



SANTA CRUZ • PUBLIC
LIBRARIES
A City County System

LIBRARY JOINT POWERS AUTHORITY BOARD

Monday, January 12, 2009
Community Meeting Room
224 Church Street, Santa Cruz

NOTE: The Library Financing Authority will meet at 7:30 PM.

7:30 PM PUBLIC MEETING

1. ROLL CALL
2. INTRODUCE NEW MEMBERS
3. APPROVE AGENDA
4. APPROVE MINUTES OF DECEMBER 8, 2008
5. ORAL COMMUNICATIONS
6. CONSENT AGENDA

None

7. WRITTEN COMMUNICATIONS

Norquist, Heather. "From Potty Training to Parents: Childhood Issues in Swedish Picture Books." *Children and Libraries*, Winter 2008. Ms. Norquist is the Youth Services Librarian at the Live Oak Branch.

Titangos, Hui Lan and Gail L. Mason. "Learning Library 2.0: 23 Things @ SCPL." *Library Management*, 2009 Volume 30, Issue 1-2. Abstract. Ms. Titangos is a Technical Services Librarian for Cataloging. Ms. Mason is the Library's Training and Collection Development Librarian.

"A Tree for All Our Days." Santa Cruz Sentinel Column of 12/28/08 noting Hui Lan Titangos paper presentation at the Shanghai International Library Forum in October.

"Our Earth, Our Ethics." Announcement and press release describing the Library's Second Annual Community Read, January – March 2009

8. REPORTS OF ADVISORY BODIES

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

9. MEMBER REPORTS

- A. Felton Library Task Force (Gerdt)
- B. Scotts Valley Report (Reed)

10. STAFF REPORTS

None

11. OTHER BUSINESS

- A. Fee Increases for Library Services
- B. FY 2008-09 Budget Revisions to Meet Deficit

12. NEXT MEETING TOPICS

The next scheduled meeting is Monday, February 2, 2009. The Board will conduct its annual election of officers and consider a legislative program for the year.

12. ADJOURN

The Library Joint Powers Authority Board will adjourn from the regularly scheduled meeting of January 12, 2008 to the next regularly scheduled public meeting on February 2, 2009 at 7:30 pm in the Community Meeting Room of the Central Branch Library.

The Santa Cruz City-County Library System does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, the Library requests that you attend fragrance free. The Central Branch Library is a fully accessible facility. If you wish to attend this public meeting, and you will require special assistance such as sign language or other special devices in order to attend and participate, please call (831) 420-5600 or TDD: (831) 420-5733 seventy-two (72) hours prior to the event to make arrangements for assistance. Upon request, agendas for public meetings can be provided in a format to accommodate special needs.

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

December 8, 2008

Central Branch Community Meeting Room
224 Church Street, Santa Cruz

7:30 PM PUBLIC MEETING

I. ROLL CALL

Present: Supervisor Jan Beutz, Citizen Nancy Gerdt, Citizen Barbara Gorson, Councilmember Jim Reed, Citizen Leigh Poitinger, Councilmember Mike Rotkin, Supervisor Mark Stone, Councilmember Michael Termini, Councilmember Cynthia Mathews

Staff: Anne Turner, Director of Libraries

II. APPROVAL OF MEETING AGENDA OF DECEMBER 8, 2008

Councilmember Mathews moved, seconded by Supervisor Beutz

that the Board approve the agenda of December 8, 2008.

UNAN

III. APPROVE MINUTES OF NOVEMBER 10, 2008

A. APPROVE MINUTES

Councilmember Rotkin moved, seconded by Supervisor Stone

that the Board approve the minutes of November 10, 2008.

UNAN

Abstain: Mathews

IV. ORAL COMMUNICATIONS

None

V. CONSENT AGENDA

None

VI. WRITTEN COMMUNICATIONS

None

VII. REPORTS OF ADVISORY BODIES

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

- Munching with Mozart is the first Friday of every month
 - Next concert: January 2nd 12:10pm @ Central Branch Meeting Room
 - "Unaccompanied! Solo Music Written for Instruments Rarely Played Alone"*
- Interviewing Consultants to work with FSCPL Board to build fundraising organization and skills
- December 1st three characters from Wind in the Willows came to the Central Branch Library: Mr. Toad, Mr. Mole, and Mr. Badger. They did monologues and readings.
- December 6th - Wind and the Willows "Friends Night" at Shakespeare Santa Cruz
- Don D'Alessandro is the new FSCPL Volunteer Coordinator

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

- Paula Poundstone
 - Emmy Award Winning Comic
 - National Spokesperson for Friends of the Libraries USA
 - program to help local Friends' groups
 - Will make an appearance February 5th in support of the Friends of the Libraries
 - working on post or pre event for a meet and greet with Paula Poundstone

VIII. MEMBER REPORTS

A. Felton Library Task Force

Citizenmember Gerdt had no report. The task force will be meeting later in the month.

B. Scotts Valley

Councilmember Reed reported that the Scotts Valley City Council elected to establish a library sub-committee consisting of Councilmember Reed and Councilmember Johnson. The sub-committee will plan the building of the library that the Scotts Valley City Council has been saving for since 1991. Two assumptions will be addressed in the planning of the new library: 1. Approximately 17,000 square feet 2. Not to compromise on space. The sub-committee will be looking at a number of funding sources including grants and Redevelopment authority bonds. The timeframe is unknown at this time.

IX. STAFF REPORTS

A. Budget Update

Director reported that the library budget is projected to hit \$583,000 deficit by the end of the year. The Board has given the Director plans to develop ways in which to offset the deficit. Two options that were discussed: furloughing of employees and closing all library branches on Fridays.

B. Pending Citizen Member appointment

Citizenmember Poitinger's board appointment is up and she would like to remain on the board.

Councilmember Rotkin moved, seconded by Citizenmember Gorson

that the Board approved the appointment of Citizenmember Poitinger for another term.

UNAN

X. OTHER BUSINESS

A. Aptos Parking Lot Project Modifications

Councilmember Mathews moved, seconded by Councilmember Rotkin

that by Resolution #2008-21 the Library Joint Powers Authority Board appropriate an amount not to exceed \$11,500 from the Kemme Trust for Aptos Branch Parking Lot modifications, that it transfer \$8,600 in available Reserve funds for landscaping changes on the same project, and that the Library budget be amended to reflect these changes.

UNAN

XI. NEXT MEETING

January 12, 2008

XII. ADJOURN

The regular meeting adjourned at 8:00 p.m.

Respectfully submitted,



Kira Henifin, Clerk of the Board



Sheila Fraser, Substitute Clerk of the Board

From Potty Training to Parents

Childhood Issues in Swedish Picture Books

Heather Norquist

Norquist traveled to Sweden in September 2005; her report on library services to children in Sweden appeared in the Winter 2006 issue of Children and Libraries. Here she looks at how Swedish authors explore common childhood topics.

I inherited a love of Scandinavia from my father, whose parents emigrated from Sweden to northern Minnesota in the 1890s. While dreaming about traveling to Sweden, I was browsing the website for the Consulate General of Sweden and found a travel grant for study in Sweden offered by the Bicentennial Swedish-American Exchange Fund. I came up with a research proposal based on my love of picture books and fascination with Swedish culture. I started teaching myself the Swedish language so I would be able to translate the books I was studying. While I didn't receive the grant on my first try, I applied the following year and received the grant in 2005, traveling to Sweden for two weeks.

Swedish children's literature is known for its candidness and attention to life from the child's point of view. As a children's librarian working in the United States, I've often been pleasantly surprised by the different perspective I find in picture books by Swedish authors. This comes across sometimes as a sort of quirkiness and at other times boldness in representing things as they are, so that, even when they're translated into English, you can tell they're coming from a different point of view.



Heather Norquist is a Youth Services Librarian at the Live Oak Branch of the Santa Cruz (Calif.) Public Libraries and a volunteer librarian for the Scandinavian Cultural Center of Santa Cruz. She lives in Santa Cruz with her husband and two sons.

This led me to wonder how Swedish authors deal with some of the difficult issues that picture books address for young children. The issues I chose to study were potty training, moving, starting school, having same-sex parents, death, and divorce. To keep my task manageable, I focused mainly on recently published titles that had not been translated into English.

Starting School

In *Ronny and Julia börjar skolan* (*Ronny and Julia Start School*), Ronny and Julia are neighbors who enjoy playing school together, but as the first day of *real* school approaches, each is nervous: Ronny wonders if he will still be able to play pirates in school, and Julia worries that the other children will already know how to read and count.



Ronny's grandmother is no help, scaring him with stories about how, when she was in school, the teachers were really dumb and children had to stand in the corner for the smallest little things.

The day before school starts Ronny isn't feeling well. He doesn't have a fever, but he hardly eats and won't even play soccer. He tells his dad that he hurts everywhere. Julia is very worried about starting school without Ronny, but her parents reassure her that lots of kids are worried, that it's the same for everyone.

When the morning comes, Julia's mom calls Ronny's house to say that Julia is very unhappy and absolutely does not want to go to school when Ronny can't. Ronny goes to the phone

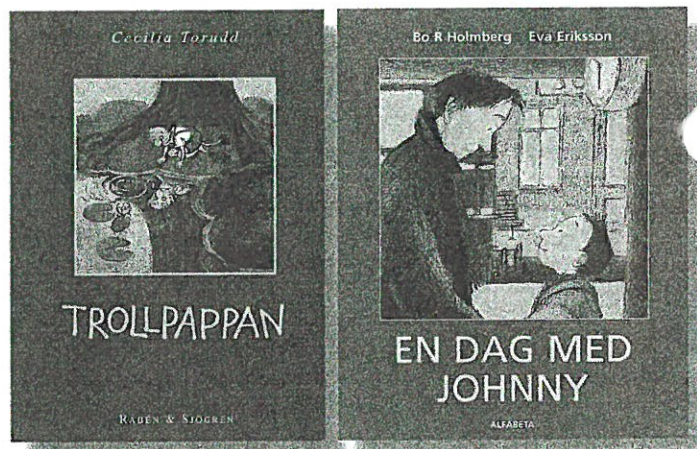
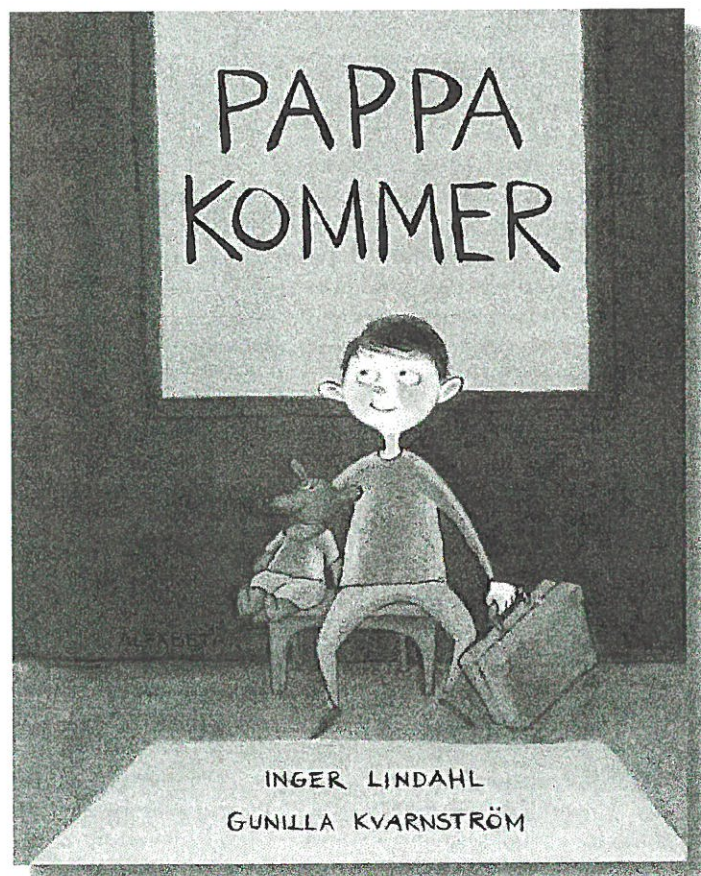
and tells Julia he feels better. They make it through the first day and even consider coming back the next day, and even all week.

Divorced Parents

The weekend visit by the non-custodial parent is the subject of two of the books I found. In *En dag med Johnny* (*A Day with Johnny*) by Bo R. Holmberg and Eva Eriksson, Tim, who has recently moved to the city with his mom, spends the day with his father Johnny, who lives in another town a train ride away. As they spend the day together, Tim proudly shows his papa to the people they meet—the girl at the hotdog stand, the ticket man at the movie theater, the waiter at the pizzeria, the librarian. At the end of their visit together, when Papa's train arrives, Papa brings Tim aboard and introduces him to all the other riders in the car. The mutual adoration the boy and father feel for each other is obvious. Johnny waits until the last possible moment to leave and wave goodbye.

In *Pappa kommer* (*Papa Is Coming*) by Inger Lindahl and Gunilla Kvarnström, Axel waits for his Papa to come and take him to his house. He waits and waits while his mother reassures him repeatedly that his papa will come soon.

Axel distracts himself by drawing a picture of Papa and building a tower for him, but Papa is even later than expected, and when he finally does show up, Axel is angry. He knocks the tower over, blames Papa, and kicks him in the shin. This leads to Axel's fear



that all his toes are broken, which Papa soothes by bandaging every one. He even bandages the toe of Axel's teddy bear, and when Axel and the teddy bear are satisfied, they leave with Papa, waving to Mama that they'll be back soon.

A Troll boy meets the father he never knew in *Trollpappan* (*The Troll Papa*) by Cecilia Torudd. Something is bothering the little troll; he's preoccupied and depressed, but he doesn't know what about. His mother takes him on an adventure, a hike through the forest to the other side of the mountain, but doesn't say where they're going. They spend the night in a tent that belonged to the troll's papa, and the troll mama asks her son if he remembers his papa. He doesn't really remember him, but when he tries to he feels a pain in his chest. When they finally reach the little house where the troll papa lives, he's inside with his friends, singing drunkenly. Although the troll boy doesn't remember his papa, he knows him right away. The father and son get to know each other during a week-long fishing trip. After this, the boy wants his papa to come live with him and his mama, but his father tells the boy he does best where he is, and his mother says it would be impossible because "one can't stand your papa all the time."¹

On their last day together the boy catches a very large fish and gains the approval of Papa's friends. At a goodbye party they tell stories about all the big fish they have caught. This leads to a quarrel, with Papa quarreling worst of all. Mama carries the boy away telling him that they will all be asleep soon.

In the morning, Papa, with an aching head, follows them to the foot of the mountain, where he gives his son his fine gold coin so he won't forget that his papa is coming next spring.

Moving

In *Bo här och bo där* (*Live Here and Live There*) by Eva Uddling and Gunilla Kvarnström, Fia is tired of moving from place to place. Her parents have split up and her mom has kept the house, while she and her father are homeless. Although mama tells Fia she can always feel at home there, it doesn't feel the



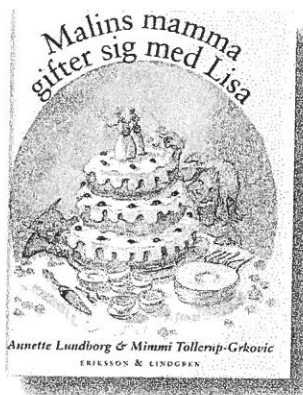
same and even smells differently, as if Mama was always getting ready to go out. The places Fia and her father move into are all called Second Hand and seem to be sublets they live in while the apartment dwellers are on vacation. Fia tells of the continual packing, unpacking, and cleaning up so it looks as if no one has been staying there. But she doesn't approve of that, so decides to leave something of hers at each place so the returning inhabitants will know she's been there. The closest place to home for Fia is the cardboard box they use to pack food in each time they move, which she uses for a fort.

Most of the places they move to don't have children for neighbors, but at one place, Fia meets Gustav, and they have fun splashing in the rain together. She is so angry when Papa tells her they are moving again that she bites Papa.

The last place Fia and her papa move to is called First Hand. Her father finally got the paperwork for a place of their own, where they can do whatever they want. Fia celebrates by painting a shining sun on her bedroom wall.

Same-Sex Parents

A girl's mother marries her lesbian partner in *Malins mamma gifter sig med Lisa* (*Malin's Mama Marries Lisa*) by Annette Lundborg and Mimmi Tollerup-Grkovic. Malin lives with her mother and her mother's partner, Lisa. Her father lives with his partner, Niklas, and the two couples are friends. On the wedding day, the couple has typical wedding day jitters.



Lisa and Malin's mother get married in the town hall, with a party afterwards at Malin's house. That night Lisa shares the secret that she is going to have a baby, and lets Malin be the one to tell her mama. They spend the summer in a farmhouse on Gotland, where Malin asks her mama why babies grow in the stomach, and learns about sperm and eggs and the night she was born. It turns out that Niklas is the father of Lisa's baby. Malin's father explains that Niklas wants to be a papa too. The story ends with Malin's happy realization that she's going to be a big sister soon.

New Sibling

In *Rut and Knut and lilla Tjut: Rut and Knut får en syster* (*Rut and Knut and Little Tjut: Rut and Knut Get a Sister*), things change when Tjut arrives. Rut and Knut take care of the baby, while their parents are nearby, as indicated by an occasional hand or shoe. This baby is a handful—going through a thousand diapers, always wetting herself, spitting up, and keeping her siblings awake with her howling.

But when Tjut hides and they can't find her, they realize how much they love her. But soon the rivalry resumes: Tjut gets the best presents, throws food, and takes their toys. But they love her anyway. Rut wants to hold her on her lap, but the baby wants her brother, leading to a fight between the older siblings. The baby joins in, and they come together in an affectionate hug. Until the next stinky poop, when Rut is happy to tell Knut that it's his sister. He cleans her up, Rut gives her ice cream, and they end up sleeping sweetly together all in a bed, until . . .

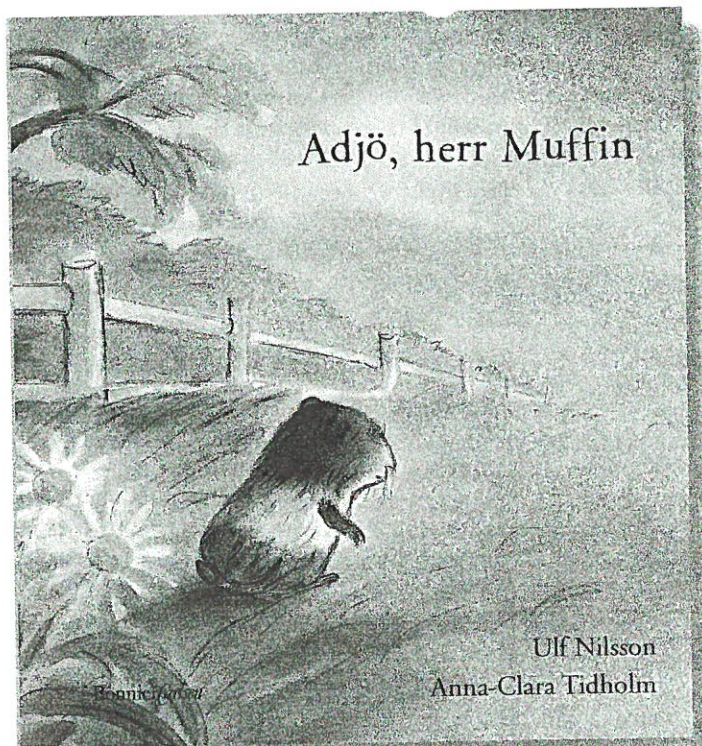
Death

A young girl meets an angel who can bring the dead back to life in *Ängeln Gunnar dimper ner* (*The Angel Gunnar Tumbles Down*) by Barbro Lindgren and Charlotte Ramel. Elin meets the angel Gunnar, who comes down to earth for summer vacation. He sees her crying about her cat, which died when it was hit by a car, and offers to bring it back to life. Once he has accomplished this, he asks if Elin knows anyone else who is grieving and sad, so Elin brings him to a woman who has lost her infant son, Elin's uncle who has lost his dog, a young girl who has lost her mother, and a crow's mate, each time going to the grave and raising the dead. Everyone is overjoyed to see their departed loved ones again. But such a wonderful gift can't go on forever. Gunnar's summer vacation is over, and he must return to heaven. The story ends with Elin and her mother talking about how strange it is that he could bring people back to life but couldn't pull sugar cubes from his ears.

A young boy experiences the death of his guinea pig in *Adjö, herr Muffin* (*Goodbye, Mister Muffin*) written by Ulf Nilsson and illustrated by Anna-Clara Tidholm. Mister Muffin is a guinea pig that lives in a blue cardboard box. Outside the house, there is a cardboard letterbox where he sometimes finds a bit of cucumber, an almond, or a letter.

One day there is a letter from the boy, whose father has told him that Mister Muffin is old and sick and will probably die soon. In a series of letters, the boy communicates his thoughts on death. He wonders whether death is just like a rest, or whether one goes to a better place. We don't know whether Mister Muffin can read or not; he eats the letters. Mister Muffin reflects on his long





and happy life and lists the good things he has been blessed with in his life of seven years, including one very wise and kind wife, six small lovely children, and being cuddled three times a day (7,665 times in his life). But he is in pain, and finally he does lie down on his bed and die. They bury Mister Muffin in the garden, with a few special belongings and the boy's final letter.

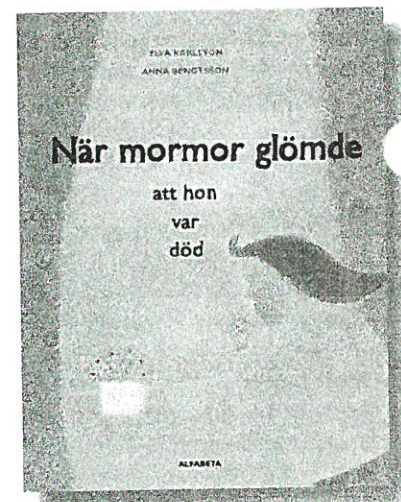
A girl thinks back on her beloved dog's life in *Lina, Gulan och kärleken* (*Lina, Gulan, and Love*) by Max Lundgren and Fibben Hald. This book follows Gulan's life from the time Lina chooses her, the smallest puppy, from all the other golden retriever puppies at the farm where she was born. Lina is an only child and her parents work long hours, so she is lonesome. She begs for several years until her parents finally feel she is old enough to handle the responsibility of owning a dog. Lina wakes up in the middle of the night to put Gulan out, deals with the damage caused by her chewing and digging, and makes Gulan her best friend.

One evening, Mama peeks into Lina's room and sees them both asleep in Lina's bed, Gulan with her nose on Lina's cheek, and thinks, "That is love."

When Gulan is three, she becomes sick and won't eat. They take her to the vet and find that her stomach is full of lumps and that she has only a few weeks to live. Lina realizes that, even though it's the last thing she wants, she must have Gulan put to sleep, for her sake. Lina is at Gulan's side, talking to her as she dies. "You shouldn't be afraid," says Lina. "I am right here. You will always be with me. Always. Always."² Lina never forgets Gulan.

A girl's dead grandmother comes back for a visit in *När mormor glömde att hon var död* (*When Grandmother Forgot that She Was Dead*) by Ylva Karlsson and Anna Bengtsson. Johanna tells about

the time her dead grandmother came for dinner. Johanna sees her coming up the path and is worried that if her father sees her he will be sad, so she takes grandmother for a walk to look for crocuses. Grandma realizes she has forgotten something, and can't recall what. Johanna knows that Grandma has forgotten that she is dead, but doesn't want to tell her because she will be sad if she remembers.



Grandmother wants to go back to her apartment to see if she left herself a note, but Johanna must prevent her, even though it is difficult, since someone else lives there. In Swedish lore, magpies are magical, so when Johanna sees a magpie disappear toward a common area, she thinks that going there might be a solution. She tells Grandma that she has forgotten to look for the spring crocuses that are popping out from the ground.

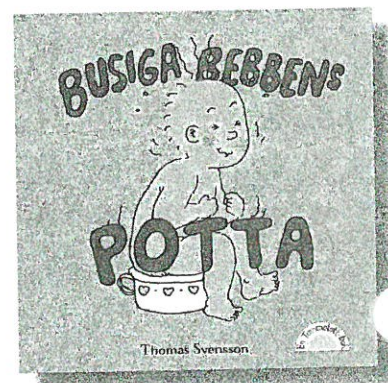
Back at the house, Johanna warns her father, but Grandma knows something is wrong. Has she come on the wrong day? When mama comes home, Grandma apologizes for coming on the wrong day. But Mama looks seriously at her and tells her she shouldn't have come at all. "Mama, you aren't alive anymore," says Mama. Grandma looks terrified.

"Gosh!" she says. "How could I forget that?"

"It doesn't matter," Johanna reassures her. "It was good that you came."³ Grandma says she should probably go, but they beg her to stay, since she's there nevertheless. They play cards, eat fish balls (except for grandmother, who doesn't need to eat but does drink a little coffee). When it's time for her to leave, they hug Grandma for a long time. Johanna asks if she'll come back, but Grandma doesn't think so. She's trying to do less forgetting.

Potty Training

A baby learns to use the potty in the humorously entertaining *Busiga bebbens potta* (*The Rowdy Baby's Potty*) by Thomas Svensson. For each step in the process, the child being read to has a question to answer and a group of images from which to select the answer. First, the baby climbs onto the big potty but falls in. His papa runs to save him. Finally the baby is shown looking at his small potty,



with steam coming out of it. At this point the spread shows the steaming potty on the left-hand page, with the words: "What did baby make in the potty?"⁴ On the right-hand page are four choices—a hot dog, a banana, a cucumber, or two steaming poops.

A Librarian's Response

I found these books had an openness that I find less common in American books. The issues are there, but are a part of life along with everything else. It was also amusing to me to see how often characters use the toilet in Swedish picture books (other than potty training books). Presumably this is because we all use the toilet many times every day, and some of us do our best thinking on the toilet.

The element of magic appeared in many of the Swedish picture books I read. Magpies, good for making wishes on, appear in *När mormor glömde att hon var död*, and Fia used her magic wand to cure her papa's lumbago in *Bo här och bo där*. I was surprised at how these elements of magic, along with otherworldly characters such as trolls and angels, were incorporated into these stories dealing with real issues.

Children in Swedish picture books are very comfortable expressing their anger, often in ways that shock American readers. In *Bo här och bo där*, Fia bites her Papa when she has to move away from her new friend. In *Papa kommer*, Axel kicks his father in the shin so hard that it feels like he's broken his toes, and the troll boy in *Trollpappan* calls his mother a Dumb Old Trollwoman. When I read these stories to my own children, they were shocked that the children would do such things. It's not that American children don't kick and bite their parents, but it just doesn't happen in picture books—probably because we're afraid of giving children bad ideas.

It's too bad that these titles aren't available in English. Along with giving children a taste of life in Sweden, they reinforce the idea that children worldwide experience these difficult childhood issues and find their way through them. ☺

References

1. Cecilia Torudd, *Trollpappan* (Stockholm: Rabén & Sjögren, 2000): n.p.
2. Max Lundgren, *Lina, Gulan och kärleken* (Stockholm: Bonnier Carlsen, 2003): n.p.
3. Ylva Karlsson, *När mormor glömde att hon var död* (Stockholm: Alfabet, 2001): n.p.
4. Thomas Svensson, *Busiga bebbens potta* (Stockholm: Bonnier Carlsen, 2003): n.p.

Bibliography

Most of these Swedish titles are not available in English.

- Gahrton, Måns. *Ronny & Julia Börjar Skolan*. Illus. by Johan Unenge. Bonnier Carlsen, 2003. 30p.
- Holmberg, Bo R. *En dag med Johnny*. Illus. by Eva Eriksson. Alfabet, 2002. 32 p.
- Karlsson, Ylva. *När mormor glömde att hon var död*. Illus. by Anna Bengtsson. Alfabet, 2001. 32p.
- Lindahl, Inger and Gunilla Kvarnström. *Pappa Kommer*. Stockholm: Alfabet, 2004. 32p.
- Lindgren, Barbro. *Ängeln Gunnar dimper ner*. Illus. by Charlotte Ramel. Eriksson & Lindgren, 2000. 32 p.
- Lundborg, Annette. *Malins mamma gifter sig med Lisa*. Illus. by Mimmi Tollerup-Grkovic. Eriksson & Lindgren, 1999. 26p.
- Lundgren, Max. *Lina, Gulan och kärleken*. Illus. by Fibben Hald. Bonnier Carlsen, 2003. 32p.
- Nilsson, Ulf. *Adjö, herr Muffin*. Illus. by Anna-Clara Tidholm. Bonnier Carlsen, 2002. 48p.
- Svensson, Thomas. *Busiga bebbens potta*. Illus. by the author. Bonnier Carlsen, 2003. 28p.
- Torudd, Cecilia. *Trollpappan*. Rabén & Sjögren, 2000. 64p.
- Uddling, Eva. *Bo här och bo där*. Illus. by Gunilla Kvarnström. Rabén & Sjögren, 2002. 32p.
- Wirsén, Carin. *Rut and Knut and lilla Tjut: Rut and Knut får en syster*. Illus. by Stina Wirsén. Rabén & Sjögren, 2005. 40p.

Article Request:
Learning Library 2.0: 23 Things @SCPL

[Go](#)

Article Information:

Title: Learning Library 2.0: 23 Things @SCPL

Author(s): Hui-Lan H. Titangos, Gail L. Mason

Journal: [Library Management](#)

Year: 2009 **Volume:** 30 **Issue:** 1/2 **Page:** 44 - 56

ISSN: 0143-5124

DOI: 10.1108/01435120910927510

Publisher: Emerald Group Publishing Limited

Document Access:

Existing customers:

Please login above.

Purchase this document:

Price payable: GBP £13.00

plus handling charge of GBP £1.50 and VAT where applicable.

[Purchase](#)

Request this document:

Print or e-mail a document request to your librarian.

[Request](#)

Reprints & permissions:

[Request](#)

Abstract: Purpose – The purpose of this paper is to examine the significance of 23 Things @SCPL, a learning Library 2.0 program based on Web 2.0, running from September 2007 to January 2008 at Santa Cruz Public Libraries.

Design/methodology/approach – The paper introduces a new methodology in promoting the concept that learning could not only be self-directed and collaborative, but also fun and rewarding.

Findings – By studying indepth the program's implementation process, the two authors report their findings in the following areas: organizing the first project in the history of Santa Cruz Public Libraries, to involve the whole organization in the learning process about the digital realm; helping staff members overcome typical learners' stress and blocks, by offering an innovative teaching approach; key to success I: comprehensive curriculum; key to success II: strong leadership; and impact on library services and beyond.

Practical implications – The paper analyzes a successful implementation of the "lighten-up" approach for program management. For this purpose, it adopts a user-friendly and easy approach, so as to reach a broader audience.

Originality/value – The paper helps project managers to organize, develop and succeed in their new projects.

Keywords: [Leadership](#), [Learning](#), [Public libraries](#), [United States of America](#)

Article Type: Case study

Article URL: <http://www.emeraldinsight.com/10.1108/01435120910927510>

[Top](#)

Learning Library 2.0: 23 Things @SCPL

by Hui-Lan H. Titangos & Gail L. Mason

Abstract

Purpose – The paper examines the significance of **23 Things @SCPL**, a learning Library 2.0 program based on Web 2.0, running from September 2007 to January 2008 at Santa Cruz Public Libraries.

Design/methodology/approach – The paper attempts to introduce a new methodology in promoting the concept that learning could not only be self-directed and collaborative, but also fun and rewarding.

Practical implications – The paper analyses a successful implementation of the “lighten-up” approach for program management.

Findings – By studying in-depth the program’s implementation process, the two authors report their findings in the following areas: 1) Organizing the first project in the history of Santa Cruz Public Libraries, to involve the whole organization in the learning process about the digital realm; 2) Helping staff members overcome typical learners' stress and blocks, by offering an innovative teaching approach; 3) Key to success I: comprehensive curriculum; 4) Key to success II: strong leadership; and 5) Impact on library services and beyond.

Keywords Public libraries, Web 2.0, Library 2.0, 23 Things, Santa Cruz County, California

Paper type Case Study

COMMUNITY

Stacey Vreeken, editor, 706-3251
svreeken@santacruzsentinel.com

IRTHS

HOSPITAL

Nov. 24 at 6:08 a.m., to Estolco) and Richard atsonville, a 7-pound, jr, Elizabeth Lynne

Z - Nov. 25 at 5:57 p.m., Marquez) and Adam driguez, Watsonville, boy, Adam Anthony

Nov. 25 at 7:27 a.m., to gelina (Hinde) and Ricardo en, Santa Cruz, an 8-ounce boy, Maximus John

- Nov. 25 at 5:08 p.m., to ilica (Guzman) and Jesus rtinez, Watsonville, a 9-ounce boy, Julian Azriel

Nov. 26 at 3:51 p.m., Kathleen (Johnson) and lam Figueroa, Capitola, an ounce boy, Jeremy Dylan

26 at 4:41 a.m., to Ialupe (Cortes) and San-Santa Cruz, a 7-pound, jr, Daisy Guadalupe

- Nov. 26 at 8:29 a.m., Noel Shepherd and Ste-Dinwiddle, Scotts Valley, jr, Katherine Elizabeth

. 27 at 9:31 a.m., to (Robideaux) and Uriah i, Santa Cruz, a 5-pound, roy, Mateo Michael

Nov. 28 at 2:15 a.m., in (Roecler) and Thomn, Santa Cruz, a 7-ounce girl, Rose

at 12:28 p.m., yn (Mahon) and Douit- / Barnhard, Scotts Valley, a 4-ounce girl, Logan Nicole

Nov. 30 at 2:32 a.m., to bel (Carcamo) and Raul roy, Santa Cruz, a 7-ounce girl, Cristina Belen

4 30 at 7:24 a.m., to Emily Patrick Steven Rayray, Aptos, 1-ounce boy, Matthew Patrick

Nov. 30 at 8:15 p.m., to ncia (Conley) and Ryan rker, Santa Cruz, a 6-ounce boy, Grayson Weston

. 2 at 9:03 a.m., to helle Climent and Ronpp, Santa Cruz, a 6-Veronika Michelle

- Dec. 2 at 11:51 a.m., to tojosa Barragan and Ste- / Schaefer, Ben Lomond, a ounce boy, Aiden Michael

3 at 8:20 a.m., to Lourdes cardo Ortiz, Aptos, a 6-ounce boy, Ricardo Brian Ortiz

. 3 at 3:15 p.m., to Stagl) and Frank Joseph a Cruz, a 9-pound, 10-Giuliana Sophia

ac. 4 at 9:31 a.m., to Haldi bungman-Madsen and ack Caune, Aptos, a 7-ounce girl, Brooklyn Isabella

V - Dec. 5 at 3:25 a.m., to Polockow, Aromas, a 9-ounce girl, Alexandra Lynn

Dec. 5 at 2:39 p.m., to ole (Cinelli) and Joseph sm, Santa Cruz, a 7-pound, Alfred

- Dec. 5 at 1:35 p.m., to hbach Mopress and Joseph llops, Watsonville, a 7-ounce boy, Ethan Joseph

Dec. 7 at 5:41 p.m., to y Leverenz and Clin- / Skipton, Aptos, a 7-ounce girl, Juliette Joy

A tree for all our days

When your seventh-grade teacher calls and says you must photograph her tree, the Sentinel's **BILL LOVEJOY** answered her summons. Again, it was a learning experience for him as he viewed ornaments that spanned the generations on her tree. The Christmas tree decorations at

HAZEL NELSON'S Capitola home range from the newest, a tiny pink bootee celebrating her new great-granddaughter to a singed ornament dating to the turn of the century, when trees were lit with real candles.

An card-like ornament of three small choir boys with gold organ pipes behind them go back to the 1950s, given to Hazel's son **JOHN** when he was 5.

There are decorations from Hazel's childhood in the 1920s and '30s as well. One of these is a very small glass trumpet. She remembers that on Christmas morning she and her siblings knew not to leave their bedrooms until they heard the sound of that tiny trumpet, played by their dad. It hangs in a prominent place on each new tree, a broken place covered by a bit of ribbon.

The special ones are more than a 100 years old, back to the boyhood of Hazel's late husband **TOM** in the early 1900s. In those days, Christmas trees were lighted with real candles and one year, Tom tree caught fire. Though the house was saved, the tree and most of the ornaments were burned. But three survived to decorate Hazel's tree today.

Jackie rocks on

DEBBIE PARTIDA is proud of her daughter's most recent accomplishment, winning Seventeen Magazine's She's a Star contest with her band Jackie Rocks. High school freshmen **JACKIE PARTIDA** of Harbor High, **DE'ANDRE WARREN** of Soquel High and **JOANNA LINDBLAD** of Aptos High were flown to Philadelphia to perform at a teen fashion show put on by the Ford Modeling Agency. They opened for MTV's **DONNIE KLANG** from "Making the Band" reality TV series.

The band is also popular with the elementary school set who cover Jackie Rocks songs at talent shows. Jackie's song "Rock On" is about her love of Santa Cruz. They can be seen New Year's Eve on the local Community Channel 27 or check out their Web site at



Bill Lovejoy/Sentinel

Hazel Nelson's Christmas tree has ornaments that span the generations.

www.jackierocks.com.

Representing S.C. at library forum

The fourth Shanghai International Library Forum was held from Oct. 20-22, 2008 in Shanghai, China, attended by scholars and experts from more than 20 countries to meet and discuss such issues as "Intelligence, Innovation and Library Services," "Library and Information Service in the Digital Age" and "Digital Library and Cyber Infrastructure."

HUI-LAN H. TITANGOS, librarian with Santa Cruz Public Library (SCPL), presented a talk on "Learning Library 2.0: 23 Things @SCPL," a paper written by her and **GAIL MASON**, head of staff development office. The paper described a SCPL system-wide Web 2.0 learning program from September 2007 to January 2008.

The paper is Hui-Lan's second publication of 2008. "Beyond Keeping Warm: Optimizing Crafts Resources at Santa Cruz Public Libraries," another paper of hers, was published on Dec. 1, 2008 by Chinese Librarianship, an International Electronic

Literary accomplishments

KAREN BURNETT of Felton recently received a bronze medal in the Moombeam Children's Book Award for "Choose Your Life: A Travel Guide for Living," her fifth book.

Her first book "Simon's Hook: A Story About Teases and Put-Downs" is in its seventh printing and received many awards. Other books include "Katie's Rose: A Tale of Two Late Bloomers" and "If The World Were Blind: A Book About Judgment and Prejudice."

Burnett, known as Grandma Rose, began writing stories in 1979. She was an elementary school counselor and created these stories to help students at her schools. She developed a talent for taking complex ideas and presenting them in a simplistic and graphic manner easily understood by children, yet beneficial to adults as well.

She just donated 56 copies of "Choose Your Life" to the San Lorenzo Valley Christmas project.

Six-time Ironman Triathlon World Champion **MARK ALLEN** and shaman and healer **BRANT SECUNDA** have recently released "Fit Soul, Fit Body: 9 Keys to a Healthier, Happier You." Allen says the key to optimum performance is getting your mind in shape along with your body. The book emphasizes thinking of fitness as pertaining to the body and the soul, both physical and spiritual well-being. The book is published by BenBella Books, \$24.95).

ANNIE MORHAUSER of Annieglass, Art for the Table, recently had an article about her travel experiences published in the Dec. 9 issue of the New York Times.

NANCY KILLE of Bonny Doon is taking some time away from being a realtor and owner of Homescape Realty to pen a murder mystery. Her first book, "The Death Contingency," is set in Santa Cruz County and is peppered with local landmarks and settings. Some of the curious and bizarre stories from Nancy's 20 years of real estate experience are woven into the book as the work backdrop for her realtor and part-time sleuth.

Journal.

Capitola Manor Assisted Living held its annual Resident/Family Christmas "Thankyou" Party earlier this month. The owners **MANNY** and **MARIA CORREIA** present this day of recognition as a way to acknowledge the wonderful families and residents at Capitola Manor.

"This time of year is a time of caring and gives us the pleasure of showing the residents and their families how grateful we are for them and for giving us the opportunity to take care of their loved one and make a safe and family oriented home for them," says **TONI BARROS**, activity coordinator.

"All year long we care for our residents not because we have to or it is just a job but truly because the staff here is exceptional, very family oriented to one another and to our residents, we are one big family of 50," says Barros.

Sorority acceptance

TONYA JACIRAE MORGAN was inducted into the Beta Mu Xi Chapter of Phi Theta Kappa at Hartnell College. Morgan, from Santa Cruz is the daughter of **LILIAN MORGAN** of Felton.

Got a story to tell, an event to report, an award to announce? Name Dropping runs every Sunday. Write to Stacey Vreeken at 1800 Green Hills Road, Suite 210, Scotts Valley, CA 95066 fax to 429-9620, e-mail to svreeken@santacruzsentinel.com



Remembering the forgotten

Names were called out. Twenty individuals were remembered. More names were posted on lists hanging from the wall. We sat silently as the sun tried to warm the cold morning outside, as brightly colored prayer flags fluttered in the breeze. A Christmas tree was fully decorated and a decorative Mr. and Mrs. Santa stood watch.

It was the 10th annual Homeless Death Memorial Service held this year at the Homeless Services Dining Hall. In those 10 years, at least 358 homeless people have died in Santa Cruz County. Their names were carefully written on the flags hanging overhead.

I did not know any of the people whose names were called out. I could not picture them. Not as they were when they left the world. But I could easily imagine them as they came into the world. Before addictions or AIDS or life beat them down.

I thought of a young woman, filled with anticipation and hope, choosing a name for her unborn child. I pictured a father looking forward to raising a son or daughter, teaching the child the lessons he had been taught. How to ride a bike. How to land a trout. I wondered who walked this bright shiny being to school the first day. Was a lunch packed? A thermos of hot soup?

Or, were some of these lost souls cast aside at their first weak cry. When did they fall? When did they begin to disappear? When did it become too late to help? What was the moment?

Winter has come. We celebrate the holidays with good cheer. Hit the slopes and make rooster tails in the powdery snow as we race the light. We sit by a roaring fire and toast the new year. We bundle up and tie on skates and, under a yellow moon, glide on frozen water. Our ears warm and toasty in knitted caps. Our hands cozy in bright-colored mittens. Mittens the colors of prayer flags.

The ice is thin this year and getting thinner. We must remember to look around. Notice if someone is in danger of falling through. Speak up if we begin the

OUR EARTH, OUR ETHICS

SANTA CRUZ READS

Santa Cruz Public Libraries presents the Second Annual Community Read

JANUARY - MARCH 2009

Hot, Flat and Crowded by Thomas Friedman • *Prodigal Summer* by Barbara Kingsolver
Botany of Desire by Michael Pollan • *Hoot* by Carl Hiaasen

For information on programming check www.santacruzpl.org or your local branch library.



Wildcat Ranch Photos by Jim Bouring

December 22, 2008

FOR IMMEDIATE RELEASE

Contact: Merritt Taylor (831) 420-5661 taylorm@santacruzpl.org

Our Earth, Our Ethics

Santa Cruz, CA. Our Earth, Our Ethics will be the theme of the Santa Cruz City County Library System's second annual Santa Cruz County Reads. The program will begin this coming January and run through March, 2009. Each month a book with a strong environmental message will be read and discussed throughout the county. The books chosen for this year's community read include Prodigal Summer by Barbara Kingsolver to be featured in January, Botany of Desire by Michael Pollan featured in February, and Hot, Flat, and Crowded by Thomas Friedman featured in March. Hoot by Carl Hiassen is the selected title for young people.

The Library's Young People's services staff will encourage young readers to read Hoot and will have special programming geared just for them. Please check the library's website, www.santacruzpl.org, for information on book discussion groups and programs for children and young adults.

Programs for adults in January include:

Ross Clark, Climate Change Action Coordinator for the City of Santa Cruz on environmental issues here in Santa Cruz, will present a program which includes a video of Barbara Kingsolver discussing her involvement with environmental causes. This program will take place on Thursday, January 15th. The program will be 6:30 – 8 PM in the Central Library Meeting Room, 224 Church St., Santa Cruz.

On Saturday, January 31 there will be a discussion of Barbara Kingsolver's book, Prodigal Summer, at 11 AM, also in the Central Library Meeting Room. Both programs are free to the public.

Other programs will be announced in the calendar of activities on the library's website, www.santacruzpl.org, the Santa Cruz Friends of the Library newsletter, and at branches. A limited number of each of the books will be available in the library system, and donations of more copies to any branch are welcome.

Our Earth, Our Ethics was first presented as a reading and discussion theme of the Idaho Commission on Libraries state-wide 2007 "Let's Talk About It" series, the idea being to bring communities together for knowledgeable discussions on current issues.

What: *Our Earth, Our Ethics*, a community reading and discussion event
Where: Branches of the Santa Cruz Public Libraries
When: January through March 2009
Cost: FREE **Info:** www.santacruzpl.org/



SANTA CRUZ • PUBLIC
LIBRARIES
A City County System

December 22, 2008

TO: LIBRARY JOINT POWERS BOARD
FR: DIRECTOR OF LIBRARIES
RE: INCREASE FEE CHARGES FOR LIBRARY SERVICES

RECOMMENDATION: That by motion the Library Joint Powers Authority Board approve raising fees charged to patrons in the following categories:

	<u>Current Fee</u>	<u>New Fee</u>
Referral to Collection Service:	\$10.00	\$20.00
Meeting Room Use	\$10.00/hr	\$20.00/hr
Proctoring Examinations	\$ 20.00	\$10.00 DMV Exams \$40.00 Academic Exams \$60.00 Commercial Exams

DISCUSSION

Over and above our overdue fines, the Library System charges fees for various services to patrons. The Management staff polled all library staff for cost savings and revenue increase ideas, and after a lively discussion at the Leadership Meeting on December 19th, we make the following recommendations.

Collection Service Referrals

The Library contracts with a collection service to pursue and retrieve long overdue materials or the cost of replacing them. The expense (\$14,000 in the current fiscal year) generates fine revenue as well as the return of long-missing items. The vendor charges us \$8.95 per account referred which means we will turn over roughly 1,500 accounts during the current fiscal year.

To compensate for our expense of \$8.95, we are currently charging patrons \$10.00 on top of whatever they owe in fine money or replacement costs. If 750 more accounts are referred during the balance of the fiscal year, and all are paid (unlikely), we will make a net of \$787.50.

If we raise the patron fee to \$20.00, we might make \$9,075.00. Staff believes that \$20.00 is a reasonable charge to make to patrons who have been notified time and again about delinquent items. Most banks charge \$25.00 for bounced checks.

Room Rentals

Our meeting rooms at Aptos and Central are heavily used by community groups and not-for-profit organizations. The Boulder Creek Meeting Room is mostly used for Library programs. Our current \$10.00 per hour rent is substantially lower than the going rate at other facilities: \$16/hr to \$24/hr at Loudon Nelson, and \$30/hr at the Jade Street Center. With Board approval we would impose the fee on new bookings beginning on January 15th, but would not charge the new fee to groups who have already booked and paid.

Examination Proctoring

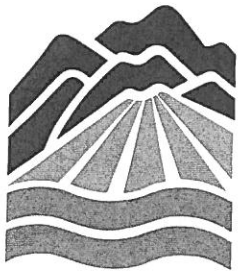
The number of requests for examination proctoring by staff is rising due to the number of people who are pursuing academic degrees on line. Agreeing to proctor an exam means that the staff must take responsibility for booking a time for the exam, securing the exam materials, ensuring that the academic institution's rules are followed, monitoring the exam as it is taken, and returning the completed exam. Staff reports that exam proctoring falls into three categories:

DMV Exams: The Department of Motor Vehicles requires that people who have had serious traffic violations take a remedial course and pass a 20-minute computerized exam. Aside from extracting payment from the examinee and finding the person a vacant computer terminal, this does not require much work. Staff therefore proposes that we drop the fee for this kind of exam to \$10.00.

Academic Exams: People requesting proctoring report that they come to the Santa Cruz System (primarily to the Boulder Creek Branch) because Santa Clara County libraries charge \$50 per exam. Staff suggests \$40 would be fairer to the library for the work involved, which is substantial (see above).

Commercial: We have a steady stream of people taking commercial training examinations, especially in real estate. Staff report that the exam-takers are particularly difficult to schedule, and recommends a higher fee because the training institution (and eventually, the examinee) are making money from the Library's service.

The proposals could increase fee collections by as much as \$25,000 annually.



SANTA CRUZ • PUBLIC
LIBRARIES
A City County System

December 30, 2008

TO: LIBRARY JOINT POWERS AUTHORITY BOARD
FR: DIRECTOR OF LIBRARIES *[Signature]*
ASSISTANT DIRECTOR OF LIBRARIES
RE: FY 2008-09 BUDGET REVISIONS TO MEET DEFICIT

RECOMMENDATION: That the Library Joint Powers Authority Board adopt resolutions amending the FY 2008-09 budget and approving such other actions as are necessary to cover anticipated deficits in revenue, including furloughing library employees and reducing services

DISCUSSION

At its December meeting the Board directed staff to return in January with a plan for covering the projected deficit that included furloughing employees, closing the Library System on Fridays, and cutting other services. However, the Board agreed that the City of Santa Cruz collective bargaining units might propose other strategies that it would be glad to consider. Also, the Board directed management to solicit staff ideas for budget cuts.

ATTACHED DOCUMENTS

At the Board's December meeting staff presented four documents describing the budget deficit situation and the recommendation for how to mitigate it. These documents are attached here, with the following revisions noted:

DOCUMENT #1: LIBRARY FY 2008-09 REVENUE & EXPENSES

\$5,500 is anticipated in additional revenue from the fee increases proposed to the Board.

The "December Savings" number in personnel has been increased to \$174,301 (see Document #2).

The Board is being asked to appropriate \$60,000 for the ILS Upgrade. This money is required for needed software for the new system. When we agreed to adopt open source software and contracted with LibLime for migration services we anticipated that there would be added expenses as we progressed. This is one of them.

The total deficit is now \$624,960.

DOCUMENT #2: DECEMBER PERSONNEL SAVINGS

This number has increased to \$174,301 because we have found ways to reassign existing staff. But it is important to note that the staffing shifts depend upon the Board agreeing that Interlibrary Loan services be suspended, and Requests be limited to items we already own.

DOCUMENT #3: RECOMMENDED BUDGET SAVINGS

The savings from Holiday Leave Without Pay have been reduced as employees changed their plans based upon the proposed furlough.

The Mid-Management bargaining unit has deferred its scheduled 3% pay increase, which would have gone into effect on December 13. An \$8,270 savings is thus anticipated.

In December we proposed furloughing **all** employees for 4 hours per week and closing the System on Fridays. We subsequently learned that furloughing part time employees would mean cuts in their retirement and health benefits. So we are now proposing that only full time regular employees be furloughed.

To make up some of the difference we are proposing cutting the Substitute and Paging budget by roughly 19%. How these cuts will be allocated between the two types of workers will be negotiated with each Branch Manager.

The change in the Supplies and Services budget from December is to increase the Book/Materials budget cut from \$130,000 to \$190,000. This is a very difficult cut to make in the middle of the fiscal year, but this budget line is one of the few places we have flexibility.

DOCUMENT #4: BUDGET CUT PROPOSALS DESCRIBED

Further explanation of the cuts is provided in this document.

ATTACHED RESOLUTIONS

The Board must act to revise the Supplies and Services Budget via Resolution 2008-22 attached. The Board must also formally agree to close the Library on Fridays, furlough regular full time staff for four hours per week, and reduce the On-Call and Paging budgets. Other savings (holiday closure, the 3% mid-management salary increase deferral, and voluntary time off) do not require Board action.

IDEAS FROM STAFF

Several staff made suggestions (via email) for budget savings and changes. I endeavored to respond to all of them, and attach the messages documenting this. Staff has also been actively engaging in discussing cuts with its collective bargaining unit representatives. I am sure that these people will be at the meeting to present ideas to the Joint Powers Board.

RESOLUTION # 2009-01

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD TRANSFERING AND APPROPRIATING FUNDS**

WHEREAS, The Library System anticipates a \$624,960 deficit in revenues over expenses in FY 2008-09, and

WHEREAS, budget reductions and additions are required to meet cover this deficit,

NOW THEREFORE, be it resolved that the Library Joint Powers Authority Board transfer funds and amend the FY 2008-09 Supplies and Services budget in the amount of \$240,500 as per the attached Table, Exhibit A

PASSED AND ADOPTED this 12th day of January 2009, by the following votes:

AYES: Board Member(s)

NOES: Board Member(s)

ABSENT: Board Member(s)

DISQUALIFIED: Board Member(s)

APPROVED _____
Chair

ATTEST: _____
Board Clerk

EXHIBIT A

**FY 2008-09 SUPPLIES AND SERVICES
BUDGET CHANGES**

	ITEM	EXISTING	CHANGE	DIFFERENCE
52201	Delay Reclassification Consultant	\$ 12,500	-	\$ 12,500
52247	Landscape Maintenance Services	\$ 32,525	\$ 24,525	\$ 8,000
52304	Training	\$ 17,590	\$ 14,590	\$ 3,000
52960	Advertising	\$ 3,000	-	\$ 3,000
52961	Dues and Memberships	\$ 9,856	\$ 5,856	\$ 4,000
52972	Printing	\$ 27,000	\$ 22,000	\$ 5,000
53106	Books/Periodicals	\$ 1,022,000	\$ 832,000	\$ 190,000
53112	Library Functional Supplies	\$ 168,053	\$ 153,053	\$ 15,000
	TOTAL			\$ 240,500
P36019	Transfer funds for ILS Upgrade		\$ 60,000	
	9BUDREV.DET			
	12/30/2008			

RESOLUTION # 2009-02

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD REDUCING LIBRARY SERVICES
AND FURLOUGHING STAFF**

WHEREAS, The Library System anticipates a \$624,960 deficit in revenues over expenses in FY 2008-09, and

WHEREAS, reductions in services are required to meet cover this deficit,

NOW THEREFORE, be it resolved that the Library Joint Powers Authority Board agrees to close all System facilities on Fridays beginning February 13, 2009, to furlough all full time regular employees (except four assigned to the Network Access Services division) for 4 hours per week beginning the same date, and to instruct staff to save \$96,194 in the On-Call and Paging budgets.

PASSED AND ADOPTED this 12th day of January 2009, by the following votes:

AYES: Board Member(s)

NOES: Board Member(s)

ABSENT: Board Member(s)

DISQUALIFIED: Board Member(s)

APPROVED _____
Chair

DOCUMENT #1

LIBRARY FY 2008-09 REVENUE & EXPENSES

REVISED REVENUE PROJECTIONS

SOURCE	JULY FINAL	REVISION	DIFFERENCE
SALES & USE TAX	\$ 6,288,944	\$ 6,288,944	
LESS SALES TAX SHORTFALL @4%		\$ (192,501)	
PROPERTY TAX & MAINT/EFFORT	\$ 5,579,804	\$ 5,579,804	
INTEREST EARNINGS	\$ 11,613	\$ 11,613	
TOTAL LIBR. FIN. AUTH. DISTRIBUTION	\$ 11,880,360	\$ 11,687,860	\$ (192,500)
CARRYOVER FR. FY 2007-08	\$ 294,850	\$ 353,741	\$ 58,891
ESTIMATED FUND BALANCE	\$ 179,262	\$ 100,000	\$ (79,262)
STATE PUBLIC LIBRARY FUND	\$ 79,005	\$ 70,000	\$ (9,005)
FEES & FINES	\$ 270,014	\$ 270,014	
PROPOSED REVENUE INCREASES		\$ 5,500	\$ 7,950
BEQUESTS/LIBRARY MATERIALS	\$ 32,055	\$ 32,055	
MCCASKILL TRUST/LOCAL HISTORY	\$ 20,000	\$ 20,000	
GRANTS, VARIOUS	\$ 54,818	\$ 54,818	
TOTAL ANTICIPATED REVENUE	\$ 12,810,364	\$ 12,593,988	\$ (216,376)

REVISED BUDGET PROJECTIONS

PERSONNEL	\$ 9,437,999	\$ 9,437,999	
LESS DECEMBER SAVINGS DOCUMENT #2		\$ (174,301)	\$ (174,301)
SUPPLIES & SERVICES	\$ 2,745,934	\$ 2,745,934	
LESS STANDARD SAVINGS @ 2%		\$ (54,919)	\$ (54,919)
LESS TOTAL JULY PROJECTED SAVINGS @ 5%	\$ (609,197)		\$ 609,197
CAPITAL EQUIP & PROJECTS	\$ 18,061	\$ 18,061	
ILS UPGRADE ADDITIONAL APPROPRIATION		\$ 60,000	
BEQUESTS/OTHER	\$ 20,000	\$ 20,000	
GRANTS	\$ 54,818	\$ 54,818	
SUBTOTAL	\$ 11,667,617	\$ 12,107,592	\$ 439,977
CITY CHARGE ESTIMATE	\$ 647,217	\$ 647,217	\$ -
CARRYOVER PROJECTS	\$ 294,850	\$ 353,741	\$ 58,891
WATSONVILLE PAYBACK [to FY 2013]	\$ 49,879	\$ 49,879	\$ -
CITY OF SC LOAN [to FY 2018]	\$ 55,428	\$ 60,519	\$ 5,091
TOTAL	\$ 12,714,991	\$ 13,218,948	\$ 503,959
SURPLUS/(DEFICIT)	\$ 95,373.00	\$ (624,960.00)	

RESERVE FUND BALANCES, 12/15/08

FELTON BRANCH REPLACEMENT	\$ 74,000
CONTINGENCIES	\$ 8,800
TECHNOLOGY	\$ 4,600
GENERAL PROJECTS	\$ 100

9REVBUGT.SUM

12/29/2008

**DOCUMENT #2
DECEMBER PERSONNEL SAVINGS**

PERSONNEL	BASE COST	SAVINGS	EXPENSE	NET SAVINGS
Librarian IV Retirement				
Salary @ 6 months	\$ 98,052.00	\$ 49,026.00		
Benefits @ 6 months	\$ 35,658.00	\$ 17,829.00		
Vacation Payoff Estimate			\$ 9,494.08	
Upgrade SLA to Libr I/11 add \$2.25/hr X 12 weeks			\$ 1,080.00	
Upgrade LA to SLA add \$1.49 X 12 weeks			\$ 715.20	
Move CenCirc PT workers to temp vacant LC X 10 weeks		\$ 3,564.74		
New Librarian IV X 12 weeks add \$2105.34/week inc benefits			\$ 25,264.08	
SUBTOTAL		\$ 70,419.74	\$ 36,553.36	\$ 33,866.38
Director Retirement				
Salary @ 6 months	\$ 164,567.00	\$ 82,283.50		
Benefits @ 6 months	\$ 44,948.00	\$ 22,474.00		
Vacation Payoff Estimate			\$ 2,071.34	
Upgrade AD by 5%			\$ 3,140.70	
On-call Libr I/II for selection duties @ \$27.30/hr X 15 hs/wk X 26 weeks			\$ 10,647.00	
Recruiting Contract			\$ 25,000.00	
SUBTOTAL		\$ 104,757.50	\$ 40,859.04	\$ 63,898.46
SV Branch Manager Vacancy				
Salary @ 28 weeks				
Benefits @ 28 weeks	\$ 1,095.46	\$ 30,672.92		
Vacation Payoff Estimate	\$ 445.19	\$ 12,465.38		
Assign Librarian III (HJS) as temp BranMan			\$ 2,225.95	
SUBTOTAL		\$ 40,057.97	\$ 2,225.95	\$ 37,832.02
Central Branch Libr I/II Vacancy				
Assign Librarian I/II J. Cockerill to job for training purposes End Temp Fill @ \$19.45/hr X 25 hrs X 26 weeks				
End benefits @ 52 weeks		\$ 12,642.50		
SUBTOTAL		\$ 9,955.00		\$ 22,597.50
Central Br YP Library Assistant Vacancy				
Stop filling with temp workers 26 weeks		\$ 16,107.00		\$ 16,107.00
TOTAL PERSONNEL SAVINGS				\$ 174,301.36
9MORECUTS.LST				
12/29/2008				

DOCUMENT # 3

RECOMMENDED BUDGET SAVINGS

TARGET: \$624,960

PERSONNEL

SEE DOCUMENT # 4

Holiday Leave w/o Pay \$ 29,325

Mid-Management 3% increase deferral \$ 8,270

Close System-wide on Fridays and furlough full
time regular employees 21 weeks SEE DOC #3 \$ 235,035

VTO Extra Savings \$ 21,252

Cut Substitute and Page Budgets \$ 96,194

SUBTOTAL \$ 390,076

Note: Employees electing Voluntary Time Off would
be exempted from furlough for hours equivalent
to VTO

SUPPLIES & SERVICES

Delay Reclass Consultant \$ 12,500

Reduce Book/Materials Budget \$ 190,000

Reduce Tech Services Supplies \$ 15,000

Reduce Advertising \$ 3,000

Reduce Dues & Memberships \$ 4,000

Reduce Training \$ 3,000

Shift Landscaping to Bldg Maint. Workers \$ 8,000

Reduce Printing \$ 5,000

SUBTOTAL \$ 240,500

GRAND TOTAL \$ 630,576

TARGET \$ 624,960

\$ 5,616

9CUTS2.LST

12/29/2008

DOCUMENT #4
ADDED NOTES ON RECOMMENDED
BUDGET CUTS
12/30/08

CLOSE SYSTEM ON FRIDAYS

Staff is proposing that all regular full time employees be furloughed for four hours per week, beginning January 31st, 2009. If we furlough part time workers their retirement and health benefits will be affected. We see this as preferable to laying off workers. In either case, we will be required to cut some services:

- We should close all Branches on Fridays, beginning in mid-February. We cannot continue to provide Friday service when we have furloughed the employees.

Why Friday?

- Eight out of ten branches are already closed on Friday morning, and none are open on Friday evening. So the impact of the closed hours will be considerably less than if we closed on some other day. It will amount to a 59 hours per week reduction. The current open hours total is 444 per week.
- Friday is the least busy day of the week.
- Staff working on weekends (Saturday or Sunday or both) usually have Monday and/or Tuesday off. If we closed on one of those days, the day off scheduling problems would be enormous.
- We should suspend Interlibrary Loan services for the balance of the fiscal year so that the workers assigned to this task can be deployed elsewhere in public service work at the Central Branch.
- We should accept requests only for items we own for the balance of the fiscal year. This supports the Interlibrary Loan suspension above. Staff believes that most of the items borrowed from other libraries are available on the internet, far more cheaply than it costs the Library to provide the service. It also returns the Request System to its original purpose—moving materials we own around the library system to where people need them.
- Staff is also proposing that the Page and On-Call Substitute budgets be cut by \$96,194. With approval by the Board, the allocation between the

two budget lines would be made in consultation with each Branch Manager.

SUPPLIES & SERVICES BUDGET

Document #3 lists \$240,500 in Supplies & Services reductions that can be made between now and the end of the fiscal year. Two require explanation:

Cutting \$190,000 from the Library Materials budget will be difficult, but seems sensible given the cuts (via furloughing) in the Technical Services staff.

Cancelling the Landscaping contract and shifting the work to the Building Maintenance Workers is a cost savings that protects jobs. The workers and their supervisor have agreed that they can make time to do the added tasks if they reprioritize other service work.

9BUDGCUT.#4

From: Diane Cowen
Sent: Tuesday, December 09, 2008 1:43 PM
To: Anne Turner
Subject: Probably not the best ideas for saving money

Anne,

Please excuse the sloppiness of my ideas. But here you go, anyway.

I wonder if any significant savings could result from completely eliminating the head of technical services position? The lead cataloger and processing positions could take up a role of greater leadership. I have heard that the traditional separation of the technical services function is waning anyway, as a general trend... Drastic, I realize. Not the short term results we're looking for, since not filling that position is already accounted for.

I am also sure you have already considered this, and I know that closing branches is always a last resort. But I can't help but revisit the issue of closing La Selva Beach. I know that the residents there have a strong political lobby, but honestly, all the patrons that use that branch also use the Aptos Branch. It would be a branch closing that would least drastically affect public services. It would also require the relocation of only a single staff person. I love Heather on a personal level, and would hate for her to be relocated, but it is an idea.

Another crazy idea...rotating branch closures (except central) where those other staff could be absorbed at other branches for the duration.

Eliminate or reduce landscaping to once a month?

Reduce custodial visits? We could probably get by with 2 rather than 3 days a week. I can take out the garbage!

Stop washing the delivery vans

-Diane

Anne Turner

From: Anne Turner
Sent: Tuesday, December 09, 2008 1:52 PM
To: Diane Cowen
Subject: RE: Probably not the best ideas for saving money

Thanks for the ideas.

We talked about delaying until FY 2009-10 replacing the Tech Services head, but we desperately need someone with both broad experience and a wide world view to help us make the policy changes we contemplate with our ILS upgrade.

Closing branches is not an option politically.

Rotating closures is too complicated for the public to understand.

We wash the vans for maintenance/preservation reasons. We are making landscaping changes. We tried reducing custodial visits and it didn't work.

Anne

-----Original Message-----

From: Diane Cowen
Sent: Wednesday, December 10, 2008 10:39 AM
To: Anne Turner
Subject: more budget

Is it too late to do a holiday furlough? I realize that publicity would be hard to get out so quickly, but if we made the link to 24/7 reference service prominent on the website, perhaps keeping telephone reference open for some of the time, and put this information on the signage at closed branches, the public might feel as though they have been abandoned. Also, since we have had to do it before, the public wouldn't be that surprised. Even though the union might object, I think people would rather be furloughed at a time when they can spend it with their families over the holiday, rather than a reduction in weekly hours. I know this wouldn't save as much money as the 4 hour furlough across the board.

I can't take credit for Watonka's idea that I discussed with her last night. If branches were closed on a different day of the week on a regional basis, access to services would be available to community members on a regional basis. That could make a long-term reduction in open hours more palatable to the board and to the public. Like one branch stays open in the valley on the day the others are closed, one in the city limits, and one in mid-county, etc.

Also, have you already appropriated the remainder of the Kemme fund from Aptos? I'm sure you have.

Although this couldn't happen until subscriptions are over, what about dumping some underused or not-so-useful databases? Maybe even overdrive or something, since single access, single use downloadable audiobooks seem virtually useless in a system of our size.

Actually, losing databases seems counter-intuitive considering the future of libraries. So, how about eliminating the print reference budget? I would argue that with a little bit of staff training and the effective use of electronic databases and good web resources, we could live without print reference. Another component of this strategy includes more aggressive negotiation with database vendors to include more useful databases in their overpriced packages.

Diane Cowen

Anne Turner

From: Anne Turner
Sent: Wednesday, December 10, 2008 11:31 AM
To: Diane Cowen
Subject: RE: more budget

No we cannot furlough at the Holiday, and anyway it doesn't save much money.

Different days for different branches: nope, it is too confusing for everyone.

Weeding/evaluating the databases is being done.

Anne Turner

From: Paula Contreras
Sent: Friday, December 12, 2008 3:43 PM
To: Anne Turner
Cc: Susan Elgin
Subject: Cost saving ideas from Barbara Pasternak

Hello,

With Barbara's permission I am forwarding her ideas for saving money for our libraries.

From: Barbara Pasternak
Sent: Wednesday, December 10, 2008 6:46 PM
To: Paula Contreras
Subject: Cost-saving thoughts

Here's my 2 cents' worth of ways to save money:

1. For LO, we could close at 7pm instead of 8. That last hour most nights is pretty slow. For me, who would get 4 hours off that way, I could work 2 hours on Saturday to help with the extra crush we'll have on that day.
2. How about letting the checkout time be 3 weeks, with a 1 week grace period, but then charging \$.50/day late fees.
3. Do not allow dropoff of other branch's items at all branches. Save on courier/ gas, use them just for hold requests.

That's all for now.

Barbara

Anne Turner

From: Anne Turner
Sent: Tuesday, December 16, 2008 4:28 PM
To: Barbara Pasternak
Cc: Paula Contreras; Susan Elgin
Subject: Cost Saving Ideas

Thanks for the suggestions, Barbara. I'm sorry to say that two of the three won't work but we'll do a cost projection on the third.

Closing Live Oak early. Sorry, but open hours are already confusing to the public and throwing in a new wrinkle like at 7 pm closing at one branch would be too much. We try hard for consistency, and the Board is really committed to the open hours levels of service we have in place.

No drop off of other branch's items. This wouldn't work for two reasons: lots of times the pick-up isn't at the item's home branch anyway, and the idea would negate the sharing the collection around the whole system on which we have built our service. Heaven knows I know it is expensive, but it is the way we beat back demands for every new item to be at every branch (which we can't afford and for which there isn't room).

Among the revenue measures the Board might look at is changing the borrowing period and upping the fine rate. The problem at this point, however, is that the public is increasingly renewing on line, so fines are decreasing. At least upping the fine is worth looking at.

Thanks again.

Anne

Anne Turner

From: Heidi Jaeger-Smith
Sent: Tuesday, December 09, 2008 1:07 PM
To: Anne Turner
Cc: Heidi Jaeger-Smith; Kira Henifin; Heidi Jaeger-Smith
Subject: The budget saga

I am so sorry that this has to be your focus these last few weeks! I'll bet the City Manager and Susan pay you to consult after all-at least through Spring. The Friday afternoon furlough seems like the fairest solution but if it is not enough, I would suggest looking at our Custodial Service and the number of vans we have on the road. We also need to get real about the number of desks at any one location that we can staff.

#1. I agree with Kira that we have not always gotten our money's worth from our custodial and landscape vendors. Kira has put forth a plan that would end our current contract with the Landscape Company and substitute it with our guys doing the bulk of the routine work.

I feel that UBS is another vendor that is charging us too much for the amount of work they are doing. I realize that we might need them for some of our branches but I would really like to see a couple of our old custodians brought back to clean the city branches. They are now going to lose their jobs because we let them go and the City doesn't value them enough to keep them. We gave up apples and got a small box of raisins in that trade. UBS does a fraction of the work and as a result our carpet will age too soon and our buildings will look shoddy over time.

#2. In the good years it made sense for the outreach department to add vehicles. Daniel's van is on its last legs and should be retired. It was brought back as an emergency. I believe we should get rid of that one again and transfer the Outreach van to Daniel. Outreach would still be left with two cars should the bookmobile be in the shop. That van sits in the garage most days-I know because I often park next to it--in fact I see all three outreach vehicles in the garage most days.

#3. We designed the Live Oak Branch with reference desks opposite from each other-for clarity but also for ease in staffing should we not have the manpower. Branch managers at our tier II facilities should simply have yp and adult reference staff cover for one another if there are insufficient librarians to man both desks. Each of our Tier II facilities could lose one half time library assistant or senior library assistant down the road if further cuts are needed. We should shift them to Technical services so that we move things out to the branches quicker.

You know me, I always have unpopular opinions. Thank you for letting me write you about them. Heidi

Anne Turner

From: Anne Turner
Sent: Monday, December 22, 2008 2:07 PM
To: Catherine Carlassare
Cc: Susan Elgin; Leslie Auerbach
Subject: Suggestions to Reduce Costs

As I wrote earlier today, thanks for your many thoughtful suggestions. I have been collecting ideas from many staff members, and am endeavoring to respond to all of them. Here are my responses to your ideas:

Books and media: Except for the fee-charging suggestions, most of the ideas have been or are being considered. Given that our job is meeting the information needs of the people, and that having materials collections is part of that, neither Susan nor I would recommend, and I do not think the Library Joint Powers Board would agree, to cutting the materials budget to zero for the next 18-24 months. But we continually evaluate periodicals, database, standing order, and leased book use. As for requests, we are recommending suspending all requests except for items we own to cut back on the work of constantly evaluating, verifying, etc. Amazon offers deeper discounts, it is true, but no cataloging and pre-processing, which we depend on from B&T, BWI, etc.

Donations and Fundraising: The Library does not go after donated funds itself because it has a Friends organization to do that. The Friends are discussing a new campaign, and I will pass on your suggestion that the book sale amount be raised to \$3.00 per bag. We have talked in the past about forcing people to come downtown with their book donations, but it won't work: they don't want to have to come downtown. So if we want donated books, we have to agree to ship them ourselves. As for ceasing to accept VHS, it may well come to that. The reason we keep accepting them now (and you are right, they are a pain to process) is that some people don't have DVD players, and rely on the Library as the last source of videos.

Increasing Revenues: Up the card replacement fee to \$5.00: Susan polled the Leadership Group (Branch managers, division leaders etc.) this morning and so far the response has been 100% negative. Why? Poor public relations for very little new money collected. As for increasing the daily fine rate, we have talked and talked about this over the years. I myself favor a \$1.00 a day fine for overdue books, but I am always argued down by those who think 50 cents is too much to charge to children, and we don't want to have to get into collecting at two different levels (based on card? Based on type of material? What?). Again, there is the public relations business. We do not and will not charge to borrow items like media (what is the information difference between a DVD movie and a fiction book?), and requests (our collection serves all the people of the County, but we can't have every book at every branch, so we move them around to where people want them, a service for which they should not have to pay).

We are recommending that the Joint Powers Board increase our fee for referral to the collection service (from \$10 to \$20), for meeting room use (from \$10/hr to \$20/hr), Proctoring examinations (\$20/exam now; new scale of \$10 for DMV exams, \$40 for academic exams, and \$60 for commercial exams).

Cut Supplies, Printing, and Training: Already doing it. But the Tuition Grant Program comes down from the Feds via the State, and all we are doing is sponsoring students. The other tuition reimbursement money is in the union contracts, so I suggest you discuss this one with your union reps.

Cut Branch Hours: The real cost of running a branch is the staff. We do not save money by closing a facility and moving the staff to another branch. Sure there are some savings in building maintenance, but honestly—it is the staff that costs the dollars. Besides, the Joint Powers Board has made it abundantly clear over the years that it wishes to maintain all Branch facilities. As for the bookmobile, our Outreach services function as an 11th Branch, serving people who cannot secure library service in any other way. Reducing service to once per month would cut one half time Courier Driver and save some in gasoline, but to me that is not worth the hardship on the people relying on outreach serve.

Staff: Your suggestions regarding management organization are interesting, and will no doubt be considered by the new Director of Libraries. They are not an appropriate topic of discussion now. Susan's and my task is to make recommendations to the Joint Powers Board for how to get through the next six months. When budgeting for the new fiscal begins (April at the earliest), proposals for changes in staffing levels can be made.

Again, thanks for thinking about it. Send another message if you have questions or other ideas.

SUGGESTIONS TO REDUCE COSTS

Materials:

Books and media

Significantly cut book/media budget. **Be willing to cut the budget to 0 for 18 to 24 months to save jobs.**

Consider percentage reductions for the next fiscal year for books and media.

Reduce periodical subscriptions. (Reduce subscriptions wrt neighborhood coverage. For example if both Felton and SV have Sunset or LO and Capitola end subscription at one of the locations.)

Would the number of standing orders, be reduced if selectors were able to check circulation on those standing order titles?

We should either get out of or renegotiate our book contract with Baker and Taylor for adult books. In many instances, we can buy cheaper on Amazon.

Set a guideline now, on a projected reduction for filling requests with new purchases by selectors.

Do we want to reduce the number of requests patrons can have attached to their accounts to accommodate the reduction in staffing hours?

If we are ending ILL, until further notice, do we want to have a flier announcing that at reference desks, and remove access to other catalogs on our website?

Increase the percentage of leased items if that saves money.

Consider charging a small fee for the borrowing of videos.

Increase the daily fee for overdue books.

Consider charging a small fee for all requests to contribute to transportation costs.

Charge \$5.00 for card replacement.

Increase late fees to 50 cents a day (Patrons get a one week grace period!)

Databases

If we are not receiving deep discounts for bundled databases as part of a consortium, try to negotiate for those discounts now, or start dropping single databases, if they are not bundled.

Re-examine databases and eliminate less used ones.

Forms/Supplies

Would it be cheaper to start printing more forms in-house? Why don't we change the format of some forms? Other libraries often print information on bookmarks, such as renewal by telephone, accessing one's account on the website, computer classes, and upcoming programming. Bookmarks do not necessarily have to be printed on heavy stock paper.

Deliver calendar events as an RSS feed from our website to reduce the need for printed calendars.

Stop mailing library cards to patrons as proof of addresses. Ask them to return with printed proof of local address.

Cut supply budget by 20%

Increase printing charges, especially when we are giving patrons duplexed copies, to 25 cents.

Gift donations

Stop accepting donations at all branches and absorbing the cost of transporting them to the main sorting site at Central. Ask patrons to deliver donations to Central themselves.

Stop accepting gift donations of VHS. We no longer have manpower in processing to accommodate these items.

At the friends book sales increase price of a bag of books from \$1.50 to \$3.00.

We should be looking at more fundraising options. How about an obvious fundraising link available on the website. Why not? It can be low-profile, but explanatory of the current situation: *In these hard times, libraries suffer despite bond measures and sales revenues. Can you afford to give a little?* Our Library system doesn't like to ask for money directly -- I have heard it is because of the sales tax and people already give generously-- but it is perfectly legitimate to ask patrons to donate money to maintain collections or services, whatever aspect of service they want and feel they can contribute to. Some people in our community have plenty of money and have benefitted enormously from free library service. The little each person donates can add up. And who knows? We may have some large contributors.

If we are increasing closed hours, we might want to also reduce the time delivery by book drop is available, because we will not have the staff circulation hours to handle the increased delivery by book drop.

Closure creates more of a cost saving if the building is completely closed, without use of power and heat, or the need of cleaning service on closed days.

Unfortunately, we may need to reduce the training budget and the tuition grant program, if we are contributing to it.

Is there any way we can reduce the amount of paid training we usually provide new hires? Some realize the job is not affordable after the initial training period, maybe we can schedule some of the training segments to follow time working in the library.

Maintenance on buildings:

Reduce branch hours and coordinate branch closures. (For ex. BC closed Monday, Felton on Tuesdays, SV on Wed.)

Until the economy recovers consider redesigning the tier system with two possibilities:

1. Close Garfield, La Selva, Felton, Boulder Creek
2. Close Garfield, La Selva, Felton, Boulder Creek, Branciforte, and Capitola

Reassign staff to the branches that remain open, to leverage functionality and increase the likelihood that programming, weeding, and communication will not break down as a consequence of reducing staff hours and open hours of all current branches.

If we own all the buildings above and they can not generate revenue as rental properties, perhaps the collection could be consolidated into Branciforte and Capitola as storage centers to save on maintenance, energy, and the transportation of materials over too many branches.

Reduce bookmobile deliveries to once per month.

Communication:

Increase the use of chat-rooms and look into a VOIP system to conduct meetings remotely at set times, for staff spread throughout the system.

Staff:

Eliminate the dual director/assistant director model and reorganize the system's organizational chart.

While searching for the next director, consider the need to hire a director who is both more interested in the day to day running of the library system, and more comfortable delegating executive responsibility than Susan. What if we have one director who acts as liaison with the joint power board, formulates the direction we want to pursue as a system, and monitors grant options while delegating the grant application process, and connects a marketing campaign to monetary support from the private sector.

The managerial level immediately below director might include: Technology Coordinator, Reference Services Coordinator, Young People's Coordinator, Human Resources Coordinator (who oversees the funding parameters for the allocation of staff money and sits on the hiring decisions made by the before mentioned Coordinator's and the Managers below them.)

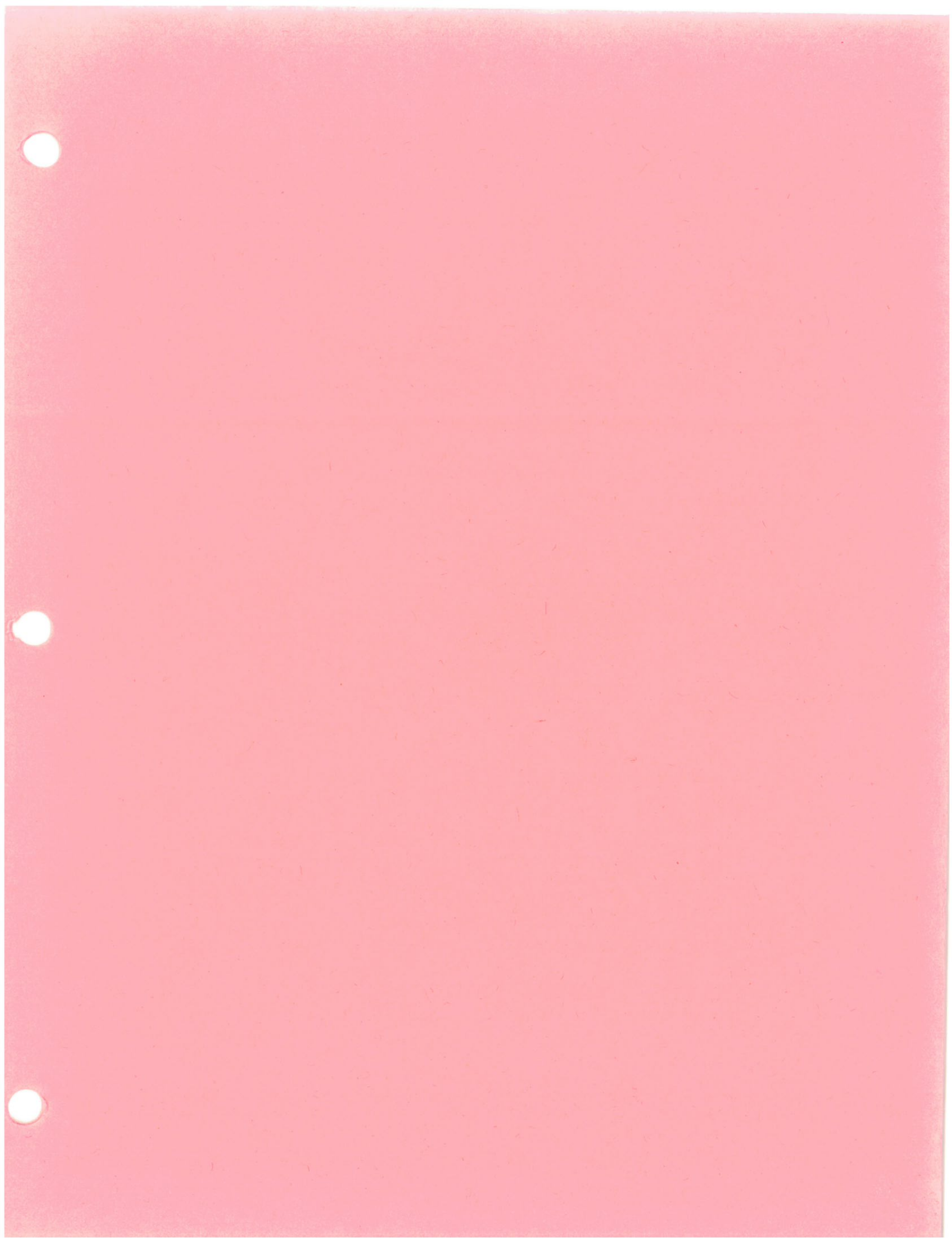
The Manager's below this level might include the Technical Services Manager (whose duties may be declining as more processing and perhaps cataloging will unfortunately be outsourced over time to the wholesalers), all branch managers, and the outreach manager.

An alternate suggestion was to give the human resources coordinator duties to the the Technical Services Manager and keep the position at the organizational level directly below director.

More funding and staff hours will likely have to be shifted to NAS and Outreach, if hiring more consultant hours would facilitate the construction of the new ILS and the redesign of the system webpage. If we are forced to close branches, bookmobile delivery to remote areas will become more necessary.

Eliminate the Developmental Librarian position. Leave Heidi at SV until she retires, so she can focus on managing SV and planning/building the Valley branch.

Reduce administrative staff at HDQ by one FT assistant.





SANTA CRUZ • PUBLIC
LIBRARIES
A City County System

LIBRARY JOINT POWERS AUTHORITY BOARD

Monday, January 26, 2009
Community Meeting Room
224 Church Street, Santa Cruz

7:30 PM PUBLIC MEETING

1. ROLL CALL
2. APPROVE AGENDA
3. APPROVE MINUTES OF JANUARY 12, 2009
4. ORAL COMMUNICATIONS
5. CONSENT AGENDA
None
6. WRITTEN COMMUNICATIONS
 - A. Library PG & E Bills for all Library Sites
 - B. Article on the Consumer Product Safety Improvement Act (CPSIA)
 - C. Preliminary Revenue Estimates for 2009-2010 to the Library Financing Authority from Pat Busch, Assistant County Administrative Officer
Attachment 1- Sales Tax History
Attachment 2- 2008-2009 Graph
Attachment 3- Long Term Graph
 - D. Upcoming CALTAC Workshops
7. REPORTS OF ADVISORY BODIES
 - A. Friends of the Santa Cruz Libraries, Inc.
8. MEMBER REPORTS
 - A. Felton Library Task Force (Gerdt)

B. Scotts Valley Report (Reed)

9. STAFF REPORTS

A. Director's Monthly Report

B. One Day Closure System-wide

C. Savings if Part Time Staff with Schedules between 21 and 30 hours were furloughed

10. OTHER BUSINESS

A. FY 2008-09 Budget Revisions to Meet Deficit

11. NEXT MEETING TOPICS

The next scheduled meeting is Monday, February 2, 2009. The Board will conduct its annual election of officers and consider a legislative program for the year.

12. ADJOURN

The Library Joint Powers Authority Board will adjourn from the regularly scheduled meeting of January 26, 2008 to the next regularly scheduled public meeting on February 2, 2009 at 7:30 pm in the Community Meeting Room of the Central Branch Library.

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

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

January 12, 2009

Central Branch Community Meeting Room
224 Church Street, Santa Cruz

7:30 PM PUBLIC MEETING

I. ROLL CALL

Present: Supervisor Ellen Pirie, Citizen Nancy Gerdt, Citizen Barbara Gorson, Councilmember Jim Reed, Citizen Leigh Poitingner, Councilmember Mike Rotkin, Supervisor Mark Stone, Councilmember Sam Storey, Councilmember Cynthia Mathews

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

II. INTRODUCE NEW MEMBERS

The board is please to introduce two new members Councilmember Sam Storey, representative from Capitola, and Supervisor Ellen Pirie, representative from Santa Cruz County.

III. APPROVAL OF MEETING AGENDA OF JANUARY 12, 2009

Councilmember Mathews moved, seconded by Councilmember Rotkin

that the Board approve the agenda of January 12, 2009 will the following adjustments: move items 11 A & B up on the agenda to item #7 and hear items on #B first.

UNAN

IV. APPROVE MINUTES OF DECEMBER 8, 2008

Councilmember Rotkin moved, seconded by Supervisor Stone

that the Board approve the minutes of December 8, 2008.

UNAN

Abstain: Storey and Pirie

V. ORAL COMMUNICATIONS

None

VI. CONSENT AGENDA

None

VII. OTHER BUSINESS

A. FY 2008-09 Budget Revisions to Meet Deficit

Susan Elgin, acting Library Director, reported the following staff recommendations for covering the projected deficit. These proposals include: furloughing employees, closing the Library System on Fridays, and cutting other services.

Leslie Auerbach, SEIU Steward, spoke to the board representing the views of library SEIU members. The first point made was that part time regular employees are fully benefitted workers whose benefits are pro-rated. These workers have the same status as full time workers which becomes important when discussing furloughing employees. The members would like to encourage management to "meet and confer" earlier in the process in order to make discussions more valuable. A Labor Management Task Force could be created to encourage discussion between library workforce and library management. The members of SEIU are very happy that the library board is aware of the double hit library employees could take if a city furlough is imposed and that they are willing to make every effort that employees do not take this double hit. The consensus of the SEIU members is that the contract stands and no give backs will be given at this time. Also there is substantial agreement on the recommendation to eliminate or at least freeze positions to help achieve needed savings. This will also allow the board and library management to re-exam the current library management structure and possible long term savings. The union suggestions the following examination of positions in the library: Assistant Director, Staff Development Librarian, and Librarian IV. SEIU members are aware of the enormity of this economic crisis and believe the library can become a more sustainable system through this experience.

Heidi Jaeger-Smith, Development Librarian and acting Scotts Valley Branch Manager, spoke to the board regarding the conditions of the library buildings. The library has a tremendous investment in its buildings. Currently the library has three building maintenance workers who have been asked to take on more duties allowing the library to save money by eliminating outside contracts that help them maintain the buildings. These workers are paid out of the library budget but most recently have been transferred by the City to work under City Foreman at the Corporation Yard. This has created challenges with work load and scheduling. Ms. Jaeger-Smith would like to ask that the board send clear direction to the City that the three building maintenance workers work solely for the library and that they not be used for other projects within the City.

Jeanne O'Grady, Outreach Librarian and member of SEIU, agrees that something needs to be done and recognizes the workers part in finding a solution to the financial crisis. However, any furlough or layoff has to include all library employees with no exception for NAS, Administration or Supervisors. Employees need to be protected from doing full time work on a reduced hour schedule. In addition staff needs to have at least some sub hours available or the fear is the repetitive stress injuries that plagued the library several years ago will resurface. Also any one who schedules desk time needs to be aware that not only are injuries more likely with long shifts but staff concentration and therefore public service

declines as shifts get longer. The layoffs need to be seen by the public in fewer hours, fewer programs, and fewer books.

Valerie Murphy, Youth Services Librarian at Central, thanked library management for all the hard work in its proposal to the board. She reported that most of the workers feel it is an equitable and flexible proposal. Ms. Murphy also echoed the hope that the budget process will continue to be an open one. She also pointed to the fact that library services are provided by staff and a reduction in staff will negatively impact these services provided to the public.

Patti Moran, Central library staff, has worked for the library 12 years and would like to ask the board to consider not cutting staff below 20 hours per week in order to keep City benefits. Ms. Moran would also like the board to listen to staff requests on how to keep workers bodies safe and free of repetitive stress injuries.

Sonia Laracuate, Internal Organizer for SEIU 521, commented that she would like to see more dialogue before a decision is made. Also there is some pressure from SEIU members who would like to see more employees included in the furlough with perhaps the exception to 20 hour per week employees. Ms. Laracuate would like to propose setting up a meeting with key people who could meet with LJPB members and review the decision to furlough. The union would also like to enforce the "meet and confer" clause and meet with the board with respect to Section 17 of the SEIU 521 MOU.

Lisa Sullivan, Human Resources Director, spoke with regards to Section 17. She stated that it is management's right to make a decision to reduce work schedule. However, the impact of that decision is within the scope of bargaining and it a "meet and confer" item. Ms. Sullivan also answered a question proposed by Councilmember Mathews regarding what direction the board should give staff. Ms. Sullivan's recommendation was for the board to give direction to staff to implement the furlough with a targeted amount of savings as the parameters and for staff to "meet and confer" within the scope of bargaining with a targeted implementation date.

Councilmember Rotkin moved, seconded by Councilmember Mathews

that the Board adopt Resolution #2009-01 amending the FY 2008-09 budget and approve actions as reflected in Documents 1, 2, and 3 that are necessary to cover anticipated deficits in revenues, including furloughing library employees and reducing services.

Amendment #1: Discuss savings calculated by including reducing PTE (part time equivalent) employees proportionate to FTE (full time equivalent) employees but not to drop PTE employees below 20 hours per week and to discuss the retirement impacts on a reduction in PTE hours. Set up a task force which will include union representation and library management in order to continue conversation regarding the furlough. This task force will report to the board for final review of the proposals.

Amendment #2: To exclude some NAS employees (4 total) as staff directed in order to facilitate the continuation of the ILS upgrade.

Amendment #3: Leave open the possibility for alternative means to achieve proposed level of savings, currently projected at \$624.960

UNAN

B. Fee Increases for Library Services

Councilmember Rotkin moved, seconded by Councilmember Mathews

That by motion the Library Joint Powers Authority Board approve raising fees charged to patrons in the following categories:

	Current Fee	New Fee
Referral to Collection Service	\$10.00	\$20.00
Meeting Room Use	\$10.00/hr.	\$20.00/hr.
Proctoring Examinations	\$20.00	\$10.00 DMV Exams
		\$40.00 Academic
		\$60.00 Commercial

UNAN

VIII. WRITTEN COMMUNICATIONS

- A. Norquist, Heather. "From Potty Training to Parents: Childhood Issues In Swedish Picture Books." Children and Libraries, Winter 2008. Ms. Norquist is the Youth Services Librarian at the Live Oak Branch.
- B. Titangos, Hui Lan and Gail L. Mason. "Learning Library 2.0: 23 Things @ SCPL." Library Management, 2009 Volume 30, Issue 1-2. Abstract. Ms. Titangos is a Technical Services Librarian for Cataloging. Ms. Mason is the Library's Training and Collection Development Librarian.
- C. "A Tree for All Our Days." Santa Cruz Sentinel Column of 12/28/08 noting Hui Lan Titangos paper presentation at the Shanghai International Library Forum in October.
- D. "Our Earth, Our Ethics." Announcement and press release describing the Library's Second Annual Community Read, January-March 2009.

IX. REPORTS OF ADVISORY BODIES

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

- The Friends of the Library will soon begin working with a fundraising consultant to help reorganize, restructure and reinvigorate its money raising arm so that the organization can better respond to today's economy. This consultant will be in place by early February. Two Friends' Board members have attended the Community Foundation's grant writing seminars.
- Friends hired a new accountant, Cathy Van Loon. She is a Cabrillo College instructor and has many years of non-profit experience in her bookkeeping/accounting business.
- As always the January 2nd "Munching with Mozart" was packed. The next concert will be on Friday, February 6, 2009, with yet-to-be-defined musicians. Likely to be rescheduled for the 3rd Thursday of the month.
- Boulder Creek has now kick-started its nearly 25 year old Friends chapter to support the branch. This newly refreshed chapter will hold a fundraising event on January 18th. "Jam for Change" will include kids' activities, a raffle, chili feed, and book sale and swap, and much more. The event is from 1-4pm at the Boulder Creek Recreation Center.
- January 24th is the annual winter Children's book sale, in the Central Meeting Room, from 10-2pm. Most books will see fro \$1.50 per pound.
- Reminder, tickets are selling fast for the reception with Paula Poundstone on February 7th, at the Rio Theater directly after her show. "Party will Paula" will feature music, wine, cheese, chocolate, and of course, Paula, who will sign her books and schmoose the crowd. This is a benefit for the Felton Library Friends. Tickets can be purchased through the Friends office, cost \$20 and are limited.

X. MEMBER REPORTS

A. Felton Library Task Force

Supervisor Stone reported on the new Felton Library Branch project. It is still in the planning and design stages. With the new Federal Administration coming into office there may be opportunities to apply for economic incentive funding. The task force is trying to move ahead on putting together a time line for the project in order to be ready to apply for the above mentioned federal funding.

Supervisor Stone was also contacted by an attorney to notify him a bequest that was left to the Felton Library for capital improvements or new books. No details have been forwarded but the attorney's preliminary estimates are in the six figures.

B. Recruitment for Library Director

Citizen Gorson reported on the recruitment for the Library Director position. The City's Human Resources Department has the detailed job description and marketing package the consultant put together for the recruitment. This document will be shared with the board before it is sent out to prospective candidates.

C. Scotts Valley Report

Councilmember Reed reported on the proposed new Scotts Valley Library Branch. The Scotts Valley City Council is also on the fast track to take advantage of federal stimulus funds. The Council has approved a D.I.R. and a specific plan but does not have a building design yet. A special council meeting was held to approve issuing an R.F.P. for design which included a projected building capacity of 15,000-20,000 square feet. Council is also working with Congresswoman Eshoo's office in order to help facilitate federal stimulus funding as it becomes available.

XI. STAFF REPORTS

None

XII. NEXT MEETING

January 26, 2009

XIII. ADJOURN

The regular meeting adjourned at 10:15 p.m.

Respectfully submitted,



Kira Henifin, Clerk of the Board

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

PG&E Usage by Branch
 October-December 2008

PGE USAGE PER BRANCH

BRANCH	BILL DATE	AMOUNT
--------	-----------	--------

OCTOBER

APTOS	10/10/2008	\$988.68
BOULDER CREEK	10/27/2008	\$804.58
BRANCIFORTE	10/2/2008	\$842.02
CAPITOLA	10/10/2008	\$602.74
CENTRAL	10/27/2008	\$7,920.95
FELTON	10/24/2008	\$160.37
GARFIELD PARK	10/27/2008	\$333.03
HQ	10/27/2008	\$54.94
LA SELVA BEACH	10/22/2008	\$184.69
LIVE OAK	10/9/2008	\$3,078.05
SCOTTS VALLEY	10/3/2008	\$742.79

Square Feet per Branch

Aptos	8,000
BC	4,600
B40	7,500
Capitola	4,320
Central	44,000
Felton	1,250
Garfield	2,343
HQ	14,104
La Selva	2,200
Live Oak	13,500
Scotts Valley	15,300

NOVEMBER

APTOS	11/10/2008	\$1,063.26
BOULDER CREEK	11/26/2008	\$568.03
BRANCIFORTE	11/3/2008	\$972.72
CENTRAL	11/26/2008	\$6,317.11
FELTON	11/26/2008	\$156.56
GARFIELD PARK	11/26/2008	\$349.25
HQ	11/26/2008	\$50.92
LA SELVA BEACH	11/26/2008	\$160.05
LIVE OAK	11/7/2008	\$3,042.43
SCOTTS VALLEY	11/3/2008	\$640.66

DECEMBER

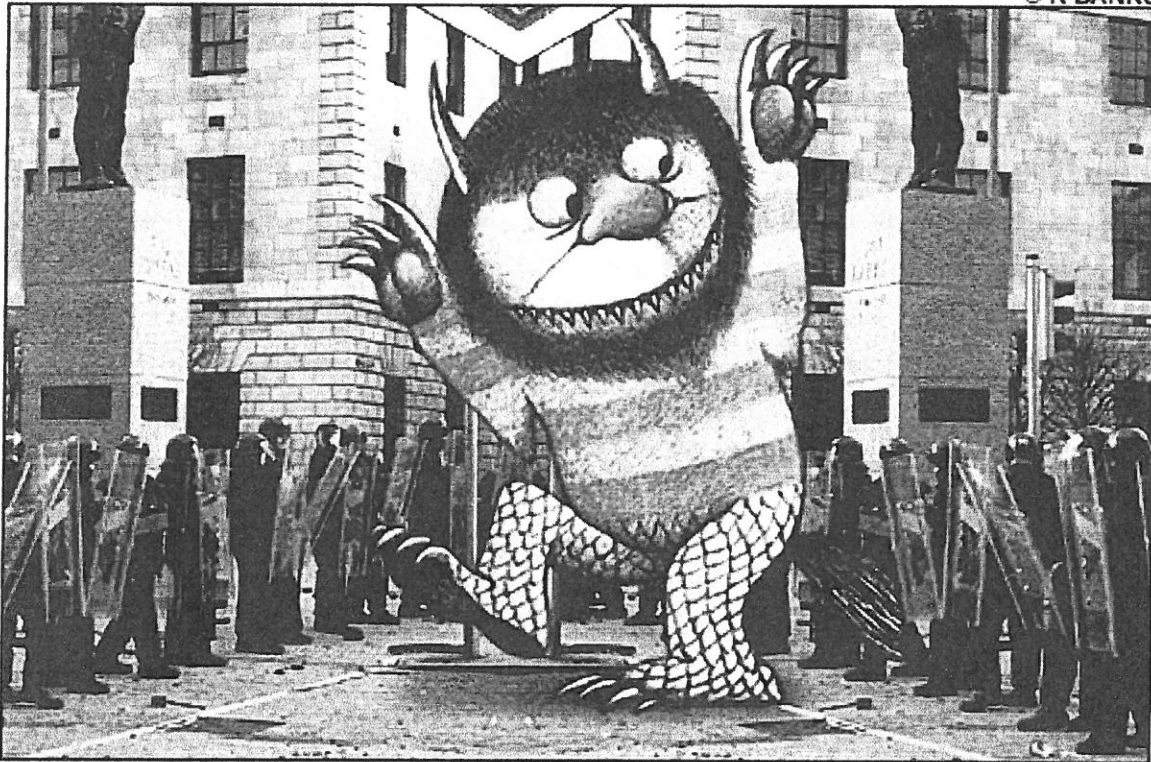
APTOS	12/11/2008	\$990.40
BOULDER CREEK	12/10/2008	\$677.86
BRANCIFORTE	12/3/2008	\$735.60
CAPITOLA	12/11/2008	\$416.09
CENTRAL	12/27/2008	\$7,300.20
FELTON	12/27/2008	\$233.39
GARFIELD PARK	12/27/2008	\$389.46
HQ	12/30/2008	\$51.90
LA SELVA BEACH	12/23/2008	\$195.23
LIVE OAK	12/10/2008	\$2,376.61
SCOTTS VALLEY	12/4/2008	\$578.24

Congress bans kids from libraries?

New safety law may prohibit children under 12 from libraries – or make many books illegal

By LISSA HARRIS | January 9, 2009 | Recommended By 21 People

© K BANKS



Is it possible that Congress has just inadvertently turned millions of children's books into contraband? At the moment, anything seems possible with regard to the sprawling, 62-page Consumer Product Safety Improvement Act (CPSIA), passed this past August with overwhelming margins in both the House (424-1) and the Senate (89-3).

The CPSIA, intended to keep lead out of toys, may well also keep books out of libraries, says Emily Sheketoff, associate executive director of the American Library Association

“We are very busy trying to come up with a way to make it not apply to libraries,” said Sheketoff. But unless she succeeds in lobbying Capitol Hill for an exemption, she believes libraries have two choices under the CPSIA: “Either they take all the children's books off the shelves,” she says, “or they ban children from the library.”

On February 10, the new law gets teeth. After that day, all products for children under 12

— books, games, toys, sports equipment, furniture, clothes, DVDs, and just about every other conceivable children's gadget and gewgaw — must be tested for lead, and fall below a new 600 part-per-million limit, or face the landfill. Thanks to a September 12 memo from the Consumer Product Safety Commission (CPSC), the lead limit applies not only to new products, but also to inventory already on store shelves.

“Under this new regime, you are suspect until proven safe,” says Allan Adler, the American Association of Publishers' vice president for legal and governmental affairs.

As the February 10 deadline approaches, the CPSIA has been causing increasing consternation — and, at times, hysteria — among makers and sellers of children's products, who are just beginning to realize the financial and logistical nightmare they face in trying to comply. Lead testing promises to be expensive — from several hundred to several thousand dollars per test, depending on the product. And each batch of each item must be tracked and tested, making compliance brutally expensive for items with small runs.

Historically, books have been considered more dangerous to read than to eat. Regardless, a memo from the CPSC, issued the day before Christmas Eve, explicitly quashed any hope that books might escape the new law. To make matters worse, even publishers that have already had their products tested for lead will be forced to retest. In the same memo, existing test results based on “soluble lead” — a measure of whether lead will migrate out of a product — were rejected by the CPSC because they did not measure “total lead content.”

The CPSC has not issued any ruling on whether libraries, schools, and other institutions that loan — rather than sell — books will be subject to the law. Without such clear guidance, says Adler, schools and libraries should assume they have to comply.

“If [the CPSC is] going to say that we're being alarmist,” says Adler, “that's fine, as long as they provide an explanation that we can understand and rely on. That's what's been missing from this entire discussion.”

Regardless of whether libraries and schools are affected, the CPSIA is poised to take a massive bite out of the book industry. Large retailers are beginning to demand that publishers comply, even in advance of the law's deadline. This Wednesday, Amazon.com sent a general letter informing its vendors that, if they did not certify their products by January 15, the items would be returned at the sellers' expense.

Like their peers in the toy and garment industries, many sellers of children's books are just beginning to try to understand how the CPSIA will affect their businesses.

"All of us are totally in the dark," says Terri Schmitz, owner of the Children's Book Shop in Brookline. "I can't make a decision, because I don't know what the regulations are. We're all sort of in limbo here."

Libraries may yet escape unscathed. The CPSIA is changing rapidly as the CPSC scrambles to clarify the confusing lead law before it goes into effect. Thrift stores, consignment shops, and other used-goods stores got a partial reprieve yesterday in a hastily drafted CPSC memo: While resellers still face stiff civil and criminal penalties if they sell lead-contaminated items, used goods will not have to be tested for lead.

In lieu of actual testing, the memo urged resellers to "pay special attention to certain product categories," like jewelry and painted toys, which are "likely to have lead content."

Which prompts the obvious question: If other children's products aren't likely to contain lead, why is the CPSC regulating them?

From the sweeping language of the law, it appears Congress left them no choice. The Act covers any "consumer product designed or intended primarily for children 12 years of age and younger."

"Consider for a minute that a twelve-year-old is a junior high school student," says Adler. "This is not somebody who is likely to be chewing or sucking on a book."



County of Santa Cruz

COUNTY ADMINISTRATIVE OFFICE

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

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

SUSAN A. MAURIELLO, J.D., COUNTY ADMINISTRATIVE OFFICER

January 6, 2009

AGENDA: January 12, 2009

BOARD OF DIRECTORS
Library Financing Authority
224 Church Street
Santa Cruz, California 95060

PRELIMINARY REVENUE ESTIMATE FOR 2009-10

Dear Members of the Board:

Section 4.2 of the Library Financing Authority Agreement provides that in January of each year the County Administrative Office shall provide the Authority's Board with a report including an estimate of the funds available to the authority for the upcoming fiscal year. Section 4.2 also provides that based on the report on funds available, the Board shall make a determination for the upcoming fiscal year of the Proposed Amount to be Distributed to qualified public libraries.

The final distribution amount for the upcoming fiscal year is then determined in June following the issuance of updated population numbers by the State and based on the latest estimates for Sales Tax and Property Tax growth.

Revenue Estimates

Table 1, which follows, summarizes the approved 2008-09 Estimate, the 2008-09 Estimated Actual Amount and the 2009-10 Preliminary Estimate.

**LIBRARY FINANCING AUTHORITY
PRELIMINARY REVENUE ESTIMATE FOR 2009-10**

**AGENDA: January 12, 2009
Page 2**

12

**Table 1
Summary of Revenue Estimates**

(1) Item	(2) 2008-09 Approved Amount	(3) 2008-09 Est. Actual Amount	(4) 2009-10 Preliminary Estimate	(5) Change from 2008-09 Estimate
Revenue				
■ Maintenance of Effort Contributions	\$ 7,208,117	\$ 7,193,400	\$ 6,840,435	\$ (367,682)
■ Net Sales Tax Revenue	8,124,201	7,871,887	7,979,241	(144,960)
■ Interest Earnings	15,000	15,000	15,000	0
Totals	\$ 15,347,318	\$ 15,080,287	\$ 14,834,676	\$ (512,642)
Distribution				
Watsonville Library 22.60%	\$ 3,468,494	\$ 3,408,145	\$ 3,352,637	\$ (115,857)
Santa Cruz Library 77.40%	11,878,824	11,672,142	11,482,039	(396,785)
Total	\$ 15,347,318	\$ 15,080,287	\$ 14,834,676	\$ (512,642)

2008-09 Revenue Estimate

The revised estimate for 2008-09 (Column 3 of Table 1) is that the total revenues available to the Library Financing Authority will be \$267,031 below the revenue estimate approved for 2008-09 in June 2008. This revised estimate is based on:

- ✓ reduced maintenance of effort revenue in the form of 2008-09 property taxes from the County Library Fund in the amount of \$14,717; and
- ✓ reduced revenue in the form of 2008-09 sales tax revenue in the amount of \$50,612 for the first two quarters of the fiscal year and an anticipated 5% reduction in sales tax revenue for each of the last two quarters of the 2008-09 fiscal year.

2009-10 Revenue Estimate

The preliminary estimate for 2009-10 (Column 4 of Table 1) is that the total revenues available to the Library Financing authority will be \$512,642 less than the amount available for 2008-09. The

**LIBRARY FINANCING AUTHORITY
PRELIMINARY REVENUE ESTIMATE FOR 2009-10**

**AGENDA: January 12, 2009
Page 3**

preliminary estimate for 2009-10 is based on the following elements:

✓ **Maintenance of Effort Amount**

The Maintenance of Effort Amount is based on the contractual commitments of the City of Santa Cruz, the City of Watsonville and the County.

The decrease in the Maintenance of Effort amount is the result of a one time reserve transfer in the amount of \$350,000 in 2008-09 which financed the cost of the June 2008 election and a preliminary estimate of no growth in property tax revenue in the County Library Fund for 2009-10.

✓ **Net Sales Tax Amount**

The Net Sales Tax estimate for 2009-10 is based on a 5% decrease from the 2008-09 estimate. The resulting decrease is partially offset by the elimination of the one time charge of \$198,000 for the June 2008 election which was included in the net estimate for 2008-09.

✓ **Interest Earnings**

The amount shown reflects interest earned on funds held by the Auditor-Controller on behalf of the Authority before they are distributed to the Libraries.

The preliminary amounts shown in Table 1 will be updated in June 2009 based on the latest estimates of property tax growth in the County Library Fund, the most recent data on actual sales tax receipts, and updated population numbers from the State.

Economic Uncertainty

We are going through a period of economic uncertainty. As a result the revenue estimates in Table 1 of this letter contain greater risk than previous years.

Attachment 1 provides a quarterly and annual history for the library sales tax measure. Attachment 2 is a graph showing the the quarterly receipts for 2008-09 and Attachment 3 is a graphic

**LIBRARY FINANCING AUTHORITY
PRELIMINARY REVENUE ESTIMATE FOR 2009-10**

**AGENDA: January 12, 2009
Page 4**

display of the sales tax history and the estimated receipts for 2008-09 and 2009-10.

Management Letter from Auditor-Controller

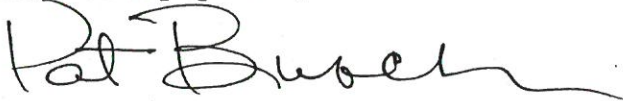
Attachment 4 of this letter is a management letter from the Auditor-Controller's Office for the audit for the fiscal year ending June 30, 2007. The letter notes that the Library Financing Authority should have an annual audit.

Item 2 on your agenda for the meeting of January 12, 2009 is the engagement letter for the Auditor-Controller's audit of fiscal year ending June 30, 2008.

Recommendation

It is RECOMMENDED that your Board approve the amounts in Table 1 of this letter as the Proposed Amount to be Distributed to qualified public libraries for the 2008-09 and 2009-10 fiscal years.

Very truly yours,



Pat Busch
Assistant County Administrative Officer

Attachment

cc: Director of Libraries, Santa Cruz City-County Library System
Library Director, City of Watsonville
Auditor-Controller
County Counsel

Attachment 1 - Sales Tax History

16

Library Sales Tax Receipts - Quarterly and Annual

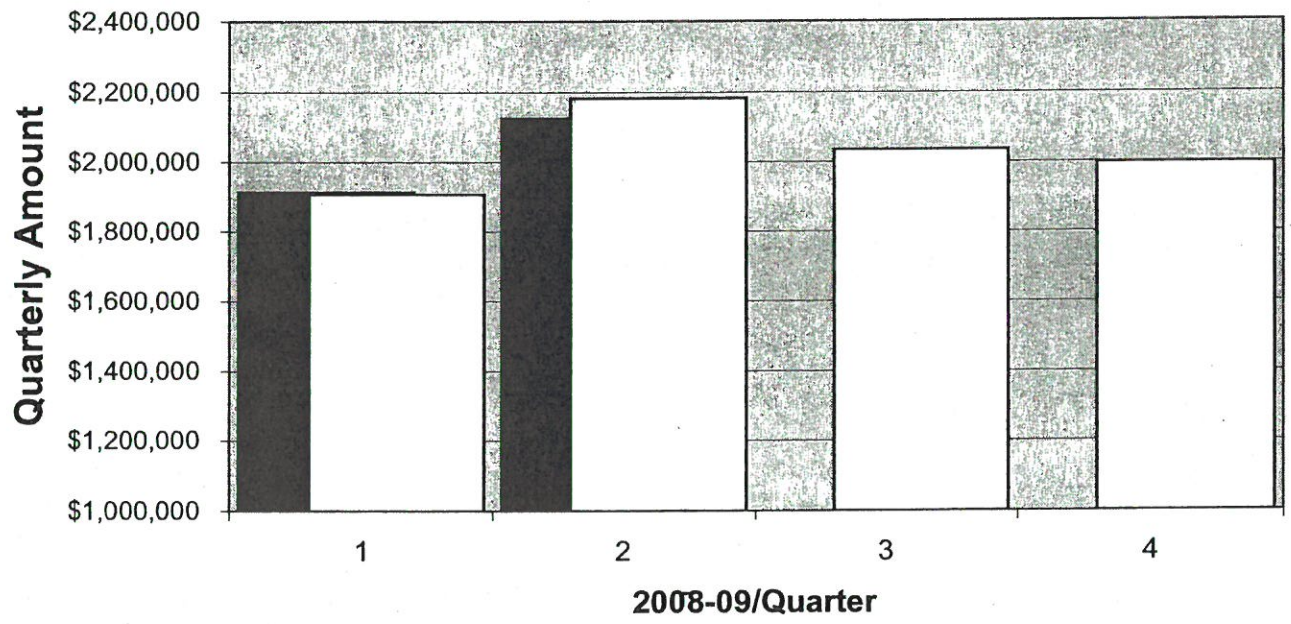
Year	Quarter	Quarterly Actual	June Estimate	Annual		
				Actual	Change	% Change
1997-98	1	\$1,460,903				
1997-98	2	1,533,628				
1997-98	3	1,582,188				
1997-98	4	1,358,294		\$5,935,013		
1998-99	1	1,623,813				
1998-99	2	1,690,893				
1998-99	3	1,525,948				
1998-99	4	1,561,793		\$6,402,447	\$467,434	7.88%
1999-00	1	1,741,273				
1999-00	2	1,862,384				
1999-00	3	1,859,563				
1999-00	4	1,756,389		\$7,219,609	\$817,162	12.76%
2000-01	1	1,986,572				
2000-01	2	2,051,736				
2000-01	3	2,035,286				
2000-01	4	1,789,860		\$7,863,454	\$643,845	8.92%
2001-02	1	1,940,315				
2001-02	2	1,978,436				
2001-02	3	1,787,984				
2001-02	4	1,764,249		\$7,470,984	(\$392,470)	-4.99%
2002-03	1	1,826,667				
2002-03	2	2,032,714				
2002-03	3	1,833,704				
2002-03	4	1,686,660		\$7,379,745	(\$91,239)	-1.22%
2003-04	1	1,843,988				
2003-04	2	1,986,815				
2003-04	3	1,787,501				
2003-04	4	1,712,421		\$7,330,725	(\$49,020)	-0.66%
2004-05	1	1,969,607				
2004-05	2	1,911,909				
2004-05	3	1,983,125				
2004-05	4	1,800,041		\$7,664,682	\$333,957	4.56%
2005-06	1	1,912,226				
2005-06	2	2,298,069				
2005-06	3	2,060,642				
2005-06	4	1,878,281		\$8,149,218	\$484,536	6.32%
2006-07	1	2,124,038				
2006-07	2	2,318,897				
2006-07	3	2,098,577				
2006-07	4	1,998,430		\$8,539,942	\$390,724	4.79%
2007-08	1	2,182,266				
2007-08	2	2,182,896				
2007-08	3	2,035,609				
2007-08	4	1,953,174		\$8,353,945	(\$185,997)	-2.18%
2008-09 *	1	1,913,901	1,907,266			
2008-09	2	2,125,649	2,182,896			
2008-09	3		2,035,609			
2008-09	4		1,998,430			

* Both Estimated and Actual amounts for the 1st quarter are net of the cost of the Measure R Election. Estimated cost of the election was \$275,000. Actual cost of the election was \$198,267.

Attachment 2 - 2008-09 Graph

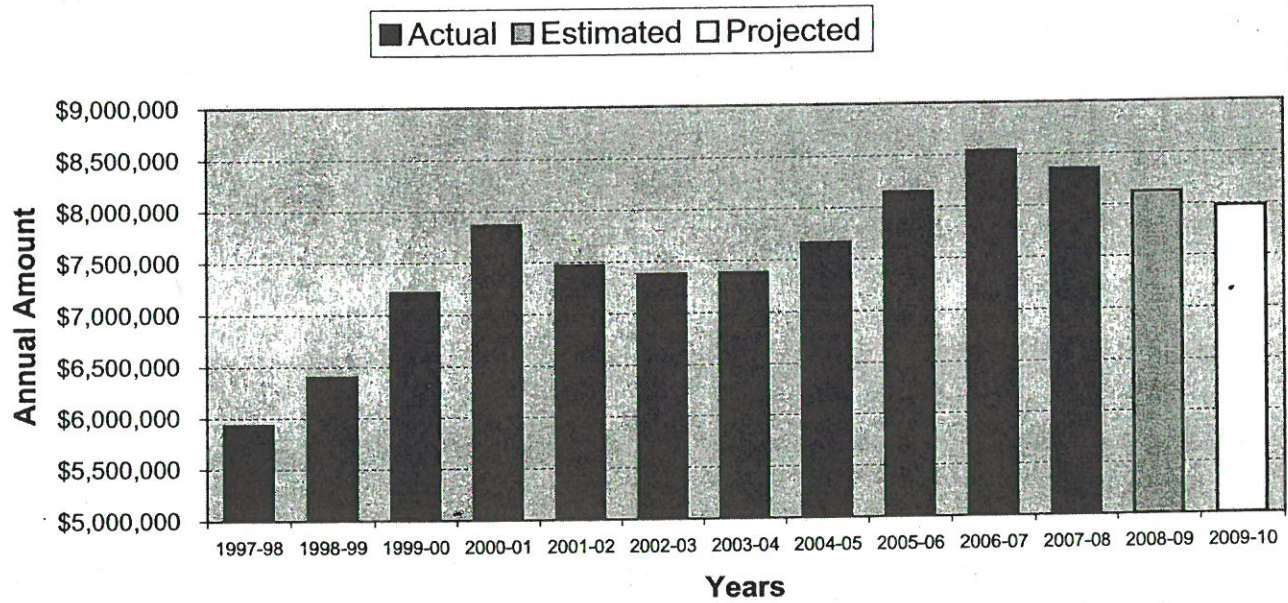
Library Sales Tax - Quarterly Receipts

■ Actual □ Estimated Quarterly Receipts



Attachment 3 - Long Term Graph

Library Sales Tax Revenue - Actual and Estimated Receipts



The **California Association of Library Trustees and Commissioners** is an organization dedicated to developing more effective library service. Its members are the elected or volunteer members of local library boards. About 800 strong, we gather at workshops and at the CLA conference to discuss public libraries and their role in a vibrant community. We lobby locally, in Sacramento, and in Washington to help create conditions where access to information and leisure reading can contribute to a healthy society. With the growth of technology, we are now on the front lines of bringing a variety of web-based activities to the public.

CALTAC offers the opportunity for us to become more knowledgeable advocates for local libraries, literacy, and the California library system by educating ourselves, sharing success and expertise, and staying up-to-date concerning legislation of interest to libraries through our informative quarterly newsletter, *CALACTICS*.

CALTAC puts on two workshops each year aimed at public library trustees but of interest to librarians, friends, patrons and foundations: anyone interested in libraries. This year's workshops deal with the *Future of Libraries*.

The **Workshops** for this year will be held in **San Francisco on February 28** and **Torrance on March 14**.

Joan Frye Williams, a dynamic force in public library advocacy and a consultant in library and information technology for Infopeople, will speak on *Libraries in the Future: Trustees and Commissioners Answer Questions -- Before Somebody Else Answers For Us*.

Stacey Aldrich, our new California Deputy State Librarian will address *Thinking in Future Tense*. Stacey insists that, "The best way that we can predict the future is to be an active part of its creation."

Registration information for each workshop is located here:
<http://www.caltac.org/workshops/>

Trustees have a unique point of view because they are volunteers and community leaders who represent their fellow citizens. They see the library

as a public service that will enhance their community and provide learning opportunities for this generation and for generations yet to come.

Please join us! *Richard K. Moore, CALTAC President*

Richard K. Moore, InfoSherpa
Huntington Beach, CA

At the moment that we persuade a child, any child, to cross that threshold, that magic threshold into a library, we change their lives forever, for the better. It's an enormous force for good. -- Barack Obama

January 19, 2009

TO: LIBRARY JOINT POWERS BOARD

FR: ACTING DIRECTOR LIBRARIES

RE: TEMPORARILY CLOSING ALL BRANCHES ON FRIDAYS

In the current situation, we having been quickly developing a solution that deals best with the immediate problem; not a long term strategy.

- Closing one day system-wide allows us to get the same message out to everyone
- Choosing Fridays affects the smallest number of borrowers; it is our lowest circulation day.
- Closing Fridays cuts the least number of hours. We lose no evening hours, and very few morning hours, the loss is mostly to Friday afternoons.
- Every branch has a fairly similar cut in services

Closing libraries on different days means that after a short period of time, people do switch to the open branch where there has been no increase in staff to handle the increased business.

There is also the work that needs to get done almost every day or the workload becomes too much on open days without an increase in staff:

- Routing new materials in
- Routing requests out to other branches and routing requests in for the branches own borrowers
- New library cards
- Billing for items that were returned damaged
- Preparation for library programs—story hours, book discussion groups
- Preparation of information for the internet/web pages
- Checking in all the returns (items are due back every day ANY branch is open). By closing on Fridays we can make nothing due back on that day
- Processing newspapers and magazines
- Reports
- Deliveries need to happen every day at our smallest branches. There is no room to store crates of items either waiting to be routed out or to be routed in.

If closing Fridays proves problematic and/or the need becomes a possibility, we can look at having open days vary by regions

Coming up with open hours that does not overload any one branch, allows time for the behind the scenes work to get done, and is consistent enough for the public to remember.

There are other solutions to deal with the increased business without resulting in an increase in staff. These, however also have costs.

Self charge machines help free up staff to deal with increasing use in condensed hours environment and can make check out faster for borrowers. However, the most effective self-charge machines are fully integrated with an RFID system. There are associated costs with the switch-over but once the change was made, it would save supply funds (pockets, date due cards, security and barcode are combined, locking cases would no longer be required for media as well as saving much of the repetitive work that occurs now for circulation staff.

The type of barcode we use—traditional or RFID-- and the type of security system that follows with that choice will affect how the architects design the circulation areas for the new Felton, Scotts Valley and Capitola branches.

Part-time SEIU
 Regular Employees Who Work 21-30 hours per week
 January 27, 2009

Staff	# of hours	Job Class	Salary per hour at current step	10% is how many hours	Savings	Is also a sub?	Is doing VTO
Helga Smith	30	Adm Asst II	22.2750	3.0	See below	No	No
Sheila Fraser	24	Adm Asst II	21.2135	2.4	See below	No	No
David Addison	25	SLA	25.0308	2.5	See below	No	No
Helen Belardi	25	SLA	26.2904	2.5	See below	No	No
Cathy Landis	25	LA	22.2750	2.5	See below	No	No
Sheila Schindler	25	Lib Clerk	15.4038	2.5	See below	No	No
Librarian I Open	25 hours	Lib I	0	NA	NS	NA	NA
Fred Ulrich	25	Lib II	28.6615	2.5	See below	No	No
Jeanne Czarnecki	30	SLA	0	NA	NA	No	Yes
Linda Swarbrick	26	Lib Clerk	20.6423	2.6	See below	Yes	No
Sally Maki	30	Lib Clerk	19.6615	3.0	See below	No	No
Gail Paynter	25	SLA	23.8442	2.5	See below	Yes	No
Patty Carroll	25	SLA	26.2904	2.5	See below	Yes	No
Tajvia Willis	30	LA	15.0750	3.0	See below	No	No
Peggy Meserth	30	Lib Clerk	14.6712	3.0	See below	No	No
Matt Lorenzo	25	LA	15.0750	2.5	See below	Yes	No
Totals			296.4096	37	\$10,967.16		



SANTA CRUZ • PUBLIC
LIBRARIES
A City County System

January 22, 2009

TO: LIBRARY JOINT POWERS BOARD
FR: SUSAN ELGIN, ACTING DIRECTOR OF LIBRARIES
RE: FY 2008-2009 BUDGET REVISIONS TO MEET DEFICIT

RECOMMENDATION: That the Library Joint Powers Authority Board reduce the number of furloughed hours each Library employee will take between January 31st and June 30th proportionally by other salary savings that the Bargaining Units may offer.

Discussion:

The Acting Director of Libraries, the Director and Assistant Director of the Santa Cruz Human Resources Department have been meeting with the representatives and stewards from each of the employee unions and associations to discuss the library's upcoming furlough.

Within the next several weeks, there may be agreement to defer some employee salary increases. These salary savings could then be applied to each bargaining unit's share of the furlough; proportionally reducing the number of hours each group would be furloughed.

Deferring these increases would also keep employee costs from rising in the next fiscal year.

We would agree to keep all bargaining units informed in a timely manner as changes in and forecasts for future revenues became available.

The Acting Director of Libraries is going to continue to meet in the months ahead with the Library Leadership Committee, which has members in SEIU, Supervisors, and Mid-Managers the implementation of the furlough and challenges that arise because of it. In addition I will be getting their input and those of their staff for the FY 2009-2010 budget. I plan to continue to meet weekly with the SEIU steward and a member of the Supervisor's unit, to share information, hear new ideas, and together be pro-active on the issues ahead.

