

Chair Martin Bernal
Vice Chair Jenny Haruyama
Board Member Susan Mauriello
Board Member Jamie Goldstein



**SANTA CRUZ CITY/COUNTY LIBRARIES
JOINT POWERS AUTHORITY BOARD
REGULAR MEETING**

MARCH 2, 2017

6:00 P.M.

**[IMMEDIATELY FOLLOWING THE SANTA CRUZ LIBRARIES
FACILITIES FINANCING AUTHORITY (LFFA)]**

**APTOS BRANCH MEETING ROOM
7695 SOQUEL DRIVE, APTOS, CA 95003**

1. CALL TO ORDER / ROLL CALL

Board Members Jamie Goldstein, Jenny Haruyama, Susan Mauriello, and Chair Martin Bernal

2. PRESENTATIONS

David Addison: Veterans' Project

3. ADDITIONAL MATERIALS

Additional information submitted after distribution of the agenda packet.

4. ADDITIONS AND DELETIONS TO AGENDA

5. ORAL COMMUNICATION

Any member of the audience may address the Board on any matter either on or off the agenda that is within the Board's jurisdiction. Note, however, that the Board is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action which may include placement on a future agenda. If you intend to address a subject that is on the Agenda, please hold your comments regarding that item until it is before the Board so that we may properly address all comments on that subject at the same time. In general 3 minutes will be permitted per speaker during Oral Communication; A MAXIMUM of 30 MINUTES is set aside for Oral Communications at this time.

6. REPORT BY LIBRARY DIRECTOR

A. Library Director's Report – February 2017 (PG.4-5)

7. REPORT BY FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES

8. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

A. Commissioners' Report – February 2017

9. COMMENTS BY BOARD MEMBERS

10. CONSENT CALENDAR

All items listed in the "Consent Calendar" will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Board votes on the action unless members of the public or the Board request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Business.

- A. Receive Minutes of February 2, 2017
RECOMMENDED ACTION: Approve Minutes (PG.6-8)
- B. Articles about Santa Cruz Public Libraries.
RECOMMENDED ACTION: Receive Articles (PG.9-21)
- C. Receive Financial Snapshot for December and January 2016/17 (PG.22-35)
RECOMMENDED ACTION: Receive Financial Snapshot.
- D. Approve Naming Policy
RECOMMENDED ACTION: Approve Naming Policy (PG.36-37)

11. GENERAL BUSINESS

Other Business items are intended to provide an opportunity for public discussion of each item listed. The following procedure is followed for each Business item: 1) Staff explanation; 2) Board questions; 3) Public comment; 4) Board deliberation; 5) Decision.

- A. Costs associated with new libraries
RECOMMENDED ACTION: Review Report (PG.38-40)
- B. Pilot Hours, Books and Technology Budget Request
RECOMMENDED ACTION: Authorize Budget Adjustment for FY17 (PG.41-45)
- C. Security Update
RECOMMENDED ACTION: Review Report (PG.46-47)

12. SCHEDULED UPCOMING MEETINGS

| | | |
|----------------------|--------------------------------|--|
| April 6, 2017 | Downtown Branch Library | Upcoming Agenda Items: |
| at 9:00 am | 224 Church Street | Gift Policy |
| | Santa Cruz, CA 95060 | Goals and Direction for upcoming Budget FY 18 |
| | | |

13. ADJOURNMENT

Adjourned to a Regular Meeting of the Library Joint Powers Authority Board to be held on Thursday, April 6, 2017 [immediately following the LFFA meeting] at 9:00 a.m. at the Downtown Branch Meeting Room located at 224 Church Street, Santa Cruz, CA 95060.

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 (831)427-7706 at least five days in advance so that we can arrange for such special assistance, or email library_admin@santacruzpl.org.

Library Director's Report - February 2017

Library Operations

Three regional library managers have been hired to manage the North County (Jessica Goodman), Mid County (Heather Norquist) and Valleys regions (Laura Whaley). Heather and Laura will begin work this week. Jessica is transitioning from the Palo Alto City Library on March 20. Gale Farthing, the current Division Manager will retire on April 14, 2017.

A portion of the City's library administrative services building is being reallocated to the Water Department in an exchange for a reduction in rent.

A large crowd attended the official opening of the Veterans Information Center on February 16 in the Downtown library. The grant-funded center is part of a network of programs in public libraries across the State of California that will connect veterans and their families to local resources. Six volunteers have been recruited to staff the program and 25 individuals have been served so far.

The Library provided a free citizenship workshop on February 16 through a partnership with the International Rescue Committee and with the assistance of the *Community Conversation on Immigration* grant. Twenty-five individuals attended.

The Library has begun the City of Santa Cruz's budget process. Departments are reviewing their base budgets.

The office of the Sentinel is moving back to the City of Santa Cruz and has asked for the Library's assistance to insure that historical documents are not lost in the transition. A small group of interested citizens are working on the transition.

Library Building Projects

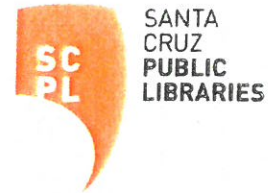
County staff and architect Teall Messer continue to work on the permitting processes for the new Felton branch library. The architect is in the process of hiring an interior designer. The Friends have been working on adjacent easements to expand the *Nature Explore* concept. They have also begun working on obtaining a large financial grant.

The Capitola branch is completing a schematic design for review at a public meeting scheduled March 8. The City Council is expected to review and approve on March 23. The Friends have committed to raising \$350,000 for the building and amenities.

The City of Santa Cruz is looking for seven area citizens to serve on the Downtown Library Advisory Committee to develop a building program, evaluate sites and develop a cost estimate for the Downtown branch. An RFQ will be released in the next few weeks seeking planning services for the project.

County Supervisor, John Leopold, is leading a group of interested citizens to explore adding library spaces to the Boys and Girls Club or Simpkins Swim Center in Live Oak.

Chair Martin Bernal
Vice Chair Jenny Haruyama
Board Member Susan Mauriello
Board Member Jamie Goldstein



**SANTA CRUZ CITY/COUNTY LIBRARIES
JOINT POWERS AUTHORITY BOARD
(LJPA)**

REGULAR MEETING MINUTES

**THURSDAY, FEBRUARY 2, 2017
9:00 A.M.**

1. ROLL CALL

PRESENT: Chair Martin Bernal; Vice Chair Jenny Haruyama, Jamie Goldstein (Board Member), Susan Mauriello (Board Member),
STAFF: Library Director Susan Nemitz, Finance Director Marcus Pimentel

2. PRESENTATIONS

None

3. ADDITIONAL MATERIALS

Fund balance funding plan (hand out)

4. ADDITIONS AND DELETIONS TO AGENDA

The Agenda of February 2, 2017 was approved by consensus.

5. ORAL COMMUNICATIONS

None

6. REPORT BY LIBRARY DIRECTOR

A. Library Director Susan Nemitz introduced the three newly hired/promoted Regional Managers.

7. FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES REPORT

Phil Rodriguez, Board Member, reported on the Friends of the Santa Cruz Public Libraries' activities.

8. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

- A. Martha Dexter, LAC Chair for 2017, gave an update on the LAC's January meeting. A written report will also be included in the Board packet going forward.

9. COMMENTS BY BOARD MEMBERS

Jamie Goldstein gave a brief update on the Capitola library facilities.

10. CONSENT CALENDAR

- A. Approve Minutes of January 12, 2017 meeting.
ACTION: Approved Minutes
- B. Receive Quarterly Narrative Report for 2nd Qtr. 2016
ACTION: Received Articles
- C. Receive Quarterly Performance Measures for 2nd Qtr. 2016
ACTION: Received Performance Measures
- D. Receive Financial Report for 2nd Qtr. 2016
ACTION: Received Financial Report
- E. Receive Security Incidents Log for 2nd Qtr. 2016
ACTION: Received Security Incidents Log
- F. Receive Articles about Santa Cruz Public Libraries
ACTION: Received Articles

| | |
|------------------|---|
| RESULT: | APPROVED CONSENT ITEMS <u>10A., 10.B., 10.C., 10.D., 10.E. and 10.F.</u> [UNANIMOUS] |
| MOVER: | Susan Mauriello (Board Member) |
| SECONDER: | Jenny Haruyama (Vice Chair) |
| AYES: | Bernal, Mauriello, Haruyama, Goldstein |

11. GENERAL BUSINESS

- A. Financial Review and Forecasting Presentation by Finance Director Marcus Pimentel and Board discussion.

LJPA
February 2, 2017

12. ADJOURNMENT

Final Adjournment of the Library Joint Powers Authority Board (LJPA) at 10:54 a.m. to the next Regular Meeting Thursday, March 2, 2017 at 6:00 p.m. [immediately following the Libraries Facilities Financing Authority (LFFA) meeting] at the Aptos Branch Meeting Room, located at 7695 Soquel Drive, Aptos, CA 95003.

ATTEST: _____
Helga Smith, Clerk of the Board

All documents referred to in these minutes are available in the Santa Cruz Public Libraries – Library Headquarters Office, 117 Union Street, Santa Cruz.



IN THE NEWS AND MEDIA:

The grand opening of the Veterans Information Center on February 16th drew a 120 attendees and garnered a lot of attention from the news outlets and in social media:



SC CO. LIBRARY VETERANS CENTER-2/16/17-1906-PMD

(20:20) SANTA CRUZ- The main branch of the Santa Cruz County Library system is home to a Veterans Information Center. Yesterday (Thurs) an official ribbon cutting ceremony took place for the center which has actually been operational for two months. The Veterans Information Center is staffed by volunteers and funded with a three year federal grant to pair veterans with benefits through referrals. Hours are 1 to 3 p.m. Mondays, 10 a.m. to noon Tuesdays, 10 a.m. to noon Wednesdays.

Santa Cruz Sentinel

Santa Cruz downtown library promotes new veterans information center

By [Jessica A. York](#), *Santa Cruz Sentinel*

POSTED: 02/16/17, 5:31 PM PST | UPDATED: 4 DAYS AGO

[2 COMMENTS](#)

SANTA CRUZ >> JUST INSIDE THE MAIN ENTRANCE TO THE SANTA CRUZ PUBLIC LIBRARY'S DOWNTOWN BRANCH, RETIRED LIBRARIAN JOHANNA BOWEN OF LIVE OAK CAN BE SEEN WAITING PATIENTLY TO ATTRACT THE ATTENTION OF VETERANS AND THEIR FAMILIES A COUPLE HOURS EACH WEEK.



David Addison of Santa Cruz Public Libraries, far right, speaks to the crowd assembled in the downtown Santa Cruz branch for the opening of the Veterans Information Center on Thursday. (Dan Coyro -- Santa Cruz Sentinel)

Bowen, 74, is one of six volunteers who have helped staff the library's new [Veterans Information Center](#) in the past two months. The veteran-centric space is designed to connect veterans and their families with local, state and federal resources on education, employment, housing, health, disability and other benefits. Some 25 veterans have been directly benefitted since its "soft opening" in December, librarian and Veterans Resource Center program director David Addison said.

On Thursday, library officials along with partner veteran service organizations hosted a ribbon cutting ceremony and networking for the new resource center.

"We are basically a link in the chain of countywide service providers and have immediate impact on veterans seeking help at the library," Addison told about two dozen people gathered for the event.

Veterans may sometimes face feelings of isolation in the community, both from interpersonal relations and information resources, Mayor Cynthia Chase said during the event. The new center will offer a chance to determine if vets and their families are eligible for benefits of which they were unaware.

"I think the libraries are really bringing together part of our community that really needs to know how valued they are for their service, for their part in our community and this is just a great way to do that," Chase said.

Bowen, after the ceremony, said three veterans and numerous other interested community members have passed through during her two-hour weekly Monday morning slots.

Vets Information Center

At a glance: Veterans Connect@ the Library, three-year federal grant to pair veterans with benefits through referrals

Hours: 1-3 p.m. Mondays, 10 a.m. to noon Tuesdays, 10 a.m. to noon Wednesdays. Librarians also available for individual appointments

Location: Downtown Santa Cruz library branch, 224 Church St.

Information: santacruzpl.org/veterans, vetsconnect@santacruzpl.org

Volunteer: Contact David Addison at 831-427-7700 ext 7671, addisond@santacruzpl.org

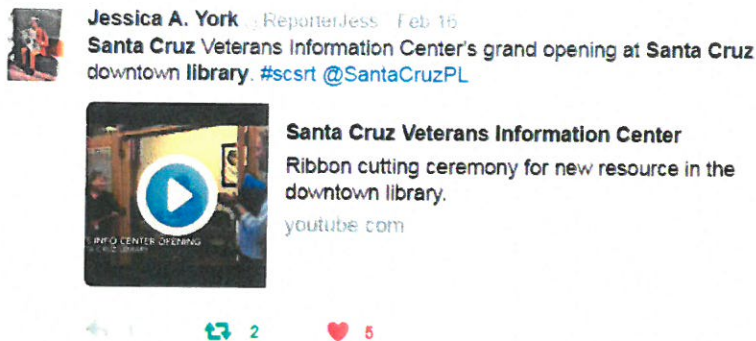
"I'm really happy to have found something as important as this to do in retirement," said Bowen, who formerly served as library director at Cabrillo Community College. "There are not people lining up. The word has to get out. People who have not made connections have to hear about it and then they have to find it. I think we're going to do well. I'm very happy with this library, because I think it's doing things that public libraries didn't do for years and years."

Santa Cruz's program, [the Veterans Connect@ the Library partnership](#) with the State Library and California Department of Veterans Affairs, is funded by a three-year National Library Services and Technology Act grant. Statewide, some 50 such veteran centers exist in public libraries.

Calvin Angel, with state Veterans Affairs, told those gathered that this was the third such library center opening he had attended.

"These types of settings are going to make my job so much easier, because a large part of what I do from Santa Cruz to Santa Barbara is trying to put information out to veterans and connect them to the services and benefits that are available to them," Angel said. "Someone's going to see this center and realize that it applies to a family member or friend."

Jessica York also tweeted a video of the ribbon cutting ceremony:



The Citizenship Workshop held on February 18th was also covered in the news and on social media. The first article appeared prior to the event.

Santa Cruz Sentinel

Santa Cruz public library to host citizenship workshop

By Ula Chrobak, uchrobak@santacruzsentinel.com, [@ulachrobak](#) on Twitter

POSTED: 02/15/17, 4:59 PM PST | UPDATED: 9 HRS AGO

Santa Cruz >> The Santa Cruz Public Library will host a free U.S. citizenship workshop on Saturday.

The workshop, led by the International Rescue Committee, will run from 11 a.m. to 3 p.m. at the library's downtown branch, 224 Church St.

Learning about citizenship

- What: U.S. citizenship workshop
- When: 11 a.m. to 3 p.m. Saturday
- Where: Downtown library branch, 224 Church St., Santa Cruz
- Information/register: [citizenshipsantacruz.eventbrite.com](#); call 408-277-0255 ext. 17, 18 or 21 or email sanjoseimmigration@rescue.org

IRC members will start the event with a session detailing eligibility requirements and the application process for citizenship. After, immigration specialists will work one on one with attendees who are ready to apply for citizenship, helping them fill out and submit an application.

The committee has led about 80 workshops in the Bay Area, but this is the first citizenship workshop held in Santa Cruz. According to Diane Cowen, virtual services librarian at Santa Cruz Public Libraries, there has always been a need for citizenship workshops in the community. So when IRC reached out offering to lead the workshop, the library was agreed to host.

"The library is a safe neutral place to have programs like this," said Cowen. "Sometimes people might feel uncomfortable when it comes to issues surrounding immigration and citizenship."

The goal of the event is to make citizenship information available to Santa Cruz area residents. IRC staff will lead attendees through eligibility requirements, what documents they need and what the costs are. The session will be held in English and Spanish. According to Kayla Ladd, community outreach specialist at IRC, often it's just availability of accurate information that can hold people back from getting their citizenship.

"The biggest obstacle is overcoming the little things that might be holding someone back from getting the correct information," said Ladd, who has been working for the IRC since April. "We just want to make it as easy as possible for people to get good information."


In her work at the IRC, she's noticed that over time, attendance at the workshops tends to increase as more people become aware of the resources. Getting nearby, familiar locations such as colleges and libraries to participate helps people get access to citizenship information.

"There are a lot of people that might benefit from this information who may not have had access to it nearby," said Ladd.

After the workshop event, IRC will provide continued legal support to those who apply for citizenship, a process that can take six to eight months. "It's not just filling out forms," said Ladd. "We're making sure we have a full and comprehensive service being provided."

We shared the above Sentinel article on Facebook. The post received a lot of attention and interest on the social media platform.

Post Details



Santa Cruz public library to host citizenship workshop

Santa Cruz -- The Santa Cruz Public Library will host a free U.S. citizenship workshop on Saturday. The workshop led by the International Rescue Committee will help 11 applicants fill out their citizenship forms. 222 Citrus

Get More Likes, Comments and Shares
Boost this post for \$10 to reach up to 2,700 people

Boost Post

Like Comment Share

1,155

56

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| 48 | 41 | 8 |
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NEGATIVE FEEDBACK

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The second article reported on the event as it happened.

Santa Cruz Sentinel

Santa Cruz workshop focuses on providing answers, help on citizenship path

By [Calvin Men](#), Santa Cruz Sentinel

POSTED: 02/18/17, 5:43 PM PST | UPDATED: 2 DAYS AGO [14](#) [COMMENTS](#)

Kayla Ladd, community outreach specialist for the International Rescue Committee, meets with people looking for a path to citizenship during a workshop at the Santa Cruz Public Library on Saturday. (Kevin Johnson -- Santa Cruz Sentinel)



Kayla Ladd, community outreach specialist for the International Rescue Committee, meets with participants at the Santa Cruz Public Library on Saturday during a workshop for people seeking a path to citizenship. (Kevin Johnson -- Santa Cruz Sentinel)

SANTA CRUZ >> On the second floor of the downtown Santa Cruz library branch is a large meeting room.

On Saturday, the room contained several tables with laptops. One woman spoke quietly with a man, discussing his past, his family and his marital status.

The confidential conversation was part of a citizenship workshop, a joint event with the Santa Cruz Public Library System and the [International Rescue Committee](#). The nonprofit works to help immigrants resettle in the U.S., get financial security and navigate the complicated immigration system in the U.S.

The organization's services draws a broad range of people to its workshops, said Kayla Ladd, a community outreach specialist for IRC.

"You see all sorts of different people," said Ladd. "Some with small questions where we can tell them about the procedure. Some with complicated cases that we direct to our office."

Following the election, the international nonprofit saw a surge in interest for the workshops and events provided. The uptick has seen a noticeable increase in the past month or so, Ladd said.

Ladd said she believes it's the uncertainty of the case that's driving the interest.

"People want to find certainty. Citizenship can provide that. It can provide the security that you can stay in the U.S. That you can't be deported."

Amid the debate about immigration and higher scrutiny of the U.S. Immigration and Customs Enforcement agency, there are still a demographic of people who apply for citizenship. The process takes six months to eight months, Ladd said.

For some, the process is remarkably straightforward with little worries. But for others with a more complicated past, it could be a stressful time. When applying for citizenship, it's the last time the federal government will look at an applicant. Applicants have likely applied for a green card or a work permit before applying for citizenship, Ladd said.

"We are very focused on citizenship now because it's one of the few affirmative services that can give people the security to remain in the U.S.," she said.

The program is in collaboration with the Santa Public Library System, which received a community conversation on immigration grant. While the award did provide monetary funds, it gave books and DVDs about immigrant, said Jasmin Avila, a librarian in the downtown branch.

The intention is to use the material to create events around the topic of immigrants. Soon after the library received the grant, the IRC reached out about a workshop.

"It's such a huge force and it's so great with their response," Ladd said about the collaboration.

Saturday's event drew about 25 people and the workshop will likely be a recurring event.

The Santa Cruz Young Makers Program appeared in the Sentinel Coastlines prior to the event and received coverage of the event in action.

Home and Garden Digest, Feb. 10, 2017:

Santa Cruz

YOUNG MAKERS CLUB HOSTS WEEKLY EVENTS

The Santa Cruz Young Makers Club will meet on Sunday, Feb. 12, as part of its four-week pilot on through February. Each meeting will have a different focus, and will meet on Sunday from 3-4:30 p.m. in the upstairs

meeting room in the Downtown Library, 224 Church St. This Sunday's class will be "Popsicle Stick Lanterns," and students will learn to create lanterns using basic materials.

The club aims to bring together a community of young people, ages 8-18, with a mentor and a space to make. Participants design, create, and ultimately exhibit a self-chosen project aimed toward exhibiting at a showcase event, such as Maker Faire. Materials for projects are provided by SCPL. Sasha Jaffarove will serve as mentor. The Pacific Collegiate student has participated in the Maker Ed program, and has served on panels at Intel, Pearson Learning, Pixar and Bay Area Maker Faire, and Young Makers.

For details, visit the Santa Cruz Young Makers' website at santacruzyoungmakers.wordpress.com.

Santa Cruz Sentinel

Teenage Santa Cruz 'Maker' inspires young engineers

By [Ryan Masters](#), *Santa Cruz Sentinel*

POSTED: 02/05/17, 7:01 PM PST | UPDATED: 5 HRS AGO [# COMMENTS](#)



Sixteen-year-old Sasha Jaffarove, right, watches over young students as they participate in the Santa Cruz Young Maker's Club at the downtown Santa Cruz Library on Sunday. (Kevin Johnson -- Santa Cruz Sentinel)



Sasha Jaffarove, 16, helps a student with his project during the Santa Cruz Young Maker's Club at the downtown Santa Cruz Library on Sunday. (Kevin Johnson -- Santa Cruz Sentinel)

SANTA CRUZ >> It's Super Bowl Sunday and on the second floor of Santa Cruz's downtown library, 16-year-old Sasha Jaffarove is coaching up two dozen kids with the passion and intensity of a professional athlete.

"In order to build something awesome, our energy needs to be way up here," Sasha says as she paces around the tables. "Be unconstrained; be free; be creative. Construct whatever you want with these materials."

On the tables before the elementary school-age kids are batteries, LED lights, rolls of tape, tongue depressors, sheets of construction paper, rolls of wax paper, alligator clips, crayons and paper cups. Emboldened by Sasha's energy, the kids pounce on the materials.

Designed by Sasha and based off the popular "Maker Faire" model, Sunday's event is the first part of a four-week pilot that runs through February. [Maker Faire](#) originated in 2006 in the San Francisco Bay Area as a project of the editors of [Make: magazine](#). It has since grown into a worldwide network of events designed to inspire STEM creativity.

As Sasha, a student at Pacific Collegiate School, bounds around the room helping kids, her mother looks on. Puneh Jaffarove is both extremely proud and perhaps a bit mystified by the talents of her daughter.

"She started making robots out of recycled materials from the trash in the third grade" says her mother, Puneh Jaffarove. "Her grandfather said, 'This is not normal what she's doing. You need to cultivate this.'"

When Sasha's teacher suggested Maker Faire, the 8-year-old girl flourished. During a caving trip to Arizona in the fourth grade she hit upon her first big idea.

"I saw all these little caves branching off and decided to design a robot that could explore and map them," Sasha says.

She started with a protractor and LIDAR, a laser measuring device. By the ninth grade, Sasha's Cave Mapper used computer tools like Arduino, Raspberry Pi and Stepper servos. She had also designed a system that sends data directly to a computer where points are graphed onto an axis. Today, it allows for the accurate plotting of caves. She is currently 3D printing her cave mapper's base and exploring quadcopter options for aerial surveys.

The scientific community has taken notice. She was part of a group that sent a science experiment to the International Space Station. She entered the Santa Cruz County [Science and Engineering Fair](#) and won first place in the senior division, three special awards and a medal from the Office of Naval Research. She also was a runner-up in the [Intel ISEF](#), arguably the world's most prestigious science fair.

She has participated on panels at Intel and Pearson Learning. Last year she was featured on a panel at Pixar with Dale Dougherty, the founder of the Maker Faire and Make magazine. She has also won awards at Synopsys Silicon Valley Science and Technology Magazine.

Advertisement

When the January 2017 issue of National Geographic magazine featured Sasha and her Cave Mapper, Santa Cruz virtual services librarian Diane Cowen reached out to the 16-year-old wunderkind and offered the downtown library as a space to conduct her Maker's Ed pilot.

"We'd been looking for ways to get kids involved in STEM. We just provided the space and resources," says youth services librarian Valerie Murphy. "Sasha brought all the ideas and energy."

SCPL and our Friends also had brief mentions in two articles. Relevant paragraphs have been highlighted.

Scotts Valley Times

"Santa Cruz Gives" Proves that Santa Cruz Gives By [Michael Oppenheimer](#) on February 6, 2017

By Chris Ryan

It's just two years old now, but at the close of the holiday campaign, Santa Cruz Gives raised \$102,379 in individual donations — nearly 75% more than in 2015. Overall, the innovative online platform achieved \$181,089 for 33 local non-profits.

One of its major goals is introducing the next generation to the world of philanthropy. It's a challenging age group for non-profits to reach, yet the under-35 set made 115 donations throughout the 5 1/2-week campaign. The non-profit with the most younger supporters? Friends of the Santa Cruz Public Libraries, with 27 donors under age 35.



Some of them are dipping their toes in the world of philanthropy for the first time. Suzanne Willis, Second Harvest Food Bank's Development and Marketing Officer, remarked, "We hope our younger donors will be involved with Second Harvest or another non-profit throughout their lives, not just through giving but also through volunteering, advocacy, and eventually, leadership."



Jeanne Howard, creator of the campaign and Publisher of Santa Cruz Good Times, is already thinking about next year's campaign. "My top goal for 2017 is to ask some major donors to provide matching funds to help elevate the program to the next level."

When you think of non-profits, you might think of environmental and veterans groups, benefit concerts and 5k runs, and those envelopes you get in the mail asking for your support.

Non-profits of all sorts teach people to read, support families fighting cancer, help people without homes, keep our water clean, and so much more, working — often behind the scenes — to keep the community vibrant and healthy. The formula for supporting this critical work hasn't changed much over the years, even as social media replaces those snail mail appeals.

Think of Santa Cruz Gives as a "one-stop shop" where you can donate to your favorite local non-profit, or to two or three or thirty—all in one place, in one transaction. And while the campaign is live, anyone can track the progress of the non-profits through online graphs updated in real time.

The idea is about more than just convenience. It's also about introducing potential donors to groups they may not have heard of yet—like UnChained, which pairs at-risk youth with homeless dogs in need of training and adoption.

It's not a brand new model as there are newswEEKlies in other communities that are trying it out, and Howard brought it to the county with the help of Karen Delaney, Executive Director of the Volunteer Center of Santa Cruz County. For the first year, 30 non-profits were selected to participate.

Each organization shares a key project or "big idea." For Second Harvest Food Bank, which delivers over 8 million pounds of healthy food to local children, seniors, veterans, and families in need, it was the "Virtual Barrel."

The Food Bank collects food donations in actual barrels placed around the county, but Second Harvest wants donors to know they can fill an entire barrel with healthy food with a cash donation of only \$25. They can do this because of their buying power and their relationships with local farmers.

This is just one example of how "Santa Cruz Gives" proves that Santa Cruz gives.

In partnership with the Volunteer Center, Santa Cruz Gives (www.santacruzgives.org) was created by Good Times, and was supported this year by Santa Cruz County Bank and Wynn Capital Management.

To keep legacies alive

Posted: Wednesday, Feb 8th, 2017

BY: BEK SABEDRA

Register Pajaronian

Local archivist focuses on the soldiers of WWII

WATSONVILLE — A teenage soldier, in his first battle on the island of Saipan facing a Japanese Banzai charge, stood his ground so his friends could reach safety.

Another soldier organized the Blue Angels, the U.S. Navy's elite flying team, and set the standards for the pilots who thrill millions each year.

But what ties them to each other is the one thing Greg Gardner is hoping to highlight: they are part of Santa Cruz County history.

"As time passes we lose sight of the impact local people have had," Gardner said. "Can you imagine a mother walking down the street wondering if that person was saved by her boy?"

This line of thought has driven the local historian to open up a series of projects. He has begun to collect the stories and information of individuals who earned Medals for Valor and the Gold Star Honor Roll for World War II, putting them into easy-to-use lists.

"For example, the Gold Star Honor Roll, those individuals who died in the service of their country, most of their stories are hidden away deep within the Santa Cruz Public Library website," he said. "These are stories written by local historian Robert Nelson. The honor roll list includes links to these stories so people can learn about these men who left a legacy for us."

Ray Voris, who went to school in Aptos, is one such person. He was a Navy Air Ace, and fought during the Marianas Turkey Shoot but he also was the one who organized the Blue Angels. James Jenkins and his mother moved to Santa Cruz County in 1943, and after helping his mother get settled he enlisted in the U.S. Marines. He was 17, and to enlist his mother had to sign a waiver.

"Can you imagine a mother whose baby boy comes to them and asks to fight for their country? What do you say?" Gardner asked.

Jenkins went on to save the life of his friends.

Gardner himself is no stranger to the county. He was born in San Jose, making frequent trips to Santa Cruz to visit his brother and to go camping at Henry Cowell State Park and New Brighton Beach. He enlisted and joined the Air Force, then returned to Santa Cruz in 2009. There, he studied to be an archivist.

"One of my passions is to keep our past alive so we know where we have been so we have an idea where we are going," he said. "I am a veteran so the stories on the soldiers is personal. I want to try to keep their contributions, their stories, their legacy alive."

But, his work is far from being over.

"There is no single list of all those individuals awarded medals for valor. So I am still collecting information on individuals with connections to Santa Cruz County," he said.

In addition to going to school he interned at the Santa Cruz Museum of Art and History, graduating in 2013. At the end of the day, he said it is the personal stories of individuals that inspire him.

"It is not just soldiers, I have other projects I have or I am working on," Gardner said. "On the Santa Cruz MAH Online History Journal I have an article on the Influenza Epidemic of 1918 in which I tried to include stories on what locals were going through. Two other projects I am working on are the Civilian Conservation Corps and the Prohibition Era again trying to focus on the individual stories."

Those who have stories, photos or information on individuals who earned Medals for Valor, the Gold Star Honor Roll can share tips to [facebook.com/greg.gardner.7965](https://www.facebook.com/greg.gardner.7965).

Library branches are frequently reviewed and rated on sites like Yelp, Google+, and Facebook.

Google Reviews

Posted February 4, 2017 - 2 Stars: The staff needs customer service skills, always smells in the computer department. (DTN)

Posted February 6, 2017 - 1 Star: Might as well make it the new homeless resource center install showers cause it smells pretty bad. The bathroom is designed like a jail. (DTN)

Posted February 7, 2017 - 4 Stars (no review) Garfield Park

Posted February 12, 2017 - 4 Stars: Beautiful setting, helpful staff, good layout and plenty to read. It is frustrating to find the parking lot full of people camped out in their cars and nowhere left to park. Most of these campers appear to have no interest in the libraries intended purpose. They just need a place to park near a bathroom Sunday hours are a plus. (LO)

SCPL experienced a high level of community engagement when we shared a heartfelt valentine bestowed on the Capitola branch on Instagram.



On Twitter, one of our SoundSwell musicians shared his music via our local music collection.



Our announcement on Facebook seeking Downtown Library Advisory Committee members also experienced a high level of engagement.

Post Details

Santa Cruz Public Libraries
Published by Diane Collett · February 14 at 1:49pm · 4h

Help build a new library! The Santa Cruz City Government is looking for 7 people to form a Downtown Library Advisory Commission



Help Design the New Downtown Library
Seeking Advisory Committee Members
SANTACRUZPL.ORG

Get More Likes, Comments and Shares
Boost this post for \$10 to reach up to 2 700 people.

Boost Post

2 Comments · 2 Shares

Like Comment Share

2,511 People Reached

71 Reactions (Overall 3 Similar)

| | | |
|-------------|--------------|-------------|
| 32 Like | 15 Love Post | 17 Go Share |
| 4 Love | 1 Go Post | 3 Go Share |
| 1 Hate | 0 Go Post | 1 Go Share |
| 1 Angry | 0 Go Post | 1 Go Share |
| 23 Comments | 3 Go Post | 20 Go Share |
| 10 Shares | 4 Go Post | 6 Go Share |

234 Post Clicks

| | | |
|--------------|---------------|--------------|
| 1 Photo View | 44 Like Click | 189 Go Share |
|--------------|---------------|--------------|

NEGATIVE FEEDBACK

| | |
|------------------|------------------|
| 0 Hide Post | 0 Hide All Posts |
| 0 Report as Spam | 0 Mark False |

Santa Cruz Waves published an online article about the 6 year anniversary of our popular Tales to Tails reading program for kids. SC Waves Tweeted the article, and it can be viewed here: <http://www.santacruzwaves.com/2017/01/animal-companions-help-kids-read-at-santa-cruz-public-libraries/>

SC Mini Maker Faire and 48 others follow

Santa Cruz Waves · santacruzwaves · Jan 24

The Tales to Tails program at **Santa Cruz Public Libraries** has been helping to improve kids' reading confidence...



ANIMAL COMPANIONS HELP KIDS READ AT SANTA..

The Tales to Tails program at Santa Cruz Public Libraries has been helping to improve kids' reading confidence for six years now. This literacy program is fo...
santacruzwaves.com

TO: Library Joint Powers Authority Board
 FROM: Marcus Pimentel, City of Santa Cruz Finance Director 02/24/17
 RE: Library Financial Dashboard Report for the Quarter ended January 2017

**SANTA CRUZ
PUBLIC LIBRARIES**

**Jan 17 Report
Preliminary,
Unaudited**

Contained herein is the preliminary, UNAUDITED Library Financial Dashboard summary report for the month ended January 2017. At month's end, the NET operating results were <\$81,487> with year-to-date net operating results of <\$47,515>. In general, preliminary revenues are behind the budget target by 1.6% and expenditures are under budget by 0.3%

Net operations (major accounts)

| | Last Quarter Results | | | Fiscal Year to Date | Annual Adj. Budget FY 2016/17 | Percent of Budget Comparison | |
|--|----------------------|---------------------|---------------------|---------------------|----------------------------------|------------------------------|---------------------|
| | November | December | January | | | YTD Actuals | Months completed |
| Revenue: | | | | | | | |
| (1) Sales Tax | \$ 716,613 | \$ 743,949 | \$ 531,400 | \$ 4,474,502 | \$ 7,799,700 | 57.4% | 58.3% (1.0%) |
| MOE- Member Contributions | 459,606 | 456,809 | 456,809 | 3,208,896 | 5,515,273 | 58.2% | 58.3% (0.2%) |
| Other Revenue | 19,783 | 29,861 | 40,511 | 173,507 | 529,862 | 32.7% | 58.3% (25.6%) |
| TOTAL REVENUES | \$ 1,196,002 | \$ 1,230,619 | \$ 1,028,720 | \$ 7,856,905 | \$ 13,844,835 | 56.7% | 58.3% (1.6%) |
| Expenditures: | | | | | | | |
| (2) Payroll | \$ 683,241 | \$ 1,053,268 | \$ 693,832 | \$ 5,145,360 | \$ 9,244,721 | 55.7% | 57.8% 2.2% |
| (3) Books (w/Grants) | 54,028 | 57,586 | 81,016 | 915,842 | 1,321,945 | 69.3% | 58.3% (10.9%) |
| (4) Janitorial Services Building & Facility | 18,257 | 27,448 | 20,339 | 108,202 | 219,017 | 49.4% | 58.3% 8.9% |
| Rent (Equip, Building, Land) | 25,888 | 25,888 | 25,888 | 108,579 | 181,731 | 59.7% | 58.3% (1.4%) |
| Utilities | 70,092 | 24,355 | 36,387 | 181,216 | 310,656 | 58.3% | 58.3% % |
| (6) Other expenditures | 52,507 | 318,898 | 223,395 | 285,662 | 421,775 | 67.7% | 58.3% (9.4%) |
| TOTAL EXPENDITURES | \$ 904,013 | \$ 1,586,295 | \$ 1,110,208 | \$ 7,904,420 | \$ 13,615,978 | 60.5% | 58.3% (2.2%) |
| Net Gain / (Loss) | \$ 291,989 | \$ (355,676) | \$ (81,487) | \$ (47,515) | \$ 228,857 | 58.1% | 58.3% 0.3% |

Key Balance Sheet items

| | November | December | January | Trust Current Assets (cont.) | |
|------------------------------------|-----------|-----------|-----------|------------------------------|---------|
| (7) Equipment Reserve | 400,000 | 400,000 | 446,481 | Trust | Balance |
| (7) 15% Reserve | 2,052,770 | 2,052,770 | 2,052,770 | Leet-Corday | 96,209 |
| Fund Balance- Beginning Available | 2,422,134 | 2,714,123 | 2,311,966 | Morely | 13,307 |
| Net Change in Fund Balance | 291,989 | (355,676) | (81,487) | Hale | 46,155 |
| (8) Fund Balance- Ending Available | 2,714,123 | 2,358,447 | 2,230,478 | Gruber | 18,926 |

Notes:

- (1) For sales tax, September, December, March & June include the State's estimated revenue plus any balances for actuals vs. estimates for the prior 3-months (true-up). The subsequent months (October, January, April & July) tend to be lower as they contain the lower state estimates.
- (2) For the current fiscal year, the following month's have more than 2 pay periods which will create higher monthly payroll costs: July, December & June. The month's completed % is adjusted to reflect year-end accrual of the last payperiod.
- (3) Material purchases are typically higher at the beginning of the fiscal year and can consume the bulk of the annual budget allocation.
- (4) Janitorial services billings were under contract review and payments were delayed until December.
- (5) October & November utilities included bulk 6-month payments (July-Dec) for Fiber connection payments with AT&T for various sites.
- (6) For the month ended in January, the four largest expenditures within 'Other expenditures' included: [Financial services - outside at \$37k]; [Intra-entity fund transfer out at \$55k]; [Library functional supplies at \$11k]; and [Software maintenance services at \$82k].
- (7) The Library's reserves were changed on September 1, 2016 to: (1) reduce from 2 months to 15% the primary reserve; and (2) formally establish a capital reserve with a target balance of \$400,000 (formally the informal reserve for fleet/equipment replacement).
- (8) Ending Available Fund Balance is unaudited and before consideration of remaining contractual encumbrances (administrative support, legal, janitorial, equip & material purchases, etc.).

TO: Library Joint Powers Authority Board
 FROM: Marcus Pimentel, City of Santa Cruz Finance Director 02/13/17
 RE: Library Financial Dashboard Report for the Quarter ended December 2016

**SANTA CRUZ
PUBLIC LIBRARIES**

**Dec 16 Report
Preliminary,
Unaudited**

Contained herein is the preliminary, UNAUDITED Library Financial Dashboard summary report for the month ended December 2016. At month's end, the NET operating results were <\$355,676> with year-to-date net operating results of \$33,973. In general, preliminary revenues are behind the budget target by 0.7% and expenditures are under budget by 0.1%

Net operations (major accounts)

| | Last Quarter Results | | | Fiscal Year to Date | Percent of Budget Comparison | |
|------------------------------|----------------------|---------------------|---------------------|---------------------|------------------------------|------------------|
| | October | November | December | | YTD Actuals | Months completed |
| Revenue: | | | | | | |
| (1) Sales Tax | \$ 537,459 | \$ 716,613 | \$ 743,949 | \$ 3,943,103 | 50.6% | 0.6% |
| MOE- Member Contributions | 459,456 | 459,606 | 456,809 | 2,752,087 | 49.9% | (0.1%) |
| Other Revenue | 19,775 | 19,783 | 29,861 | 132,996 | 25.1% | (24.9%) |
| TOTAL REVENUES | \$ 1,016,690 | \$ 1,196,002 | \$ 1,230,619 | \$ 6,828,185 | 49.3% | (0.7%) |
| Expenditures: | | | | | | |
| (2) Payroll | \$ 690,462 | \$ 683,241 | \$ 1,053,268 | \$ 4,451,528 | 48.2% | 2.0% |
| (3) Books (w/Grants) | 121,955 | 54,028 | 57,586 | 834,827 | 63.2% | (13.2%) |
| (4) Janitorial Services | - | - | 78,851 | 78,851 | 36.0% | 14.0% |
| Building & Facility | 9,683 | 18,257 | 27,448 | 88,240 | 48.6% | 1.4% |
| Rent (Equip, Building, Land) | 25,888 | 25,888 | 25,888 | 155,328 | 50.0% | % |
| Utilities | 59,778 | 70,092 | 24,355 | 249,275 | 61.1% | (11.1%) |
| (5) Other expenditures | 110,204 | 52,507 | 318,898 | 936,164 | 48.9% | 1.1% |
| TOTAL EXPENDITURES | \$ 1,017,970 | \$ 904,013 | \$ 1,586,295 | \$ 6,794,212 | 49.9% | 0.1% |
| Net Gain / (Loss) | \$ (1,280) | \$ 291,989 | \$ (355,676) | \$ 33,973 | | |

| Key Balance Sheet items | Trust Current Assets | | Trust Current Assets (cont.) | |
|------------------------------------|----------------------|-----------|------------------------------|---------|
| | October | November | December | Balance |
| (7) Equipment Reserve | 400,000 | 400,000 | 400,000 | 96,209 |
| (7) 15% Reserve | 2,052,770 | 2,052,770 | 2,052,770 | 13,307 |
| Fund Balance- Beginning Available | 2,423,414 | 2,422,134 | 2,714,123 | 46,155 |
| Net Change in Fund Balance | (1,280) | 291,989 | (355,676) | 18,926 |
| (8) Fund Balance- Ending Available | 2,422,134 | 2,714,123 | 2,358,447 | |

Notes:

- (1) For sales tax, September, December, March & June include the State's estimated revenue plus any balances for actuals vs. estimates for the prior 3-months (true-up). The subsequent months (October, January, April & July) tend to be lower as they contain the lower state estimates.
- (2) For the current fiscal year, the following month's have more than 2 pay periods which will create higher monthly payroll costs: July, December & June. The month's completed % is adjusted to reflect year-end accrual of the last payperiod.
- (3) Material purchases are typically higher at the beginning of the fiscal year and can consume the bulk of the annual budget allocation.
- (4) Janitorial services billings were under contract review and payments were delayed until December.
- (5) October & November utilities included bulk 6-month payments (July-Dec) for Fiber connection payments with AT&T for various sites.
- (6) For the month ended in December, the four largest expenditures within 'Other expenditures' included: [Financial services - outside at \$220k]; [Library functional supplies at \$7k]; [Computer equipment at \$17k]; and [Software maintenance services at \$48k]. Financial Services amount included payment for the City's admin services for July through December at \$36,675/mo.
- (7) The Library's reserves were changed on September 1, 2016 to: (1) reduce from 2 months to 15% the primary reserve; and (2) formally establish a capital reserve with a target balance of \$400,000 (formally the informal reserve for fleet/equipment replacement). The Capital Reserve will require a future budgetary adjustment to be fully funded.
- (8) Ending Available Fund Balance is unaudited and before consideration of remaining contractual encumbrances (administrative support, legal, janitorial, equip & material purchases, etc.).

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2017; Period = 0,1...12; Fund = 951

| Acct Title | 11/30/2016 | | 12/31/2016 | | 1/31/2017 | |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual |
| Fund 951 -- Library Joint Powers Authority | | | | | | |
| Expenditures | | | | | | |
| Object 51000 -- PERSONNEL SERVICES | | | | | | |
| 51110 Regular full time | 331,340.28 | 503,713.23 | 338,200.83 | | | |
| 51111 Regular part time | 75,143.68 | 106,415.84 | 66,631.20 | | | |
| 51114 Overtime | - | 219.66 | 281.54 | | | |
| 51115 Termination pay | - | 216.51 | 2,783.53 | | | |
| 51122 Temporary | 64,352.81 | 98,092.61 | 67,035.15 | | | |
| 51130 Other pay | - | 182.84 | 881.40 | | | |
| 51132 Special vacation pay | - | 13,141.85 | 678.00 | | | |
| 51150 Vehicle-phone-data allowance | 175.00 | 989.00 | 282.00 | | | |
| 51201 Retirement contribution | 67,098.71 | 101,338.60 | 67,312.62 | | | |
| 51202 F.I.C.A. | 3,397.58 | 5,022.75 | 3,287.29 | | | |
| 51210 Group health insurance | 99,534.15 | 160,309.12 | 104,258.28 | | | |
| 51212 Group dental insurance | 7,079.06 | 10,633.53 | 7,012.38 | | | |
| 51213 Vision insurance | 1,174.82 | 1,769.80 | 1,170.70 | | | |
| 51214 Medicare insurance | 6,369.48 | 9,717.25 | 6,385.20 | | | |
| 51215 Employee assistance program | 280.26 | 287.18 | 283.72 | | | |
| 51220 Group life insurance | 129.84 | 196.45 | 130.74 | | | |
| 51221 Disability insurance | 2,455.06 | 3,704.32 | 2,503.35 | | | |
| 51230 Unemployment insurance | 3,309.34 | 5,125.36 | 3,393.54 | | | |
| 51240 Workers' compensation | 21,401.31 | 32,191.74 | 21,321.00 | | | |
| Total PERSONNEL SERVICES | 683,241.38 | 1,053,267.64 | 693,832.47 | | | |
| Object 52000 -- SERVICES | | | | | | |
| 52131 Claims management services - outside | 753.39 | 790.45 | 747.65 | | | |
| 52135 Financial services - outside | 2,500.00 | 220,050.00 | 36,900.90 | | | |
| 52139 Medical services | - | - | 283.50 | | | |

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2017; Period = 0,1..12; Fund = 951

| Acct Title | 11/30/2016 | | 12/31/2016 | | 1/31/2017 | |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual |
| Fund 951 -- Library Joint Powers Authority | | | | | | |
| Expenditures | | | | | | |
| Object 52000 -- SERVICES | | | | | | |
| 52150 Merchant bank fees | 147.60 | - | - | - | 138.41 | - |
| 52199 Other professional & technical services | 2,526.43 | 1,766.36 | 1,766.36 | 10,626.45 | 10,626.45 | - |
| 52201 Water, sewer and refuse | 4,447.89 | 4,602.40 | 4,602.40 | 5,018.35 | 5,018.35 | - |
| 52211 Janitorial services | - | 78,851.35 | 78,851.35 | 29,350.22 | 29,350.22 | - |
| 52226 Vehicle work order charges - internal | 124.50 | 586.12 | 586.12 | - | - | - |
| 52227 Vehicle fuel island charges - internal | 232.64 | - | - | - | - | - |
| 52240 Office equipment operation/maint | 35.00 | - | - | - | 3,473.51 | - |
| 52246 Building and facility o & m - outside | 18,256.61 | 27,447.94 | 27,447.94 | 20,339.22 | 20,339.22 | - |
| 52247 Landscaping maintenance services | 1,652.51 | 1,537.69 | 1,537.69 | 1,516.00 | 1,516.00 | - |
| 52248 Software maintenance services | 2,318.37 | 47,902.79 | 47,902.79 | 81,975.39 | 81,975.39 | - |
| 52249 Hardware maintenance services | - | 5,872.50 | 5,872.50 | 1,452.18 | 1,452.18 | - |
| 52261 Equipment, building and land rentals | 25,888.00 | 25,888.00 | 25,888.00 | 25,888.00 | 25,888.00 | - |
| 52302 Travel and meetings | 1,514.02 | 303.86 | 303.86 | 960.96 | 960.96 | - |
| 52304 Training | 6,812.14 | 4,590.61 | 4,590.61 | 682.00 | 682.00 | - |
| 52403 Telecommunications service - outside | 49,621.03 | 4,622.71 | 4,622.71 | 10,725.90 | 10,725.90 | - |
| 52932 Liability insurance/surety bonds-interna | 2,261.58 | 2,261.58 | 2,261.58 | - | - | - |
| 52960 Advertising | 104.86 | 119.77 | 119.77 | 1,614.63 | 1,614.63 | - |
| 52961 Dues and memberships | 310.00 | - | - | - | - | - |
| 52972 Printing and binding-outside | 534.59 | - | - | 303.15 | 303.15 | - |
| Total SERVICES | 120,041.16 | 427,194.13 | 427,194.13 | 231,996.42 | 231,996.42 | - |
| Object 53000 -- SUPPLIES | | | | | | |
| 53101 Postage charges | 435.27 | 581.21 | 581.21 | 442.18 | 442.18 | - |
| 53102 Office supplies | 1,117.16 | 1,214.54 | 1,214.54 | 1,935.20 | 1,935.20 | - |
| 53106 Books and periodicals | 51,425.97 | 57,494.50 | 57,494.50 | 78,427.65 | 78,427.65 | - |

Financial Status Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2017; Period = 0,1..12; Fund = 951

| Acct Title | 11/30/2016 | | 12/31/2016 | | 1/31/2017 | |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual |
| Fund 951 -- Library Joint Powers Authority | | | | | | |
| Expenditures | | | | | | |
| Object 53000 -- SUPPLIES | | | | | | |
| 53107 Books and periodicals-grants & donations | 2,602.22 | | 91.60 | | 2,587.94 | |
| 53108 Safety clothing and equipment | 456.62 | | 591.36 | | - | |
| 53109 Copier supplies | - | | - | | 1,423.21 | |
| 53112 Library functional supplies | 13,376.22 | | 7,380.35 | | 10,915.86 | |
| 53113 Janitorial supplies | 3,124.78 | | 1,731.15 | | 4,173.72 | |
| 53311 Electricity | 15,308.59 | | 12,101.88 | | 14,287.18 | |
| 53312 Natural gas | 714.36 | | 3,028.42 | | 6,355.73 | |
| Total SUPPLIES | 88,561.19 | | 84,215.01 | | 120,548.67 | |
| Object 54000 -- OTHER MATERIALS AND SERVICES | | | | | | |
| 54990 Miscellaneous supplies and services | 1,541.91 | | 4,080.05 | | 2,815.26 | |
| Total OTHER MATERIALS AND SERVICES | 1,541.91 | | 4,080.05 | | 2,815.26 | |
| Object 56000 -- OTHER CHARGES | | | | | | |
| 56995 Refunded fees and fines | 94.50 | | 109.26 | | 57.47 | |
| Total OTHER CHARGES | 94.50 | | 109.26 | | 57.47 | |
| Object 57000 -- CAPITAL OUTLAY | | | | | | |
| 57401 Office furniture/equipment | 832.82 | | - | | 2,636.67 | |
| 57409 Computer equipment | 9,700.04 | | 17,428.81 | | 3,154.60 | |
| Total CAPITAL OUTLAY | 10,532.86 | | 17,428.81 | | 5,791.27 | |
| Object 59000 -- OTHER FINANCING USES | | | | | | |
| 59191 Intra-entity fund transfer out | - | | - | | 55,166.00 | |
| Total OTHER FINANCING USES | - | | - | | 55,166.00 | |
| Total Expenditures | 904,013.00 | | 1,586,294.90 | | 1,110,207.56 | |

Financial Status Balances

Criteria: Summarize By = Report, Fund, Object, Account; As Of = 1/31/2017; Period = 0,1..12; Fund = 951

| Acct Title | 11/30/2016 | | 12/31/2016 | | 1/31/2017 | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual | Month-To-Date Actual |
| Fund 951 -- Library Joint Powers Authority | | | | | | |
| Revenues | | | | | | |
| Object 41000 -- TAXES | | | | | | |
| 41211 Sales and use tax | 716,612.56 | 743,948.56 | 743,948.56 | 531,399.60 | 531,399.60 | |
| Total TAXES | 716,612.56 | 743,948.56 | 743,948.56 | 531,399.60 | 531,399.60 | |
| Object 43000 -- GRANTS | | | | | | |
| 43310 Local operating grants and contributions | - | 12,492.44 | 12,492.44 | 1,233.11 | 1,233.11 | |
| 43311 Maintenance of effort contributions | 459,606.08 | 456,809.24 | 456,809.24 | 456,809.24 | 456,809.24 | |
| Total GRANTS | 459,606.08 | 469,301.68 | 469,301.68 | 458,042.35 | 458,042.35 | |
| Object 46000 -- MISCELLANEOUS REVENUES | | | | | | |
| 46110 Pooled cash and investment interest | 1,219.07 | 2,075.33 | 2,075.33 | - | - | |
| 46190 Interest earnings - other | 742.65 | 712.51 | 712.51 | - | - | |
| 46303 Donations - library | - | - | - | 13,670.48 | 13,670.48 | |
| 46309 Donations - library - Friends of the Lib | - | - | - | 6,725.71 | 6,725.71 | |
| 46910 Miscellaneous operating revenue | 17,821.27 | 14,580.67 | 14,580.67 | 18,881.93 | 18,881.93 | |
| Total MISCELLANEOUS REVENUES | 19,782.99 | 17,368.51 | 17,368.51 | 39,278.12 | 39,278.12 | |
| Total Revenues | 1,196,001.63 | 1,230,618.75 | 1,230,618.75 | 1,028,720.07 | 1,028,720.07 | |
| Total Library Joint Powers Authority | 291,988.63 | (355,676.15) | (355,676.15) | (81,487.49) | (81,487.49) | |
| Total | 291,988.63 | (355,676.15) | (355,676.15) | (81,487.49) | (81,487.49) | |

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2017; Period = 0,1,1..12; Fund = 93*, 95*, 96*

| Acct | Title | Beginning Balance | Year-To-Date Debits | Year-To-Date Credits | Ending Balance |
|--|---|---------------------|---------------------|----------------------|---------------------|
| Fund 931 -- McCaskill - Local History | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 237,855.50 | 1,028.31 | 0.00 | 238,883.81 |
| 11901 | Allow for FV of invest w/City-cur unstr | 1,915.04 | 0.00 | 0.00 | 1,915.04 |
| Total Cash and investments | | <u>239,770.54</u> | <u>1,028.31</u> | <u>0.00</u> | <u>240,798.85</u> |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 508.28 | 0.00 | 0.00 | 508.28 |
| Total Receivables - current | | <u>508.28</u> | <u>0.00</u> | <u>0.00</u> | <u>508.28</u> |
| Object 32000 -- Net assets | | | | | |
| 32311 | Net assets held in trust-library prog. | (243,401.60) | 0.00 | 0.00 | (243,401.60) |
| Total Net assets | | <u>(243,401.60)</u> | <u>0.00</u> | <u>0.00</u> | <u>(243,401.60)</u> |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 1,028.31 | (1,028.31) |
| Total Control accounts | | <u>0.00</u> | <u>0.00</u> | <u>1,028.31</u> | <u>(1,028.31)</u> |
| Total McCaskill - Local History | | <u>(3,122.78)</u> | <u>1,028.31</u> | <u>1,028.31</u> | <u>(3,122.78)</u> |
| Fund 932 -- McCaskill - Visually Impaired | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 222,047.88 | 959.98 | 0.00 | 223,007.86 |
| 11901 | Allow for FV of invest w/City-cur unstr | 1,781.83 | 0.00 | 0.00 | 1,781.83 |
| Total Cash and investments | | <u>223,829.71</u> | <u>959.98</u> | <u>0.00</u> | <u>224,789.69</u> |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 474.50 | 0.00 | 0.00 | 474.50 |
| Total Receivables - current | | <u>474.50</u> | <u>0.00</u> | <u>0.00</u> | <u>474.50</u> |
| Object 32000 -- Net assets | | | | | |
| 32311 | Net assets held in trust-library prog. | (225,435.84) | 0.00 | 0.00 | (225,435.84) |
| Total Net assets | | <u>(225,435.84)</u> | <u>0.00</u> | <u>0.00</u> | <u>(225,435.84)</u> |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 959.98 | (959.98) |
| Total Control accounts | | <u>0.00</u> | <u>0.00</u> | <u>959.98</u> | <u>(959.98)</u> |
| Total McCaskill - Visually Impaired | | <u>(1,131.63)</u> | <u>959.98</u> | <u>959.98</u> | <u>(1,131.63)</u> |

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2017; Period = 0,1,1..12; Fund = 93*, 95*, 96*

| Acct | Title | Beginning Balance | Year-To-Date Debits | Year-To-Date Credits | Ending Balance |
|--|--|--------------------|---------------------|----------------------|--------------------|
| Fund 933 -- Estate Proceeds - Finkeldey | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 9,305.48 | 40.23 | 0.00 | 9,345.71 |
| 11901 | Allow for FV of invest w/City-cur unrstr | 74.31 | 0.00 | 0.00 | 74.31 |
| Total Cash and investments | | <u>9,379.79</u> | <u>40.23</u> | <u>0.00</u> | <u>9,420.02</u> |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 19.89 | 0.00 | 0.00 | 19.89 |
| Total Receivables - current | | <u>19.89</u> | <u>0.00</u> | <u>0.00</u> | <u>19.89</u> |
| Object 32000 -- Net assets | | | | | |
| 32311 | Net assets held in trust-library prog. | (9,338.05) | 0.00 | 0.00 | (9,338.05) |
| Total Net assets | | <u>(9,338.05)</u> | <u>0.00</u> | <u>0.00</u> | <u>(9,338.05)</u> |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 40.23 | (40.23) |
| Total Control accounts | | <u>0.00</u> | <u>0.00</u> | <u>40.23</u> | <u>(40.23)</u> |
| Total Estate Proceeds - Finkeldey | | <u>61.63</u> | <u>40.23</u> | <u>40.23</u> | <u>61.63</u> |
| Fund 934 -- Whalen Estate - Felton Branch | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 94,340.27 | 407.87 | 0.00 | 94,748.14 |
| 11901 | Allow for FV of invest w/City-cur unrstr | 751.27 | 0.00 | 0.00 | 751.27 |
| Total Cash and investments | | <u>95,091.54</u> | <u>407.87</u> | <u>0.00</u> | <u>95,499.41</u> |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 201.60 | 0.00 | 0.00 | 201.60 |
| Total Receivables - current | | <u>201.60</u> | <u>0.00</u> | <u>0.00</u> | <u>201.60</u> |
| Object 32000 -- Net assets | | | | | |
| 32311 | Net assets held in trust-library prog. | (94,040.98) | 0.00 | 0.00 | (94,040.98) |
| Total Net assets | | <u>(94,040.98)</u> | <u>0.00</u> | <u>0.00</u> | <u>(94,040.98)</u> |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 407.87 | (407.87) |
| Total Control accounts | | <u>0.00</u> | <u>0.00</u> | <u>407.87</u> | <u>(407.87)</u> |
| Total Whalen Estate - Felton Branch | | <u>1,252.16</u> | <u>407.87</u> | <u>407.87</u> | <u>1,252.16</u> |

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2017; Period = 0,1,1,12; Fund = 93*, 95*, 96*

| Acct | Title | Beginning Balance | Year-To-Date Debits | Year-To-Date Credits | Ending Balance |
|--|--|-------------------|---------------------|----------------------|----------------|
| Fund 935 -- Robert Leet-Corday Estate | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 94,841.17 | 410.03 | 0.00 | 95,251.20 |
| 11901 | Allow for FV of invest w/City-cur unrstr | 755.26 | 0.00 | 0.00 | 755.26 |
| Total Cash and investments | | 95,596.43 | 410.03 | 0.00 | 96,006.46 |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 202.67 | 0.00 | 0.00 | 202.67 |
| Total Receivables - current | | 202.67 | 0.00 | 0.00 | 202.67 |
| Object 32000 -- Net assets | | | | | |
| 32311 | Net assets held in trust-library prog. | (94,540.27) | 0.00 | 0.00 | (94,540.27) |
| Total Net assets | | (94,540.27) | 0.00 | 0.00 | (94,540.27) |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 410.03 | (410.03) |
| Total Control accounts | | 0.00 | 0.00 | 410.03 | (410.03) |
| Total Robert Leet-Corday Estate | | 1,258.83 | 410.03 | 410.03 | 1,258.83 |
| Fund 936 -- Morley Estate-La Selva Branch | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 12,722.32 | 796.96 | 340.62 | 13,178.66 |
| 11901 | Allow for FV of invest w/City-cur unrstr | 101.31 | 0.00 | 0.00 | 101.31 |
| Total Cash and investments | | 12,823.63 | 796.96 | 340.62 | 13,279.97 |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 27.19 | 0.00 | 0.00 | 27.19 |
| Total Receivables - current | | 27.19 | 0.00 | 0.00 | 27.19 |
| Object 32000 -- Net assets | | | | | |
| 32311 | Net assets held in trust-library prog. | (12,681.98) | 0.00 | 0.00 | (12,681.98) |
| Total Net assets | | (12,681.98) | 0.00 | 0.00 | (12,681.98) |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 456.34 | (456.34) |
| Total Control accounts | | 0.00 | 0.00 | 456.34 | (456.34) |
| Total Morley Estate-La Selva Branch | | 168.84 | 796.96 | 796.96 | 168.84 |

General Ledger Balances

Criteria: Summarize By = Report,Fund, Object, Account; As Of = 1/31/2017; Period = 0,1,12; Fund = 93*, 95*, 96*

| Acct | Title | Beginning Balance | Year-To-Date Debits | Year-To-Date Credits | Ending Balance |
|--|--|-------------------|---------------------|----------------------|----------------|
| Fund 937 -- Hale Trust-Scotts Valley Branch | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 45,498.47 | 196.71 | 0.00 | 45,695.18 |
| 11901 | Allow for FV of invest w/City-cur unrstr | 362.32 | 0.00 | 0.00 | 362.32 |
| Total Cash and investments | | 45,860.79 | 196.71 | 0.00 | 46,057.50 |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 97.22 | 0.00 | 0.00 | 97.22 |
| Total Receivables - current | | 97.22 | 0.00 | 0.00 | 97.22 |
| Object 32000 -- Net assets | | | | | |
| 32311 | Net assets held in trust-library prog. | (45,354.11) | 0.00 | 0.00 | (45,354.11) |
| Total Net assets | | (45,354.11) | 0.00 | 0.00 | (45,354.11) |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 196.71 | (196.71) |
| Total Control accounts | | 0.00 | 0.00 | 196.71 | (196.71) |
| Total Hale Trust-Scotts Valley Branch | | 603.90 | 196.71 | 196.71 | 603.90 |
| Fund 938 -- Anna Gruber Living Trust | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 18,624.63 | 80.53 | 0.00 | 18,705.16 |
| 11901 | Allow for FV of invest w/City-cur unrstr | 180.85 | 0.00 | 0.00 | 180.85 |
| Total Cash and investments | | 18,805.48 | 80.53 | 0.00 | 18,886.01 |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 39.80 | 0.00 | 0.00 | 39.80 |
| Total Receivables - current | | 39.80 | 0.00 | 0.00 | 39.80 |
| Object 32000 -- Net assets | | | | | |
| 32311 | Net assets held in trust-library prog. | (28,368.90) | 0.00 | 0.00 | (28,368.90) |
| Total Net assets | | (28,368.90) | 0.00 | 0.00 | (28,368.90) |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 80.53 | (80.53) |
| Total Control accounts | | 0.00 | 0.00 | 80.53 | (80.53) |
| Total Anna Gruber Living Trust | | (9,523.62) | 80.53 | 80.53 | (9,523.62) |

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account: As Of = 1/31/2017; Period = 0,1,..12; Fund = 93*, 95*, 96*

| Acct | Title | Beginning Balance | Year-To-Date Debits | Year-To-Date Credits | Ending Balance |
|---|---|-----------------------|----------------------|----------------------|-----------------------|
| Fund 951 -- Library Joint Powers Authority | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 3,508,110.37 | 8,351,736.98 | 8,586,442.55 | 3,273,404.80 |
| 11901 | Allow for FV of invest w/City-cur unstr | 25,454.58 | 0.00 | 0.00 | 25,454.58 |
| Total Cash and investments | | 3,533,564.95 | 8,351,736.98 | 8,586,442.55 | 3,298,859.38 |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 8,538.69 | 0.00 | 0.00 | 8,538.69 |
| 12190 | Other interest receivable | 981.69 | 4,533.98 | 5,515.67 | 0.00 |
| 12201 | Taxes receivable - current | 694,029.57 | 3,943,102.81 | 4,637,132.38 | 0.00 |
| 12301 | Accounts receivable - billed | 748,154.28 | 87.98 | 748,242.26 | 0.00 |
| 12303 | Accounts receivable - booked | 0.00 | 2,760,583.57 | 2,760,583.57 | 0.00 |
| Total Receivables - current | | 1,451,704.23 | 6,708,308.34 | 8,151,473.88 | 8,538.69 |
| Object 21000 -- Payables | | | | | |
| 21101 | Accounts payable | (298,381.47) | 2,466,324.29 | 2,282,871.23 | (114,928.41) |
| 21201 | Salaries and benefits payable | (298,526.96) | 298,526.96 | 0.00 | 0.00 |
| 21502 | Sales tax payable | 0.00 | 3.89 | 3.89 | 0.00 |
| 21504 | Use tax payable | (764.42) | 1,856.86 | 1,276.22 | (183.78) |
| Total Payables | | (597,672.85) | 2,766,712.00 | 2,284,151.34 | (115,112.19) |
| Object 31000 -- Fund balance | | | | | |
| 31591 | Committed - cash flow/unexpected expend | (1,982,478.15) | 0.00 | 0.00 | (1,982,478.15) |
| 31701 | Fund Balance - Unassigned | (1,606,512.73) | 0.00 | 0.00 | (1,606,512.73) |
| 31998 | Budgetary reserve for encumbrances | 0.00 | 996,946.35 | 1,324,452.73 | (327,506.38) |
| 31999 | Budgetary fund balance | 0.00 | 8,987,205.95 | 10,092,239.06 | (1,105,033.11) |
| Total Fund balance | | (3,588,990.88) | 9,984,152.30 | 11,416,691.79 | (5,021,530.37) |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 6,711,571.03 | 13,580,267.55 | (6,868,696.52) |
| 33210 | Expenditure/expense control | 0.00 | 8,118,304.77 | 54,297.80 | 8,064,006.97 |
| 33310 | Estimated revenue control | 0.00 | 9,452,933.64 | 123,401.86 | 9,329,531.78 |
| 33410 | Appropriations control | 0.00 | 639,305.42 | 8,863,804.09 | (8,224,498.67) |
| 33510 | Encumbrances control | 0.00 | 1,324,452.73 | 996,946.35 | 327,506.38 |
| Total Control accounts | | 0.00 | 26,246,567.59 | 23,618,717.65 | 2,627,849.94 |

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2017; Period = 0,1,12; Fund = 93*, 95*, 96*

| Acct | Title | Beginning Balance | Year-To-Date Debits | Year-To-Date Credits | Ending Balance |
|---|--|-------------------|---------------------|----------------------|----------------|
| Fund 951 -- Library Joint Powers Authority | | | | | |
| Object 39000 -- Other equity/net asset accounts | | | | | |
| 39110 | General journal clearing | 0.00 | 13,732,348.23 | 13,732,348.23 | 0.00 |
| Total Other equity/net asset accounts | | 0.00 | 13,732,348.23 | 13,732,348.23 | 0.00 |
| Total Library Joint Powers Authority | | 798,605.45 | 67,789,825.44 | 67,789,825.44 | 798,605.45 |
| Fund 956 -- Library JPA - Technology | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 4,994.61 | 21.59 | 0.00 | 5,016.20 |
| 11901 | Allow for FV of invest w/City-cur unrstr | 39.77 | 0.00 | 0.00 | 39.77 |
| Total Cash and investments | | 5,034.38 | 21.59 | 0.00 | 5,055.97 |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 10.68 | 0.00 | 0.00 | 10.68 |
| Total Receivables - current | | 10.68 | 0.00 | 0.00 | 10.68 |
| Object 31000 -- Fund balance | | | | | |
| 31701 | Fund Balance - Unassigned | (4,978.73) | 0.00 | 0.00 | (4,978.73) |
| Total Fund balance | | (4,978.73) | 0.00 | 0.00 | (4,978.73) |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 21.59 | (21.59) |
| Total Control accounts | | 0.00 | 0.00 | 21.59 | (21.59) |
| Total Library JPA - Technology | | 66.33 | 21.59 | 21.59 | 66.33 |
| Fund 958 -- Library JPA - General Capital Assets | | | | | |
| Object 17000 -- Capital assets | | | | | |
| 17210 | Infrastructure | 579,683.02 | 0.00 | 0.00 | 579,683.02 |
| 17211 | Accumulated depreciation - infrastruc | (308,279.04) | 0.00 | 0.00 | (308,279.04) |
| 17320 | Lease improvements - buildings | 2,018,031.67 | 0.00 | 0.00 | 2,018,031.67 |
| 17321 | Accumulated deprec - lease imp-buildings | (1,598,338.54) | 0.00 | 0.00 | (1,598,338.54) |
| 17510 | Machinery and equipment | 2,374,303.03 | 0.00 | 0.00 | 2,374,303.03 |
| 17511 | Accumulated depreciation - M&E | (1,713,118.21) | 0.00 | 0.00 | (1,713,118.21) |
| 17710 | Software | 3,983.14 | 0.00 | 0.00 | 3,983.14 |
| 17711 | Accumulated amortization-software | (4,541.95) | 0.00 | 0.00 | (4,541.95) |
| 17910 | Construction in progress | 71,353.85 | 0.00 | 0.00 | 71,353.85 |
| Total Capital assets | | 1,423,076.97 | 0.00 | 0.00 | 1,423,076.97 |

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2017; Period = 0.1..12; Fund = 93*, 95*, 96*

| Acct | Title | Beginning Balance | Year-To-Date Debits | Year-To-Date Credits | Ending Balance |
|---|--|-----------------------|---------------------|----------------------|-----------------------|
| Fund 958 -- Library JPA - General Capital Assets | | | | | |
| Object 31000 -- Fund balance | | | | | |
| 31701 | Fund Balance - Unassigned | 6,054.50 | 0.00 | 0.00 | 6,054.50 |
| | Total Fund balance | <u>6,054.50</u> | <u>0.00</u> | <u>0.00</u> | <u>6,054.50</u> |
| Object 32000 -- Net assets | | | | | |
| 32103 | Invest in cap assets pr to 4/1/02-Librar | (1,291,588.96) | 0.00 | 0.00 | (1,291,588.96) |
| 32106 | Investment in capital assets - Library | (140,569.76) | 0.00 | 0.00 | (140,569.76) |
| | Total Net assets | <u>(1,432,158.72)</u> | <u>0.00</u> | <u>0.00</u> | <u>(1,432,158.72)</u> |
| Total Library JPA - General Capital Assets | | | | | |
| | | <u>(3,027.25)</u> | <u>0.00</u> | <u>0.00</u> | <u>(3,027.25)</u> |
| Fund 960 -- Felton Branch Reserve | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 1,187.60 | 5.13 | 0.00 | 1,192.73 |
| 11901 | Allow for FV of invest w/City-cur unrstr | 9.46 | 0.00 | 0.00 | 9.46 |
| | Total Cash and investments | <u>1,197.06</u> | <u>5.13</u> | <u>0.00</u> | <u>1,202.19</u> |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 2.54 | 0.00 | 0.00 | 2.54 |
| | Total Receivables - current | <u>2.54</u> | <u>0.00</u> | <u>0.00</u> | <u>2.54</u> |
| Object 31000 -- Fund balance | | | | | |
| 31701 | Fund Balance - Unassigned | (1,183.85) | 0.00 | 0.00 | (1,183.85) |
| | Total Fund balance | <u>(1,183.85)</u> | <u>0.00</u> | <u>0.00</u> | <u>(1,183.85)</u> |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 5.13 | (5.13) |
| | Total Control accounts | <u>0.00</u> | <u>0.00</u> | <u>5.13</u> | <u>(5.13)</u> |
| | Total Felton Branch Reserve | <u>15.75</u> | <u>5.13</u> | <u>5.13</u> | <u>15.75</u> |
| Fund 961 -- Library JPA - Vehicle Replacement | | | | | |
| Object 11000 -- Cash and investments | | | | | |
| 11101 | Pooled cash | 379,569.00 | 56,806.98 | 0.00 | 436,375.98 |
| 11901 | Allow for FV of invest w/City-cur unrstr | 3,022.86 | 0.00 | 0.00 | 3,022.86 |
| | Total Cash and investments | <u>382,591.86</u> | <u>56,806.98</u> | <u>0.00</u> | <u>439,398.84</u> |

General Ledger Balances

Criteria: Summarize By = Report,Fund,Object,Account; As Of = 1/31/2017; Period = 0,1,1,12; Fund = 93*, 95*, 96*

| Acct | Title | Beginning Balance | Year-To-Date Debits | Year-To-Date Credits | Ending Balance |
|--|--|-------------------|---------------------|----------------------|----------------|
| Fund 961 -- Library JPA - Vehicle Replacement | | | | | |
| Object 12000 -- Receivables - current | | | | | |
| 12101 | Pooled cash interest receivable | 811.11 | 0.00 | 0.00 | 811.11 |
| | Total Receivables - current | 811.11 | 0.00 | 0.00 | 811.11 |
| Object 31000 -- Fund balance | | | | | |
| 31701 | Fund Balance - Unassigned | (322,346.40) | 0.00 | 0.00 | (322,346.40) |
| 31999 | Budgetary fund balance | 0.00 | 0.00 | 37,444.00 | (37,444.00) |
| | Total Fund balance | (322,346.40) | 0.00 | 37,444.00 | (359,790.40) |
| Object 33000 -- Control accounts | | | | | |
| 33110 | Revenue control | 0.00 | 0.00 | 56,806.98 | (56,806.98) |
| 33310 | Estimated revenue control | 0.00 | 37,444.00 | 0.00 | 37,444.00 |
| | Total Control accounts | 0.00 | 37,444.00 | 56,806.98 | (19,362.98) |
| | Total Library JPA - Vehicle Replacement | 61,056.57 | 94,250.98 | 94,250.98 | 61,056.57 |
| | Total | 846,284.18 | 67,888,023.76 | 67,888,023.76 | 846,284.18 |

Library Naming Policy

JPAB Policy # _____

Adopted: xx/xx/2017

Revised: xx/xx/xxxx

Five-year Review Schedule: 2022

1. Purpose

This policy establishes the authority and process for philanthropic naming or re-naming of Santa Cruz Public Libraries interior and exterior spaces and features, major programs, and collections associated with specific branches. Philanthropic naming opportunities provide the Library with funds to meet strategic objectives.

2. Library Names

The Santa Cruz Public Libraries (the Library) name each branch according to their geographic location in the county, in order to identify each branch with either the neighborhood where it is located or the neighborhood that it primarily serves. This practice allows library users to easily determine the general location of a library facility they want to visit. Member jurisdictions may determine it appropriate to allow the Library building to be included in a naming policy.

3. Naming Criteria

Santa Cruz Public Libraries interior and exterior spaces and features, major programs, and a collection associated with a specific branch may be named in honor of an individual, family, or entity. Naming or re-naming rights is the purview of the local jurisdictions (City of Capitola, City of Scotts Valley, City of Santa Cruz, and County of Santa Cruz) subject to review by the Library Joint Powers Authority Board (JPAB) consistent with this policy.

Naming opportunity is provided only to those that exemplify the attributes of integrity, civic leadership, and deep commitment to the Library and community, specifically where:

- a) the proposed honoree reflects the spirit, values, and mission of the Library in support of free and equal access to information for all.
- b) an individual has provided extraordinary service and support to the Library system.
- c) an individual donor has made a significant monetary contribution to the Library.
- d) an entity's financial sponsorship has allowed the Library to significantly advance the provision of programs, services, or collections.

4. Naming Process

Each jurisdiction shall develop, propose, and maintain a list of Naming Opportunities and the associated monetary valuation for each opportunity.

The JPAB shall review each jurisdiction's naming plan to ensure that residents have a unified library experience as they visit branches across jurisdictions, and that the plan is consistent with this policy.

The JPAB shall review each jurisdiction's naming policy to ensure the plan:

- a) is appropriately consistent with other approved naming plans.
- b) does not overly commercialize the library space.
- c) includes clear time limits outlined below.
- d) reserves the right to reject any naming proposal or donation from any individual, family, or entity.

Naming rights shall not extend beyond the normal life of any interior or exterior space or feature, major program, or collection associated with a specific branch, or twenty (20) years, whichever is less. In the event that a named Library interior or exterior space or feature, major program, or collection is significantly altered within (a) 75% of the expected lifespan, or (b) a timeframe agreed upon in the naming rights contract, the JPA jurisdiction will carry the name forward in a similar capacity. A jurisdiction's naming plan may include longer timelines for significant donations, subject to approval by the JPAB.

Naming rights contracts shall be reviewed and approved by the appropriate JPA jurisdiction and reported to the JPAB.

5. Naming Revocation

Any naming opportunity authorized by a JPAB jurisdiction can be revoked only by a vote of that body.

If an individual, family, or entity for whom a naming commitment has been made violates the standards defined in section three (3. Naming Criteria) of this policy, the JPAB may recommend the removal of the individual, family, or entity's name from the naming opportunity, interior or exterior space or feature, major program, or collection associated with a specific branch.

Before taking such action, the JPAB jurisdiction shall undertake due diligence, including consultation with counsel, as to any legal ramifications that the jurisdiction may expect under any pre-existing agreement(s) related to naming opportunities or in regard to any other matter that may have legal bearing upon a proposed change in name.

Where unforeseen circumstances make it impossible for a donor to complete a monetary donation commitment after associated name placement has occurred, the JPAB shall make reasonable efforts to work with the donor to create a plan for completion of the commitment. However, in certain circumstances it may be necessary and in the best interests of the Library to remove the donor's name choice from the naming opportunity.

Chair Martin Bernal
Vice Chair Jenny Haruyama
Board Member Susan Mauriello
Board Member Jamie Goldstein



STAFF REPORT

DATE: March 2, 2017
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: Costs Associated with New Libraries

RECOMMENDATION

Review Report

DISCUSSION

The Library Joint Powers Board requested an analysis of future costs of renovated buildings and operations. Building projects were analyzed based upon current assumptions (e.g. Downtown branch will move to a new site) and timelines.

Only two branches will likely increase their square feet substantially; Felton and Capitola. Together they are likely to grow by 15,000 square feet. Assuming a facilities operating costs of \$9 per square feet, the additional annual facilities costs is estimated at \$135,000 per year. Energy cost are likely to be reduced in all buildings with the installation of green features. This costs are expect to begin to accrue in January 2020.

Based upon size of building, two branches will also need additional staff upon completion. Capitola will need an additional 1.39 Library Assistant II at an estimated cost of \$117,000 and Felton will need 1.5 Library Assistant II at \$128,000. If the Library could coordinate the Capitola and Aptos projects, the need for additional staff at Capitola would occur in October of 2021. Felton will need the additional staff in the 4th quarter of 2019.

This scenario also assumes the provision of \$400,000 for hours in 2017 and the continued decentralization of the Librarians in the branches. It does not calculate the effect on the sub pool. This scenario also assumes annual changes in branch hours based on construction projects and on an evaluation of use.

| | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 |
|--------------------|------|------|------|-------------------|------|-------------------|
| Facilities: | | | | | | |
| Capitola | | | | \$ 67,500 | | |
| Felton | | | | \$ 67,500 | | |
| Personnel: | | | | | | |
| Capitola | | | | | | \$ 117,000 |
| Felton | | | | \$ 128,000 | | |
| | | | | <u>\$ 263,000</u> | | <u>\$ 117,000</u> |

Library Costing For LJPB Meeting of March 2, 2017

| Action | Grade | Position | Bargaining Unit | FTE | % Cost Split | Months To Calculate For Fiscal Year | FY 2017 Annual Compensation | FY 2017 Prorated Compensation | Branch |
|--------|-------|----------------------|-----------------|-------|--------------|-------------------------------------|-----------------------------|-------------------------------|----------|
| Add | 283 | LIBRARY ASSISTANT II | SERVICE | 0.625 | 100.00% | 12.00 | \$ 85,102 | \$ 53,189 | Capitola |
| Add | 283 | LIBRARY ASSISTANT II | SERVICE | 0.750 | 100.00% | 12.00 | \$ 85,102 | \$ 63,827 | Capitola |
| Add | 283 | LIBRARY ASSISTANT II | SERVICE | 1.000 | 100.00% | 12.00 | \$ 85,102 | \$ 85,102 | Felton |
| Add | 283 | LIBRARY ASSISTANT II | SERVICE | 0.500 | 100.00% | 12.00 | \$ 85,102 | \$ 42,551 | Felton |
| | | LIBRARY AIDE | TEMPORARY | | | | \$ 50,000 | \$ 50,000 | Capitola |
| | | LIBRARY AIDE | TEMPORARY | | | | \$ 25,000 | \$ 25,000 | Felton |
| | | | Total Additions | 2.875 | | | \$ 390,408 | \$ 319,669 | |

Chair Martin Bernal
Vice Chair Jenny Haruyama
Board Member Susan Mauriello
Board Member Jamie Goldstein



STAFF REPORT

DATE: March 2, 2017
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: FY 2016 Fund Balance Spending Plan

RECOMMENDATION

Authorize a \$1,000,000 budget adjustment for FY17 from available fund balance for the following:

| | |
|-----------|---------------------|
| \$400,000 | Pilot Hours Program |
| \$300,000 | Patron Computing |
| \$300,000 | Library Materials |

DISCUSSION

The Santa Cruz Public Library unrestricted fund balance as of close of FY2016 is expected to exceed \$2.3 million dollars. As a result of the strategic planning process, the Santa Cruz community identified the need for significant investments in three areas; additional open hours, patron computing, and high demand library materials to serve the needs identified in the community.

1. Pilot Hours Program - \$400,000

Uniformly, the residents of Santa Cruz requested that local libraries be open for more hours in their communities. Difficult commutes and transportation issues result in a desire for longer hours closer to homes. Parents with toddlers would like to see earlier opening times (10:00 a.m.) while families would like to see later closing times and more week end hours. Computer use puts greater pressure on hours of availability as patrons need to stay longer in buildings to complete their tasks. The need for additional hours were identified in one-to-one conversations, surveys and community meetings.

Current Hours by Region

| Branch | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Total Hours | Average |
|--------|--------|--------|---------|-----------|----------|--------|----------|-------------|---------|
| DT | 1-5 | 10-7 | 10-7 | 10-7 | 10-7 | 10-5 | 10-5 | 54 | |
| GP | | 10-5 | 2-7 | 11-5 | 2-7 | 1-5 | | 27 | |
| B40 | | | 10-6 | 11-7 | 10-6 | 1-5 | 1-5 | 32 | |
| | | | | | | | | 113 | 38 |
| SV | | 11-7 | 11-7 | 11-7 | 11-7 | 11-5 | 11-5 | 44 | |
| Felton | | | 1-6 | 1-6 | 11-6 | 11-5 | 10-2 | 27 | |
| BC | | | 11-6 | 11-6 | 11-6 | 11-5 | 12-5 | 32 | |
| | | | | | | | | 103 | 34 |
| Aptos | | 11-7 | 11-7 | 11-7 | 11-7 | 11-5 | 11-5 | 44 | |
| Cap | | | 11-7 | 11-7 | 11-7 | 11-5 | 11-5 | 36 | |
| LO | 1-5 | 11-7 | 11-7 | 11-7 | 11-7 | | | 36 | |
| LS | | | 10-5 | 1-6 | 10-5 | 1-5 | 1-5 | 27 | |
| | | | | | | | | 143 | 36 |

Administrative staff reviewed current staffing levels by branch, programming capacity, community requests and regional coverage and have recommended the following changes in hours.

Proposed Hours

| Branch | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Total Hours | Average |
|--------|--------|--------|---------|-----------|----------|--------|----------|-------------|---------|
| DT | 1-5 | 10-8 | 10-8 | 10-8 | 10-8 | 10-5 | 10-5 | 58 | |
| GP | | 10-5 | 12-7 | 10-5 | 12-7 | 1-5 | 10-2 | 36 | |
| B40 | | | 10-7 | 10-6 | 10-7 | 12-5 | 12-5 | 36 | |
| | | | | | | | | 130 | 43 |
| SV | | 10-7 | 10-7 | 10-7 | 10-7 | 10-5 | 10-5 | 50 | |
| Felton | 1-5 | | 11-6 | 11-6 | 11-6 | 11-5 | 10-3 | 36 | |
| BC | | | 10-6 | 10-6 | 10-6 | 10-5 | 10-5 | 38 | |
| | | | | | | | | 124 | 41 |
| Aptos | | 10-7 | 10-7 | 10-7 | 10-7 | 10-5 | 10-5 | 50 | |
| Cap | | | 10-7 | 10-7 | 10-7 | 10-5 | 10-5 | 41 | |
| LO | 1-5 | 10-7 | 10-7 | 10-7 | 10-7 | 1-5 | | 44 | |
| LS | | | 10-6 | 10-8 | 10-6 | 12-5 | 12-5 | 36 | |
| | | | | | | | | 171 | 43 |

Changes in hours are reflected in red. This proposed pilot would add 66 hours a week across the Library system. It would establish a minimum standard for each branch of 36 hours per week. It would add Sunday hours in the Valleys. It would expand morning, evening and Saturday access in all the regions.

This proposal would add 4.625 FTE to the library system. The Library system has reduced FTE by 37% over the last ten years. Twenty-five percent of staff hours are currently filled by temporary or on-call workers. Additional permanent staff creates ongoing capacity for program/service growth and innovation.

2. Patron Computing - \$300,000

Internet access, digital tools and computer skills are necessary to manage life in a modern society. Many community members lack access to some or all of these necessities. The library serves as a bridge to assist people with finding information on line, applying for jobs, downloading and filling out government forms, printing a document, and emailing their grandchildren in Connecticut. Where once, a book was the key to one's learning journey, today it is often a digital resource or tool.

Access to public computing is often the source of conflict within the Library. Computer time is rationed to one hour per day. There are not enough computers to meet current demand and the current inventory needs to be updated. Bandwidth has been inadequate but will grow substantially with the implementation of CENIC early this year.

Modern public libraries are proving flexible devices, such as laptops or tablets, can also assist in meeting the changing technology needs of the community and limitations on space. Wireless printing is common to serve patrons with their own devices. Technology updates implemented immediately could be utilized in the new buildings and reduce FFE expenditures. A one-time request for \$300,000 would update all current computers, add additional desktop computers and laptops for checkout at all branches, update printers and add wireless printing.

3. Library Materials - \$300,000

The Library is currently spending \$1.1 million or 8% of its budget on library materials, significantly below the national average of over 11%. A one-time investment of \$300,000 would bring library spending to over 10% for FY2017. It would allow the Library to purchase replacements to freshen the collection in anticipation of the building projects. It would provide the opportunity to strengthen the Spanish language collection, audio books, popular fiction, and adult nonfiction such as language learning. It would also help us expand access to Hoopla, digital content that is rationed due to popularity.

| | | |
|-------------------------------|-----------|------------------|
| Fund Balance 6/16 | \$ | 4,777,244 |
| Required Reserves | \$ | (2,452,770) |
| Available | \$ | 2,324,474 |
| Proposed Spending: | | |
| Hours | \$ | 400,000 |
| Patron Computing | \$ | 300,000 |
| Library Materials | \$ | 300,000 |
| Total Spending | \$ | 1,000,000 |
| Remaining Fund Balance | \$ | 1,324,474 |

Attachment:

Budget Adjustment Request

City of Santa Cruz
BUDGET ADJUSTMENT REQUEST

| | |
|--|----------------------|
| <input type="radio"/> Council Approval | Resolution No. _____ |
| <input type="radio"/> Successor Agency | Resolution No. _____ |
| <input checked="" type="radio"/> Administrative Approval | |

| |
|--|
| <input checked="" type="radio"/> Current Fiscal Year |
| <input type="radio"/> Prior Fiscal Year |

TO: FINANCE DIRECTOR
FROM: KIRA HENIFIN

DATE: 01/05/2017

| <u>ACCOUNT</u> | REVENUE EDEN ACCOUNT TITLE | |
|----------------------|--------------------------------------|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL REVENUE | | 0 |

| <u>ACCOUNT</u> | EXPENDITURE EDEN ACCOUNT TITLE | |
|--------------------------|--|-----------|
| 951-36-50-3510-51110 | Salary | 400,000 |
| 951-36-54-3550-57409 | Computer Equipment | 300,000 |
| 951-36-3520-53106 | Materials | 300,000 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| TOTAL EXPENDITURE | | 1,000,000 |

NET: \$ (1,000,000)

Purpose:

LJPB 1/12/17 Approval: Allocate available general fund monies to the above accounts on a one-time basis.

| REQUESTED BY | DEPARTMENT HEAD APPROVAL | ACCOUNTING APPROVAL | FINANCE DIRECTOR APPROVAL | CITY MANAGER APPROVAL |
|---|-----------------------------|------------------------|------------------------------|--------------------------|
| Kira Henifin <small>Digitally signed by Kira Henifin Date: 2017.01.05 10:53:34 -0800</small> 01/05/17 | | | | |

Chair Martin Bernal
Vice Chair Jenny Haruyama
Board Member Susan Mauriello
Board Member Jamie Goldstein



STAFF REPORT

DATE: March 2, 2017
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: Security Update

RECOMMENDATION

For Review and Discussion

DISCUSSION

The Downtown branch library continues to receive complaints from the public and staff about their personal safety and security. Sleeping on library grounds continues. Bystanders and their belongings often block sidewalks and entrances. Drug use occurs openly in and around the Library.

This is not purely an issue of homelessness. Most patrons experiencing homelessness use the library in meaningful ways. These strategies are an attempt to manage the behaviors of patrons to create a respectful learning environment for all.

The Library is attempting to address the following problems.

Issue: Inconsistent Expectations and Enforcement

- Met with City of Santa Cruz on City Ordinances and Expectations
- Met with First Alarm on City Ordinances and Expectations
- Received an appointment of a library representative on the Downtown Safety Committee
- Working on developing changes to City ordinances to include Library as part of the civic campus

- Provided police liaison by the City
- Provided expanded ranger security by the City
- Increased First Alarm enforcement of City ordinances
- Developed staff committee to rewrite Library Code of Conduct with increased specificity
- Regularly ban patrons that fail to adhere to the Library Code of Conduct
- Increased reporting of staff
- Taking photos to document problems
- Invested in mental health first aid training for staff
- Need additional staff training on expectations and enforcement

Issue: Poor physical environment

- Met with City on physical appearance of the Downtown branch
- Removing benches at library entrance
- Fencing breezeway to parking lot
- Reduced size of bathroom doors to parking garage standards
- Researching defensive architecture at public libraries
- Beginning a security audit of each branch with First Alarm
- Exploring tools such as cameras and panic buttons
- Developing security specs for construction projects
- Building new Downtown branch library
- Examining ways to improve space prior to opening the new building

Issue: Limited programs and services for adults

- Developed coffee talk on Thursday to have a better understanding of who is using the Library and what are their information needs
- Developed a *Working Together* program to provide one-on-one information services to interested adults
- Developed a *Veterans Connect* program
- Adding public computers to reduce the stress associated with rationing
- Growing the adult digital literacy program
- Expanding adult life skills programming (financial literacy, job search, medical information, e-government)
- Networking with local agencies and nonprofits to coordinate (not duplicate) services
- Recruiting and training volunteers to support these efforts

The Library will likely request an increased coverage by First Alarm. Those costs are being developed through the budget process. Physical changes to the Library buildings will likely be funded through Measure S resources.