

SPECIAL CLOSED SESSION MEETING OF THE LIBRARY JOINT POWERS AUTHORITY
BOARD

Central Branch Community Meeting Room
224 Church Street
Santa Cruz, CA 95060

Tuesday July 7, 2009

At 5:30 p.m., the Presiding Officer will open the Special Closed Session of the Library Joint Powers Authority Board in the Central Branch Community Meeting Room, for the purpose of announcing the agenda; thereafter the meeting will be closed to the public.

Speakers may address the items of business on the closed session agenda prior to the closed session.

All speakers are limited to a three (3) minute time limit.

Closed Session

Conference with Labor Negotiators (Government Code Section § 54957.6)
Teresa Landers , Susan Elgin, and Lisa Sullivan

Adjournment--The Library Joint Powers Authority Board will adjourn from the Special Closed Session of July 7, 2009 to the next regularly scheduled meeting on July 13, 2009 at 7:00 p.m. in the Community Meeting Room of the Central Branch Library



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

LIBRARY JOINT POWERS AUTHORITY BOARD

Monday, JULY 13 2009
Community Meeting Room
224 Church Street, Santa Cruz

7:00 PM PUBLIC MEETING

1. ROLL CALL
2. APPROVE AGENDA
3. APPROVE MINUTES OF MAY 18, 2009
4. APPROVE MINUTES OF JUNE 1, 2009
5. VICE CHAIR Report out of Closed Session, July 7, 2009
6. Introduction of New Library Director by Chair
7. ORAL COMMUNICATIONS
8. CONSENT AGENDA
 - A. Acceptance of First Five Commission Grant
9. WRITTEN COMMUNICATIONS
 - A. Furlough Agreement with SEIU
 - B. Furlough Agreement with Operating Engineers, Supervisors
 - C. Furlough Agreement with Operating Engineers, Mid-Managers
 - D. Family Trust of Kenneth H. Whalen and Shirley M. Whalen
 - E. Letter and Email Correspondence from Patrons
 - F. Letter from Barbara Boxer Regarding LSTA Funds
10. REPORTS OF ADVISORY BODIES
 - A. Friends of the Santa Cruz Libraries, Inc.

11. MEMBER REPORTS

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

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

12. STAFF REPORTS

- A. Tax Deductible Donations
- B. Live Oak Railing and Eucalyptus Tree (oral)
- C. Programming Gift from Zun Zun
- D. Budget Update as of 5/31/09
- E. Thoughts going forward from Library Director (oral)

13. OTHER BUSINESS

- A. Friends Store and Office Space at Central (T. Messer)

14. NEXT MEETING

The next scheduled meeting is Monday, August 3, 2009. The topics for the next meeting will include approval of payments on 2008-09 PO's and the annual statistical report.

15. ADJOURN

The Library Joint Powers Authority Board will adjourn from the regularly scheduled meeting of July 13th, 2009 to the next regularly scheduled public meeting on August 3rd 7 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

May 18, 2009

Central Branch Community Meeting Room
224 Church Street, Santa Cruz

8:30 AM PUBLIC MEETING

I. ROLL CALL

Present: Supervisor John Leopold, Citizen Nancy Gerdt, Citizen Barbara Gorson, Councilmember Katherine Beiers, Citizen Leigh Poitinger

Absent: Councilmember Jim Reed, Councilmember Mike Rotkin, Supervisor Mark Stone, Councilmember Sam Storey

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

II. APPROVAL OF MEETING AGENDA OF MAY 18, 2009

Citizenmember Poitinger moved, seconded by Supervisor Leopold

that the Board approve the agenda of May 18, 2009.

UNAN

**Absent: Reed, Rotkin, Stone,
Storey**

III. ORAL COMMUNICATIONS

None

IV. OTHER BUSINESS

A. CLOSING ALL BRANCHES EARLY ON JUNE 1, 2009

Councilmember Beiers moved, seconded by Supervisor Leopold

That the Library Joints Powers Authority Board schedule its next meeting for Monday, June 1, 2009 at 7:30PM. Location to be determined.

UNAN

**Absent: Reed, Rotkin, Stone,
Storey**

Citizenmember Poitinger moved, seconded by Councilmember Beiers

That the Library Joint Powers Authority Board tentatively schedule meeting for June 8 and June 15, 2009 for continuation of budget discussions if necessary.

UNAN

**Absent: Reed, Rotkin, Stone,
Storey**

Citizenmember Poitinger moved, seconded by Citizenmember Gerdt

That the Library Joint Powers Authority Board authorize the tentative early closure of the Central Branch library to hold its June 1st meeting as a last resort location. The Central Branch library would be closed at 6 PM on June 1st in order to set up for the Board meeting held later that night.

UNAN

**Absent: Reed, Rotkin, Stone,
Storey**

XI. NEXT MEETING

June 1, 2009

XII. ADJOURN

The regular meeting adjourned at 9:05 a.m.

Respectfully submitted,



Kira Hemfin, Clerk of the Board

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

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

June 1, 2009

Santa Cruz County Chambers
700 Ocean Street, Santa Cruz

7:30 PM PUBLIC MEETING

I. ROLL CALL

Present: Supervisor John Leopold, Citizen Nancy Gerdt, Citizen Barbara Gorson, Councilmember Cynthia Mathews substituting for Councilmember Katherine Beiers, Councilmember Jim Reed, Citizen Leigh Poitinger, Councilmember Mike Rotkin, Supervisor Mark Stone, Councilmember Sam Storey

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

II. APPROVAL OF MEETING AGENDA OF JUNE 1, 2009

Councilmember Rotkin moved, seconded by Councilmember Storey

that the Board approve the agenda of June 1, 2009.

UNAN

III. APPROVE MINUTES OF MAY 11, 2009

Councilmember Reed moved, seconded by Supervisor Leopold

**that the Board approve the minutes of May 11, 2009 with the following correction:
pg 5 under Citizenmember Poitinger's comments. The last sentence refers to the
ILL system and it should be corrected to say the ILS system.**

**AYES: Gorson, Poitinger,
Reed, Rotkin, Mathews, Storey, Stone, Gerdt
Abstain: Mathews**

IV. CONSENT AGENDA

None

V. ORAL COMMUNICATIONS

A. James Morley, La Selva Beach resident, would like the Board to consider keeping La Selva Beach open on Saturdays. He also suggested that a written statement be available describing the library's use of volunteers.

- B. Citizenmember Gorson reported that Councilmember Reed has joined the budget sub-committee.

VI. WRITTEN COMMUNICATION

- A. Letters and Emails from the Public
- B. Library Financing Authority Revised Revenue Estimates for 2008-09 and 2009-10

VII. REPORTS OF ADVISORY BODIES

None

VIII. MEMBER REPORTS

- A. Councilmember Leopold reported on the Library Financing Authorities Meeting
- B. Councilmember Reed reported on the new Scotts Valley Library Branch

IX. STAFF REPORTS

- A. LibLime Five-Year Costs

Dan Landry, Network Administrator, reported that the library will begin replacing the existing system with an open source model. The vendor has accepted a payment plan in order to begin the \$130,000 installation project. The basic functions do not meet our needs completely and the pieces that are missing will need to be developed by others who the library will then borrow from in order to make the model work for our library system.

X. OTHER BUSINESS

- A. Conduct Public Hearing on the FY 2009-2010 Operating Budget & Adopt FY 2009-2010 Library Budget

Fifteen members of the public spoke to the Board.

Susan Elgin gave an overview to the Board on the budget proposal.

The Board expressed their appreciation for staff's hard work on the proposals presented.

Susan Elgin did mention that the State is proposing to take back property tax monies from counties and if that happens the library will be faced with further revenue shortfalls.

Councilmember Mathews supports the idea that the Board should assume that the State would take back the 8% in property tax revenue. She also mentioned that the savings proposed would not be the actual savings since layoffs will take some time to complete. She also stated that a 5% reserve is a good to set but does not think it is the best use of resources at this time.

Citizenmember Gorson believes the Board's decision tonight will be the first step. She is ready to continue to discuss a long-term vision for the library and its goals with the new Director, library staff, and the public. She is in support of Scenario 6.

Supervisor Leopold stated that he thinks a better job could have been done in managing the libraries financial resources. He also agreed that the Board should assume that the state will take back the 8% and is in support of Scenario 7.

Councilmember Reed also agreed that the Board should assume the state take back. He does not want to see the book budget cut further, which has already been low compared to other library systems. He would like to see the Board prune to recover and preserve jobs. He is in support of Scenario 6 without any changes. He believes that moderate actions are the course to take in order to give the new Director maximum flexibility.

Citizenmember Poitinger is also in favor of Scenario 6 and does not want to see branches close.

Councilmember Rotkin reported that he believes more cuts will be needed and therefore is in support of Scenario 7.

Councilmember Storey is in support of Scenario 6 because it helps to limit the number of lay offs in the library system. He does not support deeper cuts than are necessary at this time. Scenario 6 projects a \$400,000 surplus, which would help to offset the State's take back of the 8%.

Supervisor Stone is in support of Scenario 6.

Citizenmember Gerdt is in support of Scenario 6 and believes more cuts may be needed.

Supervisor Leopold moved, seconded by Councilmember Rotkin

That the Library Joint Powers Authority Board authorize the adoption of the FY 2009-2010 operating budget as outlined without reserves and includes Scenario 6.

UNAN

Councilmember Rotkin moved, seconded by Councilmember Mathews

That the Library Joint Powers Authority Board amend the above motion to direct staff to meet with City of Santa Cruz officials to discuss borrowing terms between the City and the Library.

**AYES: Gorson, Poitinger,
Reed, Rotkin, Mathews, Storey, Stone, Gerdt
NAYES: Leopold**

Councilmember Rotkin moved, seconded by Councilmember Mathews

That the Library Joint Powers Authority Board adopt Resolution #2009-04 authorizing the transfer and appropriation of \$16,000 in income from the Richardson Trust to the FY 2009-2010 Budget for the purchase of library materials that meet the criteria established for the Trust.

UNAN

Councilmember Rotkin moved, seconded by Councilmember Mathews

That the Library Joint Powers Authority Board adopt Resolution #2009-05 authorizing the transfer and appropriation of \$755 from the Finkeldey Trust to the FY 2009-2010 Budget for the purchase of library materials.

UNAN

Councilmember Rotkin moved, seconded by Councilmember Mathews

That the Library Joint Powers Authority Board adopt Resolution #2009-06 authorizing the transfer and appropriation of \$10,000 in accrued McCaskill Trust for the Visually Impaired income to the FY 2009-2010 Budget for the purchase of library materials for this purpose.

UNAN

Councilmember Rotkin moved, seconded by Councilmember Mathews

That the Library Joint Powers Authority Board adopt Resolution #2009-07 authorizing the transfer and appropriation of \$5,000 in accrued McCaskill Trust for Local History income to the FY 2009-2010 Budget for the purchase of library materials for this purpose.

UNAN

Councilmember Rotkin moved, seconded by Councilmember Stone

That the Library Joint Powers Authority Board adopt Resolution #2009-08 authorizing the transfer and appropriation of \$18,018 in Felton Contingency Fund income to the FY 2009-2010 Budget for the purchase of library materials for the purpose of the new branch planning.

UNAN

Councilmember Rotkin moved, seconded by Councilmember Storey

That the Library Joint Powers Authority Board adopt Resolution #2009-09 authorizing the elimination of position #706-001, Assistant Director, from the FY 2009-2010 Library Budget as of January 1, 2010.

UNAN

Councilmember Rotkin moved, seconded by Councilmember Storey

That the Library Joint Powers Authority Board adopt Resolution #2009-10 authorizing the elimination of the following positions from the FY 2009-2010 Library Budget as of July 1, 2009:

725-003	150-019	150-008	185-008
313-009	151-018	151-015	106-011
151-037	151-042	150-027	185-017
150-024	185-009	151-006	185-021
151-030	185-018	185-025	

UNAN

Councilmember Rotkin moved, seconded by Councilmember Storey

That the Library Joint Powers Authority Board adopt Resolution #2009-11 authorizing the reduction of the following positions from the FY 2009-2010 Library Budget as of July 1, 2009 from 40 hour FTE to 20 hour PTE:

132-003
151-028
149-016

UNAN

Councilmember Rotkin moved, seconded by Councilmember Storey

That the Library Joint Powers Authority Board adopt Resolution #2009-12 authorizing the transfer of the following position from the FY 2009-2010 Library Budget as of July 1, 2009 from Public Services to Technical Services:

149-020

UNAN

C. Continuation of a 10% Furlough of All Library Employees

Supervisor Leopold moved, seconded by Councilmember Reed

That the Library Joint Powers Authority Board authorize the Interim Library Director to work with City Human Resources Director to negotiate the continuation of a 10% furlough for all regular full-time library employees for FY 2009-2010.

Any deferrals that individual bargaining units adopt that apply to the 2009-2010 furlough will be used to lessen the amount of the furlough time

UNAN

C. Adopt new branch hours effective July 1, 2009

Councilmember Rotkin moved, seconded by Councilmember Reed

That the Library Joint Powers Authority Board authorize a change in Library hours system-wide effective July 1, 2009 that reflect the hours in Scenario 6.

UNAN

Councilmember Rotkin moved, seconded by Councilmember Storey

That the Library Joint Powers Authority Board authorize savings from Scenario 6 to be transferred to a contingency fund.

UNAN

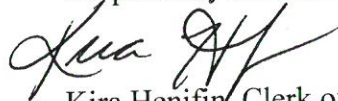
XI. NEXT MEETING

July 13, 2009

XII. ADJOURN

The regular meeting adjourned at 10:05 p.m.

Respectfully submitted,



Kira Henifin, Clerk of the Board

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

Agency Name: Santa Cruz Public Libraries

Program Name: Read to Me and Family Place

Program Objective 1: Read to Me Resource Kits – With existing materials continue cataloging kits for parents, providers, and teachers based on curriculum materials such as arts and crafts and music and dance as well as kits based on the five basic themes of the Family Place workshops – early literacy, speech and language, nutrition, child development and play, and physical fitness and movement.

Activities	Person(s) Responsible	Timeline	Method of Measurement
1. design kits	SCPL Outreach staff, Youth Services	Summer 2009	Report in First 5 biannual narrative
2. process kits	Outreach Librarian as lead	Summer/Fall 2009	
3. catalog kits	SCPL Outreach Staff SCPL Outreach Staff, Intergenerational Librarian as lead	Summer/Fall 2009	

Program Objective 2:

Between July 1, 2009 and June 30, 2010, continue circulating kits to providers, preschool teachers, and anyone who has a SCPL library card.

Activities	Person(s) Responsible	Timeline	Method of Measurement
1. Continue to provide access to Read to Me kits to providers, preschool teachers, and parents through regular SCPL circulation	SCPL Outreach staff	Ongoing	Report circulation stats in F5 biannual narrative

Program Objective 3: Between July 1 and Sept 1, 2009, plan and implement in-service training for SCPL staff in the circulation and use of RTM kits. Staff will learn about the 3 types of kits, how to help patrons find particular kits in our online catalog, suggestions for patrons in how to use the kits at home or school, and circulation procedures.

Activities	Person(s) Responsible	Timeline	Method of Measurement
1. In-service training for SCPL branch staff at Central, Aptos, Scotts Valley, and Live Oak	SCPL Youth Services Librarian	Fall/winter 2009	Report in First 5 biannual narrative

Program Objective 4: By December 31, 2009, provide in-service trainings on the use of Read to Me kits to the First 5 SEEDS coaches, family child care provider associations, family resource centers, preschool boards and parent groups such as Together in the Park. Several programs will be offered at different locations in order to reach as many potential users of RTM kits as possible. Workshops will be based on the 3 different types of Read to Me kits and the five topics addressed in Family Place Programming. Parent participants will receive a gift book related to the topic of the workshop.

Activities	Person(s) Responsible	Timeline	Method of Measurement
<ol style="list-style-type: none"> 1. Contact partners to schedule programs 2. Plan program content 3. Provide 3-5 workshops for parents, teachers, and general public interested in early childhood literacy 4. Provide workshop to First 5 SEEDS coaches and SEED teachers 	SCPL Outreach Librarian First 5 staff/coaches	Fall/Winter 2009 Fall 2009	Report in First 5 biannual narrative Collect client data on participants
TBD pending new First 5 evaluation framework	TBD pending new First 5 evaluation framework	TBD pending new First 5 evaluation framework	TBD pending new First 5 evaluation framework

Program Objective 5:

Between September 2009 and June 2010, continue to coordinate Raising a Reader (RAR) library visits with PVUSD RAR program director.

Activities	Person(s) Responsible	Timeline	Method of Measurement
Coordinate RAR library visits at all participating branch libraries	Youth Services Outreach Librarian	Ongoing	Report in First 5 biannual narrative

Program Objective 6:

Between July and September 2009, explore collaborations including First 5 support for continued access to children's story time

Activities	Person(s) Responsible	Timeline	Method of Measurement
TBD Family Place	Youth Services Outreach Librarian	Jan - June 2010	Report in First 5 biannual narrative

Agency Name Santa Cruz Public Libraries Program Name Read to Me and Family Place

Using the format provided below, provide a detailed narrative for each section. Provide a justification and explanation of all budget items in the same format as the Project Budget Form. The budget narrative should contain the criteria used to compute budget figures. All budget figures should be justified and explained clearly so as to be easily understood. Please be sure that the budget figures in the narrative and those in the Project Budget Form are the same. If you anticipate leveraging matching funds, please describe the amount, source and duration of the matching funds.

I. PERSONNEL EXPENSES:

A. Salaries

The library will not have any subs in fiscal year 2009-10. Consequently, we do not feel we can ask for sub money for a specific program. However, we are asking for money for a training program for staff, providers, and the public in the circulation and use of the Read to Me kits.

B. Personnel Benefits & Payroll Taxes

Calculated at _____ % Total =

TOTAL PERSONNEL

II. GENERAL EXPENSES

Please describe specific line items and their purpose. For example, "Supplies=\$1300 includes office supplies @ \$1000. Additionally, \$300 is budgeted for binders and binder supplies for parent education series."

C. Training/Conferences:

RTM kit Training

\$ 250 refreshments

Work with the provider associations, preschool boards and parent groups such as Together in the Park, and SCPL staff to provide in-service training and cross training in the circulation and use of Read to Me kits. Several programs would be offered at different locations in order to reach as many potential users of RTM kits as possible. Workshops will be based on the 3 different types of Read to Me kits and the five topics addressed in Family Place Programming. Additionally, a RTM training will be provided to the First 5 SEEDS coaches and SEEDS teachers in the SEEDS Refresher Coaching Program.

D. Supplies

\$ 0

E. Travel

\$ 0

F. Printing/Copying

\$ 0

G. Telephone/Fax

\$ 0

H. Rent/Occupancy

\$ 2,112

I. Postage

\$ 0

Off-site storage for early literacy materials. 12 months @ \$176 per month

\$ 2500

TOTAL PROJECT BUDGET:

Source: _____
Amount: _____
Duration: _____

TOTAL PROJECT BUDGET USING FIRST 5 FUNDS:

\$ 25

\$ 138

Administrative/Indirect Expenses
(Maximum 10% of total)

Subtotal: Direct Expenses:
Add subtotals for Personnel, General Expenses and Equipment

\$ 2362

IV. SUBTOTAL

\$ 0

TOTAL EQUIPMENT EXPENSES

III. EQUIPMENT (itemize any equipment that costs more than \$500)

\$ 2362

TOTAL GENERAL EXPENSES

\$ 0

K. Miscellaneous

\$ 0

J. Consulting

TOTAL PROJECT EXPENSE		\$2,500	
ADMINISTRATIVE/INDIRECT (Maximum 10% of Total) 5.4% of total		\$138	
SUBTOTAL: DIRECT EXPENSES (Add subtotals for Personnel, General, and Equipment)		\$2,362	\$0
TOTALS			
EQUIPMENT Itemize any equipment that costs more than \$500		Request	Other Funding
		(12 months) 7/1/2009-6/30/2010	
EQUIPMENT SUBTOTAL		\$0	\$0
		\$0	\$0
		\$0	\$0
		\$0	\$0
GENERAL EXPENSES			
GENERAL EXPENSES SUBTOTAL		Request	Other Funding
		(12 months) 7/1/2009-6/30/2010	
Miscellaneous (Please list. Do not include requests for furniture, equipment, or capital expenses)		\$2,362	\$0
Consulting Services		\$0	\$0
Postage		\$0	\$0
Rent/Occupancy		\$2,112	\$0
Telephone/Fax		\$0	\$0
Printing/Copying		\$0	\$0
Travel		\$0	\$0
Supplies		\$0	\$0
Training/Conferences		\$250	\$0

*NOTE: List ONLY those positions directly involved with supporting the expansion or enhancement of programs. Do NOT list Executive Director or other administrative positions in this area. These positions cannot be funded directly under this grants program because of the prohibition on supplantation.

PERSONNEL EXPENSES* (List positions separately)			Request	Other Funding
Full-Time Equivalent Salary	% of time	First 5 grants paid by	(12 months) 7/1/2009-6/30/2010	
Example: Parent Educator 1 FTE	50%	\$40,000	\$20,000	\$20,000
Total Personnel Benefits & Payroll Taxes @ XX% <i>Please fill in percentage</i>				
PERSONNEL SUBTOTAL			\$0	\$0

AGREEMENT BETWEEN
City of Santa Cruz Service Employees, SEIU Local 521, and the City of Santa Cruz

The SEIU Local 521 and the City of Santa Cruz (City) are parties to a Memorandum of Understanding (MOU) that expires on November 12, 2010.

Having met and conferred in good faith the parties wish to memorialize their Agreement and modify their MOU with respect to furloughs effective June 27, 2009 through July 9, 2010, as follows:

I. No Abrogation of Rights

- a) By entering into this Agreement neither party in any way gives up any rights to its individual respective position on furloughs.

II. Ongoing Meetings and Information Sharing

- a) The City agrees to keep SEIU Local 521 informed about any significant changes in budget revenues, deficits, &/or surpluses for the duration of the agreed upon furlough period and at their regularly scheduled quarterly meetings.

III. Furlough Plan

- a) The furlough plan is guided by a number of principles, the most important of which are to maximize salary savings and to minimize the furlough's impact on City services and employees.
- b) The City will utilize the net SEIU savings resulting from implementation of the furlough to mitigate the reduction of FTE positions in the Fiscal Year 2009/2010 budget. If additional salary savings are needed during Fiscal Year 2009/2010, the City will meet and confer with SEIU to implement cost saving measures that will mitigate future reductions.
- c) All represented employees will have their pay reduced by 10% through a reduction from a 40 hour work week to a 36 hour work week. The work week for employees who work less than 40 hours will be scheduled by their departments to meet the 10% pay reduction. During the term of this agreement, the work week for represented employees will be as follows:
 - Employees will work a thirty-six (36) hour work week consisting of four (4) days per week, nine (9) hours per day with every Friday off. If the Department Head determines that for operational needs in a particular department or work group, a day other than Friday or a schedule other than the four (4), nine (9) hour days is appropriate, s/he will work with the employee(s) to determine an operationally effective schedule. The City

will notify SEIU Local 521 by July 17, 2009 of those departments or work groups where an alternate schedule is implemented. Within ten days, SEIU Local 521 may request to meet and confer regarding specific alternate schedules. Alternate schedules will maintain consecutive days off for employees. Individual employees may submit a request for other than consecutive days off to their Department Head who will approve the request if it does not disrupt operations or otherwise reduce service levels.

- No represented employee will be furloughed below the minimum number of hours required for health benefit eligibility as established by CalPERS, currently 20 hours per week.
- The parties agree that the five (5) working day notice requirement in Section 12.01 (Work Shifts) of the MOU is waived for the June 27, 2009 implementation of this agreement. As soon as possible after June 27, 2009 but no later than August 7, 2009 departments will conform to the scheduling provisions of the MOU, including the 5 day notice requirement and seniority shift bid rules, where applicable.
- d) No reduction of employment benefits, including health or leave benefits, will result from implementation of the furlough.
- The furlough will not affect retirement service credit accruals for employees working the minimum number of hours required to earn a full year's service credit, as established by CalPERS. Employees working less than the minimum number of hours required to earn a full year's service credit will earn service credit in accordance with CalPERS regulations. Currently, the minimum number of hours required by CalPERS to earn a full year's service credit is 1,720.
- e) Furlough hours will count towards seniority.
- f) No annual or other paid leave may be used in lieu of furlough hours.
- g) Employees cannot be required to work or perform official duties during their furlough. This does not remove or eliminate the requirements of call-back, duty assignment, overtime, and other extra curricular assignments identified in the MOU.
- h) If a fixed holiday falls on a Friday, the closure date will be taken on the preceding Thursday. When fixed holidays fall on a Friday and the preceding Thursday is also a holiday, the closure day will occur on Wednesday of that week unless the Department Head determines that for operational necessity another workday is better. Furlough hours will not effect eligibility for holiday pay.

- i) For the duration of this agreement, fixed holidays identified in section 11.01 (Fixed Holidays) of the MOU will be nine (9) hour paid holidays.
- j) For the duration of this agreement the parties agree to 36 hours of holiday closure pay to be used between Saturday, December 19, 2009 and Friday, January 1, 2010. If a department head determines that for operational needs in a particular department or work group they will not be able to observe the holiday closure, employees will be entitled to an equivalent number of closure leave bank hours to be taken in accordance with departmental time off policies. These hours must be taken by December 31, 2010. These leave bank hours have no other cash or leave value.
- k) The City will implement the Retirement Encouragement Program and the CalPERS Partial Retirement benefit.
- l) The City agrees to not shift the productivity burden from furloughed to temporary employees and that furloughed employees will not be replaced by temporary employees. The City reserves the right to use temporary employees for peak and unusual work load fluctuations.
- m) For the duration of this agreement, the reinstatement period defined in Section 17.05 (Reinstatement) of the MOU will be extended to 36 months.
- n) Furlough hours will be counted for the purposes of calculating overtime.
- o) Recognizing the unique operations of the Library, the City and SEIU Local 521 will conduct a meet and confer session specific to the impacts of this agreement on Library employees. If the meet and confer process is not completed by July 1, 2009 the current furlough implementation plan will remain in effect until the meet and confer is completed.
- p) The language of any section of the MOU not modified by this agreement shall remain in effect for the duration of the term of the original MOU.

AGREEMENT BETWEEN
**City of Santa Cruz Supervisory Employees, Operating Engineers Union
Local #3, and the City of Santa Cruz**

The City of Santa Cruz Supervisory Employees, represented by Operating Engineers Union Local #3 (Supervisors), and the City of Santa Cruz (City) are parties to a Memorandum of Understanding (MOU) that expires on August 20, 2010.

Having met and conferred in good faith the parties wish to memorialize their Agreement and modify their MOU with respect to furloughs effective June 27, 2009 through July 9, 2010, as follows:

I. No Abrogation of Rights

- a) By entering into this Agreement neither party in any way gives up any rights to its individual respective position on furloughs.

II. Ongoing Meetings and Information Sharing

- a) The City agrees to keep Supervisors informed about any significant changes in budget revenues, deficits, &/or surpluses for the duration of the agreed upon furlough period and at their regularly scheduled monthly meetings.

III. Furlough Plan

- a) The primary purpose of the furlough is to offset \$4.3 million of the 2009-2010 budget shortfall in the General Fund. On July 1, 2009 the shortfall is estimated to be \$9.2 million.
- The furlough will also offset revenue losses and increased operating costs in non-General Fund budgets including, but not limited to: \$1.2 million in the Refuse Fund; \$2.6 million the Water fund; and \$1.8 million in the Wastewater fund. By the end of Fiscal Year 2010, these negative impacts will leave the Water fund in a negative balance (deficit), the Refuse fund with less than 2 months of operating expenses, and the Wastewater fund with less than 6 months of operating expenses.
- b) The furlough plan is guided by a number of principles, the most important of which are to maximize salary savings and to minimize the furlough's impact on City services and employees.
- c) All represented employees will have their pay reduced by 10% through a reduction from a 40 hour work week to a 36 hour work week. The work week for employees who work less than 40 hours will be scheduled by their departments to meet the 10% pay reduction. During the term of this agreement, the work week for represented employees will be as follows:

- Employees will work a thirty-six (36) hour work week consisting of four (4) days per week, nine (9) hours per day with every Friday off. If the Department Head determines that for operational needs in a particular department or work group, a day other than Friday or a schedule other than the four (4), nine (9) hour days is appropriate, s/he will work with the employee(s) to determine an operationally effective schedule. The City will notify Supervisors by July 17, 2009 of those departments or work groups where an alternate schedule is implemented. Within ten days, Supervisors may request to meet and confer regarding specific alternate schedules. Alternate schedules will maintain consecutive days off for employees. Individual employees may submit a request for other than consecutive days off to their Department Head who will approve the request if it does not disrupt operations or otherwise reduce service levels.
- No represented employee will be furloughed below the minimum number of hours required for health benefit eligibility as established by CalPERS, currently 20 hours per week.
- The parties agree that the five (5) working day notice requirement in Section 12.01 (Work Shifts) of the MOU is waived for the June 27, 2009 implementation of this agreement. As soon as possible after June 27, 2009 but no later than August 7, 2009 departments will conform to the scheduling provisions of the MOU, including the 5 day notice requirement and seniority shift bid rules, where applicable.
- d) No reduction of employment benefits, including health or leave benefits, will result from implementation of the furlough.
- The furlough will not affect retirement service credit accruals for employees working the minimum number of hours required to earn a full year's service credit, as established by CalPERS. Employees working less than the minimum number of hours required to earn a full year's service credit will earn service credit in accordance with CalPERS regulations. Currently, the minimum number of hours required by CalPERS to earn a full year's service credit is 1,720.
- e) Furlough hours will be included in the calculation of seniority.
- f) No annual or other paid leave may be used in lieu of furlough hours.
- g) Employees cannot be required to work or perform official duties during their furlough. This does not remove or alter the requirements of call-back, duty assignment, overtime, and other extra curricular assignments identified in the MOU.

- h) If a fixed holiday falls on a Friday, the closure date will be taken on the preceding Thursday. When fixed holidays fall on a Friday and the preceding Thursday is also a holiday, the closure day will occur on Wednesday of that week unless the Department Head determines that for operational necessity another workday is better. Furlough hours will not effect eligibility for holiday pay.
- i) For the duration of this agreement, the fixed holidays identified in Section 14.01 (Fixed Holidays) of the MOU will be nine (9) hour paid holidays.
- j) For the duration of this agreement, the parties agree to 36 hours of holiday closure pay to be used between Saturday, December 19, 2009 and Friday, January 1, 2010. If a Department Head determines that for operational reasons a particular department or work group will not be able to observe the holiday closure, employees will be entitled to an equivalent number of closure leave bank hours to be taken in accordance with departmental time off policies. These hours must be taken by December 31, 2010. These closure leave hours have no other cash or leave value.
- k) The City will implement the Retirement Encouragement Program and the CalPERS Partial Retirement benefit.
- l) The City agrees to not shift the productivity burden from furloughed to temporary employees and that furloughed employees will not be replaced by temporary employees. The City reserves the right to use temporary employees for peak and unusual work load fluctuations.
- m) For the duration of this agreement, the reinstatement period defined in Section 22.05 (Reinstatement) of the MOU will be extended to 36 months.
- n) Furlough hours will be counted for the purpose of calculating overtime.
- o) Recognizing the unique operations of the Library, the City and Supervisors will conduct a meet and confer session specific to the impacts of this agreement on Library employees. If the meet and confer process is not completed by July 1, 2009 the current furlough implementation plan will remain in effect until the meet and confer is completed.
- p) Implementation of this agreement is conditional upon agreements from other non-public safety bargaining units to implements the four (4), nine (9) hour day, 36 hour work week.
- q) The language of any section of the MOU not modified by this agreement shall remain in effect for the duration of the term of the original MOU.

AGREEMENT BETWEEN
**Mid-Management Association of the City of Santa Cruz, Represented
by Operating Engineers Union Local #3, and the City of Santa Cruz**

The Mid-Management Association of the City of Santa Cruz, represented by Operating Engineers Union Local #3 (Mid-Managers) and the City of Santa Cruz (City) are parties to a Memorandum of Understanding (MOU) that expires on June 24, 2011.

Having met and conferred in good faith the parties wish to memorialize their Agreement and modify their MOU with respect to furloughs effective June 27, 2009 through July 9, 2010, as follows:

I. No Abrogation of Rights

- a) By entering into this Agreement neither party in any way gives up any rights to its individual respective position on furloughs.

II. Ongoing Meetings and Information Sharing

- a) The City agrees to keep the Mid-Management Association informed about any significant changes in budget revenues, deficits, &/or surpluses for the duration of the agreed upon furlough period and at their regularly scheduled monthly meetings.

III. Furlough Plan

- a) The primary purpose of the furlough is to offset \$4.3 million of the 2009-2010 budget shortfall in the General Fund. On July 1, 2009 the shortfall is estimated to be \$9.2 million.

The furlough will also offset revenue losses and increased operating costs in non-General Fund budgets including, but not limited to: \$1.2 million in the Refuse Fund; \$2.6 million the Water fund; and \$1.8 million in the Wastewater fund. By the end of Fiscal Year 2010, these negative impacts will leave the Water fund in a negative balance (deficit), the Refuse fund with less than 2 months of operating expenses, and the Wastewater fund with less than 6 months of operating expenses.

- b) The furlough plan is guided by a number of principles, the most important of which are to maximize salary savings and to minimize the furlough's impact on City services and employees.

- c) All represented employees will have their pay reduced by 10% through a reduction from a 40 hour work week to a 36 hour work week. The work week for employees who work less than 40 hours will be scheduled by their departments to

meet the 10% pay reduction. During the term of this agreement, the work week for represented employees will be as follows:

- Employees will work a thirty-six (36) hour work week consisting of four (4) days per week, nine (9) hours per day with every Friday off. If the Department Head determines that for operational needs in a particular department or work group, a day other than Friday or a schedule other than the four (4), nine (9) hour days is appropriate, s/he will work with the employee(s) to determine an operationally effective schedule. The City will notify Mid-Managers by July 17, 2009 of those departments or work groups where an alternate schedule is implemented. Within ten days, Mid-Managers may request to meet and confer regarding specific alternate schedules. Alternate schedules will maintain consecutive days off for employees. Individual employees may submit a request for other than consecutive days off to their Department Head who will approve the request if it does not disrupt operations or otherwise reduce service levels.
- In exchange for the \$79,000 in excess savings achieved by Mid-Managers in its February, 2009 agreement with the City, represented employees will receive an additional sixteen (16) hours of floating holiday pay to be used by December 31, 2010.
- No represented employee will be furloughed below the minimum number of hours required for health benefit eligibility as established by CalPERS, currently 20 hours per week.
- d) No reduction of employment benefits, including health or leave benefits, will result from implementation of the furlough.
- The furlough will not affect retirement service credit accruals for employees working the minimum number of hours required to earn a full year's service credit, as established by CalPERS. Employees working less than the minimum number of hours required to earn a full year's service credit will earn service credit in accordance with CalPERS regulations. Currently, the minimum number of hours required by CalPERS to earn a full year's service credit is 1,720.
- e) Furlough hours will be included in the calculation of seniority.
- f) No annual or other paid leave may be used in lieu of furlough hours.
- g) Employees cannot be required to work or perform official duties during their furlough. This does not remove, alter, or eliminate the requirements of call-back, on-call, duty assignment, and other extra curricular assignments identified in the MOU.

- h) If a fixed holiday falls on a Friday, the closure date will be taken on the preceding Thursday. When fixed holidays fall on a Friday and the preceding Thursday is also a holiday, the closure day will occur on Wednesday of that week unless the Department Head determines that for operational necessity another workday is better.
- i) For the duration of this agreement, the fixed holidays identified in Section 12.01 (Fixed Holiday) of the MOU will be nine (9) hour paid holidays.
- j) For the duration of this agreement the parties agree to 36 hours of holiday closure pay to be used between Saturday, December 19, 2009 and Friday, January 1, 2010. If a department head determines that for operational reasons a particular department or work group will not be able to observe the holiday closure, those employees will be entitled to an equivalent number of closure leave bank hours to be taken in accordance with departmental time off policies. These hours must be taken by December 31, 2010. These closure leave bank hours have no other cash or leave value.
- k) The City will, as soon as possible, implement the Retirement Encouragement Program and the CalPERS Partial Retirement benefit.
- l) The City agrees to not shift the productivity burden from furloughed to temporary employees and that furloughed employees will not be replaced by temporary employees. The City reserves the right to use temporary employees for peak and unusual work load fluctuations.
- m) For the duration of this agreement, the reinstatement period for represented employees defined in City of Santa Cruz Personnel Rule 9 (Layoff Policy and Procedure) will be extended to 36 months.
- n) The parties agree that the separate furlough agreement for the Santa Cruz City County Library System expires on June 30, 2009 and, upon approval by the City Council, this agreement will be the furlough agreement for the Library System. Recognizing the unique operations of the Library, the City and Mid-Managers will meet and confer specific to the impacts of this agreement on represented Library employees. The current Library furlough implementation plan will remain in effect until the meet and confer process is completed.
- o) Should there be a difference of opinion regarding FLSA exempt status for represented employees, the parties will meet and confer to resolve those differences and any outstanding issues concerning FLSA exempt status arising from the impacts of redefining represented employees' work week as a 36 hour work week for an entire year.

p) Implementation of this agreement is conditional upon agreements from other non-public safety bargaining units to implement the four (4), nine (9) hour day, 36 hour work week.

q) The language of any section of the MOU not modified by this agreement shall remain in effect for the duration of the term of the original MOU.



Thoits, Love, Hershberger & McLean
A PROFESSIONAL LAW CORPORATION

8030 Soquel Avenue, Suite 100
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TEL (831) 425-4660
FAX (831) 425-4543
www.thoits.com

JUN 25 2009

Michael Curtis

(831) 466-1140
mcurtis@thoits.com

June 24, 2009

Santa Cruz City-County Library System
Attn: Director of Libraries
117 Union Street
Santa Cruz, CA 95060

Re: Family Trust of the Kenneth H. Whalen and Shirley M. Whalen Trust
dated May 22, 1984
Approval of Account and Release

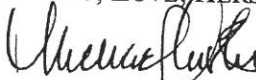
Dear Sir or Madam:

I am pleased to enclose the First and Final Account of the Trustee of the Family Trust of the Kenneth H. Whalen and Shirley M. Whalen Trust dated May 22, 1984, covering the period from December 1, 2008 (Ken Whalen's date of death) to June 20, 2009 (the "Account"). Also enclosed for your signature is an Approval of Account and Release. The reason we are requesting that you sign this document is because California law provides that you have three (3) years within which to object to anything contained in the Account. In order to avoid maintaining a large contingency reserve in the event that any beneficiary might object to the Account within the three-year period, we customarily ask beneficiaries to sign these forms so that substantially all of the assets can be distributed subject to the small reserve for final estate administration expenses. A proposed distribution schedule is included.

Please contact the Trustee, Richard G. Polse, at 831-345-6029 if you have any questions about the Account so that he can respond to those questions. If you find the Account in order, please sign and date the Approval of Account and Release and provide us with your current address (if different from the address set forth in this letter to you).

Sincerely,

THOITS, LOVE, HERSHBERGER & MCLEAN



Michael Curtis

Enclosures

cc: Richard G. Polse, Trustee (w/o encls.)

APPROVAL OF ACCOUNT AND RELEASE

Approval of Account. The undersigned beneficiary of the Family Trust of the Kenneth H. Whalen and Shirley M. Whalen Trust dated May 22, 1984 (the "Trust") hereby acknowledges receipt of and approves the First and Final Account of the Trustee of the Trust for the period from December 1, 2008 to June 20, 2009 (the "Account").

Release. Pursuant to California Probate Code Section 16464 and in consideration of receiving the Account, the undersigned beneficiary of the Trust, on behalf of himself or herself, and all of his or her assigns, heirs, members, shareholders, owners, governing body, agents, representatives, attorneys, predecessors-in interest, and successors-in-interest, hereby forever releases and fully discharges Richard G. Polse, individually and as Trustee of the Trust, and all of his assigns, heirs, agents, representatives, attorneys, predecessors-in interest, and successors-in-interest from any and all claims, including claims for costs and attorneys' fees, damages, surcharges, demands, actions, accounts, judgments, obligations, debts, liens, liabilities, relief and causes of action that are required from or are claimed or alleged against or that could have been required from or claimed or alleged against Richard G. Polse arising from, expressed or implied in, or in any way related to the Trust, the administration of the Trust, the valuation of the assets of the Trust, the investment, management, and sale and distribution of the assets of the Trust, the division of the assets of the Trust, the use of assets of the Trust, the acts of the Trustee, and the accounts of the assets of the Trust.

Waiver of Civil Code Section 1542. With respect to the releases set forth in the preceding Section of this Approval of Account and Release, the undersigned beneficiary hereby waives any and all rights and benefits conferred by the provisions of California Civil Code section 1542 and any similar law of any state or territory of the United States or other jurisdiction. Civil Code section 1542 provides as follows:

A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor.

No Admissions. Neither the fact of this Approval of Account and Release nor any other action taken or statements made either previously or in connection with this Approval of Account and Release shall ever, under any circumstances, be deemed or construed to be: (a) an admission of the truth or falsity of any claim heretofore made; or (b) an acknowledgment or admission by Richard G. Polse of any fault or liability whatsoever to any other party or to any third party.

Authority. The undersigned represents and warrants that he or she has the authority to act on behalf of the beneficiary and all who may claim through the beneficiary to the terms of this Approval of Account and Release.

Successors and Assigns. This Approval of Account and Release shall be binding upon and inure to the benefit of the personal representatives, executors, administrators, heirs, members, shareholders, owners, governing body, successors and assigns of the undersigned beneficiary and Richard G. Polse, individually and as Trustee of the Trust.

Integration. This Approval of Account and Release and the Account to which it refers contain the entire and only representations made by the Trustee to the undersigned beneficiary pertaining to the subject matter contained in it and supersedes any and all prior and/or contemporaneous oral or written negotiations, agreements, representations and understandings.

Governing Law/Venue. This Approval of Account and Release shall be governed by, and construed in accordance with, the laws of the State of California without regard to its choice of law principles. Any dispute between the undersigned beneficiary and Richard G. Polse shall be brought in the Superior Court in and for the County of Santa Cruz, State of California.

Santa Cruz City-County Library System

Dated: June 26, 2009

By: Susan A. Elgin

Title: Acting Director of Libraries

Address of record: Attn: Director of Libraries
117 Union Street
Santa Cruz, CA 95060

EIN: 94-6000427

Kenneth & Shirley Whalen Family (Irrevocable) Trust

PROPOSED DISTRIBUTION SCHEDULE

Assets on Hand 6/20/2009:	Cash	\$745,533.16
Less cash to be held in reserve by the Trustee for attorney's fees, accountant fees, taxes, administrative expenses, etc.:		<u>-\$15,533.16</u>
Assets Available for Distribution:	Cash	<u>\$730,000.00</u>

Proposed Distribution:

20% To: The Felton Fire Protection District for the purchase of capital assets and/or the renovation of presently-owned assets as the administrators of that organization shall determine:	Cash	\$146,000.00
20% To: The Santa Cruz City- County Library System for the benefit of the Felton Branch for capital improvements and/or new books as the administrators of that organization shall determine:	Cash	\$146,000.00
60% To: The Regents of the University of California for the Engineering Department at the Berkeley Campus as the administrators of that department shall determine:	Cash	\$438,000.00



Thoits, Love, Hershberger & McLean
A PROFESSIONAL LAW CORPORATION

8030 Soquel Avenue, Suite 100
Santa Cruz, California 95062
TEL (831) 425-4660
FAX (831) 425-4543
www.thoits.com

May 27, 2009

Felton Branch of the Santa Cruz Public Library
Attn: Susan Elgin
Acting Director
117 Union Street
Santa Cruz, CA 95060

Re: *Kenneth H. Whalen, deceased*
Family Trust of Kenneth H. Whalen and Shirley M. Whalen

Dear Ms. Elgin:

As you are aware, this firm represents Richard G. Polse in his capacity as Trustee of the Family Trust of the Kenneth H. Whalen and Shirley M. Whalen Trust dated May 22, 1984, as amended (the "Family Trust").

When Kenneth Whalen died on December 1, 2008, the total value of the Family Trust was approximately \$700,000. Twenty percent (20%) of the remaining assets after payment of any debts and expenses will be distributed to the Felton Branch of the Santa Cruz Public Library for capital improvements and/or new books, as the administrators of the organization shall determine.

The Trustee expects distribution to occur in late June of this year, assuming no unforeseen issues arise. A full accounting will accompany the distribution. The Whalens have no surviving relatives to be acknowledged.

To expedite distribution, please provide us with the Federal Tax Identification Number for the Felton Branch of the Santa Cruz Public Library and your mailing instructions for distribution.

Sincerely,

Thoits Love Hershberger & McLean


Lu Baloun, Paralegal

Legal Assistant to Michael Curtis, Esq.

lbaloun@thoits.com

cc: Richard G. Polse, Trustee



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

May 27, 2009

Thoits, Love, Hershberger & McLean
8030 Soquel Avenue, Suite 100
Santa Cruz, CA 95062

RE: Family Trust of Kenneth H. Whalen and Shirley M. Whalen

To Whom It May Concern:

We understand that the above family trust was left to the Santa Cruz Public City-County Library System and it is intended for the Felton Branch Library. In order to help you expedite the process here is our Federal Tax Identification Number:

#94-6000427

If you could please update your records to indicate all correspondence should go to the Director of Libraries at 117 Union Street, Santa Cruz, CA 95060.

Please let the family know that this gift is a tremendous help to the library and helping with the Felton Branch library in particular.

Sincerely,

Susan R. Elgin



SANTA CRUZ • PUBLIC
LIBRARIES
A City County System

Lu Baloun, Paralegal Legal Assistant to Michael Curtis, Esq.
Thoits, Love, Hersberger & McLean
8030 Soquel Avenue, Suite 100
Santa Cruz, Ca 95062

June 1, 2009

Dear Ms. Baloun:

I am in receipt of your letter of May 29, 2009, stating that the Firm of Thoits, Love, Hershberger & McLean is representing Richard G. Polse in his capacity as Trustee of the Whalen Family Trust.

Your letter states that 20% of the remaining assets (approximate value of the estate is \$700,000) is to be distributed to the Felton Branch of the Santa Cruz Public Library System for capital improvements and/or new books, as the administrators of the organization shall determine.

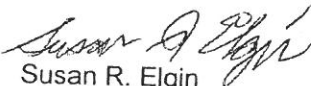
You have asked for the Federal Tax Identification Number for the Felton Branch of the Santa Cruz Public Library and our mailing instructions for distribution.

The Felton Branch is one of the branches of the Santa Cruz City-County Library System. The Library System's Federal Tax Identification Number is 94-6000427. Our branches do not have separate id numbers.

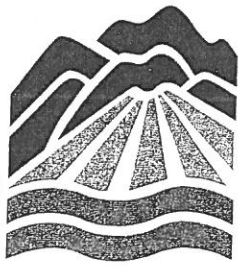
The funds should be mailed to:
Director of Libraries,
Santa Cruz City-County Library System
117 Union Street,
Santa Cruz, CA. 95060.

At its first meeting after the receipt of the funds, the Joint Powers Authority Board of the Santa Cruz Library System will accept the funds and have them placed in a newly established Trust Fund (934) entitled Trust Fund Whalen Estate for Felton

Sincerely,


Susan R. Elgin
Acting Director of Libraries

cc. Jack Dilles, City Finance Director, Library Joint Powers Board Authority



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

COPY

July 7, 2009

Cam Corbin
407 Townsend Drive
Aptos, CA 95003

Dear Ms. Corbin,

Thank you for your letter praising Mary Simmons and requesting she be re-instated. I have only been here for less than a week but already I have heard wonderful feedback about Mary. Your description and opinion of her is shared by library management as well.

Unfortunately, the layoff process is by seniority and must follow the labor agreement that is in place. This is an area in which we really have absolutely no discretion and must abide by the rules. Hopefully, the economic situation will improve as Mary is eligible for reinstatement for the next three years.

Paula Contreras is the current branch manager for the Live Oak library and will be assuming responsibility for managing the Capitola branch as well. I have every confidence in Paula and hope you will find her as effective and personable as Mary.

Once again, thank you for sharing your concerns.

Sincerely,

Teresa Landers
Director of Libraries

July 3, 2009
407 Townsend Drive
Aptos, CA 95003

Teresa Landers
Library Director
Administration Headquarters
117 Union St.
Santa Cruz, CA 95060

Dear Ms Landers,

I have just found out that the Capitola Branch Manager, Mary Simmons, is being terminated. I urge you to reconsider this decision.

I have lived in this county since 1969 and spent a lot of time at various branch libraries. I can truthfully say that the Captiola branch is run better than any other I have been to. Now, I haven't spent much time in Live Oak, or Scotts Valley, although I've had occasion to go inside—but on reflection I believe I've been to just about every branch.

Mary's style is understated—and effective. She's quiet but she sure does know her business. She has built a staff of kind, helpful, efficient people who truly love their work. The feeling of harmony in the Capitola branch is wonderful. It's what every library should be like and few are able to achieve.

A library is a lot more than a building with bookshelves. We truly value and love our library branches here and despite what you may have heard, we like our a "small town" atmosphere. To go in the library and be greeted with a smile, to have someone help locate a book, to be thanked for being there—it goes a long way.

You are doing all of us (and yourself) a disservice by letting Mary go. She exemplifies what is best about the library and we need more people like her. The old song says, "You don't know what you've got till it's gone," and in this case it certainly will be true. I hope you will reconsider.

Sincerely,


Cam Corbin

Teresa Landers

From: jeanne hofvendahl [5intheredwoods@gmail.com]
Sent: Monday, July 06, 2009 10:27 PM
To: Teresa Landers
Subject: Re: Felton library hours

Thank you for your detailed and thoughtful reply. I cannot imagine what it's like to take this on your first week. I understand the cuts and am thrilled at the least that we are open at all. I understand your explanation for the reasons for the inconvenient hours. I would really appreciate it if you keep my thoughts in mind (I'm sure it's not a unique opinion.) and see how it would be possible to vary the hours more and keep the staffing low.

Good luck!
Jeanne

On Mon, Jul 6, 2009 at 3:15 PM, Teresa Landers <LandersT@santacruzpl.org> wrote:

Thank you for expressing your concern. I have only been here less than a week so I can only say I am inheriting a very difficult situation. The best I can do at this point is give you some background on how the hours were decided and to let you know that this is a very fluid situation that we will be evaluating on a regular basis. We plan to tweak the various branch schedules as funding and staff schedules permit .

As you know a decision was made by the Joint Powers Board to not completely close any one branch. Therefore, in order to achieve the necessary \$1.2 million in savings it was necessary to cut the hours at all the branches. The reason that cutting hours saves money is that we don't have as much staff. The plan is to have the County divided into 4 regions with each region serving 2-3 libraries with the same staff. There are a lot of variables involved and all we knew for sure was that mornings and evenings we tend to have less staff available with more staff available in the afternoons. Thus, we came up with the current schedule based on what we were sure we could cover with the least disruption to already established schedules. We also took a look at circulation rates and transportation/ personal traffic patterns to determine the number of hours and when we thought our patrons would be most likely to access the various facilities.

As I said above, this is a work in progress and we will look at it again in a couple of months and adjust as needed within our difficult budgetary parameters.

For now, I can promise you that I am keeping all comments on file and will review them all as we re-evaluate. Please do not hesitate to contact me again if you need additional information or have additional concerns.

Teresa Landers
Director of Libraries
Santa Cruz Public Libraries
117 Union St.
Santa Cruz, CA 95060
office: 831-420-5612
fax: 831-420-5601
landerst@santacruzpl.org

From: jeanne hofvendahl [mailto:5intheredwoods@gmail.com]
Sent: Friday, July 03, 2009 5:53 PM
To: Teresa Landers
Subject: Felton library hours

Dear Ms. Landers,

I am surprised that in choosing such minimal hours the board didn't choose the most accessible hours for the widest range of people. It seems to me that there should be hours that accommodate both late and early schedules. I don't recall the earliest library start time, but one day should perhaps begin there, with the other ending at the latest library closing time. "Something for everyone" should be the maxim in such severely restrictive times. Also, many people work Tues/Thurs or Mon/Wed/Fri, should it be one from either group?

I also think that with these not user-friendly hours it may drive people away from this library, thus marginalizing it in perhaps a way that those wanting to close us would appreciate. Perhaps I am being defensive but after our long library board "save the Felton library" night I always will recall one of the library board saying that there's nothing to do in the San Lorenzo Valley so that's why the library is so important to us.. That sticks in my mind because it was so appalling. If a library is the center of much of our community then we are doing something right.

Fortunately, with very limited TV and computer games my kids find that there is something to do, read. Their mantra "when are we going to the library?" "I need to order/pick up a book." is less a result of there being nothing to do in the SLV valley as it is a parent helping them choose a wonderful thing to do. The Felton librarians have been picking out books for my kids for the last 15 years, running through the likes of my three boys. They know how to request and renew things online, to use the library computer and to ask our loveable librarians for recommendations. One of my boys is excited to be old enough to volunteer.

So, here are my two cents on library times and on the importance of our Felton library.

Thank you for all your hard work in such extreme times. It must be a very stressful job.

Sincerely,

Jeanne Hofvendahl
David, Trevor, Russell, Benjamin

Teresa Landers

To: catparry1@earthlink.net
Cc: gorson@pacbell.net
Subject: RE: local VS regional library branches

Thank you for sharing your thoughts. As Barbara said, we have not closed any branches. The basic premise is the division of the county into 4 regions with each region serving 2-3 libraries with the same staff. All the branches were reduced in hours based on circulation activity and traffic patterns.

This is a work in progress and we will look at it again in a couple of months and adjust as needed within our difficult budgetary parameters.

For now, I can promise you that I am keeping all comments on file and will review them all as we re-evaluate. Please do not hesitate to contact me again if you need additional information or have additional concerns.

From: catherine parry [mailto:catparry1@earthlink.net]
Sent: Monday, July 06, 2009 10:03 AM
To: Teresa Landers
Cc: gorson@pacbell.net
Subject: local VS regional library branches

please reconsider retaining local library branches in favor of only supporting regional branches; much more convenient for the locals. thanks.

catherine parry
catparry1@earthlink.net
Why Wait? Move to EarthLink.

Susan Elgin

Sent: Monday, June 29, 2009 12:41 PM
To: Web2 Suggestions

The following suggestion was received from Chris Cain.

In the future it might be advisable to notify people when they have such ENORMOUS fees!!!!!! The last notice (1 email) I had said that I owed \$12.50. I have never received any communication since then. This is extremely unfortunate as I would love to continue using the library but with my husband having lost his job and my company cutting back my salary 20% I can't afford to check out a book for my daughter. I am profoundly upset as I love the library and feel that fees are understandable but they cannot be so unreasonable as to make it impossible for a family to pay them during this difficult economy. A mistake shouldn't result in the complete loss of the ability to participate in the system. Please contact me if there is any other arrangement that can be made or I am forced to let the fees sit there and cannot use your services for the foreseeable future. I will attempt to come by and pay occasionally in small amounts but I don't see how I can catch up when the fees are so extremely high. I would never have checked out books had I known that simply turning them in late would have this result.

Chris Cain
510 Laverne AVE
Aptos ca 95003
831-227-8944
willowwendy@sbcglobal.net

Susan Elgin

From: WEBMASTER
Sent: Tuesday, June 30, 2009 1:50 PM
To: 'web2suggestions@santacruzpl.org'
Subject: FW: Santa Cruz Public Libraries - Patron Comment or Suggestion

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

From: blessedrwe@gmail.com [mailto:blessedrwe@gmail.com]
Sent: Tuesday, June 30, 2009 1:40 PM
To: WEBMASTER
Subject: Santa Cruz Public Libraries - Patron Comment or Suggestion

The following message has been received from:

NAME: Christina Amaral

PHONE NUMBER: 454-8892

EMAIL ADDRESS: blessedrwe@gmail.com

=====

My daughter incurred \$5.50 in fines for an audio book by Barak Obama. I renewed the book online and I thought we get a week after the due date to return it. The librarian said fees incurred after that week grace period.

Money is tight right now and I am not sure how she was charged for 10 days.

Please get back to me.

Account # [REDACTED] Genyana Amaral

United States Senate

HART SENATE OFFICE BUILDING
SUITE 112
WASHINGTON, DC 20510-0505
(202) 224-3553
<http://boxer.senate.gov/contact>

May 12, 2009

Susan Elgin, Interim Director
Santa Cruz Public Libraries
117 Union Street
Santa Cruz, CA 95060

Dear Ms. Elgin:

Thank you for writing to express your support for federal funding of the Library Services and Technology Act (LSTA). I appreciate hearing from you, and I agree with you.

That is why I recently joined a bipartisan group of my colleagues led by Senators Jack Reed and Olympia Snowe in writing to the Senate Appropriations Subcommittee on Labor, Health and Human Services, and Education asking the Subcommittee to include \$300 million for LSTA in the fiscal year 2010 Labor-HHS-Education Appropriations bill.

As we noted in our letter, the economic crisis has sharply increased the demand for public library services. LSTA funding is being used to provide patrons with assistance and access to essential information on a wide range of topics including résumé development, job bank web searches, career information workshops, educational and community services, assistive devices for people with disabilities, family literacy classes, and mentoring programs.

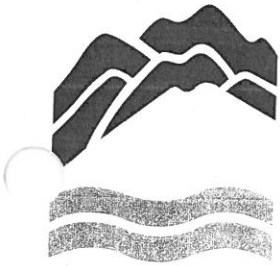
Increased federal support for the LSTA will improve the efficiency and cost-effectiveness of library services, enhance shared public access to information, expand computing access and the job help and skill-building services that are now in such great demand, and recruit the next generation of librarians. Be assured that I strongly support the Library Services and Technology Act and will keep working to secure LSTA funding for the coming year.

Again, thank you for writing to me. Please feel free to contact me again about this or other issues of concern to you and the Santa Cruz Public Libraries.

Sincerely,



Barbara Boxer
United States Senator



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

Gifts/Donations/Bequests to the Santa Cruz Public Library System
June 20, 2009

The Santa Cruz City-County Public Library System can accept gifts, donations, and bequests.

However, gifts and donations given specifically to the Santa Cruz City/County Library do not qualify as charitable contributions under the Internal Revenue Code because the Library Joint Powers Authority is not a recognized “political subdivision” with the ability to exercise the “sovereign powers” of taxation, eminent domain, and police powers.

The JPA was organized under Gov Code 6500, et seq. Under the Gov Code 6503, the powers to be exercised by a JPA shall be set forth in the JPA Agreement. Article V of the JPA Agreement sets forth the JPA’s powers, and contains none of the sovereign powers listed above. Therefore the JPA is not a political subdivision and a donation to the JPA itself would not be considered a charitable contribution under the internal revenue code.

A donation to the Library Financing Authority, would qualify because the Authority is a fund collected and administered by the County; the County meets the definition of a political subdivision under the internal revenue code. Specifically, the County has the sovereign powers set forth in the cases interpreting the internal revenue code.

Gifts/donations/ Bequests can also be directed to the Friends of the Santa Cruz Public Libraries.

The donation of books, media, as well as cash and/or security donations given to the Friends of the Santa Cruz Public Libraries do qualify as charitable contributions under the Internal Revenue Code. The Friends of the Library are registered with the Internal Revenue Service as a 501 (c) (3) tax-exempt organization. Funds, securities, or real property given to the Friends are tax deductible. Gifts to the Friends may be given to support their organization in its efforts to support library service system-wide, for specific projects, monetary gifts in various forms directly benefit the book and media fund, or for services at a particular branch. Library staff work with the Friends to direct and disburse the funds in accordance with the donor’s request.

Based on the June 15, 2009 opinion of Library Council, Opinion attached.

Attachment

From: Caio Arellano
Sent: Monday, June 15, 2009 5:13 PM
To: Jack Dilles, Santa Cruz City Finance Director
Cc: John Barisone
Subject: RE: Can people donate and get a tax deduction for donating to the Library (Joint Powers Board)

I looked into this question and agree with your conclusion. The donations to the Library JPA would not qualify as charitable contributions under the internal revenue code because the JPA is not a recognized "political subdivision" with the ability to exercise the "sovereign powers" of taxation, eminent domain, and police powers.

The JPA was organized under Gov Code 6500, et seq. Under the Gov Code 6503, the powers to be exercised by a JPA shall be set forth in the JPA Agreement. Article V of the JPA Agreement sets forth the JPA's powers, and contains none of the sovereign powers listed above. Therefore the JPA is not a political subdivision and a donation to the JPA itself would not be considered a charitable contribution under the internal revenue code.

On the other hand, a donation to the Library Financing Authority, would qualify because it the Authority is a fund collected and administered by the County; the County meets the definition of a political subdivision under the internal revenue code. Specifically, the County has the sovereign powers set forth in the cases interpreting the internal revenue code.

Please let me know if you have any additional questions.

Regards,
Caio

Kira Henifin

From: Janis O'Driscoll
Sent: Wednesday, July 08, 2009 8:49 AM
To: Kira Henifin
Subject: ZunZun

ZunZun, a wildly popular local musical group, wrote a proposal in February to the Cultural Council of Santa Cruz asking for their support to give performances at local libraries this summer and received approval in June. We scheduled these performances for July.

Tuesday, July 7 at 11am at Scotts Valley

Wednesday, July 8 at 11:15am at Central

Monday, July 13 at 5:30pm at Live Oak

Formed in 1992, ZunZun is a husband and wife duo, Stephen Snyder and Gwynne Snyder Cropsey. They celebrate the environment and cultures of the Americas in music. Though they are now popular both nationally and internationally, they have always made time and space for the Santa Cruz Public Libraries, giving performances at branches and the Festival of the Book and participating as community specialists at ***Together@the Library*** parent workshops.

We are especially grateful this summer for the gift of ZunZun to SCPL families.

Kira: edit this however you want.

Janis

"Let the wildrumpus begin."
Maurice Sendak

ZUNZUN



For further information about Zunzun and their performances and recordings, contact:

P.O. Box 2951, Santa Cruz, CA 95063

Website: zunzuntunes.com • Email: zunzun@zunzuntunes.com

For Official Use Only - Destroy After Use. Includes Posted Transactions Only.

Financial Status Balances

Fund 951 - Library Joint Powers Authority

Account	As of 5/31/2009 (92%)						
	Month-To-Date Actual	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct. Spent
Total Library Joint Powers Authority	847,205.27	-1,301,181.79	397,491.17	-903,690.62	-111,309.60	-792,381.02	85.8

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 7/6/2009 2:04 AM

Financial Status Balances

Fund 951 - Library Joint Powers Authority

As of 5/31/2009 (92%)

Account	Month-To-Date Actual	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct. Spent
53109 - Copier supplies	943.45	7,184.00	0.00	7,184.00	5,372.05	1,811.95	74.8
53110 - Computer supplies	0.00	17,704.00	0.00	17,704.00	91.06	17,612.94	0.5
53112 - Library functional supplies	8,045.51	168,063.00	-10,400.00	157,663.00	111,835.32	45,817.68	70.9
53113 - Janitorial supplies	3,579.38	20,793.00	0.00	20,793.00	22,249.16	-1,456.16	107.0
Total OPERATING SUPPLIES	33,099.41	1,286,334.72	-200,400.00	1,085,934.72	945,102.76	140,831.96	87.0
53300 - ENERGY							
53311 - Electricity	11,365.01	150,641.00	0.00	150,641.00	137,396.55	13,244.45	91.2
53312 - Natural gas	1,826.65	24,889.00	0.00	24,889.00	21,811.68	3,077.32	87.6
Total ENERGY	13,191.66	175,530.00	0.00	175,530.00	159,208.23	16,321.77	90.7
54900 - MISCELLANEOUS SUPPLIES AND SERVICE							
54990 - Miscellaneous supplies and services	1,614.78	144,829.26	60,000.00	204,829.26	35,404.46	169,424.80	17.3
Total MISCELLANEOUS SUPPLIES AND SERVICE	1,614.78	144,829.26	60,000.00	204,829.26	35,404.46	169,424.80	17.3
57200 - BUILDINGS AND BUILDING IMPROVEMENTS							
57203 - Building remodeling	0.00	0.00	3,000.00	3,000.00	2,540.00	460.00	84.7
Total BUILDINGS AND BUILDING IMPROVEMENTS	0.00	0.00	3,000.00	3,000.00	2,540.00	460.00	84.7
57300 - INFRASTRUCTURE							
57309 - Parking lots	85,344.92	251,000.00	58,100.00	309,100.00	268,975.31	40,124.69	87.0
Total INFRASTRUCTURE	85,344.92	251,000.00	58,100.00	309,100.00	268,975.31	40,124.69	87.0
57400 - MACHINERY AND EQUIPMENT							
57401 - Office furniture/equipment	0.00	0.00	38,355.80	38,355.80	30,333.61	8,022.19	79.1
Total MACHINERY AND EQUIPMENT	0.00	0.00	38,355.80	38,355.80	30,333.61	8,022.19	79.1
58100 - PRINCIPAL							
58190 - Other debt principal	0.00	90,293.00	0.00	90,293.00	77,445.80	12,847.20	85.8
Total PRINCIPAL	0.00	90,293.00	0.00	90,293.00	77,445.80	12,847.20	85.8
58200 - INTEREST							
58290 - Other debt interest	0.00	15,014.00	0.00	15,014.00	32,950.87	-17,936.87	219.5
Total INTEREST	0.00	15,014.00	0.00	15,014.00	32,950.87	-17,936.87	219.5
Total Expenditures	888,065.33	13,625,432.79	201,611.83	13,827,044.62	11,528,255.12	2,298,789.50	83.4

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

As of 5/31/2009 (92%)

For Official Use Only -- Destroy After Use. Includes Posted Transactions Only.

Account	Month-To-Date Actual	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct. Spent
52240 -- Office equipment operation/maint	1,020.20	5,386.00	0.00	5,386.00	3,956.21	1,429.79	73.5
52244 -- Other equipment operation/maintenance	85.56	3,850.00	1,000.00	4,850.00	1,910.98	2,939.02	39.4
52246 -- Building and facility o & m - outside	20,187.72	142,052.00	472,043.00	614,095.00	610,558.63	3,536.37	99.4
52247 -- Landscaping maintenance services	480.00	32,525.00	-8,000.00	24,525.00	25,031.47	-506.47	102.1
52248 -- Software maintenance services	559.48	60,153.00	0.00	60,153.00	54,781.04	5,371.96	91.1
52249 -- Hardware maintenance services	6,392.01	44,700.00	0.00	44,700.00	32,191.30	12,508.70	72.0
52261 -- Equipment, building and land rentals	29,024.55	358,552.00	0.00	358,552.00	319,825.52	38,726.48	89.2
Total PROPERTY SERVICES	76,830.42	939,589.00	465,043.00	1,404,632.00	1,282,815.48	121,816.52	91.3
52300 -- TRAVEL AND TRAININGS							
52302 -- Travel and meetings	152.90	8,060.00	0.00	8,060.00	2,276.85	5,783.15	28.2
52304 -- Training	506.25	24,747.81	-3,000.00	21,747.81	6,725.33	15,022.48	30.9
52306 -- LSTA Tuition Reimb grant training	0.00	5,964.00	0.00	5,964.00	2,187.00	3,777.00	36.7
Total TRAVEL AND TRAININGS	659.15	38,771.81	-3,000.00	35,771.81	11,189.18	24,582.63	31.3
52400 -- COMMUNICATIONS							
52402 -- Telecommunications service - internal	0.00	76,773.00	-883.00	75,890.00	57,579.75	18,310.25	75.9
52403 -- Telecommunications service - outside	4,198.09	94,863.00	0.00	94,863.00	133,081.05	-38,218.05	140.3
Total COMMUNICATIONS	4,198.09	171,636.00	-883.00	170,753.00	190,660.80	-19,907.80	111.7
52900 -- OTHER PURCHASED SERVICES							
52932 -- Liability insurance/surety bonds-interna	0.00	10,925.00	0.00	10,925.00	20,048.15	-9,123.15	183.5
52933 -- Liability insurance/surety bonds-outside	0.00	44,783.00	0.00	44,783.00	42,025.00	2,758.00	93.8
52960 -- Advertising	0.00	3,000.00	-3,000.00	0.00	0.00	0.00	--
52961 -- Dues and memberships	0.00	9,856.00	-4,000.00	5,856.00	1,923.00	3,933.00	32.8
52972 -- Printing and binding-outside	521.50	28,000.00	-5,000.00	23,000.00	17,595.90	5,404.10	76.5
52973 -- Moving Costs	0.00	0.00	0.00	0.00	3,901.19	-3,901.19	--
Total OTHER PURCHASED SERVICES	521.50	96,564.00	-12,000.00	84,564.00	85,493.24	-929.24	101.1
53100 -- OPERATING SUPPLIES							
53101 -- Postage charges	721.00	21,680.00	0.00	21,680.00	12,765.90	8,914.10	58.9
53102 -- Office supplies	561.12	18,067.00	0.00	18,067.00	18,160.52	-93.52	100.5
53106 -- Books and periodicals	19,248.95	1,029,064.72	-190,000.00	839,064.72	773,076.67	65,988.05	92.1
53108 -- Safety clothing and equipment	0.00	3,789.00	0.00	3,789.00	1,552.08	2,236.92	41.0

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 7/6/2009 2:04 AM

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

As of 5/31/2009 (92%)

Account	Month-To-Date Actual	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct. Spent
Total INVESTMENT EARNINGS	790.45	19,612.00	-8,000.00	11,612.00	4,752.87	6,859.13	40.9
46300 -- CONTRIBUTIONS & DONATIONS-PRIVATE SOURCE							
46303 -- Donations - library	0.00	36,555.00	49,500.00	86,055.00	74,125.00	11,930.00	86.1
Total CONTRIBUTIONS & DONATIONS-PRIVATE SOURCE	0.00	36,555.00	49,500.00	86,055.00	74,125.00	11,930.00	86.1
46900 -- OTHER MISCELLANEOUS REVENUES							
46910 -- Miscellaneous operating revenue	0.00	0.00	0.00	0.00	4,023.08	-4,023.08	--
46916 -- Cash over/short	2.42	0.00	0.00	0.00	39.75	-39.75	--
46923 -- Insurance reimbursements	0.00	0.00	0.00	0.00	14,700.00	-14,700.00	--
Total OTHER MISCELLANEOUS REVENUES	2.42	0.00	0.00	0.00	18,762.83	-18,762.83	--
49100 -- INTERFUND TRANSFERS IN							
49122 -- From Library Private Trust Fund	0.00	0.00	20,000.00	20,000.00	20,455.00	-455.00	102.3
49191 -- Intra-entity fund transfer in	0.00	0.00	70,300.00	70,300.00	65,700.00	4,600.00	93.5
Total INTERFUND TRANSFERS IN	0.00	0.00	90,300.00	90,300.00	86,155.00	4,145.00	95.4
49300 -- LONG-TERM DEBT ISSUED							
49330 -- Loan proceeds	0.00	0.00	467,303.00	467,303.00	467,303.00	0.00	100.0
Total LONG-TERM DEBT ISSUED	0.00	0.00	467,303.00	467,303.00	467,303.00	0.00	100.0
Total Revenues	1,735,270.60	12,324,251.00	599,103.00	12,923,354.00	11,416,945.52	1,506,408.48	88.3
Expenditures							
52100 -- PROFESSIONAL AND TECHNICAL							
52131 -- Claims management services - outside	1,351.45	14,000.00	0.00	14,000.00	15,438.75	-1,438.75	110.3
52135 -- Financial services - outside	46,402.99	647,217.00	0.00	647,217.00	601,424.15	45,792.85	92.9
52139 -- Medical services	0.00	0.00	0.00	0.00	1,055.00	-1,055.00	--
52149 -- Interagency labor charges	611,801.56	9,727,154.00	-314,155.00	9,412,999.00	7,709,399.67	1,703,599.33	81.9
52199 -- Other professional & technical services	13,049.40	27,500.00	107,551.03	135,051.03	78,817.81	56,233.22	58.4
Total PROFESSIONAL AND TECHNICAL	672,605.40	10,415,871.00	-206,603.97	10,209,267.03	8,406,135.38	1,803,131.65	82.3
52200 -- PROPERTY SERVICES							
52201 -- Water, sewer and refuse	3,405.64	65,083.00	0.00	65,083.00	53,445.45	11,637.55	82.1
52211 -- Janitorial services	13,961.33	185,928.00	0.00	185,928.00	150,115.04	35,812.96	80.7
52223 -- Vehicle operation charges - internal	1,713.93	41,360.00	0.00	41,360.00	30,999.84	10,360.16	75.0

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 7/6/2009 2:04 AM

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

For Official Use Only -- Destroy After Use. Includes Posted Transactions Only.

As of 5/31/2009 (92%)

Account	Month-To-Date Actual	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Actual	Bdgt to Act. Variance	Pct. Spent
Revenues							
41200 -- SALES AND USE TAX							
41211 -- Sales and use tax	769,532.81	6,288,944.00	0.00	6,288,944.00	5,285,858.75	1,003,085.25	84.1
Total SALES AND USE TAX	769,532.81	6,288,944.00	0.00	6,288,944.00	5,285,858.75	1,003,085.25	84.1
43100 -- FEDERAL							
43190 -- Federal grants - other	0.00	5,964.00	0.00	5,964.00	5,964.00	0.00	100.0
Total FEDERAL	0.00	5,964.00	0.00	5,964.00	5,964.00	0.00	100.0
43200 -- STATE							
43210 -- State operating grants and contributions	8,094.22	123,359.00	0.00	123,359.00	105,539.84	17,819.16	85.6
Total STATE	8,094.22	123,359.00	0.00	123,359.00	105,539.84	17,819.16	85.6
43300 -- LOCAL							
43310 -- Local operating grants and contributions	929,967.22	5,579,803.00	0.00	5,579,803.00	5,114,819.70	464,983.30	91.7
Total LOCAL	929,967.22	5,579,803.00	0.00	5,579,803.00	5,114,819.70	464,983.30	91.7
44600 -- LIBRARY							
44613 -- Internet use fee	631.95	0.00	0.00	0.00	7,105.37	-7,105.37	--
44630 -- Room rentals-library JPA	560.00	0.00	0.00	0.00	3,760.00	-3,760.00	--
44680 -- Interlibrary loan reimbursement	0.00	0.00	0.00	0.00	1,180.60	-1,180.60	--
Total LIBRARY	1,191.95	0.00	0.00	0.00	12,045.97	-12,045.97	--
44900 -- MISCELLANEOUS CHARGES FOR SERVICES							
44901 -- Photocopy fee	765.32	0.00	0.00	0.00	9,667.63	-9,667.63	--
Total MISCELLANEOUS CHARGES FOR SERVICES	765.32	0.00	0.00	0.00	9,667.63	-9,667.63	--
45100 -- FINES AND FORFEITS							
45131 -- Library fines	21,940.71	240,014.00	0.00	240,014.00	205,187.83	34,826.17	85.5
45132 -- Lost library items	2,985.50	30,000.00	0.00	30,000.00	26,763.10	3,236.90	89.2
Total FINES AND FORFEITS	24,926.21	270,014.00	0.00	270,014.00	231,950.93	38,063.07	85.9
46100 -- INVESTMENT EARNINGS							
46110 -- Pooled cash and investment interest	-236.16	8,000.00	-8,000.00	0.00	-4,831.85	4,831.85	--
46190 -- Interest earnings - other	1,026.61	11,612.00	0.00	11,612.00	9,584.72	2,027.28	82.5

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 7/6/2009 2:04 AM

Library - Fund 951
 Month-End Cash Balances
 July 2006 through Preliminary June 2009

	July	August	September	October	November	December	January	February	March	April	May	June
FY 2009 Pooled cash	(1,028,955)	(397,328)	(356,999)	252,949	(714,416)	(711,715)	(812,054)	(668,015)	(595,048)	(543,670)	222,503	(594,768) *
FY 2008 Pooled cash	555,177	285,993	362,223	452,679	381,689	348,645	414,873	180,027	267,118	988,380	877,240	65,274
FY 2007 Pooled cash	378,173	260,210	(47,055)	77,968	141,276	331,082	1,134,207	1,970,264	582,081	688,990	693,402	260,082

* Subject to change