



Library Advisory Committee

Meeting, Wednesday, April 12, 2017 at 2:00 PM
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
Holly Sierra (Alternate)

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

April 12, 2017

Cachuma Lake Recreation Hall
2225 Highway 154
Santa Barbara, CA
2:00 PM

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 March 15, 2017 will be considered.

STANDARD AGENDA

- 1. Funding and Budgets – Zones 1, 2 and 3- For Discussion**
- 2. Goleta Municipal Library Formation Update- For Discussion**
- 3. 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
MARCH 15, 2017**

SANTA BARBARA COUNTY

LIBRARY ADVISORY COMMITTEE

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1st District Representative
Patricia Manuras

2nd District Representative
Claire B. VanBlaricum

3rd District Representative
Judith Dale

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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

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Natasha Garduno

ACTION SUMMARY

March 15, 2017

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

Meeting officially convened at 10:15 a.m.

Roll Call

Members Present: Supervisor Das Williams, Patricia Manuras, Judith Dale, Barbara Raggio, Laura Selken, Gaby Edwards, Patricia Kistler, Amelia Villegas, Alice Down, Marilyn Ayers, Shirley Stacy, Holly Sierra (City of Buellton)

Members Absent: Claire VanBlaricum, Pamela Holst, Dan Baumann, Patricia Saley

Directors Present: Sarah Bleyl, Jessica Cadiente, Mary Housel

County Staff Present: George Chapjian, Natasha Garduno, Darcél Elliott

ADMINISTRATIVE AGENDA

I. Meeting Called to Order: *by Chair, Supervisor Das Williams.*

II. Roll Call: *by Secretary*

III. Public Comment: None was made.

IV. Approval of Minutes of November 9, 2016

ACTION: A motion was made by Patricia Kistler and seconded by Judith Dale to approve the minutes of November 9, 2016. All approved with one abstention by Supervisor Williams who did not attend the meeting. Motion passed.

STANDARD AGENDA

1. Funding and Budgets- Zones 1, 2 and 3- For Discussion

Zone 1

Ms. Cadiante reported that the City of Santa Barbara's draft budget was not included in the packet as it is still being worked on by City of Santa Barbara staff.

ACTION: Motion was made by Alice Down and seconded by Judith Dale to recommend considerations to the City of Santa Barbara that 1) should there be an increase to the administrative fee that it be phased in, 2) to articulate the elements included in the administrative fee and, 3) to monetize the services provided by the administrative fee. All moved to approve. Motion passed.

Ms. Judith Dale requested that the current schedule meeting for May 10, 2017 be moved up to a date in April in order to discuss the budgets. The Library Advisory Committee unanimously decided to meet on April 12, 2017 at the Cachuma Lake Recreation Hall from 2-4p.m.

Zone 2

Zone 2's draft budgets were reviewed. Ms. Bleyl reported that the Village Library budget reflects the cost (salary and benefits) for the hours that each position (Director, Branch Manager, Cataloger, Lead Services Librarian, and Admin.) spends rather than designating a percentage. This amount could change each year dependent on the services that the library is offering as well as the per capita amount received. City of Lompoc taxpayer money should not be used to fund the Village Library. Mr. Chapjian inquired about the \$300k increase in salary and benefits from the 2015-16 budgets. Ms. Bleyl reported that the previous figures were inaccurate and that the current figures reflect the correct salary and benefits.

Zone 3

Zone 3's draft budgets were reviewed. Ms. Housel reported that zone 3 is somewhat unique with two very small libraries (Los Alamos and Cuyama). Cuyama is subsidized due to the fact that the per capita is not enough to cover the costs of running the library and all of the staff at the branches are in part-time positions. During the last five years Ms. Housel has worked in coordination with staff to bring all of the branches under the same umbrella of levels of service. In regards to the administrative fee, Ms. Housel reported that she takes 18% and multiplies that by the per capita.

2. Goleta Municipal Library Formation- For Action

Dana Grossi provided the committee with a status update on the formation of a Goleta Municipal Library.

3. Library Directors Zone Updates – Receive and File

i. Zone 1-Jessica Cadiante

Ms. Cadiante shared that the Santa Barbara Central Library sent their Children's Librarian to fill the vacancy at the Goleta Library. The City of Santa Barbara is also currently recruiting for an Assistant Library Director.

ii. Zone 2-Sarah Bleyl

No additional updates were provided.

iii. Zone 3-Mary House

Ms. House reported that Zone 3 has decided to freeze an open position for a full-time Library Assistant position until the budget process is completed.

4. Member Reports/Roundtable Discussions:

Dana Grossi reported a concern by the Friends of Goleta Library group in regards to book sales. In the past checks were issued to the Friends group but due to a recent change the group is concerned that they are not receiving a monthly accounting of their book sales now that the checks are being sent directly to Goleta.

Adjourned at 11:45 A.M.

The Library Advisory Committee will be holding a Special Meeting on Wednesday, April 12, 2017 from 2:00PM-4:00PM 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

CENTRAL & EASTSIDE LIBRARY - FY16-18 BUDGETS

	FY15-16	FY16-17	FY17-18
REVENUES	Actuals	Budgeted	Projected
CITY ADMIN FEE	143,660	220,525	434,600
COUNTY PER CAPITA	705,198	752,317	727,084
FINES AND FEES	73,218	56,550	60,200
BOOKSALES	20,822	6,700	7,200
MEETING ROOM RENTS	41,552	42,850	48,350
GRANTS	161,318	227,575	88,568
GENERAL DONATIONS	66,855	62,797	81,175
FRIENDS OF THE LIBRARY	26,663	51,550	41,150
LIBRARY TRUST FUNDS	136,957	136,957	136,957
TOTAL REVENUES	1,376,243	1,557,821	1,625,284
EXPENDITURES	FY15-16	FY16-17	FY17-18
	Actuals	Budgeted	Projected
SALARIES & BENEFITS	2,986,985	3,617,756	3,639,806
SUPPLIES AND SERVICES	381,430	289,823	379,207
PROFESSIONAL SERVICES - BLACK GOLD	123,799	280,094	157,000
ALLOCATED COSTS	788,800	912,109	914,980
transfers	97,000	102,000	0
CAPITAL OUTLAY	2,797	132,132	0
BOOK ACQUISITIONS	386,827	397,750	521,850
TOTAL EXPENDITURES	4,767,638	5,731,664	5,612,843
	(3,391,396)	(4,173,843)	(3,987,559)

DRAFT

GOLETA LIBRARY - NEW

SERVICE POP.: 68,378 Sq. Ft. 15,437 CARD HOLDERS 17,005

	FY2013-14	FY2014-15	FY2015-16
CIRCULATION	606,717	596,980	613,966
COMPUTER SESSIONS	64,009	60,703	56,472
WIFI SESSIONS	37,295	36,750	35,687
PROGRAMS & SCHOOL VISITS	322	490	347
PROGRAM ATTENDANCE	11,567	11,915	9,852
HOURS OPEN PER WEEK	55.0	55.0	55.0
DAYS OPEN PER WEEK	7	7	7

REVENUES	FY15-16 ACTUALS	FY16-17 BUDGETED	FY17-18 PROJECTED
COUNTY PER CAPITA	688,923	746,917	533,498
FINES & FEES	41,500	36,000	36,550
COPY FEES	3,435	3,500	3,750
AB 1600 DEVELOPER FEES	30,000	10,000	10,000
LIBRARY CSA3 - GOLETA	443,358	430,713	430,713
MEETING ROOM RENTS	11,795	15,000	15,000
INTEREST	1,989	1,416	4,100
BOOKSALES	0	0	5,000
DONATIONS	11,700	7,823	2,500
FRIENDS *	89,000	48,000	48,000
TOTAL REVENUES	1,321,701	1,299,369	1,089,111

DRAFT

EXPENDITURES	FY15-16	FY16-17	FY17-18
SALARIES & BENEFITS	643,334	741,715	730,170
SUPPLIES AND SERVICES	136,240	98,346	103,465
BLACK GOLD FEE	113,902	179,000	110,000
ALLOCATED COSTS	202,650	214,810	167,348
ADMINISTRATIVE FEE	109,106	144,026	236,062
BOOK ACQUISITIONS	116,574	160,000	200,474
TOTAL EXPENDITURES	1,321,806	1,537,897	1,547,519

OVER/UNDER (105) (238,527) (458,408)
 TOTAL TRUSTS/RESERVES 545,290.83 306,763.46 (151,644.54)

* not a definitive number and is based on previous funding

BUELLTON LIBRARY - NEW

SERVICE POP.: 10,852

Sq. Ft. 1768

CARD HOLDERS: 2,065

	FY2013-14	FY2014-15	FY2015-16
CIRCULATION	66,054		56,397
COMPUTER SESSIONS	11,408		7,687
WIFI SESSIONS	1,710		1,662
PROGRAMS & SCHOOL VISITS			113
PROGRAM ATTENDANCE	1,779		1,126
HOURS OPEN PER WEEK	47.0		35.0
DAYS OPEN PER WEEK	6		5

	FY15-16 ACTUAL	FY16-17 BUDGETED	FY17-18 PROJECTED
COUNTY PER CAPITA	85,777	86,928	84,666
FINES & FEES	3,884	2,500	3,000
COPY FEES	2,327	3,000	3,150
CITY OF BUELLTON *	91,641	141,641	141,641
INTEREST	378	236	500
BOOKSALES	2,323	2,500	2,000
DONATIONS	316	279	250
FRIENDS *	3,025	0	0
LIBRARY FOUNDATION	2,350	1,850	1,850
TOTAL REVENUES	\$ 192,020	\$ 238,934	\$ 237,057

DRAFT

	FY15-16 ACTUAL	FY16-17 BUDGETED	FY17-18 PROJECTED
SALARIES & BENEFITS	109,538	171,295	163,450
SUPPLIES AND SERVICES	22,151	13,443	17,001
BLACK GOLD FEE	17,717	25,000	23,000
ALLOCATED COSTS	10,531	10,574	7,158
ADMINISTRATIVE FEE	7,720	18,196	43,744
BOOK ACQUISITIONS	21,097	26,850	32,413
TOTAL EXPENDITURES	188,754	265,358	286,766

OVER/UNDER	3,267	(26,424)	(49,709)
TOTAL TRUSTS/RESERVES	55,648	29,224	(20,485)

* not a definitive number and is based on previous funding

SOLVANG LIBRARY - NEW

SERVICE POP.: 11,933 Sq. Ft. 2,000 CARD HOLDERS: 3,936

	FY2013-14	FY2014-15	FY2015-16
CIRCULATION	74,028	74,191	80,643
COMPUTER SESSIONS	10,513	8,660	8,768
WIFI SESSIONS	5,686	5,729	5,241
PROGRAMS & SCHOOL VISITS	227	261	239
PROGRAM ATTENDANCE	4,334	3,681	3,147
HOURS OPEN PER WEEK	38.0	38.0	38.0
DAYS OPEN PER WEEK	5	5	5

REVENUES	FY15-16 ACTUALS	FY16-17 BUDGETED	FY17-18 PROJECTED
COUNTY PER CAPITA	85,785	86,928	88,104
FINES & FEES	6,404	5,200	5,350
COPY FEES	1,880	1,100	1,500
CITY OF SOLVANG	88,000	123,750	123,750
INTEREST	378	236	500
BOOKSALE *	5,632	6,000	6,000
DONATIONS	2,509	4,600	1,000
FRIENDS *	21,000	20,000	20,000
TOTAL REVENUES	211,589	247,814	246,204

DRAFT

EXPENDITURES	FY15-16 ACTUALS	FY16-17 BUDGETED	FY17-18 PROJECTED
SALARIES & BENEFITS	134,873	160,266	170,111
SUPPLIES AND SERVICES	27,579	21,654	24,407
BLACK GOLD FEE	14,238	25,000	25,000
ALLOCATED COSTS	13,467	14,738	8,561
ADMINISTRATIVE FEE	7,721	14,719	47,246
BOOK ACQUISITIONS	22,171	25,000	34,397
TOTAL EXPENDITURES	220,049	261,377	309,722

OVER/UNDER (8,460) (13,563) (63,518)
 TOTAL TRUSTS/RESERVES 53,145.63 39,582.35 (23,935.65)

* not a definitive number and is based on previous funding

MONTECITO LIBRARY- NEW

SERVICE POP.: 20,733 Sq. Ft. 2,000 CARD HOLDERS: 3,255

	FY2013-14	FY2014-15	FY2015-16
CIRCULATION	117,465	117,465	99,705
COMPUTER SESSIONS	12,157	12,157	6,532
WIFI SESSIONS	1,524	1,524	800
PROGRAMS & SCHOOL VISITS	88	88	77
PROGRAM ATTENDANCE	2,061	2,061	1,530
HOURS OPEN PER WEEK	45.0	45.0	36.0
DAYS OPEN PER WEEK	6	6	5

	FY15-16 ACTUALS	FY16-17 BUDGETED	FY17-18 PROJECTED
REVENUES			
COUNTY PER CAPITA	80,729	91,701	161,766
FINES AND FEES	6,529	6,800	7,200
COPY FEES	958	1,250	1,375
INTEREST	378	236	500
BOOK SALES	3,614	5,000	5,000
DONATIONS	2,329	6,410	1,000
FRIENDS *	67,893	119,060	119,060
TOTAL REVENUES	162,429	230,458	295,901

DRAFT

	FY15-16 ACTUALS	FY16-17 BUDGETED	FY17-18 PROJECTED
EXPENDITURES			
SALARIES & BENEFITS	123,311	144,556	150,597
SUPPLIES AND SERVICES	23,679	17,751	25,897
BLACK GOLD FEE	14,238	25,000	37,000
ALLOCATED COSTS	13,666	15,344	8,106
ADMINISTRATIVE FEE	7,266	20,327	48,986
BOOK ACQUISITIONS	25,332	25,000	50,545
TOTAL EXPENDITURES	207,491	247,978	321,131

OVER/UNDER (45,062) (17,521) (25,230)
 TOTAL TRUSTS/RESERVES 91,645.96 74,125.19 48,895.19

* not a definitive number and is based on previous funding

CARPINTERIA LIBRARY - NEW

SERVICE POP: 30,491

Sq. Ft.

3,060

CARD HOLDERS:

4,854

	FY2013-14	FY2014-15	FY2015-16
CIRCULATION	92,557	94,391	104,491
COMPUTER SESSIONS	28,554	29,939	25,695
WIFI SESSIONS	5,054	9,666	9,351
PROGRAMS & SCHOOL VISITS	369	418	435
PROGRAM ATTENDANCE	9,228	9,744	9,377
HOURS OPEN PER WEEK	47.5	47.5	47.5
DAYS OPEN PER WEEK	6	6	6

REVENUES	FY15-16 ACTUALS	FY16-17 BUDGETED	FY17-18 PROJECTED
COUNTY PER CAPITA	131,646	135,855	237,892
FINES & FEES	7,467	6,100	6,300
COPY FEES	3,157	2,250	2,250
ROOM RENTAL	6,734	9,000	8,500
CITY OF CARPINTERIA *	35,500	50,500	50,500
DONATIONS	15,972	1,000	1,000
FRIENDS *	61,455	53,101	53,101
INTEREST	378	236	500
TOTAL REVENUES	262,308	258,042	360,043

DRAFT

EXPENDITURES	FY15-16 ACTUALS	FY16-17 BUDGETED	FY17-18 PROJECTED
SALARIES & BENEFITS	172,052	175,119	181,290
SUPPLIES AND SERVICES	24,254	19,081	29,271
BLACK GOLD FEE	14,238	25,000	52,000
ALLOCATED COSTS	12,716	13,778	8,885
ADMINISTRATIVE FEE	11,848	23,257	61,181
BOOK ACQUISITIONS	29,248	25,000	68,451
TOTAL EXPENDITURES	264,356	281,235	401,078

OVER/UNDER

(2,048)

(23,193)

(41,035)

TOTAL TRUSTS/RESERVES

11,051.48

(12,141.80)

(53,176.80)

* not a definitive number and is based on previous funding

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 UPDATE

FOR DISCUSSION

ITEM NO. 3

MEMBER REPORTS/ROUNDTABLE

FOR DISCUSSION