



Library Ad Hoc Committee Meeting

Date: Monday, March 11, 2019

Time: 1:30 – 3:00 pm

**Location: Board of Supervisors Conference Room (4th Floor)
105 E. Anapamu St., Santa Barbara, CA 93101**

Administrative Agenda:

- I. Meeting Called to Order**
- 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.*
- IV. Minutes:** The minutes of the February 25, 2019 meeting will be considered.

Standard Agenda:

1. Welcome & Meeting Objectives
2. Update-Fact Finding and Process Plan
3. Update-Call with Library Directors and Discussion of Library Categories
4. County and Zone Budget Updates
5. Next Steps/Closing
6. Adjourn



Library Ad Hoc Committee Meeting

February 25, 2019

ACTION MINUTES

Committee Members present:

Jessica Cadiente
Sarah Bleyl
Mary Housel
Allison Gray
Patricia Saley
Judith Dale
Das Williams, 1st District Supervisor
Joan Hartmann, 3rd District Supervisor

County Staff Present:

George Chapjian, Director
Ryder Bailey, CSD CFO
Natasha Garduno, Executive Assistant
Darcel Elliott, 1st District Chief of Staff
Gina Fischer, 3rd District Representative

Legacy Works Group Facilitators:

Carrie Kappel
Megan Miley

Administrative Agenda:

- I. Meeting Called to Order:** *Meeting officially convened at 1:37 p.m.*
- II. Roll Call:** *by Secretary*
- III. Public Comment:** None was made.
- IV. Approval of Minutes of February 11, 2019**

ACTION: A motion was made by Patricia Saley and seconded by Judith Dale to approve the minutes of February 11, 2019 with a correction to the minutes to revise and clarify that library reserves are depleted. All approved. Motion passed.

Standard Agenda:

1. Welcome & Meeting Objectives

Carrie Kappel addressed the need to schedule an additional meeting between the March 11th and April 18th meetings dates. The Committee was in favor of adding an additional meeting which Natasha will coordinate and will send out a revised schedule to committee members and post on the Library Advisory Committee website.

2. Committee Goals & Objectives

Legacy Works Group distributed a handout with the Committee Goals and Objectives (see attached handout). The following revisions were made:

Establish a shared vision for the future of the libraries in ~~the county~~ Santa Barbara County

-Define 'equitable' as it applies to library services and funding
-Consider library categories based on population, income, rural/urban and other characteristics
-Define core service levels
-Articulate a set of principles to guide consideration of finance and governance frameworks
-Allow space for aspiration

3. System Mapping

The Committee reviewed and discussed the system map handed out by Legacy Works Group (see attached). The Committee provided revisions to the system map and the following items were highlighted in the discussion:

- The County owns the building that houses the Carpinteria branch library
- There is a library foundation for the SB Central and Eastside branches
- Orcutt is in District 4-Supervisor Adam
- In Zone 4, the Board of Trustees is the City Council and there will be a Library Advisory Commission. Buellton and Solvang may create a shared Santa Ynez Valley Library Advisory Commission.
- There are "twig" libraries in Los Olivos and Santa Ynez, and a room in Isla Vista for a future twig.

4. Core Services Discussion

The Committee took part in an exercise in which the members were broken up into two groups and were asked to identify core services for libraries. The Library Directors present at the meeting made it clear that they feel all the services they provide are essential core services. Everything extra has already been cut. The Library Directors also remarked that what constitutes a priority service may vary among libraries, depending on the needs of the community.

Both groups agreed there is no library without:

- Staff
- Welcoming space to house staff and collections, open to the public
- Circulation of materials
- Public access to internet and computers
- Information and reference

The attached table is a draft list that was compiled during the exercise (see attached).

5. Budget Updates & Known Gaps

Library Directors are still working on completing draft budgets which will be discussed at the regular meeting of the Library Advisory Committee on March 27th.

6. Next Steps/Closing

-Revisit past draft library categories

-Zone administrators will hold an interim call to discuss categories and level of service

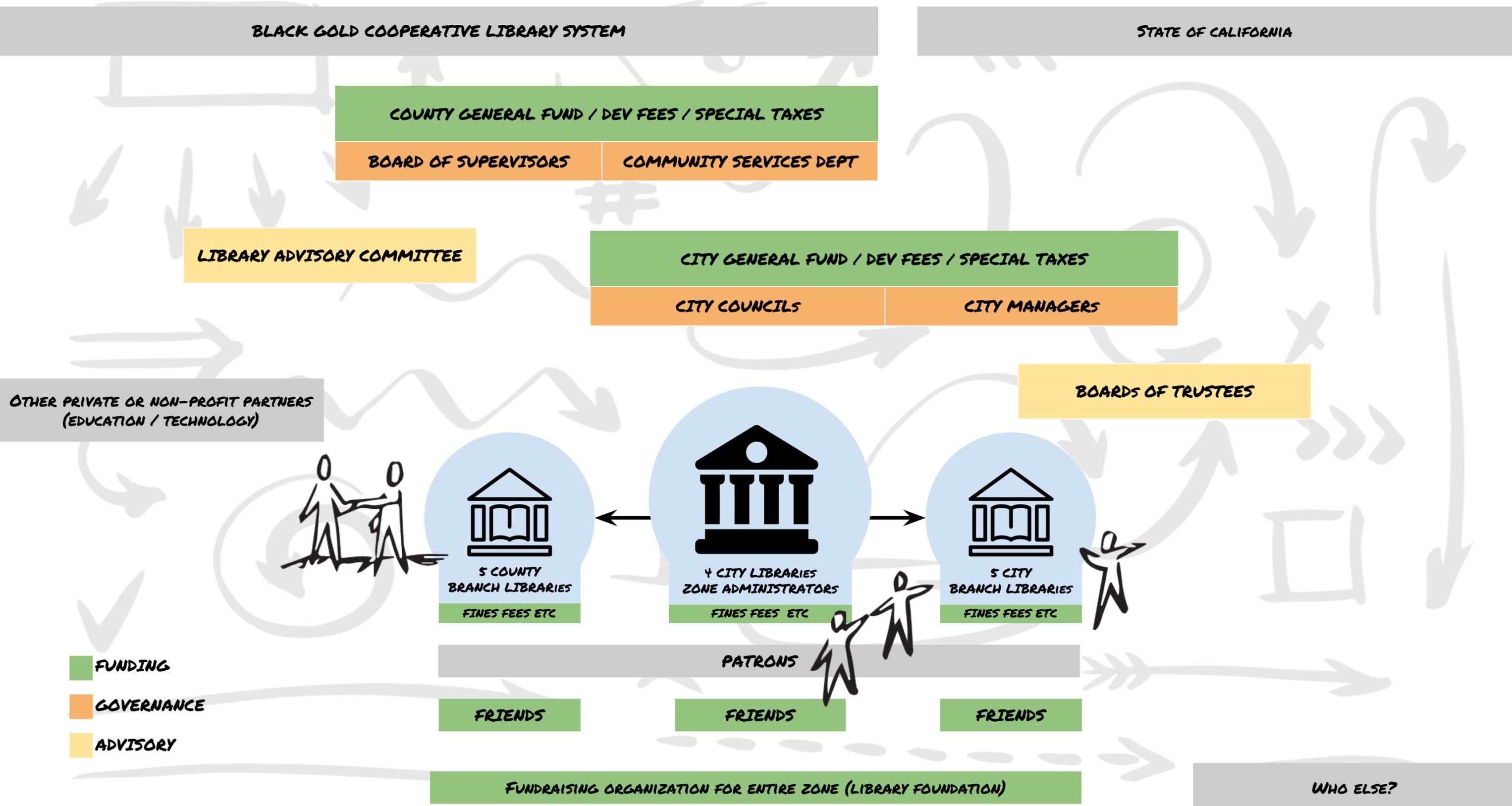
-Collect baseline info on all libraries and how they are being funded, direct and in-kind (e.g. buildings)

7. Adjourn

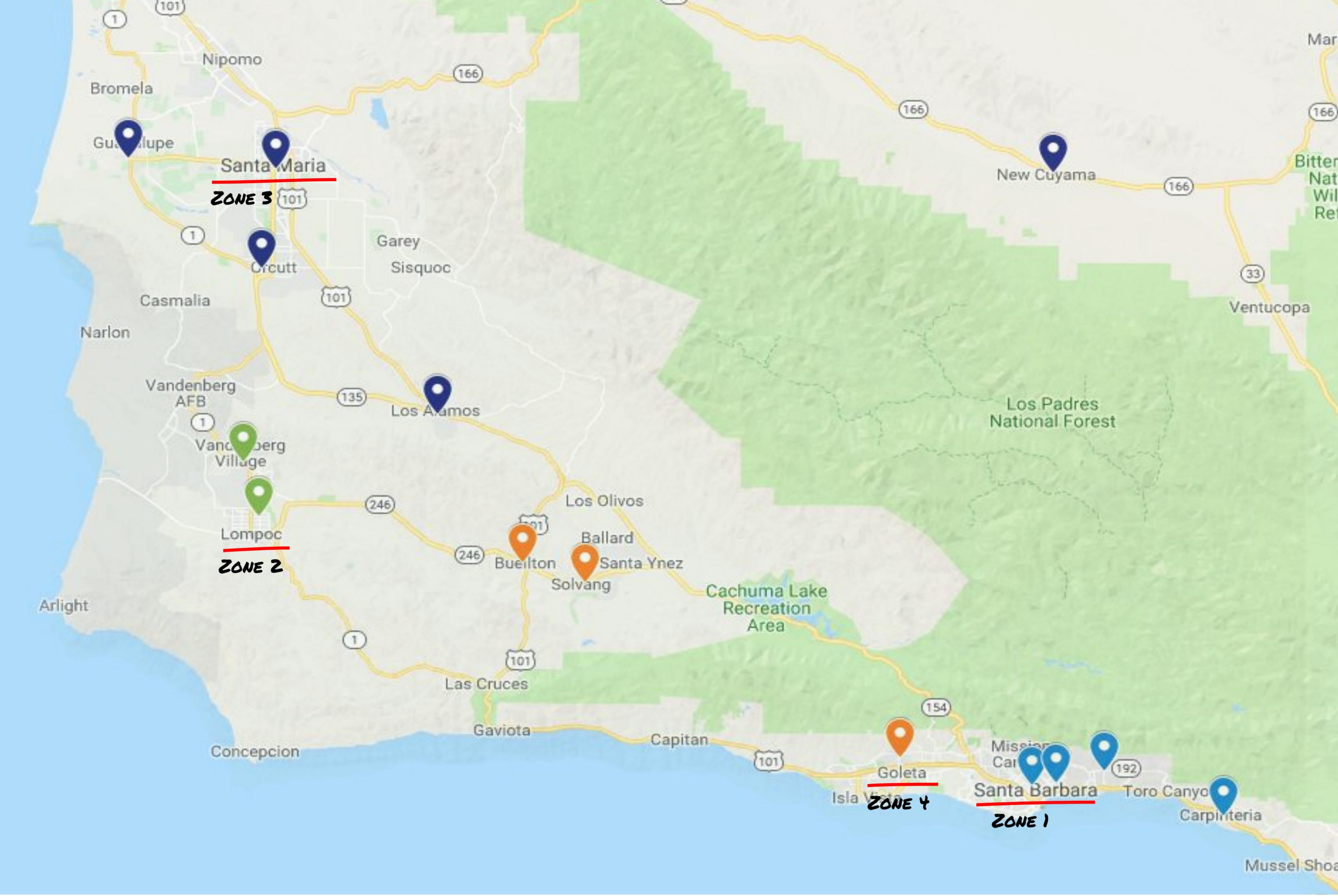
The meeting adjourned at 3:05 p.m.

GOALS	OBJECTIVES
Provide the BOS, City Councils, and Friends with a system-wide assessment of the impact of different budget scenarios for 2019/2020 budget	<p>Understand the current status of City and County budgets and library reserves</p> <p>Determine funding needs to maintain status quo services across all the libraries</p> <p>Co-create budget scenarios for CSD to present to the BOS during April budget hearings for June 2019/2020 budget decisions</p> <p>Document the range of services provided and recognize how library services reduce other social service costs</p> <p>Provide library directors with the information they need to bring to their City Council for budget development and decisionmaking</p> <p>Promote conversations between Friends groups and library directors around budget implications</p>
Establish a shared vision for the future of the libraries in the county	<p>Define 'equitable' as it applies to library services and funding</p> <p>Consider library categories based on population, income, rural/urban and other characteristics</p> <p>Define core service levels</p> <p>Articulate a set of principles to guide consideration of finance and governance frameworks</p>
Outline a path to a sustainable finance framework for the library system	<p>Determine how established principles can be applied and evaluate the potential outcomes</p> <p>Consider county and city contributions to libraries in context of equitability</p> <p>Identify wish lists for expanded funding</p> <p>Explore new funding sources</p>
Cultivate a culture of support and collaboration	<p>Clarify roles, responsibilities and authority</p> <ul style="list-style-type: none"> - County/Community Services District - Cities/Zone Administrators - Cities/branch libraries - Library Advisory Committee - Friends <p>Identify opportunities for increased collaboration</p>
Outline a path to a sustainable governance framework for the libraries in the county	<p>Identify opportunities to improve the existing governance framework to improve efficiency, working relationships and trust, and/or funding</p> <p>Investigate how different governance frameworks could improve efficiency, working relationships and trust, and/or activate new revenue sources</p>

Santa Barbara County Library System Actors



ADVOCACY?



Santa Maria
ZONE 3

Lompoc
ZONE 2

Goleta
ZONE 4

Santa Barbara
ZONE 1

STAFF	BUILDING	MATERIALS	TECHNOLOGY	SERVICES	PROGRAMMING	OTHER
Professional trained library staff		Circulation of materials (via Black Gold)			Program development	
Support staff Library techs Admin IT	Safe welcoming space open to the public	Acquisition of books and materials	Computers and internet access	Reference and research	Early readers	Cafe
Ongoing professional development	Adequate space for staff and collections	Current news and periodicals	Free wifi	Community resources and services	After school	Book Sales
Volunteers	Heat, AC, and restrooms for staff and patrons	Digital content	Tech instruction and support	Information fluency / research skills	Family	Art/Culture/History Exhibits
	Parking		Ipad / hotspot loan program	Homework help	Teen	
	Dedicated Children/Family space			Literacy and language	Adult	
	Dedicated teen space			Citizenship Information	Senior	
	Exhibit space			Cultural Awareness	STEM	
	Public or private meeting space			Genealogy and history research	Art and creativity	
	Comfortable seating			Career development / jobless services		
	Landscaping			Personal tech classes		
	Long-term planning for improvement, capacity and other needs			Vet services		
				Homeless services		