



SANTA CRUZ • PUBLIC
LIBRARIES
A City-County System

LIBRARY JOINT POWERS AUTHORITY BOARD

Monday, December 7, 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 NOVEMBER 2, 2009
APPROVE MINUTES OF NOVEMBER 12, 2009
4. ORAL COMMUNICATIONS
5. WRITTEN COMMUNICATIONS
 - A. Letter and Email Correspondence From & To the Public
 - B. Articles on Libraries Nation Wide
 - C. Articles About Santa Cruz and California Libraries
 - D. Monthly narrative report
 - E. Monthly statistical report
6. REPORTS OF ADVISORY BODIES
 - A. Friends of the Santa Cruz Libraries, Inc.
 - B. Finance Committee Minutes and Oral Report
7. MEMBER REPORTS
 - A. Scotts Valley Report (Reed)
 - B. Capitola Report (Gorson)
8. STAFF REPORTS
 - A. Monthly Financial Reports
Workman's Compensation Report
Library Headquarters and System Services
117 Union Street • Santa Cruz, California 95060 • (831) 420-5600

County Revenue Report
Audit Information
Mid-Year Budget Adjustment Review (oral)

- B. Update on Book Store Wish List program
- C. State Takeaway- Final Numbers and Options to Proceed
- D. Update on Project to Get Every Child a Library Card
- E. Update on Collection Agency

9. OTHER BUSINESS

- A. Parking Lot List Review
- B. Strategic Plan Update (oral)
- C. Board Self Evaluation

10. NEXT MEETING

The next scheduled meeting is Monday, January 11, 2009. A meeting of the Library Financing Authority will precede the regularly scheduled meeting at 6:45 PM in the Central Branch Meeting Room.

11. ADJOURN

The Library Joint Powers Authority Board will adjourn from the regularly scheduled meeting of December 7, 2009 to the next regularly scheduled public meeting on January 11, 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.

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

November 2, 2009

Central Branch Meeting Room
224 Church Street, Santa Cruz

7:00 PM PUBLIC MEETING

I. ROLL CALL

Present: Citizen Nancy Gerdt, Citizen Barbara Gorson, Citizen Leigh Poitinger, Councilmember Sam Storey, Supervisor John Leopold, Councilmember Jim Reed, Supervisor Mark Stone, Councilmember Mike Rotkin

Absent: Councilmember Katherine Beiers

Staff: Teresa Landers, Director of Libraries

II. APPROVAL OF MEETING AGENDA OF NOVEMBER 2, 2009

Supervisor Stone moved, seconded by Supervisor Leopold

that the Board approve the agenda of November 2, 2009.

**UNAN
ABSENT: Beiers**

III. APPROVE MINUTES OF OCTOBER 5, 2009

Supervisor Leopold moved, seconded by Councilmember Storey

that the Board approve the minutes of October 5, 2009.

**UNAN
ABSENT: Beiers
ABSTAIN: Stone**

VI. ORAL COMMUNICATIONS

None

VII. WRITTEN COMMUNICATION

- A. Letter and Email Correspondence From & To the Public
- B. Articles on Libraries Nation Wide
- C. Articles About Santa Cruz and California Libraries
- D. Monthly Narrative Report
- E. Monthly Statistical Report

VIII. REPORTS OF ADVISORY BODIES

A. Friends of the Santa Cruz Libraries, Inc.

Kathy Hatfield reported the following Friends' activities:

- 9,000 Membership Appeals were Mailed Out
- First Annual Donor Recognition was held on October 16th
- November 19th is the next Munching with Mozart Concert
- 25th Annual Fall Book Sale, November 20th and 21st
- 30th Anniversary of the Friends will be Celebrated Once the New Store is Completed
- Fundraiser at Bliss Salon to be Held November 14th-All Proceeds will go to the Friends of the Library

B. Finance Committee

Minutes have not been formally approved. The Library Director and the Finance Director will be working on financial projections for the library.

VIII. MEMBER REPORTS

A. Scotts Valley Report

Community forum was held October 26th and approximately 35 people spoke on what they would like to see incorporated in the new Scotts Valley Branch design.

There will also be a meeting held November 4th for the architect to update the Library Director and elected officials on the status of the project. These meetings will continue every two weeks and a report to the Scotts Valley City Council will be made on December 16th.

On November 16th the committee will be visiting libraries in the Bay area to get ideas on library design and service models.

B. Capitola Report

Citizenmember Gorson reported that at the Capitola Town Hall meeting the last half hour was reserved to discuss the potential site locations for the new Capitola Branch Library. There were six potential sites and people were asked to prioritize with colored dots. Most of the dots landed on the two sites that had previously been identified by the interim committee. They were the current location and the Rispin property. The City of Capitola

will hold its first hearing on the new branch location at a special City Council meeting on November 4th.

IX. STAFF REPORTS

A. Monthly Financial Reports

Finance Director, Jack Dilles and the Library Director reported on the current financial status of the library. The library is holding its own. Revenues from fines and fees are running behind. Sales tax revenue received in September was higher than expected.

B. Handling Donations to Branches

Councilmember Rotkin stated that the library should encourage donations that can be used system wide.

Supervisor Leopold commented that when he was a fundraiser one thing he learned was that "people gave to things that they cared about". The Board should be open to hearing about donors interests. Giving to one branch can benefit the public as a whole since the public is able to attend any programs or access materials that are at any of the library branches.

Councilmember Storey also agreed with Supervisor Leopold. The Board is trying to rebuild the library system and the use of community donations may be well suited for this, even if it is one branch at a time. Councilmember Storey also reiterated that anyone could go to any particular branch at any time so if there are programs or materials at one particular branch the public is entitled to use those materials or services. Mr. Storey does not support arbitrary restrictions on donor offers. As far as programming, the staff costs should be built in to the total costs of running the program.

Citizenmember Poitinger stated her thoughts on earmarking donations for particular branches. When the Board was facing cost cutting measures the public asked that the costs be shared throughout the system and the same should now go for donations made to the library, these donations should benefit the system as a whole. At this time, Ms. Poitinger would not be in favor of donations that provide additional staffing at a particular branch.

Supervisor Stone supports the idea of having the community drive what is offered in their libraries. In terms of programming, he does support the idea that staff expenses be built into the costs of providing donated programs.

Councilmember Reed thinks it should be made as easy as possible for people to donate to the library. He further supports the idea that library staff have veto discretion if a donated program is not feasible.

Citizenmember Gerdt commented that she tends to agree more with Councilmember Rotkin. Donors should be encouraged to give to the system. The argument about people being able

to go to any library is troublesome since there are people who do have difficulty getting to other branches in the county.

Sherry Skold, Friends member, commented that the Board should be working for the system and would hate to see competition among branches.

Jeanne O'Grady, staff member, reminded the Board that programming involves staff time and is very important when considering adding programming that has been donated.

Barney Bricmont, Friends member, commented that major donations made would not come from low-income areas. Donations should address system-wide concerns rather than individual branch concerns. The fear is that there will be a community or segment of the Santa Cruz population that does not get any extra services because they do not receive additional donations serving their specific branch.

Citizenmember Gorson supports the engagement of the community but feels there is a risk when monies are offered to benefit a specific branch. When hours are increased at a particular branch, they may increase the operating costs within the system. Citizen Gorson also is concerned that segments of the community will be underserved. Additional monies should be going to services system-wide that are most in need. In addition, communities that are able to fund specific branches will be less likely to support a tax measure for the library. The community may be able to achieve the desired effect on its own without voting for a measure that would benefit the system as a whole.

Jessie Bunker-Maxwell, library staff, commented that the library has not operated at optimum level for the past 10 years. With new branches being built by their respective cities more costs will be associated with these capital projects. Ms. Bunker-Maxwell believes it is too earlier to be making a policy decision, which is definitively setting a donation policy that will benefit certain portions of the library system.

Citizenmember Gorson concluded by stating that the specifics can be worked out through the strategic planning process and outcomes. Meanwhile Director Landers will continue gathering more information regarding a specific request to donate monies to hire another staff member at a particular branch and will bring the issue back to the board for further discussion.

C. Report on City Loan at 2% Above Portfolio

The City is forgiving the 2% above portfolio through the end of this fiscal year.

D. Report on Difference Between Richardson and Other Trusts

The Richardson Trust is held by Comerica Bank. The bank sends us a check each May and we appropriate that dollar amount into our annual budget. Other trusts such as McCaskill or Finkeldey are held by the City so the complete record for them shows in our budget.

X. OTHER BUSINESS

A. Parking Lot List Review

Board reviewed parking lot list.

B. Strategic Plan Update

Seven out of the ten town hall meetings have been completed. Early literacy has been in the top three priorities in six out of seven town halls. The town halls will continue in the coming months and the public is encouraged to attend.

C. Review Board Self Evaluation Form and Process

A draft self-evaluation was given to the Board. They will be completing a final version to be handed out.

D. Volunteer Recognition

Volunteers have increased over 100% from 200 volunteers to 550. Volunteer hours have increased in all the libraries.

Ron D'Alessandro, volunteer coordinator, reported to the Board on all the duties volunteers do in order to help sustain and grow the library as an organization.

E. Discuss Meeting Date for January 2010

Board has agreed to move the January meeting date to Monday, January 11, 2010 when it will be preceded by the annual Library Financing Authority meeting at 6:45 pm.

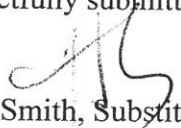
XI. NEXT MEETING

December 7, 2009

XII. ADJOURN

The regular meeting adjourned at 9:10 p.m.

Respectfully submitted,


Helga Smith, Substitute Clerk of the Board



Kira Henifin, Clerk of the Board

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

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

November 12, 2009

Central Branch Community Meeting Room
224 Church Street, Santa Cruz

8:00 AM PUBLIC MEETING

I. ROLL CALL

Present: Citizen Barbara Gorson, Councilmember Katherine Beiers, Councilmember Jim Reed,
Citizen Leigh Poitinger, Councilmember Mike Rotkin, Councilmember Sam Storey

Absent: Supervisor John Leopold, Citizen Nancy Gerdt, Supervisor Mark Stone

Staff: Teresa Landers, Library Director

II. APPROVAL OF MEETING AGENDA OF NOVEMBER 12, 2009

Councilmember Rotkin moved, seconded by Councilmember Reed

that the Board approve the agenda of November 12, 2009 .

UNAN

Absent: Leopold, Gerdt, Stone

III. BUDGET ADJUSTMENT FOR FY 2008-09

Councilmember Rotkin moved, seconded by Councilmember Storey

**that the Board authorize the budget adjustment for FY 2008-09 in the amount of
\$902,000 to reflect overall expenditure reductions .**

UNAN

Absent: Leopold, Gerdt, Stone

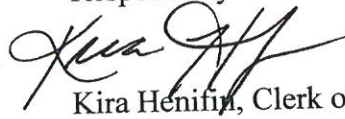
XI. NEXT MEETING

December 7, 2009

XII. ADJOURN

The special session meeting adjourned 8:09 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kira Henifin". The signature is written in a cursive style with a large initial "K".

Kira Henifin, Clerk of the Board

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

NOV 12 2009

November 10, 2009

Teresa Landers
Library Director
City and County Libraries
117 Union St.
Santa Cruz CA 95060

Dear Ms. Landers:

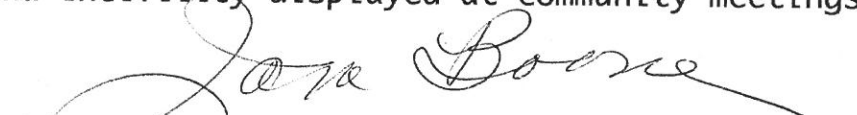
I write to you the day following your meeting with the residents of La Selva Beach while my impressions are still fresh in my mind.

First I would like to commend you most heartily for your leading of the discussion last night. I regret that so many of my fellow La Selvans seemed so unwilling to understand the concept of a strategic plan and to continue to want Band Aid solutions to their own narrow issues.

Second, I hope that you continue to look to the community for long term solutions to a miserable funding situation.

Third, I have been doing a bit of mathematical calculation in regard to local circulation. Assuming a four week month our circulation works out at 8 hours a week, times 4 equals 32 hours a month. With circulation of 800 items per month, this is 25 items an hour. Now then, 800 items a month does not seem like very many to me, but 25 items an hour does! Nevertheless, I hope that the many people who attended last night's meeting will make an extra effort visit our branch when it is open.

Thank you for all you are doing to lead us into the future (and I hope that this branch really is unique in the degree of rudeness and incivility displayed at community meetings).


Jane Boone 58 Arbolado Drive La Selva Beach, CA 95076

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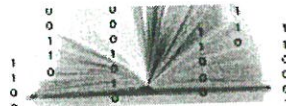
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Library Levy Landslides Make History in Ohio

Election Day in Ohio reaped an unprecedented show of library support: Voters in Ohio approved 29 of the 37 library levies placed on ballots by cash-starved public libraries reeling from 11th-hour cuts to state aid for FY2010–12, with one more apparently passing but close enough to require a recount. The impressive display translates into a reprieve for 81% of the library systems that turned to Ohioans in the wake of an 11% loss in state aid. Coupled with declining state-tax revenues, libraries are enduring budget cuts of 20%–25%, the Ohio Library Council explained November 4.

Among the most dramatic victories was the passage with a 72% yes vote of the first-ever millage for the Public Library of Cincinnati and Hamilton County, whose state support has shrunk from \$53 million in 2000 to some \$38 million in 2009, according to ABC affiliate WCPO-TV, and where an opposition group actively campaigned to defeat the initiative. The 1.0 levy will generate \$100 million over five years, costing owners of a \$100,000 home about \$30 annually and averting the need to close as many as 20 branches and lay off up to 250 staff members. "The Save Our Public Library campaign was overwhelmed by the outpouring of support from Library customers and staff, as well as area businesses and organizations," the library website stated.

Dayton Metro Library was also able to breathe a huge sigh of relief as voters overwhelmingly approved a five-year levy hike of .5 mills as of January 2010. The new 1.75-mill levy will increase local support from \$9 million to \$13.6 million a year.

Voters also bolstered Ashland Public Library by passing by 61% a 1.0 millage. The victory means the end of a hiring freeze and restoration of service hours and acquisitions funding, library advocates promised.

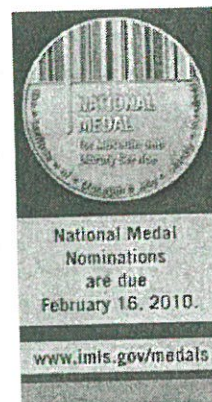
However, the election has not yet ended for supporters of the Paulding County Carnegie Library, where a cliffhanger 50% yes vote will trigger a recount. Hanging in the balance is a request for a 2.17 millage.

The Ohio Library Council has made full election results available ([PDF file](#)) online. In a November 4 press release ([PDF file](#)), OLC emphasized the historically "strong partnership between the state [government] and local libraries," and offered a post-legislative olive branch by acknowledging that "tough economic times in Ohio have required tough decisions in the state budget [and] Ohio libraries appreciate the General Assembly working to try and continue that partnership."

—*Beverly Goldberg, American Libraries;*
Posted on November 4, 2009.

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Hayward libraries to borrow Netflix model

By Eric Kurhi
The Oakland Tribune

Posted: 11/08/2009 12:00:00 AMPST

HAYWARD — City libraries soon will offer a new borrowing system that borrows from Netflix, the mail-based, no-late-fee movie rental service.

For a monthly fee, library users will be able to check out a limited number of materials for an unlimited amount of time. The optional system will eliminate due dates and overdue fees, asking for money upfront in return for no worries later. Pricing would begin at \$2.99 a month for up to three items out at a time.

"About 20 percent of our library users are blocked from further checkouts because of the fines they have accrued," said acting library director Sean Reinhart, whose idea was approved by the City Council last week.

"These days, a lot of people want to do things on their own time frame. They're busy. Returning materials can be kind of low on their priority list and they end up with fines, and stop coming."

While other libraries around the nation have adopted the other part of the Netflix model — sending materials through the mail — Reinhart said Hayward won't be doing that for now.

"That's a whole other level of logistical problems," he said. "Books are different sizes and weights, and a whole lot heavier than DVDs. Some libraries have tried the mail system and some of them have worked, but a lot have failed."

That difference may mean that the Hayward model will be the first of its kind in the nation. Reinhart could not find a similar system for comparative purposes, and Sari Feldman, president of the national Public Library Association, said she hadn't heard of it before.

"I am very interested and very curious," said Feldman, director of Cuyahoga County libraries, serving the suburbs of Cleveland. "Sean is looking at what makes sense for his customer base, and offering a new convenience that makes the library increasingly attractive. I will circle back to hear how it works."

Reinhart said if a book is checked out on the "Fines-Free" plan for an extended period, and enough other customers request it, the library will purchase a new copy.

But Cal State East Bay head librarian Linda Dobb expressed concern that the open-ended checkout potentially could take research materials away from the public indefinitely.

"What if somebody really needed a particular item, and Hayward Public is one of the few places that has it?" she said. "If somebody absolutely has to have something and it is unique, there have always been ways for a library to recall an item."

Reinhart said the library's reference section is for in-house use only, and they stock very few out-of-print items in the first place.

"We simply do not have the space in our buildings nor the demand from our community to justify storing older, little-used items for very long," he said.

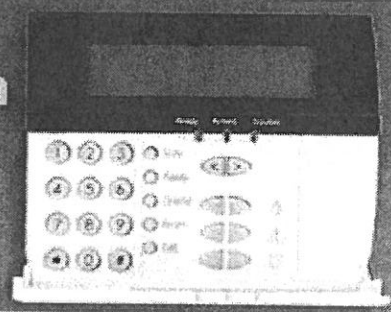
Reinhart said he's looking forward to seeing the results once the program starts, which will be before


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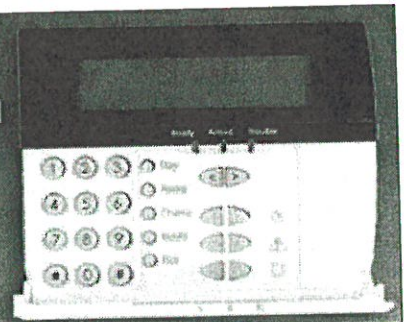
He said that if only 2 percent of library users opt into the program, it will more than match \$94,000 the library took in from late fees last year. And the other 98 percent of users who don't opt to go fines-free will still be putting in money the old-fashioned way.


"I think the results will be eye-opening for libraries around the nation," Reinhart said.

Eric Kurhi covers Hayward. Reach him at 510-293-2473. Read our blog at www.ibabuzz.com/hayword/.

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Great cities need libraries now, more than ever

Luis Herrera

Sunday, November 8, 2009



The computer training lab at the San Francisco Main Library is buzzing with activity on a recent Tuesday morning. People are searching job boards, brushing up their resumes and sharing employment tips with one another. In response to high unemployment, the library has created an open-access computer lab dedicated to job seekers.

Public libraries across the nation are experiencing a surge in use, partly because of the tough economy. In 2008, 1.3 billion Americans visited libraries and borrowed more than 2 billion items. Both measures represent more than a 10 percent increase nationwide. Libraries now are the source for job searching through public access computers, free entertainment resources such as DVDs, downloadable media, children's programs and, of course, access to books and reading.

Yet, while the need for libraries is ever more critical, libraries across the country are facing significant cutbacks. From Cleveland to Phoenix, Philadelphia to Seattle, major urban libraries are facing severe reductions in funding, resulting in fewer open hours and reduced services.

San Francisco is bucking the national trend of diminished funding and services thanks to a budget set-aside, which received overwhelming approval by voters in 2007, and substantial progress on the largest capital improvement program in the history of the city's library.

In 2008, libraries increased open hours by 10.5 percent. Now all of the libraries are open a minimum of six days per week, and more than a third of all libraries are open seven days. The budget for books, media and databases has increased significantly, providing access to 2.5 million items in more than 40 languages.

The payback for San Franciscans' support of libraries is huge. When a renovated branch library opens, the number of new library card holders at that branch increases an average of 149 percent and visits to libraries increase by a whopping 42 percent. This year the library is on track to set a record in the number of visitors and materials borrowed with more than 6 million visitors checking out 8 million items. Access to technology is also impressive: 16 million hits to the San Francisco Public Library Web sites in English, Chinese and Spanish and almost a million public



computer sessions in 2008.

This resurgence is also due to an evolving role of libraries that reflect the needs and demands of users. For example, library users can now watch performances and readings through the library Web site, download audio and e-books to their PDAs or attend new and innovative public programs for children and teens, such as the recent Tricycle Music Fest West or the Teenquake after-hours scavenger hunt.

The opening of the Eureka Valley/Harvey Milk Library last week marked the halfway point in the Branch Library Improvement Program. Twelve of the 24 neighborhood libraries slated for renovation or new library buildings are now completed and open for business. The result has been a rediscovery and resurgence of the library. Through a strong community partnership that includes the Friends of the Library, the San Francisco Public Library is re-engaging neighborhood residents and retooling to become the model urban public library. The public library resonates with energy and serves as a beacon of hope during these challenging times.

Luis Herrera is city librarian of San Francisco. Contact us at via our online submissions form at sfgate.com/chronicle/submissions/#1.

<http://sfgate.com/cgi-bin/article.cgi?f=/c/a/2009/11/08/INJK1ACN01.DTL>

This article appeared on page **D - 4** of the San Francisco Chronicle

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California libraries - where the action is

Tim Holt

Sunday, November 8, 2009



More...

Libraries are "one of the last great civic spaces in our society," as Berkeley librarian Jack Baur aptly puts it - a place where anyone can read the newspaper, check e-mails, do homework or just sit and enjoy a safe and quiet space.

The traditional role of libraries as repositories and purveyors of print materials is shrinking in this digitalizing age. Like newspapers, libraries are trying to figure out how to reinvent themselves beyond the world of hard-copy print. One way they're doing that is to enhance their role as community gathering places. In libraries throughout the state, there's an increased emphasis on providing stimulating programs for people of all ages.

The new library is a kind of community living room, a welcome oasis in an era of social isolation.

The Lafayette Public Library is taking a bold step in that direction on Saturday when it officially opens its sprawling new quarters, a \$46 million facility that's a combination library and learning center. The Glenn Seaborg Learning Consortium will feature programs from a dozen Bay Area organizations, including the Oakland Zoo, St. Mary's College and the Lawrence Hall of Science. On opening day, the Chabot Space & Science Center will help kids build rockets they can launch into a simulated version of outer space. On Dec. 1, the Commonwealth Club will bring in political satirist Will Durst.

"Beyond books in a box" is a favorite catchphrase nowadays among librarians who prefer to define themselves as purveyors of information in all its forms, whether printed materials, electronic databases or living, breathing, lecturing authors.

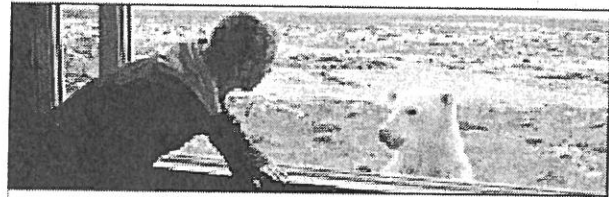
The job of ferreting out information is, if anything, more challenging in this post-print era as librarians help patrons navigate through what Baur describes as "the millions of places information can hide in the digital age." It takes skilled and knowledgeable librarians to guide patrons through the more than 90 databases the San Francisco Public Library subscribes to.

Do you need to dig out an article from the New York Times archives? Dip into the database that includes some of the early recordings of folksinger Leadbelly? Fill out a job application or file a

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small-business tax form online? Librarians are not only expected to find information from myriad sources, but often also have to help technologically challenged patrons use and apply the materials they find.

This time-consuming and labor-intensive reinvention of libraries comes at a time when their budgets are being slashed by cash-strapped local governments. (San Francisco, where voters have boosted library funding through ballot initiatives, is an exception, riding out the recession thus far virtually unscathed.)

Ironically, the same recession that is causing budget cutbacks is also prompting a surge in library patrons, many of them looking for job information and a no-cost alternative to bookstores. Like many other communities, Palm Springs has had to scale back its library's hours from six to five days a week. But when the doors do open, according to Library Director Barbara Roberts, there's a "crush of humanity" waiting to get in.

The Seattle Public Library is facing significant cutbacks in its hours of operation, but it's still managing to come up with creative programming designed to lure in a new generation of library users. The library has hired professional cartoonists to mentor teens creating their first comic books and graphic novels. Earlier this year, the Seattle library drew a mostly teen audience of 300 for a Wizard versus Vampire debate, one that pitted fans of J.K. Rowling against devotees of Stephenie Meyer's vampire romance novels.

In the libraries of Cuyahoga County, Ohio, teens build their own prototype robots after watching a video featuring robotic explorations of the ocean depths conducted by the Monterey Bay National Marine Sanctuary. Under the guidance of an adult writing coach, teens at the San Francisco Public Library make "collage" journals using found objects, old maps, scraps of paper and their own poetry.

The Berkeley Public Library is targeting another generation with time on their hands: newly retired Baby Boomers. In the first of a series of programs designed for that age group, participants created their short documentary films, videostories about their experiences with public school desegregation in the '60s and '70s.

Publicly funded libraries were established in the mid-19th century with the idea that a democracy wouldn't last very long without an enlightened citizenry. Closely related to that idea, libraries have also come to stand for the notion that anyone at any age is capable of self-improvement through self-education. One of this country's better-known book lovers addressed that point a number of years ago. Before printing was invented, he wrote, "the great mass of men were utterly unconscious that their conditions or their minds were capable of improvement." To liberate "the mind from this false and underestimate of itself, is the great task which printing came into the world to perform," wrote Abraham Lincoln.

Libraries, as purveyors of information in all its current forms, are still pursuing the exalted goal of

an educated and enlightened citizenry. The Lafayette library's ambitious new learning center provides a dramatic example of that, as well as the creative programming of many other libraries. And it'll still be there, at least for some years to come, on the shelves with those ancient, musty-smelling tomes and in the crackle of newspapers in the periodical reading room.

Tim Holt presents programs on the American folk song in Bay Area libraries and is a frequent contributor to The Chronicle. Contact us at via our online submissions form at sfgate.com/chronicle/submissions/#1.

<http://sfgate.com/cgi-bin/article.cgi?f=/c/a/2009/11/08/INJK1ACL2S.DTL>

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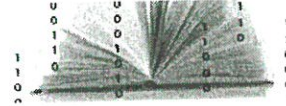
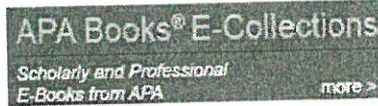
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It May Cost Too Much to Close Libraries in Reading, Pennsylvania

Concerned citizens in Reading, Pennsylvania, have been brainstorming about how to keep the three branches of the Reading Public Library open ever since the board announced in late October that it had to close the three facilities at year's end and lay off nine of the 20 branch library workers, leaving the city of about 80,500 people with one operating library. There seemed to be no other choice, RPL officials explained, because the library would be losing more than \$650,000 in local and state aid from its original FY2010 operating budget of \$2.7 million. Ironically, it could be the fiscal fallout of the closure itself that may ultimately avert the shutdown.

At a November 2 city council meeting, officials were informed that the closure of three out of four city libraries would jeopardize \$900,000 in support that RPL receives from Berks County because the payment is contingent upon all four libraries being open. RPL board President Ronald R. Hatt said that county commissioners were already weighing whether to reallocate the funds throughout the Berks County Library System—an additional blow that could shutter the main library as well, the *Reading Eagle* reported November 3.

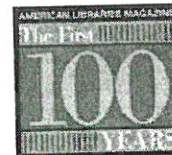
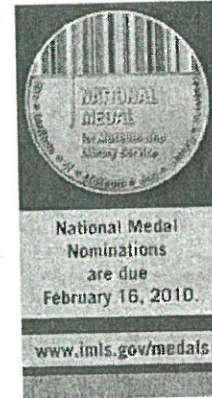
Additionally, the state of Pennsylvania would withhold \$41,000 for every branch that was no longer open—a loss that would total \$123,000 in addition to the \$200,000 that Reading lost October 9 when lawmakers stripped 26.7% from state aid to libraries. Reading's library subsidy from the state would be further impacted in FY2011 by the inevitable decline in circulation, 42% of which occurs in the branches; the state aid formula is based on the number of items borrowed per library facility, RPL Director Frank Kasproicz cautioned the board, according to the October 20 *Eagle*.

For several weeks before this fiscal reality check, Reading residents had been making evident their love of their neighborhood libraries. An October 21 *Eagle* story recounted an October 19 meeting between about 150 3rd-graders from the 13th and Union Elementary School and Reading Mayor Tom McMahon at the Northeast branch. The children gave the mayor several containers full of dollar bills and change for the library and advocated for the restoration of the \$483,000 in funding that he plans to cut to help plug a \$15-million municipal deficit. "We need libraries because it's important for us to read," Lizmarie Soto told the mayor. "It's good for your mind."

A week later, local clergy met with state Sen. Michael A. O'Pake

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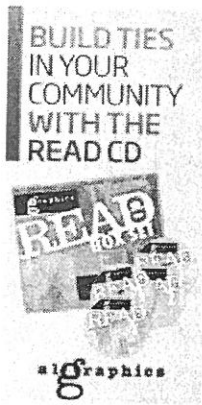
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(D-Reading) and library officials at the Southwest branch. They strategized about part-time staffers and volunteers keeping the three branches open, albeit on a limited schedule, and clergy members pledged to form a neighborhood advisory board for each library to aid the effort, the newspaper reported October 29. Two days after the meeting took place, trustees and library advocates rallied outside the main library, handing out informational flyers about the budget crisis and gathering signatures on a petition that urged city and county officials to work together on a funding solution. "We'll take all the volunteers we can get, but we still need money," RPL board President Hatt said in the October 31 *Eagle*.

—*Beverly Goldberg, American Libraries*;
Posted on November 4, 2009.

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ROLL-OVER FOR IMPORTANT DETAILS

Many libraries go quiet as local budget cuts deepen

Branches in Ventura, Colton and elsewhere face closure, reduced hours and layoffs even as public demand for their free Internet access and resume assistance swells.

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By David Kelly and Steve Chawkins
November 19, 2009

E-mail Print Share Text Size

Reporting from Ventura and Colton - As tax revenues plummet and desperate local governments struggle to close widening deficits, some are looking for cuts in quieter places long considered off limits, like public libraries.

Last week the city of Colton shut down its three libraries and laid off nearly 60 employees to help plug a \$5-million hole in its budget. Moves are afoot to shutter a library in Ventura, and other communities are slashing library hours.

"I've never seen such devastation in libraries," said Jackie Griffin, head of Ventura County's system. She recently returned from a meeting of Southern California library officials where more than half reported having to institute furloughs, layoffs and other austerity measures.

The bad times for libraries are coming just as more people are discovering how useful they can be.

"The demand for Internet access alone is phenomenal," said Barbara Roberts, head of the Palm Springs libraries, which are now closed on Mondays. "There are lines out the door every morning."

The recession has swept in a wave of out-of-work residents looking for online job listings, Internet access to fill out unemployment applications, and help with their resumes.

"You can't keep a DVD on the shelf," she said. "Families can't afford Netflix. And many people don't buy their books anymore -- they use the library."

Kim Bui-Burton, president of the California Library Assn., described conditions as "extraordinarily difficult." Never lavishly funded, libraries started to falter with last year's credit and mortgage disasters. Now, she said, they are being battered by deep state and local cuts.

In Ventura, the H.P. Wright Library is the city's most heavily used branch, Griffin said. But it's one-third the size of the main library downtown and the county can no longer afford to keep it open.

"As of the end of November, there's simply no money to operate it," Griffin said, pointing out that the state's funding for Ventura libraries fell from \$1.1 million in 2000 to \$149,000 this year. Hit with a property tax decline of 4.5% this year, the county had to cut its financial support as well. Volunteers raised more than \$100,000 but it wasn't enough. A sales tax measure was solidly defeated earlier this month.

Los Angeles libraries are in better shape thanks to the passage of large bond measures over the years. Some 17 million people used the libraries over the last year -- an increase of more than 1 million. But


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A Kinder, Simpler Time Dept.: Your Movie Columnist - The Daily Mirror 11/19/2009, 12:00 p.m.

No dancing or surviving for Levi Johnston - Show Tracker 11/19/2009, 11:59 a.m.

Thierry Henry's handball gets a big thumbs-down in Europe - L.A. Times - Sports 11/19/2009, 11:57 a.m.

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there are still fewer books on the shelves, positions have gone unfilled and an early retirement program is in place.

"We haven't been immune from economic realities," said library spokesman Peter Persic.

In San Bernardino County, head librarian Ed Kieczkowski said he was stunned that Colton so swiftly shuttered its libraries.

"I haven't seen a decision like this made so quickly without some sort of vetting process," he said. "We are going to work with Colton to try and get their libraries open. If a community decides that libraries aren't important they will end up shortchanging their citizens."

He said libraries are reducing staff, using more volunteers and having patrons do their own check-outs and fine payments online.

"Next year it will be very, very difficult for us to keep doors open," he said. "If a city council determines libraries aren't important to them, there is nothing we can do."

Colton plans to close the libraries until June 30, 2010. The city has also asked all union employees to accept a 15% pay cut.

More than 100 people showed up at the City Council meeting Monday to argue against the cuts.

"I think it stinks because when a town loses a library, it loses an institution," said Peter Carrasco, a former school principal and chairman of the Colton library board of trustees. "As chairman I wasn't even notified that the library was going to close down. We could have closed one branch, cut hours, opened four days a week. We could have put in different combinations to save money but we never had the opportunity."

Interim City Manager Bob Miller said the financial crisis left the council with no other choice, and he promised to look into ways of reopening the libraries.

"We know we are affecting children and we are impacting families but the budget shortfall was so great that immediate action needed to be taken," he said.

The Colton library saw 160,945 patrons last year at its three branches and received \$25,629 in city general funds, Carrasco said. He's received letters of support from the state and national library associations to keep the facilities open.

"I initially felt like resigning when I heard this but now I am going to stay and fight," he said. "I want to get that library open again."

david.kelly@latimes.com

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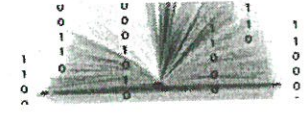


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Gwinnett Board Blinks, Rescinds System Reorganization

Citizen-activists in Gwinnett County, Georgia, won a months-long battle with library officials October 21 when trustees at a specially called meeting voted unanimously to keep all 15 branches of the county system open as full-service libraries instead of converting three facilities to bookless computer centers or shuttering them altogether. "I believe we put enough pressure on [library officials] to drag them kicking and screaming into seeing what the people of Gwinnett County want," business leader Chad Parson posted October 24 to the anti-reorganization blog They Took My Books.

However, the trade-off appears to be the imposition next year of staff furloughs, an as-yet-undisclosed number of layoffs, and the systemwide reduction in service hours from 47 hours per week to 35. The goal is to close a projected 2010 deficit of \$1.2-million.

At the meeting GCPL Executive Director Nancy Stanbery-Kellam read from a [prepared statement](#) that she was abandoning her September recommendation because "we must have support from the elected officials who have in the past and who are currently working at both the local and state level to provide funding for public libraries in Gwinnett County." The declaration appeared to have been triggered by strongly worded letters from several county commissioners and state legislators.

"We are asking you to take a methodical, measured approach to changes to the community-based library system that has served Gwinnett County well for decades," wrote [\(PDF file\)](#) Commissioners Bert Nasuti, Mike Beaudreau, and Kevin Kenry October 6, insisting that if library officials "believe that a restructuring is necessary [they should] initiate a planning process that is done in the open." Pulling no punches, Beaudreau said in the October 16 *Gwinnett Daily Post*, "The letter is meant to be an 'or else,' a last resort before having to take irreversible action."

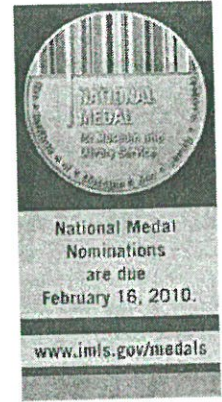
Two days later, Georgia State Sen. Renee Unterman (R-Buford) and Rep. Donna Sheldon (R-Dacula) echoed the commissioners' call in an open letter to the community published in the *Daily Post*. The lawmakers accused trustees of approving actions that were "politically arbitrary, fluctuating, and not professionally planned" and therefore placing future "referenda at stake due to lack of voter trust."

Despite the grassroots victory, community activist Chad Parson reiterated October 24 the second demand of a petition that [began circulating](#) in late September: that library trustees vote no confidence in Stanbery-Kellam and dismiss her, and if they refuse, that the county commission replace the entire board for failing to fire her.

—[Beverly Goldberg](#), *American Libraries*; Posted on October 25, 2009.

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SHEILA DUNNIWAY

Sheila was born in the Bay Area in 1942 and grew up in San Leandro with her parents William and Shirley Eadie. After graduating San Jose State with a teaching degree she married Michael Dunningway and had two children, David and Brian.

She lived in Santa Clara for several years before moving to Ben Lomond in 1975.

Sheila became a substitute elementary school teacher for the San Lorenzo Valley School District and in 1980 became a half-time first grade teacher for Quail Hollow Elementary. Meanwhile she worked part-time for the Santa Cruz Public Libraries. She retired from teaching 25 years later and then continued to work for the local libraries up until her passing.

Sheila enjoyed many outdoor activities like swimming, volleyball, snow skiing and hiking. She was very active with the Sierra Club and led many hikes through local parks like Big Basin, Fall Creek and Henry Cowell. She was a docent for the Henry Cowell State Park.

Sheila died on October 29th in Aptos after a year-long battle with cancer and is survived by her ex-husband Michael Dunningway, her sons David Dunningway and Brian Dunningway, and two grandchildren Jacob Dunningway and Taylor Dunningway. She was cremated on November 2nd and will be honored with private services on her birthday, November 7th.

Please send donations in her honor to the Friends of the Santa Cruz Public Libraries, P.O. Box 8472, Santa Cruz, CA 95061, <http://www.fscpl.org/donations.htm>

SCS 11/5/09

UNCERTAIN FUTURE La Selva residents rally around library

By JORY JOHN
newsroom@santacruzsentinel.com

LA SELVA — More than 130 residents of La Selva Beach turned out for a spirited town hall meeting about their community focal point — the library.

The La Selva Beach Branch Library is open eight hours a week, due to budgetary cut-backs.

Monday's meeting was the ninth in the county since early October. The La Selva Beach meeting was the most attended in the series.

Santa Cruz County Library Director Teresa Landers said the meetings have allowed her to hear from a broad cross section of the community.

"It's very important that we hear from everybody about our libraries," Landers said. "It will give us a plan on how to move forward."

Landers discussed what the library might look like in the year 2020 while others wondered aloud about budgetary concerns, empty bookshelves, reduced hours and a lack of direct representation on the board.

Emotions ran high when questions over proposed volunteerism arose. An audience member asked why the branch would not allow volunteers to pitch in to help increase library hours.

"We have to put a focus on long-term solutions," Landers responded.

More than once, members of the crowd pointed out that the La Selva branch was the centerpiece of the small community, as well as serving as an informational hub. Landers had no comment on whether the branch was in danger of closing.

Ashley Winn of La Selva Beach said he wanted more discussion around immediate solutions.

Ellen Pirie, a county supervisor, said she's really interested in what's happening to the libraries.

"I know that as the smallest branch, this is the most threatened," she said. "This didn't really seem to be the meeting to find solutions. But I think the message is clear how much we care about our libraries and how much we want our library back."

"I think the fact that there's 130 people here says it all," she said. "These people love their library and will do whatever we're allowed to do to keep it open and keep it relevant."

Additional meetings will be scheduled through January. Visit santacruz-p.org or call 420-5600 for information.



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ATTEND THIS MEETING

Monday, November 15, 1993

Town Hall Meeting

6:30-7:00

7:00-9:00

- We need more books
- We need the return of programs (Children's Story Time, Book Discussion Groups, After School Activities)

Attend SV library meeting Monday

EDITOR,

A key first step in creating Scotts Valley's new library is a library community meeting on Monday, Oct. 26, at the Scotts Valley Community Center from 7 to 9 p.m. We want to hear from you on the types of library activities, services and features you want in your new library.

Representatives from the city and the Scotts Valley Branch Library will join the city's library consultant and architects to hear your ideas.

We will have image boards showing the latest library trends, present a variety of programs and qualities for discussion and have participatory exercises to ensure the community's library priorities are properly matched with our limited resources.

This is an exciting time as we prepare for a brand-new library more than twice as large as our current one. Please be part of the conversation. See you then!

Jim Reed, vice mayor, Scotts Valley

SU Press Banner 10/23/09

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SV library proposal is ready for viewing

Press-Banner

The preliminary concepts for Scotts Valley's 13,000-square-foot library will be unveiled at the Dec. 16 City Council meeting.

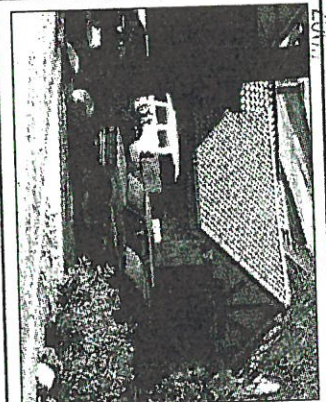
The concepts are the first draft proposal for the future library's interior and exterior, as completed by San Francisco-

based Group 4, the primary architect. "It's not a blueprint, but it will be highly specific, with detailed costs," said Scotts Valley Vice Mayor Jim Reed. "The intent is for something concrete and specific that the council and community can react to."

Reed and Mayor Randy Johnson recently visited libraries in nearby areas,

including Milpitas and San Leandro, to scope out other work done by Group 4.

"We walked through and saw things we really liked and really didn't like," Reed said. "Overall, it helped inform our perspective and give guidance to the architects. We're really excited to see what they came up with."



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p. 5

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Planning the New Scotts Valley Library

by Linda Fridy

The library consultant and architects who will transform a skate rink into Scotts Valley's new library branch spent two hours Oct. 26 listening to what the community would like to see fill the 13,000-square-foot space.

The attendees unanimously agreed that they do not want merely a larger version of what they have now. They do want a large selection of books and other materials, plenty of computers and flexible-use meeting space.

Consultant Kathy Page and architect David Schnee of

continued on page 7

Group 4 led the workshop, sharing photos of options from other libraries and asking the crowd what's important.

The photos included a separate glass-walled space for teens and a variety of seating options - both very popular - and a café-vending option, which received mixed response.

Page explained that these choices are among recent trends in library design.

"Books are staying in libraries and more things are joining them," she said, addressing the common criticism that books are outdated. "Libraries are a place people come to be together."

She also noted that libraries are taking a page from retail marketing by making it easier to browse through the collections. Shelving resembles that of bookstores, with space to display books and not just line them up.

Those in attendance liked that approach, with many of them noting that the current 5,300-square-foot branch in a

storefront feels crowded and noisy.

Self-checkout and after-hours reserve pickups are gaining popularity, freeing staff to help patrons in other ways, Page added.

Community Suggestions

What would locals like to see? The city's arts commission asked for space to display art, and other audience members expanded that request to collections and other items of interest. The arts commission also would like to see a mural on the outside of the building.

Community members want flexible meeting space, and suggested it could host speakers as well.

They asked for a variety of seating, including multiple cozy spots that allow parents to read aloud to their children. Separation of space and use proved very appealing, especially to control sound.

Natural light - but minimal glare - and appealing views were requested.

Currently about two-thirds of the building will be used for the library, but an audience member asked that the space be designed to allow future

expansion should money and staffing become available.

Earlier in the day, Page met with a group of middle school students to get their feedback. "They had lots of opinions and ideas," she said.

The students liked the idea of a separate space as much as the adults did, but took the idea further. They asked for a quiet area for studying and computer research plus space more amenable to group work and socializing.

"They want to have a place they can be comfortable," she said.

Page got to see first-hand how many students from nearby Scotts Valley Middle School come in after school.

"The place just simply fills up and runs out of space. Some students were sitting on the floor working," she said. The kids also liked the idea of an outdoor spot to read.

Setting Priorities

Schnee asked for ideas in designing the space. Requests included solar power, space and power to accommodate emergency preparedness, more magazines, color-coding collections to make it easier to find subject areas and bilin-

gual signage.

Some audience members asked for a way to preview audio items, which would allow them to avoid checking out recordings they don't like or audio books with a hard-to-understand narrator.

After the discussion, Schnee and his staff asked participants to help rank the importance of nine features: collections (materials), computers, seating, meeting space, computer training space, after-hours pick-up, café-vending, exterior makeover and outside plaza space.

Each audience member put a dot on a range for each item, indicating whether it was a higher or lower priority. Some items got all high-priority votes: collections, computers, seating and meeting space.

Training, a café, outside appearance and outdoor space got a range of responses. After-hours pick-up scored the lowest response, although there was interest.

What's Next?

The architects will make a presentation to the city council Dec. 16, and Page will prepare her formal report on use

for the city and library system to review.

She has worked with Group 4 before on library projects in other communities, and said given the tight deadline she'll be feeding information as she gets it.

Part of her responsibility is to direct the allocation of space, giving the architects the amount of square footage for each different use. She will also recommend locations, specifically which uses should be adjacent to each other or separated.

At the same time that Scotts Valley is designing its library, the county's 10-branch system is conducting town hall meetings to discuss its future. The Scotts Valley meeting has been set for Jan. 7.

Page noted that the Oct. 26 meeting was only the beginning of the planning process and that the public has other opportunities to weigh in on design and use.

"We really want to hear what they want to say," she said. Meetings such as the December presentation will start to offer drawings to help people visualize the plan. "The fun is just beginning," she said. ■

Hand delivered -
No return address

RECEIVED
OCT 29 2009
CITY CLERK'S DEPT.

Dear City Hall,

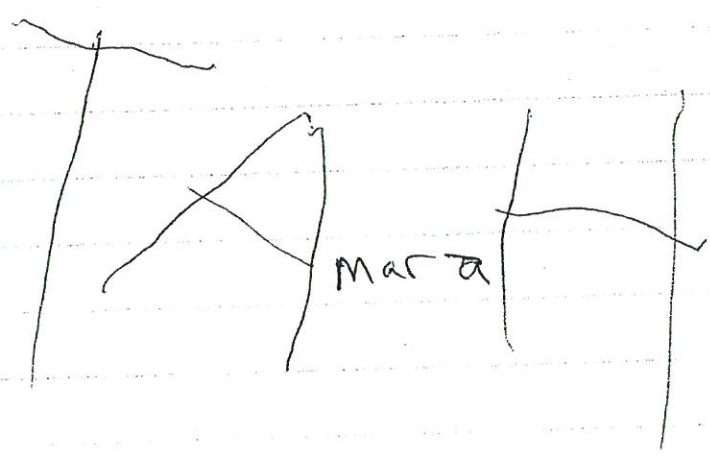
We went to the library and it was closed, so we wanted to talk to the City Hall about it, and we wanted to say: open the library.

If you need more money raise taxes or you could have less police to get more money to open the library.

Or you could do each.

From,

Tamarah Posner Mirami Age 3
and Micah Posner Mirami Age 4

 Tamarah

- MAYOR _____
- MAIL _____
- LIBRARY
- CM _____
- CA _____
- RA _____
- PK _____
- PL _____
- PW _____
- WT _____
- Info. _____
- Respond _____

CB
Director

Teresa Landers

From: Merritt Taylor
Sent: Thursday, November 05, 2009 2:47 PM
To: System Library Management
Subject: Two in a row..is it possible?

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

From:
Sent: Thursday, November 05, 2009 1:27 PM
To: Web2 Suggestions
Subject:

The following suggestion was received from Paul Johnson family.

My daughter and her friend Artemis Provost practically grew up together. I live in Santa Cruz off of Eureka Canyon Road, and am A "RETIRED US COAST GUARD" and used my vets monies to build my own business. Infact, I did most of the irrigation pipeline watering system for the Watsonville farm heartland for the past 25 years and have done substancially well for the family. Infact my daughters are all married to farmers in the area now. My proudest moment had n been when my sons and daughters became "respected" American Citizens to this Community. Your library has been a great source of educational benefit to my family, and I thank you. Keep up the good work.

Paul Johnson family
P.O. Bóx 2169
Freedom Ca 95019

irrigationdesign@msn.com

Press Banner
11/20/09

Library Ideas make too much sense

EDITOR,

I have just finished reading the column article about the (new) library in Scotts Valley (Cheri Matthews' Year of Firsts, Page 10, Nov. 13). Let me list the reasons that it won't work.

It makes too much sense.

Your problem is that you think like a business person and not a government worker or, worse yet, a politician.

I could visualize a snack bar with comfortable chairs, Wi-Fi, great coffee and great healthy sandwiches.

I could also visualize a room or two set aside for community gatherings, computer classes, nonprofit fundraisers, knitting classes, book clubs, journalism classes, etc.

I can see so many ways that the government of Scotts Valley could help pay for the library and at the same time offer valuable services to the community that no one else could offer.

Since no one in the government system thinks like a business person, they could sublease the food section off to one or two separate businesses. This could offer a good small business a new location at a reduced overhead cost and at the same time get in some good business skills that are so necessary to make money, as well as give the customers good-quality food and drink.

I could see the government making enough from this to be able to afford to hire several extra people, so that the library could be open every day in order to really satisfy the needs of the community without additional costs to the county.

Thank you for the great article, and I hope that I am wrong and that someone from the city of Scotts Valley and the county of Santa Cruz has more sense than I give them credit for.

David McMillion, Ben Lomond

Capitola Library Will Stay in Its Current Neighborhood

by Linda Fiddy

Capitola's city councilmen voted four-to-one Nov. 12 to look at both the

Rispin mansion property on Soquel Creek and the current Wharf Road library site across the street to build a larger, permanent branch.

After a one-week delay that allowed Councilmember Dennis Norton to join the discussion, most members chose to have staff look at options on both sides of the street. Mayor Bob Begun cast the sole dissenting vote because he favors the existing site.

He said in an interview after the meeting that the current location is the best choice, citing concerns about parking and the need to cross Wharf Road to access a library on the Rispin property.

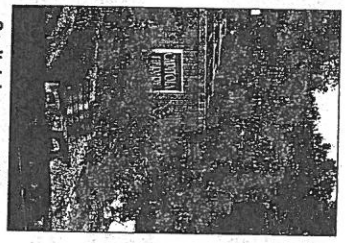
City staff is overworked dealing with the effects of budget cuts, he added, and looking at both sites creates unnecessary work.

The rest of the council would like to move forward with addressing the future of the Rispin site and voted to have it included in staff review.

"My intent was to open up discussion and have staff look at possible designs and feasibility," said Vice Mayor Sam Storey.

While he expects that staff will support the current library site for a permanent branch, Storey envisions a joint project, developing the library in tandem with a use such as a community meeting room.

He said it is high time for the city to move ahead with something on the Rispin property. It has sat vacant for decades while the city consid-



Capitola's current library sits on Wharf Road.

ered options, most recently a boutique hotel private-public partnership.

"It's been tied up too long and unavailable to the public," Storey said.

At the Nov. 4 special meeting on the library location, Library Director Teresa Landers said that she would like to see meeting space in all branches, but 7,000 square feet is smaller compared to other branches being planned. A nearby meeting room would open up more space for other library uses.

The approved motion also included approaching the owner of a lot to the north of the current library property to explore options of expanding that site.

Talking to the County

The library discussion is driven by an agreement between Capitola and the county.

The city in 2004 agreed to set aside redevelopment money to build a 7,000-square-foot branch by 2018. It will have accumulated \$2.6 million at that time.

In exchange, the county promised to staff the new building at the same level as

the Apos Library. Although both branches experienced severe reductions in hours to cope with a budget deficit and a leadership in transition, Capitola currently has less time and staff than Apos. Apos is open five days a week and 32 hours compared to Capitola's three days and 20 hours.

However, the county does not run the library system, which operates under a joint powers authority. That is why the council also directed staff to begin talks with the county to see if and how it can live up to its end of the agreement, Storey noted.

Capitola will lease the building to the library system for \$1 a year under the agreement. The system has responsibility for staffing, materials and maintenance.

The Wharf Road locations fall within the city's redevelopment project area. Other locations outside those boundaries present problems for the city to access the redevelopment money being set aside for the new branch.

In addition, the demise of the hotel project involving the Rispin property frees up additional funding, which library advocates have eyed to supplement what many see as an inadequate amount to build a new branch.

Capitola's Community Development Director Jamie Goldstein said council and staff's intent is to "come up with the best plan and do it in a public manner." He expects staff will come back to the council to authorize a request for proposals for the project, and that the ad hoc community group that helped with the site search may be formalized to help in selecting a design firm. ■

Santa Cruz Public Libraries Monthly Report for October 2009

Access Services

- Access Services is conducting a workflow study that will last three months. They are also studying how best to use volunteers.
- One Copy Cataloger retired in October, and another will retire next month. Each has worked for SCPL for over 40 years, and their experience will be missed. They will be replaced by staff who previously worked in the department. Although many of our books come precataloged and records are electronically downloaded as a time and money saving measure, Copy Catalogers make changes to at least 95% of all records downloaded. They also do original cataloging under the direction of our Lead Cataloger on about 1% of items we purchase.

Programs and Partnerships

- Jeanne, Gale and Sandi spent 2 days at Harbor High School getting library cards to all freshmen and many English Language Learners. This was the fourth year we have done this "Library Card Extravaganza." Of note it went very smoothly because we could use our computers on harbor High School's wireless network and we gave the school library card applications in advance to fill out. Thanks to Outreach staff, particularly Kathleen for completing the card registrations back at the office.
- Jeanne represented the library at the annual Beach Flats health fair. 83 people came by and learned about Read to Me Resource Kits.
- Jeanne did a presentation on Read to Me and supplementing your day care curriculum with Imaginative Play Boxes at the annual Cabrillo Early Childhood Education Conference held at the Watsonville campus.
- Jeanne represented the library and the bookmobile at the Santa Cruz City Schools first annual staff meeting at Beach Flats. Coincidentally the meeting took place at the same time as the Bookmobile's regular stop there and many teachers were able to tour the bookmobile as well as take part in the neighborhood tour conducted by Reyna Ruiz.
- Telecuentos - the Spanish version of Dial-a-Story - went live in October with Library Director Teresa Landers reading La Oruga Muy Hambrienta (The Very Hungry Caterpillar in Spanish). We have recruited several native Spanish speakers from the Beach Flats community and the Santa Cruz City Schools to read for Telecuentos in the future.

Public Services

- Aptos
 - Storytimes began this month at the Aptos Branch, offered to a broader range than ever before: baby through 5 years old. On Tuesdays the storytime is for preschoolers and on Wednesdays the storytime called Mother Goose Time is for babies through 2 year olds. These programs coincide with the new no-age limitation for obtaining a library card and consist of monthly Family Place Together-in-the-Library programs.

- When the YS Librarian broke her leg, Michele Mugnier stepped up to assist with Preschool Storytime and Jeanne O'Grady ran Mother Goose Time. This much appreciated teamwork kept the programs on track.
 - Michele is accompanying Leslie Auerbach, Outreach coordinator of the Senior Hope Services, on their bimonthly Monday morning programming, reaching 18-20 seniors at each session.
 - The Aptos Booktalkin' group (age 11-13) are serious about their fun book club. Even though their teen team leader was late due to her broken hip and ankle, they went forward with their organized discussion and cheered her arrival--great dedication and spirit of cooperation.
- **La Selva Beach**
 - Effective October 20th, the Branch hours shifted from 1-5 to 3-7.
- **Central**
 - Construction began on the bookstore in the lobby.
 - October 17th found the branch shaken up by a street party on Locust Street. Efforts had been made to mitigate the impact on the library of closing Locust St. but the noise factor was an issue and the Events Coordinator for the city has acknowledged that this will not happen again.
 - Also on October 17th – the Santa Cruz County Genealogical Society held an Open House at the branch.
 - Central Youth Services provided database training to three 7th grade classes on October 14th. In addition to the training, the 100+ students all received or updated their library cards.
 - Youth Services also proctored 6 exams over the month. Apparently SCPL is the closest proctoring site for Santa Clara/San Jose students.
- **Branciforte**
 - On October 7, Branciforte held the first in the series of Town Hall meetings with approximately fifteen staff and members of the public in attendance.
 - On October 15, the branch hosted the selection librarians during their annual “weed” of the branch of materials that have not circulated in the past year or items that were in poor condition. There is now space on the shelves for items that will be reassigned from other branches.
- **Garfield Park**
 - A bench was installed in front of the library in honor of Cheryl Ann Brown. This was done by her family in conjunction with the Friends of the Library. The bench is a nice addition to the outside of the branch.
- **Live Oak**
 - Installation of underfloor water detection system is underway.
 - Lights through building are still out, electrician was not able to resolve the problem in the children's picture book room.

- Alarm keypad is now broken, maintenance crew cannot repair, First Alarm was called out, and could not resolve the problem. After one full day of troubleshooting, a new keypad will be ordered.
 - Youth Services began the practice of having class visits come before the library opens. It's working out well so far.
 - Youth Services staff presented their first Teen Movie afternoon, with a 3D presentation of Coraline. We plan to do more of these, perhaps monthly or quarterly, depending on interest.
- **Capitola**
 - Restrooms are cleaned once a week by the custodial service and the Library's Maintenance crew comes one other day; however, there were still problems with cleanliness. UBS came out and found the toilet was not working properly so a new one is on order.
 - During the big storm there were roof leaks; Matt from Maintenance looked at it.
- **Felton**
 - Felton continues to be weeded and rearranged in preparation for the big rearrange in December.
- **Boulder Creek**
 - Halloween was hopping at Boulder Creek! Laura Whaley passed out candy in downtown Boulder Creek. The Boulder Creek Chapter of the Friends organized two pumpkin carving workshops. These pumpkins and others were put on display on Halloween night at the recreation hall in Boulder Creek. It was enjoyed by all who brought pumpkins and those who saw them. Boulder Creek Friends also performed an Edgar Allen Poe reading at the library on the deck. This was enjoyed as well. They all want to do this again next year!

System Services

- Teresa facilitated town hall meetings at 7 of the ten branches in October. Scotts Valley will be in January and La Selva Beach and Aptos in November. We are getting good information for the strategic plan.
- Kathy Page, the library programmer/planner for the new Scotts Valley library met with system and branch staff, Scotts Valley Friends, teens and the Scotts Valley community. Teresa toured her around various libraries in the system.
- Due to a staff retirement, a number of reinstatements occurred throughout the system as we follow a complicated procedure established by Human Resources and SEIU to ensure the "reverse" process is as smooth as possible.

VOLUME AND PERCENT CHANGE

July	Circulation		Busyness*		Reference/Info		Visitors		%change
	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910	
Aptos	23085	19560	55824	50334	3,136	3139	15,380	12585	-18%
Boulder Creek	4962	3462	13810	10470	334	71	3,914	4151	6%
Branciforte	11536	6716	31273	21789	2,128	3276	11,112	6006	-46%
Capitola	12601	9169	33714	24244	2,256	1998	9,402	5821	-38%
Central	47566	40625	111926	99046	8,358	12081	40,180	31432	-22%
Felton	4862	2531	14168	9064	1,364	173	4,391	1728	-61%
Garfield Park	5604	3643	15847	11154	788	546	5,352	3229	-40%
La Selva Beach	1907	979	5735	3609	288	53	2,723	1109	-59%
Live Oak	14138	12065	36871	32510	2,019	1570	12,974	9870	-24%
Scotts Valley	20106	15773	48527	40942	4,342	2760	14,449	11409	-21%
TOTAL	146367	114523	367695	303162	25,013	25668	119,877	87340	-27%
August									
Aptos	20967	20389	51832	50085	2,701	3139	15,301	11242	-27%
Boulder Creek	4686	4161	13509	10587	552	49	3,460	4188	21%
Branciforte	9638	7806	27625	20027	2,045	3276	9,099	5862	-36%
Capitola	11437	10607	30805	25134	1,950	1887	8,126	5256	-35%
Central	44372	42583	105513	100246	7,634	12081	37,781	32012	-15%
Felton	4289	1959	13075	6972	2,004	156	3,664	1396	-62%
Garfield Park	4614	3141	13994	9876	693	546	4,992	2916	-42%
La Selva Beach	1655	771	4930	2791	243	53	2,258	760	-66%
Live Oak	12241	12548	32700	32495	2,103	1936	11,989	9444	-21%
Scotts Valley	16571	14733	41922	38603	3,556	2760	10,815	10639	-2%
TOTAL	130470	118698	335905	296816	23,481	25883	107,485	83715	-22%
*Defined as check ins/check outs/route ins/route outs									
Sept									
Aptos	20820	19091	51642	47173	2566	2110	13864	11689	-15.7%
Boulder Creek	4942	3547	13230	10019	527	312	3787	1963	-48.2%
Branciforte	9845	5947	27293	17902	2656	845	11290	5306	-53.0%
Capitola	11430	9015	29814	24349	2003	836	8347	5493	-34.2%
Central	39272	41717	95619	94200	9416	9421	36598	31871	-12.9%
Felton	4227	2335	12351	7676	1753	156	3995	1284	-67.9%
Garfield Park	4895	3373	13848	9973	705	420	5272	1943	-63.1%
La Selva Beach	1747	804	5258	2981	250	74	2189	929	-57.6%
Live Oak	13243	11776	33662	30363	2046	2392	12433	9476	-23.8%
Scotts Valley	17226	15290	42057	38550	3824	1837	12949	10947	-15.5%
Outreach					1300	2747			
TOTAL	127647	112895	324774	283186	27046	21150.33	110724	80901	-26.9%

VOLUME AND PERCENT CHANGE

	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change	FY0809	FY0910	%change
Oct												
Aptos	21705	18559	-14.5%	52179	46884	-10.1%	2,603	1556	-67.3%	14592	11,177	-30.6%
Boulder Creek	4646	3340	-28.1%	13106	10320	-21.3%	515	516	0.2%	2677	2,458	-8.9%
Branciforte	10052	7211	-28.3%	28403	20712	-27.1%	3,143	1218	-158.0%	11939	6,508	-83.5%
Capitola	11489	9252	-19.5%	30440	24959	-18.0%	2,166	806	-168.7%	9025	5,271	-71.2%
Central	38849	42814	10.2%	96396	97660	1.3%	8,195	8359	2.0%	36851	38,928	5.3%
Felton	4233	2043	-51.7%	12729	6936	-45.5%	1,703	425	-300.7%	3913	1,738	-125.1%
Garfield Park	5186	2901	-44.1%	13880	8973	-35.4%	792	979	19.1%	6693	2,594	-158.0%
La Selva Beach	1724	842	-51.2%	5057	3074	-39.2%	311	26	-1096.2%	2367	895	-164.5%
Live Oak	14924	11973	-19.8%	35376	30941	-12.5%	2,302	1122	-105.2%	13126	9,418	-39.4%
Scotts Valley	17020	15801	-7.2%	42595	38930	-8.6%	1,060	2314	54.2%	13839	10,938	-26.5%
Outreach	714	490	-31.4%	3153	2882	-8.6%	3,978	1833	-117.0%	na	357	na
TOTAL	130542	115226	-11.7%	333314	292271	-12.3%	26,768	19154	-39.8%	115022	79,104	-45.4%

PER OPEN HOUR

	Busyness/Open Hour		Circ/Open Hour		Visits/Open Hour		Ref/Info/Open Hour	
	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910	FY0809	FY0910
July								
Aptos	258	393	107	153	71	98	15	25
Boulder Creek	78	218	30	72	22	86	2	1
Branciforte	191	389	70	120	68	107	13	59
Capitola	201	341	72	115	56	73	13	25
Central	479	619	204	254	173	196	36	76
Felton	81	283	28	79	25	54	8	5
Garfield Park	124	232	44	76	42	67	6	11
La Selva Beach	46	113	15	20	22	35	2	2
Live Oak	184	290	71	108	65	88	10	14
Scotts Valley	251	320	104	123	75	89	23	22
TOTAL	207	372	82	141	67	106	14	31
August								
Aptos	240	233	97	158	71	88	13	25
Boulder Creek	74	221	27	74	20	87	3	1
Branciforte	168	358	64	119	55	105	12	59
Capitola	188	314	68	111	48	66	12	24
Central	451	627	190	266	163	200	33	76
Felton	74	218	24	61	21	44	11	5
Garfield Park	109	206	36	65	39	61	5	11
La Selva Beach	40	87	13	24	18	24	2	2
Live Oak	164	290	61	112	60	84	11	17
Scotts Valley	218	297	86	115	56	83	19	22
TOTAL	189	360	73	140	61	102	13	31
Sept								
Aptos	239	369	96	149	64	91	12	16
Boulder Creek	75	209	28	74	22	7	3	7
Branciforte	166	320	60	106	69	95	16	15
Capitola	177	304	68	113	50	69	12	10
Central	412	589	169	261	158	199	41	59
Felton	70	240	24	73	23	40	10	5
Garfield Park	108	208	38	70	41	40	6	9
La Selva Beach	42	93	14	25	18	29	2	2
Live Oak	168	271	66	105	62	85	10	21
Scotts Valley	219	301	90	119	67	86	20	14
TOTAL	183	344	72	137	62	91	15	26

PER OPEN HOUR

Oct																				
Aptos	242	366	100	145	68	87	12	12		12		12		12				12		12
Boulder Creek	74	215	26	70	15	51	3	3		3		3		3				3		3
Branciforte	173	370	61	129	73	116	19	19		19		19		19				19		19
Capitola	181	312	68	116	54	66	13	13		13		13		13				13		13
Central	416	610	167	268	159	243	35	35		35		35		35				35		35
Felton	72	217	24	64	22	54	10	10		10		10		10				10		10
Garfield Park	108	187	41	60	52	54	6	6		6		6		6				6		6
La Selva Beach	41	96	14	26	19	28	3	3		3		3		3				3		3
Live Oak	177	276	75	107	66	84	12	12		12		12		12				12		12
Scotts Valley	222	304	89	123	72	85	6	6		6		6		6				6		6
Outreach	na	na	na	na	na	na	na	na		na		na		na				na		na
TOTAL	1706	2953	666	1108	599	870	118	118		118		118		118				118		170

WISH LIST



Aptos • Boulder Creek
Branciforte • Capitola
Central • Felton
Garfield Park
La Selva Beach • Live Oak
Scotts Valley
and the Bookmobile



Did you know?

It takes approximately 42 coffee beans to make an average serving of espresso.

1 kilogram of roasted coffee requires 4,000 - 5,000 coffee beans.

Espresso has 1/3 of the caffeine of a regular cup of coffee.

We say coffee beans although they are really berries.



Did you know?

The Santa Cruz Public Libraries have lost more than half the money they normally spend on best sellers, children's books, biographies, and lists of important facts for coffee drinkers.



Thank you for supporting your local library on December 24, 2009 at Peet's Coffee in Capitola.

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD
FINANCE COMMITTEE

MINUTES

October 26, 2009

Central Branch Meeting Room
224 Church Street, Santa Cruz

4:30 PM PUBLIC MEETING

I. ROLL CALL

Present: Citizen Barbara Gorson, Councilmember Mike Rotkin, Councilmember Sam Storey
(Called to order at 4:32 pm)

Staff: Teresa Landers, Director of Libraries
Jack Dilles, Director of Finance, City of Santa Cruz

II. APPROVAL OF MEETING AGENDA OF OCTOBER 26, 2009

Councilmember Rotkin moved, seconded by Councilmember Storey

that the Board approve the agenda of October 26, 2009.

UNAN

III. MINUTES OF September 21, 2009

Councilmember Rotkin moved, seconded by Councilmember Storey

that the Board approve the minutes of Sept. 21, 2009.

UNAN

IV. STAFF REPORTS

1. Balance sheet: The negative cash balance will be moved to liabilities. Pooled cash receivables is the amount the library owes because of the negative cash of the loan. This will also be moved to liabilities.
2. Equities- Negative is good. This is the credit side of the balance sheet. This will be changed to a positive so that it is more understandable.
3. Liabilities plus equities= assets
4. Personnel is holding its own. Overall, on the expenditure side the only high figures are where there are high encumbrances due to encumbering some large items early in the year to be spent throughout the year. Managers are reviewing these figures monthly.
5. Teresa will provide the September revenue amount at the Board meeting
6. The negative cash balance is trending down.

7. Update on the state takeaway- By November 16 the documents will go to the Bond Counsel and it is expected the bonds will be sold by the end of November. If the bonds are marketable then the State will take the money in January and May but will replace it with the proceeds from the bond sale at the same time.
8. In terms of projections we took the most conservative approach presented at the time which was the County's projections.
9. Barbara proposed that projections be presented in January/February so that there is some context within which to make annual budget decisions. In the past 5 year projections were done. The steps included stating assumptions, working with finance and then Barbara pulled the numbers together. The goal is to understand whether ongoing long term revenues can meet long term operating expenditures.

V. NEXT MEETING TOPICS

Next meeting is scheduled for Monday January 4, 2010 4:30-6:30 pm. In the Central Library meeting room

VI. ADJOURN

The regular meeting adjourned at 6:30 p.m.

Respectfully submitted,

Teresa Landers
Library Director

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

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

Fund # Fund Description	931 McCaskill Loc His	932 McCaskill Vis Imp	933 Finkeldey	934 Whalen	Trust Funds Total
Assets					
Pooled cash	261,678.47	252,626.15	9,587.07	146,342.23	670,233.92
Pooled cash interest receivable	525.72	510.04	19.54	242.74	1,298.04
Total Assets	262,204.19	253,136.19	9,606.61	146,584.97	671,531.96
Equities					
Net assets held in trust-library prog	262,204.19	253,136.19	9,606.61	146,584.97	671,531.96
Total Equities	262,204.19	253,136.19	9,606.61	146,584.97	671,531.96

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

	JPA Total
Assets	
Infrastructure	579,683.02
Accumulated depreciation - infrastructure	(164,848.89)
Buildings	1,758,907.67
Accumulated depreciation - buildings	(765,044.52)
Lease improvements - buildings	259,124.00
Accumulated depreciation - lease imp-buildings	(163,048.94)
Machinery and equipment	1,628,318.81
Accumulated depreciation - machinery & equip	(1,471,843.15)
Software	61,759.70
Accumulated depreciation-software	(61,759.70)
Construction in progress	52,613.65
Total Assets	1,713,861.65
Liabilities	
Accounts payable	73,579.19
Sales tax payable	65.12
Deferred grant revenue - unearned	529.84
Unclaimed funds	1,156.45
Cash loan from city	597,787.31
Pooled cash interest payable	941.67
Payable to the County - noncurrent	120,879.18
Other intergovernmental payable-noncurrent	430,150.27
Total Liabilities	1,225,089.03
Equities	
Unreserved, undesignated fund balance	(674,059.58)
Investment in capital assets - Library	1,713,861.65
Reserved for long-term debt	(551,029.45)
Total Equities	488,772.62
Total Liabilities and Equities	1,713,861.65

**LIBRARY JOINT POWERS AUTHORITY
 COMBINED BALANCE SHEET
 SPECIAL FUNDS
 OCTOBER 2009**

Fund # Fund Description	955 Contingency	956 Technology	957 Projects	960 Felton	Spec Funds Total
Assets					
Pooled cash	9,332.77	4,715.64	464.14	1,110.07	15,622.62
Pooled cash interest receivable	18.69	9.43	1.39	13.80	43.31
Total Assets	9,351.46	4,725.07	465.53	1,123.87	15,665.93
Equities					
Unreserved, undesignated fund balance	9,351.46	4,725.07	465.53	1,123.87	15,665.93
Total Equities	9,351.46	4,725.07	465.53	1,123.87	15,665.93

Library - Fund 951
 Month-End Cash Balances

	July	August	September	October	November	December	January	February	March	April	May	June
FY 2010 Pooled cash	(908,343.59)	(797,637.50)	(752,924.76)	(597,787.31)	(714,416.36)	(711,714.61)	(812,054.05)	(668,015.42)	(595,048.05)	(543,669.74)	222,502.65	(667,431.15)
FY 2009 Pooled cash	(1,028,955.46)	(397,327.61)	(356,999.20)	252,949.44	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 2008 Pooled cash	555,177.28	285,993.39	362,222.74	452,678.88	141,276.32	331,082.13	1,134,207.34	1,970,264.04	562,080.73	688,990.25	693,402.17	280,082.00
FY 2007 Pooled cash	378,173.37	260,209.81	(47,055.07)	77,967.52								

Revenue Status Report
 CITY OF SANTA CRUZ
 10/1/2009 through 10/31/2009

951 Library Joint Powers Authority

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prc't Rcvd
951-41200 SALES AND USE TAX					
951-00-00-0000-41211 Sales and use tax	5,612,255.00	548,387.53	1,382,412.40	4,229,842.60	24.63
Total TAXES	5,612,255.00	548,387.53	1,382,412.40	4,229,842.60	24.63
951-43100 FEDERAL					
951-36-50-3510-43190 Federal grants - other	0.00	6,978.00	6,978.00	-6,978.00	0.00
Total FEDERAL	0.00	6,978.00	6,978.00	-6,978.00	0.00
951-43200 STATE					
951-36-00-0000-43210 State operating grants and contributions	70,000.00	0.00	0.00	70,000.00	0.00
951-36-00-0000-43290 State grants - other	6,762.00	0.00	0.00	6,762.00	0.00
951-36-52-3531-43210 State operating grants and contributions	0.00	-185.50	0.00	0.00	0.00
951-36-55-3531-43210 State operating grants and contributions	2,500.00	371.00	371.00	2,129.00	14.84
Total STATE	79,262.00	185.50	371.00	78,891.00	0.47
951-43300 LOCAL					
951-36-00-0000-43310 Local operating grants and contributions	5,174,769.00	431,230.75	1,293,692.25	3,881,076.75	25.00
Total LOCAL	5,174,769.00	431,230.75	1,293,692.25	3,881,076.75	25.00
951-44600 INTERGOVERNMENTAL LIBRARY					
951-36-00-0000-44613 Internet use fee	7,000.00	334.60	1,679.00	5,321.00	23.99
951-36-00-0000-44630 Room rentals-library JPA	1,890.00	300.00	610.00	1,280.00	32.28
951-36-00-0000-44680 Interlibrary loan reimbursement	0.00	88.73	88.73	-88.73	0.00
Total LIBRARY	8,890.00	723.33	2,377.73	6,512.27	26.75

Revenue Status Report
 CITY OF SANTA CRUZ
 10/1/2009 through 10/31/2009

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 Periods: 4 through 4

Account Number	Library Joint Powers Authority	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
951-44900	MISCELLANEOUS CHARGES FOR SERVICES	10,000.00	581.78	2,560.62	7,439.38	25.61
951-36-00-0000-44901	Photocopy fee	10,000.00	581.78	2,560.62	7,439.38	25.61
Total	MISCELLANEOUS CHARGES FOR SERVICES		1,305.11	4,938.35	13,951.65	26.14
Total	CHARGES FOR SERVICES	18,890.00				
951-45100	FINES AND FORFEITS	300,000.00	18,396.88	73,724.29	226,275.71	24.57
951-36-00-0000-45131	Library fines	40,000.00	1,501.50	8,589.00	31,411.00	21.47
951-36-00-0000-45132	Lost library items	340,000.00	19,898.38	82,313.29	257,686.71	24.21
Total	FINES AND FORFEITS					
951-46100	INVESTMENT EARNINGS	0.00	2,306.19	0.00	0.00	0.00
951-00-00-0000-46110	Pooled cash and investment interest	3,871.00	611.75	1,096.88	2,774.12	28.34
951-00-00-0000-46190	Interest earnings - other	3,871.00	2,917.94	1,096.88	2,774.12	28.34
Total	INVESTMENT EARNINGS					
951-46300	CONTRIBUTIONS & DONATIONS-PRIVATE SOURCE	19,600.00	0.00	19,685.00	-85.00	100.43
951-36-00-0000-46303	Donations - library	19,600.00	0.00	19,685.00	-85.00	100.43
Total	CONTRIBUTIONS & DONATIONS-PRIVATE SOURCE					
951-46900	OTHER MISCELLANEOUS REVENUES	60,000.00	75.76	20,740.55	39,259.45	34.57
951-00-00-0000-46990	Miscellaneous non-operating revenue	0.00	5.06	82.27	-82.27	0.00
951-36-00-0000-46916	Cash over/short	0.00	0.00	319.11	-319.11	0.00
951-36-00-0000-46918	Damaged property recovery	60,000.00	80.82	21,141.93	38,858.07	35.24
Total	OTHER MISCELLANEOUS REVENUES	83,471.00	2,998.76	41,923.81	41,547.19	50.23
Total	MISCELLANEOUS REVENUES					

Revenue Status Report
 CITY OF SANTA CRUZ
 10/1/2009 through 10/31/2009

951 Library Joint Powers Authority

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
951-49100 INTERFUND TRANSFERS IN					
951-00-00-0000-49122 From Library Private Trust Fund	15,755.00	0.00	15,755.00	0.00	100.00
951-00-00-0000-49191 Intra-entity fund transfer in	18,018.00	0.00	18,018.00	0.00	100.00
951-49200 PROCEEDS OF ASSET DISPOSITIONS					
Total PROCEEDS OF ASSET DISPOSITIONS	0.00	0.00	0.00	0.00	0.00
951-49300 LONG-TERM DEBT ISSUED					
Total LONG-TERM DEBT ISSUED	0.00	0.00	0.00	0.00	0.00
Total OTHER FINANCING SOURCES	33,773.00	0.00	33,773.00	0.00	100.00
Grand Total	11,342,420.00	1,010,984.03	2,846,402.10	8,496,017.90	25.10

Expenditure Status Report
CITY OF SANTA CRUZ
 10/1/2009 through 10/31/2009

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 Periods: 4 through 4

951 Library Joint Powers Authority

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
951-52000						
SERVICES						
951-36-50-3510-52135	6,200.00	0.00	3,134.00	3,257.00	-191.00	103.08
951-36-50-3510-52149	653,046.00	59,805.54	241,943.10	0.00	411,102.90	37.05
951-36-50-3510-52199	18,018.00	6,043.70	15,417.45	5,742.48	-3,141.93	117.44
951-36-50-3510-52240	4,620.00	1,076.84	1,672.80	0.00	2,947.20	36.21
951-36-50-3510-52244	400.00	0.00	0.00	0.00	400.00	0.00
951-36-50-3510-52302	2,000.00	0.00	6.60	0.00	1,993.40	0.33
951-36-50-3510-52402	82,224.00	0.00	20,556.00	0.00	61,668.00	25.00
951-36-50-3510-52403	21,794.00	3,653.19	5,892.20	16,962.77	-1,060.97	104.87
951-36-50-3510-52933	13,167.00	0.00	11,430.00	0.00	1,737.00	86.81
951-36-50-3510-52960	3,000.00	0.00	0.00	0.00	3,000.00	0.00
951-36-50-3510-52961	2,720.00	35.00	935.00	0.00	1,785.00	34.38
951-36-50-3510-52972	7,500.00	0.00	0.00	0.00	7,500.00	0.00
951-36-50-3510-52973	8,170.00	8,168.92	8,168.92	0.00	1.08	99.99
951-36-50-3510-52135	599,526.00	42,967.07	164,357.60	0.00	435,168.40	27.41
951-36-51-3520-52131	16,000.00	1,208.25	5,262.60	10,740.00	-2.60	100.02
951-36-51-3520-52149	1,150,643.00	81,508.07	306,911.60	0.00	843,731.40	26.67
951-36-51-3520-52244	2,500.00	1,044.00	1,044.00	0.00	1,456.00	41.76
951-36-51-3520-52248	17,588.00	281.12	8,458.44	0.00	9,129.56	48.09
951-36-51-3520-52972	10,000.00	0.00	1,029.31	0.00	8,970.69	10.29
951-36-52-3530-52149	4,310,341.00	373,437.13	1,475,824.81	0.00	2,834,516.19	34.24
951-36-52-3530-52244	3,000.00	0.00	0.00	0.00	3,000.00	0.00
951-36-52-3530-52302	2,255.00	101.20	141.86	0.00	2,113.14	6.29
951-36-52-3530-52972	3,000.00	97.28	97.28	0.00	2,902.72	3.24
951-36-53-3515-52149	219,481.00	16,997.13	63,954.92	0.00	155,526.08	29.14
951-36-53-3515-52201	64,706.00	6,189.49	19,232.77	0.00	45,473.23	28.72
951-36-53-3515-52211	180,928.00	12,852.33	39,019.20	115,208.76	26,700.04	85.24
951-36-53-3515-52223	38,103.00	5,265.79	14,765.50	0.00	23,337.50	38.75
951-36-53-3515-52246	141,611.00	21,906.61	50,404.44	36,510.24	54,696.32	61.38
951-36-53-3515-52247	12,975.00	550.00	983.86	1,600.00	10,391.14	19.91
951-36-53-3515-52261	401,232.00	32,958.52	131,758.84	72,808.00	196,665.16	50.98
951-36-53-3515-52302	250.00	0.00	0.00	0.00	250.00	0.00
951-36-53-3515-52932	15,500.00	0.00	3,875.00	0.00	11,625.00	25.00

951 Library Joint Powers Authority

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
951-36-53-3515-52933	33,187.00	-251.00	28,693.00	0.00	4,494.00	86.46
951-36-54-3550-52149	544,351.00	41,559.00	156,616.20	0.00	387,734.80	28.77
951-36-54-3550-52199	22,000.00	867.75	4,717.25	9,431.75	7,851.00	64.31
951-36-54-3550-52248	66,051.00	3,437.92	21,895.07	36,176.11	7,979.82	87.92
951-36-54-3550-52249	60,300.00	280.31	2,917.03	7,131.60	50,251.37	16.66
951-36-54-3550-52302	1,430.00	0.00	139.70	0.00	1,290.30	9.77
951-36-54-3550-52403	58,423.00	6,258.27	32,097.17	1,320.04	25,005.79	57.20
951-36-55-3560-52149	671,454.00	0.00	0.00	0.00	671,454.00	0.00
951-36-55-3560-52302	660.00	732.85	732.85	0.00	-72.85	111.04
951-36-55-3560-52304	10,910.00	2,243.41	2,243.41	0.00	8,666.59	20.56
951-36-55-3560-52306	6,762.00	0.00	0.00	0.00	6,762.00	0.00
951-36-55-3560-52972	6,000.00	90.89	307.81	0.00	5,692.19	5.13
Total SERVICES	9,494,026.00	731,366.58	2,846,637.59	316,888.75	6,330,499.66	33.32
951-53000						
SUPPLIES						
951-36-50-3510-53101	17,000.00	570.49	2,048.80	0.00	14,951.20	12.05
951-36-50-3510-53102	16,500.00	475.41	3,227.61	0.00	13,272.39	19.56
951-36-51-3520-53106	839,000.00	66,986.70	195,554.44	0.00	643,445.56	23.31
951-36-51-3520-53107	600.00	0.00	0.00	0.00	600.00	0.00
951-36-51-3520-53112	150,276.00	6,688.51	34,764.20	1,000.00	114,511.80	23.80
951-36-52-3530-53109	7,248.00	0.00	482.20	0.00	6,765.80	6.65
951-36-53-3515-53108	3,690.00	314.11	604.89	0.00	3,085.11	16.39
951-36-53-3515-53113	18,000.00	1,197.43	4,312.69	0.00	13,687.31	23.96
951-36-53-3515-53311	152,710.00	13,281.43	60,481.99	0.00	92,228.01	39.61
951-36-53-3515-53312	25,200.00	446.43	2,204.94	0.00	22,995.06	8.75
951-36-54-3550-53110	18,000.00	0.00	1,397.42	9,103.32	7,499.26	58.34
Total SUPPLIES	1,248,224.00	89,960.51	305,079.18	10,103.32	933,041.50	25.25
951-54000						
OTHER MATERIALS AND SERVICES						
951-36-50-3510-54990	3,480.00	0.00	0.00	0.00	3,480.00	0.00
951-36-53-3515-54990	0.00	35.07	35.07	0.00	-35.07	0.00
951-36-55-3531-54990	2,500.00	176.00	209.45	1,408.00	882.55	64.70
951-36-55-3550-54990	7,275.00	75.45	2,201.24	0.00	5,073.76	30.26
Total OTHER MATERIALS AND SERVICES	13,255.00	286.52	2,445.76	1,408.00	9,401.24	29.07

Expenditure Status Report
 CITY OF SANTA CRUZ
 10/1/2009 through 10/31/2009

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 Periods: 4 through 4

951 Library Joint Powers Authority

Account Number	Adjusted Appropriation	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
951-56000 OTHER CHARGES	0.00	0.00	0.00	0.00	0.00
Total OTHER CHARGES	0.00	0.00	0.00	0.00	0.00
951-57000 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
951-58000 DEBT SERVICE					
951-36-50-3540-58140 Loan principal	39,022.00	0.00	0.00	39,022.00	0.00
951-36-50-3540-58190 Other debt principal	40,293.00	40,293.07	0.00	-0.07	100.00
951-36-50-3540-58240 Loan interest	41,508.00	2,668.25	0.00	38,839.75	6.43
951-36-50-3540-58290 Other debt interest	8,500.00	3,932.60	0.00	4,567.40	46.27
Total DEBT SERVICE	129,323.00	46,893.92	0.00	82,429.08	36.26
951-59000 OTHER FINANCING USES					
Total OTHER FINANCING USES	0.00	0.00	0.00	0.00	0.00
Grand Total	10,884,828.00	821,040.98	328,400.07	7,355,371.48	32.43

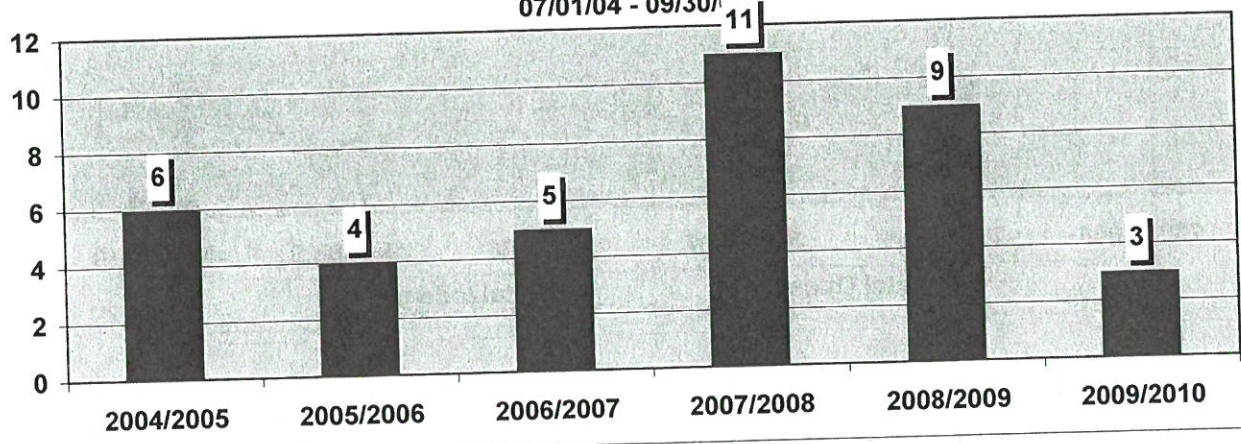
Expenditure Status Report
CITY OF SANTA CRUZ
 10/1/2009 through 10/31/2009

101 General Fund

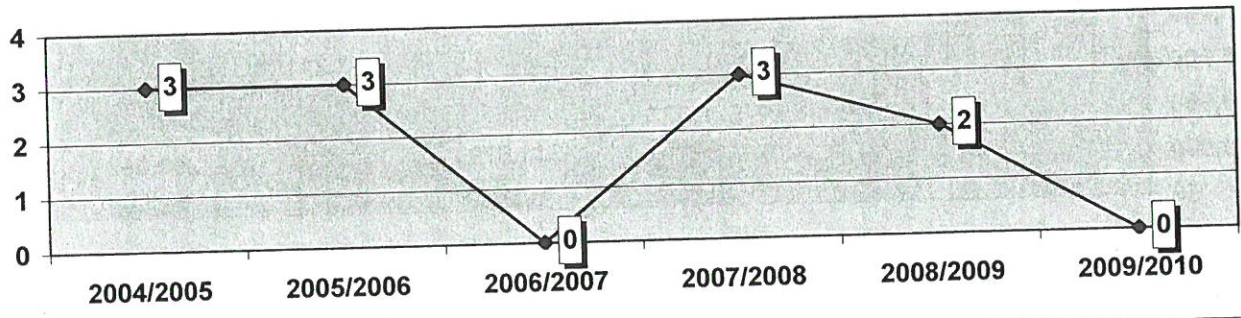
35 Library (City)

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
101-35-51000 PERSONNEL SERVICES						
Total Regular full time	4,305,302.00	500,102.95	1,516,001.55	0.00	2,789,300.45	35.21
Total Regular part time	610,327.00	77,713.81	225,431.61	0.00	384,895.39	36.94
Total Overtime	0.00	442.60	1,820.89	0.00	-1,820.89	0.00
Total Termination pay	0.00	2,974.50	11,592.66	0.00	-11,592.66	0.00
Total Temporary	510,086.00	45,973.64	110,578.37	0.00	399,507.63	21.68
Total Other pay	0.00	69.68	406.93	0.00	-406.93	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	0.00	0.00	0.00	0.00	0.00	0.00
Total Retirement contribution	2,880.00	500.00	1,250.00	0.00	1,630.00	43.40
Total F.I.C.A.	631,119.00	75,717.21	224,913.98	0.00	406,205.02	35.64
Total Group health insurance	61,081.00	2,050.92	5,748.38	0.00	55,332.62	9.41
Total Group dental insurance	943,722.00	94,791.87	269,305.20	0.00	674,416.80	28.54
Total Vision insurance	98,798.00	11,793.93	31,675.49	0.00	67,122.51	32.06
Total Medicare insurance	17,895.00	2,152.31	5,767.25	0.00	12,127.75	32.23
Total Group life insurance	58,208.00	33,831.35	48,613.65	0.00	9,594.35	83.52
Total Disability insurance	2,673.00	344.79	908.53	0.00	1,764.47	33.99
Total Unemployment insurance	35,613.00	4,166.86	12,525.25	0.00	23,087.75	35.17
Total Workers' compensation	12,291.00	1,568.24	4,673.91	0.00	7,617.09	38.03
Total Accrued vacation - period 13	219,856.00	27,840.06	82,764.83	0.00	137,091.17	37.65
	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total	7,509,851.00	882,034.72	2,553,978.48	0.00	4,955,872.52	34.01

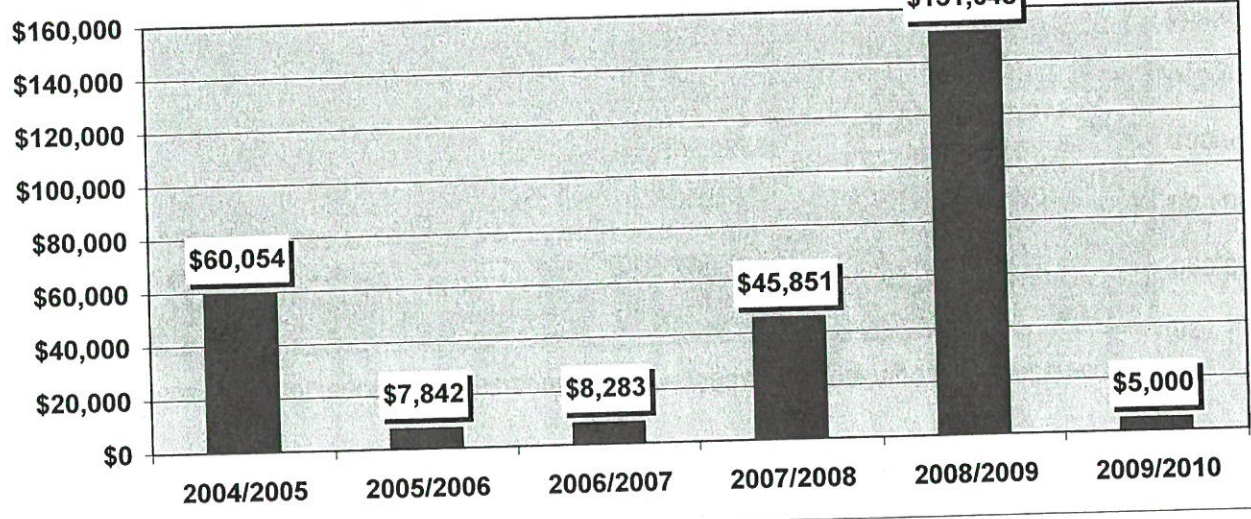
City of Santa Cruz
 Workers' Compensation
 Reported Claims per Fiscal Year
 Library
 07/01/04 - 09/30/11



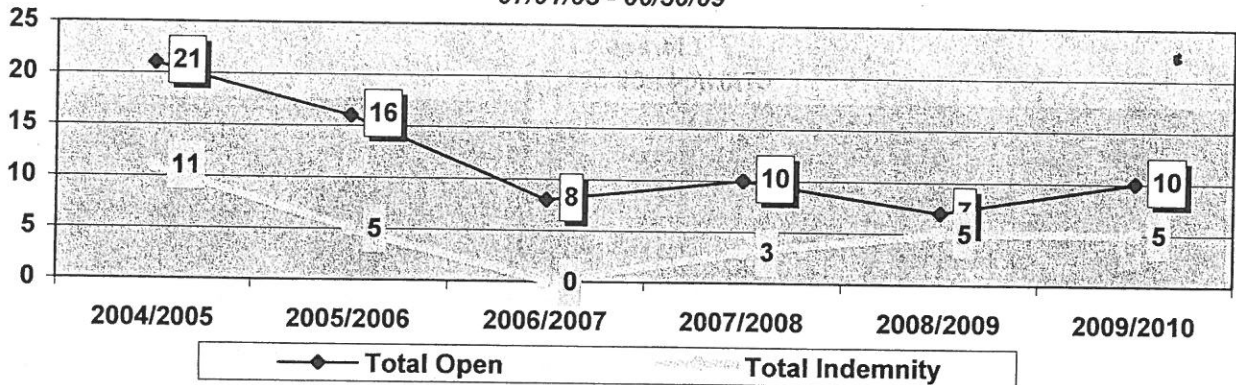
Indemnity Claims



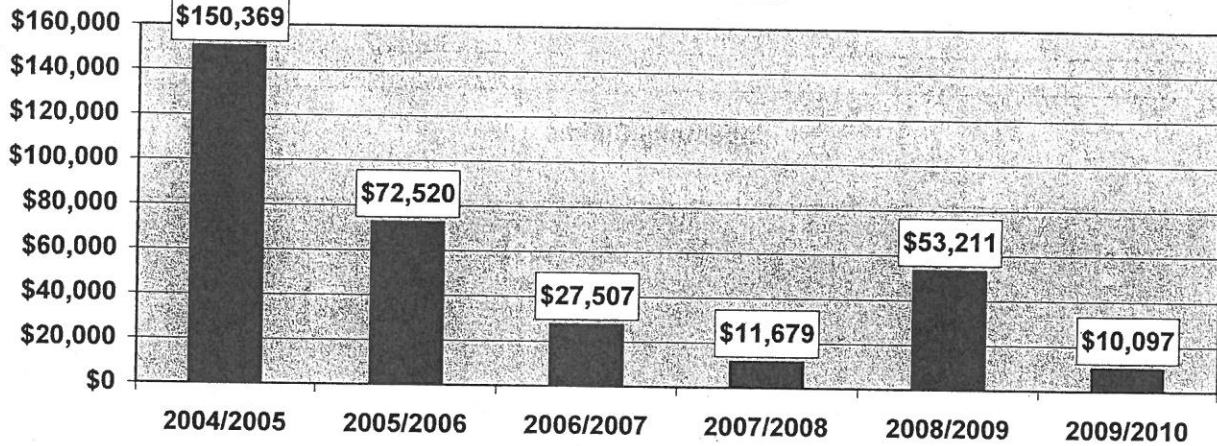
Incurred Costs for Reported Claims



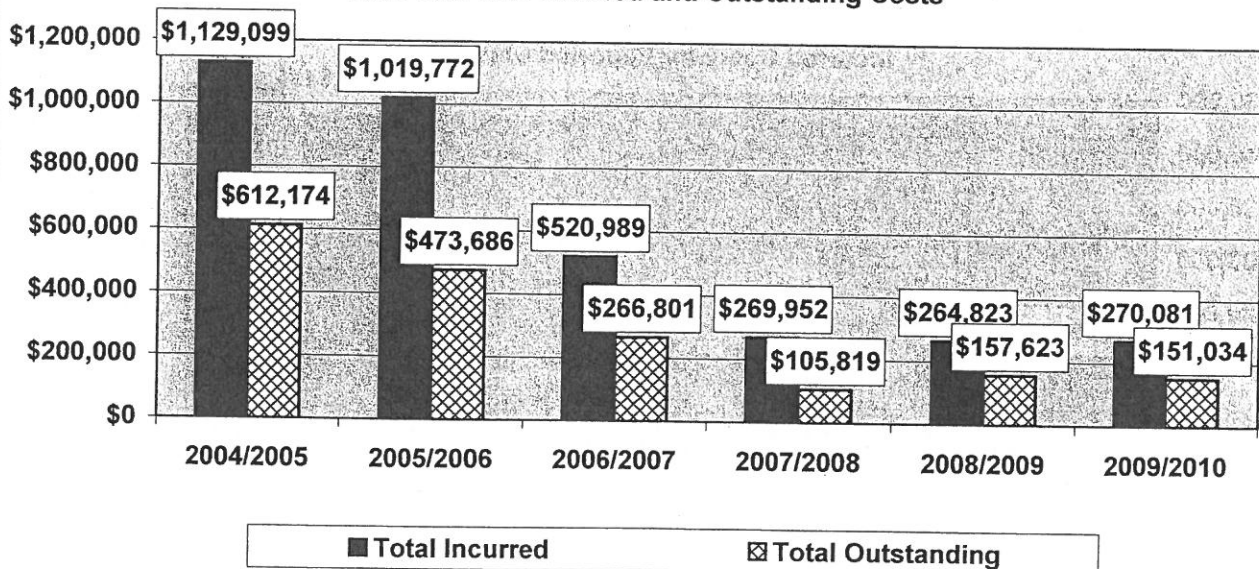
Open Claims
Library
07/01/03 - 06/30/09



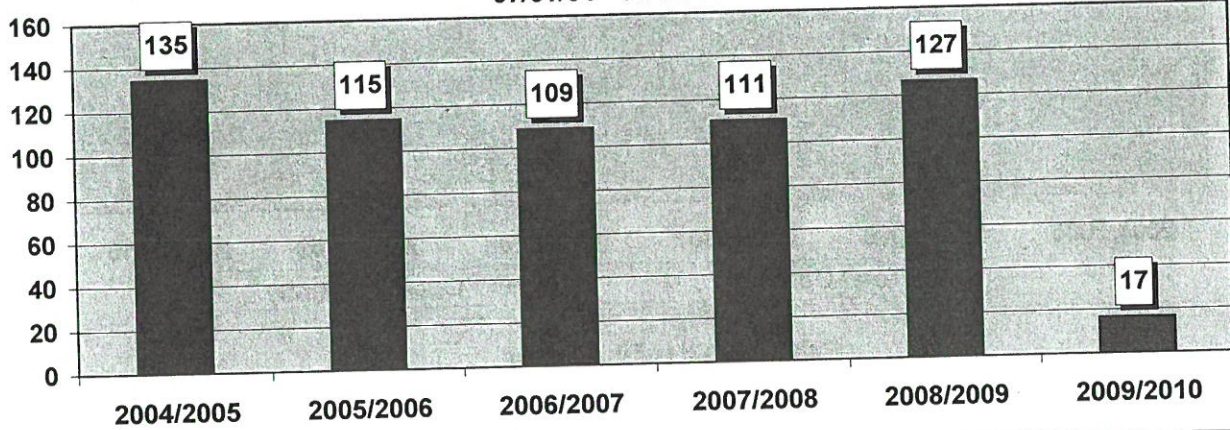
Paid Costs Per Fiscal Year



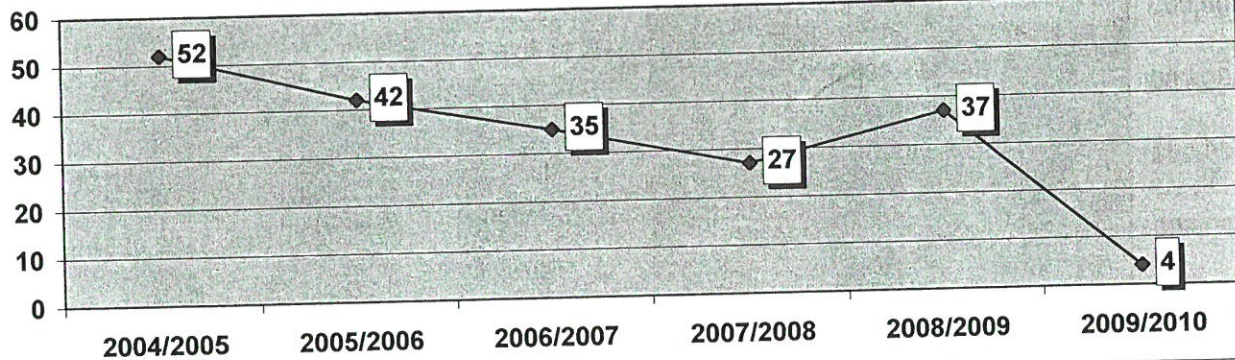
Total Year End Incurred and Outstanding Costs



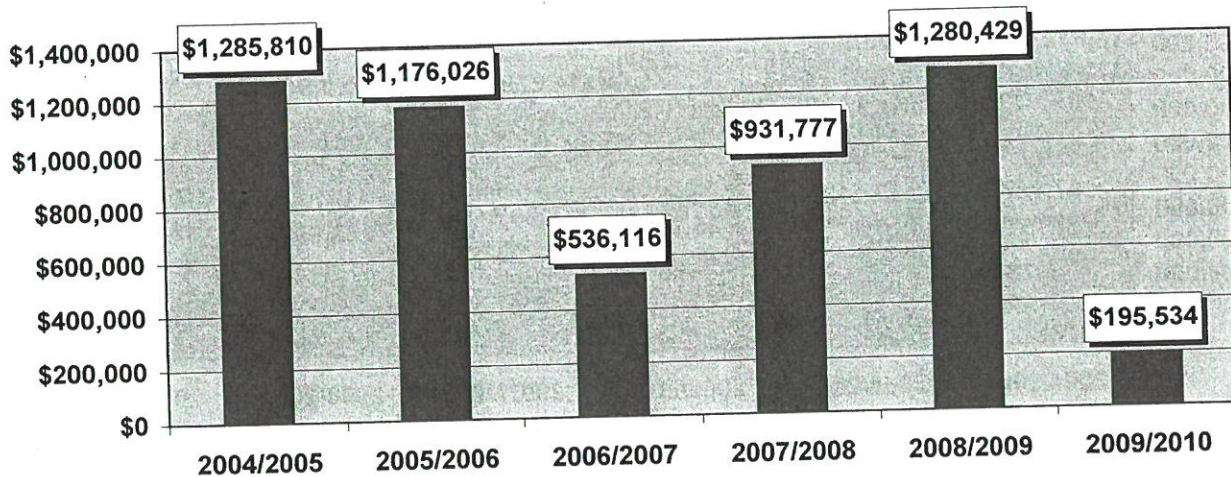
**City of Santa Cruz
Workers' Compensation
Citywide
Reported Claims per Fiscal Year
07/01/04 - 09/30/09**

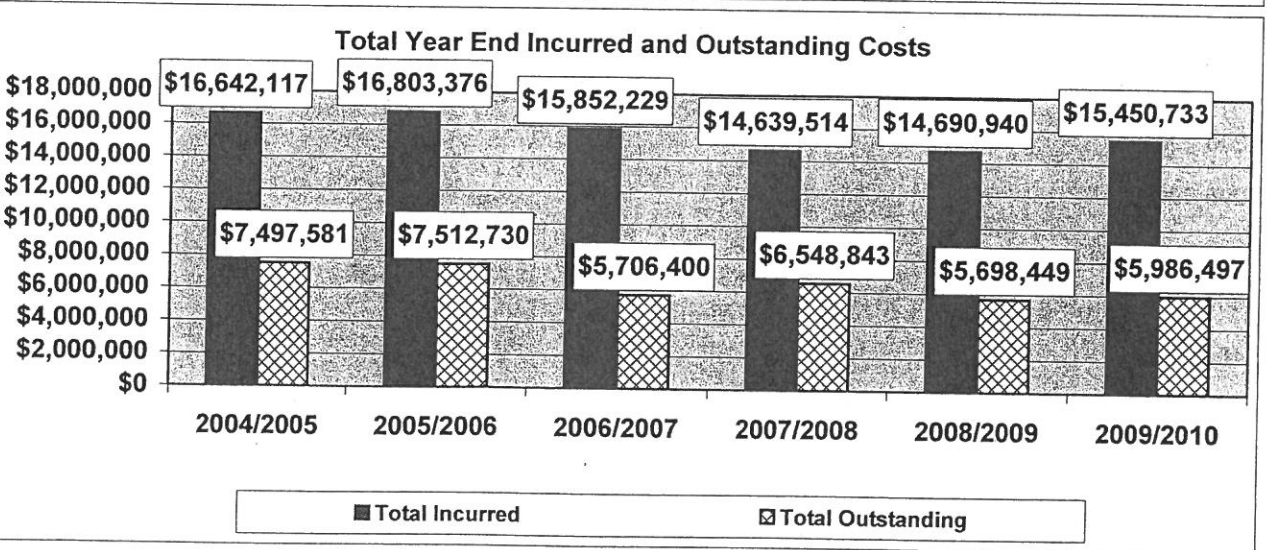
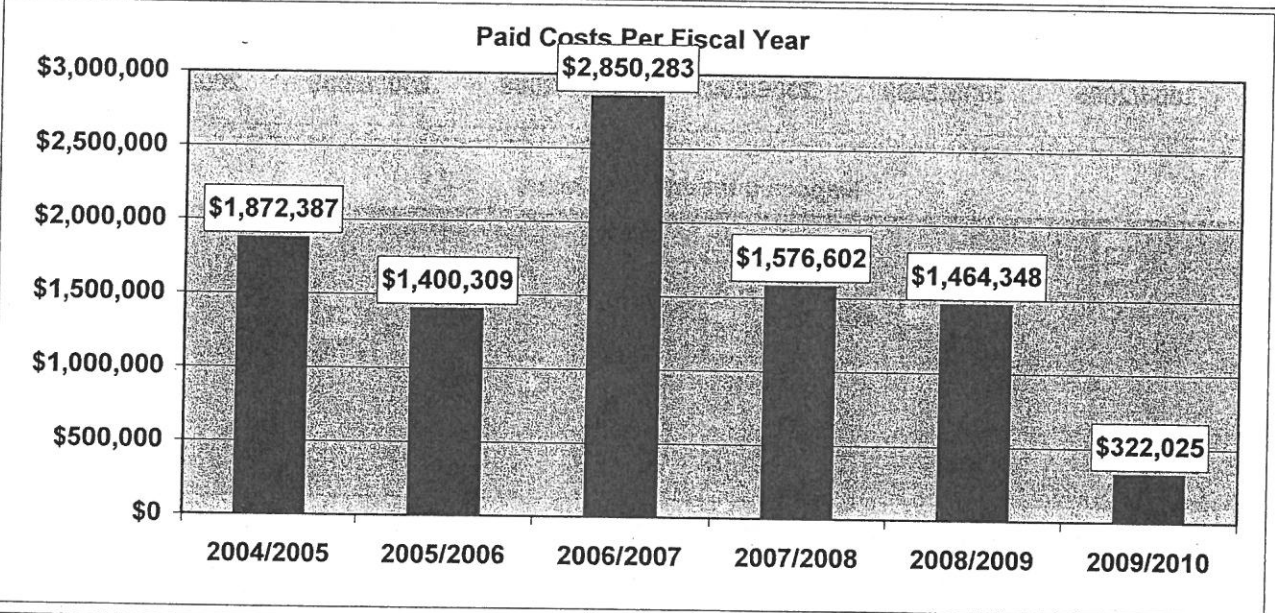
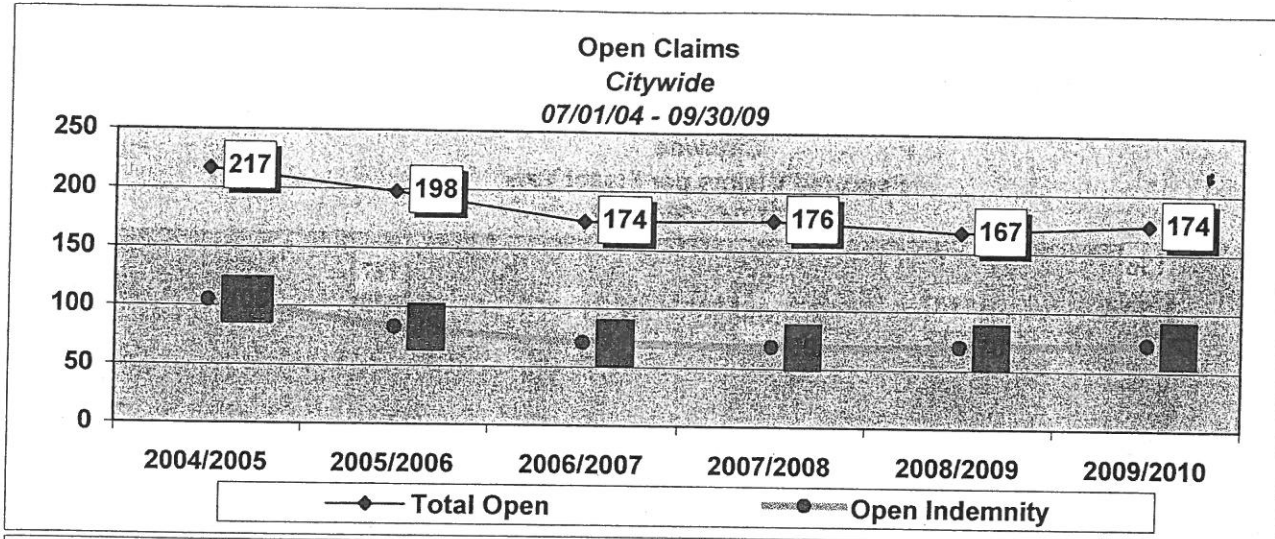


Reported Indemnity Claims



Incurred Costs for Reported Claims





COUNTY REVENUE TRANSFERS
FY 2009-10

		CUM TARGET	CUM SURPLUS OR (DEFICIT)	CUM TOTAL ACTUAL	MONTHLY PAY'T TOT	43310 MT. EFFORT	41211 SALES TAX	46190 INTEREST	43310 SUPPLE.
JULY	8.30%	898,919	-47,402.38	851,516.28	851,516.28	\$405,136.39	\$446,379.89		
AUG	16.60%	1,797,838	-133,762.68	1,664,075.32	812,559.04	\$431,230.75	\$381,328.29		
SEP	25.00%	2,696,757	-148,754.35	2,548,002.65	883,927.33	\$431,230.75	\$452,696.58		
OCT	33.00%	3,595,676	-68,055.07	3,527,620.93	979,618.28	\$431,230.75	\$548,387.53		
NOV	42.00%	4,494,595	-132,717.83	4,361,877.17	834,256.24	\$431,230.75	\$403,025.49		
DEC	50.00%	5,393,514	0.00	0.00	0.00	\$0.00	\$0.00		
JAN	58.00%	6,292,433	0.00	0.00	0.00	\$0.00	\$0.00		
FEB	67.00%	7,191,352	0.00	0.00	0.00	\$0.00	\$0.00		
MAR	75.00%	8,090,271	0.00	0.00	0.00	\$0.00	\$0.00		
APR	83.00%	8,989,190	0.00	0.00	0.00	\$0.00	\$0.00		
MAY	92.00%	9,888,109	0.00	0.00	0.00	\$0.00	\$0.00		
JUN	100%	10,787,024	0.00	0.00	0.00	\$0.00	\$0.00		
					4,361,877.17	\$2,130,059.39	\$2,231,817.78		

**Santa Cruz Public Libraries
Fiscal Year Ended June 30, 2009
Exit Conference
November 23, 2009**

Audit Approach:

- Year-end validation:
 - Validated major accounts by examining supporting documentation
 - ✓ Cash & investments
 - ✓ Accounts, Intergovernmental, and Other receivables
 - ✓ Interfund transactions
 - ✓ Capital assets
 - ✓ Accounts and other payables
 - ✓ Wages and accrued liabilities
 - ✓ Long-term debt and Interest Payable
 - ✓ Deposits payable
- Reviewed minutes of the Library

Open Items for Completion of the Audit:

- Financial Statement for Library
- Note Disclosure for Library
- GASB 34 worksheets - Library:
 - ✓ Conversion journal entries
 - ✓ Major fund determination worksheet
 - ✓ Program revenues worksheet
 - ✓ Net assets worksheet
- Management's Discussion & Analysis
- Analytical review of balance sheet and revenues and expenditures (C&L will provide)
- Management representation letter (C&L will provide)

Current Year Observations:**Year End****1. Budget Process for Library Fund****Observation**

During the performance of our audit for the year ended June 30, 2009, we were informed by City staff of an error in the current year's Library Fund budget process. The Library revenue is over-projected, causing an excess expenditure over revenue, and depleted the fund balance reserved.

**Santa Cruz Public Libraries
 Fiscal Year Ended June 30, 2009
 Exit Conference
 November 23, 2009**

Discussion:

Effective: June 30, 2009

1. GASB Statement No. 45 - *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*
2. GASB Statement No. 49 - *Accounting and Financial Reporting for Pollution Remediation Obligations*
3. GASB Statement No. 55 - *The Hierachy of Generally Accepted Accounting Principles for State and Local Governments*
4. GASB Statement No. 56 - *Codification of Accounting and Financial Reporting Guidance Contained in the AICPA Statements on Auditing Standards*

Effective: June 30, 2010

1. GASB Statement No. 51 - *Accounting and Financial and Reporting of Intangible Assets*
2. GASB Statement No. 53 - *Accounting and Financial Reporting for Derivative Instruments*

*software
 LAIF:
 more disclosures
 next year*

Effective: June 30, 2011

1. GASB Statement No. 54 - *Fund Balance Reporting and Governmental Fund Type Definitions*

Fund Balance Reporting:

- Nonspendable - *already spent but an asset - going to be used up - inventory*
- Restricted - *3rd party - grants*
- Committed - *old reserves - committed to pay out*
- Assigned - *set aside for future purpose - vehicle replacement*
- Unassigned - *left over*

has to be involved

**Santa Cruz Public Libraries
Fiscal Year Ended June 30, 2009
Exit Conference
November 23, 2009**

Objectives of an Audit

- The objective of our audit is the expression of an opinion as to whether the financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles in the United States and to report on the fairness of the additional information when considered in relation to the financial statements taken as a whole.
- The objective also includes reporting on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Responsibilities

Management Responsibilities for Financial Statements

- Management is responsible for establishing and maintaining internal control and for compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants.
- Management is responsible for making all financial records and related information available to us.
- The responsibility for the financial statements is with the Library.
- Management is responsible for adjusting the financial statements to correct material misstatements.
- Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving:
 - Management
 - Employees who have significant roles in internal control
 - Others where the fraud could have a material effect on the financial statements
- Management is responsible to make certain that all entities comply with applicable laws and regulations.
- Management has the responsibility to follow-up and to take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

Auditor's Responsibilities

- We are responsible for forming and expressing an opinion about whether the financial statements that have been prepared by management, with the oversight of those charged with governance, are presented fairly, in all material aspects, in conformity with generally accepted accounting principles. However, the audit of the financial statements does not relieve management or those charged with governance of their responsibilities.

**Santa Cruz Public Libraries
Fiscal Year Ended June 30, 2009
Exit Conference
November 23, 2009**

Responsibilities, continued

Auditor's Responsibilities, continued

- We are responsible for performing the audit in accordance with generally accepted auditing standards and that the audit is designed to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement.
- We are responsible for communicating significant matters related to the financial statement audit that are, in our professional judgment, relevant to the responsibilities of those charged with governance in overseeing the financial reporting process. Generally accepted auditing standards do not require us to design procedures for the purpose of identifying other matters to communicate with those charged with governance.
- When applicable, we are also responsible for communicating particular matters required by laws or regulations, by agreement with the Library or by additional requirements applicable to the engagement.

Items for discussion:

- Financial Statements preparation and note disclosures
- Negative Cash Flow in Library JPA.
- Financial uncertainty with the Library JPA.

Proposed Dates for Reports

- 1st Draft for review and GASB 34 worksheets by Library: 11/23/09
- 1st Draft review by C&L: 11/30/09
- 2nd Draft by Library: 12/2³/09
- 2nd Draft review by C&L: 12/07/09
- 3rd Draft by Library: 12/11/09
- Final Draft by C&L: 12/16/09
- Approving Final Reports: 12/18/09
- Printing by C&L: 12/23/09
- Presentation to the Board: 11/10 -

Reports to be issued:

- Santa Cruz Public Libraries - 1 PDF, 1 unbound, 25 bound
- SAS 114 Letter - 1 PDF, 1 unbound, 15 bound

**Library Wish List Program
September—November 2009**

BOOKSTORE PURCHASES	Adult	Youth	Total
Bookshop Santa Cruz	\$ 518.00	\$ 536.00	\$ 1,054.00
Borders	\$ 207.00	\$ 612.00	\$ 819.00
Capitola Book Café	\$ 89.00	\$ 12.00	\$ 101.00
Gateways	\$ 20.00	\$ -	\$ 20.00
Kaleidoscope	\$ -	\$ 22.00	\$ 22.00
Literary Guillotine	\$ 24.00	\$ -	\$ 24.00
Total Purchases	\$ 858.00	\$ 1,182.00	\$ 2,040.00

GIFT CARD PURCHASES	Total
Bookshop Santa Cruz	\$384.35
Borders	0
Capitola Book Café	\$100.00
Gateways	0
Kaleidoscope	0
Literary Guillotine	0
Total Purchases	\$484.35

Donated Items Through Wish List Program by Bookstore

BOOKSTORE	ADULT ITEMS	YOUTH ITEMS	Non-Wishlist Items	TOTAL # ITEMS DONATED
Atlantis—ATL	0	0	0	0
Bookshop Santa Cruz—BSC	22	37	7	66
Bookworks—BKW	0	0	0	0
Borders—BOR	8	114	679	801
Borders Express--BOR EX	0	0	0	0
Capitola Book Café—CAP	4	2	1	7
Gateways—GAT	1	0	0	1
Kaleidoscope—KAT	0	4	5	9
Literary Guillotine—LIT	1	0	0	1
Totals	36	157	692	885

MEMORANDUM

TO: Joint Powers Board
FROM: Teresa Landers, Library Director
SUBJ: State Take-away

BACKGROUND

At the beginning of FY0910 the Library anticipated a possible state takeaway of local property tax funds (suspension of Proposition 1A) up to \$447,892. Since there had already been severe cuts to the budget, a decision was made to hold this money in reserve from the \$832,000 budgeted for the purchase of library materials. The final numbers are in and the amount is \$282,401 for the Library Financing Authority of which Santa Cruz Public Libraries is responsible for 77.41% or \$218,607.

DISCUSSION

The cut in the materials budget has had a serious impact on customer service. The Library is not taking requests for purchases and very little is being purchased but the public has been very understanding. The Library is more dependent on donations and projects such as the Wish List program. This program has been a wonderful goodwill gesture but falls far short of meeting library needs and consumes a great deal of staff time to administer. Trust and gift funds have helped some but numerous complaints have been received by patrons thinking their branch has been singled out for fewer materials.

The take-away is being mitigated by a securitization process whereby the \$218,607 will be returned to the Library based on the sale of bonds by the State. The State will take the money in January and April and return it from the bond sale at the same time

RECOMMENDATION

Staff recommends that of the total \$447,892 reserved, the Library only spend \$130,000 right now. We recommend that \$100,000 be spent on materials and \$30,000 for replacement of all the public PCs in the system. The Manager of NAS has identified a source for refurbished PCs with full warranties and can replace all the 125 outdated public PCs with technologically current equipment. Depending on how the year progresses we may request spending an additional \$99,285 on materials in March. The balance of the funds would be kept in reserve to help cover any shortfalls this year or to go towards reversing the negative fund balance and starting to create a reserve. To summarize:

Reserved for take-away	\$447,892
Actual take-away	\$218,607
Available to spend	\$229,285
Materials now	\$100,000
PCs now	\$30,000
To spend in March or to add to reserve	\$99,285
Securitized take-away to be placed in reserve	\$218,607



COUNTY OF SANTA CRUZ

MARY JO WALKER, AUDITOR-CONTROLLER
701 OCEAN STREET, SUITE 100, SANTA CRUZ, CA 95060-4073
(831) 454-2500 FAX (831) 454-2660

Edith Driscoll, Chief Deputy Auditor-Controller
Pam Silbaugh, General Accounting Manager
Mark Huett, Audit and Systems Manager
Marianne Ellis, Property Tax Accounting Manager

November 5, 2009

Mr. Jack Dilles
Director of Finance
City of Santa Cruz
809 Center Street, Room 101
Santa Cruz, CA 95060

received 11/9/09
JE

RE: County Library

Dear Jack,

Mary Jo may have already spoken to you regarding the County Library in terms of the Proposition 1A suspension. The amounts computed for Prop 1A are based on the County's share only in support of the Library Financing Authority.

I have included the computations for your information. Please let me know if you have additional questions.

Sincerely,

Marianne Ellis
Property Tax Accounting Manager
Phone: 831-454-2674
Fax: 831-454-2660
Marianne.ellis@co.santa-cruz.ca.us

COUNTY OF SANTA CRUZ
FISCAL YEAR 2009-10

SUSPENSION OF PROPOSITION 1A
BASED ON 8% OF FISCAL YEAR 2008-09 PROPERTY TAX

		COUNTY LIBRARY
		26-100 131855 11051
SECURED		
CURRENT	100	\$4,628,770.40
CURRENT ADJUSTMENTS	100	(12,581.76)
PROPERTY TAX ADMIN & LAFCO FEES	100	-
OTHER ADJUSTMENTS		-
TOTAL CURRENT SECURED	100	<u>4,616,188.64</u>
PRIOR SECURED	120	-
UNSECURED		
CURRENT	110	111,997.67
PRIOR	130	3,500.24
SUPPLEMENTAL		
CURRENT SECURED	150	42,800.60
CURRENT UNSECURED	151	(535.20)
PRIOR SECURED	160	11,559.16
PRIOR UNSECURED	161	459.85
OTHER		
VLF SWAP (fund 72-779)	104	n/a
SALES TAX TRIPLE FLIP (fund 72-778)	169	n/a
AIRCRAFT TAX	190	-
ADD (DEDUCT) AMOUNTS NOT SUBJECT		
PROPERTY TAX ADMIN & LAFCO FEES		(a)
PASSTHROUGH REVENUE		(1,255,955.00)
H&S 33676 2% INFLATION PASSTHROUGH		-
OTHER		-
AMOUNT SUBJECT TO 8%		<u><u>\$3,530,015.96</u></u>
8% TO SUPPLEMENTAL RRVENUE AUGMENTATION FUND		<u><u>\$282,401.28</u></u>

(a) Prop tax admin
or LAFCO fees
not charged to taxes

Certified Proposition 1A Amounts
 County of SANTA CRUZ

Local Agency Name	Certified Proposition 1A Receivable (rounded to nearest dollar)
→ COUNTY LIBRARY	282,401
S C COUNTY GENERAL	5,460,738
COUNTY FIRE	139,790
BOULDER CR CO SV AREA NO. 7	1,666
CO HWY SAFETY SERVICE AREA #9	18,337
CO HWY SAFETY SERV AREA #9-A	29,460
CO HWY SAFETY SVC AREA #9-ZN B	497
DAVENPORT CO SAN DIST	1,999
EMPIRE ACRES CO SV AREA #17	425
EXTENDED POLICE PROT CSA #38	149,374
HUCKLEBERRY WDS CO SV AREA #15	371
HUTCHINSON RD CO SV AREA NO13	2,780
PAJARO STORM DRAIN MAINT DIST	64,547
PAJARO DUNES CO SVC AREA #4	45,323
PLACE DE MER CO SERV AREA #2	4,980
REC & PARKS - CO SERV AREA #11	48,202
ROBAK DR CO SV AREA #16	421
SAND DOLLAR BCH CO SERV AREA 5	12,284
SC FLOOD CONT & WTR CONS ZONE 4	44,772
SC FLOOD CONT & WTR CONS ZONE 5	15,579
SC FLOOD CONT & WAT CONS DISTGEN	40,317
WHITEHOUSE CYN RD CSA #18	290
SALSIPUEDES SANITARY DIST GEN	1,477
APTOS LA SELVA FPD	702,963
BEN LOMOND FIRE PROT DIST	54,728
BOULDER CREEK FIRE PROT DIST	61,967
BLDR CREEK REC & PARK DIST	13,658
BRANCIFORTE FIRE PROT DIST	45,989
CENTRAL FPD OF SANTA CRUZ COUNTY	417,010
CENTRAL WATER DIST GEN	7,881
FELTON FIRE PROT DIST	49,120
LA SELVA REC & PARK DIST	8,000
LOMPICO CO WATER DIST TR GENL	5,302
OPAL CLIFFS REC & PARK DIST	157
PAJARO VALLEY PUB CEM DIST	40,959
PAJARO VALLEY FIRE PROTECTION DIST G	111,243
SCOTTS VALLEY FIRE PROT DIST	352,775
SCOTTS VALLEY FIRE ZONE A	6,495
S C CO RESOURCE CONS DIST	1,909
ZAYANTE FIRE PROT DIST	24,531
AROMAS FIRE PROT DIST TR GENL	1,719
SANTA CRUZ PARKING #1	2,590
SAN LOR VAL CO WAT DIST TR GEN	42,268
SCOTTS VAL WATER DIST TR GEN	49,409
SANTA CRUZ CITY TR	1,311,652
WATSONVILLE CITY - TRUST	851,369
SCOTTS VALLEY CITY TR	179,081
CAPITOLA CITY TR	229,040

Putting Library Cards in the Hands of Young People

A library card is one of the most important school supplies a child needs to be successful in school. The Santa Cruz Public Libraries (SCPL) work collaboratively with families and schools to put cards in students' hands and to provide opportunities for students to explore the services the card offers them. Library card applications are signed by parents and SCPL makes every effort to inform families of the advantages and responsibilities of having a library card.

In the fall of 2009, SCPL removed the age requirement for receiving a library card. A child of any age is now eligible for a card...using the Library is truly a family activity.

READ TO ME: Early Literacy

Language learning begins in infancy. Under the program name, *READ TO ME*, SCPL provides services to families with young children. *READ TO ME* encourages families to begin the library habit early by inviting parents to bring their very young children to the Library to participate in Together @ the Library, our parent education service. Parents learn how the Library can support them as they raise their children, and children learn that the Library is fun. *READ TO ME* provides over 250 subject-themed kits of children's books which can be checked out by anyone with a library card.

SCPL also participates in First Five Santa Cruz County's *Raising a Reader* program. *Raising a Reader* is administered by the Pajaro Valley Unified School District and enrolls families for several months, teaching them about language development and the importance of books. A visit to the Library is included and prechoolers receive library cards and a blue or purple library bag so that they can return to the Library and check out more books. The Aptos, Branciforte, Central, Garfield Park, LaSelva Beach, and Live Oak branches have hosted *Raising a Reader* families and look forward to many more visits. *Raising a Reader* partners include Walnut Avenue Women's Center and the Live Oak Child Development Program.

Kindergarten and First Grade

Class visits of kindergarteners and first graders to the Library are common in many school systems. Teachers pick up card applications from branch libraries and distribute them to parents well in advance of the visit. Applications are returned to the Library with sufficient time to process so that library cards are ready for the children when they arrive at the Library. Central Branch staff hosts BayView, Westlake, and Holy Cross schools, for instance, while Branciforte hosts Gault. All of Del Mar Elementary School's kindergarteners visit Live Oak and Green Acres schedules visits for first graders. Soquel Elementary and Mountain School kindergarteners have always visited Capitola Branch, but this is more difficult since the change in hours.

Soquel High's reading teacher partners high school students with kindergarteners and both age groups need library cards to participate.

Elementary School

Class visits remain common from schools that are close to a branch library. Santa Cruz Children's School is a frequent visitor to Branciforte and nearly every child has a library card. On a recent visit to Holy Cross school, library staff found that every student had a library card as Holy Cross students can easily visit the Central Branch. Individual classes from Rio del Mar, Aptos Academy, and Mar Vista visit Aptos.

Many teachers in schools where class visits are very difficult to arrange assign students to get a library card as a requirement for class. Families at these schools come into the Library on their own to apply for cards.

Some schools assist the process by collecting applications from students in batches, sending these to the library for processing, and then distributing the cards as they are returned to the school. St. Lawrence Academy in Felton and San Lorenzo Valley Schools have opted for this process. Library staff attempts to visit these schools to explain the value of the library card but this is less and less possible with reduced library staffing.

At the beginning of the school year, the Valley Women's Club gives every Boulder Creek Elementary School student a school bag with a library card application in it. Families return the applications directly to the Library to receive the library card. Sometimes library staff have been able to visit the school during the year to reinforce library card use.

Middle School

When the Library works with classes in middle school we focus on library cards, PIN numbers, and database instruction. Star of the Sea Academy (ages 12-15) visits Branciforte often and nearly every student has a library card. Sheri Kilkenney of Mission Hill Middle School requires all of her students to have a library card and a pin number and every spring the Central Branch hosts 6-9 science classes of 8th graders for instruction on the use of databases. Andrea Roth at Pacific Collegiate School requires her 7th grade students to have library cards. We have had success at schools where a library card is required and follow-up is done in database instruction. There are many middle schools, however, where Library contact is only made with individual families.

High School

SCPL has a very successful library card program at Harbor High School with librarian, Nancy Litvack. Fours years ago, over a period of 4-5 weeks, teams of public library staff took laptops to the school library and systematically connected with every student in the school to either issue library cards or update existing ones. Nancy followed up the sessions with database instruction in the school's computer lab. Every year since then a team of library staff visits Harbor every fall to give cards to 9th graders and transfer students and Nancy continues database instruction follow-up. While library teams also visited Soquel High School four years ago, similar follow-up has not occurred there.

The Central Branch has a training program established with Santa Cruz High School working with the Health/Tech Core classes required of all freshmen. The classes visit the branch, and library cards, PIN numbers, and database instruction are required of the students and provided by Central youth services staff. Each year 4-5 classes visit in September and March.

Star of the Sea Community School (ages 13-18) visits Branciforte Branch and all of those students have library cards. Costanoa High School (a collection of alternative schools and a district-supported homeschool based in the old Branciforte Elementary School) also visits Branciforte Branch to receive library cards and do research.

SCPL is currently partnering with the elementary schools of Santa Cruz City Schools to put library cards in the hands of all students. Working through the school librarians, applications are being collected in class batches and are forwarded to SCPL. These applications are being processed and cards are being returned to the schools now. We have found that the majority of students already have cards, but this project has registered approximately 60 more children attending city elementary schools. In an agreement with Mary Anne James, Director of Curriculum & Assessment of Santa Cruz City Schools, SCPL will participate in a focused library card initiative for kindergarteners and 6th graders in 2010/2011.

In November, Michelle Galipeaux of Valencia Elementary School contacted the Aptos Branch to ask about registering all students at the school for library cards because budget cuts may force the closing of the school library. SCPL immediately agreed and that initiative is underway. Applications are being collected now and we anticipate issuing the cards sometime in January. A school-wide assembly will be held to underscore the importance of library cards and SCPL staff will attend that assembly.

Summary

The Santa Cruz Public Libraries uses many strategies to issue library cards to young people. The most successful strategies evolve from partnerships with schools to either host teams of public library staff at the school or to arrange visits to the local library branch. Bibliographic and database instruction are essential to long-term library card use.

While these strategies are effective, they are staff intensive. SCPL staff sometimes works with school staff to provide necessary instruction, but SCPL staff must process the applications. A trained staffer can process approximately 10 applications an hour. Local branch staff often handles the requests from their local schools, although library team visits to schools and large batches of applications always involve Outreach staff. Confidentiality issues prevent volunteers from processing applications, but volunteers can help with tasks such as sends lists and route-ins to free staff to work on applications.

There are over 56 public schools in Santa Cruz County, over 48 private schools, and numerous homeschools. Although we have not yet partnered with each of these, our summer reading sign-ups tell us that we have reached families in over 100 schools.

SCPL staff responds to all school requests for library card assistance and the number of these requests is growing and keeps us busy the whole school year.

We worry about reaching critical mass, but we know that the collaboration of families, schools, library staff, and the community is the key to opening library doors to young people.

Janis O'Driscoll
Programs and Partnerships
December 2009

Collection Account Submissions

Fiscal Yr	07-08	08-09	09-10	
July	104	162	246	
August	163	157	207	
Sept	139	154	135	
Oct	146	148	137	
Nov	131	145		
Dec	189	188		
Jan	143	144		
Feb	154	151		
Mar	116	159		
Apr	130	151		
May	157	139		
June	166	100		
Total	1738	1798	725	

Collection Service Fee raised from \$10.00 to \$20.00 January 18, 2009

Fine rate raised from \$.25 to \$.50 per day April 6, 2009

\$2.50 Request Charge reinstated June 15, 2009

Fine threshold raised from \$5.00 to \$10.00 August 18, 2009

PARKING LOT ITEMS

TOPIC	RESOURCES/ RESPONSIBILITY	DATE
Board Self evaluation	JPB	December 2009
Mid year budget adjustment review	JPB and Director	December 2009
Budget projections	Director	January 2010
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 2010
Consider draft budget	JPB	May 2010
Adopt final budget	JPB	June 2010
Volunteer Policy Review		TBD

**Santa Cruz Library Joint Powers Board
December 2009 Performance Evaluation Report**

Introduction:

The library system is in a time of transition. We are in the midst of a serious budget downturn and subsequent reduction in staff, library open hours, programs and materials. Our new Director has been on board for only five months. Director Landers, with her staff, is assessing programs, services, staff and operations. A number of changes have been made and more are expected over the next year as a strategic plan is developed.

The timing is right for the Board to review its performance and answer questions:

- Is the Board doing the work it should be doing?
- Is the Board doing it effectively?
- What does the Board want to accomplish over the next year?
- How can the Board improve its performance?

Background:

An evaluation form with 37 characteristics of Board performance grouped within eight categories was distributed to all Board members and five members of Library staff, including Director Landers. The categories reflect five key Board roles: planning, financial oversight, evaluation, policy making and public & community relations; and three major processes used by the Board (board meetings and agendas, decision making, and communications & working relationships). Respondents were asked to rate each characteristic according to the following scale: needs significant improvement, needs improvement, consistently good, or outstanding. Respondents were advised to skip a characteristic if they felt they did not have the appropriate experience or knowledge. In addition, respondents were asked to provide input on key Board strengths, improvements needed and goals for the next year; and to add additional comments if desired.

Seven Board members and five management staff members completed the forms.

Performance Evaluation Analysis:

Evaluation responses were reviewed to identify:

- Categories and characteristics with lowest and highest ratings as measured by average rating;
- Characteristics with significant diversity of opinion;
- Key differences between Board responses and Staff responses.

LJPB EVALUATION REPORT

Results:

- Overall, the responses resulted in an average of 2.6 on the four point scale – a “C” grade.
- Board members are more positive than Staff, rating every category more positively than Staff. Board members rated only four (out of 37) characteristics lower than the Staff.

Distribution of Ratings:

Rating	Board	Staff
Needs sig. improvement	10%	26%
Needs improvement	31%	33%
Consistently good	37%	34%
Outstanding	22%	7%

- Board and Staff are consistent in the categories which rank lowest: Planning, Evaluation, Financial Oversight and Decision Making.
- The categories with the most difference between Board and Staff are: Financial Oversight and Decision Making.
- Only a few characteristics showed widely divergent responses. Three characteristics (2.1, 5.1 and 5.2) received responses by the Board in all four rating criteria and one characteristic (4.1) received Staff responses in all four rating criteria.

Because of the relatively small number of responses, these points may or may not be meaningful, but are worth discussing to determine whether there is any action required on the part of the Board.

Data: Refer to Appendices for details on evaluation data:

- Appendix 1: Evaluation Rating Distribution by Category
- Appendix 2: Low, High and Divergent Rating Summary
- Appendix 3: Board Member Evaluation Details
- Appendix 4: Staff Member Evaluation Details

LJPB EVALUATION REPORT

Strengths, Improvements, Issues and Comments:

Respondents were asked to identify strengths, areas for improvement or development and issues which the Board should focus on over the next year in order to provide opportunity for more qualitative inputs and perhaps comment on topics not included on the evaluation form. Additional comments were also welcomed. These inputs were grouped into: (1) "themes" which reflect multiple inputs on the same idea and (2) "other" which covers the remainder of the inputs.

Board Strengths:

Themes:

Committed to the mission of the Library. Extremely supportive of public library and its values and mission. Board members possess a strong sense of the power of public libraries to promote healthy communities and an informed citizenry. Board wants library system to succeed and grow stronger.

Collegial relationships Very good working relationship with each other and the director. Potentially-contentious topics are addressed with a relatively high degree of civility. Board is respectful and approachable and welcoming of public and staff input.

Other:

- Rational grasp of budget limitations
- A reluctance to meddle too deeply in operational questions which are obviously best left to the professionals;
- Board members are willing to devote time and energy on special projects and committees.
- Assuming we get the information we need, I feel like the board is able to effectively make decisions and consider the system as a whole.
- Board has taken a strong position regarding fiscal responsibility which has not been evidenced in the past.
- Support change and innovation

Improvements/Developments:

Themes:

Planning, planning and more planning! Disciplined planning and monitoring processes and reviews are needed. Both long- and short-term goals should be defined. We are moving in the right direction with the new director, but we have a lot of work to do.

Public and Community Relations/Advocacy: We can never do enough of this. We need to do more on a routine basis, not just when a crisis arises. Board members need to be

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more routinely involved in keeping the community updated and involved. We do a good job when we are advocating for a tax measure, but should be doing it all the time and not just when we need votes.

Board needs to focus on setting strategies, defining values and philosophies; and setting the direction for the system as a whole; and follow up to evaluate progress made towards these goals. Strategies should be basis for budget and resource allocation decisions. Key values should be identified so sustainable core services, facilities, technology and staffing are maintained and improvements implemented with planned reserve funding.

Other:

Better understanding of political process for future bond measure

We all need to do a better job in understanding the fiscal situation of the Library and make decisions based on the social contract we have made with the community.

Board needs to regularly review community needs.

The board needs to analyze current revenue streams to determine how a more stable and adequate yearly budget might be accomplished. Identifying funding sources to match the goals of the strategic plan and public demands for services

We all need to do a better job in understanding the fiscal situation of the Library and make decisions based on the social contract we have made with the community.

Look at system as a whole rather than thinking in terms of political gain

There is no collective Board memory and no mechanism amongst the Board for keeping track of outstanding issues and requests. Parking lot is good, but might be helpful if one of the members functioned to ensure that Board and staff follow thru on issues raised and requests made of library staff. Orientation for new Board members around outstanding issues and problems seems to be lacking. There is no written history for new Board members to reference (as Board minutes are for the most part action minutes not discussion minutes)

Budget process should not have to be reinvented each year to cover consistent short falls at the detriment of the viability of the system in the long term.

What issues should the Board should focus its attention in the next year?

Themes:

Identify strategic alternatives and determine the best structure for the system and how to create financial sustainability and a high level and quality of programs and services. We need to make the difficult decisions about nature and role and number of branches and

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continue to discuss equitable resource distribution among the existing branches. This may be an unpopular and politically difficult question, but addressing it fully is essential to the survival of the library. The board needs to directly face whether our continuing under-performance in technology and other important areas is an acceptable price to pay for our current priorities. Past decisions need to be looked at afresh. Hopefully a well reasoned, financially achievable decision will emerge. Reorganize the system so that it will provide the best level of service within its means. – decide what kind of library system we can afford to have based on the funding and start to put it in place. Identify and build consensus on how the library will re-invent itself.

Develop a strategic plan that is inclusive and uses the inputs from the community meetings. Create a cohesive strategic 3-5 year plan.

Ensure good budget oversight and fiscal health for the library.

Other:

Develop disciplined and ongoing planning and evaluation processes.

Balance the budget by year end so that we are no longer carrying an operating expense deficit and borrowing money from City on a regular basis.

Exploration of current revenue streams and ways to stabilize and improve incoming funds. Devise an ongoing funding plan that will stabilize future revenues. Look at library district tax alternatives that will provide a minimum level of funding.

Better communication with all library stakeholders

Attention must be given to technology needs which are becoming critical

We need to dream in a much bigger way and capture the imagination and resources of our community if we are to be the resource this community deserves.

Balance recovery with planning for future (and immediate) needs.

Comments:

Board might also view some other library systems in Bay Area to get a feeling for how far behind our facilities have become. This strongly impacts our ability to provide the services the public is demanding.

I think Teresa should feel empowered to make decisions without having to check with the board to the greatest extent permitted by the JPA compact. If she thinks there are current board policies in place that are unnecessarily invasive or not productive for some other reason and she would like us to revise them, I expect to be favorably inclined towards the revisions she wants.

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Planning: I marked the Board with the lowest scores possible in Section One on Planning because I believe that best reflects where we are today. Teresa is obviously undertaking the correct steps to for us to begin formulating a strategic plan and goals, but that's not the same thing as having this in place, and currently.

Planning: I think that in the past we have not done this well, but we are moving in the right direction with our current strategic planning process. I'd really like to see more operational & technological planning as well

Evaluation: I put several twos because of how the question is worded; it asks how regularly we are monitoring effectiveness, considering options based on our direct monitoring, etc. I don't believe that we do much of that, but I have to say I don't know that that should be the board's job. I think rather than the board doing this, management should do it and keep the board apprised of their monitoring and evaluation. Also, I marked us as a two ("Needs improvement") for evaluating the Director's performance because I think we should only undertake this annually rather than semi-annually.

Financial oversight: we have just put in a number of new procedures, reports, etc, so don't have a lot of experience yet to see whether they will be effective, which is why I rated this lower. We need to ensure we continue to monitor and evaluate these new things.

The chair has done a great job in guiding the board through a very rough year. The board in general has risen to the crises of the last year in a civil, appropriate and effective manner.

I didn't know whether to rate based on prior 2 years or current situation looking forward.

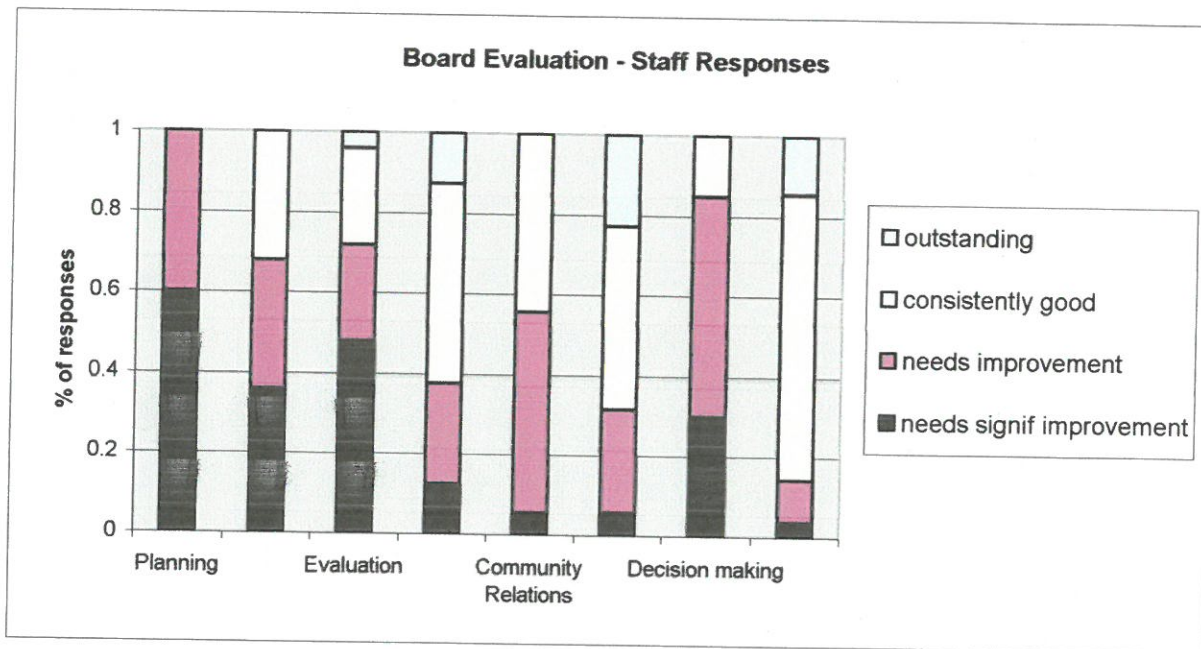
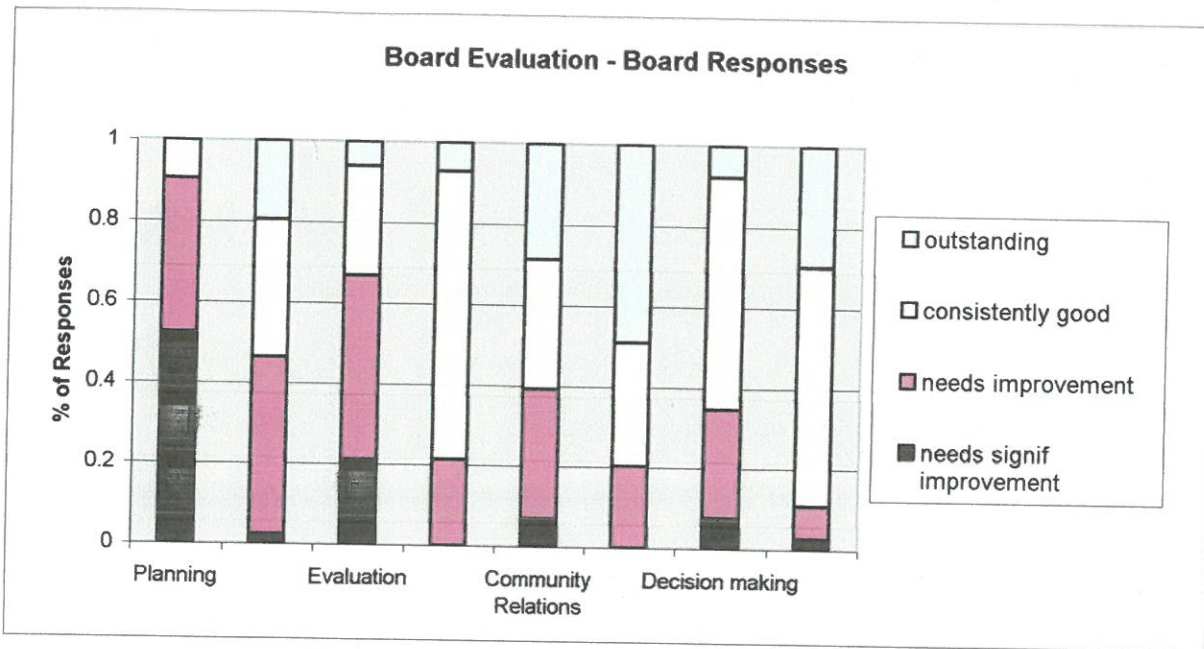
Conclusion:

The Board rates very positively in how we conduct board meetings and, in particular, for being open and inviting of public and staff inputs. Additionally, the Board maintains excellent and productive working relationships with each other and the Director. Perhaps most importantly, the Board is perceived as being passionate about and supportive of our Library System.

The Board has the opportunity to improve its performance in a number of areas and, therefore, become more effective in ensuring that the Library System provides maximum value to our community. Certainly, planning and evaluation are critical areas which need our attention, although it is recognized that we have already begun to make changes and put initiatives in place to address this.

The Board will need to identify and prioritize areas which we need to address and define actions to improve performance in these areas.

Board Evaluation Rating Distribution by Category



LJP Board Evaluation
Low, High and Divergent Ratings

Rating Scale: 1= Needs significant improvement 2 =Needs improvement
 3 =Consistently good 4 =Outstanding

Low Ratings: Average rating for the characteristic = <2

High Ratings: Average rating for the characteristic = >3

Divergent Responses = responses distributed across all levels of the rating scale

Note: *There is no column for Board only Low Rating because there were no characteristics rated low by the Board that were not also rated low by Staff.*

Characteristics	Low		High			Divergent Responses
	Board & Staff	Staff Only	Board & Staff	Board Only	Staff Only	
1. PLANNING						
1.1 A systematic planning process is in place (financial, operational, and capital)	X					
1.2 There are clear goals and actions resulting from relevant and realistic strategic planning	X					
1.3 The Board has a process for reviewing and revising goals and objectives	X					
2. FINANCIAL OVERSIGHT						
2.1 Roles and processes are clear for development, approval and control of the budget.		X				Board
2.3 Processes are in place to ensure fiduciary controls.		X				
2.4 The Board receives timely, accurate and sufficient financial information.		X				
3. EVALUATION						
3.1 The Board is effective in monitoring and evaluating the operational performance of the library.		X				
3.2 The Board is effective in monitoring and evaluating the financial performance of the library.		X				
3.3 The Board regularly monitors and evaluates progress toward	X					

Characteristics	Low		High			Divergent Responses
	Board & Staff	Staff Only	Board & Staff	Board Only	Staff Only	
strategic goals.						
3.4 The Board regularly monitors the effectiveness of key programs and services.	X					
3.5 The Board regularly evaluates the performance of the Director.				X		
4. POLICY MAKING						
4.1 The Board has enough information to make sound decisions on policies.						Staff
5. PUBLIC & COMMUNITY RELATIONS; ADVOCACY						
5.1 The Board routinely gathers and reviews input on community needs and opinions.						Board
5.2 The Board considers the interests of all segments of the community.					X	Board
5.4 Board members are effective advocates for the library.				X		
6. BOARD MTG & AGENDA						
6.2 Individual members of the Board treat other members and the staff with respect.			X			
6.3 All Board members actively participate in discussions and the free exchange of views is encouraged.			X			
6.4 The Board creates a welcoming environment for the public and invites public inputs.			X			
6.5 The agenda allows for sufficient time to discuss the most complex and critical issues.				X		
6.6 Sufficient meeting time is devoted to discussions of strategic and philosophical issues.		X				
6.7 The chairperson runs the meeting in a business-like manner while allowing for full discussion.			X			
7. DECISION MAKING						
7.1 The Board has identified the information (both internal and external) it requires on a regular basis to ensure the library is meeting its short and long term		X				

Characteristics	Low		High			Divergent Responses
	Board & Staff	Staff Only	Board & Staff	Board Only	Staff Only	
goals and objectives.						
7.2 The quality, quantity, and timing of information given to the Board is adequate		X				
7.3 Board members understand the library's mission, programs, services, and emerging trends and technologies in the public library field.		X				
8. COMMUNICATIONS & RELATIONSHIPS						
8.1 Board members are clear about the Board's role vs. the Director's role.				X		
8.2 The working relationship between the Board and the Director is positive and productive.			X			
8.4 Board members show concern for the well-being of staff, recognize their outstanding performance, and encourage their development.					X	
8.5 While Board members may not agree on every issue, they support all majority decisions of the Board.			X			

