries	Finalized mid June (mid July)	Review mid May (end of June) JPB and City Council approval in October
Reconcile and map old to new positions	By first week in July (3 rd week in July)	
Transition plan	Final report 3 rd Week in September (end of September)	JPB and City Council approval in October
Bumping and reclassifications	Mid October to early December (end of December)	
Implement Staffing Plan	Early January (late January)	
Retirement Incentives: Round 1	Offered at the end of April, Revocation period ends early August (late August)	Retirements between Sept 1 to Dec 31
Retirement Incentives: Round 2	Offered by the end of September, Revocation period ends early December (mid December)	Retirements effective by first week in January

PARKING LOT ITEMS

TOPIC	RESOURCES/ RESPONSIBILITY	DATE
Redaction of personal information in LJPB packet	LJPB	7/2011 (after budget)
Process for replacement of Citizenmember Gorson	Teresa/LJPB	Oct
Branch owned collections purchased by local funds	Teresa	11/1/2011 (after new ILS)

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Library board keeps 10 branches open: Dissenters concerned about financial instability

By J.M. BROWN

Posted: 04/05/2011 01:30:26 AM PDT

SANTA CRUZ -- The Library Joint Powers Authority Board voted 7-2 on Monday to implement a new model for the 10-branch system that keeps all sites open and creates more reserves, even as employees and a board minority continued to raise concerns about the cost and staffing.

Designed by a subcommittee after the prospect of closing branches split the board two months ago, the new model increases hours overall by 53 percent by July 2012 compared to current hours, which had been slashed in recent years as the \$11 million system recovered from steep drops in sales tax revenue. The plan will phase in the new hours starting in January 2012.

Now dubbed "the Community Model," the plan relies on increasing the ranks of volunteers to reduce staff, who might be spared layoffs through early-retirement incentives for senior employees. It creates about \$800,000 in reserves over a five-year period, though board members agreed predicting revenues through 2015 for the system will be difficult.

However, the vote does allow Library Director Teresa Landers to draft a budget for the fiscal year that begins July 1, which the board will consider in coming weeks. The board for the city-county system will also formalize a staffing plan later.

Pam Downing, who has worked for the library for nearly 30 years, said increasing hours by more

than 50 percent means more work for a smaller number of employees.

"I sympathize and do see why you want to keep branches open,"

she said, "but I find you are going to put a huge burden on staff to do this."

Scotts Valley Councilman Jim Reed, who cast one of the dissenting votes, said he believes the plan reflects "a reading room model" that "provides buildings and books and everything takes a pretty firm back seat to those things."

He said he doesn't believe a system that relies more heavily on volunteers and has narrow financial margins is sustainable. Leigh Poitinger, news researcher director at the San Jose Mercury News, also dissented.

"I'm worried that if we don't leave enough margin for change we are going to be back where we were this year," she said, encouraging the board not to promise 392 open hours.

Dick English of Aptos applauded the subcommittee's work but said financial realities may force the board to reduce the number of branches down the road. He urged language that would allow the board to shutter branches as a

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last resort.

"While I agree the operating principle verbally is to maintain a 10-branch system, and it's the right thing today," he said, "the time may come when finances and everything else will conspire against us to provide that kind of service."

Joni Martin, a Felton mother who was among the most outspoken library users against closing branches, said she would happily volunteer at other libraries in the system to support the new model. She encouraged others to do the same.

"Put money where your mouth is and help shelve books, even if not in your neighborhood," Martin said.



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As We See It: Back to basics for Santa Cruz libraries

Posted: 04/06/2011 01:30:59 AM PDT

After months of contention, public discussions and attempts at reading the public's mind on how to proceed, the Santa Cruz City-County library board has finally settled on a restructuring plan.

In a 7-2 vote Monday night, the Library Joint Powers Authority made official what was worked out over the past month -- a compromise that will keep all 10 branches open while also attempting to increase the hours the facilities are open to the public.

The board hopes all this can happen by increasing volunteer help while reducing staff, mainly through attrition.

While a budget for 2011-12 has not yet been considered, the so-called "Community Model" the board approved Monday calls for creating about \$800,000 in reserves over the next five years that could help navigate future crises.

Will this work? Scotts Valley City Councilman Jim Reed, who sits on the library board, did not support the new plan, calling it a "reading room model" that preserves buildings and books while giving short shrift to the kind of changes the system will need to embrace to stay relevant. Reed supported the earlier plan to close smaller branches,

While detractors also say the board's action will not solve the library's deficit financial situation, and that branches will still someday have to be shut, the new plan is the best compromise based on the reaction to proposals to close smaller branch libraries.

Library patrons didn't want this and the battle lines between

Santa Cruz, where the main branch is, and outlying areas were clear.

Many of the voters who approved a permanent extension of a quarter-cent sales tax that provides some of the funding for the system felt betrayed by the recommendation to close the La Selva Beach, Felton, Garfield Park and Branciforte branches. Some felt that Santa Cruz leaders were pushing the branches into the bargain bins out of self interest.

For now, the branches are spared and the library system enters a new era. Will the reality of depending more on volunteer help at library branches prove sustainable? Critics of the branch closing plan will need to step up.

Nevertheless, it's a credit to library administrators that they heard the voices of many local residents and worked to get their compromise plan right.

The library system for most of the county -- Watsonville runs its own libraries -- will have to recast itself as more of a community facilitator. Hopefully, an improving economy will mean more revenues and the system will climb out of the

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Santa Cruz Sentinel.com

Web down at two libraries for three weeks: Staff working out Internet security wrinkle

By J.M. BROWN - Santa Cruz Sentinel

Posted: 04/07/2011 07:34:28 PM PDT

SANTA CRUZ - The director of Santa Cruz Public Libraries said Thursday she hopes Internet service will be restored at the Central and Capitola branches early next week, but there are no guarantees as crews continue tackling a vexing security wrinkle.

Director Teresa Landers said staff members have sought help from Linux officials to fix an issue involving secure Internet access to about 20 computers installed last month at the two branches. Landers declined to outline the problem in detail due to security concerns, but said it has to do with guarding patron privacy and protecting the integrity of the library's overall computer network.

"They are working very hard," Landers said of the staff.

The library used \$30,000 from its supply budget to replace aging computers with refurbished, like-new Linux models. Landers said staff identified the potential security lapse after 15 computers were installed at Central Branch, the system's largest, and four or five others were placed in Capitola.

Landers said there was no security breach that prompted the voluntary decision to cut off the Internet. She stressed that the problem is not with the computers themselves but rather how to accommodate public Internet access in a safe way.

For the time being, however, patrons are not entirely cut off from the Web.

Visitors with laptop computers may still access the system's wireless Internet and teenagers may use the Web in the Young People's Room at Central Branch, as those computers are not part of the new installations. Computers not equipped with a Web browser are still accessible, and Internet service is also available at the system's eight other branches.

Other than a sign on the door warning users that the Internet is not available, patrons were not otherwise notified that Internet access had been curtailed. Landers said she did not conduct a public awareness campaign because she and other staff assumed the problem would be resolved sooner.

The Internet is one of the most in-demand library services, especially at the Central Branch, where patrons can often be found reading housing ads, applying for jobs and checking email. Patrons are allowed to use the Internet an hour each day.

Margaret O'Shea, a Westside resident who doesn't have Web access at home, said she has been puzzled for weeks about why she couldn't get online to read email and newspapers, but

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said staff couldn't give her a clear reason why. She visits the Central Branch on days when the Garfield Park Branch, which is the closest to her home, is closed.

"It would seem helpful to know the reason," O'Shea said. "People go out of their way to go down (to Central) and then see the sign on the door."

As popular as the Internet computers are, Landers said staff have logged surprisingly few complaints. City Councilman David Terrazas, a member of the Library Joint Powers Authority board that governs the city-county system, said he has received a few gripes.

"Having access to the Internet is critical for library patrons; some might otherwise not have access," he said. "That is one of the reasons library funding must continue to make tech updates a priority."

The cost of expanding technology has been a flash point in the recent debate over the library's future.

A task force studying the 10-branch system published two service models that recommended closing small branches to afford greater technology and other capital improvements. The board voted Monday on a compromise model that invests in new technology and keeps all branches open.


In other library news, in observance of National Library Week, the Aptos Branch will feature a display next week highlighting books about libraries, book clubs and other library-related media. Also, all branches will be closed April 13 for staff training.

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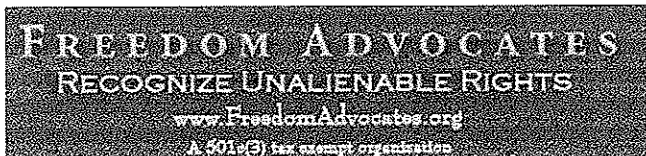


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4/14/2011 3:07 PM



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Library Board Adopts 10-Branch 'Community' Model

By Linda Fridy

The Library Joint Powers Authority Board ended two months of debate on Apr. 4 by adopting a service model that centralizes management, offers more hours, increases the use of volunteers and keeps open all 10 branches.

However, in spite of requests by several community members, the vote was not unanimous. Citing ongoing concerns about finances that prompted reduced hours and calls for a sustainable model, Scotts Valley Council member Jim Reed and citizen library board member Leigh Poitinger voted against it.

Poitinger worried whether the board should specifically promise 392 open hours by July 2012, as the plan does.

"I think we should under promise and over deliver," she said.

The increase will be phased in after a new staffing structure is implemented, and the board agreed to find measurements to track service goals.

The seven other board members expressed optimism that the plan can carry the system forward.

"This is not just a feel-good model. I think we have something that will really work," said board member Katherine Beiers.

A four-member board subcommittee drafted the plan working from four models initially proposed by a task force and incorporating community input since the options were released in January.

Supervisor Mark Stone renamed the compromise effort the "community model" for its response to the outpouring of support to preserve all branches.

Chair Barbara Gorson, who had initially favored a model that would have closed four branches and who served on the subcommittee, said it incorporates elements from the initial versions, including a budget line for future technology.

Community Thankful, Staff Concerned

Neighbors of branches that had been threatened with closure thanked the board and several

- » 400 Block Larita Dr., Burglary
- » 783 San Andreas Rd., Burglary
- » 1900 Block 7th Ave., Burglary
- » Henry Cowell State Park Body Found

Did You Know?

- » One for You, Nineteen for Me

Dining

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- » Fresh vs. Frozen Fruits and Veggies
- » Ideas for Dining Out in Santa Cruz

Environment

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- » Ohlone Indians and Early Spanish Exploration

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- » AHS Student Again Wins Fair Poster Art

promised to put in the volunteers hours at larger branches that are needed to make the model work.

However, some library staff expressed concerns about the details of the new staffing and the demands the additional hours would place on a smaller number of employees. The model estimates reducing staffing by 12 people, although the system plans to offer a retirement incentive to existing employees.

Staff also complained that the adopted plan includes funding for a high-level assistant library director. Board member Sam Storey said that he would like to see more explanation and justification for such a position, before approving adding administrative costs.

That change, along with new job descriptions and assignments, will come in front of the board again, along with a final budget proposal.

The staffing plan, which was created for the initial task force by director Teresa Landers and a consultant, aims to reduce costs through more efficient, centralized oversight of areas such as selecting materials and running outreach programs.

This model reduces reference coverage outside of the downtown branch, providing an on-site reference librarian at Scotts Valley, Aptos and Live Oak only during peak demand hours, rather than all day. At other times and in smaller branches, these specialists can be reached remotely.

The approved plan maintains all 10 branches from La Selva Beach to Boulder Creek.

Overall open hours will increase more than 50 percent by July 2012, from a current 257 a week to 392.

Smaller branches eventually will be open five days a week, for a minimum of 30 hours weekly, while Aptos, Scotts Valley and downtown will be available every day.

The plan will take effect in phases. Staffing changes will be implemented first, with one bump in hours by January 2012 and the full expansion planned by July 2012.

Volunteers will help with sorting and shelving in larger branches, replacing some paid page positions traditionally held by students. Volunteers will also work on programs. ■

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Next Story: It Takes A Village ♦ »

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Cabrillo pulls out of Scotts Valley library talks

by Peter Burke

04.21.11 - 01:36 pm

Cabrillo College trustees voted last week to forgo a move into the vacant portion of the new Scotts Valley library branch.

Both college president Brian King and Scotts Valley City Councilman Randy Johnson had spoken in favor of the plan, citing benefits to the city and the college.

However, trustees pulled out of the talks before a deal was reached.

“The big thing is the state budget went so far south,” King said this week.

He didn’t elaborate, except to say that college trustees decided that moving was not in the best interests of the college.

“At a time when budget cuts are forcing us to even cut class offerings, expanding facilities was not the right thing to do,” King said.

Scotts Valley Mayor Dene Bustichi said he was surprised the deal fell through.

“I find that remarkable, because the same state funding issues were there when they came to us,” Bustichi said.

He and Johnson were in negotiations with the college.

If trustees had signed off on the deal, according to King, the college would have moved from a 7,350-square-foot building it leases for about \$161,000 annually to a 9,100-square-foot space connected with the library, at a comparable or lower cost to the college.

“It’s a larger space with about the same cost,” King said.

Trustee Donna Ziel who represents the San Lorenzo Valley and Scotts Valley on the board was regretful the move did not happen.

“The timing was just not right with the budget scenario looking worse and worse,” she said.

Bustichi said he suspects that Measure D property taxes that San Lorenzo Valley and Scotts Valley residents pay could be better used in the valleys if Cabrillo expanded its presence in the area.

King said the college will revisit finding a larger space in Scotts Valley in the next few years.

“We’re very interested in partnering with the city,” King said. “While (the

current facility) meets our needs in the short term, it's not the long-term answer.”

Ziel echoed King's statement.

“My personal feeling is that this is the perfect location,” she said. “I wish in the worst way we could have done it.”

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Mar 31, 2011

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Library committee to ask board to approve new plan

After last Saturday's presentation to the public, a library subcommittee will ask the Library Joint Powers Board to approve a new model for the future of the Santa Cruz County Public Library System. The subcommittee's new model would be implemented in two phases. The first phase, by January, would begin to increase hours and change staffing levels.

By July 2012, the second phase, Scotts Valley would be open 7 days a week for a total of 48 hours; Boulder Creek 35 hours, five days each week; and Felton, 30 hours, five days each week.

The Joint Powers board will meet to discuss the plan at 6:30 p.m. Monday, April 4, at the Board of Supervisors' Chambers, fifth floor, 701 Ocean St.

For information: www.santacruzpl.org

Cuts to Fresno County Libraries

Reported by: [Alexandra Limon](#)

Email: alimon@cbsfresno.com

Published: 3/22 5:45 pm

Updated: 3/22 5:47 pm

Fresno County Supervisors voted unanimously to layoff librarians, in their efforts to save money.

"First of all I want to say, I'm really glad people care so much about our libraries," Fresno County Supervisor, Susan Anderson.

Supervisors say that doesn't change the fact that revenue, including sales tax, is declining. Which is why they have to make the cuts. A total of 32 positions will be eliminated, 12 are currently vacant and will not be filled. The remaining 20 will consist of layoffs and retirements.

"Its awful, its the last thing i want to do," said Laurel Prysiazny, the Fresno County Librarian.

Despite opposition from one woman, asking for the County Librarian to reconsider, "and ask for her to review the changes, with the staff that provides the service to the public and maybe come up with a better solution." The restructuring plan was approved, it'll save \$400,000 this year, and \$2.5 million next year. The cuts mean supervising Librarians will have more responsibilities, but the hope is the impact to the public will be minimal.

"But there will be no changes to programing and to hours, other than as i said, the central library hours will change just to one shift a day," said Prysiazny.

Even after the cuts are made, the Fresno County Library system will still have a deficit of more than \$2.5 million, so more cuts are possible in the near future.

Tomes' time might be up at Newport Beach library

The city is considering closing its original library and replacing it with a community center that would offer all the same features — except for the books.

By Mike Reicher, Los Angeles Times

April 1, 2011

In a sign of the times, Newport Beach is considering closing the city's original library and replacing it with a community center that would offer all the same features — except for the books.

Instead of a reference librarian, patrons would be greeted by a kiosk equipped with video-calling software that would allow them to speak with employees elsewhere. And books — when ordered — would be dropped off at a locker for pickup.

The proposed bookless library is a reflection of how both the economy and a shift in visitors' habits are forcing city libraries to redefine their services.

In San Antonio, the University of Texas unveiled an engineering and technology library in September with no paper annals, but access to 425,000 e-books and 18,000 e-journal subscriptions. In place of stacks are "group study niches."

At Stanford University, the new Engineering Library opened in August with about a quarter of the 80,000 books it had before.

In Newport Beach, which has four city libraries, officials analyzed how patrons use them. Most visit the branches to study, to plug their laptops into work spaces or to use computers with Internet connections.

Few, however, actually pulled books from the shelves.

So Newport Beach is weighing a Netflix-like system in which readers could order books and then pick them up from lockers at an "electronic library," a 2,200-square-foot room with a central fireplace and a kiosk where patrons could select titles online.

"A lot of people still want to touch a book, hold a book, smell it," said Cynthia Cowell, library services director for the Newport Beach Public Library. "The sensory experience is still very important to many of us."

The question is whether people are ready for bookless branches.

"That caused me the most angst," said City Manager Dave Kiff, who helped develop the plan. "People identify [book] stacks with the library."

Kiff proposed in an email: "Shouldn't the modern library reflect what people are doing now, instead of reflecting what we might have done 20 or 30 years ago?"

On a recent afternoon at the Balboa branch library, the first in Newport Beach when it opened in 1952, most of the patrons worked on desktop computers or browsed the DVD collection. One person slipped into the stacks — but only to make a cellphone call in private.

The modest one-story building houses 35,000 items, including books, DVDs and other materials. The branch also holds the city's nautical collection — fitting for its location on the Balboa Peninsula, which once teemed

with shipyards.

One risk of going bookless would be in losing such tailored neighborhood branch collections, said Christine Borgman, professor of information studies at UCLA.

"They can serve the demographics of the individual communities," she said.

This transition toward an all-electronic library is being nudged along by budget cuts. Newport Beach is anticipating Gov. Jerry Brown's proposed fiscal 2011-12 budget, which would eliminate \$15 million in state funds for library and literacy-related programs.

Past attempts to change the traditional library model have not always worked out.

In 2008, Long Beach considered turning its main library into a depot of sorts that would fill book orders for neighborhood branch libraries. But residents rallied to save the stacks and the proposal was shelved.

In the late 1970s, Baltimore County opened "mini" libraries in shopping centers, staffed by volunteers, when it couldn't afford to open branches in some neighborhoods.

Still, communities need to be open to change, said Nancy Acone, a board member of the Newport Beach support group Friends of the Library.

"You don't want to be like the railroads and go out of business."

mike.reicher@latimes.com

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Deputy district attorney supports libraries because of their role in her growth and development

By Imani Tate Staff writer

Created: 04/07/2011 07:01:44 AM PDT

A library is a place where one can explore the world, skip through history, imagine all possibilities and envision the future, according to Ruth Low, first vice president of the Friends of the Diamond Bar Library.

Low, a Los Angeles County deputy district attorney, puts libraries and literacy on the top of her priority list for children and communities. That's why she's been volunteering with the Friends for 12 years and is helping stage the support group's 18th annual wine soiree on Sunday.

The soiree from 4 to 7 p.m. at the Diamond Bar Center is the Friends' largest single fund-raising event for children and community programs, equipment, books, supplies and capital improvements at the Diamond Bar branch of the Los Angeles County Public Library System.

Tickets are \$50 in advance and \$60 at the door.

Low was born in Hong Kong, came to the United States and California when she was 5, earned an undergraduate degree in psychology from UC Santa Barbara and, 20 years later, returned to school to complete a law degree at Southwestern University School of Law.

Growing up in a multigenerational, working-class family with limited financial means gave Low two things: an appreciative regard for family and a thirst for the knowledge and adventure available for free at the county library.

"My parents worked almost seven days a week, and we never had a car. My father would take us to amusement parks on the bus, but we seldom went anywhere because of the costs," Low said, adding that the family finances might have been limited, but the love and the encouragement she received for education and the pursuit of knowledge were unlimited.

Although her parents were immigrants and couldn't provide many material possessions, she was fortified by love and the close, unbroken bond family provided.

She also had the library, starting in childhood.

"I took the bus every weekend to the downtown Los Angeles library," she said. "I spent my weekends in the children's room there, with the murals and the books. Later, as an adult and mother, I took my sons to my local library and to Border's Books.

"That was a sweet time, going to the library with my boys," she reminisced.

Low disclaims any suggestion the Internet can fully replace libraries.

"With the Internet, you type in key words and it directs you. In the library, you can walk around and see what you can find. The library is a place for exploration. It's all there, a boundless world where you can expand your mind and travel to any era in history.

"You can discover books by ethnic authors and historical accounts which help you understand your grandparents and elders' earlier struggles. You can read about other cultures, other people, other places.

Libraries are also a safe haven, a great gathering place for parents and children, a place of comfort and wisdom between the pages of a book," she sighed. "Libraries are just great places."

Low takes literacy seriously. She pauses to mull over the serious nature of literacy and what it represents for the individual, for a community and for a nation and to avoid being trite in her response.

"If you're not literate, your mind cannot grow," she asserted. "The lack of literacy is how people are kept down, oppressed, stunted, robbed of the ability to have ideas of your own. When you're literate, you can fully participate in society, vote, serve on jury duty, understand the laws which affect you and learn what others think, including contrary opinions."

According to Low, being able to read can lead to stagnation and prevent personal and professional advancement. Reading and literacy, on the other hand, "enrich and enhance your life," she added.

She first considered a career in law during a trip to the unemployment office with her grandmother. She was 13 when her grandmother was laid off from work as a seamstress. Adolescent Ruth went with her grandmother to act as interpreter and help her find another job.

"There was a posting for an administrative law judge," Low remembered. "It was a job I'd never heard of, but I thought it sounded interesting. You had to be a lawyer for several years before you qualified to become an administrative law judge.

"I filed that away in the back of my brain," she added, chuckling.

Law stayed in the back - way back - of her mind for many years while she finished school at Belmont High School in Los Angeles, finished undergraduate work and raised a family of her own. The interest in law surfaced again in her heart and became a resolution in her head.

She finished law school, passed the bar and began working in children's court, specializing in cases involving abused and neglected children. It was a rough, emotionally strenuous job although it allowed her to combine her love of children and the law.

She left the juvenile courts after two years to become a state Department of Justice attorney doing criminal appeals on the prosecution side. She left that job to become a Los Angeles County deputy district attorney on criminal cases.

Working for children through church youth organizations, in community programs and with the Friends of the Diamond Bar Library serve as stress relief from the sometimes horrific nature of her professional job.

She sees hope in the eyes of children helped by a volunteer who cares, excitement in the eyes of children discovering new worlds through books, pride in the eyes of youth and elders learning to read and passion in the eyes of fellow Friends willing to give back to the community and library.

"The Friends are a great group of people and offer tremendous support to the library," Low said. "They have the passion, energy and willingness to share their time and talents. It's an honor and privilege to be affiliated with such a dedicated group of people."

⌆



Teresa Landers <landerst@santacruzpl.org>

Fwd:

WEBMASTER SCPL <webmaster@santacruzpl.org>

Mon, Apr 11, 2011 at 10:38 AM

To: System Managers <managers@santacruzpl.org>, Diane Cowen <cowend@santacruzpl.org>

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

From: <webmaster@santacruzpl.org>

Date: Sat, Apr 9, 2011 at 1:34 PM

Subject:

To: webmaster@santacruzpl.org

The following suggestion was received from G.W..

Thanking everyone for keeping the Branciforte branch open! Kudos to all of you.

G.W.

[REDACTED]
Santa Cruz CA 95060

[REDACTED]
[REDACTED]



Teresa Landers <landerst@santacruzpl.org>

Fwd: SCPL Patron Comment or Suggestion: Laura Whaley, Boulder Creek Mgr.

WEBMASTER SCPL <webmaster@santacruzpl.org> Mon, Apr 11, 2011 at 10:37 AM
To: System Managers <managers@santacruzpl.org>, Laura Whaley <whaley1@santacruzpl.org>

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

From: <webmaster@santacruzpl.org>
Date: Sat, Apr 9, 2011 at 4:00 PM
Subject: SCPL Patron Comment or Suggestion: Laura Whaley, Boulder Creek Mgr.
To: webmaster@santacruzpl.org

The following message has been received from:

NAME: Dyane Harwood

PHONE NUMBER: [REDACTED]

EMAIL ADDRESS: [REDACTED]

Hello again, everyone!

I am embarrassed to admit I neglected to include a very vital part of your staff @ Felton Library and Boulder Creek in my last "email of commendation" about some of your staff members. Laura has been extremely helpful with both me and my two young girls. (They are a handful!) Laura had extreme patience with them in terms of training my 3 year-old and 5 year-old with the new auto checkout system. The girls both have their own library cards and were eager to break them in themselves. (April at Felton also did a great job with my girls...) Laura also trained me, a total scared neophyte, with the auto checkout system, and she helped me conquer my fear of the new technology. Laura has assisted me countless times @ Felton, and she does a great job. She is personable, highly dedicated, and yet another asset to SCPL.

Sincerely, Dyane Leshin-Harwood

071



Teresa Landers <landerst@santacruzpl.org>

SCPL Patron Comment or Suggestion: The possibility of closing branches

webmaster@santacruzpl.org <webmaster@santacruzpl.org>

Tue, Apr 5, 2011 at 10:23 PM

To: landerst@santacruzpl.org

The following message has been received from:

NAME: Anna Jones

PHONE NUMBER:

EMAIL ADDRESS:

I wish that the final plan admitted the possibility of closing one or more branches in the future. It would be nice to keep them all... but it would be better to have agreed upon objective criteria under which one or more branches should be and would be closed if things get worse (as is likely to happen), so that everyone else isn't harmed (fewer books, fewer services, fewer hours, fewer librarians) to keep my favorite branch/homework center open. Far better to say now "If we can't raise X dollars each year for this branch, then we will close it" or "If we can't get X volunteers each month at this branch, then we will close it" than to go through this again in a few years... just like we already have done four times now with the Felton branch in the last 15 years.

It would be better for people to rally in ways that result in them giving more donations and volunteering more time to keep their favorite branches open, rather than to keep demanding that an unfair share of the library's resources be dedicated to their personal preference and convenience.

072



Teresa Landers <landerst@santacruzpl.org>

Fwd: SCPL Patron Comment or Suggestion: Staff Commendation

WEBMASTER SCPL <webmaster@santacruzpl.org>

Thu, Apr 7, 2011 at 12:13 PM

To: System Managers <managers@santacruzpl.org>, Gail Mason <masong@santacruzpl.org>

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

From: <webmaster@santacruzpl.org>

Date: Wed, Apr 6, 2011 at 4:44 PM

Subject: SCPL Patron Comment or Suggestion: Staff Commendation

To: webmaster@santacruzpl.org

The following message has been received from:

NAME: Dyane Harwood

PHONE NUMBER: [REDACTED]

EMAIL ADDRESS: [REDACTED]

Dear SCPL Staff

I would like to commend your staff members, Gail Mason, for her online assistance with one of my inquiries. She responded to my email promptly and courteously. Once again I am so thankful we have such great staff members at our libraries. Thank you.

Sincerely,
Dyane Leshin-Harwood



Teresa Landers <landerst@santacruzpl.org>

Fwd: SCPL Patron Comment or Suggestion: Merritt Taylor

WEBMASTER SCPL <webmaster@santacruzpl.org>
To: System Managers <managers@santacruzpl.org>

Tue, Apr 12, 2011 at 2:23 PM

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

From: <webmaster@santacruzpl.org>
Date: Tue, Apr 12, 2011 at 2:13 PM
Subject: SCPL Patron Comment or Suggestion: Merritt Taylor
To: webmaster@santacruzpl.org

The following message has been received from:

NAME: Dyane Harwood

PHONE NUMBER: [REDACTED]

EMAIL ADDRESS: [REDACTED]

Hello SCPL,

I'm not sure if I already sent in this commendation of staff member Merritt Taylor. If I did, please forgive me! My memory is not as strong as it used to be. I would like to recognize Ms. Taylor's outstanding service to the SCPL patrons. We are so lucky to have her!

Best wishes,
Dyane Harwood



Teresa Landers <landerst@santacruzpl.org>

Fwd: Compliment for Chase

Heidi Jaeger-Smith <jaegersmithh@santacruzpl.org>

Tue, Apr 19, 2011 at 5:27 PM

To: Teresa Landers <landerst@santacruzpl.org>, Merritt Taylor <taylor@m@santacruzpl.org>, Nancy Call <calln@santacruzpl.org>, Heidi Jaeger-Smith <jaegersmithh@santacruzpl.org>

Cc: Chase McLelan <mclelanc@santacruzpl.org>

FYI. Chase is developing rapport with many of our older patrons. Today he also helped a woman who had been given a laptop by a friend and couldn't make the touch pad work. Chase suggested that they remove the batteries and reboot the entire laptop. She didn't know where they were located and didn't have an owner's manual. Chase did what he could and suggested she connect with someone to restore it to working order. He spent about 15 minutes with her. This is not the first time Chase has helped me or helped patrons. His patience is much appreciated by everyone. Time for a shout out Chase! Heidi

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

From: Nancy Call <calln@santacruzpl.org>

Date: Mon, Apr 18, 2011 at 11:55 AM

Subject: Compliment for Chase

To: Heidi Jaeger-Smith <jaegersmithh@santacruzpl.org>

Cc: Chase McLelan <mclelanc@santacruzpl.org>

Mrs. Weber called this morning to ask for help with her account and afterwards asked to speak to the branch manager. Heidi, this patron wanted you to know that she appreciated Chase's help. She said to please tell you that Chase is "one of the nicest fellows I've talked to." She liked how he helped her: 1. donation information; 2. renewal and return policies; and 3. Account information. She said that she is in her 80's and worked for the city of Santa Cruz for a lot of years, that it was a pleasure to speak to someone so helpful and caring.

Nancy

--

Nancy Call,
Youth Services Librarian

New Phone numbers:

831-427-7700 Extension 5210

831-427-7702 Aptos Staff

--

Heidi Jaeger-Smith, Branch Manager
Aptos Branch Library
7695 Soquel Dr. Aptos, Ca. 95003
Phone: (831) 427-7700 Ext. 7686
jaegersmithh@santacruzpl.org

After reading a letter in the March 10 issue of the *Post*, I was encouraged to write another letter to the Council and the Board. Once again I am writing as a 25-year resident of the San Lorenzo Valley and as an employee of the Santa Cruz Public Libraries. I have been a library clerk since 2004. My current position is 20 hr/wk in the Outreach/Bookmobile branch and up to 16 hr/wk as a subbing clerk who goes to any of the ten branches when needed. This gives me the privilege to see and to compare all the branches. In the last two months I have subbed at all the branches except for La Selva Beach. While working at Central, Aptos, Boulder Creek, Branciforte, Capitola, Live Oak, and Scotts Valley, I have been happily busy, helping library patrons, taking care of the books & media, and doing miscellaneous tasks. On the contrary, while working at Felton and Garfield, there were only a few people there, mostly reading, tutoring or using the computers. They did not need any help from library staff. There was so little to do that I felt guilty that I was getting paid! (When I am subbing at a branch, it is because another staff person is absent, but still getting paid—meaning the city is paying both of us.) This is why I have been supporting the library models that would close these two branches. I could easily see the Felton and Garfield buildings as reading rooms with a library presence rather than actual library branches.

In reaction to some comments made in the March 10 letter (“Writing the Future Course of our Library System”) in the *Post* written by County Supervisor Ellen Pirie, I would like to submit my opinion. She wrote, “The public overwhelmingly supported Model C and keeping all the branches open.” I would agree that many spoke in favor of keeping all branches open, but I would not agree that they represented an overwhelming proportion of the public. In working with the Outreach department, I see many patrons who cannot get to the library, no matter how close or convenient the nearest branch may be. That is why we reach out to them—they deserve service, too! We hope to encourage literacy in these very needy communities, and these are patrons who cannot attend any Council or Board meetings to speak up for themselves.

Ms. Pirie wrote, “At the library board meeting on Feb. 14, it was clear that the nine board members were split five-to-four in favor of retaining all current library branches.” I would say there was a four-to-four vote on the issue, but that the ninth member of the board never stated his position.

Ms. Pirie wrote, “Retaining all 10 branches also keeps the promises made in voter-approved ballot measures in 1996 and in 2008 when people voted in favor of a quarter cent sales tax to fund the library system. Those measures pledged to protect branches.” I would answer that the measures themselves never promised to keep all ten branches open; they did, however, promise to protect the entire library system. I would suggest that stretching the system economically would not be protection, and that we need to look at all of the communities outside the city limits and insure that they are all being served properly by a strong library system.

Ms. Pirie wrote, “Second, under the agreement the library director and all library staff are employees of the City of Santa Cruz, which seems to give the city greater weight in library decisions than its population or financial contribution would warrant.” In

response to this comment, I have to remind her that library employees do live somewhere in the county (we don't live at the library), that we do have an equal right to voice our opinions, and that we are not blindly giving undue support to the City of Santa Cruz. Because we are working in the libraries every day, we see firsthand what processes work well and which ones may be problematic. We know that the public loves the library—the patrons tell us every day. We only want to provide the very best service to *all* of our patrons, *without discrimination*.

Register now for ALTAFF's Trustee Academy

Mon, 03/28/2011 - 12:56

Contact: [Jillian Kalonick](#)
ALTAFF

PHILADELPHIA – The Association of Library Trustees, Advocates, Friends and Foundations (ALTAFF) is pleased to offer The Trustee Academy, a series of online courses to help library Trustees become exceptionally proficient in their roles on behalf of their libraries.

“I’m very excited that our organization can offer this tremendous learning opportunity to Trustees across the country,” said ALTAFF Executive Director Sally Gardner Reed. “The curriculum is comprehensive, and the presenters are outstanding. I know that directors are often strapped for time, and this helps them orient and educate their Trustees. In addition, sometimes an outside ‘expert’ can better convince Trustees about the limits of their roles when it comes to governance versus management.”

Taught by professionals in the field, the courses are available for individual registration or as a full curriculum with discounted pricing per course. In addition, a Board of Trustees can sign up for further discounts. All courses are recorded webcasts, in order to allow Trustees flexibility in completing the courses, which can be viewed on an individual basis or in a group setting.

“I love that I can complete the Trustee Academy courses on my time,” said Kirsten Prickett, Trustee, Jensen Memorial Library, Minden, Neb. “I’m not able to attend traditional classes, so this format is very helpful and convenient.”

In addition to the recorded webcasts, Trustees are provided with discussion questions and access to a list of questions and answers to further enhance their learning outcome. Certificates of completion are provided for each course.

Those completing the Trustee Academy series have commented on the value, convenience and quality of the series.

“I enjoyed every minute of instruction... I cannot believe that I finished the entire series today,” said Gwendolyn B. Guster Welch, president, Board of Trustees, Birmingham (Ala.) Public Library. “Thank you for having the vision to prepare webcasts for Trustees.”

“It’s fantastic that ALTAFF is offering the Trustee Academy – it’s a great bargain,” said Shawna Thorup, executive director of Fayetteville (Ark.) Public Library.

The Trustee Academy webcast “Trustee Basics, Part I” covers the role of the Trustee in the community, who speaks for the Trustees, governing vs. advisory boards, holding effective board meetings (getting consensus, open meeting laws, parliamentary procedure, etc.) and board self-assessment. This course is led by Lynn Stainbrook, director of the Brown County Library in Green Bay, Wis.

“Trustee Basics, Part II” covers understanding and setting policy, understanding and supporting intellectual freedom and patron privacy, meeting state standards, Trustee liability and fiduciary responsibilities, considering D&O insurance and Trustee ethics. This course is also led by Stainbrook.

“Working Effectively with the Library Director” covers understanding and respecting the different roles, evaluating a library director’s performance and hiring a new library director. This course is led by Peggy

Danhof, ALTAFF past president and president of the Board of Trustees of the Fountaindale Public Library in Bolingbrook, Ill., and Vicky Trupiano, director of the Fountaindale Public Library.

“The Library’s Budget” covers learning and understanding how your library is funded, understanding how spending decisions are made and who is authorized to make them, understanding the library’s financial reports, making powerful budget presentations and developing auxiliary funding sources. This course is led by Christine Lind Hage, Public Library Association (PLA) past president and director of the Rochester Hills Public Library in the greater Detroit area.

“Advocating for Your Library” covers sowing the ground with excellent public awareness and great service, how to design an advocacy campaign, collaborating with stakeholders such as Friends and patrons and implementing the campaign. This course is led by Carol Brey-Casiano, information resource officer for the U.S. Department of State, ALA past president, and former director of the El Paso (Texas) Public Library System.

Among the feedback ALTAFF has received:

- “This series is great! We will be using it to bring new members up to speed. In addition, I am chair of our state’s Trustee division for the state library association and will be recommending this to our members.”
- “Reminded me of some important points — I am previewing this for new Trustees and think it will be invaluable!” (Trustee Basics, Part II)
- “It was a great tool especially for newer Trustees... (It) gave a point of conversation that will make my job easier. Many times board members do not trust what a director says, here it was in black and white from an outside source!” (Advocating for Your Library)

Cost per course:

- \$30 per person for ALTAFF members (individual and group).
- \$40 per person for non-members.
- \$100 per board for ALTAFF members (individual and group).
- \$125 per board for non-members.

Cost for the series of five courses:

- \$115 per person for ALTAFF members (individual and group).
- \$150 per person for non-members.
- \$225 per board for ALTAFF (individual and group).
- \$300 per board for non-members.

More information, including registration, is available on the ALTAFF website at http://www.ala.org/ala/mgrps/divs/altaff/trustees/trustee_academy.

Task force: Library needs more money from county

Report backs per capita funding formula to raise allocation by \$2 million.

By Mark Price msprice@charlotteobserver.com Posted: Tuesday, Mar. 22, 2011

The Future of the Library Task Force presented its inch-thick final report Monday night, with a list of proposals that underscored the need for more county money to support the Charlotte Mecklenburg Library.

At least \$2 million extra will be needed next year to keep all current branches open, based on a task force proposal that would shift staff to the six better equipped regional libraries.

Without the extra money, up to six smaller neighborhood branches could close due to lack of staff.

The citizen-led task force gave details of the report Monday during a joint meeting of the county commissioners and library trustees.

The report suggested the county consider shifting the library to a per capita funding rate - a dollar amount for each county resident - that is more in line with comparable communities, such as in Wake County. That would increase per capita library spending in Mecklenburg from \$25.84 to as much as \$28.66.

Other recommendations called for creating a group to study the future use of the Main Library uptown, which is underutilized; and separating ImaginOn's budget from the rest of the library, since it is not a traditional library branch.

County commissioners attending the special meeting did not express immediate support for a switch to per capita funding. However, commissioners Dumont Clarke and George Dunlap both said they hoped the county could find money to keep any branches from closing.

Commissioner Bill James could not attend the meeting, but sent an email earlier in the day saying he supported giving the library more money to prevent closings.

However, James said any increase for the library should require a corresponding cut elsewhere in the county budget, including the possibility of shifting money from the Charlotte Mecklenburg Schools.

Task Force Chair Jim Woodward told the joint meeting that his group was not specifically recommending branch closings. Instead, it is proposing to increase efficiency by shifting staff from smaller branches to the six larger regionals.

If the county does not provide extra money, five to six smaller branches might have to close due to lack of staff.

The public was not allowed to speak at the meeting, but a half-dozen supporters of one of those branches, Hickory Grove, showed up with hand-painted signs. "We worked for 20 years to get that library," said Sheree Pinte, "and twice they've talked of closing it in the last 13 months."

Among the most debated of the task force recommendations is that priority be placed on keeping three branches from potentially closing in low-income neighborhoods.

Woodward told officials attending the meeting that it was a matter of making sure low-income students without easy access to transportation could still reach library service near their homes. Read more:

<http://www.charlotteobserver.com/2011/03/22/2162477/task-force-library-needs-more.html#ixzz1JEsRFgM>

Kent Library offering virtual reference librarian via Skype to Kennett, Malden, Sikeston campuses

Sunday, March 20, 2011

Daily Dunklin Democrat

CAPE GIRARDEAU, Mo. -- Students at Southeast Missouri State University's regional campuses in Kennett, Malden, and Sikeston, Mo., now have access to assistance from librarians at Kent Library on the main Cape Girardeau campus without having to leave their regional campus.

This new service, made possible via Skype, lets students speak face-to-face with librarians at Kent Library for help with finding online resources for papers and other research. The system features video chat, which allows the student and librarian to see and hear each other in real-time; video sharing, which shows the librarian and the student each other's screens, making instruction easier to follow; and text chat, which enables the librarian and student to send instant messages in real-time.

"Some databases and search engines can be difficult to use if it's your first time using them," said Rhonda Clark, senior administrative assistant at SEMO-Sikeston. "The librarians will be able to guide you through the process, making it much easier and beneficial for the student."

"Sometimes people need visual assistance to understand. By being able to see each other face-to-face and sharing screens, we can help them," added Vicki Gruzynski, Information Services Librarian at Kent Library. "We wanted to do more outreach for the satellite campuses and be more available to the students there."

The new service is made possible by a \$330,000 Congressionally-directed grant from the U.S. Department of Education to increase access to the library's services for students in the Bootheel, specifically at Southeast's Kennett, Malden and Sikeston campuses.

The virtual reference librarian is available to students four days a week. Hours for the spring semester are 2-4 p.m. on Mondays, 8-10 a.m. on Tuesdays, 10 a.m.- 12-noon on Wednesdays and 4-6 p.m. on Thursdays.

For more information on the virtual reference librarian, contact the Kent Library reference desk at (573) 651-2230 or e-mail kentreference@semo.edu.

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Libraries and Mobile Services

By Cody W. Hanson

Tue, 03/22/2011 - 14:48

Mobile devices are ubiquitous in today's society, and there's no evidence that that is going to change. According to the Pew Internet and American Life Project, as of mid-2010, 82% of American adults own a mobile phone or a mobile computing device that works as a phone. It is crucial for librarians to understand mobile devices and provide services through them.

I'm sure your library is cash-strapped, underresourced, and understaffed. Development of tools and services that target mobile likely seems a distraction, a drain on your time and attention. It might feel like it's the flavor of the month, blustery conference paper fodder that's unlikely to pay off in real service to users.

What evidence would provide a good indication that the day had come for your library to focus concerted efforts on mobile services? If nearly all Americans owned cell phones? Maybe if a large percentage of those phone owners demonstrably used their device to access the internet? Perhaps if smartphone sales began to approach sales of PCs? If major information service providers were shifting their focus from the desktop to mobile devices? If the trend turned away from mobile devices mimicking the functions of desktop computers, and instead desktops began to emulate mobiles? Maybe if there was evidence that traditional desktop connectivity wasn't reaching people who could be reached on their mobile devices?

If so, then that day is today.

The changing face of the digital divide

Libraries have long been at the forefront of advocacy for increased broadband internet access, particularly for the poor and for rural Americans. Mobile may not yet be the ideal solution for rural users, but the demographics of mobile internet usage show encouraging signs of increased access among groups that have long been underrepresented among internet users in the United States. The report "[Mobile Access 2010](#)" from the Pew Internet and American Life Project notes that Latino and African-American adults are more likely than their Caucasian peers both to own mobile devices and to use them to access the internet. While 80% of white adults own mobile phones, among African Americans and English-speaking Latinos the rate of ownership is 87%. Of all American adults with cell phones, 38% use them to access the internet, but black and English-speaking Hispanic users far outstrip the average—at 46% and 51% respectively. Pew's survey was conducted in English, so data on those who only speak Spanish was not available.

The day for mobile services has come

The evidence is compelling. The vast majority of Americans now own cell phones. Nearly half use them to access the internet. In the fourth quarter of 2010, manufacturers shipped more smartphones than they did traditional PCs. Underrepresented groups are accessing the mobile internet in impressive numbers. Google is developing for mobile first and the desktop second. Apple is in the midst of making its desktop computers behave more like its mobile devices. If your library, like mine (and every library I can think of), has been transformed by desktop computing and internet access, now is the time to take action and be proactive in providing robust services to mobile users.

Two Colorado Libraries Break New E-book Ground

By Beverly Goldberg

Officials of two Colorado libraries announced March 16 that they will be adding to their catalogs e-books that are published by members of the Colorado Independent Publishers Association (CIPA).

The Red Rocks Community College Library and Douglas County Library also revealed that by June they plan to launch click-through links so interested patrons can purchase an e-book title from its respective catalog record.

The agreement is particularly timely in light of the March 7 change in HarperCollins Publisher's terms of service for library loans of its catalog of e-book titles, capping at 26 the number of checkouts it will permit per e-book license. Librarians' reaction to this sea change from a major publishing house was mostly negative; some libraries soon announced that they could not afford to purchase e-books from HarperCollins under such terms and the American Library Association held a two-day retreat about the larger issues surrounding access, collection development, and present-day budget constraints.

Douglas County Library Director Jamie LaRue told *American Libraries*, "Our intent is to buy the titles outright. We will limit the use to one simultaneous patron per copy." He went on to emphasize that this pilot project "will demonstrate not only that libraries are firm supporters of the independent publishers through our willingness to buy and promote their works, but also that libraries and publishers can help each other grow the still-developing e-book market."

"Libraries are natural partners with independent publishers," agreed Joseph Sanchez, director of library and learning services for Red Rocks Community College. "We understand and value both copyrights and the great value of alternative viewpoints. We can easily integrate e-books into our collections, ensuring one use at a time, but also exposing authors to precisely the people who are looking for them."

Karen Reddick, executive director of CIPA, sees this partnership as "helping us introduce a new generation of writers to a new generation of readers" and continuing the cycle of inspiration that generates the next generation of writers and independent publishers.

How e-book lending in libraries will evolve remains to be seen from a number of perspectives, of course. "The interesting question," LaRue mused, was about economies of scale. "Will public libraries weed e-books? Under Adobe Content Server (the software tool for managing our own digital content), we pay 22 cents per database record for permanent, and 8 cents for short-term. Conclusions?"

Amazon to Launch Library Lending for Kindle Books

April 20, 2011 9:15 AM ET

AMZN— Amazon today announced Kindle Library Lending, a new feature launching later this year that will allow Kindle customers to borrow Kindle books from over 11,000 libraries in the United States. Kindle Library Lending will be available for all generations of Kindle devices and free Kindle reading apps.

“We’re excited that millions of Kindle customers will be able to borrow Kindle books from their local libraries,” said Jay Marine, Director, Amazon Kindle. “Customers tell us they love Kindle for its Pearl e-ink display that is easy to read even in bright sunlight, up to a month of battery life, and Whispersync technology that synchronizes notes, highlights and last page read between their Kindle and free Kindle apps.”

Customers will be able to check out a Kindle book from their local library and start reading on any Kindle device or free Kindle app for Android, iPad, iPod touch, iPhone, PC, Mac, BlackBerry, or Windows Phone. If a Kindle book is checked out again or that book is purchased from Amazon, all of a customer’s annotations and bookmarks will be preserved.

“We’re doing a little something extra here,” Marine continued. “Normally, making margin notes in library books is a big no-no. But we’re extending our Whispersync technology so that you can highlight and add margin notes to Kindle books you check out from your local library. Your notes will not show up when the next patron checks out the book. But if you check out the book again, or subsequently buy it, your notes will be there just as you left them, perfectly Whispersynced.”

With Kindle Library Lending, customers can take advantage of all of the unique features of Kindle and Kindle books, including:

- * Paper-like Pearl electronic-ink display
- * No glare even in bright sunlight
- * Lighter than a paperback – weighs just 8.5 ounces and holds up to 3,500 books
- * Up to one month of battery life with wireless off
- * Read everywhere with free Kindle apps for Android, iPad, iPod touch, iPhone, PC, Mac, BlackBerry and Windows Phone
- * Whispersync technology wirelessly sync your books, notes, highlights, and last page read across Kindle and free Kindle reading apps
- * Real Page Numbers – easily reference passages with page numbers that correspond to actual print editions

Amazon is working with OverDrive, the leading provider of digital content solutions for over 11,000 public and educational libraries in the United States, to bring a seamless library borrowing experience to Kindle customers. “We are excited to be working with Amazon to offer Kindle Library Lending to the millions of customers who read on Kindle and Kindle apps,” said Steve Potash, CEO, OverDrive. “We hear librarians and patrons rave about Kindle, so we are thrilled that we can be part of bringing library books to the unparalleled experience of reading on Kindle.”

Kindle Library Lending will be available later this year for Kindle and free Kindle app users. To learn more about Kindle go to www.amazon.com/kindle.

About Amazon.com

Amazon.com, Inc. AMZN, a Fortune 500 company based in Seattle, opened on the World Wide Web in July 1995 and today offers Earth's Biggest Selection. Amazon.com, Inc. seeks to be Earth's most customer-centric company, where customers can find and discover anything they might want to buy online, and endeavors to

offer its customers the lowest possible prices. Amazon.com and other sellers offer millions of unique new, refurbished and used items in categories such as Books; Movies, Music & Games; Digital Downloads; Electronics & Computers; Home & Garden; Toys, Kids & Baby; Grocery; Apparel, Shoes & Jewelry; Health & Beauty; Sports & Outdoors; and Tools, Auto & Industrial. Amazon Web Services provides Amazon's developer customers with access to in-the-cloud infrastructure services based on Amazon's own back-end technology platform, which developers can use to enable virtually any type of business. Kindle, Kindle 3G and Kindle DX are the revolutionary portable readers that wirelessly download books, magazines, newspapers, blogs and personal documents to a crisp, high-resolution electronic ink display that looks and reads like real paper. Kindle 3G and Kindle DX utilize the same 3G wireless technology as advanced cell phones, so users never need to hunt for a Wi-Fi hotspot. Kindle is the #1 bestselling product across the millions of items sold on Amazon.

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This announcement contains forward-looking statements within the meaning of Section 27A of the Securities Act of 1933 and Section 21E of the Securities Exchange Act of 1934. Actual results may differ significantly from management's expectations. These forward-looking statements involve risks and uncertainties that include, among others, risks related to competition, management of growth, new products, services and technologies, potential fluctuations in operating results, international expansion, outcomes of legal proceedings and claims, fulfillment center optimization, seasonality, commercial agreements, acquisitions and strategic transactions, foreign exchange rates, system interruption, inventory, government regulation and taxation, payments and fraud. More information about factors that potentially could affect Amazon.com's financial results is included in Amazon.com's filings with the Securities and Exchange Commission, including its most recent Annual Report on Form 10-K and subsequent filings.

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MONTHLY REPORT FOR APRIL 2011

1. Reading, Listening and Viewing for Pleasure

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

Nancy Call has started to visit Head Starts in the Aptos area.

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

Aptos: In conjunction with National Library week, Aptos featured a book display that focused on all things library; from Dewey the Library Cat to Internet Searching. We also featured biographies of famous authors.

National Library Week's theme this year is "Libraries are the Heart of every Community". In keeping with that theme David Addison and Nancy Call provided pink and red hearts for people to write on. Children and adults alike wrote what they love about their library. The hearts are up in the lobby and doorway areas and are a joy to read!

The Display case was booked to the Mineral and Gem Society and featured the "Rock Cycle". Parents and children are spending quite a bit of time studying the difference between igneous, metamorphic and sedimentary rocks as they enjoy the display of gemstones.

Garfield Park also enjoyed a small but lovely display of gems and minerals presented by the Gem and Mineral Society of Santa Cruz.

Branciforte: Staff created displays for Poetry Month and Earth Day in the adult and children's areas, respectively.

Live Oak, we are showing some vibrant displays of artwork from art classes at Shoreline Middle school. And in the Youth area display case we have a whimsical collection of quilted dolls created by the Good Golly Miss Dolly Club.

Scotts Valley: Has a display twenty-six panels of Fused Glass Art by local artist April Zilber (and Library staff member). Included in the exhibition are six of her Bonny Doon Ecological Reserve series, depicting Manzanita trees and Knob Cone Pines. Other pieces evoke the spirals of fossil shells and the fluid motion of Giant Kelp. Scotts Valley also has a book display on birds and birding, featuring a flycatcher's nest.

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

Heidi helped a patron locate information on temperance advocate Amelia Bloomer for his daughter's school report. Though information in book form was limited, he was astonished to discover that the library's data bases could come to his daughter's rescue. He asked if the library ever did a "back to school night" type program for families where he could have learned about this. I told him that programs do occur from time to time and that I would suggest it for the Aptos branch next fall.

Tax Season got off to a rocky start this year with the forms being delayed by almost a month. As a Project Scout Tax Assistant site, Aptos was heavily impacted with requests for tax forms. The total number of people asking us for forms was down from previous years but those who needed our help were very grateful for our assistance. They were generally folks in their 70's and 80's who didn't have access to computers at home. Staff was very willing to assist them.

At Live Oak, a man with a huge grin on his face asked Heather for books on baby names. After giving him the ones in the Parenting Section, she noticed that he had two hospital wrist bands on his arm. He told her that his twin sons had been born early and his wife had chosen one name and he was choosing the second. When she realized how important this was, Heather gathered all the other baby name books from the adult section. The new father pored through the 12 books for an hour, and left with the perfect name.

2. LIFELONG LEARNING

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

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.

On a Wednesday afternoon during Spring Break, Sandi Imperio came to Live Oak and presented the movie Charlie and the Chocolate Factory to a group of 18 teens, children and parents.

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.

The Internet accessible computers were unavailable for close to one month at Capitola and Downtown in the adult area. New PCs to replace the 10 year old ones were installed in Capitola and everything seemed fine. The installation proceeded to Downtown when it was discovered there were major security glitches. The old computers did not have the same functionality so the problem was related to having new computers that better meet

patron needs such as being able to download to a portable drive, listen to audio, etc. The problem was that there was no way to prevent a new user from seeing personal information that might have been left by the previous user. Until this could be dealt with it was necessary to disallow access to these computers. IT staff worked around the clock and on weekends to find a solution to the problem. They enlisted the assistance of the Linux users's community; literally worldwide. In general, Linux is much more secure than Windows other than this one pretty nasty bug. A workaround was developed and even though patrons are still not able to download to a flash drive and take work home with them, the expanded functionality of the new computers is being enjoyed by all. The download issue is being worked on and will hopefully be resolved soon. The Library IT staff is under a great deal of pressure to deliver an ever expanding array of services with no additional resources. When everything is working perfectly they can get by but as soon as a problem occurs (which it inevitably does when you are dealing with technology) they get stretched very thin which has a direct impact on the services the public has come to expect.

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.

David attended the annual Pages and PJs event on April 14th at Mar Vista Elementary School in Aptos. This was a great event where the kids dressed in their PJs and came to school in the evening to hear stories read by local book lovers, school staff and public library staff. David read to three groups of children, mostly K-3rd grades for 20 minute sessions each. He read from How to Speak Dragonese (a book in the How to Train Your Dragon series), selections from the first Captain Underpants book and The Happy Hocky Family moves to the County. Afterwards he was invited to join the children and other readers for cookies and hot chocolate.

Teresa and Janis met with Michael Watkins and Theresa Rouse (Superintendent and Assistant Superintendent of the County Office of Education respectively). They discussed two possible partnerships- after school homework/tutoring and parent literacy. Both ideas are being pursued and more information is forthcoming as plans develop.

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

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

Aptos: The following community groups used the branch meeting room:

1. Aptos Young People's Chess club-Tuesdays from 3:30-4:30
2. Project Scout Tax assistance- Thursdays from 1-5
3. Aptos Writing Group-Wednesday, April 20th

4. GLBT Youth task force-Monday, April 25
5. Central California Writing Project-Tech Café-Saturday, April 9th
6. Transcendental Meditation Center- April 16th
7. Raising a Reader-Head Start youth services programs
8. PRESTO staff training-April 4
9. Mother Goose story times-Wednesdays

Teresa presented at a meeting of the Tech Meet Up group. The meeting was at Cruzio and the new media wall for Scotts Valley was demonstrated. Teresa talked about the technological future of the Library. Janis joined her and both were very well received and got the most questions of any previous presenters. There were even a couple of people who came because they knew the Library was the main speaker.

D. Volunteers will be used effectively

Aptos: Volunteer Mary Classen will take over cleaning and recovering books with torn book covers. This was formerly done by pages and staff members. Mary was previously part of the book menders group and is trained in repairs.

Becky Steinbrunner has taken over weeding and replanting several areas near the library building. She will maintain those areas throughout the year.

Aptos branch staff currently handles all gifts donated to the system via this location. We have issued close to 100 Friends of the Library receipts for gifts since the first of the year. There is now a work space that stands ready for volunteers to use later this year when they take over gift sorting from staff. The goal will be to have someone come for an hour every other day of the week. Some gifts will be tossed due to poor condition, some will be sold in the lobby area and the majority will be sent downtown in Friends crates for system book sales. Volunteers will be given copies of current best seller lists so popular titles can be fast tracked downtown.

Live Oak: We are very lucky to have two consistent volunteers. Bob Tatum, who comes weekly to help with landscaping, Sharon Yamanaka who is responsible for accounting for the book sale money, and book donation money and Laura Crosser, our newest volunteer works on the Sends List every Thursday.

Scotts Valley benefited from 54.25 hours of volunteer help during the month of April.

4. WELCOMING PLACE

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

Aptos library staff was concerned about the growing number of people using the area behind the shrubs on Ledyard as a homeless camp. They had recently left more and more

food, liqueur bottles and other debris behind. Members of the public were reporting seeing rats outside our windows. Santa Cruz Landscape and Maintenance was hired to remove the ivy covered dead trees and shrubs and clean up the site. The result is fewer campers, no food and much more light inside!

Many of the overhead lights in the adult reading room had dead ballasts that our building maintenance team could not replace. JM Electric was hired to make the repairs and the library now has all overhead lights working after two years! Library Maintenance staff replaced the burned out light bulbs ahead of time to keep the cost down.

The Aptos library had its annual fire department inspection in April. No citations were given but a request was made that weeds be mowed or pulled by the beginning of May. Library maintenance staff will work with court referrals to accomplish this within the next two weeks. We will also need to upgrade the door locks on our two sliding glass doors or possibly replace them. This can wait until the new fiscal year since it will be expensive

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

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

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.

The LJPB approved a service model which will restructure the library system and enable us to open additional hours by leveraging technology and centralizing professional services.

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.

Live Oak: Adult new books have been moved to free standing shelves between circulation desk and adult reference desk. The area where new adult books were displayed will now be a place for our growing adult paperback collection. Sorting shelves for adult fiction have been moved next to graphic novels, to accommodate the ever growing fiction collection. Many thanks to Laura Vanderslice and Patty Carroll for taking on taking on this project and making Live Oak Collection more accessible.

6. ORGANIZATIONAL READINESS

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

The quarterly staff meeting at Aptos focused on housekeeping items and how duties will be redistributed as a staff member retired and the position is not being immediately replaced. It was an opportunity for everyone to speak about projects they are working on and concerns they had.

Heidi took advantage of an InfoPeople lunch hour webinar on the Census and how the American Factfinder Data Base has changed.

Heather Norquist, Lauren Suhd and Cathy Landis attended SPAMBLA (MOBAC Children's group) meeting and presentation on Programming for Tweens at Watsonville Public Library.

Linda Gault attended a webinar on Video in the Library: Trends and Best Practices.

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

Teresa participated on an interview panel for the Assistant City Manager position for the City of Santa Cruz.

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

The last group of 20 staff participated in PRESTO Training which focused on change.

Almost all staff attended the staff day on April 13th at Harvey West Park. The focus was on team building and flexibility in the face of change.

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

Linda Gault and Gail Mason attended the training session "Can't We All Get Along? Managing Conflict with Co-workers and Customers".

10/11 VOLUME AND PERCENT CHANGE

	Circulation		Busyness*		Reference/Info		Visitors		%change
	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011	
July									
Aptos	20850	20321	50334	47311	3139	4684	12,585	10,134	49%
Boulder Creek	3462	3075	10470	9152	71	295	4,151	1,971	315%
Branciforte	6716	6152	21789	18285	3276	732	6,006	4,762	-78%
Capitola	9169	9711	24244	25497	1998	1489	5,821	5,133	-26%
Central	44612	42850	99046	90160	12081	5399	31,432	29,752	-55%
Felton	2531	2031	9064	8417	173	511	1,728	1,202	195%
Garfield Park	3643	2265	11154	7463	546	442	3,229	1,945	-33.1%
La Selva Beach	979	1005	3609	2273	53	na	1,109	1,532	-37.0%
Live Oak	12835	13313	32510	22505	1570	na	9,870	6,792	-30.8%
Scotts Valley	17308	18018	40942	39757	2760	2622	11,409	11,261	-2.9%
Outreach	3245	2677	7421	6304	2747	1278	na	994	-15.1%
TOTAL	125350	121418	310563	275124	28415	17433	87,340	75,477	-11.4%
August									
Aptos	21655	20095	50085	47281	3139	4684	11,242	11,252	-6.6%
Boulder Creek	4161	3364	10587	9752	49	295	4,188	2,347	-7.9%
Branciforte	7806	5640	20027	17721	3276	732	5,862	4,607	-11.5%
Capitola	10607	8642	25134	24718	1887	1489	5,256	5,244	-1.7%
Central	43409	43072	100246	84348	12081	5399	32,012	29,191	-15.9%
Felton	1959	1580	6972	5891	156	511	1,396	966	-19.3%
Garfield Park	3141	2695	9876	8223	546	442	2,916	2,472	-14.2%
La Selva Beach	771	945	2791	2381	53	na	760	1,279	22.6%
Live Oak	13221	13129	32495	23634	1936	na	9,444	10,975.5	-0.7%
Scotts Valley	16444	16380	38603	36713	2760	2622	10,639	10,232	-0.4%
Outreach	3235	2809	6972	4465	2747	1278	na	928	-13.2%
TOTAL	126408	118351	303788	267027	28630	17433	83,715	79,493.5	-6.4%
*Defined as check ins/check outs/route ins/route outs									
Sept									
Aptos	20473	18645	47173	39059	3139	4684	11,689	9,225	-17.2%
Boulder Creek	3547	2650	10019	8545	49	295	1,963	1,900	-14.7%
Branciforte	5974	5575	17902	17231	3276	732	5,306	4,775	-3.7%
Capitola	9015	8171	24349	22620	1887	1489	5,493	4,781	-6.7%
Central	41717	40135	94200	71145	12081	5399	31,871	27,623	-9.4%
Felton	2335	1668	7676	5512	156	511	1,678	1,237	-3.8%
Garfield Park	3373	2568	9973	7537	546	442	1,943	1,974	-28.6%
La Selva Beach	804	703	2981	1856	53	na	929	996	-23.9%
Live Oak	12618	12517	30363	21142	1936	na	9,476	7,024	-0.8%
Scotts Valley	16630	15949	38560	36809	2760	2622	10,947	10,692	-4.1%
Outreach	3550	6958	7457	10247	2747	1278	na	1,238	96.0%
TOTAL	120036	115739	290643	241703	28630	17433	81,295	71,465	-13.2%

10/11 VOLUME AND PERCENT CHANGE

	Circulation		%change	Busyness*		%change	Reference/info		%change	Visitors		%change
	FY0910	FY1011		FY0910	FY1011		FY0910	FY1011		FY0910	FY1011	
Oct												
Aptos	19944	19446	-2.5%	46884	34026	-27.4%	1556	4281	175%	11,177	10393	-7.0%
Boulder Creek	3340	3534	5.8%	10320	9649	-6.5%	516	234	-55%	2,354	2221	-5.6%
Branciforte	7211	5720	-20.7%	20712	16973	-18.1%	1218	295	-76%	6,508	4595	-29.4%
Capitola	9252	8173	-11.7%	24959	22177	-11.1%	806	1759	118%	5,271	5075	-3.7%
Central	42814	40573	-5.2%	97660	64677	-33.8%	8359	10318	23%	38,928	27389	-29.6%
Felton	2043	1689	-17.3%	6936	5583	-19.5%	425	243	-43%	1,335	894	-33.0%
Garfield Park	2901	2330	-19.7%	8973	6888	-23.2%	979	225	-77%	2,594	2183	-15.8%
La Selva Beach	842	709	-15.8%	3074	1897	-38.3%	26	238	817%	895	958	7.0%
Live Oak	12679	12779	0.8%	30941	21482	-30.6%	1122	2795	149%	9,418	9414	0.0%
Scotts Valley	16998	14735	-13.3%	38930	32217	-17.2%	2314	5152	123%	10,938	9633	-11.9%
Outreach	3099	2564	-17.3%	7116	5548	-22.0%	1893	2136	17%	357	1785	400.0%
TOTAL	121123	112262	-7.3%	296505	221117	-25.4%	19154	27677	44%	78,597	74540	-5.2%
Nov												
FY0910 (closed 1 week)												
Aptos	16011	19284	20.4%	38594	33727	-12.6%	1556	4281	175%	8,660	13,913	60.7%
Boulder Creek	2752	3556	29.2%	8366	9757	16.8%	516	234	-55%	1522	2,224	46.1%
Branciforte	5375	5044	-6.2%	16058	13116	-18.3%	1218	295	-76%	4,183	4,597	9.9%
Capitola	6865	7516	9.5%	19102	21010	10.0%	809	1759	118%	3,877	4,603	18.7%
Central	36594	40879	11.7%	82860	64540	-22.1%	8359	10318	23%	22,258	26,840	20.6%
Felton	1837	1833	-0.2%	5109	5881	15.1%	425	243	-43%	1,137	1,025	-9.9%
Garfield Park	2549	2052	-19.5%	7650	7228	-5.5%	979	225	-77%	2,305	1,977	-14.2%
La Selva Beach	735	909	23.7%	2419	2225	-8.0%	26	238	817%	613	1,608	162.3%
Live Oak	11783	13216	12.2%	28370	21666	-23.6%	1122	2795	149%	7,596	10,057	32.4%
Scotts Valley	13302	11622	-12.6%	31580	28080	-11.1%	2314	5152	123%	8,285	10,676	28.9%
Outreach	2658	3250	22.3%	5908	6704	13.5%	1833	2136	17%	714	2,267	217.5%
TOTAL	100161	109161	9.0%	246006	213954	-13.0%	19154	27677	44%	61,150	79,787	30.5%
(Italics=no self check)												
Dec												
FY0910 (closed 1 week)												
Aptos	16235	16442	1.3%	39162	29919	-23.6%	1556	4281	175%	9,645	8,924	-7.5%
Boulder Creek	2514	3206	27.5%	7719	8524	10.4%	516	234	-55%	1397	1,893	35.5%
Branciforte	4323	4679	8.2%	14243	10832	-23.9%	1218	295	-76%	4,274	4,465	4.5%
Capitola	6504	5884	-12.6%	19541	14691	-24.8%	806	1759	118%	3,531	3,957	12.1%
Central	36544	37335	2.2%	84033	62572	-25.5%	8359	10318	23%	23,207	25,579	10.2%
Felton	1656	1512	-8.7%	5840	5080	-13.0%	425	243	-43%	1,299	964	-25.8%
Garfield Park	2317	2113	-8.8%	7405	7142	-3.6%	979	225	-77%	2,006	2,098	4.8%
La Selva Beach	642	655	2.0%	2406	1835	-23.7%	26	238	817%	616	1,098	78.2%
Live Oak	11364	12185	7.2%	27947	20542	-26.5%	1122	2795	149%	8,112	8,480	4.5%
Scotts Valley	13084	13241	1.2%	31472	26282	-16.5%	2314	5152	123%	8,776	8,118	-7.5%
Outreach	2436	2522	3.5%	5091	5453	7.1%	1833	2136	17%	579	1,418	144.9%
TOTAL	97619	99574	2.0%	244669	192882	-21.2%	19154	27677	44%	63,442	67,877	7.0%

	Circulation		Busyness*		Reference/Info		Visitors	
	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011
		%change		%change		%change		%change
	Circulation		Busyness*		Reference/Info		Visitors	
	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011
		%change		%change		%change		%change
January								
Aptos	20228	19197	46421	32045	3401	4043	11,305	11,330
Boulder Creek	3141	3457	9193	9868	182	234	1,648	2,089
Branciforte	6898	5203	19227	11551	849	1209	5,569	4,964
Capitola	8549	7827	22718	15130	1668	2552	4,873	5,659
Central	48661	43908	107671	67947	11154	12848	31,811	31,819
Felton	1784	1736	6497	5751	178	143	1,461	1,071
Garfield Park	2881	2173	8062	7078	503	693	2,604	2,647
La Selva Beach	784	1018	2665	2143	104	303	752	1,141
Live Oak	14045	14161	34508	23909	3124	3354	9,482	10,761
Scotts Valley	17080	14863	38749	27372	2834	6249	11,268	10,114
Outreach	2419	2808	6054	6180	2799	2747	800	1,824
TOTAL	126270	116351	301765	208374	26796	34376	81,362	83,419
	Circulation		Busyness*		Reference/Info		Visitors	
	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011
		%change		%change		%change		%change
February								
Aptos	19120	19197	45071	32045	3401	4043	10,797	11,009
Boulder Creek	2968	3457	8932	9868	182	234	1,794	2,082
Branciforte	5857	5203	17982	11551	849	1209	4,873	5,331
Capitola	8433	7827	23032	15130	1668	2552	5,103	5,409
Central	43293	43908	98941	67947	11154	12848	30,157	28353
Felton	1545	1736	5882	5751	178	143	1,230	1,288
Garfield Park	2570	2173	7805	7078	503	693	2,147	2,785
La Selva Beach	689	1018	2478	2143	104	303	690	1,286
Live Oak	11664	14161	30495	23909	3124	3354	9,135	9,602
Scotts Valley	15676	14863	37026	27372	2834	6249	10,385	9,918
Outreach	1879	2808	3214	2135	2799	2747	980	1,559
TOTAL	113694	116351	280858	204329	26796	34376	77,291	78,620
note: Circulation includes self check but busyness does not Busyness is a measure of staff workload.								
	Circulation		Busyness*		Reference/Info		Visitors	
	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011	FY0910	FY1011
		%change		%change		%change		%change
March								
Aptos	21408	18092	51024	29632	3401	4043	12,779	10,453
Boulder Creek	3676	3069	10469	8043	182	234	2,338	2,338
Branciforte	5979	5582	18770	11226	849	1209	5,358	5,358
Capitola	8760	7683	25078	14963	1668	2552	5,104	5,104
Central	45936	38804	106284	61666	11154	12848	32,631	32,631
Felton	1832	1650	6960	5350	178	143	1,107	1,107
Garfield Park	3488	2067	10276	6669	503	693	3,224	3,224
La Selva Beach	747	1014	2878	2253	104	303	758	758
Live Oak	13334	12409	34789	21131	3124	3354	11,274	9,762
Scotts Valley	18253	13923	43059	25142	2834	6249	12,447	9,359
Outreach	2216	2885	3942	2130	2799	2747	1,126	na
TOTAL	125629	107178	313547	204329	26796	34376	88,146	88,146
note: Circulation includes self check but busyness does not Busyness is a measure of staff workload.								

PER OPEN HOUR

	Circ/Open Hour		Busyness/Open Hour		Refinfo/Open Hour		Visits/Open Hour		
	FY0910	FY10/11	FY0910	FY10/11	FY0910	FY10/11	FY0910	FY10/11	
		%change		%change		%change		%change	
July									
Aptos	150	147	-3%	341	25	-6%	98	73	-26%
Boulder Creek	67	15	-78%	44	1	-78%	86	9	-89%
Branciforte	111	101	-8%	301	59	-16%	107	78	-27%
Capitola	106	112	6%	294	25	5%	73	59	-19%
Central	257	247	-4%	520	76	-9%	196	172	-13%
Felton	73	59	-20%	185	5	-29%	54	35	-36%
Garfield Park	70	44	-38%	144	11	-33%	67	37	-44%
La Selva Beach	28	17	-41%	37	2	-64%	35	25	-27%
Live Oak	106	110	4%	288	14	-31%	88	56	-36%
Scotts Valley	125	130	4%	287	22	-3%	89	81	-9%
TOTAL	1093	980	-10%	2339	240	-20%	894	626	-30%
August									
Aptos	156	145	-7%	341	25	-6%	88	81	-8%
Boulder Creek	80	16	-80%	47	1	-77%	87	11	-87%
Branciforte	129	93	-28%	330	59	-12%	105	76	-27%
Capitola	122	100	-19%	285	25	-2%	66	61	-8%
Central	280	248	-11%	578	76	-16%	200	168	-16%
Felton	57	46	-19%	201	5	-16%	44	28	-36%
Garfield Park	60	52	-14%	190	11	-17%	61	48	-22%
La Selva Beach	22	16	-30%	81	2	-51%	24	21	-11%
Live Oak	109	108	-1%	288	14	-28%	84	90	7%
Scotts Valley	119	118	0%	279	22	0%	83	74	-11%
TOTAL	1104	942	-15%	2292	240	-18%	841	658	-22%
Sept									
Aptos	148	134	-9%	282	25	-17%	91	67	-27%
Boulder Creek	68	14	-80%	41	1	-79%	41	9	-78%
Branciforte	98	92	-7%	285	59	-4%	95	79	-17%
Capitola	104	94	-9%	261	25	-7%	69	55	-20%
Central	241	232	-4%	543	76	-24%	199	159	-20%
Felton	67	48	-29%	221	5	-28%	40	36	-11%
Garfield Park	65	49	-24%	192	11	-24%	40	38	-5%
La Selva Beach	23	12	-50%	86	2	-64%	29	16	-43%
Live Oak	104	103	-1%	250	14	-30%	85	58	-32%
Scotts Valley	120	115	-4%	278	22	-5%	79	77	-2%
TOTAL	1038	893	-13.98%	2680	240	-23%	768	594	-23%
Oct									
Aptos	144	128	-11%	338	16	-39%	81	69	-15%
Boulder Creek	64	24	-63%	198	14	-47%	47	15	-69%
Branciforte	119	83	-31%	341	29	-36%	107	66	-38%
Capitola	107	90	-16%	288	13	-19%	61	56	-8%
Central	247	215	-13%	563	70	-44%	225	145	-35%
Felton	59	34	-42%	200	18	-47%	50	18	-64%
Garfield Park	56	36	-36%	173	27	-49%	50	34	-33%
La Selva Beach	24	12	-52%	89	1	-65%	26	16	-39%
Live Oak	104	102	-3%	255	13	-35%	78	75	-3%
Scotts Valley	123	103	-16%	281	24	-22%	79	67	-15%
TOTAL	1047	826	-21%	2726	225	-41.3%	803	560	-30%

PER OPEN HOUR

	Circ/Open Hour		Busyness/Open Hour		Ref/Info/Open Hour		Visits/Open Hour		%change			
	FY0910	FY10/11	FY0910	%change	FY0910	%change	FY0910	FY10/11				
Nov												
Aptos	115	117	278	1%	205	-28%	16	26	63%	84	-6%	
Boulder Creek	53	39	161	-26%	107	-33%	14	3	-82%	42	-42%	
Branciforte	89	65	265	-27%	168	-36%	29	4	-87%	100	-59%	
Capitola	79	79	220	0%	220	0%	13	18	42%	65	-26%	
Central	211	201	478	-5%	317	-34%	70	51	-28%	185	-132	
Felton	44	28	147	-36%	90	-39%	18	4	-79%	47	-66%	
Garfield Park	49	28	147	-48%	93	-37%	27	3	-89%	64	-25	
La Selva Beach	21	15	70	-29%	37	-47%	1	4	293%	26	27	
Live Oak	97	102	234	5%	167	-29%	13	22	65%	90	77	
Scotts Valley	96	79	228	-18%	191	-16%	24	35	46%	86	72	
TOTAL	855	750	2228	-12%	1595	-28%	225	168	-25%	795	565	-29%
Dec (closed 1 wk)												
Aptos	169	100	408	-41%	182	-55%	16	26	63%	100	54	-46%
Boulder Creek	70	35	214	-50%	94	-56%	14	3	-82%	39	21	-47%
Branciforte	103	60	339	-42%	139	-59%	29	4	-87%	102	57	-44%
Capitola	108	60	326	-45%	154	-53%	13	18	42%	59	42	-30%
Central	305	183	700	-40%	307	-58%	70	51	-28%	193	126	-35%
Felton	69	23	235	-66%	78	-67%	18	4	-79%	54	15	-73%
Garfield Park	64	27	208	-58%	92	-56%	27	3	-89%	66	38	-32%
La Selva Beach	27	11	100	-60%	30	-70%	1	4	293%	26	18	-30%
Live Oak	135	94	333	-31%	158	-53%	13	22	65%	97	65	-33%
Scotts Valley	136	90	328	-34%	178	-46%	24	35	46%	91	55	-39%
TOTAL	1186	683	3189	-42%	1412	-56%	225	168	-25%	817	412	-50%
January												
Aptos	146	117	335	-20%	195	-42%	25	25	0%	82	69	-16%
Boulder Creek	60	38	177	-37%	108	-39%	4	3	-27%	32	23	-28%
Branciforte	114	67	317	-41%	148	-53%	14	16	11%	92	64	-31%
Capitola	99	82	262	-17%	159	-39%	19	27	39%	66	59	6%
Central	281	216	621	-23%	331	-47%	64	63	-2%	182	156	-14%
Felton	51	27	187	-48%	88	-59%	5	2	-67%	42	16	-61%
Garfield Park	52	28	155	-46%	91	-41%	10	9	-8%	50	34	-32%
La Selva Beach	23	17	77	-26%	35	-54%	3	5	67%	22	19	-13%
Live Oak	116	109	284	-6%	184	-35%	26	26	0%	78	83	6%
Scotts Valley	123	101	279	-18%	186	-34%	20	42	108%	81	69	-15%
TOTAL	1064	800	2695	-25%	1525	-43%	190	217	14%	717	592	-17%
February												
Aptos	138	117	325	-15%	195	-40%	25	25	0%	78	67	-14%
Boulder Creek	57	39	172	-33%	108	-37%	4	3	-27%	35	23	-34%
Branciforte	97	67	296	-31%	148	-50%	14	16	11%	80	68	-15%
Capitola	97	82	266	-16%	159	-40%	19	27	39%	59	57	-4%
Central	250	216	571	-14%	331	-42%	64	63	-2%	174	139	-20%
Felton	45	27	170	-40%	88	-48%	5	2	-67%	35	20	-44%
Garfield Park	49	28	150	-44%	91	-40%	10	9	-8%	41	36	-14%
La Selva Beach	20	17	71	-16%	35	-51%	3	5	67%	20	21	7%
Live Oak	96	109	251	13%	184	-27%	26	26	0%	75	74	-2%
Scotts Valley	113	101	267	-11%	186	-30%	20	42	108%	75	67	-10%
TOTAL	962	800	2639	-17%	1525	-40%	190	217	14%	672	572	-15%

PER OPEN HOUR

	Circ/Open Hour		Busyness/Open Hour		Ref/Info/Open Hour		Visits/Open Hour	
	FY0910	FY10/11	FY0910	FY10/11	FY0910	FY10/11	FY0910	FY10/11
		%change		%change		%change		%change
March								
Aptos	154	110	-29%	368	180	-51%	92	63
Boulder Creek	71	34	-52%	201	88	-56%	45	0
Branciforte	99	72	-27%	309	144	-53%	88	0
Capitola	101	81	-20%	289	151	-48%	59	0
Central	265	191	-28%	613	302	-51%	188	0
Felton	53	25	-52%	201	82	-59%	32	0
Garfield Park	67	27	-60%	198	86	-57%	62	0
La Selva Beach	22	17	-22%	83	37	-55%	22	0
Live Oak	110	95	-13%	287	163	-43%	93	75
Scotts Valley	132	95	-28%	311	171	-45%	90	64
TOTAL	1073	745	-31%	2860	1403	-51%	771	202

10/11 SELF CHECKOUT

JULY								
	#1	#2	#3	#4	#5	#6	TOTAL	% Circ
Aptos	2270						2270	11%
Boulder Creek	na						0	0%
Branciforte	na						0	0%
Capitola	na						0	0%
Central	3725	1187					4912	11%
Felton	na						0	0%
Garfield Park	na						0	0%
La Selva Beach	803						803	80%
Live Oak	4036	3365	3601				11002	83%
Scotts Valley	1861						1861	10%
							20848	17%
AUGUST								
	#1	#2	#3	#4	#5	#6	TOTAL	% Circ
Aptos	2298						2298	11%
Boulder Creek							0	0%
Branciforte							0	0%
Capitola							0	0%
Central	12009	3438					15447	36%
Felton							0	0%
Garfield Park							0	0%
La Selva Beach	795						795	84%
Live Oak	4867	3514	3696				12077	92%
Scotts Valley	1675						1675	10%
							32292	27%
SEPTEMBER								
	#1	#2	#3	#4	#5	#6	TOTAL	% Circ
Aptos	2792	1374	1360				5526	30%
Boulder Creek							0	0%
Branciforte							0	0%
Capitola							0	0%
Central	8329	3984	4524	3794			20631	51%
Felton							0	0%
Garfield Park							0	0%
La Selva Beach	607						607	86%
Live Oak	4351	3000	3068				10419	83%
Scotts Valley	1981						1981	12%
							39164	34%
OCTOBER								
	#1	#2	#3	#4	#5	#6	TOTAL	% Circ
Aptos	4238	3556	4466				12260	63%
Boulder Creek							0	0%
Branciforte							0	0%
Capitola							0	0%
Central	7047	6743	9340	4130			27260	67%
Felton							0	0%
Garfield Park							0	0%
La Selva Beach	514						514	72%
Live Oak	4427	2955	3441				10823	85%
Scotts Valley	2951	507	783				4241	29%
							55098	49%

10/11 SELF CHECKOUT

NOVEMBER								
	#1	#2	#3	#4	#5	#6	TOTAL	% Circ
Aptos	4716	3470	4790				12976	67%
Boulder Creek							0	0%
Branciforte	1406	1578					2984	59%
Capitola							0	0%
Central	6109	7211	10062	5016			28398	69%
Felton							0	0%
Garfield Park							0	0%
La Selva Beach	692						692	76%
Live Oak	4502	3950	2835				11287	85%
Scotts Valley	3625	2269	3127				9021	78%
							65358	60%
DECEMBER								
	#1	#2	#3	#4	#5	#6	TOTAL	% Circ
Aptos	4303	2906	5069				12278	75%
Boulder Creek							0	0%
Branciforte	1534	2294					3828	82%
Capitola	1655	1464					3119	55%
Central	4817	6631	10359	3851			25658	69%
Felton							0	0%
Garfield Park							0	0%
La Selva Beach	535						535	82%
Live Oak	4314	3286	2452				10052	82%
Scotts Valley	3199	1979	2723				7901	60%
							63371	64%
JANUARY								
	#1	#2	#3	#4	#5	#6	TOTAL	% Circ
Aptos	4709	3677	6262				14648	76%
Boulder Creek							0	0%
Branciforte	1646	2474					4120	79%
Capitola	3021	3210					6231	80%
Central	4905	7603	12437	5314			30259	69%
Felton							0	0%
Garfield Park							0	0%
La Selva Beach	804						804	79%
Live Oak	4908	3829	3230				11967	85%
Scotts Valley	3670	2565	3708				9943	67%
							77972	67%
FEBRUARY								
	#1	#2	#3	#4	#5	#6	TOTAL	% Circ
Aptos	4709	3677	6262				14648	76%
Boulder Creek							0	0%
Branciforte	1646	2474					4120	79%
Capitola	3021	3210					6231	80%
Central	4905	7603	12437	5314			30259	69%
Felton							0	0%
Garfield Park							0	0%
La Selva Beach	804						804	79%
Live Oak	4908	3829	3230				11967	85%
Scotts Valley	3670	2565	3708				9943	67%
							77972	67%

10/11 SELF CHECKOUT

MARCH	#1	#2	#3	#4	#5	#6	TOTAL	% Circ
Aptos	4603	3345	5944				13892	77%
Boulder Creek	867	1					868	28%
Branciforte	2092	2369					4461	80%
Capitola	2991	3190					6181	80%
Central	3933	6749	11188	5128			26998	70%
Felton							0	0%
Garfield Park							0	0%
La Selva Beach	815						815	80%
Live Oak	4380	3686	2595				10661	86%
Scotts Valley	3555	2287	3378				9220	66%

Pacific Library Partnership & System Advisory Board Breakfast
"Celebrating Library Advocacy"

Library Advocacy and the Legislative Year in Review
Deborah Doyle, Chair, CLA Legislative Committee

Presentation by Senator Joe Simitian honoring Santa Clara County
Library Director Melinda Cervantes as the 11th State Senate District's
Woman of the Year

TIME AND PLACE	SCHEDULE	INFORMATION
Saturday, May 21, 2011		650.349.5538
8:30-11:00 am	Registration 8:30	Kathy Krause
Stanford Park Hotel	Breakfast & Program 9:00	krause@plsinfo.org
100 El Camino Real		RSVP by May 13, 2011
Menlo Park		Limited seating: Reservations required



County of Santa Cruz

COUNTY ADMINISTRATIVE OFFICE

701 OCEAN STREET, SUITE 520, SANTA CRUZ, CA 95060-4073

(831) 454-2100 FAX: (831) 454-3420 TDD: (831) 454-2123

SUSAN MAURIELLO, J.D., COUNTY ADMINISTRATIVE OFFICER

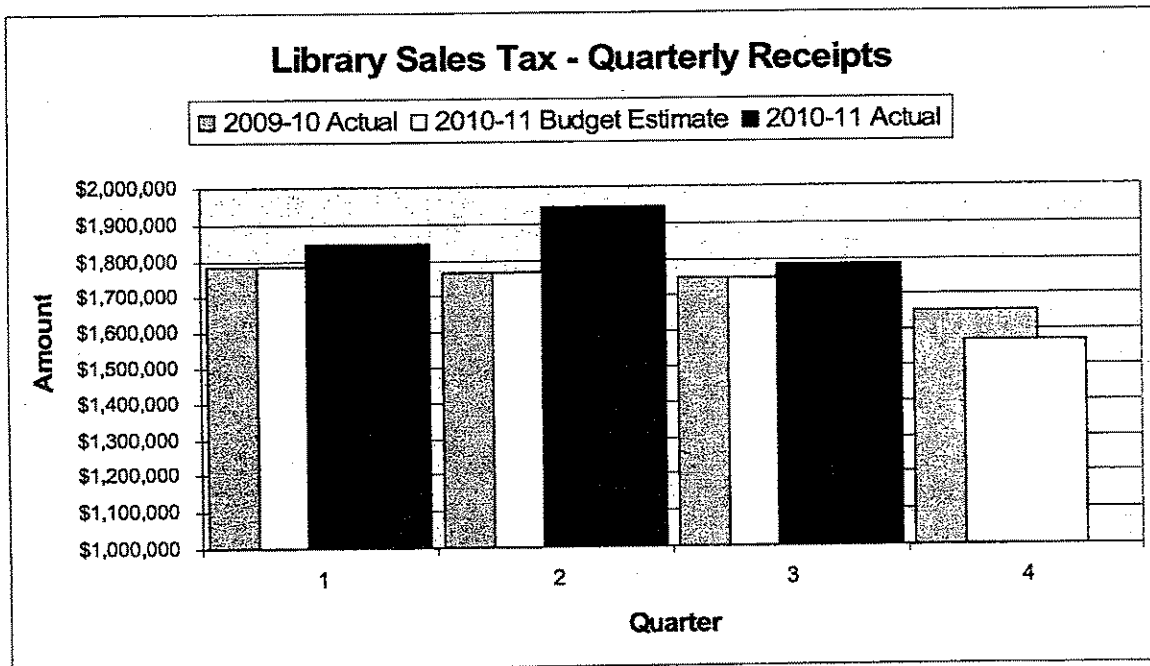
March 23, 2011

TO: Each Member of the Library Financing Authority

QUARTERLY UPDATE FOR LIBRARY SALES TAX REVENUE

The purpose of this letter is to provide the 3rd quarter revenue estimate for the Library Sales Tax which takes into account actual receipts through March, 2011. In summary, total receipts for the 3rd quarter were \$1,784,248 which is \$36,555 better than the 3rd quarter estimate provided to the Library Financing Authority in January 2011. The year to date revenue exceeds estimates by \$278,087.

The graph below provides a comparison of the actual quarterly receipts for 2009-10 (the gray bars) and the quarterly estimates for 2010-11 (the white bars) and the actual receipts to date for 2010-11 (the black bars).



So far, actual receipts have exceeded 2010-11 estimated receipts and 2009-10 actual receipts for each quarter this fiscal year.

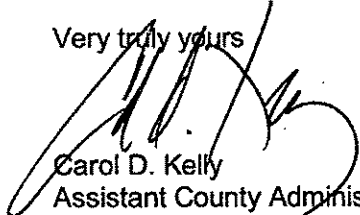
SERVING THE COMMUNITY – WORKING FOR THE FUTURE

Each Member of the Board of Directors
Monday, March 28, 2011
Page 2

The attached table provides quarterly and annual data for the Library Sales Tax for the 1997-98 through 2010-11 fiscal years.

If you have any questions, please give me a call at 454 3402.

Very truly yours



Carol D. Kelly
Assistant County Administrative Officer

Attachment

cc: Director of Libraries, Santa Cruz City/County Library System
Library Director, Watsonville Library
County Administrative Officer
Santa Cruz City Manager
Watsonville City Manager
Auditor-Controller
Santa Cruz Director of Finance
Administrative Services Director, City of Watsonville

Library Sales Tax Receipts - Quarterly and Annual

Year	Quarter	Quarterly		Annual		
		Actual & Estimate	Estimate	Actual/ Estimate	Change	% Change
1997-98	1	\$1,460,903				
1997-98	2	1,533,628				
1997-98	3	1,582,188				
1997-98	4	1,358,294		\$5,935,013		
1998-99	1	1,623,813				
1998-99	2	1,690,893				
1998-99	3	1,525,948				
1998-99	4	1,561,793		\$6,402,447	\$467,434	7.88%
1999-00	1	1,741,273				
1999-00	2	1,862,384				
1999-00	3	1,859,563				
1999-00	4	1,756,389		\$7,219,609	\$817,162	12.76%
2000-01	1	1,986,572				
2000-01	2	2,051,736				
2000-01	3	2,035,286				
2000-01	4	1,789,860		\$7,863,454	\$643,845	8.92%
2001-02	1	1,940,315				
2001-02	2	1,978,436				
2001-02	3	1,787,984				
2001-02	4	1,764,249		\$7,470,984	(\$392,470)	-4.99%
2002-03	1	1,826,667				
2002-03	2	2,032,714				
2002-03	3	1,833,704				
2002-03	4	1,686,660		\$7,379,745	(\$91,239)	-1.22%
2003-04	1	1,843,988				
2003-04	2	1,986,815				
2003-04	3	1,787,501				
2003-04	4	1,712,421		\$7,330,725	(\$49,020)	-0.66%
2004-05	1	1,969,607				
2004-05	2	1,911,909				
2004-05	3	1,983,125				
2004-05	4	1,800,041		\$7,664,682	\$333,957	4.56%
2005-06	1	1,912,226				
2005-06	2	2,298,069				
2005-06	3	2,060,642				
2005-06	4	1,878,281		\$8,149,218	\$484,536	6.32%
2006-07	1	2,124,038				
2006-07	2	2,318,897				
2006-07	3	2,098,577				
2006-07	4	1,998,430		\$8,539,942	\$390,724	4.79%
2007-08	1	2,182,266				
2007-08	2	2,182,896				
2007-08	3	2,035,609				
2007-08	4	1,953,174		\$8,353,945	(\$185,997)	-2.18%
2008-09*	1	2,112,168				
2008-09	2	2,125,649				
2008-09	3	1,795,098				
2008-09	4	1,570,743		\$7,603,658	(\$750,287)	-8.98%
2009-10	1	1,783,988				
2009-10	2	1,764,882				
2009-10	3	1,747,693				
2009-10	4	1,650,856		\$6,947,419	(\$656,239)	-8.63%
2010-11	1	1,845,994	1,783,988			
2010-11	2	1,944,408	1,764,882			
2010-11	3	1,784,248	1,747,693			
2010-11	4		1,570,743	\$6,867,306	(\$80,113)	-1.15%

* The amount for the 1st quarter includes the cost of the Measure R Election.
 Estimated cost of the election was \$275,000. Actual cost of the election was \$198,267.
 * Bold Amounts are Estimated.