



Library Advisory Committee

Meeting, Wednesday, March 15, 2017 at 10:00 AM
Cachuma Lake Recreation Hall
2225 Highway 154, Santa Barbara, CA

SANTA BARBARA COUNTY

LIBRARY ADVISORY COMMITTEE

Members

1st District Representative
Patricia Manuras

2nd District Representative
Claire B. VanBlaricum

3rd District Representative
Judith Dale

4th District Representative
Barbara Raggio

5th District Representative
Laura Selken

City Representatives

Carpinteria Representative
Gaby Edwards

CSA 3 Representative
Pamela Holst

Buellton Representative
Dan Baumann

Goleta Representative
Patricia Kistler

Guadalupe Representative
Amelia Villegas

Lompoc Representative
Alice Down

Santa Barbara Representative
Patricia Saley

Santa Maria Representative
Marilyn Ayers

Solvang Representative
Shirley Stacy

Library Directors

Lompoc Library Director
Sarah Bleyl

Santa Barbara Library Director
Jessica Cadiente

Santa Maria Library Director
Mary Housel

Board of Supervisors Representative

1st District Supervisor
Das Williams

County Staff

Community Services Director
George Chapjian

Executive Assistant
Natasha Garduno

AGENDA

March 15, 2017

Cachuma Lake Recreation Hall
2225 Highway 154
Santa Barbara, CA
10:00 AM

ADMINISTRATIVE AGENDA

- I. Meeting Called to Order:** *by Chair, Supervisor Das Williams.*
- II. Roll Call:** *by Secretary*
- III. Public Comment:** *Public Comment period is set aside to allow public testimony on items not on today's agenda. The time allocated to each speaker will be set at the discretion of the Chair.*
- IV. Minutes:** The minutes of November 9, 2016 will be considered.

STANDARD AGENDA

- 1. Funding and Budgets – Zones 1, 2 and 3- For Discussion**
- 2. Goleta Municipal Library Formation- For Action**
- 3. Library Directors Zone Updates – Receive and File**
 - i. Zone 1 – Jessica Cadiente
 - ii. Zone 2 – Sarah Bleyl
 - iii. Zone 3 – Mary Housel
- 4. Member Reports/Roundtable Discussions:**
Library Advisory Committee Members may present brief reports on library issues, such as seminars, meetings, events and literature that would be of interest to the public and/or Committee, as a whole.

Adjourn.

The next Library Advisory Committee Meeting will be held on May 10, 2017 from 12:30PM – 2:30 PM at the Cachuma Lake Recreation Hall, 2225 Highway 154, Santa Barbara, CA.

To place an item on the agenda, please contact Natasha Garduno at (805) 568-2467 at least two weeks prior to the scheduled meeting date.

MINUTES

**APPROVAL OF THE MINUTES OF
NOVEMBER 9, 2016**

SANTA BARBARA COUNTY

LIBRARY ADVISORY COMMITTEE

Members

1st District Representative
Patricia Manuras

2nd District Representative
Claire B. VanBlaricum

3rd District Representative
Judith Dale

4th District Representative
Barbara Raggio

5th District Representative
Laura Selken

City Representatives

Carpinteria Representative
Gaby Edwards

CSA 3 Representative
Pamela Holst

Buellton Representative
Dan Baumann

Goleta Representative
Patricia Kistler

Guadalupe Representative
Amelia Villegas

Lompoc Representative
Alice Down

Santa Barbara Representative
Patricia Saley

Santa Maria Representative
VACANT

Solvang Representative
Shirley Stacy

Library Directors

Lompoc Library Director
Sarah Bleyl

Santa Barbara Library Director
Jessica Cadiente

Santa Maria Library Director
Mary Housel

Board of Supervisors Representative

3rd District Supervisor
Doreen Farr

County Staff

Community Services Director
George Chapjian

Executive Assistant
Natasha Garduno

ACTION SUMMARY

November 9, 2016

Cachuma Lake Recreation Hall
2225 Highway 154
Santa Barbara, CA
1:00 PM

Meeting officially convened at 1:10 a.m.

Roll Call

Members Present: Supervisor Doreen Farr, Claire Van Blaricum, Judith Dale, Barbara Raggio, Laura Selken, Gabby Edwards, Pamela Holst, Patricia Kistler, Amelia Villegas, Patricia Saley, Marilyn Ayers, Shirley Stacy

Members Absent: Dan Baumann, Alice Down

Directors Present: Sarah Bleyl, Jessica Cadiente, Mary Housel

County Staff Present: George Chapjian, Elizabeth Farnum, Natasha Garduno,

ADMINISTRATIVE AGENDA

I. Meeting Called to Order: *by Chair, Supervisor Doreen Farr.*

II. Roll Call: *by Secretary*

III. Public Comment: None was made.

IV. Approval of Minutes of September 21, 2016

ACTION: A motion was made by Judith Dale and seconded by Patricia Saley to approve the minutes of September 21, 2016. All approved.
Motion passed.

STANDARD AGENDA

1. Library Directors Zone Updates – Receive and File

i. Zone 1-Jessica Cadiente

Ms. Cadiente introduced Kathleen Trepas who provided an update on action taken by the Goleta City Council in regards to taking over management of the Goleta Valley library while remaining within the countywide system and maintaining the same service area. The plan for now is for staff from the City of Goleta, City of Santa Barbara, and Santa Barbara County to meet and discuss further and resolve any issues that there may be with this plan.

ii. Zone 2-Sarah Bleyl

No additional updates were provided.

iii. Zone 3-Mary Housel

Mary Housel introduced Marilyn Ayers as a new representative for the Library Advisory Committee from the City of Santa Maria

2. 2017 Library Advisory Committee Meeting Schedule- For Action

ACTION: Motion was made by Judith Dale and seconded by Patricia Holst to approve the 2017 Library Advisory Meeting Schedule with a change that the June 4, 2017 meeting be changed to May 10, 2017. All moved to approve. Motion passed.

3. Member Reports/Roundtable Discussions:

The Library Advisory Committee bid Supervisor Doreen Farr farewell and with best wishes in retirement. The committee also presented Supervisor Doreen Farr with a plaque honoring her dedicated support to Santa Barbara County Libraries.

Adjourned at 1:57 P.M.

The next Library Advisory Committee Meeting will be held on Wednesday, March 15, 2017 from 10:00AM-12:00PM at the Cachuma Lake Recreation Hall, 2225 Highway 154, Santa Barbara, CA.

To place an item on the agenda, please contact Natasha Garduno at (805) 568-2467 at least two weeks prior to the scheduled meeting date.

ITEM NO. 1

FUNDING AND BUDGETS BY ZONE

FOR DISCUSSION

LOMPOC LIBRARY

SERVICE POP.: 49,859

SQ. FEET: 19,710

CARD HOLDERS: 20515

	FY14/15	FY15/16	FY16/17
CIRCULATION	237,231	265,124	276,000
COMPUTER SESSIONS	51,836	46,641	55,000
WIFI SESSIONS	6,610	7,984	10,000
PROGRAMS & SCHOOL VISITS	256	365	500
PROGRAM ATTENDANCE	6,712	8,325	9,500
DOOR COUNT	221,853	196,522	200,000
HOURS OPEN PER WEEK	44.0	44.0	44.0
DAYS OPEN PER WEEK	6	6	6

	FY15-16 Adopted	FY16-17 Estimated	FY17-18 Requested
REVENUES			
CITY OF LOMPOC	503,002	756,247	881,872
COUNTY PER CAPITA	351,312	401,196	388,900
FINES AND FEES	39,750	25,000	15,000
COPIER/PRINTING	6,550	6,550	7,000
ROOM RENTALS	3,500	1,466	1,500
INTEREST	0	0	0
CONTRIBUTIONS	10,000	10,000	15,000
FRIENDS OF THE LIBRARY	20,000	15,000	15,000
LIBRARY FOUNDATION	4,850	4,850	4,850
TOTAL REVENUES	938,964	1,220,309	1,329,122

	FY15-16 Adopted	FY16-17 Estimated	FY17-18 Requested
EXPENDITURES			
SALARIES & BENEFITS	550,000	800,000	850,000
SUPPLIES AND SERVICES	239,295	202,985	213,134
BLACK GOLD FEE	66,243	86,172	106,561
UTILITIES/PHONE	41,943	79,916	83,992
BOOK ACQUISITIONS	45,000	53,311	80,000
TOTAL EXPENDITURES	942,481	1,222,384	1,333,687
	(3,517)	(2,075)	(4,565)

As a city department, we no longer have a reserve fund. We no longer charge professional services.

VILLAGE LIBRARY

SERVICE POP.: 9,357

SQ. FEET: 3,760

CARD HOLDERS: 2560

	FY14/15	FY15/16	FY16/17
CIRCULATION	40,928	42,494	45,500
COMPUTER SESSIONS	5,896	3,857	4,000
WIFI SESSIONS	959	632	675
PROGRAMS & SCHOOL VISITS	91	62	70
PROGRAM ATTENDANCE	1,891	1,408	1,450
DOOR COUNT	38,133	26,896	27,000
HOURS OPEN PER WEEK	41.0	28.0	28.0
DAYS OPEN PER WEEK	6	5	5

	FY15-16 Adopted	FY16-17 Estimated	FY17-18 Requested
REVENUES			
COUNTY PER CAPITA	71,136	77,195	72,984
FINES & FEES	5,000	2,500	2,500
SUPPORT VILLAGE LIB. CAMPAIGN	25,000	20,000	20,000
INTEREST	0	0	0
CONTRIBUTIONS	300	300	300
LIBRARY FOUNDATION	5,850	5,850	4,700
FRIENDS OF THE LIBRARY	10,000	10,000	10,000
COPIER	1,000	1,000	1,000
TOTAL REVENUES	118,286	116,845	111,484

	FY15-16 Adopted	FY16-17 Estimated	FY17-18 Requested
EXPENDITURES			
SALARIES & BENEFITS	47,913	52,361	57,597
SUPPLIES AND SERVICES	7,054	7,666	8,049
PROFESSIONAL SERVICES	21,907	22,132	23,239
BLACK GOLD FEE	19,102	10,949	10,949
UTILITIES AND TELECOMMUNICATIONS	8,705	9,169	9,627
BOOK ACQUISITIONS	15,750	15,000	10,000
TOTAL EXPENDITURES	120,431	117,277	119,461

COUNTY FUND BALANCE USE	(2,145)	(432)	(7,977)
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Reserve Fund Balance \$ 60,813.93 \$ 58,668.93 \$ 58,236.45 \$ 50,259.45

Cuyama Library

SERVICE POP.: 1,328

SQ. FEET: 1,660

CARD
HOLDERS:

324 Items: 9092

CUYAMA	FY2014	FY2015	FY2016	FY2017 Est
PRINT CIRCULATION	3,360	4,668	5,608	5500
COMPUTER SESSIONS	214	521	377	316
PROGRAMS & SCHOOL VISITS	0	3	3	3
PROGRAM ATTENDANCE	0	20	28	30
HOURS OPEN PER WEEK	11	11	11	11
DAYS OPEN PER WEEK	3	3	3	3

REVENUES		FY16 Final	FY17 Estimated	FY 18 Projected
COUNTY PER CAPITA	7.80	10,358	10,358	10,358
COUNTY PER CAPITA	0.46		491	
FINES & FEES		747	254	254
LOST BOOKS/DONATIONS		0	400	25
COPIES		6	10	10
PRINTS		45	40	40
COLLECTION FEE		20	10	10
ERATE		662	530	520
MISC REVENUE		23	0	0
TOTAL REVENUES		11,861	12,093	11,217

EXPENDITURES		FY16 Final	FY 17 Estimated	FY 18 Projected
SALARIES & BENEFITS		7,564	7,600	7,650
SALARY ASST CLERK -DELIVERY		700	683	715
TELEPHONE		1,195	1,140	1,160
OPR TRANSFER - BUSINESS EQUIPMENT		0	750	750
OPR TRANSFER - INSURANCE COSTS		220	306	306
SUPPLIES		157	175	175
UTILITIES Paid from \$5000 held by county		2,306	2,694	2,800
BLACK GOLD FEE		1,667	1,765	1,679
MATERIALS		2,150	2,375	2,000
REPRODUCTIONS		6	11	11
UNIQUE MANAGEMENT		45	47	49
FLEET		1,838	1,838	1,838
MILEAGE/TRAINING		318	328	328
ADMIN OVERHEAD 18%		1,864	1,864	1,864
TOTAL EXPENDITURES		20,030	21,576	21,325

OVER/UNDER	-8,169	-9,483	-10,108
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Guadalupe Library

SERVICE POP.: 7,271

SQ. FEET: 2,000

CARD
HOLDERS: 1,290

Items: 11,488

GUADALUPE	FY2014	FY2015	FY2016	FY2017 Est
PRINT CIRCULATION	10,049	9,364	8,878	11,093
COMPUTER SESSIONS	1,906	4,584	3,888	3,640
PROGRAMS & SCHOOL VISITS	3	5	5	5
PROGRAM ATTENDANCE	30	31	34	25
HOURS OPEN PER WEEK	32	32	32	32
DAYS OPEN PER WEEK	6	6	6	6

REVENUES	FY16 Final	FY17 Estimated	FY 18 Projected
COUNTY PER CAPITA 7.80	56,199	56,714	56,940
COUNTY PER CAPITA 0.46		3,345	
FINES & FEES	1,510	1,020	1,020
LOST BOOKS/DONATIONS	41	405	200
COPIES	169	226	226
PRINTS	859	750	800
COLLECTION FEE	0	0	0
CITY OF GUADALUPE for RENT - ENDS NOV 2016	20,000	20,000	20,000
ERATE	646	520	520
MISC REVENUE	0	0	0
FRIENDS OF THE LIBRARY	1,967	3,500	3,500
TOTAL REVENUES	81,391	86,480	83,206

EXPENDITURES	FY16 Final	FY17 Estimated	FY18 Projected
SALARIES & BENEFITS	23,018	23,125	24,000
SALARY ASST CLERK -DELIVERY	870	819	858
TELEPHONE	961	940	940
OPR TRANSFER - BUSINESS EQUIPMENT	2,040	1,970	2,000
OPR TRANSFER - INSURANCE COSTS	310	624	624
SUPPLIES	839	934	934
CLEANING & COPIER MAINT	2,050	2,200	2,247
RENT (\$3000 of 2015-16 rent was paid in 2014-15)	15,651	19,470	19,440
UTILITIES (Friends funded in 2015)	4,597	3,000	3,200
BLACK GOLD	9,446	10,001	8,957
MATERIALS	3,200	3,575	3,575
FRIENDS FUNDED MATERIALS & EQUIP	1,967	3,500	3,500
REPRODUCTIONS	30	61	61
UNIQUE MANAGEMENT	255	265	276
FLEET	530	530	530
MILEAGE/TRAINING	96	100	100
ADMIN OVERHEAD	10,116	10,209	10,249
TOTAL EXPENDITURES	75,976	81,323	81,491

OVER/UNDER	5,415	5,157	1,715
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Los Alamos Library

Opened in Sept 2015

SERVICE POP.: 1,890

SQ. FEET: 1,275

CARD
HOLDERS:

243 Items: 3,121

	FY2016	FY 2017 est
PRINT CIRCULATION	4,876	5,506
COMPUTER SESSIONS	506	1,092
PROGRAMS & SCHOOL VISITS	8	8
PROGRAM ATTENDANCE	360	155
HOURS OPEN PER WEEK	16	23
DAYS OPEN PER WEEK	4	5

REVENUES		FY16	FY17	FY 18
		Final	Estimated 7.80	Projected
COUNTY PER CAPITA	7.80	14,742	14,742	14,742
COUNTY PER CAPITA	0.46		869	
FINES & FEES		238	222	222
LOST BOOKS/DONATIONS		25	371	200
PRINTS		88	175	175
COLLECTION FEE		0	0	0
ERATE		0	517	500
MISC REVENUE		23	10	10
FRIENDS DONATION (staffing and materials)		16,156	14,700	15,000
TOTAL REVENUES		31,272	31,606	30,849

EXPENDITURES		FY16	FY17	FY 18
		Final	Estimated	Projected
SALARIES & BENEFITS		9,789	9,930	10,424
EXTRA (7.5) FRIENDS FUNDED HOURS 9-1-16			6,700	7,000
SALARY ASST CLERK -DELIVERY		625	588	616
TELEPHONE		536	536	536
OPR TRANSFER - EQUIPMENT		0	0	740
OPR TRANSFER & INSURANCE COSTS		0	408	408
SUPPLIES		210	234	234
CLEANING		460	1,200	1,300
RENT (\$1 for 20 years)(Paid by Friends in 2016)		20	0	0
UTILITIES		645	800	900
BLACK GOLD (Paid by Friends in FY16))		2,223	2,353	2,239
MATERIALS		2,300	2,775	2,775
REPRODUCTIONS		8	15	15
UNIQUE MANAGEMENT		60	62	65
FLEET		1,061	1,061	1,061
MILEAGE & TRAINING		191	192	192
FRIENDS FUNDED MATERIALS & EQUIPMENT		13,913	8,000	8,000
ADMIN OVERHEAD 18%		2,654	2,654	2,654
TOTAL EXPENDITURES		34,695	37,508	39,159

OVER/UNDER	-3,423	-5,901	-8,310
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ORCUTT LIBRARY

SERVICE POP.: 33,720

SQ. FEET: 4,507

CARD
HOLDERS: 6,009

Items: 31,141

	FY2014	FY2015	FY2016	FY2017 Est
PRINT CIRCULATION	76,373	75,915	89,527	98,577
COMPUTER SESSIONS	3,898	5,410	3,246	3,976
PROGRAMS & SCHOOL VISITS	70	72	75	84
PROGRAM ATTENDANCE	1,000	1,152	1,200	1,400
HOURS OPEN PER WEEK	32	32	32	36
DAYS OPEN PER WEEK	5	5	5	6

REVENUES		FY16 Final	FY17 Estimated	FY18 Projected
COUNTY PER CAPITA	7.80	261,901	263,016	265,200
COUNTY PER CAPITA	0.46		15,511	
FINES & FEES		5,851	5,052	5,052
LOST BOOKS/DONATIONS		554	700	700
COPIES		112	150	150
PRINTS		678	600	600
COLLECTION FEE		103	150	150
ERATE		1,218	950	800
MISC		25	20	20
FRIENDS OF THE LIBRARY		15,769	27,602	28,000
TOTAL REVENUES		286,211	313,751	300,672

EXPENDITURES	FY16 Final	FY17 Estimated	FY18 Projected
SALARIES & BENEFITS	71,542	81,684	83,000
SALARY ASST CLERK -DELIVERY	10,947	9,393	9,788
TELEPHONE	1,472	1,600	1,600
OPR TRANSFER - BUSINESS EQUIP	4,630	4,530	4,530
OPR TRANSFER - INSURANCE COSTS	1,240	3,234	3,234
SUPPLIES	4,036	4,497	4,497
CLEANING & COPIER MAINT	2,782	2,880	2,880
RENT* Includes prop tax rebate for use as library	48,926	49,000	50,000
UTILITIES	6,000	7,080	7,080
BLACK GOLD	42,229	44,712	43,104
MATERIALS	22,237	17,000	17,000
FRIENDS FUNDED MATERIALS	24,850	28,100	15,000
REPRODUCTIONS	146	293	293
UNIQUE MANAGEMENT	1,140	1,186	1,233
FLEET	1,061	1,061	1,061
MILEAGE/TRAINING	191	192	792
ADMIN OVERHEAD 18%	47,142	47,343	47,736
TOTAL EXPENDITURES	290,571	303,785	292,828

OVER/UNDER	-4,360	9,966	7,844
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Santa Maria Public Library

SERVICE POP: 103,910

SQ. FEET: 59,850

**CARD
HOLDERS:**

28,865 Items: 181,613

	FY2014	FY2015	FY2016	FY2017 Est
PRINT CIRCULATION	418,466	368,871	396,865	380,738
COMPUTER SESSIONS	73,337	62,812	57,114	52,132
PROGRAMS & SCHOOL VISITS	226	265	290	300
PROGRAM ATTENDANCE	4,891	5,594	6,200	6,300
HOURS OPEN PER WEEK	56	56	56	56
DAYS OPEN PER WEEK	6	6	6	6

REVENUES		FY16 Final	FY17 Estimated 7.80	FY18 Projected
COUNTY PER CAPITA	7.80	800,920	810,498	814,351
COUNTY PER CAPITA	0.46		47,799	
FINES & FEES		38,092	24,086	24,086
MEETING ROOM RENTS		11,735	7,526	8,500
RENTS - CAFÉ		5,400	5,400	7,200
LOST BOOKS/DONATIONS		8,149	11,500	12,000
COPIER		666	1,000	1,000
PRINTS		14,475	12,700	18,000
COLLECTION FEE		1,923	1,600	1,600
CITY OF SANTA MARIA		1,663,660	1,738,660	1,838,660
ERATE		3,836	3,024	2,800
MISC REVENUE		95	170	150
MEASURE U		74,155	79,963	80,963
FRIENDS OF THE LIBRARY		49,428	39,207	40,000
SMPL FOUNDATION		10,000	15,000	15,000
CA STATE LITERACY GRANT		32,661	32,661	32,661
ADMIN FEE FROM BRANCHES		61,776	62,070	62,503
TOTAL REVENUES		2,776,971	2,892,864	2,959,474

EXPENDITURES		FY16 Final	FY17 Estimated	FY18 Projected
SALARIES & BENEFITS		1,780,902	1,885,000	2,150,000
TELEPHONE		16,269	16,500	16,500
OPR TRANSFER- BUSINESS EQUIP		111,830	110,420	110,420
OPR TRANSFER INSURANCE		47,400	47,400	47,400
OPR RADIO (New expense 2015-16)		5,240	15,690	15,000
OFFICE SUPPLIES		32,166	28,630	28,630
CONTRACTS & SERVICES (Cleaning, maint & security)		80,420	89,412	90,918
UTILITIES		111,708	106,253	110,000
WATER REFUSE SEWER		8,865	8,865	8,865
BLACK GOLD FEE		129,652	137,272	130,619
MATERIALS (BOOKS, DATABASES, MEDIA)		76,803	71,760	75,000
CENTRAL COAST LITERACY COUNCIL		32,661	32,661	32,661
REPRODUCTIONS		7,102	6,000	6,000
UNIQUE MANAGEMENT		3,500	3,640	3,786
AUTO REIMBURSEMENT		3,396	3,600	3,800
TRAINING, MEMBERSHIP DUES		2,011	3,040	3,040
FRIENDS FUNDED MATERIALS & PROGRAMS		49,428	39,207	40,000
LIBRARY FOUNDATION FUNDED PROGRAMS		10,000	15,000	15,000
MEASURE U Funds salaries & utilities for 8 hours		74,155	79,963	80,000
TOTAL EXPENDITURES		2,583,508	2,700,313	2,967,639
OVER/UNDER		193,463	192,551	-8,165

ITEM NO. 2

GOLETA MUNICIPAL LIBRARY FORMATION

FOR ACTION

ITEM NO. 3

LIBRARY DIRECTORS ZONE UPDATES

RECEIVE AND FILE



STAFF REPORT

DATE: February 28, 2017
TO: Library Advisory Committee
FROM: Jessica Cadiente, Library Director, Santa Barbara
Public Library
CC: George Chapjian, Community Services Director, County of Santa
Barbara
SUBJECT: Zone 1 Report

All Zone 1 Libraries

- All-staff in-service day was held at the Central Library on March 3rd.
- The new digital platform Hoopla continues to defy expectations! The Santa Barbara libraries continue to account for nearly half of all checkouts.
- A technology inventory and replacement plan was completed for all branches. We will begin budgeting for technology replacements in the FY18 budget year.
- Chat Reference will be launched in March 2017. This will be staffed by Central Library Librarians and available to all Santa Barbara patrons.
- Reserve a Librarian has debuted and is extremely popular. Patrons are requesting time with a librarian to learn about searching for grants, using library databases, and much more.
- Phone Customer Service Training called "Ring Ring" was initiated and all staff within Zone 1 finished the online modules that were aimed at helping staff answer the most common research and account questions over the phone.
- New and improved Newsletter format was debuted in January and we have received many compliments.
- Staff submitted for the National Endowment for the Arts Big Read Grant for the book *Station 11*.
- The leadership team for SBPL has been reorganized. The two library managers have been reclassified into one assistant director position and one senior librarian. The senior librarian will have purview of the four small County branches. SBPL is also recruiting for two other senior librarians and one full-time technician. The new Digital Librarian will start in March.
- Black Gold continues to make progress on the CENIC broadband project. This is a phased plan of six main jurisdiction libraries in Black Gold. As a reminder this will increase download times at Central to up to 2GB in comparison to our current 256 mb. Branches are now being included. Eastside will receive 250MB, Buellton Solvang and Carpinteria will bump to 100MB up from 5MB.
- Through Black Gold staff now have access to Lynda.com and 3D printers for training.
- The budget process is at a midway point. All performance measures have been created for each branch and draft budget numbers have been submitted on behalf of the City fund and County fund.

-
- The Literacy Department for the Santa Barbara Public Library is celebrating its 30th anniversary this year. City TV will be filming a series of segments on the program.

Central

- Staff from the Central Library are working with the State Library to design survey for California Library Literacy Services and traveled to Sacramento for a data summit.
 - Three additional catalog touchscreen computers were installed.
 - We formed a new partnership with the League of Women Voters for monthly discussions of local issues. The first discussion topic on civil discourse had over 150 attendees.
 - The Theater Book Club continues to grow in popularity and new Book Clubs in non-fiction, Fiction, YA Fiction, and Mystery will debut over the next few months.
 - A partnership with RiteCare allowed for free speech and reading screenings at the Central Library.
 - STEAM education program *Curiosity Club* debuted in December. The activities are science centric and examples are: built bottle gardens, created bouncy balls, and have practiced tower building.
 - Awarded \$5,000 Cal Humanities Grant aimed at creating programming centered around new immigrants.
 - Awarded an additional \$9,000 grant to continue digitizing the Edson Smith Collection.
 - The January Reading Ambassadors Graduation was the most well-attended to date, drawing 2 City Councilmembers, 2 Library Board members, the Cleveland School Principal, and 3 Cleveland teachers. Attendees commented on the success of the event and the program.
 - The State Library has requested use of SBPL's Summer Reading Program as a case study in a book they are writing on the subject.
 - Staff at Central have been selected to be a Summer at Your Library in California Strategic Advisor for the State Library.
 - The Career Center will debut in April and host multiple tools for job seekers. Patrons will have access to cameras to record practice interviews, software to help prepare for practicum tests, and dedicated staff to assist them with any job seeking needs.
 - ESL conversation group has begun in the Children's Library at Central and continues weekly on the main level as well.
 - Planning for the Centennial Celebration of the Central Library continues. Staff have planned an oral history, tours, book clubs, displays, gala, and large family celebration.
 - New lighting is being installed throughout the Central Library in February.
 - A consultant was hired for the Dyslexia Project and promotion of those training session will start in April.
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- The Santa Barbara Public Library will be the official home of the Poet Laureate and a proclamation celebrating National Library Week and National Poetry month will be read at the first SB City Council meeting in April.
- An RFP for strategic planning at the City libraries will be released in late March or early April.
- Librarian from Central attended ALA (American Library Association) mid-winter meeting and served on the YALSA (Young Adult Library Services Association) committee.
- "1925" an art installation where images of the 1925 Earthquake were projected onto artist-made rocks was installed across from the Central Library. The images were from the library's digital collection.

Buellton

- Two rounds of interviews were held for the supervisor position and the candidate has been selected and is set to start at the end of March.
- A new RFID staff pad was installed.
- Michael Katz' stellar one man performance of Collodi's Pinocchio was enjoyed by patrons.
- A multi-generational group of adult, teen, and school age patrons enjoyed reading aloud "William Shakespeare's Star Wars: Verily a New Hope"--Ian Doescher's hilarious rendering of the epic space tale in iambic pentameter.

Carpinteria

- Branch Supervisor, Tara O'Reilly announced her retirement.
- Central staff are expanding Leamos Spanish Literacy at Carpinteria and promoted the service on Spanish Radio for pairing at the Carpinteria Library.
- A new RFID staff pad was installed.
- Kindermusic held a successful program in January.
- The 3rd RIF (reading is fundamental) distribution for this school year happened in February at Aliso, Canalino, and Carpinteria Family School.
- Michael Katz presented Pinocchio.
- Google Cloud Print printer was installed so patrons using new Chromebooks in homework center will be able to print.

Eastside

- A new print release station and coinbox was installed and the copier was replaced with a unit from the Central Library.
- MLK Meeting Room update/remodel is complete. New floors, fresh paint, 70 inch TV, WiFi access and new kitchen area has been installed.
- Staff participated in the Milpas Holiday Parade.
- The new laptops funded by the Friends of the Eastside Library have arrived and are being used during the afternoon Homework Help.
- LEAMOS (adult literacy in Spanish) has a new staff person and has begun again on Saturdays.

Goleta

- Goleta City staff expressed concern over the July 1, 2017 deadline to take over management of the Goleta Library. They have requested to negotiate an
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extension of the current contract between the City of Santa Barbara and the City of Goleta.

- New hourly technicians have been hired to help fill the gaps in staffing.
- The annual Adult Winter Reading Program saw record numbers.
- The Story Well area renovation has been planned and should begin construction shortly.
- New coinbox was purchased and installed at the Goleta Library.
- In December Central staff held new literacy tutor training and 17 new tutors were trained.
- The Supervising Librarian from Goleta attended ALA mid-winter and served on the Notable Audio Recordings for Children Committee.

Montecito Library

- Two new programs were started in January: Wiggly Storytime on Thursday mornings and Happiness Meditation which is a half an hour meditation on Fridays.
- The entrance driveway is scheduled to be repaired and repaved in March.
- Tours were given to all the Kindergarten students at Montecito Union School and staff is actively planning school outreach visits and programming for the SRP.
- A new RFID staff pad was installed.
- Staff from Central trained Montecito staff on Canva.

Solvang

- A lecture was held by author Dan Flores on *Coyote America*, with community partner Santa Ynez Valley Natural History Society.
- A performance by the PCT Outreach Players of Francisco Jimenez' Breaking Through was held at the Solvang branch.
- Central staff were sent to fill in during staffing shortages.
- Noontime concert by Opera Santa Barbara's Mosher Studio Artists performed for a group of 60 5th graders from Solvang school.

Santa Ynez

- No programming or facility updates for this time period.

Los Olivos

- No programming or facility updates for this time period.
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STAFF REPORT

DATE: March 15, 2017
TO: Library Advisory Committee
FROM: Sarah Bleyl, Library Director, Lompoc Public Library System
CC: George Chapjian, Community Services Director, County of Santa Barbara
SUBJECT: Zone 2 Report

All Zone 2 Libraries

- The digital platform Hoopla continues to be extremely popular. Staff received feedback indicating that this service is easy to access and contains material they find useful and entertaining.
- Library management finished reviewing and updating the emergency action plan. An all staff meeting in December included a fire drill with the Lompoc Fire Department. A staff and public surprise fire drill is planned for March 2017.
- The personal hotspot service is now called Wifi to Go. Hundreds of patrons have checked out these small mini hotspots that allow them to access the internet wherever they go.
- The director attended the California State Library Public Library Director Forum in November. The library director, library manager, and youth services attended the California Library Association conference, also in November.
- The budget process for the City of Lompoc has officially started.
- The library received a training grant for *Touchpoints in Libraries*. Four staff members (three from Lompoc, one from the Village) will attend the three-day training event in March 2017.
- The strategic plan is nearly completed. Staff, the Library Commission, and other interested community members have finalized a mission statement, values and guiding principles statements, a vision statement, and goals and objectives for the library.
- The CD collection is being weeded and re-cataloged. Until recently, CDs were not searchable through the catalog, due to generic cataloging. All items retained and purchased in the future will be discoverable in the online catalog system.
- The Friends of the Library raised almost \$4000 during their booksale January 19-21, 2017.
- The Lompoc District Libraries Foundation is holding a local luncheon author event on March 25th with all proceeds to benefit the book endowment.
- The teen page on the library's website has been revamped and updated.
- Staff has created new genre reading bookmarks for adults, based on materials recommended by other library patrons during last year's Summer Reading Program.
- Representatives of the NASA program LIFTS (Library Initiative for Teachers and Students) contacted the library to discuss a partnership. The LIFTS program provides books for the library collection, as well as supplemental posters, education guides, helpful website and links, and other items. In exchange, the library tracks usage of the items.
- Staff created a library blog that will be updated weekly with reading lists, activities, and other library information.

- The Toys R Us in Santa Maria donated a large box of LEGOs to the LEGO club.
- Summer Reading Program planning is underway.

Lompoc

- Several sections of the library have been weeded due to lack of shelf space.
- The teen section continues to be well-used and some changes have been made to the collections shelved in that space.
- The Literary Talk and Tea Bookclub for adult patrons met in February for the first time. Monthly meetings will be held and different genres of books will be read.
- Books in the Youth Department were shifted and one range of bookshelves removed to make room for the additional computers being purchased through a donation to Robby's Learning Lab computers. The AWE stations and catalog computer will be in a separate area, giving more space to children who use these stations with their parents.
- Recent library displays include: Winter Reads, Book Blitz, and Blind Date with a Book.
- New youth programs during the last several months include: separate Video Game Days for Tweens and Teens, Holiday Cookie Decorating, and a winter-themed stuffed animal sleepover/pajama storytime.

Village

- The DVD collection has been weeded due to lack of shelf space.
- Recent rains caused the roof to leak. Staff and patrons were concerned that mold has developed when black spots appeared near the leak but county workers sprayed bleach on the spots and said it was mildew. Staff will continue to monitor for additional leaks.
- The parking lot has been slurry sealed and lines repainted. This project was paid for by the Vandenberg Village Community Services District as it related to their need to replace sewer lines to their new building that required cutting through a portion of the parking lot.
- Interviews were held and a candidate selected for the vacant Library Assistant position.
- Staff created a local hiking trails display.
- The Vandenberg Village Association donated \$500 to the library in January.

Charlotte's Web Mobile Children's Library

- The final stats for the bookmobile's inaugural year of 2016 are 139 community stops, 1,652 reference questions answered, 5,067 materials circulated, and a total of 7,738 visitors.
 - Representatives from the Marin County Library visited Lompoc in February to tour the bookmobile and ask staff operational questions. They are in the process of designing a similar vehicle for their library system.
 - Interviews were held and a candidate selected for the vacant bookmobile driver position.
 - In recent months, the bookmobile has added several new public stops through community partnerships. These include: monthly stops at Grocery Outlet, at local parks with the Lompoc Moms Club, and twice monthly stops at Manzanita Charter School (which doesn't have a library). Events include: the Santa Barbara County Coop Festival and the HEAL Fair.
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- In January, the bookmobile parked near Ocean Park, where community members traditionally gather to watch various launches from VAFB. At the most recent SpaceX launch, 74 people visited the bookmobile while waiting for the launch. After the launch, staff showed the webcast (on the bookmobile's TV unit) of the missile landing.
 - In February, the bookmobile hosted a pop-up Valentine's Day storytime at a local park.
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STAFF REPORT

DATE: March 15, 2017
TO: Library Advisory Committee
FROM: Mary Housel, City Librarian, Santa Maria Public Library
CC: George Chapjian, Community Services Director
SUBJECT: Zone 3 Library Report

All Zone 3 Libraries

- A Hutton Parker grant featuring the non-profit Library Foundation was included in the February 2nd edition of the *Santa Maria Sun*. The Foundation raises funds that benefit all libraries in zone 3. Their main focus has been on funding afterschool homework help resources including Chromebooks and Brainfuse, and supplies to start our Makerspace programs.
- The Library Foundation recently received a \$7,000 Santa Barbara Foundation Capital grant enabling the library to complete its goal of providing ten Chromebooks for afterschool homework use by students at our five library locations. We now have fifty Chromebooks.
- Thanks to a \$5,000 express grant from the Santa Barbara Foundation via the Library Foundation, Carpenteria filmmaker, Larry Nimmer, is creating a video about the Santa Maria Public Library System where everyday library patrons in all zone 3 communities served tell viewers how the library benefits their lives.
- The California Women in Agriculture recently donated \$1730 for children's agriculture and nutrition books for all locations.
- Library staff, trustees, and Friends of the Library donated over \$300 to make a mother and her two daughters' Christmas bright. Toys, clothes, and gift cards were purchased, wrapped, and delivered to CALM for presentation to the family.
- The Friends of the Santa Maria Library held a holiday breakfast and gift exchange for all library staff and Trustees on Thursday, December 15, in Shepard Hall.
- Santa Maria Public Library staff participated in a State Library EDGE Assessment regarding the use of public access technology. The assessment was offered to libraries statewide with the purpose of measuring the state of our library's public technology offerings compared to other libraries, and to identify where improvement is needed. Overall we have improved significantly since 2013 when we first took the assessment. 2016 assessment results show that Santa Maria Library's score of 670 (out of 1000) was above the 580 average for libraries. The assessment measured areas such as the library's provision of digital literacy and creation classes to the community, bandwidth sufficiency, staff expertise with technology and more. In 2017, the library plans to reinstate computer classes for the public.

- A new full time Library Assistant position budgeted for the current fiscal year would have provided extra help in the county branch libraries for collection maintenance, programing, and staff training and extra help when regular staff are on leave. The position has been frozen pending the county budget for 2017-18.
- All public computers in zone 3 are CIPA compliant meaning that pornography is blocked from viewing on computers.
- The Black Gold Library Cooperative has purchased a Lynda.com subscription for use by Library staff who wish to improve their skills
- The new electronic materials site, Hoopla, continues to increase in popularity with increasing use by patrons. Hoopla's pricing is based on customer use and is not a fixed cost.
- Recruitment is underway for a management level Librarian III to oversee the Reference and Circulation areas.

Santa Maria Library

- The Library's Café was closed January 20-March 5 due to vendor Bobby Kim's untimely medical emergency resulting in his death on February 19, 2017. A "Go Fund Me" page was created for donations toward medical and funeral expenses at: <https://www.gofundme.com/kim-familylibrary-cafe> The Kim family reopened the café on March 6th.
 - The Santa Maria Library recently received a bequest from the Hildegard Gartner living trust for \$182,091.22 which has been deposited into a special City account pending future consideration on how it will be used for the main library.
 - The Library is actively planning the launch of our Makerspace in April with several Maker sessions. Partnering with Alan Hancock College and the Discovery Museum, the Library is planning an all-day Maker Fair for all ages on Saturday, May 6, in our three meeting room spaces at the main library.
 - The Library continues to offer a rich variety of art and music programs for children and adults from our partners Santa Barbara Opera, Valley Art Association, and the Santa Maria Camera Club. Opera performances in Shepard Hall have attracted approximately 60 people, including two Santa Maria Joint Union High School District teachers and their independent study students who have never heard opera until attending the library program.
 - The Santa Maria Camera Club has expanded their members' award winning library photographs to the library's second floor east wall. The Club will continue periodically rotating photography.
 - A Cuesta College student in the Library Technology certificate program is completing an 81 hour internship at the Santa Maria Public Library.
 - Bilingual Library Assistant II, Sylvia Contreras, attended a farm worker's family conference and a THRIVE event in December and spoke with hundreds of Spanish speaking families about the library's services. The library is actively reaching out to the Spanish speaking community to encourage library use.
 - The Library is working with the C3H Central Coast Collaborative on Homelessness and AmeriCorps to offer help to library visitors in need. Plans are in the works to offer two half day trainings to key library staff on mental health first aid. Additionally, plans are being made for an AmeriCorps worker to staff the library lobby desk on Monday mornings and be available for onsite counseling.
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- A new library logo has been designed by library graphics technician Sara Voss. The logo features a Santa Maria style ship on an open book surrounded by the words, "Santa Maria Public Library estd 1908" in a circular design.
- Two new Santa Maria Public Library cards are being designed to replace the current Black Gold Library card in use.
- During February, the library offered a special program and pop up display commemorating two important historical events. Local resident and Library Board member Margaret Nakamura Cooper discussed her internment and showed a documentary film about Heart Mountain Japanese American Internment Camp. Cooper and her family were interned following an executive order issued by President Franklin D. Roosevelt on February 19, 1942. *The Bill of Rights and You* display commemorating the 225th Anniversary ratification of the Bill of Rights was presented in part by AT&T, Seedlings foundation, and the National Archives Foundation in collaboration with the CA Council for Humanities and the Federation of State Humanities Councils.
- Plans are underway to relocate and redecorate the teen area making it more appealing to teens.

Cuyama Library

- Cuyama Library received a donation of ten historical photographs enlarged and framed for the Cuyama community's enjoyment by two local residents and partially funded by E&B Natural Resources.

Guadalupe Library

- The Friends of the Guadalupe Library recently received a Woods Family Foundation grant for \$3,500 to buy children's fiction and non-fiction books.
- Several preschool story times were offered by trained volunteer storytellers at Guadalupe Library in December. Attendance did not support continuing the program at this time.
- Build a Snowman programs for children were held in Guadalupe, Orcutt and Los Alamos in January.

Los Alamos Library

- The Los Alamos Branch Library is featuring a unique display of Newsweek photographer Ed Wergeles, 1919-2013, whose daughter is a Los Alamos resident. The display will run through May 2017.
- The Friends of the Los Alamos Library enhance the county funded book/magazine/media budget of \$2,775 for the Los Alamos branch with an additional \$8000 annually enabling the provision of an additional 275 new adult, children's and teen books and DVDs.

Orcutt Library

- The Friends of the Orcutt Library recently received a \$10,000 grant from the Woods Family Foundation to upgrade and buy new and replacement children's and adult nonfiction books and media for the Orcutt Library.
 - The Orcutt Friends of the Library participated in the Orcutt Christmas Parade with a five person book cart precision drill team.
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- The Santa Maria Doll Club recently donated \$200 each to the Orcutt and Santa Maria Friends of the Library for the purchase of children's books.
 - The RFID tagging of materials continues at the Orcutt Library.
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ITEM NO. 4

MEMBER REPORTS/ROUNDTABLE

FOR DISCUSSION