



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

LIBRARY JOINT POWERS AUTHORITY BOARD

Monday, September 14, 2009
Central Branch 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
APPROVE MINUTES OF JULY 13, 2009
APPROVE MINUTES OF AUGUST 3, 2009
4. ORAL COMMUNICATIONS
5. CONSENT AGENDA
 - A. Resolution Changing Hours at Felton Library
 - B. Resolution Decreasing and Increasing Hours of Librarians II in Outreach
 - C. Resolution to Accept LSTA Grant for Tuition Reimbursement
6. WRITTEN COMMUNICATIONS
 - A. Letter and Email Correspondence From & To the Public
 - B. Articles on Library Cutbacks Nation Wide
 - C. Article on Potential Purchase of Jade Street Property for New Capitola Library
 - D. List of Library Subscription Databases- Follow Up From Last Month
 - E. Article on Libraries Bringing Value to the Community
 - F. Articles About Santa Cruz Public Libraries
7. REPORTS OF ADVISORY BODIES
 - A. Friends of the Santa Cruz Libraries, Inc.
 - B. Finance Committee
8. 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)
9. STAFF REPORTS
- A. Annual Report for FY 2008-09
 - B. End of FY 2008-09 Financial Information
 - C. July 2009 Monthly Financial Information
 - D. Update on State Take Away of Property Taxes
 - E. New Organization Chart for Library
 - a. Resolution to Create a New Library Division Called Programs and Partnerships and to Transfer Funds into it from Other Divisions with Details of the Fund Transfers Provided by December 2009
 - F. Workman's Compensation for FY 2008-09
 - G. Change in Circulation Procedures to Issue Cards to Children Ages 0-5 (oral)
 - H. Staff Retirement (oral)

10. OTHER BUSINESS

- A. Parking Lot List Review
- B. Strategic Plan Update

11. NEXT MEETING

The next scheduled meeting is Monday, October 5, 2009. The topics for the next meeting will include:

- A. FY 2008-09 Volunteer Report

12. ADJOURN

The Library Joint Powers Authority Board will adjourn from the regularly scheduled meeting of September 14, 2009 to the next regularly scheduled public meeting on October 5, 2009 at 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.

NOTICE
September 9, 2009

The following item is being added to the Library Joint Powers Board Agenda for the meeting on September 14th, 2009:

9. STAFF REPORTS
 - E. New Organization Chart for Library
 - b. Resolution transferring 2 positions from Public Services to Access Services

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

August 3, 2009

Central Branch Meeting Room
224 Church Street, Santa Cruz

7:00 PM PUBLIC MEETING

I. ROLL CALL

Present: Citizen Nancy Gerdt, Councilmember Jim Reed, Citizen Leigh Poitinger, Councilmember Sam Storey, Councilmember Katherine Beiers, Supervisor John Leopold, Councilmember Mike Rotkin

Absent: Supervisor Mark Stone, Citizen Barbara Gorson

Staff: Teresa Landers, Library Director

II. APPROVAL OF MEETING AGENDA OF AUGUST 3, 2009

Councilmember Rotkin moved, seconded by Councilmember Reed

that the Board approve the agenda of August 3, 2009.

UNAN

III. ORAL COMMUNICATION

Jim Morley, La Selva Beach resident, reported that the La Selva Beach book sale brought in approximately \$1,000 for the Friends of the Library. He also inquired about volunteer requirements.

Teresa Landers, Library Director, responded by reporting that volunteers can be used throughout the system but library staff must supervise them. Volunteers cannot be used to open branches when staff is not available.

IV. CONSENT AGENDA

Councilmember Rotkin moved, seconded by Supervisor Leopold

that the Library Joint Powers Authority Board adopt Resolution #2009-14 authorizing the transfer and appropriation of \$7,000 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 Supervisor Leopold

that the Library Joint Powers Authority Board adopt Resolution #2009-13 authorizing the transfer and appropriation of \$2,500 from the First 5 Commission Grant to the FY 2009-2010 Budget to continue its Family Place Project.

UNAN

VII. WRITTEN COMMUNICATION

- A. Letter and email correspondence from patrons
- B. Web Page on Donating to the Library

VIII. REPORTS OF ADVISORY BODIES

Carole McPherson, Vice President of the Friends of the Santa Cruz City-County Library System reported the following Friends' activities:

- Kids Book Sale reached \$2,289 in sales not including the \$300 in free books given to Summer Reading kids.
- "Donor Thank You and Meet Teresa" reception to be held in mid-October. Further details to be announced later.
- Volunteerism has increased. There are now 2.5 volunteers for every library staff member.
- Brown Bag/Small Business Survival Services on August 11th features a workshop on "Free Tech Tools" – 11:45-1:00pm, Central Branch Meeting Room.
- Friends' are sponsoring the August 13th performance of "Shipwrecked" at Shakespeare Santa Cruz.
- One night fundraising event with author-humorist David Sedaris on May 2, 2010 at the Civic Auditorium. Friends' members and donors will get preferential seating if they purchase tickets between August 20th through September 17th of 2009.
- Friends' Chapter Highlights:
 - La Selva Beach made over \$1000 at their book sale on July 18th.
 - Scotts Valley is planning its first "Barbeque for Books" auction and dinner fundraising event on September 19th
 - Boulder Creek is considering several fundraising ideas, including possibly a "shred-a-thon".

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

*3rd Annual Felton Library Festival: Ice Cream Social & Watermelon Feed

*September 12, 2009 from 10-12:30PM

IV. MEMBER REPORTS

A. Felton Library Task Force

Citizenmember Gerdt reported on the Felton Library Task Force. The Task Force has not met since the spring because they have completed the task of the conceptual drawings that

will be shown at the 3rd Annual Felton Festival. The strategic planning process will be next and a power point presentation in September will be the final follow up. The Task Force will wait for their next task to be assigned.

B. Scotts Valley Report

The Construction Management Team will meet to interview architects for the new Scotts Valley Branch Library. The team will recommend their first and second choices to go to council for approval.

The state has taken back \$1.4 million in Scotts Valley Redevelopment money and this will affect Scotts Valley's ability to borrow money but should not affect the Scotts Valley Library project.

IX. STAFF REPORTS

A. Library's Insurance

Kris Kamandulus, City's Risk Manager, reported to the board on the Library's insurance policy.

B. Budget Update Through June 30, 2009

C. Recommendation on 8% Loss in Property Taxes Funds

The Library may choose to provide for the state take away by reducing the materials budget immediately by \$447,892 (this is a figure given to the library earlier) and is what staff used to work out a plan. If the actual amount is \$465,000 the library will know in time to make additional cuts in the materials budget.

The Library may also choose the net operating margin as the source to cover additional declines.

D. Update on Layoff and Mitigation

Library employee layoff started July 31, 2009. Two laid off staff members received other jobs within the City. There were twelve total employees laid off and they will be offered on-call work with the Library.

September 2, 2009 is the date by which library staff changes should be complete.

Library management is gathering comments from staff and the public on the new structure.

E. Update on Temporary Employees

Structure is still being developed.

F. Update on Community Volunteerism and Partnerships

Whole Foods opened in Capitola and some library staff went for a tour of the new facility. The library hopes to meet the marketing director and work with them on several different community programs offered through Whole Foods.

A major school cooperative effort will be happening where school kids will have the opportunity to sign up for library cards.

An offer came in to open a hot dog stand outside the Aptos Branch Library and a portion of the proceeds would go to the library. The Director is still looking into this proposal.

The library is working on the overall policy for volunteers. The information the library has worked out so far is that volunteers can do one task of a staff person's job but cannot do all of the tasks associated with a staff person's job.

The Library Director was notified by Borders Book Store of a benefit they put on and raised money/books for the library. The Library Director will be getting in touch with Borders to receive all the details.

G. Two Week Closure Recommendation

Councilmember Beiers moved, seconded by Councilmember Rotkin

that the Library Joint Powers Authority Board approve the recommendation to close the Library for two weeks: Saturday, November 21st through Friday, November 27th and Saturday, December 19th through Friday, December 25th.

UNAN

H. Strategic Planning Process Proposal

Long-term vision and planning process proposal for the library system was presented to the Board.

I. Update on Child Pornography Arrest at the Library

The Library will be pursuing a lifetime ban for this patron from all facilities.

J. Raising Patron Account Block Level from \$5.00 to \$10.00

The library system will be raising the block level up to \$10.00 because patrons will be hitting the block level much sooner due to recent fine increases.

X. OTHER BUSINESS

A. Resolution in support of staff who are being laid off, reduced in hours, and/or moved to a lower classification.

Councilmember Rotkin moved, seconded by Councilmember Storey

that the Library Joint Powers Authority Board adopt Resolution #2009-15 honoring staff member affected by position eliminations and changes.

UNAN

B. Felton Permit Status

The architect received the 100-year flood study needed for engineering purposes in order to enter the county process.

C. Report from Adhoc Library Finance Subcommittee and Creation of Standing Library Finance Committee

Councilmember Storey moved, seconded by Councilmember Reed

that the Library Joint Powers Authority Board direct the Library Director to work with City Attorney's office to create the Library Finance Subcommittee that meets all Brown Act requirements as necessary.

UNAN

D. Library Budget 101 Meeting

A meeting of the Library Finance Subcommittee will be held September 21st in place of the September 28th meeting. All Board members are invited to this meeting for a Library Finances 101 training.

E. Re-establish Parking Lot Discussion Items

The Board would like to re-establish the parking lot discussion items list.

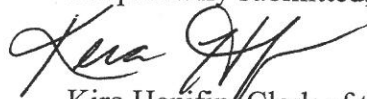
XI. NEXT MEETING

September 14, 2009

XII. ADJOURN

The regular meeting adjourned at 8:53 p.m.

Respectfully submitted,



Kira Henifin, Clerk of the Board



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

RESOLUTION # 2009-17

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD
CHANGING OPEN HOURS FOR THE FELTON BRANCH LIBRARY**

WHEREAS, the Santa Cruz Public Libraries has received community requests for evening hours at the Felton Branch Library

NOW THEREFORE, be it resolved by the Library Joint Powers Authority Board that the hours for the Felton Branch Library on Thursday's be changed from 1:00-5:00 PM to 3:00-7:00 PM.

PASSED AND ADOPTED this 14th day of September 2009 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

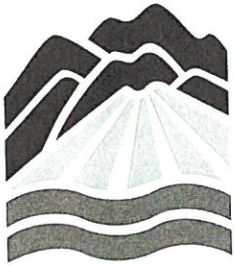
DISQUALIFIED: Board Member(s):

APPROVED

ATTEST

Chair

Board Clerk



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

RESOLUTION # 2009-18

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD
CHANGE HOURS FOR TWO LIBRARIAN II POSITIONS**

WHEREAS, the transfer of hours from one position to the another will help accommodate hours lost to one position during budget shortfalls, and

WHEREAS, this change is mutually agreeable to the staff involved, and

WHEREAS, the supervisor of the unit feels this is in the best interest of the unit,

NOW THEREFORE, be it resolved by the Library Joint Powers Authority Board

That position #149-018 be reduced from 40 hours per week to 30 hours per week and position # 149-016 be increased from 20 hours per week to 30 hours per week .

PASSED AND ADOPTED this 14th day of September 2009 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

DISQUALIFIED: Board Member(s):

APPROVED

ATTEST

Chair

Board Clerk

RESOLUTION # 2009-16

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD
TRANSFERING FUNDS AND AMENDING THE FY 2009-2010 BUDGET TO
ACCEPT A GRANT FOR TUITION REIMBURSEMENT FOR LIBRARY
EMPLOYEES**

WHEREAS, the California State Library has awarded the Santa Cruz Library System a grant in the amount of \$6,978 to provide tuition reimbursement for employees Diane Cowen and Elizabeth Saxton Henry under the LSTA Public Library Staff Education Program,

NOW THEREFORE, be it resolved by the Library Joint Powers Authority Board transfer funds and amend the FY 2009-2010 budget in the amount of \$6,978 to accept the grant for employee tuition reimbursement.

PASSED AND ADOPTED this 14th day of September 2009 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

DISQUALIFIED: Board Member(s):

APPROVED

ATTEST

Chair

Board Clerk



IT WOULD BE NICE IF THE LIBRARY HAD...

Use this form to tell us about titles, authors,
or subjects that you want to suggest for
addition to the Santa Cruz City-County
Public Library System collection

SUBJECT Library Professional Staff Expertis

FOR ADULTS OR CHILDREN? Both

CARDHOLDER

~~AUTHOR SUGGESTION~~ RESCIND 10% PAY CUT FOR STAFF

COMMENTARY

~~TITLE SUGGESTION~~ LIBRARY STAFF ARE ALL

KIND, PATIENT INTELLIGENT AND
RESOURCEFUL --

Circle if the suggestion is for a: They are all a Blessi

BOOK, SCORE, AUDIO CASSETTE, VIDEO, or to Me
COMPACT DISC

Michael Zulli

TODAY'S DATE 8/25/2009

Please leave this completed form with
staff at one of the service desks.

It does not seem cost effective
to keep all the libraries open
some of the time, instead of:
a few libraries ^{open} most of the
time! (Patron suggestion)
Lisa Stiefelmaier
Leong

Susan StJohn-Gliner

From: Mark Stone
Sent: Thursday, July 16, 2009 8:48 PM
To: Susan StJohn-Gliner
Subject: FW: Felton Library Hours

From: karen ~[SMTP:FELTONKAREN@YAHOO.COM]
Sent: Thursday, July 16, 2009 8:48:23 PM
To: gorsen@pacbell.net; lpoitinger@comcast.net; nancyg@surfneta.com;
jimreedsv@gmail.com; kbeiers@ci.santa-cruz.ca.us;
mrotkin@ci.santa-cruz.ca.us; samforcapitola@att.net; John Leopold;
Mark Stone
Subject: Felton Library Hours
Auto forwarded by a Rule

Honorable Members of the Joint Powers Board,

Please reconsider the reduction in hours of the Felton library branch!

Many of us commute and cannot utilize the Felton library's new hours (1-5pm Tues & Thurs, only). Would you please consider keeping the library open until 7pm once or twice a week? Would you please consider adding service days, including Saturdays, so that commuters have a better opportunity to use this resource? We pay tax dollars, like other residents. It seems unfair that, for example, the Scotts Valley branch has many more days and longer hours when ours have been reduced so drastically. The Felton library has patrons from the towns of Bonny Doon, Ben Lomond, Mount Hermon, and Felton. A handful of small towns adds up to a lot of impacted families!

Please reconsider your decision and reinstate some days or hours.

Sincerely,
Karen R. Wright

JUL 28 2009

Ms Teresa Landers
Director of Santa Cruz Co Libraries
Main Library

July 25, 2009

Dear Ms Landers,

I am writing as a patron of the Felton library in support of an idea broached by Marilyn Robertson. Many of us in Felton feel the loss of library hours strongly and are willing to volunteer our time to help keep our libraries functioning. Ms Robertson proposes the possibility of using volunteers to keep the library open at least one morning a week. We, of course, would not be in an official capacity nor able to check out books, etc. Rather, it would allow the facility to be available for people to enter and use the space and resources there. I have told Marilyn I would be willing to give my time if such a program can be worked out.

Thank you for any consideration you can give to this proposal.

Pat Namba
274 Felton Empire Rd
Felton, CA 95018

Tel: 335-3423

Teresa Landers

From: Teresa Landers
Sent: Monday, August 03, 2009 8:46 AM
To: 'feltonkaren@yahoo.com'
Cc: 'Barbara Gorson'; Jim Reed (jimreedsv@gmail.com); 'john.leopold@co.santa-cruz.ca.us'; 'kbeiers@ci.santa-cruz.ca.us'; 'Leigh Poitinger'; 'Mark Stone'; 'Mike Rotkin'; 'Nancy Gerdt'; 'Storey, Sam'
Subject: Felton Library Hours

Thank you for expressing your concern about Felton's open hours. As you know, the difficult financial situation necessitated a reduction in hours for all library locations. Currently the library system is divided into 4 regions. Each region is sharing staff to keep all the facilities in that region open some hours. Scotts Valley has the highest circulation and use so it is considered the regional library and thus has more open hours than the satellite facilities in Felton and Boulder Creek. Specific hours were determined in an attempt to keep the open times somewhat consistent throughout the system to make it easier for people to remember. That being said, as we get accustomed to this new way of operating, we will be evaluating the specific hours offered and will make adjustments as necessary while keeping within our fiscal restraints. I anticipate making adjustments later this Fall.

I really do appreciate your input and will be keeping your concerns in mind as we move forward. I can also tell you that we will be embarking on a strategic planning process this Fall and will be looking to the community to provide input. I hope you will be part of that.

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

JUL 27 2009

July 25, 2009

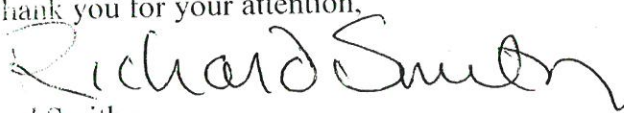
To whom it may concern:

I am writing this letter to you to act against my feelings of dismay and gloom, the result of learning that my favorite Aptos reference librarian, Helen Belardi, has been laid off from her job. I understand that her loss is not related to any failure on her part. In fact, she is one of many to lose their jobs due to the dreadful loss of income within the county.

For the 10 years I have ^{been} relying on the Aptos library, Helen has been a noteworthy figure in the field of answering those nagging questions that come up so often: "who said that?" or "who wrote that book that had a character who...." And "where did such and such occur back in?" . Long ago she taught me not to worry that I was asking too much or becoming annoying with my questions; she is simply too sincere and earnest to believe that her work is a chore.

A more relevant reason for this letter, then, is to urge you to place her name in a prominent place where you will remember to seek her out for rehire just as soon as the funds are available.

I thank you for your attention.



Richard Smith
303 Moosehead Drive
Aptos, Ca

*17 Masongate Drive
Rolling Hills Estates
California, 90274
Phone (310) 373-2903*

August 10, 2009

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

Dear Ms Landers,

My daughter, Katherine Ellen Alkon, greatly enjoyed using the Santa Cruz library system. She enjoyed reading a good book. Her favorite library was the Live Oak Branch. Kathy died on October 5, 2008 in Santa Cruz, and I recently read the will that she developed in 2004. She requested that her books be donated to the Santa Cruz library. Unfortunately her books were distributed without knowledge of her will.

However I would like to make a donation of five hundred dollars for the purchase of books for the library. I would ask that books purchased with these funds have written on them, "Donated in memory of Katherine Ellen Alkon" Accordingly, I have enclosed a check for \$500 made out to Santa Cruz Library. If you would prefer the check be made out to a book seller or you can not meet my request regarding the funds, I expect the check to be returned to me.

Thank you in advance for expediting use of this memorial gift.

Sincerely,



Ellen Alkon, MD
Mother of Katherine Ellen Alkon

Teresa Landers

From: Ann L. Bennett [annbennett@cruzio.com]
Sent: Wednesday, July 22, 2009 10:52 AM
To: Teresa Landers
Subject: Idea

Dear Ms. Landers:

I have an idea I'd like to propose to the library. I've lived in and/or around the Live Oak area for over 40 years, and - along with most everyone else in this area - I'm more than just delighted with our new library on Portola Ave. Because Jan Beautz has done so much for our neighborhoods, and the beautiful library perfectly exemplifies all her efforts, I would like to see the library named "the Jan Beautz Library."

Many of us already refer to it as "Jan's library" - and every time I go there, I always think "thank you, Jan" for all of her work and most especially for the wonderful library. Is there any way that we could get it named for her? I think it would be a really appropriate token of our appreciation.

Thanks. Ann

Ann L. Bennett
2987 Renwick Way
Santa Cruz, CA 95062
(831) 462-4910

Teresa Landers

From: Teresa Landers
Sent: Monday, August 03, 2009 8:52 AM
To: 'Ann L. Bennett'
Cc: 'Gorson'
Subject: RE: Idea

Attachments: Benefactor Recognition in Santa Cruz City.doc



Benefactor
Recognition in Sant..

Thank you for your suggestion to name the Live Oak branch for Jan Beautz. I am only recently arrived in Santa Cruz so I only know of Ms. Beautz by reputation, which, is, of course, quite wonderful.

I have reviewed the library Joint Power's Board naming policy which governs requests such as this. The policy states,

"At the outset of each fundraising campaign associate with a facility, the Benefactor Recognition Advisory Committee will consider these criteria and others specific to the facility and make recommendations to the Santa Cruz Library Joint Powers Authority Board. The Board will establish the final criteria."

Thus, it would not be within the current policy guidelines to initiate a naming process after the fund raising campaign has ended and the building is constructed.

As further clarification, it is also stated in this policy that Branch names reflect the name of the surrounding neighborhood but the building housing a Branch may be dedicated to the memory of someone.

I am attaching a copy of the full policy in case you have additional questions or 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

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

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Sent: Wednesday, July 22, 2009 10:52 AM
To: Teresa Landers
Subject: Idea

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Thanks. Ann

Ann L. Bennett
2987 Renwick Way
Santa Cruz, CA 95062
(831) 462-4910



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August 3, 2009

Pat Namba
274 Felton Empire Road
Felton, CA 95018

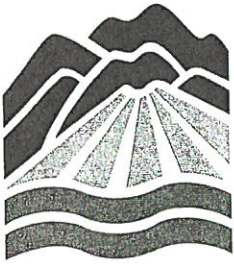
Dear Ms. Namba,

Thank you for your support of the Felton Library. In these difficult economic times it is so gratifying to have the public step forward and ask how they can help. We are looking at creative ways to use volunteers while satisfying contractual and legal requirements. Unfortunately, as I told Barbara, we are not able to open our library buildings without the presence of a paid staff member.

The staff of the library system is currently experiencing great upheaval and change as we adjust to new schedules and a new operating structure. As we move forward, we will be making adjustments to schedules to make the limited open hours more in line with what our patrons need and will be identifying new ways volunteers can help us. Until then I ask for your patience.

Sincerely,

Teresa Landers
Director of Libraries
Santa Cruz Public Libraries



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

August 3, 2009

Richard Smith
303 Moosehead Drive
Aptos, CA 95003

Dear Mr. Smith,

Thank you for your kind words about Helen Belardi. I have received other letters of praise and of concern for her departure. I truly wish the circumstances were different. When the time comes to hire individuals back, we will need to follow the process dictated by our agreement with the employee labor union. This is essentially a reverse of the original process and is basically by seniority.

I do not know specifically where Helen falls in this hierarchy but, rest assured, we will bring Helen back as soon as is possible within the established guidelines.

I understand you are a long time supporter of the Aptos Branch and hope you will continue that support during these particularly difficult times.

Sincerely,

Teresa Landers
Director of Libraries
Santa Cruz Public Libraries



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

August 3, 2009

Judi Grunstra
220 McMillan Drive
Santa Cruz CA 95060

Dear Ms. Grunstra,

Thank you for your recent letter of introduction. We must have worked at Tempe Public at very close to the same time. Perhaps I took your place in Reference there- I was only there one year 1984-1985.

As for your concerns about the Santa Cruz Library hiring process I can only tell you that I suspect it will be a while before we actively recruiting again. With the current layoffs our hiring for the near future will most likely be limited to rehiring the staff who were laid off.

Since I do have many "fires" to deal with, the hiring process is not one that has seemed necessary to review right away. At that time when we do actually get to hire, I will be looking at that process, just like I am reviewing all our practices, policies and procedures.

Wishing you the best of luck with your career!

Sincerely,

A handwritten signature in cursive script that reads "Teresa Landers".

Teresa Landers
Director of Libraries
Santa Cruz Public Libraries



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

August 3, 2009

Lisa Stiefelmaier Leong
55 Paradise Park
Santa Cruz CA 95060

Dear Ms. Leong,

I received your suggestion concerning the cost effectiveness of keeping all of the libraries open some of the time instead of a few libraries open most of the time. As you may know there was a proposal submitted in May to the Joint Power's Board to close at least two of our library branches, Garfield Park and La Selva Beach. There was a great deal of public outcry and the board decided instead on an interim solution to reduce hours at all branches for the fiscal year July 2009- June 2010.

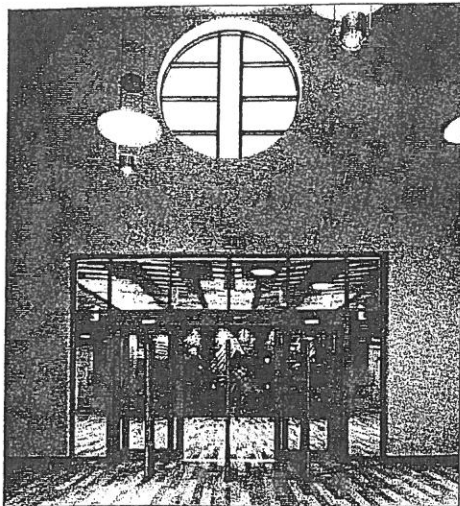
I came on board as the new Library Director on July 1. One of my first responsibilities is to work with the community on the creation of a strategic plan to guide the Santa Cruz Public Libraries over the next few years. Through this process I hope to generate a community dialogue regarding what is the best design for the library system within the fiscal restraints that will most likely be with us for a while.

I feel it is very important that all voices be heard and I hope you will be part of this process as we hold community meetings this Fall and early Winter.

Thank you so much for sharing your concerns with me.

Sincerely,

Teresa Landers
Director of Libraries
Santa Cruz Public Libraries



Photograph by Eric Taylor.

The Leesburg, VA, community has something to cheer about with the reopening of the remodeled **Rust Library** (pictured) on July 11. Growing from 23,000 to 42,900 square feet, the expanded structure includes the A.V. Symington Teen Center, a self-contained area that encompasses 4000 square feet. The children's area, not to be outdone, increased as well. The new Rust has 70 computers, a 15-seat computer lab, and a 140,000-item collection. The building, designed by Lukmire Partnership, cost \$10.4 million, which includes a 2004 gift of \$4.9 million from the estate of Valeria (A.V.) Harris Symington, a longtime Loudoun County resident.

The \$10 million renovation and expansion of the **Loutit District Library**, Grand Haven,

MI, reopened on July 15. The new facility more than doubles the space to 50,000 square feet. The Troyer Group design was inspired by Frank Lloyd Wright. "We really are happy," Director Sandie Knes told the *Muskegon Chronicle*. The project was funded in part through a 2007 bond measure.

Big plans are ahead for the **Las Palmas Branch** of the **San Antonio Public Library**. The library is expected to close on August 31 for a \$480,000 renovation that will include a new roof, parking lot repairs, exterior graffiti-proofing, restroom upgrades, new carpeting and furniture, and updated landscaping. The makeover is looking at a three-week timetable.

Good things come to those who wait, and the townspeople of Elgin, IL, have been waiting 135 years for a branch library. The **Gail Borden Public Library District** (GBPLD) opened the 10,000 square foot **Rakow Branch** as an ecofriendly facility. Rakow is on track for LEED (Leadership in Energy and Environmental Design) Silver certification with its geothermal well system, coated reflective roof, maximum natural lighting, low-E materials, and drought-resistant native plants, among other features. GBPLD staffer Margaret Peebles will head up the new branch, which has a computer café, fireplace, zen gardens, and a popular materials collection.

ILITIES open while slashing the budget by \$10.7 million by "restructuring public, community, and support services." CPL already has eliminated annual raises for nonunion staff, frozen noncritical positions, and reduced spending for materials, supplies, and contracted services.

Columbus Public Library will eliminate 60 vacant positions, institute a ten percent pay cut for hourly workers and five percent for other workers, and freeze salaries for 2010. Sunday hours will be dropped at all branches.

The Public Library of Cincinnati and Hamilton County is facing a \$16 million shortfall in 2010 without the passage of a levy in November. Defeat will mean branch closures and layoffs.

Stark County Library District will reduce service hours, close all locations at 8 p.m. weekdays, and lose Sunday hours at most locations. Drive-up windows will close, and customers will be limited to 20 items.

Avon Lake Public Library will end Sunday hours. Also, ten nonbargaining employees will each be furloughed three days during 2009, and all nonbargaining employees will face wage freezes in 2010.

The Chillicothe and Ross County Public Library has already reduced staff hours, curtailed spending on new books, CDs, and DVDs, and eliminated Sunday hours at the main library. The Northside Branch will close.

Muskingum County Library System, Zanesville, closed August 16-23, and all five branch libraries will eliminate Saturday hours.

The Tiffin-Seneca Public Library is reducing its service and staff hours by 13.5 percent. The materials budget will be diminished by 15 percent. Fees, including a \$1 charge for computer classes, and fines will increase.

Wadsworth Public Library (WPL) will decrease service by 14 hours a week, reduce bookmobile service, and eliminate senior outreach, the quarterly newsletter, and all paid presenter programs. WPL also is offering a retirement incentive plan and encouraging staff to voluntarily decrease their hours; layoffs may be necessary.

Sass said OPL suffers from having to rely on fluctuating city funding rather than a dedicated taxing district.

* Responding to Cuts, Ohio PLs Drop Staff, Hours

An unprecedented number of library systems in Ohio are closing branches, reducing hours, and cutting staff as they look for short- and long-term solutions to state budget cuts of some 30 percent.

Unlike in every other state (outside of Hawaii, which has a unique

state system), where libraries are supported mostly by local funding, Ohio libraries have relied on state funding to create remarkably robust systems. Below is a sampling of actions taken by libraries large and small.

The Akron-Summit County Public Library won't fill some positions, eventually reducing its workforce by ten percent. It will decrease purchases of materials by 15 percent.

Cleveland Public Library (CPL) will lower overtime costs by eliminating Sunday hours through the end of 2009. It pledges to keep all fa-

apologies from both the director of the FOCC and the director of BPL.

In an August 13 memo to staff, Dionne Mack-Harvin, BPL's executive director, said that while BPL allowed the reporter to observe the FOCC's work at the library, "We were told that the library and the activities surrounding the reduction of our workforce would not be part of any article on The 5 O'Clock Club; however, it is clear that we were misled."

Attached was an apology from FOCC president Kate Wendleton, who wrote, "I intended this article to be a profile...The Five O'Clock Club, and not, as it turned out, a detailed and personal account of the downsizing that took place at BPL. As a matter of fact, the mention of Brooklyn Public Library by name should never have happened. I apologize for this very sad episode, and acknowledge the misuse of sensitive library information."

BPL, confirmed spokeswoman Stefanie Arck, did let the reporter "observe interactions that involved only the FOCC and our HR staff/their contacts at BPL," and BPL agreed to cooperate, as long as the library was not mentioned by name.

The article offers grimly voyeuristic details: one staffer has the key to the employee bathroom, but that staffer will be fired later that day. One "layoff victim...[has] her head bowed and a distant stare in her eyes." Another "appears to [have] tear stains on her blouse."

* Omaha PL, Squeezed, Lays Off 25% of FTE

To help the city of Omaha recover from a lingering budget deficit, the Omaha Public Library (OPL) is suffering a significant temporary hit, with the library board closing one branch through the rest of the year, laying off some 50 workers (more than 25 percent FTE), and cutting hours at

the other locations. For OPL director Rivkah Sass, who is moving to the Sacramento Public Library, CA, it was a difficult last week on the job, seeing valuable staffers let go, with the possibility—though not the certainty—of being rehired next year. "I'm so frustrated with us as a profession right now," she said. "We have to fight for our survival. I'm dealing with people who are saying to me, 'Are libraries even relevant?'" Sass was *Library Journal's* 2006 Librarian of the Year for her work improving OPL.

Sass said library managers presented two scenarios to the library board. One involved laying off a dozen librarians. While union rules don't require strict seniority, the option would have involved losing six librarians recruited last year, staff who are working to attract new users to the library, such as young professionals. "It would take years to try to rebuild from laying off all of those librarians," Sass said.

But laying off 22 part-time clerks and 26 part-time library specialists was painful as well, as it diminishes service and reduces the number of bilingual and minority staffers, she said. "We're not only losing the ability to flexibly schedule," Sass said. "A lot of the people [laid off] are community outreach specialists." Omaha, unusual among larger systems, has long had a higher percentage of MLS staffers and, in the short term, some branches may have librarians doing work previously performed by paraprofessionals.

OPL's budget has been stagnant for years and in 2009 took an additional six percent hit in three phases on its \$10.8 million allotment. Next year's proposed budget, however, restores Sunday hours and staff and would include staff for a new branch, plus an eight percent increase to the materials budget. That could allow most of those laid off to be rehired.

Models You Can Use

As part of *Library Journal's* new national rating of public libraries, the *LJ* Index of Public Library Service, America's Star Libraries have been invited to share "models you can use," and *Library Hotline* is excerpting the final reports. For the entire package, go to www.libraryjournal.com/ljindex2009.

Worthington Libraries, OH

The 2007 Gale/*Library Journal* Library of the Year relied on more than 100 community members to help develop the library's 2005–08 Strategic Plan. The library's annual community breakfast, held during National Library Week, is regularly attended by more than 250 people, including state legislators. Library programs are planned and presented in cooperation with numerous organizations. Some 30 library staff members volunteer their time at over 80 community groups. The Strategic

Plan featured several major initiatives, including the opening of a third location, renovation of two existing buildings, and the redesign of the library's web site, explains Lisa Fuller, director of community relations and development

Avalon Free PL, NJ

Director Norman Gluckman describes some inexpensive ways to reach out. Constant Contact provides an inexpensive way to distribute the library's e-newsletter, which points not only to library-sponsored activities but also to the library's web resources. A permanent section of each newsletter is a hyperlinked index of the web site. Also, the site features a children's book review section where kids can post their own book reviews. So, during programs such young library users earn points for not just reading books also for writing about them.



Plan To Close Georgia Branch Generates Uproar

Major protests are causing the board of the Gwinnett County Public Library (GCPL), Lawrenceville, GA, to reconsider its surprise decision to close the three-year-old Dacula branch and transfer its staff, collection, and funding to a newly constructed branch in the same area. The board next month will weigh plans to reduce services systemwide without shutting down any of the 14 branches. GCPL, named *Library Journal's* 2000 Library of the Year, faces a nine percent to ten percent budget cut.

The decision also prompted protests that GCPL failed to alert board members or the public that the Dacula action was being proposed. At a meeting August 11, the board voted 3-1 to close the library, with board member Philip Saxton calling the decision "shameful." GCPL director Nancy Stanbery-Kellam noted that the library previously had been "forced to make some drastic decisions," including reducing hours, staff, programming, materials (by eight percent), and security guards.

With more downsizing in county support expected in January, GCPL will have to make further cuts. And

with the county's decision to withhold \$1.4 million to operate the new Hamilton Mill Branch, GCPL decided not to wait for a county budget restoration, given that a \$2 million state grant could be jeopardized. Hamilton Mill, expected to cost \$7.4 million and to open in December, would be GCPL's first "green" branch, with Leadership in Energy and Environmental Design (LEED) Silver certification anticipated.

The 20,000 square foot Dacula Branch, Stanbery-Kellam wrote, is the same size as Hamilton Mill and thus the only one in that part of the service area with the same number of staffers. By switching Dacula's collection to Hamilton Mill, GCPL would save on an opening-day collection as well. Dacula could be used for storage of retrospective fiction, among other things, she wrote.

Stanbery-Kellam said GCPL will have to ask the state for a waiver of the "maintenance of effort" requirement regarding local funding, thus allowing it to collect \$1.5 million in crucial annual state funds.

Board member Saxton suggested raising revenue by increasing late fees, assessing out-of-county residents more for cards, and charging for DVDs and even computer usage. "It is far better to keep all the libraries open, even if only three or four days a week, than to close libraries," he said.

Stanbery-Kellam said that GCPL would not consider requiring residents to pay for service but would consider new fees and increased fundraising. She also saw something of a silver lining, since the outcry shows how the public values its libraries.

Interview

The Ambassador Speaks

Author Jon Scieszka, the first U.S. Ambassador for Children's Literature, is about to end his two-year reign.



Any reflections?

It was a total honor and a complete joy to be able to spread the good word about the great world of kids' books...all while wearing an official sash and medal.

What were some high and low points?

The stunned looks on the kindergartners' faces when they were introduced to the Ambassador; their unabashed enthusiasm for performing the "Ambassador Salaam" bow taught to them by David Shannon; and landing my Apache attack helicopter on the roof of the New York Public Library.

What areas still need attention?

The challenge of getting boys reading has only grown worse as the Department of Education fails to consider that gender might have some effect on the acquisition of reading skills. And we need to seriously examine our mania for testing. I have seen these required tests chasing good educators out of the business and killing kids' joy of reading.

Photograph by Marty Umans

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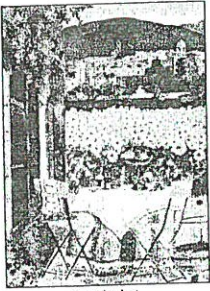
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ARCHITECTURE ROUNDUP

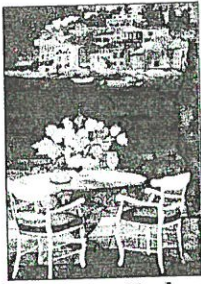
If you have completed a public library building project (new, remodel, expansion) between July 1, 2008 and June 30, 2009, let *Library Journal* know. Go to www.libraryjournal.com/PublicArch2009 to submit. The deadline is October 1, 2009. Referenda held between December 1, 2008 and November 30, 2009 should be submitted at www.libraryjournal.com/referenda. Any questions? Email bl.fox@reedbusiness.com.

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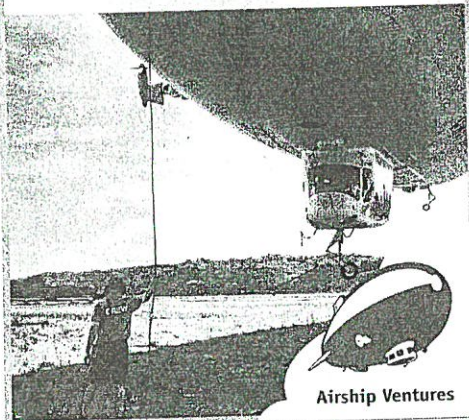
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Capitola Eyes Jade Street Spot for Library

by Linda Fridy

Capitola's redevelopment agency is considering the purchase of a two-story building on Jade Street to house a larger library, replacing the small branch now on Wharf Road.

A committee of community leaders who have been meeting for about half a year identified the site, a two-story commercial building most recently used as a real estate office. Negotiations were set for discussion during closed session at the city council's Aug. 13 meeting.

Former councilman Tony Gualtieri heads the eight-member group, which includes current and past city council and planning commission members along with a library board member. They invited new library director Teresa Landers to visit the location before making a final recommendation, he said.

He planned to present the committee's comments prior to closed session, reflecting his group's desire to make the selection a public process.

"Where the committee had reservations [about pursuing a purchase] was the question of at what point do we get the citizens of Capitola involved?" he said.

He doesn't want the decision made without a public hearing.

"The public has to decide if this is a good site," he added.

To allow for public discussion, the committee suggested the city entertain a longer escrow and perhaps contingency based on community input if it goes forward with a purchase.

Not the First Choice
The Jade Street building is



Although this Jade Street building is not the committee's first choice, costs, timing and legal concerns have made it the most likely.

not the committee's top choice.

The first choice is the Rispin Mansion property, across the street from the current Capitola branch location at the corner of Wharf Road and Clares Street. However, costs, timing and legal concerns for the Rispin site kept the committee from recommending it, Gualtieri said.

One criticism that Landers did have of the Jade Street location was its relative proximity to the Live Oak branch, said Gualtieri. The two would be about 1.3 miles apart and at least two miles would be preferable.

Likewise, the Jade Street site is on the city's border and further from Highway 1.

Should Capitola go through with the purchase, it would follow Scotts Valley's lead. That city recently purchased a sports center to renovate for a larger library branch. Capitola resident and former Capitola city manager Susan Westman, a committee member, is also overseeing the Scotts Valley effort as interim community development director.

Both cities agreed years ago to expand the size of their branches to gain county support for creating or expanding

redevelopment areas.

These efforts come at the same time the 10-branch library system has seen open hours drop by half due to reduced income from property and sales tax.

Capitola began looking at renovating an existing building because of the cost to acquire land and build from

"Where the committee had reservations [about pursuing a purchase] was the question of at what point do we get the citizens of Capitola involved?"

—Former councilman Tony Gualtieri

scratch. Likewise, Scotts Valley had initially hoped to build a new library as part of a town center development.

"This property has been on the market awhile and real estate has declined. It's a pretty good time to buy if the city can muster up the money to do it," said Gualtieri.

The bulk of the two-story building's space, about 6,000 square feet, is on the first floor. An elevator and other ADA accessibility renovations would need to be made along with adding facilities specific to library use.

The building totals 7,864 square feet and is listed for sale at \$1.85 million. It was built in 1985 and has 31 parking spaces. ■

REFERENCE DATABASE STANDING ORDER (88)
FY 2009-2010
July 7, 2009

Reference Database	2002-2003	2003-2004	2004-2005	2006-2007	2007-2008	2008-2009	Cost per Search	2009-2010
Bowker BIP (dropped 8/05)	0	0	\$2795.00	0	0	0	0	0
EBSCO(Incl MainFILE, Novelis, Sci Ref Center, Novelist k-8)	\$35,887.00	\$35,887.00	35,887.00	\$38,975.00	\$38,975.00	39,475.00	\$3.39 log in \$1.66 pr search	23,000
Ethnic Newswatch-(Proquest) discount 7/04	\$6,480.00	\$6,480.00	0	0	0	0	0	0
Foundation Center Online (Started 7/07) (Actual cost \$4,745, but grant funds reduced 07-08 cost)	0	0	0	0	\$2,057	4945.00	Stats are not available	0
Gale Virtual Reference Library-partially paid for by MOBAC through CALIPA	0	0	0	0	0	0	0	\$4676.
Learn-A-Test (LearningExpress) (Paid for by MOBAC 01-02)	\$3,668.00	\$4,034.00	0	0	0	0	0	0
LitFinder (Roth) (purchased by Gale in 2004)	\$4,400.00	\$4,320.00	0	\$4,536.00	\$4,536	5000.94	\$7.20 login \$4.34 pr search	Included in Gale subs
Mergent/Moody's Canceled 6/07	----	0	\$4,725.00	\$4,725.00	0	0	0	0
OED (billed through MOBAC until 01-02)	\$1,600.00	\$1,600.00	\$1,600.00	\$1,500.00	\$1,586.00	1605.00	\$3.20 log in \$.73 pr search	1605.00
Proquest NYT Historical	----	----	6,480.00	\$7,150.00	\$7,150.00	7995.00	\$5.29 log in \$2.51 pr search	7995.
RAND (paid by CSL until 01-02)	\$980.00	\$980.00	\$980.00	\$1,250.00	\$1,249.00	1332.60	\$1.86 log in	1028.35
Reference USA (Beginning 7/07, added International) international cancelled 6/09	\$12,750.00	\$15,900.00	\$17,490.00	\$19,400.00	\$23,240.00	23,400.00	\$16.02 login \$10.73 search **	\$20,000
Rich's Business Directory	\$2,000.00	\$2,000	\$2,000	\$2,000.00	\$2,000.00	2,000.	0	2,000.
School Wise School Profiles	\$1,100.00	\$1,100.00	0	0	0	0	0	0
SIRS (purchased by Proquest 2004)	13,851.00	\$12,825.00	\$13,851.00	\$14,623.00	\$14,623.00	16,125.00	\$9.15 log in \$1.97 search	14,390
TOTALS	\$82,716.00	\$85,126.00	\$87,333.00	\$94,159.00	\$95,416.00	\$101,877.60		74694.35

Notes: The usage stats are inconsistent from database to database. Most provide numbers of log-ins and numbers of searches but not all provide both and not all databases are counted in the same manner.

Gale databases were purchase in previous years through MOBAC with no cost to SCPL. 2009-2010 we will pay a subsidized price.

**Reference USA. The past two years we have paid extra for the international component called OneSource. After two years it was not used enough to warrant the increased cost, therefore the 2009-2010 price does not include it. The Reference USA cost per search is a bit inflated because it incorporates the OneSource cost but the actual usage statistics are for ReferenceUSA.

2009 Reductions

Cancelled Foundation Online. Product not used and currently available at Community Foundation of SC

Dropped One Source module from Reference USA. Price reduction of \$5,000. Product not being used to warrant cost.

Ebsco reduced price by \$16,475. Renegotiated contract for a much smaller product.

Rand and SIRS were willing to drop price due to economic conditions.

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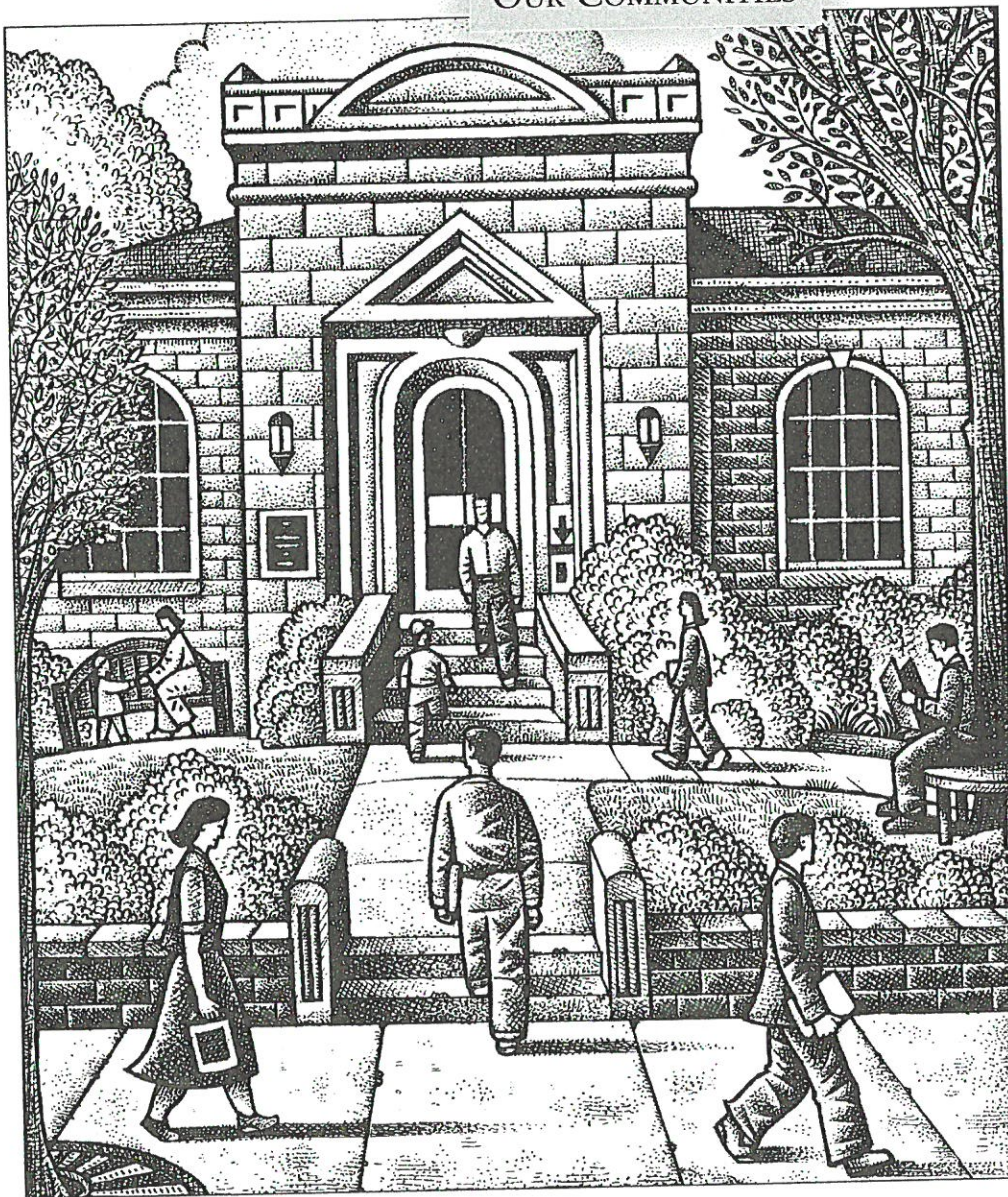
YS Database Summary August (2)

Reference Database Costs	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010
Britannica Online				\$4,511.00	\$4,556.00	\$4,556.00
Children's Lit. Comprehensive Database	\$4,100.00	\$4,100.00	\$4,100.00	\$4,500.00	\$4,750.00	\$4,750.00
Novelist K-8		\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
Science Reference Center				\$2,495.00	\$2,495.00	\$2,495.00
Tumblebooks			\$2,200.00	\$1,427.00	\$1,427.00	\$1,427.00
World Book Online- Complete Suite				\$9,405.00	\$9,917.00	\$9,917.00
Cancelled Databases						
Grolier Databases	\$15,096.00	\$15,096.00	\$15,096.00			
Total Database Budget	\$19,196.00	\$19,696.00	\$21,896.00	\$22,838.00	\$23,645.00	\$23,645.00

PLANNING
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Journal

NEWS & INFORMATION FOR CITIZEN PLANNERS

Libraries AT THE HEART OF
OUR COMMUNITIES



PLANNING COMMISSIONERS JOURNAL / NUMBER 75 / SUMMER 2009

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Inside you'll find a complimentary copy of the feature article from our Summer 2009 issue, "Libraries at the Heart of Our Communities."

Feel free to distribute or print out this pdf file. Print copies of our Summer issue can be ordered either through our web site: www.plannersweb.com or by phoning us at: 802.864.9083.

Check out our web site for a variety of information & resources on planning and land use related topics ... and follow PCJ Editor Wayne Senville's travels across America at: www.CircleTheUSA.com

Circle the USA

Reports on: adaptive reuse, downtown parking, and connections between college and community.

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Planetizen Update

Six books of special interest to citizen planners.

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Libraries at the Heart of Our Communities

Why libraries can be one of the best "economic engines" for downtowns.

12

The Nine Circles of Planning Commission Hell

But are there are ways to escape?

19

CircleTheUSA.com

Follow PCJ Editor Wayne Senville's reports on planning and land use issues.

Libraries Bring Value to Our Communities

Sometimes the key to a vibrant, healthy community can lie right under our nose, hidden in plain sight, so to speak.

That's the sense I got after researching and writing the article about public libraries that starts on page 12. For too long, libraries have been under-appreciated, often drawing less interest and attention than a new sports arena, shopping complex, office tower, or theater. But the good news is that this has begun to change, as more communities are recognizing the value that having a strong library brings.

Not only do libraries provide valuable services for residents of all ages, incomes, and ethnic backgrounds, but they can also inject a healthy dose of vitality into downtowns, main streets, and neighborhood centers.

In times of economic stress like we're currently experiencing, libraries provide especially important services to those trying to find a job, or residents just looking for a place to read a book, listen to a CD, or go online, without racking up a bill.

But the most interesting thing I discovered is that libraries in cities big and small are becoming dynamic places, actively seeking to engage the community. Instead of simply providing a place to read or take out a book (as important as these services are), libraries are expanding their mission.

There's one troublesome cloud over this bright picture. In almost every state (the most notable exception being Ohio), libraries receive close to no state financial assistance. Yet our states lavish support on many "economic development" projects, of sometimes questionable value.

Visit your public library, and help it become the hub of your community.

Please feel free to share a copy of our article with your local librarian.



Wayne M. Senville
Wayne M. Senville,
Editor

3 Learn to Speak So People Will Listen

by Elaine Cogan

Planning commissioners can be of great service in speaking to community groups and organizations. Some tips to help you become a more effective speaker.

4 Are We There Yet?

by Jim Segedy and Lisa Hollingsworth-Segedy

Taking on the tasks identified in your community's plan may be a little like riding in the back seat of a car for a road trip where you don't know the landmarks. That's where benchmarks and indicators show their value.

6 Circle the USA

PCJ Editor Wayne Senville is hitting the road to report on local planning and land use issues. Three reports from the first leg of his travels:

- how the adaptive reuse of an old factory is key to a Vermont town's future.
- why a city in upstate New York has eliminated downtown parking requirements.
- a look at the connections between college and community in a small western Pennsylvania city.

10 Planetizen Update

The Editors of Planetizen highlight six books of special interest to citizen planners.

12 Libraries at the Heart of Our Communities

by Wayne Senville

There's been a dramatic change in the mission of a growing number of libraries across the country. No longer just static repositories of books and reference materials, libraries are increasingly at the heart of our communities, providing a broad range of services and activities. They are also becoming important "economic engines" of downtowns and neighborhood districts.

19 The Nine Circles of Planning Commission Hell

by Ric Stephens

Planning commission hearings can sometimes bear an uncomfortable resemblance to the descriptions in Dante's epic poem. But there are ways to escape, explains PCJ columnist Ric Stephens.

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Libraries at the Heart of Our Communities

by Wayne Senville

- Is there a place in your community:
- where residents of all ages and incomes visit and enjoy spending their time?
 - where people go to hear interesting speakers discuss new ideas, books, travel, and a broad range of topics?
 - where comprehensive databases are available free of charge?
 - where you can get help when applying for a job?
 - where you can stop by and take home a book, CD, or DVD at virtually no cost?

That's also a place:

- that's "owned" by everyone in the community?
- and can be counted on, day after day, to draw people downtown or to main street?

In a growing number of cities and towns, there's one answer to all these questions: the public library.

ANCHORS FOR OUR CITIES & TOWNS

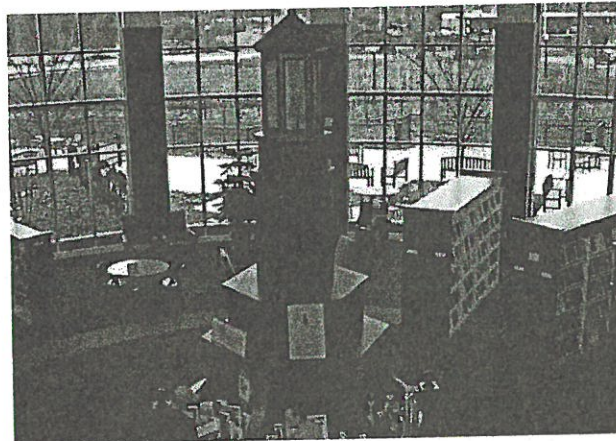
Dramatic new or renovated libraries have become cornerstones of downtown in dozens of cities, including Denver, San Antonio, Des Moines, Indianapolis, and Salt Lake City, to name a few.

Noted architect and writer Witold Rybczynski offers an online slide show titled, "How do you build a public library in the age of Google?"¹ His main point: libraries are far from dead in today's Internet age – in fact, they're making a comeback as key anchors in our downtowns. Indeed, they're bringing us full circle to the "end of the 19th century and the beginning of

the 20th, when cities such as Boston, New York, Philadelphia, Detroit, and Chicago built ambitious public libraries."

It's important to recognize, however, that it's not just big cities that benefit from libraries. In fact, smaller cities and towns may have even more to gain from having a thriving library as they don't have the range of community gathering places that larger cities often have.

Reporter Annie Stamper writes that: "No more just a place to find books, today's library is a place that extends far beyond its physical walls with the addition of digital information and access. Particularly in small towns, the library is



The central rotunda inside the Hudson, Ohio library.

often the hub of the community, providing a place for residents to meet, as well as to learn."²

Libraries, like city halls and post offices, are key to strong communities. Ed McMahon, a senior fellow at the Urban Land Institute, has pointed out that "public buildings and spaces create identity and a sense of place. They give communities something to remember and admire. The challenge facing public architecture is to provide every generation with structures that link them with

"THERE IS NOT SUCH A CRADLE OF DEMOCRACY UPON THE EARTH AS THE FREE PUBLIC LIBRARY, THIS REPUBLIC OF LETTERS, WHERE NEITHER RANK, OFFICE, NOR WEALTH RECEIVES THE SLIGHTEST CONSIDERATION."



– Andrew Carnegie

their past, fill them with pride, and reinforce their sense of belonging."³

Keeping libraries in the center of town, and having them reflect high standards of design, is a challenge a growing number of communities are successfully meeting

Hudson's Star Attraction

I stopped in Hudson, Ohio, this April as part of my "Circle The USA" trip to learn about their library. Hudson is a small city (population 22,439), midway between Cleveland and Akron. It has elements of both a suburb and a small town. In the center of Hudson is its historic Main Street business district, home to the city's library.

Opened in 2005, the library is housed in a stately brick building, with functional but very attractively-designed interior spaces. The focal point of the library is its rotunda, proof that the design of libraries today can match that of the classic Carnegie library buildings of a century ago.

New libraries tend to need considerably more space than their earlier counterparts. That's the case in Hudson, where the new library building (275,000 square feet) is much bigger than

1 Available online at: www.slate.com/id/2184927/

2 In an article in the June 2006 *Champlain Business Journal*, "Libraries Anchor Small Communities."

3 From "Public Buildings Should Set the Standard" (PCJ #41, Winter 2001); available to order & download at: www.plannersweb.com/wfiles/w206.html

the old building (at 17,000 square feet).

At first blush, this seems counter-intuitive. Why in today's Internet and digital age would libraries need to be arguer? More importantly, why do they seem in even greater demand?

I asked Assistant Director Margie Smith what draws people to the Hudson library. "It's become the cultural, entertainment, and social hub of Hudson," she replied. "The library programs a lot of readings, there are musical performances every week, and we also have meeting rooms."

The library also provides over 50 public computer terminals, access to state and local databases, and a collection of more than 7,000 DVDs. There's also a coffee shop to hang out in, and an outdoor patio. You can even borrow laptops from the library, and use them anywhere in the building or on the patio. What's more, the Hudson library doesn't close till 9 pm, Monday through Thursday, and is open a total of 69 hours each week, making it even more accessible.



Mark Richardson in front of the Hudson library.

The library is funded primarily through a property tax levy (raising \$1.4 million), with just over \$1 million more from the State of Ohio. The library also makes extensive use of volunteers, including "tech wizards" who help out in the computer center.

The residents of Hudson have decided that the library is a key service they want for their community. The numbers attest to this, as there are more than 23,000 registered library users, who checked out 736,000 items last year. The library counted more than 700,000 visits, an average of well over 2,000 every day it was open.

For planners, however, I want to touch on what may be the most interesting aspect of the Hudson library: its location. It is part of an expansion of Hudson's Main Street district.

Indeed, you could say the library is Main Street's star attraction. As Hudson City Planner Mark Richardson told me, "you can't just rely on retail in downtown expansion, you need an activity center like a library." "The library," Richardson continued, "fulfills its role as the anchor by creating opportunities for multi-stop trips downtown."

The Main Street extension (called First & Main) consists of a mix of retail, office, and housing. The City has architectural design standards for the area. As Richardson notes, "the idea was for it to be a natural extension, not a replication, of Main Street." The streets are laid out in a grid, connecting with the old village.

From Richardson's perspective as a planner, having the library downtown is also cost-effective. As he explains, "the library's location downtown has helped facilitate numerous partnerships and collaborations with the merchants; the public, private, and parochial schools; and the City of Hudson because they are all located in close proximity ... these collaborations have allowed the library to stretch its tax dollars and, at the same time, more effectively serve the needs of Hudson."

The Economic Benefits of Libraries

As is the case in Hudson, libraries can bring substantial benefits to downtowns and main street districts. Planning consultant Robert Gibbs has observed that "a typical public library draws 500 to 1,500 people a day, that's close to the draw of a small department store." Public buildings like libraries, he notes, "add to the authenticity of a town ... they make

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Carnegie's Legacy to America's Cities & Towns

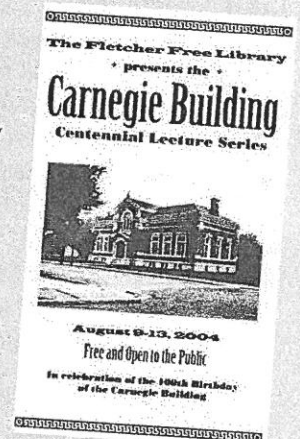


Many cities and towns across America are still blessed by what was perhaps the greatest philanthropic legacy this country ever received: Andrew Carnegie's grants program to help fund the construction of libraries in communities large and small.

From 1896 to 1925 Carnegie provided grants for the construction of 1,681 libraries in 49 states (plus 156 in Canada) – only Rhode Island was somehow left out! About 70 percent of the Carnegie libraries were built in small towns with fewer than 10,000 people – with the first of the typical Carnegie-funded libraries being constructed in Fairfield, Iowa.

Invariably, a Carnegie library was a well-designed building, often a local landmark in the center of town. Fortunately, most of the Carnegie libraries are still standing, many remaining in active use as local libraries, treasured by generations of residents.

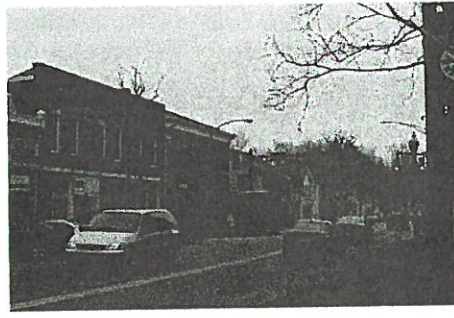
In my hometown of Burlington, Vermont, that's certainly the case – the Fletcher Free Library was built with a \$50,000 gift from Andrew Carnegie in 1904.



The Fletcher Free Library in Burlington, Vermont.



Left, view of Hudson's Main Street. Right, commercial development is adjacent to the library in the Main Street extension.



Libraries

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it less of a shopping center and more of a town center.”⁴

Seattle is another city that has gained substantial economic benefits from its new downtown library, opened in 2004. An economic assessment prepared for the City found that “the Library is associated with \$16 million in net new spending in Seattle in its first year of operations – equal to \$80 million for 5 years,” and that “nearby businesses report increases in spending associated with Library visitors.” As a result, “the increased number of Library visitors contributes to Downtown vitality and vibrancy, making Downtown a more attractive residential and commercial market.”⁵

As Brian Murphy of the Seattle-based Berk & Associates, which prepared the economic assessment, told me, “the library has become an important part of a network of attractions in Seattle.” In part, this is because of the library’s dramatic design. Its location close to downtown residential neighborhoods and the city’s retail core is also a big plus, he added.

Perhaps more surprising is another major draw that Murphy pointed to, the Seattle library’s extensive genealogical resources, which attract visitors from a wide area. Indeed, the library has more than 40,000 items in its collection, and three full-time genealogy reference librarians to provide assistance.

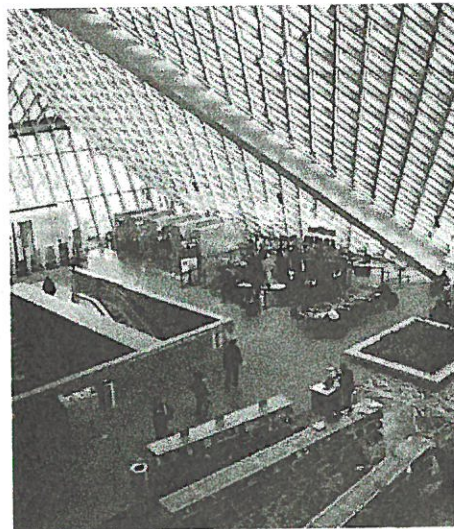
“A Harbor You Can Sail Into”

Those are the words that Stephen Coronella used to describe the role of the Putney, Vermont, public library. For Coronella, who’s the librarian in this


small Vermont town (population 2,600), a good library works a lot like a harbor. It provides a place where people can dock themselves for a while, socialize with others, and feel some comfort and security.

When I met with Coronella, he explained that over the years libraries have become more multi-faceted. They’re no longer just places to read and take out books (though that’s still a key function). Increasingly, libraries are providing a broader range of services, from access to research databases, to loaning videos and CDs, to providing Internet access, to offering space for lectures and public meetings.

The Putney library attracts one hundred or more people on a daily basis, and forty or fifty more often show up for evening programs. You’ll find people of all ages, incomes, and backgrounds using the Putney library. Its seven public access computers are very popular, and offer a



Views of the Seattle Public Library. Left: “Living Room” by Padriac, www.flickr.com/photos/padriacs_travels/2179049925. Right: “Seattle Public Library” by Rodefled, www.flickr.com/photos/rodefled/1622522316. Images licensed, Creative Commons.

valuable service in this rural community where residential broadband service is limited.  *Internet Access*, p. 16.

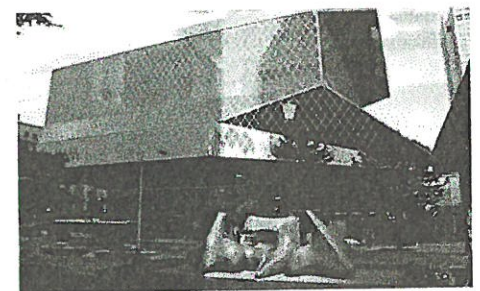
The library’s beautiful new building is located within walking distance of the town center (less than half-a-mile away, and next to a co-op market and senior housing. The new building was made possible in part from a generous donor, but also through extensive fund-raising in the Putney community.

The importance of libraries like Putney’s to village and town centers was underscored in a public forum sponsored by the Windham Regional Commission (the WRC’s service area includes Putney, Brattleboro, and 25 other small towns in southeastern Vermont). As Kendall Gifford, a planner with the WRC, told me, it “opened up perceptions of what libraries have to offer.”

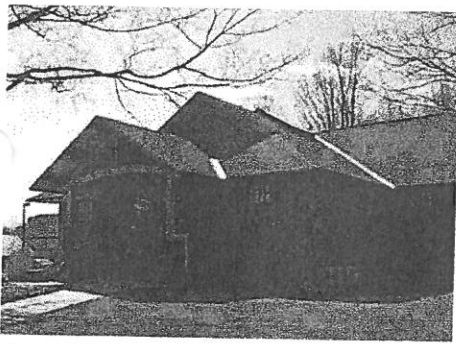
One by-product of the forum was the formation of a task force to develop recommendations for strengthening local libraries within the region. The task force’s report, *The New Heart of the Old Village Center: The Role of the Library in Community Development*, includes a series of recommendations centered on three goals: to achieve universal access to library services; to assure adequate funding for libraries; and to use libraries to strengthen village centers.

Susan McMahon, another planner with the WRC, has been struck by how often people have mentioned the value of their libraries “as community places, where you can see your neighbors,” and by the importance that seniors, in particular, place on having a library nearby.


One problem facing local libraries in Vermont – and many other states – is the



ALL PHOTOS BY W. SEVILLIE



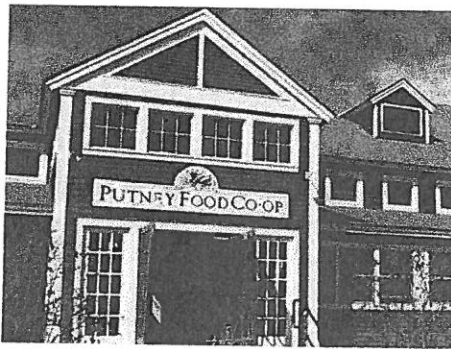
Putney library and librarian Stephen Coronella, below nearby food co-op.

lack of state financial support. This puts the burden on cities and towns to provide funding from their municipal budget. Not surprisingly, this can be a major hurdle, especially in communities with limited resources.  What's the State of Your Library?

While private organizations like the Freeman Foundation (in Vermont) and the Gates Foundation (nationwide) have stepped up to provide financial support, this is not a long-term solution. Recognizing this, the Windham Regional Commission task force report points out the importance of educating legislators, community leaders, and residents about libraries' funding needs "in the context of all the positive community and economic benefits" they bring.

From a national perspective, why shouldn't libraries be more highly valued? In 2006, the most recent year for which data is available, there were some 1.4 billion visits to the nation's 9,208 public libraries.⁶

To put library visits in perspective, consider that in 2007 the attendance at



major league baseball games was 81 million and NFL football, 22 million – add in NCAA men's and women's basketball (43 million) and football (49 million) and the total is less than 15 percent the number of visits to public libraries.⁷

Yet libraries may well be the single most important civic institution in America today. As scholar Vartan Gregorian has noted, "Across America we are coming to realize the library's unsurpassed importance as a civic institution ... In our democratic society, the library stands for hope, for learning, for progress, for literacy, for self-improvement and for civic engagement. The library is a symbol of opportunity, citizenship, equality, freedom of speech and freedom of thought, and hence, is a symbol for democracy itself. It is a critical component in the free exchange of information, which is at the heart of our democracy."⁸

The Hub of Moab

Twenty-two hundred miles west of Putney, Vermont, is the small city of Moab, Utah. Their new library, opened in 2006, is just two blocks off Main Street in the heart of the city's compact downtown.

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What's the State of Your Library?



Due to the recession and hard economic times, many libraries have been cutting their hours, and some have even been forced to close down. In researching this article, I came across countless news reports from across the country with examples of this.

Ironically, it's during an economic downturn that libraries are in even more demand, both as a resource for job seekers, and as a place where people can borrow a book, video, or CD, or spend some time using the computer. Moreover, as you'll read elsewhere in this article, libraries are too often under-valued for the economic benefits they also bring to downtowns, main streets, and neighborhood commercial districts.

How much support do libraries receive from state government? Data from the U.S. Department of Education's National Center for Educational Statistics (*Public Libraries in the United States: Fiscal Year 2004*) shows there's an extremely wide variation in state fiscal support for public libraries. On a per capita basis, it ranges from \$40.06 in Ohio and \$19.51 in Hawaii (the two highest) to virtually zero in South Dakota and just over 1 cent per person in Vermont (the two lowest). The national average is only \$3.21 per person, a very low figure.*

Once the economy is back to full strength, consider ways in which your state can better support local libraries. It can be done. Ohio, for one, provides substantial financial support to its libraries, with a dedicated 2.22% of all tax revenue from the state's General Revenue Fund going to public libraries. Perhaps this explains why Ohio has more public libraries – and higher levels of library use – per capita than any other state.

* This data is available online at: http://nces.ed.gov/pubs2006/2006349_1.pdf (Table 16).

4 Quoted by journalist Phil Langdon in "Public Buildings Keep Town Centers Alive" (*PCJ* #49, Winter 2003); available to order & download at: www.plannersweb.com/wfiles/w144.html.

5 *The Seattle Public Library Central Library: Economic Benefits Assessment* (prepared for the City of Seattle Office of Economic Development and The Seattle Public Library Foundation by Berk & Associates, July 2005); available at: www.spl.org/pdfs/SPLCentral_Library_Economic_Impacts.pdf.

6 *Public Libraries Survey, Fiscal Year 2006* (Institute of Museum & Library Services, Dec. 2008), pp. 4-6.

7 Sports attendance data from *The 2009 Statistical Abstract* (U.S. Bureau of the Census), Tables 1204/1205. Unfortunately, the *Statistical Abstract* does not include attendance for all sports, but you get the picture.



Internet Access

One of the essentials of being informed today is having Internet access. That's still a problem in many rural areas, and for low-income households. Public libraries are a critically important resource in terms of broadening the availability of this access.

A nationwide survey conducted last year by the Florida State University's Information Institute focused on the Internet and libraries. Two of the most striking findings: 72.5 percent of libraries reported that they are the only provider of free public computer and Internet access in their community, while 98.9 percent of public libraries indicated that they offer Internet access.* Moreover, according to the Institute of Museum & Library Service, in 2006 a total of 196,000 Internet computers were available in America's public libraries (3.4 per 5,000 people).**

Another sign of the times: the rapid increase in the number of libraries offering wireless access – an increase from 54 to 66 percent of libraries in just the past year.*** Wireless access is of value not just to residents, but to tourists and business travelers when they visit a community.

* *Public Libraries and the Internet 2008: Study Results and Findings.*

** *Public Libraries Survey Fiscal Year 2006* (Institute for Museum & Library Services, Dec. 2008), p. 5.

*** *Id. Public Libraries and the Internet ...*

Libraries

continued from page 15

Moab is located in a remote, but spectacularly beautiful, corner of Utah, and is home to Arches National Park, a thriving recreational industry, and residents who love the outdoors.⁹ But it is also home to a fine new county library, at 15,000 square feet, triple the size of its former location.

The library itself is a delightful place. When I stepped inside, it was a beehive of activity, with people of all ages engrossed in reading and, yes, in using the Internet.

In fact, Internet use has been booming. When I followed up with Library Director Carrie Valdes this May, she told me that the number of online sessions last year exceeded 93,000, up from 75,000 in 2007. The library building is also wireless. In part, the growth in Internet use owes to the fact that anything faster than dial-up service is very costly in Moab. Valdes also believes that the economic downturn has led to increased use, especially as more people are looking to access online job search services.

The Grand County library is part of a small complex of public buildings, making it even more convenient for area residents. Right next door are the municipal offices, in a recently rehabbed former elementary school building.

The Library Board saw the need to purchase the property the library is now

since there are few large parcels available close to downtown). Valdes believes that keeping the library downtown was critically important. As she put it, "everything that happens in Moab, happens downtown."

Owing to its welcoming environment, expanded size (allowing for the addition of a dedicated children's room), and the state of the economy, library use has surged – from an annual average of about 90,000 visits before the new building opened to 150,000 last year. It has become, says Valdes, "a true community center."

LIBRARIES MIX IT UP

"Among private sector developers of malls, commercial corridors, mixed-use developments and joint-use facilities, libraries are gaining recognition for other qualities – their ability to attract tremendous foot traffic, provide long-term tenancy, and complement neighboring retail and cultural destinations." That's from a recent report, *Making Cities Stronger: Public Library Contributions to Local Economic Development*, prepared by the Urban Library Council.¹⁰

As the report continues, "Library buildings are versatile. They fit in a wide mix of public and private sector developments. Library leaders and private developers across the country are beginning to notice distinct advantages to incorporating public libraries into mixed use, retail and residential areas."

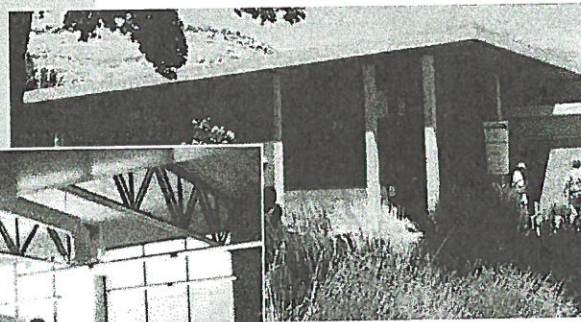
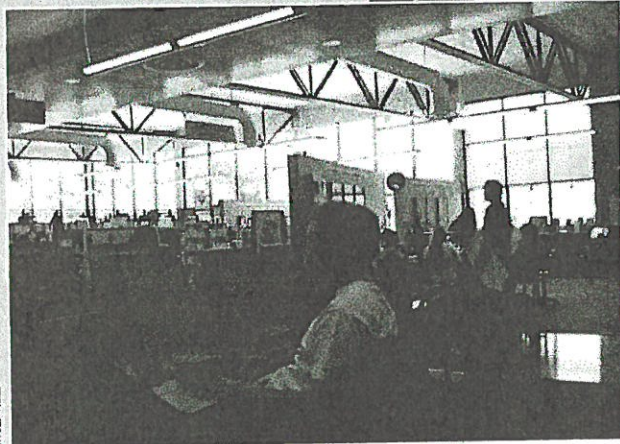
You can now find libraries not just in malls, but as part of residential developments, and other mixed-use projects.

In the Chicago suburb of Des Plaines, the new library – which opened in August 2000 – is located next to a stop on one of the METRA commuter rail lines. It is the central element of

⁸ Vartan Gregorian, "Libraries as Acts of Civic Renewal" (speech given in Kansas City, Missouri, July 4, 2002; available online at: www.carnegie.org/sub/pubs/gregorianspeech.html).

⁹ See also my report from Moab (part of my Crossing America on Route 50 trip) at: www.rte50.com/2007/07/two-moabs.html.

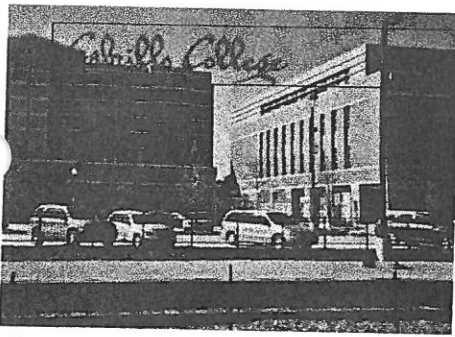
¹⁰ Prepared by the Urban Library Council (Jan. 2007); currently available at: www.urban.org/publications/1001075.html



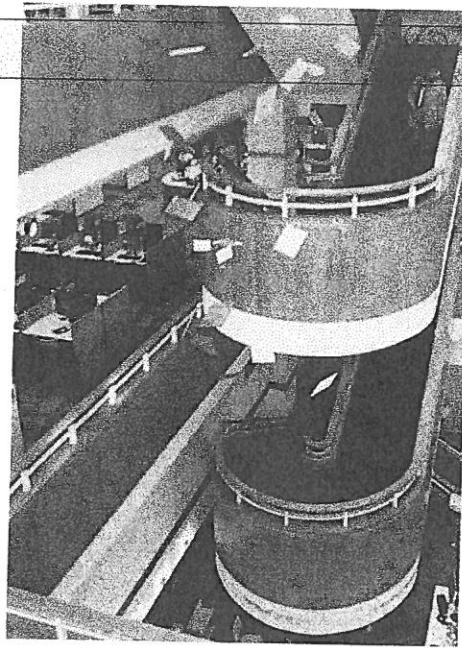
located on several years ago. It wanted to "lock in" a downtown site for use when the time came for expansion (important

Views of the Grand County library in Moab, Utah.

W. SEVILLE



The Des Plaines library seen on right of above photo; adjacent housing on the left. Center photo shows library's interior.



SPECIAL FAMILIES NEED SPECIAL LIBRARIES

Family Times
Presented by Rainbow National Assisted Therapy
Saturdays
11 a.m. - noon
February 21 March 21
April 18 May 16

Family Times provide parents or caregivers an opportunity to share their child with a hearing-impaired child. Parents will interact with specially trained dogs that assist hearing-impaired children. During this program, parents are invited to participate in programs or register other library events sponsored by the friends of the library.

Please register at the Youth Services Center at www.dpl.org. Call 708.441.1234

Des Plaines Public Library

ADULT PROGRAM - HOBBIES

Digital Camera Party
Presented by Jerry Papp
Saturday, March 7 10 a.m. - 4 p.m.

Photo Editing, Free Online
Three one-hour sessions at 10 a.m., 11 a.m., and 1 p.m.
Learn how to use your digital camera to take better photos. Includes a hands-on session with a professional photographer. Free refreshments and a raffle. Register at www.dpl.org. Computer Lab, 1st Floor
Showing Live Models and Sell Your Art
Change by November 11 a.m. - 2 p.m.

MOVIES!

Friday Night Films
"The best in international, independent and documentary film!"
Films begin at 6:30 p.m.

February 20 **War Dance** - 1957, 100 min, 1957, 100 min, 1957, 100 min. This film is a powerful and moving portrait of a young man who is drafted into the military and is sent to the front lines of the Vietnam War. The film is a powerful and moving portrait of a young man who is drafted into the military and is sent to the front lines of the Vietnam War.

March 20 **Young Heart** - 1971, 100 min, 1971, 100 min, 1971, 100 min. This film is a powerful and moving portrait of a young man who is drafted into the military and is sent to the front lines of the Vietnam War. The film is a powerful and moving portrait of a young man who is drafted into the military and is sent to the front lines of the Vietnam War.

April 17 **Rachel Getting Married** - 1971, 100 min, 1971, 100 min, 1971, 100 min. This film is a powerful and moving portrait of a young man who is drafted into the military and is sent to the front lines of the Vietnam War. The film is a powerful and moving portrait of a young man who is drafted into the military and is sent to the front lines of the Vietnam War.

Coming in November: 100 people on a boat, 100 people on a boat, 100 people on a boat. 100 people on a boat, 100 people on a boat, 100 people on a boat. 100 people on a boat, 100 people on a boat, 100 people on a boat.

Des Plaines Public Library

a 6.2-acre redevelopment that also includes 30,000 square feet of retail, a 180-unit condominium, and a parking garage. This mix of complementary uses has created a hub of activity in the heart of this suburban city of 58,000.¹¹

In putting together the project, the library served as the traffic anchor, "much like a large retailer would" explained Stephen Friedman of S.B. Friedman & Co. His firm, which specializes in advising communities on public/private partnerships, worked with the City of Des Plaines on the redevelopment. Having a high quality library, Friedman adds, is also an important part of being a "full service" community, something that suburbs are increasingly focusing on as they seek to create a high quality of life for residents.

Another interesting point that Friedman makes is the importance of libraries in middle-income communities like Des Plaines. "People can't always afford Barnes & Noble or Borders," he notes, but many middle-income individuals are highly educated, "so the library becomes a critical public service for them."

In St. Paul, Minnesota, the 31,000-square foot Rondo Community Outreach library is on the ground floor of a new building that includes three floors of mixed-income housing, plus a floor of parking immediately above the library (serving the apartments) and under-

ground parking below (for library patrons).

The project grew out of a desire by the City and neighborhood to redevelop what had been the site of an adult entertainment theater – a focal point of community anger – demolished after the City acquired the property. The idea of a mixed-use building emerged from a conjunction of interests: the City's goal of providing more affordable housing and the fact that the existing neighborhood public library had outgrown its building.¹²

According to Alice Neve, Supervisor of the Rondo Area Libraries, having the library in the same building as the housing provided some significant economies of scale, allowing for more space than if the library had been built as a stand-alone building. Families living in the apartments above, Neve notes, are also (not surprisingly) frequent visitors to the library.

A HOME FOR ALL OF THE COMMUNITY

Libraries provide something increasingly scarce in our cities and towns, what Brattleboro, Vermont, library director Jerry Carbone described to me as "neutral public space."

Carbone explained that Brattleboro's Brooks Memorial Library, in the heart of

downtown, makes its community room available at no charge to local organizations three evenings every week. The fact that it is public space, Carbone notes, makes it a more comfortable meeting place for some than a church basement or a business office meeting room – even though these private spaces are typically made available for community meetings in a spirit of good will.

This message was reinforced in a conversation I had with David Lankes, Director of the Information Institute at Syracuse University. As Lankes observed, libraries are in a pivotal role because "there are very few civic organizations left today" that can provide a space accessible to everyone in the community.

But for Lankes, the role of today's library goes beyond providing community space. Libraries, he argues, should also be actively seeking ways of "enriching and enhancing" issues people are most interested in.

To cite one example, Lankes told me how in several cities, librarians have developed training sessions – open to all – covering the basics of setting up a new business, and putting together a business plan. Along the same lines, some libraries are teaming up with local community development agencies to provide job counseling centers. This level of

continued on page 18

¹¹ The City of Des Plaines even offers a video tour of the library, accessible from their home page: www.desplaines.org/.

¹² For more on the Rondo library: www.stpaul.lib.n.us/locations/rondo_about.html.

Libraries

continued from page 17

engagement goes well beyond the “traditional” role of just providing books about how to set up a business or find a job.¹³

Another valuable role that libraries play is in integrating immigrants and other newcomers into our communities. As national columnist Neil Peirce reports: “In immigrant-heavy suburbs of Washington, D.C., many public libraries have recast themselves as welcome centers. Some checkout desks have signs in Korean, Chinese, Spanish and Vietnamese. A recent immigrant from the Dominican Republic said: ‘I come to the library almost every day. And two days a week I follow the conversation classes. We have the opportunity not only to improve our English but to get new friends from all over the world.’”¹⁴

At the other end of the country, Seattle’s Kent Kammerer points out that “Seniors now flood the libraries for many

reasons including taking computer classes and attending special programs. Young people find willing, friendly help at the library ... and yes, though, the library wasn’t designed to be a hygiene center or daytime shelter, some homeless people find the library the most welcoming place to spend their days.”¹⁵

There’s been a “sea change” in the past five to ten years in the role libraries are playing in communities, says Sari Feldman, Director of the Cuyahoga County, Ohio, Library, which operates 28 branches in Cleveland’s suburbs. Feldman, who is also President-elect of the Public Library Association, told me that “libraries have become vibrant centers of community interaction,” with librarians working more closely with community groups and businesses. In Cuyahoga County, notes Feldman, “the library does extensive focus groups, polling, and market research” to better learn what the community wants.

Libraries have been especially proving their worth during the current recession. As Feldman explains, “we’re clearly the place where people are coming for job information, for preparing online applications, and for basic financial literacy ... and we provide them support in doing this.”

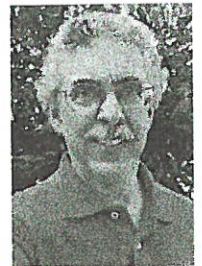
SUMMING UP:

The 21st century library has arrived. Its mission goes far beyond loaning out books and providing reference materials. In fact, in a growing number of cities and towns, the library has become the hub of the community, drawing large numbers of new users. This is happening because libraries are providing programs, meeting space, computer access, and resources that are responding to a broader array of community needs.

Moreover, when libraries are located in downtown, village, or neighborhood centers, there’s also a special synergy at work. Libraries generate increased business for local merchants, while those shopping or working downtown visit the library as part of their day.

Libraries and community. They’re really inseparable. ♦

Wayne Senville is Editor of the *Planning Commissioners Journal*. His previous articles and reports for the PCJ include “Downtown Futures” (PCJ #69, Winter 2008); “Crossing America” (PCJ #68, Fall 2007); “Bright Ideas” (PCJ #61, Winter 2006); and “Preservation Takes Center Stage” (PCJ #52, Fall 2003).

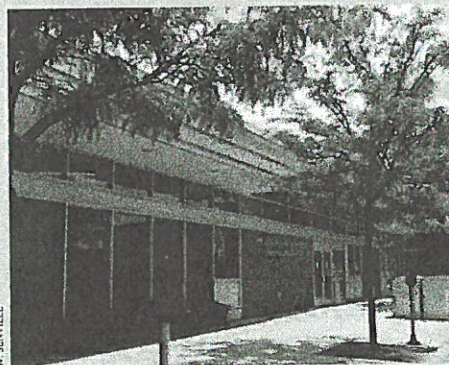


In the Neighborhood

While this article has focused on the positive impact that libraries can have on downtowns, let’s not forget the powerful benefits that libraries can bring to neighborhoods. Take a look at an excellent short report prepared by the Urban Library Council, *The Engaged Library: Chicago Stories of Community Building*.^{*} It tells of the importance Chicago has placed on strengthening neighborhood libraries:

“Libraries are uniquely positioned to contribute to the local economy. They are local employers. More often than not, libraries bring foot traffic to the neighborhood commercial district. ... The Chicago Public Library has built 40 new branch buildings in the last 11 years. Many of these buildings have gone into areas previously avoided ... Often, CPL has used its capital investments to buy sites that have been neighborhood eyesores. Liquor stores or abandoned buildings are torn down to be replaced with public libraries, changing the streetscape completely. For this strategy to be successful, library administration and planners have to tap into community knowledge and listen to community requests.”

* *The Engaged Library* is available through the ULC web site: www.urbanlibraries.org.



Chicago’s Northtown Library is at the heart of a ethnically diverse neighborhood, and is located just a block from the neighborhood’s retail district.



13 To learn about other creative ways in which libraries can engage with their community, see the Project for Public Spaces’ “Libraries That Matter,” at: www.pps.org/info/newsletter/april2007/libraries_that_matter; and *Making Cities Stronger: Public Library Contributions to Local Economic Development* (cited in footnote 10).

14 “Libraries and New Americans: The Indispensable Link” (April 13, 2008, for The Washington Post Writers Group); available at: www.postwritersgroup.com/archives/peir080413.htm.

15 Kent Kammerer, “A new librarian faces tough economic times,” on Crosscut.com (May 19, 2009); <http://crosscut.com/2009/05/19/seattle-ci-hall/19003/>

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Children and reading: Read-to-Me Kits from the Santa Cruz Public Libraries

By San Jose Homeschooling Examiner, Sarah Wilson



One of the most important activities parents can do with their children is read. The gift of reading opens up the world to a child, for if she can read, she can learn about anything she wants.

Santa Cruz Public Libraries now offers special

Read-to-Me Kits to parents, grandparents, and caregivers. Previously only available to teachers and library staff, the kits are filled with approximately 10 books, music, puppets, and activities sure to engage any child. Packed in a canvas bag, each kit can be checked out for up to a month, allowing adequate time to explore the subject, read the books over and over (as children love to do), and spend quality time together over a good book.

Themes include Seasons, Alphabet, Transportation, Ocean & Seashore, Bugs, Colors & Shapes, and many more. The books in each kit range from toddler through first grade. Bilingual (Spanish/English) kits are also available, which can add a new dimension to a child's learning by allowing a Spanish-speaking family member to participate or helping a child to hear and experience a favorite story in another language, as well as opening up the world of reading to a Spanish-speaking child.

To request a kit, the adult must be a Santa Cruz Public Libraries cardholder and fill out a Program Application Form. Once approved, the cardholder can request a kit. A cardholder may only check out one kit at a time, and cannot check out another until the current one is returned.

On a personal note, we have used this service since it first became available to the general

public over a year ago. Now, our three-year-old son looks for the "blue bag" when we check out books, and truly enjoys going through the bag and having the books read to him. Our seven-year-old, who reads anything he can get his hands on, reads all the books in the bag, and has been known to play the activities with his younger brother.

Remember, this is just one of the many services offered by our local libraries. Take a moment to check out their website to find more to broaden your homeschool experience.

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Santa Cruz Public Library offerings

August 26, 11:27 PM · San Jose Homeschooling Examiner · Sarah Wilson

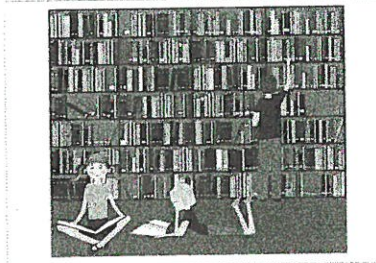
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Previous

Santa Cruz Public Libraries are near and dear to my family's heart.

Felton is where my first son was introduced to Storytime, and where we first met two very special librarians who always made us feel welcomed.

Scotts Valley is where my second son has his Storytime, where a special librarian listens to my son's jokes, and where we check out loads of "on-hold" books every week. All with a smile.



Central Branch is where we go for Sunday chess club, and where my second son gleefully grabs books to take home while waiting for chess to finish.

Boulder Creek is where the Cub Scout Committee met monthly, until the recent library hours cutbacks.

So, as thanks for all they've given my family, I want to give them something in return: a bit of free advertising.

Below are some of the Fall 2009 programs you may not know about at the Santa Cruz Libraries. These are but a few of the many activities, clubs, and programs they offer. If you don't see something on here that grabs your interest, check out their website. Something new is always going on at one branch or another. Or, schedule a visit to learn more about the libraries and their resources.

Book Talkin': A book discussion group for ages 11-13, 3rd Wednesday each month, 4:30-6:00 p.m., Aptos Branch (831) 420-5309

Chess
Aptos Youth Chess Club: Ages 6 & up, Tuesdays from 3:30-4:30 p.m., Aptos Branch (831) 420-5309

Children's Chess Instruction with Gion Feinstein: 2nd, 3rd, & 4th Sundays, 2:00-2:45 p.m. (up to 8 yrs.) & 3:00-4:00 p.m. (9-18 yrs.), Central Branch (831) 420-5720 (The 3rd Sunday is Family Chess Day at the same times.)

TAB (Teen Action Board): 3rd Thursday each month, 3:30p.m., Scotts Valley Branch (831) 420-5369

Contact Sandi at (831) 420-5665 for more information about the following teen programs:
ACT (Advisory Council of Teens): Ages 12-18, 2nd Sunday each month, 3:00-5:00 p.m., Central Branch

Anime & Manga Club: Ages 13-18 (under 13 with parental permission), 3rd Saturday each month, 3:00-5:00 p.m., Aptos Branch

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AUG 20 - SEP23
AUG 22 - OCT25

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NEXT 30 DAYS

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Aaron Brothers Kids Art Contest



Friday, August 21, 2009
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Things to see and do

Today 28 29 30 31 01



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27 Aug 2009 - 5 pm
Yoshi's
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River Otter Feeding
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Morning Summer Camp: Construction Zone
Habitot Children's Museum

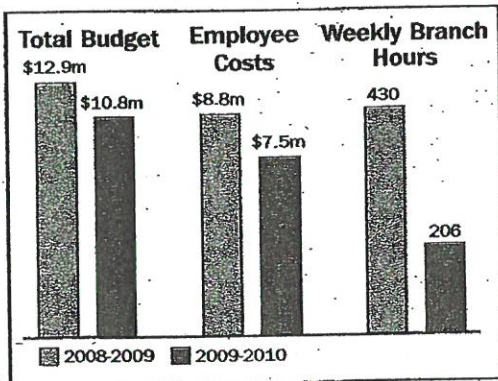
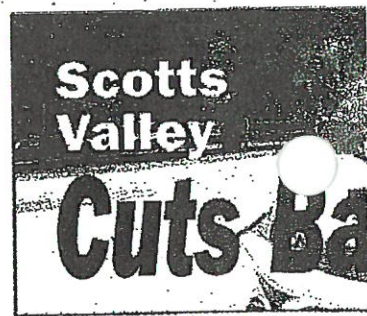
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Teen Movie Matinee: Ages 12-18, Saturday, Sept. 26 & Oct. 24, 2:30-5:00 p.m., Central Branch

All of these programs are free. You do not have to be a cardholder to attend; but, really, why wouldn't you become a cardholder?

Our public libraries are an amazing service. They are open to all, regardless of income, background, race, creed, color, or anything. Within their walls are the keys to knowledge, insight, entertainment, and community. Losing access to library services, whether through branch closures, shorter hours, or reduced resources, harms us as individuals, as a community, and, ultimately, as a nation. But, if we do not use the services already provided, then we deserve to lose them. Make the time, put it on your calendar, stop on the way to other errands, do whatever you need to do to visit your local branch this week. You'll be amazed at what you'll find!

Support your local library!



Library hours took a much greater hit than overall funding because the system needed to cut full positions, director Teresa Landers explained. Reducing staff saves salary and benefit money, but presents challenges in covering all 10 branches.

Library Board Begins Budget Review Schedules, Service Hours Will Get Future Planning Meetings

by Linda Fridy

After a year in which previous accounting errors hid a deficit in the county-wide library system budget at the same time the declining economy hurt the system's revenues, the board that oversees the county system has upped its budget oversight effort.

A subcommittee of the

Joint Powers Authority Board met Aug. 31 to take a first look at the final numbers from the fiscal year that ended June 30 and see how expenses progressed for the first month of the new fiscal year.

Those figures show that the library system's expenses came in about 10 percent under budget last year, spending \$12.9 million, yet libraries still

ended the year with a roughly \$355,000 deficit.

That number could have been even higher had the system not made mid-year cuts that saved another \$318,000 later in the year.

Libraries are funded by a combination of property tax and sales tax, both of which did not meet 2008's

continued on p 7

Libraries Step Up Book Donation Programs

Facing budget challenges, public libraries are revisiting ways to enlarge their collections through donation programs. Fairfax County Public Library (FCPL), VA, has been

using Amazon's Wish List, an established program that offers a customized page of wanted titles. Although FCPL launched the Wish List program in 2003, it has taken on more significance, as the library's budget has been cut 15 percent for 2010.

Once books are purchased by a donor, they are mailed directly to the library. The donor receives an acknowledgement that serves as a tax deduction. More promotion will begin this fall. Also, through what Fairfax calls its First Loan Program, a donor can pick up the book at the library and be the first to read it.

Santa Cruz Public Library (SCPL), CA, facing the state's "take back" of local property tax proceeds because of budget problems, has come up with a program that would benefit local booksellers as well as the library, which has seen its materials budget cut by 60 percent over two years.

Library Hotline
Sept. 7, 2009



Beginning in September, SCPL will introduce a new program in conjunction with countywide booksellers. Customers can buy books from an SCPL-generated "wish list," and the stores will donate them to SCPL.

"We don't see this as a sustainable way for a library to acquire its materials," explained Director Teresa Landers, "but since we are facing this one-time reduction (at least we hope it is), it seemed like a win-win project for us, the business community, and our patrons."

Outsourcing company LSSI (Library Systems & Services LLC), which launched its 1stReads program in 2005, is relaunching the service at two systems it manages, Jackson-Madison County Library, TN, and Finney County Library, Garden City, KS.

1stReads "had limited response," LSSI's Steve Coffman said, because "it wasn't marketed terribly effectively." The program required too many steps

for both library and donor. The new program offers Baker & Taylor's (B&T) entire inventory for selection. The library's 1stReads list can be "populated automatically with high-demand titles selected prepub by B&T," explained Coffman, who noted that this "eliminates much of the work of keeping the list current and still ensures the library is getting titles it will need."

With 1stReads, the customer gets the book (at a 20 percent discount) shipped directly to his or her address (as opposed to the library), drops it by the library when finished, and picks up a coupon(s) for a discount on the next donated purchase.

Library in Robbins, IL, Stays Open This Month

Thanks to donations from the public, the William Leonard Public Library District (WLPLD) in improv-

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Santa Cruz Public Libraries Annual report 2008/2009

The one word that best describes July 2008/2009 for the Santa Cruz Public Libraries (SCPL) is *change* and lots of it. An unprecedented national recession contributed to a deteriorating budget situation which necessitated the biggest changes, but there were many others as well- settling in to a new headquarters building, retirement of a director after 25 years, and retirement of the technical services manager. There were many challenges faced; yet there were also many accomplishments that need to be recognized. And, through it all, SCPL remained immensely popular with the community it serves as the numbers will indicate.

At the beginning of the fiscal year, five positions were eliminated. In January 2009 there was a growing realization that the financial situation was much more tenuous than believed earlier and, unless extreme measures were taken, SCPL would have a debt of over \$1 million. Drastic measures **were** taken: the materials budget was reduced by \$200,000 for the rest of the year and the library system closed on Fridays. This Friday furlough reduced full time staff salaries and hours worked by 10%. Fines were increased from \$.25 to \$.50 per day. The result of these efforts was a negative fund balance of \$355,000 as of June 30, 2009. The City of Santa Cruz provided a loan at 2% over portfolio. Since the projections for the first half of 2009/2010 showed continued declines in sales and property tax income, with a possible flattening for the second half of the year, additional cost cutting measures were adopted for the 2009/2010 budget but that will be the story for next year's report.

What did occur in May 2009 was a determination by staff that the current system of 11 branches was not tenable financially in its current form; at least for the short term. Recommendations were made to close at least one branch but the public resistance to this was strong. The Joint Powers Board (JPB) chose to postpone such a drastic measure until the issue of how the system should be structured is determined in a more deliberate fashion.

Even though the cuts affected all staff quite personally and created financial hardship for many; most staff reacted with grace and a positive attitude. Many feel that, while this budget crisis is not something for which they would have wished, they are looking forward to the opportunity such a crisis created to closely examine SCPL's organization and to decide what it "should be."

Staff (and volunteers) found many creative ways to deal with the results of the cost cutting:

- Landscaping contracts were canceled and the in-house building maintenance staff took over this responsibility.
- When the program which brings donated books to the homeless shelter was imperiled, Outreach staff brokered a partnership between Hope Services and the homeless shelter and they are continuing the program themselves.
- The Santa Cruz Public Works Department gave a truck to the library that they were retiring. This replaced an old CNG van that could not be repaired.
- Anika Tabachnick, a young volunteer, saved her birthday money and allowance and donated it to the library. Sue Graziano, Youth Services Supervisor at the

Central Library, took Anika shopping at Bookshop Santa Cruz and let Anika help select materials. Anika had a very good sense of what the collection needed and new books on sewing, crafting and cookery were purchased.

- Shifts in where staff were assigned (an even greater amount of this occurs in FY09-10) resulted in staff working with new colleagues and in new environments and roles; thereby broadening their perspectives and experience.
- The budget for staff development was greatly reduced so staff adapted by offering mini-classes taught by staff to staff; sharing expertise without having to pay outside trainers. Better trained staff has the direct impact of improved service to the public.

There were several challenges not specifically related to the financial situation.

- There are ongoing issues involving the parking lots in Boulder Creek, Live Oak and Aptos. Staff is working with the County to improve the towing and abandoned vehicle language to allow us to deal with problems more effectively.
- Live Oak continues to have HVAC problems which are now being addressed by the original building contractor and the County. There are also issues with the irrigation system which have resulted in unusually high water bills. Monthly utility and maintenance costs at Live Oak continue to be higher than at any other location.
- While the expectation was that utility bills at Headquarters would be approximately \$50 per month; what was not fully understood was that at the end of the year, we would get a "true up" bill which balances credit for solar power provided to the grid with extra power needed. Unfortunately, it was the latter and an unexpected bill for \$5,000 was received in June 2009. This is about \$460 per month which is still a very reasonable amount for a building of its size.
- E-rate and Calnet reimbursements/credits continue to lag.

However, there were also many accomplishments to celebrate during this difficult year. This list is by no means exhaustive but is based on input from the staff when asked to contribute their ideas for their greatest accomplishments and challenges of the past year.

- Susan Elgin performed the duties of Acting Director with exceptional fortitude; truly defining the meaning of leadership.
- There was a complete overhaul of the library's web site. There was a staff committee of 10 and the webmaster, Ann Young. The site was rebuilt from the ground up. Thousands of pages of existing content were moved into a more dynamic and database packed structure. New content was also added. Two examples are the "50Plus" section and several hundred digitized postcards. One of the biggest changes is that staff now has the ability to directly contribute to the website which is much more efficient.
- Hui-Lan Titangos was invited to attend the Fourth Shanghai International Library Forum and presented a paper entitled "Learning Library 2.0: 23 Things@SCPL". This was co-written by Hui-Lan and Gail Mason. It introduces a successful training program organized and implemented in 2007-2008. This article was published in the conference proceedings and in the journal, Library Management. Hui-Lan also published an article, "Beyond Keeping Warm: Optimizing Crafts Resources at Santa Cruz Public Libraries" in *Chinese Librarianship, an International Electronic Journal*.

- Sarah Harbison and Jim Tarjan, both Reference Librarians at Central, continued teaching computer classes for the public and broadened the course offerings.
- The Aptos parking lot was finally completed.
- A new voice over IP phone system was installed at Central, Headquarters, Branciforte and Garfield Park.
- Staff from Technical Services, Outreach and System Services settled into a spacious and “green” facility.
- Two new BookBuddy volunteers (working with seniors) tried a new approach at one of the senior facilities where they were partnered with avid readers rather than having a cart in the lobby. When expanded to a second facility, there was initially only one interested client. When others saw what was happening they also wanted to participate. Now, over half the residents have BookBuddies.
- With monies from the McCaskell Trust, a new Telesensory text enlarger was set up at the Central Library.
- Grant money paid for a reorganization of the Youth Services public area at Central. A more welcoming Family Place was created in the picture book area using new rugs, cushions and drawing tables. Teens received additional shelving and two homework computers which was timely since many teens have started coming to Central with the reduction in hours at Garfield Park.
- Jeanne O’Grady chaired the Annual Beattie Award Committee which selects the best children’s book about California. . She was also president of the Children and Young Adult Division of the California Library Association.
- Teen programming caught fire as indicated by a 128% increase in teen program attendance. A system wide teen advisory group was formed. They chose the name ACT (Advisory Council on Teens). Teens helped with the 2008 summer reading program and had great plans for the first ever teen summer reading program in 2009. Several teens took over reading stories for the Dial-A-Story program.
- In February 2008, SCPL was awarded one of twenty statewide *How I See It: My Place* grants from the California Council for the Humanities. *How I See It* provided an opportunity for teens to share their perspectives on the communities they live in by taking photographs of the people and places important to them. The grant provided funds to hire a local professional photographer as a mentor and to support a community display of the resulting photographs. At a state training, cameras and other equipment were given to the library. After our successful project and show in the Fall of 2008, Sandi Imperio replicated the program during the 2009 summer reading program. Photos from 2008 and 2009 illustrate the teen pages of the Library website.
- Janis O’Driscoll, Youth Services Manager negotiated with BWI for compensation for losses resulting from a difficult warehouse transition. The final agreement was a \$6,000 credit for materials purchases.

No annual report would be complete without looking at the “numbers” for the year. A spreadsheet with detailed data can be found in Appendix I but the narrative will examine these statistics in context and hopefully give them relevance and meaning.

The population of SCPL’s service area used for this report is determined by the Library Financing Authority. The LFA establishes the percentage allocation of finances between

Santa Cruz and Watsonville. For 2008/2009 this number was 206,307 which represents a very small increase (.9%) over the previous year and dedicates 77.48 % of income from sales and property taxes to SCPL.

Total open hours for the year were only down by 1.4% from FY0708 despite the Friday furlough from February to June. This is because open hours per week for FY0708 were 430 per week but were increased to 444 for July-January 2008/2009 then reduced to 394 for February through June. Total open hours for the year were 22,360 for FY0708 and 22,038 for FY0809. This 1.4% decrease in overall open hours is important to remember as we look at other numbers where activity has increased despite the cut in hours. Obviously, this has important ramifications as we look at FY0910 when this decrease in open hours will be more dramatic. Appendix II is a chart showing the number of open hours since 1996. What is most alarming is the dramatic decrease in FY0809, when open hours are lower than before Measure B passed. The promise of increased open hours was key to the passage of Measure B.

We did have slightly fewer borrowers (a decrease of .6%) and an even greater drop in active borrowers (those who have used their cards in the last two years). This decrease was 8.6%. A word of caution is necessary. Patrons may be using their cards to access library databases but this would not keep them in active status if they did not also check something out during the two years.

However, overall circulation was up by 5.5% which means fewer people are checking out more materials. Circulation per capita is up 1.9%. No matter how you look at it, more materials being checked out results in more work for staff. Circulation numbers viewed in terms of the effect on staff reveal that staff is, indeed, working harder:

- Circulation per FTE is up 10.5%
- Circulation per registered borrower is up 6.1% but even more significant is that Circulation per ACTIVE borrower is up 15.4%.

When you look at the volume with each staff member is dealing, each staff member checked out 19,257 items. This staff count includes staff, such as the Library Director, who does not check out their allotment of 19,257!

The State goal for circulation per capita is seven. Per capita circulation for SCPL was 10.57; up from 10.3 the previous year.

Yet another way to look at circulation statistics is in value to the community. Patrons checked out 81,235 children's, 2,750 young adult and 350,798 adult videos and DVDS. Adult movie theater tickets in Santa Cruz average \$10 for the regular price and \$7.50 for the matinee which is an average price of \$8.75. Children and students pay \$7.25. At these prices, the community saved **\$3,679,099** by checking out DVDs and Videos from the Library instead of going to the movie theater; not to mention the cost of candy, soda and popcorn.

A similar calculation for books, using the overall average price of a book at \$21.50 results in a value of **\$17,2341,121**. (Renewals were removed from the calculation. The average price in 2008 of an adult book was \$22 (fiction, non fiction, hardback and trade paperback all combined equally) and the average price of all hardcover children's and YA titles was \$21.00.)

The number of children's programs decreased from FY0708. This led to an overall decrease in the total number of programs offered but attendance grew by 4.2% at children's programs and 8.7% overall. An astounding number of 27,979 people attended children's programs which is almost 14% of the library's service population. On the other hand, teen programs nearly doubled to 203 programs with a 128% increase in attendance as mentioned earlier; from 536 to 1,222. The number of adult programs was up slightly; 2.5% with attendance up 14.2%.

Overall, 20% of the population took advantage of a SCPL program which is a 7.7% increase over FY0708. This is probably a good indication of how people are looking for ways to find entertainment without spending money. In looking at the list of some of the programs offered, take special note of how many involved partnerships with other groups in the community:

- Central Reference staff offered 27 public classes at 7 of the branches on a variety of topics; predominantly computer and Internet.
- A public performance site license was secured for Central which enabled Central to hold its first Harry Potter Film Festival.
- Outreach expanded its partnership with Hope Services for developmentally disabled adults. Programs were added at Hope Senior Services in Aptos and a computer safety program for Hope Services clients living in the community are two examples.
- Annual shopping trips for children from Jardines del Valle and San Andreas were offered by staff so the children could spend their earned Summer Reading Dollars.
- Staff worked together to find a way to have word processing for adults at the Central branch. (This is really more of an ongoing service than a program but is important to recognize).
- Donna Swedberg, Central Branch Reference Supervisor, made a presentation to Researcher's Anonymous as part of a panel of representatives from local museums.
- Merritt Taylor's documentary film series was held for the second successful year. This program is a partnership with the Resource Center for Non-Violence.
- Adult Book Discussion kits continued to be very popular. There may be up to 60 kits checked out at any one time.
- A summer reading program for adults was offered again and was greatly appreciated by participants.
- Efforts to make sure all high school freshmen have library cards continues with school staff helping students learn how to use our databases. Participating high schools included Santa Cruz High, Harbor High, Soquel High and Holy Cross.
- Weekly visits were made to five senior facilities.

SCPL continued its focus on Early Literacy by gathering all under the umbrella of the Read to Me program. Some of the special highlights this past year include:

- Raising a Reader involved parents from the Walnut Avenue Women's Center. There was a story time followed by age appropriate crafts accompanied by a big potluck. It was an opportunity to show new parents that the library is an active and not a quiet place.

- In Aptos, the local firefighters helped out and came for story time. Kids got a tour of the fire engine and some of the firefighters read stories. The Fire Department provided hats and badges and 165 people attended.
- The Family Place series continued at four branches and a monthly story time took place at three others.
- The Read to Me resource kit circulation averaged 98 per quarter and monthly home visits continued to 20 home day care providers.
- "Together in the Park" provides weekly programs throughout the school year. Through the First 5 grant, approximately 300 books were distributed.
- The First 5 grant also paid for Jennifer Birckmayer, child development expert from Cornell University, to present an in-service training on "The Importance of Play in Early Literacy and Child Development." 28 SCPL staff attended as well as colleagues from Northern California libraries and preschools.
- Every child ages 0-5 who signed up for Summer Reading received a board book padi for by First 5 grant funds.

In looking at the library's collection there was a slight increase in the total number of items in the collection; from 513,237 to 516,167 or a .6% increase. 39,024 items were added to the collection which is 7.5% less than last year. Titles in the collection decreased by 3%. This relatively stagnant growth and drop in titles is most likely due to a \$200,000 reduction in the materials budget halfway through the year. Overall expenditures for materials were reduced by 18.3% from FY0708; from over \$1 million to \$832,000. By policy, expenditures for materials is supposed to be 8% of the total SCPL budget. For FY0809 it was 6.3% or a 1.5% decrease from FY0708.

This reduction is reflected in the also slight (.3%) decrease in items per capita. It is not surprising that items per borrower increased by 1.2% since the number of borrowers was down by .6%. In a year of loss, staying relatively even in this area should probably be viewed as an accomplishment. However, the use rate did drop slightly (.6%) from 4.33 to 4.30. The stated goal is 5 so this must be viewed as a year where progress was not made.

By most indicators, staff was most definitely busier than in past years. The number of reference questions answered was down slightly by .4% but all other indicators increased. In looking at how busy public services staff was, the following are taken into account since staff time is directly involved: number of checked out and renewed, holds filled, and items routed in and out of each branch. Taking all of these factors into account, busyness increased by .7% despite a 1.4% loss in open hours and a 4.48% reduction in FTE. When looked at on a per FTE basis:

- Each staff member handled **15,432** items. (For this calculation; the number of online and phone renewals are removed from the 2008/2009 circulation figure.)
- Each staff member filled 2,251 reserves for a total of **250,987** holds filled

Hold requested increased by 8% and holds filled increased by 9.2% which indicates we were more successful in filling requests than in the past. This means that our customers more often got what they wanted.

Each borrower physically visited the library an average of 10.2 times or 2.1% more than last year. Note that this does not include online visits which will be reported next year.

Volunteers continue to contribute significantly to SCPL. While never intended to replace paid staff, they augment what staff do and free up staff to do those tasks best done by trained library staff. 551 volunteers contributed 14,378 hours or the equivalent of 6.9 FTE while this figure was 7.75 for FY0708. The value of this volunteer time is \$299,781 based on the figure of \$20.85/hour provided by the Independent Sector (www.independentsector.org). Compared to last year, hours contributed by volunteers decreased by 10.8%.

A look at the financial picture is not particularly positive but it is the reality with which we must move forward. On the bright side fines and fees collected were up 5.5% to \$250,497. This is in part due to an increase in overdue fines mentioned in the beginning of this report. Staff also realized \$318,000 in savings over the course of the year.

Revenues for the year were greatly reduced due to a 9% reduction in sales tax proceeds over the adopted budget which already took into account an estimated decline. Property tax revenue also declined but at a lower rate. Total revenues were \$12,285,481. Despite the mid-year effort to save on expenditures, total expenditures for the year were \$12,949,096. This resulted in a difference of \$663,615. The beginning fund balance of \$308,490 mitigated this deficit to \$355,125.

The following have been selected as key indicators. Once again, complete data can be found in Appendix I.

	07/08	08/09	Percent Change
Materials expenditures/capita	\$4.98	\$3.95	-20.7%
Materials expenditures/borrower	\$8.02	\$6.45	-19.6%
Operating Expenses/open hour	\$583.40	\$573.03	-1.8%
Operating expenses/borrower	\$102.81	\$100	-2.6%
Training expenditures/FTE	\$289.41	\$82	-71.5%
Percent spending on:			
Personnel	73.9%	73.6%	-0.5%
Materials	7.8%	6.3%	-19.0%
Training	0.3%	0.1%	-71.5%
Technology	0.7%	0.8%	11.2%
Other	17.3%	19.3%	11.4%

Gift funds received totaled \$74,125.

Comparison to libraries similar to Santa Cruz is difficult within the State of California. This area will be looked at more closely in FY0910 to determine good comparators either in California or in other parts of the United States. For this year, then, we will look at SCPL as it compares to the California state wide mean for key indicators. This comparison must be based on FY0708 data as it takes close to a year for the statewide data to be collected.

	Santa Cruz	State Mean
Expenditures/capita	56.58	32.96
Materials expenditures/ capita	4.9	3.36
Items /capita	2.08	2.16
Population served/FTE	1,850	2,945
Circ/capita	10.4	5.8
Program Attendance/capita	0.18	0.2
Visits per capita	6.1	4.35

As you can see in almost all areas we exceed the state mean. Program attendance is very close to the mean. Population served per FTE is quite a bit lower than the state mean and is probably because of the relatively large number of branches we have for the population served. Expenditures per capita are also significantly higher. This statistic is double edged. Since our materials expenditures per capita are higher than the mean, it is not surprising that expenditures over all are higher.

While FY0809 can certainly be described as challenging, many staff feel it was a wake up call and alerted all involved that change is needed and that careful consideration of the future of SCPL is needed. To that end, as we look forward to FY0910 we offer the following:

- Change in Leadership: A new Director of Libraries came on board July 1. This, combined with the loss of two management positions and over 20 other staff positions has necessitated a look at the organizational structure. An attempt is being made to make reporting lines clearer and to make more effective use of the limited management staff available.
- A new division titled Programs and Partnerships has been created to build on the excellent groundwork that has been laid as evidenced by many of the examples presented in this report.
- Finances will continue to be a challenge. A new JPB Finance committee will work closely with the Director who, in turn, will work closely with the division managers to better monitor the financial situation in an attempt to be more nimble in responding to changes and to find and correct errors quickly.
- Technology will play an even greater role in the future of SCPL and a major financial investment in technology may be needed in order to move forward.
- Staff will spend this coming year adjusting and adapting to the losses and changes necessitated by the difficult financial situation.
- Vehicles are aging and a replacement plan is needed.
- A staff task force has been formed to look at self check in depth and determine what it will take to implement self check in a way that will really make a difference. What do we need to do to do it right which is measured by achieving 80% self check?
- And last but probably the most important: A strategic plan will be developed which will, hopefully, provide the vision from which the JPB can design a Santa Cruz Public Library System that will not just survive but flourish in the years to come.

Overall, we face many challenges. In looking back over the past year, however, it is important to recognize the positive effect we have on our community through a staff dedicated to providing the best service possible despite severe financial limitations. Staff has proven themselves to be creative and flexible; doing their best to make sure the public does not suffer when they need us the most. Who can ask for more?

**APPENDIX I: ANNUAL STATISTICS
FISCAL YEAR 2008-2009**

	GOAL	FY 07/08	FY 08/09	Percent Change
Basic Data				
JPA Capita		204,435	206,307	0.9%
Open Hours		22,360.00	22,038.00	-1.4%
Circulation				
# Borrowers		126,888	126,147	-0.6%
Percentage of active borrowers		52.40%	48.20%	-8.6%
Circulation		2,105,900	2,221,819	5.5%
Circulation by borrowers in our service area		2,055,489	2,165,776	5.4%
Circ/capita	7	10.3	10.5	1.9%
Circ/fte		18,037.7	19,923.1	10.5%
Circ/open hour		94.18	101.03	7.3%
Circ/registered borrower		16.6	17.61	6.1%
Circ/active borrower		31.67	36.54	15.4%
Percent self check		0.9%	3.0%	245.7%
Programs				
# children's		1,295.00	1,043.00	-19.5%
# teens		102.00	203.00	99.0%
# adults		730.00	748.00	2.5%
Total Number Programs		2,127.00	1,994.00	-6.3%
# attending children's		26,852.00	27,979.00	4.2%
# attending teens		536.00	1,222.00	128.0%
# attending adults		10,522.00	12,018.00	14.2%
% of population attending a program		18.5%	20.0%	7.7%
Total # Attending		37910	41219	8.7%

	GOAL	FY 07/08	FY 08/09	Percent Change
Collection				
Items added		42,194	39,024	-7.5%
Items in collection		513,237	516,167	0.6%
Titles in collection		431,241	418,185	-3.0%
Use Rate	5	4.33	4.30	-0.6%
Items/capita		2.51	2.50	-0.3%
Items/borrower		4.04	4.09	1.2%
Services				
# Open Hours/week		430	394	-8.4%
Holds Requested		267,828.00	289,245.00	8.0%
Holds Filled		229,810.00	250,987.00	9.2%
Percent of holds filled		85.8%	86.8%	1.1%
Reference Questions Answered		300,754	299,473	-0.4%
Library Visits		1,266,094	1,285,407	1.5%
Visits per capita		6.19	6.23	0.6%
Visits per borrower		9.98	10.19	2.1%
Holds filled/ FTE		1,968	2,251	14.3%
Busyness (per FTE)		41,451	43,706	5.4%
Staffing				
FTE		116.75	111.52	-4.48%
# Volunteers		NA	551	
# New Volunteers		NA	278	
# Volunteer Hours		16,120	14,378.00	-10.8%
Volunteers FTE		7.75	6.9	-10.8%
Value of Volunteer Hours		\$314,501	\$299,781	-4.7%
Staff per open hour/week		0.27151	0.28305	4.2%
Financial				
Beginning Fund Balance		\$871,708	\$308,490	-64.6%
Revenues		\$12,600,556	\$12,285,481	-2.5%
Expenditures		\$13,113,774	\$12,949,096	-1.3%
Operating Expenses		\$13,044,774	\$12,628,440	-3.2%
Cash Balance		\$358,490	-\$355,125	
Expenditures Materials		\$1,017,922	\$814,113	-20.0%
Expenditures Personnel		\$9,697,278	\$9,524,962	-1.8%
Expenditures Training		\$33,789	\$9,514	
Expenditures Technology		\$90,311	\$99,154	
Expenditures/capita		\$64	\$63	
Fines and Fees Collected		\$237,492	\$250,497	5.5%
Fines and Fees Outstanding		\$174,843	\$191,773	9.7%
Materials expenditures/capita		\$4.98	\$3.95	-20.7%
Materials expenditures/borrower		\$8.02	\$6.45	-19.6%
Operating Expenses/open hour		\$583.40	\$573.03	-1.8%
Operating expenses/borrower		\$102.81	\$100	-2.6%
Training expenditures/fte		\$289.41	\$85	-70.5%
Percent spending on:				
Personnel		73.9%	73.6%	-0.5%
Materials	8%	7.8%	6.3%	-19.0%

	GOAL	FY 07/08	FY 08/09	Percent Change
Training		0.3%	0.1%	-71.5%
Technology		0.7%	0.8%	11.2%
Other		17.3%	19.3%	11.4%
State Comparisons				
Expenditures/capita		\$64	\$63	
Materials expenditures/capita		\$4.98	\$3.95	
Items /capita		2.51	2.50	
Population served/FTE		1751.0	1850.0	
Circ/capita		10.3	10.8	
Program Attendance/capita		0.19	0.20	
Visits per capita		6.19	6.23	

APPENDIX II: SANTA CRUZ CITY/COUNTY LIBRARY SYSTEM
Open hours compared

	96-97	July 97	Nov 97	Dec 97	April 99	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	Feb 09 10% Furlough	09-10*
Aptos	42	55	55	55	55	55	55	54	54	54	54	54	54	47	32
BC	33	45	45	45	45	45	45	37	37	37	37	37	44	39	12
B-40	37	51	51	51	51	51	51	45	45	45	45	41	41	37	14
Cap	0	0	0	0	0	45	45	42	42	42	42	42	42	37	20
Cen	44	63	63	63	64	63	63	58	58	58	58	58	58	51	40
Fel	30	45	45	45	45	45	45	37	37	37	37	37	44	39	8
GP	28	28	33	33	33	33	33	32	32	32	32	32	32	28	12
LSB	16	33	33	33	33	35	35	31	31	31	31	31	31	28	8
LO	0	0	0	0	45	49	49	48	48	50	50	50	50	45	28
SV	32	49	49	49	49	49	49	48	48	48	48	48	48	43	32
Total	262	369	374	419	464	470	470	432	432	434	434	430	444	394	206
% increase till 09-10		41%	43%	60%	77%	79%									

** July 2009-2010 position cuts

1. Outreach Courier Driver from 40 hours to 20 hours
 2. Outreach/Central Ref Librarian from 40 hours to 20 hours (later added 10 hours to this position and cut other Lib II in Outreach to 30 hours
 3. Lib IV Head of TS
 4. January 2010 Asst. Director
 5. Lib III, Facilities Development
 - 6, 7, 8, 9 and 10--Five Senior Lib Assts--one TS, one Felton Branch Manager, one LSB Branch Manger, one GP Branch Manager, one Capitola Branch Manager
 11. One 25 Hour SLAs--one at Live Oak and 13 Two 40 hour LAs--one at HDQ--training and one at Central (LA with pages, open at the time)
 14. One 30 hour LA--at SV
 15. One 25 hour LA at B40 YS
 - 16, 17 and 18. Three 40 hour clerks--one in TS, one at B40, one at Cap
 - 19 and 20. Two 30 hour clerks--one at SV and one at GP
 21. One 20 hour clerk--Aptos
 22. One 24 hour Admin Asst II at HDQ
- Note in 2008-2009 had cut:
1. One 20 hour Librarian II at Central
 2. One Lib III in TS
 3. & 4. Two TS clerks
 5. One 20 hour LA at Central YP

Strategic Plan Committee
Meeting Minutes
August 24, 2009

All members were present: Barbara Gorson, Teresa Landers, Sam Storey, Nancy Gerdt, Katherine Beiers, Merritt Taylor, Emily Galli and Diane Cowan.

First issue discussed was should the committee be expanded to include community representation. We agreed that someone from the Friends should be on the committee. We then brainstormed stakeholder groups in the community:

- Seniors
- Latinos
- K-12 Education
- Business
- Mid County (south of Aptos)
- Higher Education
- Preschool/ Early Literacy
- Millenials (20/30 year olds)
- Technology Community
- LGBTQ community
- Non profits
- Religious
- Civic Clubs
- Arts and Culture
- History and Genealogy
- Recreation Districts

We agreed we only would like to add 3-4 people in addition to the Friends so as to not make the committee too unwieldy. We identified the top four stakeholder groups for representation on the committee and recognized the others as needing attention when it comes to community meetings. We also tasked committee members with providing names for potential participants. Once they are identified the group will select who they want to officially invite:

Latinos: Emily will check with Outreach on their contact at Beach Flats; possibly Reina Luis. Also Live Oak branch manager Paula Contreras is a good contact.

K-12 Education: County Schools Superintendent Michael Watkins is a good resource. Teresa will contact him.

Friends: Teresa will contact Sherry and Susan

Business: Teresa will check with Barbara Snider

Mid County: Katherine will talk to Ellen Pirie for a recommendation

We reviewed the process and the timeline and made no significant changes to it.

We discussed the data collection- community and library assessment. Many ideas were shared for possible sources of more up to date information than the Census.

- Teresa will talk to Michael Watkins about the Children's Network project.
- United Way has done a community assessment.
- First Five has probably done some data gathering.

- There is a County Task Force on Community Program Funding with Ellen Timberlake as the contact.
- Dominican Hospital's annual report
- The Housing Authority
- County GIS
- State of the City
- State of the County
- State Finance Department for projections
- The survey done for the campaign to pass Measure R

We agreed that all would be on the lookout for data. The staff on the committee agreed to meet separately and divide up the data gathering duties. After the meeting Barbara offered to help format the data once it is collected so she will join the staff team. We will follow the data gathering guidelines set forth in the book, Planning for Libraries by Sandra Nelson and published by the American Library Association. We also know we need to emphasize each of the distinct communities served since the final plan will probably identify what each community needs/wants its library service to look like.

We did not spend too much time on setting up the process for the community meetings but did discuss the possibility of doing a survey. We decided to try for grant funding from the Santa Cruz Community Foundation. Barbara, Nancy and Katherine will work on this.

Teresa introduced the idea of leadership surveys whereby committee members would each be assigned a couple of identified community leaders to interview. She will provide the questions they recently used in Corvallis on a similar project

We also agree to provide the JPB with a monthly update on what the committee is doing. We will also create a public web page off the library's site to keep the community informed and the process as transparent as possible. We will try to make a blog a part of this so that a dialogue can begin.

The next meeting will be devoted to outlining the community meetings. That meeting will be held on September 8 from 3:30-5:30 pm in the Library Headquarters meeting room

The next meeting is scheduled for October 12 from 3-6 pm to do the SWOT analysis in the Library Headquarters meeting room.

A tentative meeting was set for November 3 from 3-5 to review how the community meetings are going thus far pm in the Library Headquarters meeting room

Meeting was adjourned shortly before 6 pm.

librpt609

LIST OF UNAUDITED REPORTS PROVIDED TO LIBRARY JPA BOARD
FOR YEAR ENDED JUNE 30, 2009

Balance Sheet for Operating Fund 951

Balance Sheet for Special Funds

Balance Sheet for Trust Funds

Financial Status Balances - Revenues & Expenditures - Budget vs. Actual

Detail for Personnel Expenditures - Budget vs. Actual

Summary of Library Estimated vs. Actual Activity

Analysis of Library Estimated vs. Actual Activity

History of Booking Library Headquarters Activity

**LIBRARY JOINT POWERS AUTHORITY
COMBINED BALANCE SHEET
JPA FUND AND ACCOUNT GROUPS
JUNE 2009**

Fund #	951	958	959	JPA	Total
Fund Description	JPA	Capital Assets	LT Debt		
Assets					
Pooled cash	(667,431.15)				(667,431.15)
Allow for FV of invest w/City-current	-				-
Pooled cash interest receivable	(1,361.63)				(1,361.63)
Other interest receivable	602.64				602.64
Taxes receivable - current	446,379.89				446,379.89
Accounts receivable	410,664.34				410,664.34
Grants receivable	4,834.63				4,834.63
Prepaid expenses - other	28,944.00				28,944.00
Infrastructure		579,683.02			579,683.02
Accumulated depreciation - infrastructure		(164,848.89)			(164,848.89)
Buildings		1,758,907.67			1,758,907.67
Accumulated depreciation - buildings		(765,044.52)			(765,044.52)
Lease improvements - buildings		726,427.00			726,427.00
Accumulated depreciation - lease imp-buildings		(168,241.20)			(168,241.20)
Machinery and equipment		1,628,318.81			1,628,318.81
Accumulated depreciation - machinery & equip		(1,471,843.15)			(1,471,843.15)
Software		61,759.70			61,759.70
Accumulated depreciation-software		(61,759.70)			(61,759.70)
Construction in progress		52,613.65			52,613.65
Amount to be provided for long-term debt			591,322.52		591,322.52
Total Assets	222,632.72	2,175,972.39	591,322.52		2,989,927.63
Liabilities					
Accounts payable	(518,564.66)				(518,564.66)
Sales tax payable	-				-
Deferred grant revenue - unearned	(22,316.84)				(22,316.84)
Unclaimed funds	(1,156.45)				(1,156.45)
Payable to the County - noncurrent			(161,172.25)		(161,172.25)
Other intergovernmental payable-noncurrent			(430,150.27)		(430,150.27)
Total Liabilities	(542,037.95)	-	(591,322.52)		(1,133,360.47)
Equities					
Unreserved, undesignated fund balance	319,405.23				319,405.23
Investment in capital assets - Library		(2,175,972.39)			(2,175,972.39)
Total Equities	319,405.23	(2,175,972.39)	-		(1,856,567.16)

LIBRARY JOINT POWERS AUTHORITY
 COMBINED BALANCE SHEET
 SPECIAL FUNDS
 JUNE 2009

Fund #	955	956	957	960	Spec Funds
Fund Description	Contingency	Technology	Projects	Felton	Total
Assets					
Pooled cash	9,262.84	4,680.50	452.09	18,961.92	33,357.35
Pooled cash interest receivable	47.05	23.56	11.38	153.52	235.51
Total Assets	9,309.89	4,704.06	463.47	19,115.44	33,592.86
Equities					
Unreserved, undesignated fund balance	(9,309.89)	(4,704.06)	(463.47)	(19,115.44)	(33,592.86)
Total Equities	(9,309.89)	(4,704.06)	(463.47)	(19,115.44)	(33,592.86)

**LIBRARY JOINT POWERS AUTHORITY
COMBINED BALANCE SHEET
TRUST FUNDS
JUNE 2009**

Fund #	931	932	933	Trust Funds
Fund Description	McCaskill Loc His	McCaskill Vis Imp	Finkeldey	Total
Assets				
Pooled cash	264,699.14	260,685.57	10,266.24	535,650.95
Pooled cash interest receivable	1,333.47	1,313.36	51.76	2,698.59
Total Assets	266,032.61	261,998.93	10,318.00	538,349.54
Equities				
Net assets held in trust-library prog	(266,032.61)	(261,998.93)	(10,318.00)	(538,349.54)
Total Equities	(266,032.61)	(261,998.93)	(10,318.00)	(538,349.54)

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

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

As of 6/30/2009 (100%)

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	446,379.89	6,288,944.00	0.00	6,288,944.00	5,732,238.64	556,705.36	91.1
Total SALES AND USE TAX	446,379.89	6,288,944.00	0.00	6,288,944.00	5,732,238.64	556,705.36	91.1
43100 -- FEDERAL							
43190 -- Federal grants - other	-13,548.92	5,964.00	0.00	5,964.00	-7,584.92	13,548.92	-127.2
Total FEDERAL	-13,548.92	5,964.00	0.00	5,964.00	-7,584.92	13,548.92	-127.2
43200 -- STATE							
43210 -- State operating grants and contributions	-8,301.73	123,359.00	0.00	123,359.00	97,238.11	26,120.89	78.8
Total STATE	-8,301.73	123,359.00	0.00	123,359.00	97,238.11	26,120.89	78.8
43300 -- LOCAL							
43310 -- Local operating grants and contributions	405,136.39	5,579,803.00	0.00	5,579,803.00	5,519,956.09	59,846.91	98.9
Total LOCAL	405,136.39	5,579,803.00	0.00	5,579,803.00	5,519,956.09	59,846.91	98.9
44600 -- LIBRARY							
44613 -- Internet use fee	739.40	0.00	0.00	0.00	7,844.77	-7,844.77	--
44630 -- Room rentals-library JPA	770.00	0.00	0.00	0.00	4,530.00	-4,530.00	--
44680 -- Interlibrary loan reimbursement	68.82	0.00	0.00	0.00	1,249.42	-1,249.42	--
Total LIBRARY	1,578.22	0.00	0.00	0.00	13,624.19	-13,624.19	--
44900 -- MISCELLANEOUS CHARGES FOR SERVICES							
44901 -- Photocopy fee	1,193.61	0.00	0.00	0.00	10,861.24	-10,861.24	--
Total MISCELLANEOUS CHARGES FOR SERVICES	1,193.61	0.00	0.00	0.00	10,861.24	-10,861.24	--
45100 -- FINES AND FORFEITS							
45131 -- Library fines	30,247.52	240,014.00	0.00	240,014.00	235,435.35	4,578.65	98.1
45132 -- Lost library items	2,534.42	30,000.00	0.00	30,000.00	29,297.52	702.48	97.7
Total FINES AND FORFEITS	32,781.94	270,014.00	0.00	270,014.00	264,732.87	5,281.13	98.0
46100 -- INVESTMENT EARNINGS							
46110 -- Pooled cash and investment interest	-449.83	8,000.00	-8,000.00	0.00	-5,281.68	5,281.68	--
46190 -- Interest earnings - other	602.64	11,612.00	0.00	11,612.00	10,187.36	1,424.64	87.7

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 9/8/2009 2:04 AM

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

As of 6/30/2009 (100%)

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	152.81	19,612.00	-8,000.00	11,612.00	4,905.68	6,706.32	42.2
46300 -- CONTRIBUTIONS & DONATIONS-PRIVATE SOURCE	0.00	36,555.00	49,500.00	86,055.00	74,125.00	11,930.00	86.1
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	0.00	0.00	0.00	0.00	4,023.08	-4,023.08	--
46910 -- Miscellaneous operating revenue	-74.05	0.00	0.00	0.00	-34.30	34.30	--
46916 -- Cash over/short	0.00	0.00	0.00	0.00	14,700.00	-14,700.00	--
46923 -- Insurance reimbursements	-74.05	0.00	0.00	0.00	18,688.78	-18,688.78	--
Total OTHER MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	4,023.08	-4,023.08	--
49100 -- INTERFUND TRANSFERS IN	0.00	0.00	20,000.00	20,000.00	20,455.00	-455.00	102.3
49122 -- From Library Private Trust Fund	0.00	0.00	70,300.00	70,300.00	65,700.00	4,600.00	93.5
49191 -- Intra-entity fund transfer in	0.00	0.00	90,300.00	90,300.00	86,155.00	4,145.00	95.4
Total INTERFUND TRANSFERS IN	0.00	0.00	110,600.00	110,600.00	152,310.00	-4,845.00	100.0
49300 -- LONG-TERM DEBT ISSUED	0.00	0.00	467,303.00	467,303.00	467,303.00	0.00	100.0
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	865,298.16	12,324,251.00	599,103.00	12,923,354.00	12,282,243.68	641,110.32	95.0
Expenditures							
52100 -- PROFESSIONAL AND TECHNICAL	2,139.05	14,000.00	0.00	14,000.00	17,577.80	-3,577.80	125.6
52131 -- Claims management services - outside	50,431.47	647,217.00	0.00	647,217.00	651,855.62	-4,638.62	100.7
52135 -- Financial services - outside	0.00	0.00	0.00	0.00	1,055.00	-1,055.00	--
52139 -- Medical services	1,058,884.96	9,727,154.00	-314,155.00	9,412,999.00	8,768,284.63	644,714.37	93.2
52149 -- Interagency labor charges	7,371.00	27,500.00	107,551.03	135,051.03	86,188.81	48,862.22	63.8
52199 -- Other professional & technical services	1,118,826.48	10,415,871.00	-206,603.97	10,209,267.03	9,524,961.86	684,305.17	93.3
Total PROFESSIONAL AND TECHNICAL	2,139.05	14,000.00	0.00	14,000.00	17,577.80	-3,577.80	125.6
52200 -- PROPERTY SERVICES	6,870.04	65,083.00	0.00	65,083.00	60,315.49	4,767.51	92.7
52201 -- Water, sewer and refuse	28,170.66	185,928.00	0.00	185,928.00	178,285.70	7,642.30	95.9
52211 -- Janitorial services	2,278.20	41,360.00	0.00	41,360.00	33,278.04	8,081.96	80.5
52223 -- Vehicle operation charges - internal							

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 9/8/2009 2:04 AM

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

As of 6/30/2009 (100%)

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	515.56	5,386.00	0.00	5,386.00	4,471.77	914.23	83.0
52244 -- Other equipment operation/maintenance	170.32	3,850.00	1,000.00	4,850.00	2,081.30	2,768.70	42.9
52246 -- Building and facility o & m - outside	11,279.87	142,052.00	472,043.00	614,095.00	621,838.50	-7,743.50	101.3
52247 -- Landscaping maintenance services	100.00	32,525.00	-8,000.00	24,525.00	25,131.47	-606.47	102.5
52248 -- Software maintenance services	2,591.96	60,153.00	0.00	60,153.00	57,373.00	2,780.00	95.4
52249 -- Hardware maintenance services	9,437.30	44,700.00	0.00	44,700.00	41,628.60	3,071.40	93.1
52261 -- Equipment, building and land rentals	29,024.55	358,552.00	0.00	358,552.00	348,850.07	9,701.93	97.3
Total PROPERTY SERVICES	90,438.46	939,589.00	465,043.00	1,404,632.00	1,373,253.94	31,378.06	97.8
52300 -- TRAVEL AND TRAININGS							
52302 -- Travel and meetings	198.50	8,060.00	0.00	8,060.00	2,475.35	5,584.65	30.7
52304 -- Training	314.00	24,747.81	-3,000.00	21,747.81	7,039.33	14,708.48	32.4
52306 -- LSTA Tuition Reimb grant training	990.00	5,964.00	0.00	5,964.00	3,177.00	2,787.00	53.3
Total TRAVEL AND TRAININGS	1,502.50	38,771.81	-3,000.00	35,771.81	12,691.68	23,080.13	35.5
52400 -- COMMUNICATIONS							
52402 -- Telecommunications service - internal	19,193.25	76,773.00	-883.00	75,890.00	76,773.00	-883.00	101.2
52403 -- Telecommunications service - outside	3,218.03	94,863.00	0.00	94,863.00	136,299.08	-41,436.08	143.7
Total COMMUNICATIONS	22,411.28	171,636.00	-883.00	170,753.00	213,072.08	-42,319.08	124.8
52900 -- OTHER PURCHASED SERVICES							
52932 -- Liability insurance/surety bonds-interna	8,250.00	10,925.00	0.00	10,925.00	28,298.15	-17,373.15	259.0
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	786.21	28,000.00	-5,000.00	23,000.00	18,382.11	4,617.89	79.9
52973 -- Moving Costs	0.00	0.00	0.00	0.00	3,901.19	-3,901.19	--
Total OTHER PURCHASED SERVICES	9,036.21	96,564.00	-12,000.00	84,564.00	94,529.45	-9,965.45	111.8
53100 -- OPERATING SUPPLIES							
53101 -- Postage charges	1,561.81	21,680.00	0.00	21,680.00	14,327.71	7,352.29	66.1
53102 -- Office supplies	1,310.53	18,067.00	0.00	18,067.00	19,471.05	-1,404.05	107.8
53106 -- Books and periodicals	41,036.00	1,029,064.72	-190,000.00	839,064.72	814,112.67	24,952.05	97.0
53108 -- Safety clothing and equipment	149.80	3,789.00	0.00	3,789.00	1,701.88	2,087.12	44.9

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 9/8/2009 2:04 AM

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

As of 6/30/2009 (100%)

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	1,128.65	7,184.00	0.00	7,184.00	6,500.70	683.30	90.5
53110 -- Computer supplies	62.73	17,704.00	0.00	17,704.00	153.79	17,550.21	0.9
53112 -- Library functional supplies	25,835.41	168,053.00	-10,400.00	157,653.00	137,670.73	19,982.27	87.3
53113 -- Janitorial supplies	3,428.88	20,793.00	0.00	20,793.00	25,678.04	-4,885.04	123.5
Total OPERATING SUPPLIES	74,513.81	1,286,334.72	-200,400.00	1,085,934.72	1,019,616.57	66,318.15	93.9
53300 -- ENERGY							
53311 -- Electricity	15,009.17	150,641.00	0.00	150,641.00	152,405.72	-1,764.72	101.2
53312 -- Natural gas	1,589.86	24,889.00	0.00	24,889.00	23,401.54	1,487.46	94.0
Total ENERGY	16,599.03	175,530.00	0.00	175,530.00	175,807.26	-277.26	100.2
54900 -- MISCELLANEOUS SUPPLIES AND SERVICE							
54990 -- Miscellaneous supplies and services	14,457.88	144,829.26	60,000.00	204,829.26	49,862.34	154,966.92	24.3
54992 -- Capital outlay expensed (periods 13/14)	13,873.61	0.00	0.00	0.00	13,873.61	-13,873.61	--
Total MISCELLANEOUS SUPPLIES AND SERVICE	28,331.49	144,829.26	60,000.00	204,829.26	63,735.95	141,093.31	31.1
57200 -- BUILDINGS AND BUILDING IMPROVEMENTS							
57203 -- Building remodeling	-2,540.00	0.00	3,000.00	3,000.00	0.00	3,000.00	0.0
Total BUILDINGS AND BUILDING IMPROVEMENTS	-2,540.00	0.00	3,000.00	3,000.00	0.00	3,000.00	0.0
57300 -- INFRASTRUCTURE							
57309 -- Parking lots	32,680.93	251,000.00	58,100.00	309,100.00	301,656.24	7,443.76	97.6
Total INFRASTRUCTURE	32,680.93	251,000.00	58,100.00	309,100.00	301,656.24	7,443.76	97.6
57400 -- MACHINERY AND EQUIPMENT							
57401 -- Office furniture/equipment	-11,333.61	0.00	38,355.80	38,355.80	19,000.00	19,355.80	49.5
Total MACHINERY AND EQUIPMENT	-11,333.61	0.00	38,355.80	38,355.80	19,000.00	19,355.80	49.5
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

Financial Status Balances

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

Fund 951 -- Library Joint Powers Authority

As of 6/30/2009 (100%)

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 Expenditures	1,380,466.58	13,625,432.79	201,611.83	13,827,044.62	12,908,721.70	918,322.92	93.4
Total Library Joint Powers Authority	-515,168.42	-1,301,181.79	397,491.17	-903,690.62	-626,478.02	-277,212.60	94.2

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 9/8/2009 2:04 AM

Expenditure Status Report
CITY OF SANTA CRUZ
 7/1/2008 through 6/30/2009

expstat.rpt
 09/08/2009 6:28PM
 Periods: 0 through 14

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
Total	5,626,259.00	5,132,619.43	5,132,619.43	0.00	493,639.57	91.23
Total	806,709.00	751,203.99	751,203.99	0.00	55,505.01	93.12
Total	0.00	1,464.19	1,464.19	0.00	-1,464.19	0.00
Total	0.00	22,952.05	22,952.05	0.00	-22,952.05	0.00
Total	552,000.00	435,783.23	435,783.23	0.00	116,216.77	78.95
Total	0.00	2,390.01	2,390.01	0.00	-2,390.01	0.00
Total	0.00	8,696.69	8,696.69	0.00	-8,696.69	0.00
Total	0.00	3,079.95	3,079.95	0.00	-3,079.95	0.00
Total	5,760.00	2,400.00	2,400.00	0.00	3,360.00	41.67
Total	851,521.00	778,860.99	778,860.99	0.00	72,660.01	91.47
Total	40,141.00	23,976.45	23,976.45	0.00	16,164.55	59.73
Total	1,149,373.00	977,040.90	977,040.90	0.00	172,332.10	85.01
Total	128,057.00	105,857.32	105,857.32	0.00	22,199.68	82.66
Total	23,273.00	19,316.95	19,316.95	0.00	3,956.05	83.00
Total	72,839.00	74,856.51	74,856.51	0.00	-2,017.51	102.77
Total	3,616.00	3,125.45	3,125.45	0.00	490.55	86.43
Total	46,925.00	39,879.60	39,879.60	0.00	7,045.40	84.99
Total	16,076.00	15,895.83	15,895.83	0.00	180.17	98.88
Total	404,605.00	399,193.64	399,193.64	0.00	5,411.36	98.66
Total	0.00	0.00	0.00	0.00	0.00	0.00
Total	9,727,154.00	8,798,593.18	8,798,593.18	0.00	928,560.82	90.45
Grand Total						

SUMMARY OF LIBRARY ESTIMATED VS ACTUAL ACTIVITY
2008/09

	Projected 08/09 activity for 09/10 budget	Unaudited Actual	Difference
7/1/08 beginning fund balance	308,490	308,490	-
08/09 Revenues	12,425,220	12,282,244	(142,976)
08/09 Expenditures	(12,794,851)	(12,908,722)	(113,871)
08/09 Operating margin	(369,631)	(626,478)	(256,847)
Ending 6/30/09 fund balance	(61,141)	(317,988)	(256,847)
Explanations of changes:			
Revenues			
Sales taxes	5,847,119	5,732,239	(114,880)
Property taxes	5,521,582	5,519,956	(1,626)
Grants	120,997	89,653	(31,344)
Headquarters loan proceeds for additional improvements	467,303	467,303	-
Other revenues	468,219	473,093	4,874
Total revenues	12,425,220	12,282,244	(142,976)
Expenditures			
Labor costs	8,841,345	8,768,285	(73,060)
Headquarters cost of additional improvements	-	467,303	467,303
Other costs	3,953,506	3,673,134	(280,372)
Total expenditures	12,794,851	12,908,722	113,871

April/May expenditures projections did not reflect an offset to the \$470,000 loan for HDQ tenant improvements which **WAS** included in the projected revenues

When looking at individual line items: cost cutting measures resulted in underspending by \$331,931 and overspending by \$13,964 resulting in total underspending by \$317,967

If \$470,000 is also added to the projected expenditures then projected expenditures go from \$12,794,851 to \$13,264,851 and actual expenditures for FY0809 are **97%** of projected expenditures.

ANALYSIS OF LIBRARY ESTIMATED VS. ACTUAL ACTIVITY
2008/09

	Estimated	Actual	Actual Revenues over (under) Estimated
<u>Revenues:</u>			
Sales taxes:	5,847,119	5,732,239	(114,880)
Property taxes	5,521,582	5,519,956	(1,626)
Grants	120,997	89,653	(31,344)
Charges for services	25,946	24,486	(1,460)
Fines	255,000	264,733	9,733
Donations	74,125	74,125	-
Miscellaneous revenues	26,993	23,594	(3,399)
Transfers from other funds	86,155	86,155	-
Loan proceeds	467,303	467,303	-
Total Revenues	12,425,220	12,282,244	(142,976)
			Estimated Expenditures over (under) Actual
<u>Expenditures:</u>	Estimated	Actual	
Labor costs	8,841,345	8,768,285	(73,060)
Claims management service - outside	14,087	17,578	3,491
Financial services	676,598	651,856	(24,742)
Medical services	1,055	1,055	-
Other professional & technical	133,570	86,189	(47,381)
Water, sewer, & refuse	57,070	60,315	3,245
Janitorial services	179,900	178,286	(1,614)
Vehicle operation - internal	38,103	33,278	(4,825)
Other equipment - operation/maintenance	3,525	4,472	947
Office equipment/maintenance	2,790	2,081	(709)
Building & facility m & o - outside	190,000	621,838	431,838
Landscaping maintenance	24,525	25,131	606
Software maintenance	64,370	57,373	(6,997)
Hardware maintenance	52,560	41,629	(10,931)
Equipment, building, & land rentals	375,900	348,850	(27,050)
Travel & meetings	2,684	2,475	(209)
Training	7,470	7,039	(431)
LSTA tuition Reimb grant training	5,964	3,177	(2,787)
Telecommunications - internal	76,773	76,773	-
Telecommunications - outside	146,110	136,299	(9,811)
Liability insurance/surety bonds - internal	28,298	28,298	-
Liability insurance/surety bonds - outside	42,025	42,025	-
Dues & memberships	2,308	1,923	(385)
Printing & binding - outside	20,320	18,382	(1,938)
Moving costs	3,901	3,901	-
Postage	14,500	14,328	(172)
Office supplies	20,890	19,471	(1,419)
Books & periodicals	839,065	814,113	(24,952)
Safety clothing & equipment	2,135	1,702	(433)

ANALYSIS OF LIBRARY ESTIMATED VS. ACTUAL ACTIVITY
2008/09

	Estimated	Actual	Estimated Expenditures over (under) Actual
Copier supplies	5,864	6,501	637
Computer supplies	110	154	44
Library functional supplies	157,653	137,671	(19,982)
Janitorial supplies	21,850	25,678	3,828
Electricity	151,240	152,406	1,166
Natural gas	24,889	23,401	(1,488)
Miscellaneous supplies & services	89,450	49,862	(39,588)
Building remodeling	2,540	-	(2,540)
Parking lots	309,100	301,656	(7,444)
Office furniture/equipment	34,421	32,874	(1,547)
Principal payments on debt	90,293	77,446	(12,847)
Interest payments on debt	39,600	32,951	(6,649)
Totals	12,794,851	12,908,722	113,871
Net 2008/09 operating (loss)	(369,631)	(626,478)	(256,847)

HISTORY OF BOOKING LIBRARY HEADQUARTERS ACTIVITY
2008/09

9/8/2008 Loan approved by Library Board

4/1/2009 City Project staff & Finance staff met to close out project financial activity and determined that Library budget had not been adjusted for Loan proceeds & related project costs to account for required accounting entries within Library budget

4/15/2009 Budget adjustment (revenues & expenditures) processed by Library & Finance staff

4/28/2009 Budget adjustment (revenues & expenditures) inputted into financial system by Finance staff

4/29/2009 Financial activity (revenues & expenditures) inputted into financial system by Finance staff

5/4/2009 08/09 projected revenues (including \$470,000 in headquarters debt proceeds) inputted into budget system by Library staff

4/27/2009 08/09 projected expenditures (not including \$470,000 in offsetting headquarters capital expenditures) inputted into budget system by Library staff

6/1/2009 Budget presented to Library Board

librpt709

LIST OF REPORTS PROVIDED TO LIBRARY JPA BOARD
FOR MONTH ENDED JULY 31, 2009

Month-End Cash Balances

Balance Sheet for Operating Fund 951

Balance Sheet for Special Funds

Balance Sheet for Trust Funds

Financial Status Balances - Revenues & Expenditures - Budget vs. Actual

Detail for Personnel Expenditures - Budget vs. Actual

Library - Fund 951
 Month-End Cash Balances

	July	August*	September	October	November	December	January	February	March	April	May	June
FY 2010 Pooled cash	(914,682.82)	(717,125.64)										
FY 2009 Pooled cash	(1,028,955.46)	(397,327.61)	(356,999.20)	252,949.44	(714,416.36)	(711,714.61)	(812,054.05)	(668,015.42)	(595,048.05)	(543,689.74)	222,502.65	(667,431.15)
FY 2008 Pooled cash	555,177.28	285,993.39	362,222.74	452,678.88	381,688.89	348,644.68	414,873.10	180,026.54	267,117.50	988,379.63	877,239.75	65,274.00
FY 2007 Pooled cash	378,173.37	260,209.81	(47,055.07)	77,967.52	141,276.32	331,082.13	1,134,207.34	1,970,264.04	582,080.73	688,990.25	693,402.17	260,082.00

* Subject to change

**LIBRARY JOINT POWERS AUTHORITY
COMBINED BALANCE SHEET
JPA FUND AND ACCOUNT GROUPS
JULY 2009**

Fund Description	951 JPA	958 Capital Assets	959 LT Debt	JPA Total
Assets				
Pooled cash	(914,682.82)			(914,682.82)
Pooled cash interest receivable	(1,311.55)			(1,311.55)
Grants receivable	4,834.63			4,834.63
Infrastructure		579,683.02		579,683.02
Accumulated depreciation - infrastructure		(164,848.89)		(164,848.89)
Buildings		1,758,907.67		1,758,907.67
Accumulated depreciation - buildings		(765,044.52)		(765,044.52)
Lease improvements - buildings		726,427.00		726,427.00
Accumulated depreciation - lease imp-buildings		(168,241.20)		(168,241.20)
Machinery and equipment		1,628,318.81		1,628,318.81
Accumulated depreciation - machinery & equip		(1,471,843.15)		(1,471,843.15)
Software		61,759.70		61,759.70
Accumulated depreciation-software		(61,759.70)		(61,759.70)
Construction in progress		52,613.65		52,613.65
Amount to be provided for long-term debt			591,322.52	591,322.52
Total Assets	(911,159.74)	2,175,972.39	591,322.52	1,856,135.17
Liabilities				
Accounts payable	(52,918.16)			(52,918.16)
Sales tax payable	422.25			422.25
Deferred grant revenue - unearned	(19,529.84)			(19,529.84)
Unclaimed funds	(1,156.45)			(1,156.45)
Payable to the County - noncurrent			(161,172.25)	(161,172.25)
Other intergovernmental payable-noncurrent			(430,150.27)	(430,150.27)
Total Liabilities	(73,182.20)	-	(591,322.52)	(664,504.72)
Equities				
Unreserved, undesignated fund balance	984,341.94		-	984,341.94
Investment in capital assets - Library		(2,175,972.39)		(2,175,972.39)
Total Equities	984,341.94	(2,175,972.39)	-	(1,191,630.45)

LIBRARY JOINT POWERS AUTHORITY						
COMBINED BALANCE SHEET						
SPECIAL FUNDS						
JULY 2009						
Fund Description	Fund #	955	956	957	960	Spec Funds Total
		Contingency	Technology	Projects	Felton	
Assets						
Pooled cash		9,296.60	4,697.32	463.96	19,095.33	33,553.21
Pooled cash interest receivable		24.49	12.40	0.06	43.04	79.99
Total Assets		9,321.09	4,709.72	464.02	19,138.37	33,633.20
Equities						
Unreserved, undesignated fund balance		(9,321.09)	(4,709.72)	(464.02)	(19,138.37)	(33,633.20)
Total Equities		(9,321.09)	(4,709.72)	(464.02)	(19,138.37)	(33,633.20)

LIBRARY JOINT POWERS AUTHORITY						
COMBINED BALANCE SHEET						
TRUST FUNDS						
JULY 2009						
Fund #	931	932	933	934		
Fund Description	McCaskill Loc His	McCaskill Vis Imp	Finkeldey	Whalen		Trust Funds Total
Assets						
Pooled cash	265,651.22	261,623.31	10,303.21	146,000.00		683,577.74
Pooled cash interest receivable	701.55	690.92	27.21	108.23		1,527.91
Total Assets	266,352.77	262,314.23	10,330.42	146,108.23		685,105.65
Equities						
Net assets held in trust-library prog	(266,352.77)	(262,314.23)	(10,330.42)	(146,108.23)		(685,105.65)
Total Equities	(266,352.77)	(262,314.23)	(10,330.42)	(146,108.23)		(685,105.65)

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

As of 7/31/2009 (8%)

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	0.00	5,612,255.00	0.00	5,612,255.00	0.00	5,612,255.00	0.0
Total SALES AND USE TAX	0.00	5,612,255.00	0.00	5,612,255.00	0.00	5,612,255.00	0.0
43200 -- STATE							
43210 -- State operating grants and contributions	0.00	70,000.00	0.00	70,000.00	0.00	70,000.00	0.0
43290 -- State grants - other	0.00	6,762.00	0.00	6,762.00	0.00	6,762.00	0.0
Total STATE	0.00	76,762.00	0.00	76,762.00	0.00	76,762.00	0.0
43300 -- LOCAL							
43310 -- Local operating grants and contributions	0.00	5,174,769.00	0.00	5,174,769.00	0.00	5,174,769.00	0.0
Total LOCAL	0.00	5,174,769.00	0.00	5,174,769.00	0.00	5,174,769.00	0.0
44600 -- LIBRARY							
44612 -- Request no pick-up fee	0.00	20,000.00	0.00	20,000.00	0.00	20,000.00	0.0
44613 -- Internet use fee	323.00	7,000.00	0.00	7,000.00	323.00	6,677.00	4.6
44630 -- Room rentals-library JPA	130.00	1,890.00	0.00	1,890.00	130.00	1,760.00	6.9
Total LIBRARY	453.00	28,890.00	0.00	28,890.00	453.00	28,437.00	1.6
44900 -- MISCELLANEOUS CHARGES FOR SERVICES							
44901 -- Photocopy fee	545.16	10,000.00	0.00	10,000.00	545.16	9,454.84	5.5
Total MISCELLANEOUS CHARGES FOR SERVICES	545.16	10,000.00	0.00	10,000.00	545.16	9,454.84	5.5
45100 -- FINES AND FORFEITS							
45131 -- Library fines	14,770.02	280,000.00	0.00	280,000.00	14,770.02	265,229.98	5.3
45132 -- Lost library items	1,682.50	40,000.00	0.00	40,000.00	1,682.50	38,317.50	4.2
Total FINES AND FORFEITS	16,452.52	320,000.00	0.00	320,000.00	16,452.52	303,547.48	5.1
46100 -- INVESTMENT EARNINGS							
46110 -- Pooled cash and investment interest	-974.33	0.00	0.00	0.00	-974.33	974.33	--
46190 -- Interest earnings - other	0.00	3,871.00	0.00	3,871.00	0.00	3,871.00	0.0
Total INVESTMENT EARNINGS	-974.33	3,871.00	0.00	3,871.00	-974.33	4,845.33	-25.2
46300 -- CONTRIBUTIONS & DONATIONS-PRIVATE SOURCE							

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 9/9/2009 2:05 AM

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

As of 7/31/2009 (8%)

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
46303 -- Donations - library	85.00	16,000.00	0.00	16,000.00	85.00	15,915.00	0.5
Total CONTRIBUTIONS & DONATIONS-PRIVATE SOURCE	85.00	16,000.00	0.00	16,000.00	85.00	15,915.00	0.5
46900 -- OTHER MISCELLANEOUS REVENUES							
46916 -- Cash over/short	78.90	0.00	0.00	0.00	78.90	-78.90	--
46990 -- Miscellaneous non-operating revenue	0.00	60,000.00	0.00	60,000.00	0.00	60,000.00	0.0
Total OTHER MISCELLANEOUS REVENUES	78.90	60,000.00	0.00	60,000.00	78.90	59,921.10	0.1
49100 -- INTERFUND TRANSFERS IN							
49122 -- From Library Private Trust Fund	0.00	15,755.00	0.00	15,755.00	0.00	15,755.00	0.0
49191 -- Intra-entity fund transfer in	0.00	18,018.00	0.00	18,018.00	0.00	18,018.00	0.0
Total INTERFUND TRANSFERS IN	0.00	33,773.00	0.00	33,773.00	0.00	33,773.00	0.0
Total Revenues	16,640.25	11,336,320.00	0.00	11,336,320.00	16,640.25	11,319,679.75	0.1
Expenditures							
52100 -- PROFESSIONAL AND TECHNICAL							
52131 -- Claims management services - outside	0.00	16,000.00	0.00	16,000.00	0.00	16,000.00	0.0
52135 -- Financial services - outside	22,435.47	605,726.00	0.00	605,726.00	22,435.47	583,290.53	3.7
52149 -- Interagency labor charges	490,125.07	7,549,316.00	0.00	7,549,316.00	490,125.07	7,059,190.93	6.5
52199 -- Other professional & technical services	9,048.75	40,018.00	0.00	40,018.00	9,048.75	30,969.25	22.6
Total PROFESSIONAL AND TECHNICAL	521,609.29	8,211,060.00	0.00	8,211,060.00	521,609.29	7,689,450.71	6.4
52200 -- PROPERTY SERVICES							
52201 -- Water, sewer and refuse	3,539.05	64,706.00	0.00	64,706.00	3,539.05	61,166.95	5.5
52211 -- Janitorial services	0.00	180,928.00	0.00	180,928.00	0.00	180,928.00	0.0
52223 -- Vehicle operation charges - internal	6,091.54	38,103.00	0.00	38,103.00	6,091.54	32,011.46	16.0
52240 -- Office equipment operation/maint	510.00	4,620.00	0.00	4,620.00	510.00	4,110.00	11.0
52244 -- Other equipment operation/maintenance	0.00	5,900.00	0.00	5,900.00	0.00	5,900.00	0.0
52246 -- Building and facility o & m - outside	4,279.31	141,611.00	0.00	141,611.00	4,279.31	137,331.69	3.0
52247 -- Landscaping maintenance services	0.00	21,145.00	0.00	21,145.00	0.00	21,145.00	0.0
52248 -- Software maintenance services	15,917.53	83,639.00	0.00	83,639.00	15,917.53	67,721.47	19.0
52249 -- Hardware maintenance services	2,636.72	60,300.00	0.00	60,300.00	2,636.72	57,663.28	4.4
52261 -- Equipment, building and land rentals	32,932.25	401,232.00	0.00	401,232.00	32,932.25	368,299.75	8.2

Selection Criteria: Fund = 951 Filtered By: None

Simpler Systems - Santa Cruz City

Data Last Updated: 9/9/2009 2:05 AM

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

As of 7/31/2009 (8%)

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 PROPERTY SERVICES	65,906.40	1,002,184.00	0.00	1,002,184.00	65,906.40	936,277.60	6.6
52300 -- TRAVEL AND TRAININGS							
52302 -- Travel and meetings	6.60	6,595.00	0.00	6,595.00	6.60	6,588.40	0.1
52304 -- Training	0.00	10,910.00	0.00	10,910.00	0.00	10,910.00	0.0
52306 -- LSTA Tuition Reimb grant training	0.00	6,762.00	0.00	6,762.00	0.00	6,762.00	0.0
Total TRAVEL AND TRAININGS	6.60	24,267.00	0.00	24,267.00	6.60	24,260.40	0.0
52400 -- COMMUNICATIONS							
52402 -- Telecommunications service - internal	0.00	82,224.00	0.00	82,224.00	0.00	82,224.00	0.0
52403 -- Telecommunications service - outside	2,951.75	80,217.00	0.00	80,217.00	2,951.75	77,265.25	3.7
Total COMMUNICATIONS	2,951.75	162,441.00	0.00	162,441.00	2,951.75	159,489.25	1.8
52900 -- OTHER PURCHASED SERVICES							
52932 -- Liability insurance/surety bonds-interna	0.00	15,500.00	0.00	15,500.00	0.00	15,500.00	0.0
52933 -- Liability insurance/surety bonds-outside	40,374.00	46,354.00	0.00	46,354.00	40,374.00	5,980.00	87.1
52960 -- Advertising	0.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.0
52961 -- Dues and memberships	490.00	2,720.00	0.00	2,720.00	490.00	2,230.00	18.0
52972 -- Printing and binding-outside	0.00	26,500.00	0.00	26,500.00	0.00	26,500.00	0.0
Total OTHER PURCHASED SERVICES	40,864.00	94,074.00	0.00	94,074.00	40,864.00	53,210.00	43.4
53100 -- OPERATING SUPPLIES							
53101 -- Postage charges	0.00	17,000.00	0.00	17,000.00	0.00	17,000.00	0.0
53102 -- Office supplies	380.77	16,500.00	0.00	16,500.00	380.77	16,119.23	2.3
53106 -- Books and periodicals	7,282.03	832,000.00	0.00	832,000.00	7,282.03	824,717.97	0.9
53108 -- Safety clothing and equipment	0.00	3,690.00	0.00	3,690.00	0.00	3,690.00	0.0
53109 -- Copier supplies	0.00	7,248.00	0.00	7,248.00	0.00	7,248.00	0.0
53110 -- Computer supplies	243.63	18,000.00	0.00	18,000.00	243.63	17,756.37	1.4
53112 -- Library functional supplies	19,627.47	150,276.00	0.00	150,276.00	19,627.47	130,648.53	13.1
53113 -- Janitorial supplies	952.76	18,000.00	0.00	18,000.00	952.76	17,047.24	5.3
Total OPERATING SUPPLIES	28,486.66	1,062,714.00	0.00	1,062,714.00	28,486.66	1,034,227.34	2.7
53300 -- ENERGY							
53311 -- Electricity	18,285.00	152,710.00	0.00	152,710.00	18,285.00	134,425.00	12.0
53312 -- Natural gas	738.22	25,200.00	0.00	25,200.00	738.22	24,461.78	2.9

Financial Status Balances

Fund 951 -- Library Joint Powers Authority

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

As of 7/31/2009 (8%)

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 ENERGY	19,023.22	177,910.00	0.00	177,910.00	19,023.22	158,886.78	10.7
54900 -- MISCELLANEOUS SUPPLIES AND SERVICE							
54990 -- Miscellaneous supplies and services	1,386.45	10,755.00	0.00	10,755.00	1,386.45	9,368.55	12.9
Total MISCELLANEOUS SUPPLIES AND SERVICE	1,386.45	10,755.00	0.00	10,755.00	1,386.45	9,368.55	12.9
58100 -- PRINCIPAL							
58140 -- Loan principal	0.00	39,022.00	0.00	39,022.00	0.00	39,022.00	0.0
58190 -- Other debt principal	0.00	40,293.00	0.00	40,293.00	0.00	40,293.00	0.0
Total PRINCIPAL	0.00	79,315.00	0.00	79,315.00	0.00	79,315.00	0.0
58200 -- INTEREST							
58240 -- Loan interest	1,342.59	41,508.00	0.00	41,508.00	1,342.59	40,165.41	3.2
58290 -- Other debt interest	0.00	8,500.00	0.00	8,500.00	0.00	8,500.00	0.0
Total INTEREST	1,342.59	50,008.00	0.00	50,008.00	1,342.59	48,665.41	2.7
Total Expenditures	681,576.96	10,874,728.00	0.00	10,874,728.00	681,576.96	10,193,151.04	6.3
Total Library Joint Powers Authority	-664,936.71	461,592.00	0.00	461,592.00	-664,936.71	1,126,528.71	3.1

Selection Criteria: Fund = 951 Filtered By: None

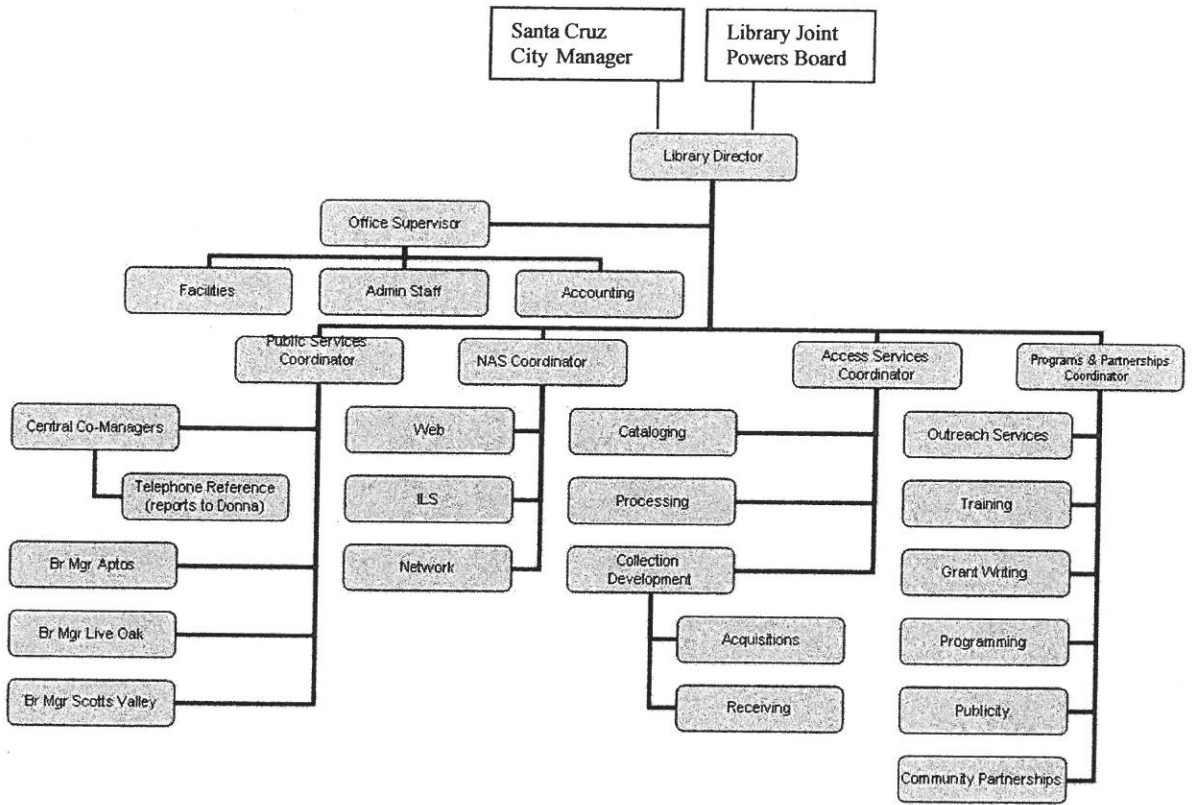
Simpler Systems - Santa Cruz City

Data Last Updated: 9/9/2009 2:05 AM

Expenditure Status Report
CITY OF SANTA CRUZ
7/1/2009 through 7/31/2009

expstat.rpt
 09/08/2009 6:30PM
 Periods: 0 through 1

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
Total Regular full time	4,305,302.00	332,251.11	332,251.11	0.00	3,973,050.89	7.72
Total Regular part time	610,327.00	33,892.16	33,892.16	0.00	576,434.84	5.55
Total Overtime	0.00	1,063.50	1,063.50	0.00	-1,063.50	0.00
Total Termination pay	0.00	0.00	0.00	0.00	0.00	0.00
Total Temporary	510,086.00	16,453.63	16,453.63	0.00	493,632.37	3.23
Total Other pay	0.00	0.00	0.00	0.00	0.00	0.00
Total Special vacation pay	0.00	0.00	0.00	0.00	0.00	0.00
Total Special sick leave pay	0.00	0.00	0.00	0.00	0.00	0.00
Total Vehicle allowance	2,880.00	0.00	0.00	0.00	2,880.00	0.00
Total Retirement contribution	631,118.00	46,510.27	46,510.27	0.00	584,607.73	7.37
Total F.I.C.A.	61,081.00	1,066.95	1,066.95	0.00	60,014.05	1.75
Total Group health insurance	943,722.00	29,717.27	29,717.27	0.00	914,004.73	3.15
Total Group dental insurance	98,798.00	3,076.47	3,076.47	0.00	95,721.53	3.11
Total Vision insurance	17,895.00	560.69	560.69	0.00	17,334.31	3.13
Total Medicare insurance	58,208.00	4,659.12	4,659.12	0.00	53,548.88	8.00
Total Group life insurance	2,674.00	89.65	89.65	0.00	2,584.35	3.35
Total Disability insurance	35,613.00	2,619.21	2,619.21	0.00	32,993.79	7.35
Total Unemployment insurance	12,291.00	968.18	968.18	0.00	11,322.82	7.88
Total Workers' compensation	219,856.00	17,196.86	17,196.86	0.00	202,659.14	7.82
Total Accrued vacation - period 13	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total	7,509,851.00	490,125.07	490,125.07	0.00	7,019,725.93	6.53



8/24/09

Suspension of Proposition 1A

The budget package includes two measures, ABX4 14 and ABX4 15, which suspend the Proposition 1A protection of local property tax revenues thereby authorizing a "loan" of local property tax revenues to the State. The amount shifted from each local agency equals 8% of the total ad valorem property tax revenue apportioned for the 2008-09 fiscal year. The table below contains preliminary estimates prepared by the Auditor-Controller's Office for the loss in property tax revenue for each of the County's taxing entities.

**COUNTY OF SANTA CRUZ
SUSPENSION OF PROPOSITION 1A
FISCAL YEAR 2009-010**

ENTITY	AMOUNT
COUNTY AGENCIES	
COUNTY LIBRARY	\$ 386,035
COUNTY GENERAL FUND	5,981,052
COUNTY FIRE	140,943
TOTAL COUNTY AGENCIES	\$ 6,508,030
BOARD GOVERNED SPECIAL DISTRICTS	
BOULDER CR CO SV AREA NO. 7	\$ -
CO HWY SAFETY SERVICE AREA #9	18,694
CO HWY SAFETY SERV AREA #9-A	30,178
CO HWY SAFETY SVC AREA #9-ZN B	563
DAVENPORT CO SAN DIST	2,015
EMPIRE ACRES CO SV AREA #17	429
EXTENDED POLICE PROT CSA #38	150,613
HUCKLEBERRY WDS CO SV AREA #15	374
HUTCHINSON RD CO SV AREA NO13	2,803
PAJARO STORM DRAIN MAINT DIST	71,134
PAJARO DUNES CO SVC AREA #4	45,699
PLACE DE MER CO SERV AREA #2	-
REC & PARKS - CO SERV AREA #11	26,611
ROBAK DR CO SV AREA #16	424
SAND DOLLAR BCH CO SERV AREA 5	-
SC FLOOD CONT & WTR CONS ZONE 4	54,797
SC FLOOD CONT & WTR CONS ZONE 5	41,846
SC FLOOD CONT & WAT CONS DISTGEN	48,879
WHITEHOUSE CYN RD CSA #18	292
TOTAL BOARD GOVERNED DISTRICTS	\$ 495,351
TOTAL COUNTY	\$ 7,003,381

The bills also provide for repayment with interest of the lost amount no later than June 30, 2013 and allow the County to borrow its Proposition 1A loss from (1) its redevelopment agency with repayment required within three years; or (2) participate in a Proposition 1A Loan Securitization Project through California Communities. On or before September 28, 2009, the Director of the Department of Finance

must establish a rate of interest at which the State would pay a local agency that did not sell their Proposition 1A receivable to California Communities. This rate must be higher than the current Pooled Money Investment Account rate, but no higher than 6%. Based up the setting of that rate counties will be able to determine whether or not they want to hold the receivable as an investment or participate in the pool to sell their receivable. Counties will have a window of about 30 days to make that decision. It is our intention to recommend that the County finance the Proposition 1A loss through one of these two options.



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

RESOLUTION # 2009-19

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD
CREATING NEW DIVISION: PROGRAMS & PARTNERSHIPS**

WHEREAS, the creation of a new Programs & Partnerships division will coincide with the duties of the new library organizational chart and

NOW THEREFORE, be it resolved by the Library Joint Powers Authority Board

That the creation of Programs and Partnerships be erected and have funds transferred into it from other divisions with details of the fund transfer provided by December 2009.

PASSED AND ADOPTED this 14th day of September 2009 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

DISQUALIFIED: Board Member(s):

APPROVED

ATTEST

Chair

Board Clerk



SANTA CRUZ • PUBLIC
LIBRARIES
 A City-County System

RESOLUTION # 2009-020

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

WHEREAS, the transfer of positions will help to address the library reorganization, and

NOW THEREFORE, be it resolved by the Library Joint Powers Authority Board

That the Library Joint Powers Authority Board transfer the following positions from the
 FY 2009-2010 Library Budget from Public Services to Access (Technical) Services:

- 725-002 Librarian IV/Access Services Manager
- 313-001 Librarian III/Collection Development Coordinator

PASSED AND ADOPTED this 14th day of September 2009 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

DISQUALIFIED: Board Member(s):

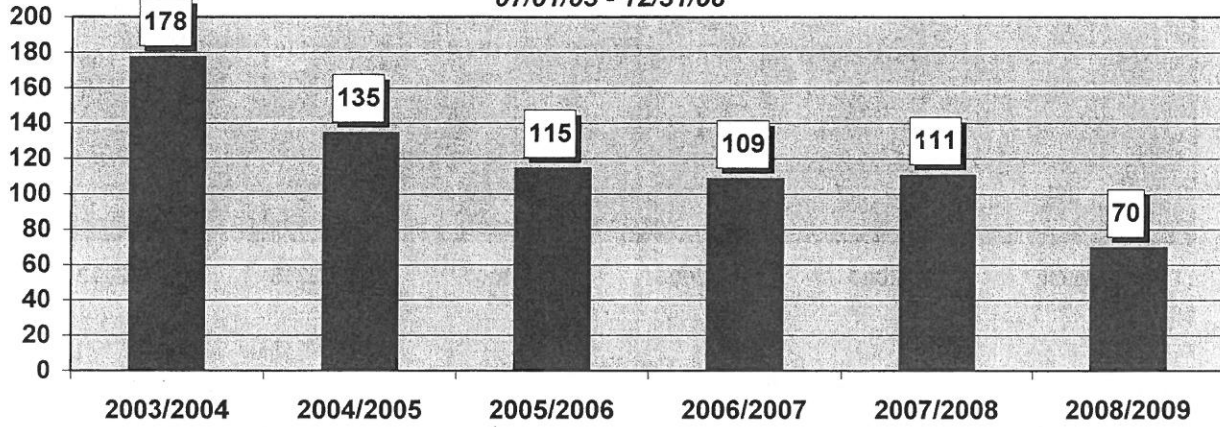
APPROVED

ATTEST

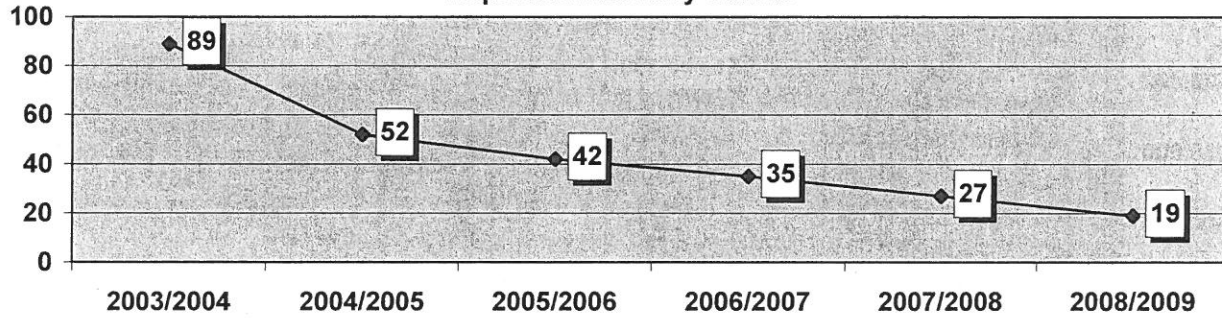
 Chair

 Board Clerk

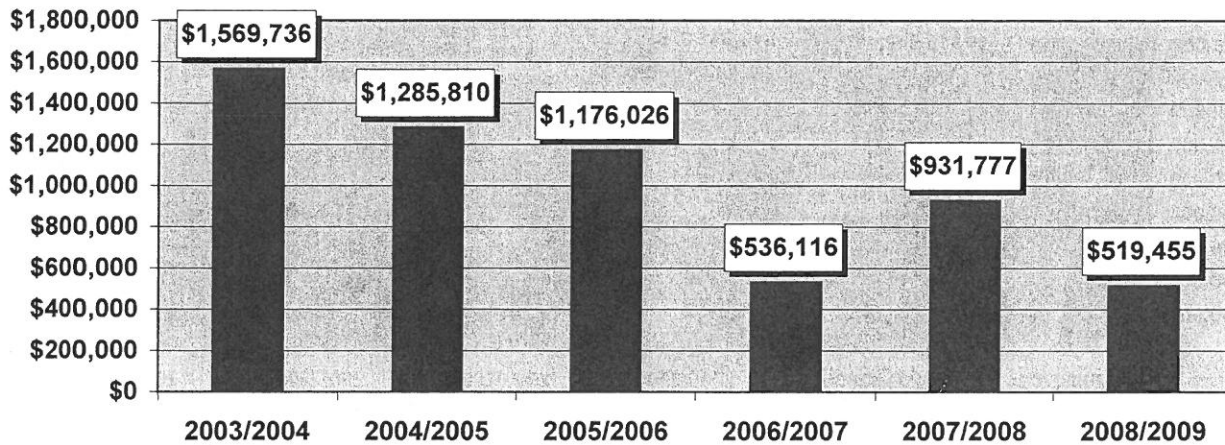
**City of Santa Cruz
Workers' Compensation
Citywide
Reported Claims per Fiscal Year
07/01/03 - 12/31/08**



Reported Indemnity Claims



Incurred Costs for Reported Claims



Explanation of Workers Compensation Charts

Page one deals with Trending related to new claims:

1. This shows how many new claims we had in the year.
2. Of the 9 claims seven were quite minor. There were two indemnity claims and these are the ones that tend to be expensive. One of these has not been settled yet. For the other, the person has reached a permanent state and is receiving some compensation through February.
3. These are claims for which we have a potential liability in the future for the lifetime of the claim. Two of these are \$30,000 and \$99,000 each which is the lion's share of this figure. However, this does not mean we have to hold out this amount in our budget. Actuarial analysis is done every two years and we are in the second year. When that analysis takes place for the next two years this potential liability will be factored in but not as a one time payout and our "needs" will be factored in with the rest of the City's resulting in being assigned a Workers Compensation Rate for the next two year.

Page two deals with Actual Costs this past year

4. This shows the number of open claims and indemnity claims. As you can see number is trending down.
5. These are actual costs paid out during the 08/09 fiscal year. The majority of the \$53,211 is due to one of the open claims that has incurred a high amount of legal and medical costs while working to resolve the claim which is still pending. This does not come out of the library's actual budget but out of the City's workers compensation budget thereby getting factored into the actuarial analysis next year.
6. This chart is actually where the good news is. It shows our actual costs this past fiscal year at its lowest level since 2003/2004. The outstanding costs are once again costs that we might have but did not actually pay out.

PARKING LOT ITEMS

TOPIC	RESOURCES/ RESPONSIBILITY	DATE
Board Self evaluation	Board Chair and JPB	October/November 2009
Conduct semi annual Director Appraisal	JPB	November 2009
Review Annual Audit	Director and JPB	January 2010
Appoint citizen members	JPB	January 2010
By laws review	JPB	February 2010
Annual election of officers	JPB	February 2010
Discuss budget priorities for coming year provide staff direction	Director and JPB	Feb/March 2010
Consider draft budget	JPB	April/May 2010
Adopt final budget	JPB	July 2010
Volunteer Policy Review		TBD

