



# Library Advisory Committee

---

Meeting, March 27, 2019 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 Saley

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

Goleta Representative  
Patricia Kistler

Guadalupe Representative  
Amelia Villegas

Lompoc Representative  
Alice Down

Santa Barbara Representative  
Milt Hess

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

Goleta Library Director  
Allison Gray

Board of Supervisors  
Representative

1st District Supervisor  
Das Williams

County Staff

Community Services Director  
George Chapjian

Executive Assistant  
Natasha Garduno

Chief Financial Officer  
Ryder Bailey

AGENDA

March 27, 2019

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 December 12, 2018 will be considered.

STANDARD AGENDA

**1. Library Directors Zone Updates – Receive and file**

- i. Zone 1 – Jessica Cadiente
- ii. Zone 2 – Sarah Bleyl
- iii. Zone 3 – Mary Housel
- iv. Zone 4 – Allison Gray

**2. Funding & Budgets-All Zones- For Discussion**

**3. Black Gold Updates-Informational**

**4. CSD Directors Report**

*The Director of Community Services will report on items of general interest to the Library Advisory Committee Members and members of the public, including items that have been or will be considered by the Santa Barbara County Board of Supervisors.*

- Library Ad Hoc Update

**5. 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 June 19, 2019 from 10:00 AM – 12:00 PM at the Cachuma Lake Recreation Hall located at 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  
DECEMBER 12, 2018**

LIBRARY ADVISORY  
COMMITTEE

**Members**

1st District Representative  
Patricia Saley

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  
Dave King

Goleta Representative  
Patricia Kistler

Guadalupe Representative  
Amelia Villegas

Lompoc Representative  
Alice Down

Santa Barbara Representative  
Milt Hess

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

Goleta Library Director  
Allison Gray

**Board of Supervisors  
Representative**

1st District Supervisor  
Das Williams

**County Staff**

Community Services Director  
George Chapjian

Executive Assistant  
Natasha Garduno

Chief Financial Officer  
Ryder Bailey

**ACTION SUMMARY**

December 12, 2018

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

Meeting officially convened at 10:02 a.m.

Roll Call

**Members Present:** Patricia Saley, Claire VanBlaricum, Judith Dale, Barbara Raggio, Laura Selken, Gaby Edwards, Pamela Holst, Amelia Villegas, Milt Hess, Marilyn Ayers, Shirley Stacy

**Members Absent:** Dave King, Patricia Kistler, Alice Down

**Directors Present:** Sarah Bleyl, Mary Housel

**Directors Absent:** Jessica Cadiente, Allison Gray

**County Staff Present:** George Chapjian, Ryder Bailey, Natasha Garduno,

**ADMINISTRATIVE AGENDA**

**I. Meeting Called to Order:** *by Chair Williams.*

**II. Roll Call:** *by Secretary*

**III. Public Comment:** None was made.

**IV. Approval of Minutes of September 19, 2018**

**ACTION:** A motion was made by Judith Dale and seconded by Pamela Holst to approve the minutes of September 19, 2018. All approved with 3 abstentions by Milt Hess, Clair VanBlaricum, and Laura Selken. Motion passed.

# STANDARD AGENDA

## **1. Library Directors Zone Updates- Receive and file**

### Zone 1

Kristina Hernandez, Acting Library Services Manager with the City of Santa Barbara, attended the meeting on behalf of Library Director Jessica Cadiente. Ms. Hernandez shared the following with the committee:

- The Carpinteria Library Branch has new staff that are performing outreach in the local community.
- The 2018 Santa Barbara Reads Program recently wrapped up and the title selected was Frankenstein in celebration of the 200<sup>th</sup> anniversary of the title. The library offered 60-70 programs for all ages related to Frankenstein.

Milt Hess, LAC Representative for the City of Santa Barbara, shared that the Central Library has a plaza adjacent to it that an engineering firm is developing construction drawings to redesign the area to be ADA compliant and to be a space for people to gather. This past Sunday the Library Foundation kicked off a Capital Campaign to raise the funds needed to complete the redesign work on the plaza.

### Zone 2

Sarah Bleyl shared the following with the committee:

- Libraries in Zone 2 will be closed between the Christmas and New Year holidays and will reopen on January 2, 2019.
- The City of Lompoc held their first budget kickoff meeting this past weekend as an informational meeting for the public.
- Local business in Lompoc, Certain Sparks, provided a ukulele class at the library on Saturday which was well attended by library patrons.
- The Lompoc library was a recipient of a \$10k grant from the state called Maximizing Learning Spaces that will allow for a couple of new study areas to be placed into one of the sections of the library. The Foundation also provided a matching grant of \$10k and the Friends of the Library are giving \$5k for a total of \$25k that will go towards transforming that portion of the library.
- A craft club for adults was recently added to the Village branch as it was very popular at the Lompoc branch.
- Black Gold is considering eliminating fines for its libraries which is a controversial issue. This is something that has been done in other library systems and Black Gold will begin to explore this option.

### Zone 3

Mary Housel shared the following with the committee:

- On the topic of Black Gold exploring the possibility of eliminating fees, if they choose to do so it would be made as a recommendation. This would then need to be approved by each library jurisdictions governing body before it would be implemented.
- The Santa Maria library is having an issue with loitering and drug use in the parking lot. Patrons expressed concerns about their safety and other local businesses have also complained about this happening in the area. Library staff has been working to address the issue by removing outside seating and having a police camera installed outside.
- Measure U passed in Santa Maria which brings in \$92k annually which goes toward keeping the library open 8 more additional hours per week. This money is essentially restoring hours that were lost back in 2008. The library can also seek additional funding under this for security, youth programs, etc.
- Guadalupe City Council recently met as they are considering adding a library extension onto the Community Services building at Leroy Park.

## Zone 4

Dana Grossi with the City of Goleta provided the committee with an update on the following items:

- Goleta staff has been involved in developing a management fee that would be charged to the Buellton and Solvang libraries should their jurisdictions choose to transfer over to Zone 4 in the next fiscal year.
- On Monday the Solvang City Council voted unanimously to transition into Zone 4 and on this coming Thursday, the Buellton City Council will consider the same decision. Next week on Tuesday, the Goleta City Council will ultimately decide whether or not they will manage the two branches next year.
- An update on the Goleta Library Board of Trustees was provided. A recruitment was conducted and five members are being considered to serve on this board. There are still some items being addressed with the bylaws, codes, etc. before it will be taken to the City Council for final approval. Community Services Director George Chapjian did request that this item be brought to the Santa Barbara County Board of Supervisors and legal counsel prior to the City of Goleta making any final decisions as the County provides funding to the City of Goleta for libraries.

### **2. Library Ad Hoc Committee-Discussion**

Ryder Bailey, Community Services CFO, shared that the Library Ad Hoc Committee met on November 7<sup>th</sup>. The committee discussed goals, objectives, financial stability, administration, and governance. The committee members indicated they wanted something concrete to come out of the process for the budget workshops in April and would like a facilitator to be hired to help with the process. Mr. Bailey is currently negotiating a contract with Legacy Works Group. The facilitator will conduct individual interviews before the next Ad Hoc meeting and will reach out to the committee members. They will design, manage, and facilitate the process.

### **3. Directors Report**

The 2019 LAC meeting schedule was presented to the LAC members. The location of the meeting in March was asked to be changed to a location in Mid County. The committee unanimously approved the meeting calendar with the requested change in location.

### **4. Member Reports/Roundtable Discussions:**

- Patricia Saley requested that the LAC agendas include a standard agenda item for Black Gold updates.
- Gabby Edwards shared that Measure X passed in Carpinteria and a small amount of money brought in will go to the Carpinteria library.
- Supervisor Williams will ask to continue on the LAC at the next Board of Supervisors meeting when committee selections take place.

Adjourned at 11:04 AM

The next Library Advisory Committee meeting will be held on Wednesday, March 27, 2019 from 10AM-12PM at the Cachuma Lake Recreation Hall located at 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**

**LIBRARY DIRECTORS ZONE UPDATES**

---

**RECEIVE AND FILE**



# STAFF REPORT

---

DATE: March 12, 2019  
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**

- Partnered with the Women's Literary Festival to help produce the event this year.
- Veterans Connect kicked off, informally, providing resources and referrals to veterans and their families in southern Santa Barbara County.
- Lynda.com and its thousands of online, self-paced courses related to business, software, and creative skills are now available to our library users thanks to a grant procured by the Central Library team.
- Confirmed title and author visit for SB Reads 2019, which will be in late October and November of this year. The program will be funded by the Santa Barbara Public Library Foundation.
- Proclamation created, approved, and ready for announcing at the City Council meeting for National Library Week 2019.
- Friends Mini-Conference event took place in February. All Zone 1 Friends groups were represented. Central Library staff provided a presentation on work produced at the Central Library and each Branch Lead gave a brief update on activities at their branches.
- All staff training on Difficult Patrons by trainer Edmund Otis to train staff on delivering equitable customer service was provided to all members of the library team. All branches were closed for this full-day training.

## **Central**

- The Student Success Initiative is in the works, with the intention of providing library cards to all public school students. The Santa Barbara Unified Junior High School students were the first students on this project and over 800 cards have been created this year.
- Staff coordinated with the Black Gold Cooperative Library for the Carpinteria and Montecito Branches to join CENIC, a cooperative computer networking project that provides libraries, schools, and universities access to high-speed internet access.
- The Foundation hosted a brunch with invited guests to generate enthusiasm for the Plaza project. The Library Director provided updates on programmatic highlights at SBPL and presented on ideas for the renovated Library Plaza.
- New partners include Opera Santa Barbara on a new book club, CAMA, The Trust for Historic Preservation, and the Community Environmental Council.
- We received a grant from the California Center for the Book for a "Book-to-Action" project which will be about food scarcity. Programming and volunteer opportunities will be happening in the spring.
- We received a small grant from the state library to provide social services resource office hours at the Central Library.

- Calls went out for Santa Barbara's next Poet Laureate and a call for artists to design Tiny Libraries. Both projects are in partnership with the Office of Arts & Culture and enable the Library innovative programming opportunities.
- Changed our mid-sized display cabinet policy to be offered to Library Partners in our community that supports the mission of the Santa Barbara Public Library.
- In partnership with the SB Housing Authority, the Children's Librarian is collaborating on a new Literacy Prematura program to train community representatives to teach early literacy tips and distribute books.
- The Library added the preschool at Cottage Hospital as a monthly preschool storytime outreach location.
- In partnership with the Santa Barbara Trust for Historic Preservation, Central Library offered a family-friendly Chinese New Year event in February with several activities that attracted over 100 attendees.
- In December, the Youth Services team hosted a "Community Baby Shower" resource fair with new parents with many agencies, non-profits, and community organizations sharing information for expectant parents and those with new babies. Their event had 100 attendees and the partnering organizations would like to repeat it as an annual event, expand to include new organizations, and were pleased to learn all that the library offered for new families as well with the efforts to coordinate the event.
- 2019 is the second year of the partnership with the Koegel Center for Autism, in which graduate students, clinicians, and researchers present workshops for parents, some specifically geared to families with children on the spectrum, but many that provide helpful parenting information for all children, on topics ranging from emotional health to raising kids in a technology and digital era.

### **Buellton**

- The Buellton Branch Lead has been actively performing outreach in the Buellton community. He has a Preschool Story Time at Oak Valley Elementary School once a month with 20 students.
- Coding Club has progressed into using coding and circuits with items like the Arduino Uno, and it has been well attended.
- Interviews were conducted to fill the open Library Technician position at Buellton. One of the current staff was promoted from Library Assistant to Library Technician.
- Buellton's Maker Workshops have had great success. Building "Airplanes and Rockets", creating Chinese Scrolls for the Chinese New Year, and creating fabulous art at the "Beach Art" makers craft session.
- The Buellton Book Club is continuing to be successful.

### **Carpinteria**

- Carpinteria joined the CENIC high-speed fiber-optic network.
  - Former U.S. Representative Lois Capps gave a talk and answered questions about her book *Keeping Faith in Congress* at the Carpinteria Branch on December 8.
  - Carpinteria's After School @ the Library continues to be popular, with nearly 70 attendees across 11 sessions in January alone.
  - Carpinteria started a Baby and Me storytime specifically for infants and their caregivers in December. The program teaches caregivers read-aloud techniques, allows play time for babies, and gives families an opportunity to foster relationships with each other.
  - During the month of December, the Branch Librarian made two trips to Carpinteria High School and passed out SB Reads titles to students and staff. She also made library cards onsite for students. Another staff member visited Aliso Elementary in January for the school's Literacy night and gave away books and made library cards.
-

- In February, two staff members attended Canalino Elementary School's College and Science Night. Staff brought two popular STEAM toys, Osmo and Cubelets, so students can practice their critical thinking and computational thinking skills.
- In January the Branch started a Spanish Conversation Group. Participants are able to practice their Spanish speaking skills and learn about Latin American cultures.
- In February, one of the Branch Library Technicians with experience in Genealogy research started a Beginning Genealogy series which she will host once a month.
- The building has experienced a variety of issues, from roots in the plumbing to work needed on the air conditioning. The Library and the City of Carpinteria are working together on repairing these issues.

### **Eastside**

- Stay and Play is a weekly morning event that offers a supportive and relaxing atmosphere where babies, toddlers, and preschool age children have time to play with educational toys and learn together. Caregivers are encouraged to drop-in and linger over a cup of coffee while engaging in play and learning activities with their children.
- 1 Million Cups is a weekly discussion group (with coffee!) that brings together entrepreneurs with resources within the community and empowers them to start and grow their own businesses.
- Eastside has a new Teen Advisory Board, a volunteer group for teens to help shape the library's teen services and collections. The TAB has already held a Teen Movie Night at Eastside and is planning other events.
- Beginning in March, Eastside will offer Spanish Language Computer Courses for Beginners.
- Library staff participated in the Milpas Community Association's Milpas Holiday Parade and Halloween Street Fair.
- Eastside STEAM programs have featured Dash Robot and LegoWeDo, robots that allow children to learn to code while they play.
- Eastside serves as the primary library for the Adelante school. In January, nearly 800 students visited Eastside as part of class visits. These class visits are welcomed by staff, though they have a significant impact on branch operations. In the next quarter, branch staff will be evaluating more effective ways to accommodate the Adelante students before the next school year.
- The Branch Librarian has been making regular presentations for Women's Economic Ventures (WEV) on library programs and resources.
- Preparations are in place for an interior remodel including new paint, replacement of damaged carpeting, and new furniture to make the space more flexible, user-friendly, and welcoming.
- Recruitment in process for SBPL Works! staff for the Eastside Library.
- City facilities is working on exterior repairs and upgrades, including a new roof, fresh paint, a and general overhaul of the grounds.
- Received a small grant from the State Library for Bilingual Financial Literacy Programs.

### **Montecito Library**

- Montecito joined the CENIC high-speed fiber optic network in March.
-

- The Montecito Branch, Friends of the Montecito Library, Montecito Association and History Committee hosted a Community Open House on December 5. There were nearly 50 attendees.
- The Montecito Branch participated in the Montecito 1/9 “Raising Our Light” Debris Flow memorial event. The Library distributed flyers and flameless candles in advance of the event.
- The Branch hosted a Montecito Trails Update with Montecito Trails Foundation President Ashlee Mayfield on February 20 for 27 attendees. This was the first of a series of events geared towards evening hours. Ashlee showed “before and after” photos of trails that had been repaired, updated on the more recent damage from February 2nd rains and discussed timelines and plans for future MTF work.
- Construction has begun on Montecito’s long awaited and much desired ADA ramp. Expected completion is late March.
- In January, Montecito also hosted storyteller Michael Katz, the “teller of a thousand tales,” sharing original folktales.
- Planning is underway for the Summer Reading Program. Montecito is booking performers and planning a Garden Storytime series on Thursdays at Upper Manning Park. Garden Storytimes will provide garden and nutrition education as well as lunch sponsored by local businesses.
- A new page started at Montecito in Mid-December, and a staff member is returning from leave; Montecito is now fully staffed.
- Montecito was closed for evacuations on January 15, February 2, and closed early on March 5 at 3:30. The Branch is located next to the evacuation zones and when a mandatory evacuation is issued we close out of an abundance of caution.

### **Solvang**

- Coding Club at Solvang held a series of programs focused on teaching kids how to code, concluding with a session in late December where parents were invited to play the games that the kids had coded.
- Bring Your Own Book, offsite at Solvang’s Wandering Dog Wine Bar continues to be popular, attracting up 10-20 attendees a month to share their favorite reads.
- In January, Solvang hosted two sessions of the “Winter Break Read Along,” in which participants 9 and up read aloud from a play and everyone gets a chance to participate.
- Music with Miss Diane is a monthly music and movement for babies and toddlers funded by FOL of SYV and produced by the Solvang Conservatory
- The branch hosted Beginning Crochet, a maker workshop for adults, teens & children was held on two consecutive Saturdays in January. There was overflow attendance, and the program has been requested again for the summer.
- In February the branch hosted an introductory Dungeons and Dragons session with Metro Entertainment (will become a monthly program in March and April).
- On Chinese New Year, the branch held a Chinese New Year: Culture and Crafts program, with a local family sharing their knowledge of Chinese New Year traditions and teaching beginner brushwork Chinese symbols.
- Solvang is fully staffed.
- County Facilities has been very responsive to a number of issues at the building.

### **Santa Ynez**

---

- Due to cold weather, heavy rain, and possibly the closing of San Marcos Pass Road, the branch was very quiet this quarter.
- Staff from Solvang covered two Saturdays, one in January and one in February, when volunteer docents were not available.
- Visitors from Chicago commented on how much they enjoyed visiting the small library in January.

### **Los Olivos**

- A holiday music concert was held December 21st with Adam Miller, a folksinger from Oregon, with a crowd consisting of all ages – preschoolers to seniors.
  - The branch and building were heat treated for termites in January.
  - Mycologist Bob Cummings of SB City College gave a lecture to a packed house on Thursday, February 7. The event was co-sponsored by the Natural History Society of SYV. Attendees came from Santa Barbara, Santa Maria, and the SY valley, and many brought mushrooms for Dr. Cummings to identify.
-



# STAFF REPORT

---

DATE: March 18, 2019  
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 Friends of the Library made a \$10,000 donation to the library in February; their January booksale brought in \$3,700 to support the libraries. This money will go to support the annual Summer Reading Program.
- Library staff was invited to attend Career Day at Lompoc Valley Middle School on Friday, January 18<sup>th</sup> and talk about careers in the library to approximately 90 teens.
- On Friday, March 1<sup>st</sup>, the Lompoc Library participated in Read Across America Day.
- Planning for the 2019 Summer Reading Program will be finished this month. The SRP will run June-July and will have programs and prizes for all ages.
- The library is participating in In-N-Out's Cover to Cover Reading Club again this spring. Children up to the age of 12 can read books and earn hamburgers in this program.
- The library will celebrate National Library Week in April with the Food for Fines program, allowing people to pay off their overdue fines by donating non-perishable food to benefit the Lompoc Food Pantry.

## Lompoc

- The public restrooms renovation project has been delayed due to lack of city personnel in planning. The project should be completed before the end of the fiscal year.
- The next Friends of the Library book sale is scheduled for April 18-20 in the Lompoc Library's Grossman Gallery.

## Village

- The new Village Library sign was installed at the end of January. Additional lighting has been added to increase the security of the parking lot after hours. Library staff has received positive comments about the changes.
- The Village Library now offers craft programs for adults on the third Friday of the month.
- A new holds shelf was purchased and installed, with funds donated from the Vandenberg Village Association.

## Charlotte's Web Mobile Children's Library

- After months of preparation and meetings, the Charlotte's Web Mobile Children's Library began to provide library services in January to children living at the Bridge House.

- Using grant money and donated books, Ms. Frazian built a reading corner at the Bridge House shelter. It is located in the shelter's living quarters and gives all residents access to books.
- The Charlotte's Web Mobile Children's Library was one of six libraries chosen to participate in the California Listens Digital Storytelling Workshop (CLDSW) 2019 co-sponsored by the California State Library and Story Center.
- The Lompoc Library received a \$3,000 mini-grant from the California State Library to enhance our Graphic Novel Book Club, part of the Summer Reading Program with our Charlotte's Web Mobile Children's Library.



# STAFF REPORT

---

**DATE:** March 27, 2019  
**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

- The Black Gold Library Cooperative met January 18th and discussed having no fines for late items. The San Luis Obispo Library went fine free as of February 1st. The Santa Maria Library is not pursuing going fine free at this time due to the negative impact of the loss of revenue.
- All libraries in California have received access to the *New York Times* thanks to the CA State Library. The *Santa Maria Times* and SMPL have signed an agreement in which the library is lending historic microfilm for the *Times* to digitize. In return, the library will receive free access to the archive of newspapers online from the main library.
- The SMPL Foundation held their 5<sup>th</sup> annual fundraiser on February 10th. The sold out event featured Rona Barrett and the Tri City Sound Chorus with lunch provided by Moxie Cafe. The Foundation supports activities at all library locations including outreach, local history, homework help, and makerspaces. They are also supporting fundraising for a bookmobile.
- The Black Gold Library Cooperative is estimating a \$52,000 increase in the Santa Maria Public Library's membership fee for 2019-20 due to the new membership formula, CalPers liability for Black Gold staff, and other increases. 30% of the increase has been assessed of branches and 70% to main.
- Library Youth Services staff are participating in the CA State Library Services and Technology Act (LSTA) funded Student Success Initiative to create partnerships with schools for library cards and services for students.
- The Library of Things funded with the Maker grant is almost ready to launch and will enable library patrons to check out items for home use. Some of the items that will be available to check out are sewing machines, Oculus Go Virtual Reality headsets, Go Pro cameras, musical instruments, dremels, and more. Items must be picked up and returned to the Santa Maria Main library.
- An hours survey conducted in early 2019 revealed that most customers were satisfied with libraries' hours however a large percent of main library patrons requested that the main library open earlier. The Los Alamos patrons expressed interest in closing earlier (at 6 p.m. instead of 7 p.m.) and using extra hours from closing early to open on Monday.

## Main

- The library received several grants from the CA State Library including funding for a mental health resource fair to be held May 11, 2019, a book club kit on a health related book *Heart* by Sandeep Jauhar, a Bike kitchen series (bike repair workshops with tools and consulting by Bici Centro Santa Maria) over several months, and a bilingual baby storytime program with books and sensory props.
  - The new Heart of Valley local history series began in January with Jay Hardy speaking about the Aeronautic Program at Hancock College in the WW II era. The February talk by Margaret Cooper on her Japanese internment experience reached a capacity crowd of 130 people. The March talk will feature Santa Maria Community Bank Chair of the Board, Jim Glines.
  - Representative Salud Carbajal toured the Library on 2/20 and observed bilingual storytime. Afterward, he held open hours in Shepard Hall attended by Councilmember Soto. He sent library staff a thank you and commendation for the “extraordinary work you and your staff do for the community.”
  - The Library is seeing high program attendance/ or full reservations at most programs offered including Heart of the Valley, Saturday Makerspace, computer classes including those offered in Spanish, the succulent exchange held on 2/23, and all children’s programs.
  - The Library’s Central Coast Maker Network/partnership with Discovery Museum and Allan Hancock College is regarded by the CA Community College Chancellor’s Office grant agent as noteworthy. A film crew from the CA Community College Chancellor’s Office was on site in January to interview participants and staff about the makerspace experience. A strategic plan was written and the network is seeking grant funding. The City Recreation and Parks Department plans to partner with the Library to bring teens to Makerspace two afternoons/week. Maker partners, the Library, Discovery Museum and AHC, will be participating in the Open Streets event 3/31 as well as the Kite Festival in Rotary Park on 4/14.
  - The Library is working with the Public Information Officer toward a redesign of the library’s webpage with a goal of better organizing library information, making the catalog search bar more prominent, adding more clickable graphics advertising library programs and making the site more user friendly.
  - The Library now has six staff trained to process new passport applications by appointment only. Twenty appointment times are offered weekly and more staff are in the process of training to cover the services. More information about the services is available on the library’s website. Overall public response has been very positive.
  - Home for Good outreach counselors have reduced their weekly hours in the library from twenty to ten. As reported at the 2/19 City Council meeting, they provided face to face assistance to 1,347 people in the library from March to December 2018. New hours will be Mondays 1:00 to 3:00 p.m., Thursdays 10 a.m. to Noon, Saturday, varying hours.
  - Library staff attended 3 outreaches with Fighting Back Santa Maria and two events for GATE Student night and Family Literacy night.
  - On March 12, the Library Board of Trustees met and approved a revised code of conduct, and a change of hours to open one hour earlier (9 a.m. instead of 10 a.m.) and close one hour earlier (7 p.m. instead of 8 p.m.) Monday through Thursday effective July 1, 2019.
-

- Library staff asked City Council to consider funding for Sunday library hours 1-5 p.m. with Measure U sales tax funding. City Council was amenable to the request and the City will proceed with planning for the increase to be effective July 1, 2019.
- The Friends of the SMPL are reducing their library support to approximately \$6,000 for 2019 from \$45,000 for 2018. In previous years, they used reserves from bequests to fund a higher level of support.

#### Branches

##### Cuyama

- A new clerk was recently hired for the Cuyama Branch. She is a resident of Cuyama and bilingual. The former clerk moved to Arizona after working for the library over ten years.

##### Guadalupe

- Library staff attended the Guadalupe City Council meeting on 3/12 to request support paying the rent for the Guadalupe Library for 2019-20. The City Council asked the city staff to look into all available funds, including development fees from the Pasadera project that could be used to pay rent for the Guadalupe Library. At the 3/26 meeting, the firm selected to plan the LeRoy Park Community Center rehabilitation and library building project will be announced.
- The Friends of the Guadalupe Library recently purchased two new computer chairs for the library.

##### Los Alamos

- The Los Alamos Branch Library hosted a poetry writing workshop with Olga Garcia Echeverria, a teacher at California State University Los Angeles, on March 12th. The workshop was funded by a grant from the California Center for the Book, and Poets & Writers Magazine.
- The Los Alamos Branch was fumigated for termites and paid for by the Friends of the Los Alamos Library.
- A Quilt Show and reception for local quilters was held at Los Alamos Library on February 13. The show is on display through April.
- Hours for the Los Alamos Library are proposed to change July 1, 2019 to close an hour earlier Tuesday through Thursday at 6 p.m. instead of 7 p.m. and open on Monday afternoons 2-6 p.m. The Friends of the Los Alamos Library will be asked to fund one extra hour.

##### Orcutt

- A Harwood community engagement event was held with Friends of the Orcutt Library. They described their ideal community as being safe and literate. The Friends also expressed their desire for a future larger library that is rent free.
  - An Orcutt Branch valentine program was conducted by Astra Club on February 9<sup>th</sup> receiving great publicity in the *Santa Maria Times*.
  - Two sessions of preschool storytime continue weekly at the Orcutt Branch along with monthly themed story/craft programs for children presented monthly by the Astra Club. Library staff present children's programs quarterly at all branches.
-



# STAFF REPORT

---

DATE: March 18, 2019  
TO: Library Advisory Committee  
FROM: B.Allison Gray, Library Director, Goleta Valley Library  
CC: George Chapjian, Community Services Director, County of Santa Barbara  
SUBJECT: Zone 4 Report

---

- Grants: Progress on the grants is coming along really well.
- *Book to Action:* Our schedule is set.
  - March 20<sup>th</sup> Book Discussion on "Ocean Country"
  - March 23<sup>rd</sup> Seashell Wreath Craft for Adults
  - April Month-long display of Undersea Photography
  - April 6<sup>th</sup> Author of "Ocean Country" coming to speak!
  - April 13<sup>th</sup> Under the Sea Craft for Kids
  - April 14<sup>th</sup> Presentation of undersea photography by Richard Salas
  - June 8 World Ocean Day Volunteer Beach Clean Up Day at Haskells BeachWe have handed out over 100 copies of the book.
- *Student Success Initiative:* The Goleta Junior High library cards were completed and Elizabeth Saucedo, the Children's Librarian, distributed them in February when she visited each individual class to explain what the GVL has to offer the Junior High students. I attended their PTA meeting to reinforce the information with the parents. El Camino Elementary, Brandon Elementary, Mountain View Elementary, and Dos Pueblos High School have library card applications currently and are having students fill them out.
- *Harwood Community Conversations:* We are collecting great data via Harwood. Staff did an Ask at the Goleta Valley Community Center and came away with some very interesting data. We did a full Harwood conversation at Maravilla. They invited me to come back in March and speak to their large group of residents about the services the library provides. They are going to arrange for their van to regularly transport residents to the library on a weekly basis. This was a wonderful result. We had a very productive Harwood with the Kellogg PTA parents. There are Harwoods planned with Isla Vista Elementary, IVCS Board, IV Parks and Recreation, IV Teen Center, Goleta Chamber of Commerce and several other PTAs. We are continuing to reach out to community groups to schedule other discussions. IVYC is handing out our Ask questionnaires at their Preschool and Afterschool programs. What is forming is a comprehensive Needs Assessment for library services in Zone 4.
- *Intergenerational Afterschool Help Program:* After all grant winners were funded at only 60% of their original request, we had to pare down the program. The program will now start in April, in order to give us sufficient time to train volunteers, contract for the new homework help database, etc.

- *Immigrant Success:* One of our part-time Library Technicians has been doing an excellent job on this grant. She is making community connections and getting ready to do outreach in 2019 to non-US citizens in order to help them in any way the Library can. We are partnering with Adult Education's Immigration program. Staff created a list of local aid organizations which was posted on the GVL website. We received several laptops and personal WiFi devices for use in going out to the Latinx community to show them the resources available to them.
  
- *Programming:* A number of new programs have been added to the monthly roster, including Meditation Classes and Bilingual Storytime.  
We continue to make community partnerships. In Isla Vista, we have committed to doing a satellite Summer Reading Club in June and July, which will serve the Parks and Recreation children as well as the Isla Vista Youth Project kids. We will also be present at the monthly Food Distribution event, helping to keep the children entertained while informing the parents about library services. Additionally, we have committed to regularly visiting the 4 classrooms in the IV Preschool to provide story times.  
Also concerning Isla Vista, we have committed to have a table at their CARE Expo. In addition, Professor McGee, who is the UCSB History Associates contact, has proposed a series of author talks to be held monthly at GVL in partnership with the Library.  
In partnership with Santa Barbara Zoo, we are collecting old cellphones which contain a mineral that is causing the deforestation of gorilla habitats.
  
- *Professional Development:* The Young Adult Library Services Association Division of the American Library Association asked me to be a member of the Quick Picks for Reluctant Readers Committee. This means that publishers will send me all books published for teens this year which I will of course donate to the library.
  
- I attended the ALA Midwinter Conference in Seattle. There were a number of interesting programs. I attended one on using YouTube as an outreach tool for libraries. One I found personally relevant was how one can turn being an introvert into a strength as a manager and library advocate. Another gave powerful arguments as to why public libraries are still so very relevant. Eric Klinenberg, the author of "Palaces of the People" gave a rousing talk about the increasing importance of libraries, community centers, and other social organizations in today's society where everyone is so turned inward due to technology. It might be a good read for Council members and the Library Advisory Commission members. I also attended a great program on connecting with middle schoolers. The Exhibit Halls featured approximately 200 vendors so I was able to meet with some of our contracted vendors as well as see the self-check machines in which I am interested. I also found many free books, children's posters and prizes which I was able to ship back to the library.
  
- *Building:* There was a bad leak in the Staff Room which resulted in a very soggy carpet and water streaming down one wall. Public Works was very responsive. They put up tarp on the roof, weighed down by sandbags until they can figure out where the origin of the leak is.
  
- *Donations:* I attended the Goleta Afternoon Rotary Luncheon where Goleta Valley Library was presented with two donation checks: \$1,000 for children's books and \$500 for computers. Las Aletas donated a number of children's books using a list I created for them. The series they chose is one that is extremely popular at the Library. They purchased all of the series titles that we were missing. They plan to do more, even beyond the \$5,000 for Large Print books that they will be presenting us in March.

- Administration: New goals for the Library were created for the Strategic Plan. Staff spent much time working on the Library Budget for FY 19/20 and 20/21.
- Branches: I attended the Solvang Friends meeting, which was also attended by Judith Dale who represented the Buellton Friends. I first explained what the new Goleta/Solvang/Buellton partnership will look like and they were very pleased by the transparency, the increased local control, and Goleta's understanding of the 2 branches' wish to work as a team. Then I described the re-barcoding project and asked them to solicit volunteers. We plan to start with Solvang, complete that re-barcoding project and then move to Buellton.
- The Friends focused their end of the year fundraising campaign on getting new computers for the public and staff at the Library. They raised \$17,000.
- The Library website is undergoing a re-design which should debut shortly.

**ITEM NO. 2**  
**FUNDING & BUDGETS (ALL ZONES)**  

---

**DISCUSSION**

**CENTRAL & EASTSIDE LIBRARY - FY19-21 BUDGETS**

<b>REVENUES</b>	<b>FY18-19 BUDGETED</b>	<b>FY19-20 PROPOSED</b>	<b>FY20-21 PROPOSED</b>
CITY ADMIN FEE	153,644	134,882	159,775
COUNTY PER CAPITA	739,193	739,193	739,193
FINES AND FEES	45,552	62,400	62,400
BOOKSALES	6,000	6,000	6,000
MEETING ROOM RENTS	29,600	30,000	30,000
GRANTS	246,426	67,170	67,170
GENERAL DONATIONS	62,045	33,700	33,700
FRIENDS OF THE LIBRARY	65,000	65,000	65,000
LIBRARY TRUST FUNDS	130,000	130,716	130,716
<b>TOTAL REVENUES</b>	<b>1,477,460</b>	<b>1,269,061</b>	<b>1,293,954</b>
<b>EXPENDITURES</b>	<b>FY18-19 BUDGETED</b>	<b>FY19-20 PROPOSED</b>	<b>FY20-21 PROPOSED</b>
SALARIES & BENEFITS	3,240,248	3,841,154	4,029,092
SUPPLIES AND SERVICES	521,663	316,376	318,807
PROFESSIONAL SERVICES - BLACK GOLD	145,000	158,939	158,668
ALLOCATED COSTS	929,374	876,725	895,817
BOOK ACQUISITIONS	526,030	598,332	598,332
<b>TOTAL EXPENDITURES</b>	<b>5,362,315</b>	<b>5,791,526</b>	<b>6,000,716</b>
	<b>(3,884,855)</b>	<b>(4,522,465)</b>	<b>(4,706,762)</b>

**CARPINTERIA LIBRARY @ \$7.80 per capita**

SERVICE POP.: 17,143

SQ. FEET: 3,060

CARD HOLDERS: 5,068

	FY2015-16	FY2016-17	FY2017-18
<b>CIRCULATION</b>	104,491	116,357	110,694
<b>COMPUTER SESSIONS</b>	25,695	18,776	12,966
<b>WIFI SESSIONS</b>	9,351	7,606	17,218
<b>PROGRAMS &amp; SCHOOL VISITS</b>	435	551	233
<b>PROGRAM ATTENDANCE</b>	9,377	11,437	3,908
<b>HOURS OPEN PER WEEK</b>	47.5	47.5	47.5
<b>DAYS OPEN PER WEEK</b>	6	6	6

REVENUES	FY18-19 1st QTR	FY19-20 PROPOSED	FY20-21 PROPOSED
COUNTY PER CAPITA	172,705	133,755	133,755
FINES & FEES	6,300	6,300	6,300
COPY FEES	2,750	2,750	2,750
ROOM RENTAL	8,750	2,800	2,800
CITY OF CARPINTERIA	85,500	150,000	150,000
INTEREST	1,600	1,600	1,600
DONATIONS	1,000	1,000	1,000
FRIENDS	103,101	103,101	103,101
<b>TOTAL REVENUES</b>	<b>\$ 381,706</b>	<b>\$ 401,306</b>	<b>\$ 401,306</b>

**DRAFT**

EXPENDITURES	FY18-19 1st QTR	FY19-20 PROPOSED	FY20-21 PROPOSED
SALARIES & BENEFITS	209,875	237,511	239,616
SUPPLIES AND SERVICES	27,401	22,892	22,892
BLACK GOLD FEE	29,850	38,101	38,101
ALLOCATED COSTS	19,160	33,259	35,661
ADMINISTRATIVE FEE	46,346	73,817	87,066
BOOK ACQUISITIONS	62,915	78,332	78,332
<b>TOTAL EXPENDITURES</b>	<b>395,547</b>	<b>483,912</b>	<b>501,668</b>

**DRAFT**

**OVER/UNDER** (82,607) (100,363)  
*ESTIMATED TRUSTS/RESERVES* 24,407.00 (58,200) (158,562)

**MONTECITO LIBRARY @ \$7.80 per capita**

SERVICE POP.: 11,260

SQ. FEET: 2,000

CARD HOLDERS: 3,254

	FY2015-16	FY2016-17	FY2017-18
CIRCULATION	99,705	98,384	83,407
COMPUTER SESSIONS	6,532	5,249	3,589
WIFI SESSIONS	800	713	5,977
PROGRAMS & SCHOOL VISITS	77	387	296
PROGRAM ATTENDANCE	1,530	4,995	2,962
HOURS OPEN PER WEEK	36.0	36.0	36
DAYS OPEN PER WEEK	5	5	5

REVENUES	FY18-19 1st QTR	FY19-20 PROPOSED	FY20-21 PROPOSED
COUNTY PER CAPITA	114,237	87,854	87,854
FINES & FEES	4,800	4,800	4,800
COPY FEES	1,500	1,000	1,000
INTEREST	1,600	2,000	2,000
BOOKSALES	2,500	2,500	2,500
DONATIONS	1,500	1,500	1,500
FRIENDS	125,000	125,000	125,000
<b>TOTAL REVENUES</b>	<b>\$ 251,137</b>	<b>\$ 224,654</b>	<b>\$ 224,654</b>

**DRAFT**

EXPENDITURES	FY18-19 1st QTR	FY19-20 PROPOSED	FY20-21 PROPOSED
SALARIES & BENEFITS	162,845	208,362	188,778
SUPPLIES AND SERVICES	28,706	24,925	24,925
BLACK GOLD FEE	20,460	27,774	27,774
ALLOCATED COSTS	17,705	27,470	27,337
ADMINISTRATIVE FEE	35,338	61,064	67,100
BOOK ACQUISITIONS	41,324	50,711	50,711
<b>TOTAL EXPENDITURES</b>	<b>306,378</b>	<b>400,306</b>	<b>386,625</b>

**DRAFT**

<b>OVER/UNDER</b>		<b>(175,652)</b>	<b>(161,972)</b>
ESTIMATED TRUSTS/RESERVES	<b>15,257.00</b>	<b>(160,395)</b>	<b>(322,366)</b>

## LOMPOC LIBRARY

SERVICE POP.: 50,978

SQ. FEET: 19,710

CARD HOLDERS: 15,387

	FY15-16	FY16-17	FY17-18
CIRCULATION	265,124	283,422	280,000
COMPUTER SESSIONS	46,641	48,509	45,000
WIFI SESSIONS	7,984	13,954	15,000
PROGRAMS & SCHOOL VISITS	365	588	500
PROGRAM ATTENDANCE	8,325	13,423	10,500
DOOR COUNT	196,522	203,911	200,000
HOURS OPEN PER WEEK	44.0	44.0	44.0
DAYS OPEN PER WEEK	6	6	6

	FY16-17 Adopted	FY17-18 Estimated	FY18-19 Requested
REVENUES			
CITY OF LOMPOC	756,247	702,000	829,000
COUNTY PER CAPITA	401,196	401,196	388,900
FINES AND FEES	25,000	25,000	15,000
COPIER/PRINTING	6,550	6,550	7,000
ROOM RENTALS	1,466	1,466	1,500
INTEREST	0	0	0
CONTRIBUTIONS	10,000	10,000	15,000
FRIENDS OF THE LIBRARY	15,000	15,000	15,000
LIBRARY FOUNDATION	4,850	4,850	4,850
<b>TOTAL REVENUES</b>	<b>1,220,309</b>	<b>1,166,062</b>	<b>1,276,250</b>

	FY16-17 Adopted	FY17-18 Estimated	FY18-19 Requested
EXPENDITURES			
SALARIES & BENEFITS	800,000	800,000	850,000
SUPPLIES AND SERVICES	202,985	126,000	150,000
BLACK GOLD FEE	86,172	112,000	115,000
UTILITIES/PHONE	79,916	79,916	83,992
BOOK ACQUISITIONS	53,311	53,311	80,000
<b>TOTAL EXPENDITURES</b>	<b>1,222,384</b>	<b>1,171,227</b>	<b>1,278,992</b>
	<b>(2,075)</b>	<b>(5,165)</b>	<b>(2,742)</b>

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

## VILLAGE LIBRARY

SERVICE POP.: 9,194

SQ. FEET: 3,760

CARD HOLDERS: 1,775

	FY15-16	FY16-17	FY16/17
CIRCULATION	42,494	45,747	46,500
COMPUTER SESSIONS	3,857	3,630	3,500
WIFI SESSIONS	632	824	900
PROGRAMS & SCHOOL VISITS	62	75	70
PROGRAM ATTENDANCE	1,408	1,816	1,750
DOOR COUNT	26,896	27,960	29,000
HOURS OPEN PER WEEK	28.0	28.0	28.0
DAYS OPEN PER WEEK	5	5	5

REVENUES	FY16-17 Adopted	FY17-18 Estimated	FY18-19 Requested
COUNTY PER CAPITA	77,195	72,984	72,984
FINES & FEES	2,500	2,500	2,500
SUPPORT VILLAGE LIB. CAMPAIGN	20,000	20,000	20,000
INTEREST	0	0	0
CONTRIBUTIONS	300	300	300
LIBRARY FOUNDATION	5,850	4,700	4,700
FRIENDS OF THE LIBRARY	10,000	10,000	10,000
COPIER	1,000	1,000	1,000
<b>TOTAL REVENUES</b>	<b>116,845</b>	<b>111,484</b>	<b>111,484</b>

EXPENDITURES	FY16-17 Adopted	FY17-18 Estimated	FY18-19 Requested
SALARIES & BENEFITS	52,361	57,597	57,597
SUPPLIES AND SERVICES	7,666	8,049	8,049
PROFESSIONAL SERVICES	22,132	23,239	23,239
BLACK GOLD FEE	10,949	10,949	10,949
UTILITIES AND TELECOMMUNICATIONS	9,169	9,627	9,627
BOOK ACQUISITIONS	15,000	7,500	7,500
<b>TOTAL EXPENDITURES</b>	<b>117,277</b>	<b>116,961</b>	<b>116,961</b>

COUNTY FUND BALANCE USE	(432)	(5,477)	(5,477)
-------------------------	-------	---------	---------

Reserve Fund Balance                      \$ 60,813.93    \$ 60,381.45    \$ 54,904.45    \$ 49,427.45

FY17-18 and FY18-19 are the same as we are on a 2-year budget cycle

## Cuyama Library

SERVICE POP.: 1,328

SQ. FEET: 1,660

CARD  
HOLDERS: 248

	FY2016	FY2017	FY2018	FY2019 Est
PRINT CIRCULATION	5,608	5,150	6,389	4,280
COMPUTER SESSIONS	377	313	272	160
PROGRAMS	3	4	4	4
HOURS OPEN PER WEEK	11	11	11	11
DAYS OPEN PER WEEK	3	3	3	3
STAFF FTE	0.3	0.3	0.3	0.3

	FY 18 Final	FY 19 Estimated	FY 20 Projected
<b>REVENUES</b>			
COUNTY PER CAPITA (\$7.80)	10,358	10,358	10,358
COUNTY PER CAPITA (0.405057)	538	-	-
EXTRA CO REVENUE	3,502	9,826	-
FINES & FEES	144	130	100
LOST BOOKS	369	75	50
PRINTS	74	30	45
COLLECTIONS REVENUE	-	-	-
MISC REVENUE	215	-	-
<b>TOTAL REVENUES</b>	<b>15,199</b>	<b>20,419</b>	<b>10,553</b>

	FY 18 Final	FY 19 Estimated	FY 20 Projected
<b>EXPENDITURES</b>			
SALARIES & BENEFITS	7,647	8,007	8,007
TELEPHONE	684	1,100	1,100
EQUIPMENT MAINTENANCE	1,020	640	1,020
INSURANCE	220	538	538
RFID PAD	1,000	-	-
BLACK GOLD FEE	1,442	1,654	2,103
EXTENSION SERVICES	1,775	1,765	1,765
MATERIALS (BOOKS, MEDIA)	2,375	2,375	2,375
ADMIN OVERHEAD	2,466	2,891	2,970
<b>TOTAL EXPENDITURES</b>	<b>18,628</b>	<b>18,970</b>	<b>19,878</b>
<b>OVER/UNDER</b>	<b>(3,429)</b>	<b>1,450</b>	<b>(9,325)</b>

## Guadalupe Library

SERVICE POP.: 7,604

SQ. FEET: 2,000

CARD  
HOLDERS: 1,158

	FY2016	FY2017	FY2018	FY2019 Est
PRINT CIRCULATION	8,878	11,630	12,405	13,596
COMPUTER SESSIONS	3,888	3,811	2,777	3,700
PROGRAMS	5	5	8	10
HOURS OPEN PER WEEK	32	32	32	32
DAYS OPEN PER WEEK	6	6	6	6
STAFF FTE	1	1	1	1

REVENUES	FY 18 Final	FY 19 Estimated	FY 20 Projected
COUNTY PER CAPITA (\$7.80)	57,829	59,311	59,311
COUNTY PER CAPITA (0.405057)	3,003	-	-
EXTRA CO REV	18,502	23,106	-
FINES & FEES	702	500	500
LOST BOOKS	303	50	50
COPIES	242	150	180
PRINTS	818	650	700
COLLECTIONS REVENUE	36	-	-
RENT FROM GUAD CITY	5,000	7,408	-
MISC REVENUE	205	350	-
FRIENDS OF THE LIBRARY	3,337	3,000	3,000
<b>TOTAL REVENUES</b>	<b>89,977</b>	<b>94,525</b>	<b>63,741</b>

EXPENDITURES	FY 18 Final	FY 19 Estimated	FY 20 Projected
SALARIES & BENEFITS	22,521	23,050	23,050
UTILITIES	3,861	3,900	3,900
EQUIPMENT MAINTENANCE	2,500	2,500	2,500
INSURANCE	310	310	310
RFID PAD	1,000	-	-
CLEANING & COPIER MAINT	1,758	1,700	1,700
RENT	21,264	22,000	22,000
BLACK GOLD	8,170	8,823	11,218
EXTENSION SERVICES	9,465	9,412	9,412
FRIENDS FUNDED	3,337	3,000	3,000
MATERIALS (BOOKS, MEDIA)	3,575	3,560	3,560
ADMIN OVERHEAD	13,153	13,153	15,839
<b>TOTAL EXPENDITURES</b>	<b>90,913</b>	<b>91,408</b>	<b>96,490</b>

<b>OVER/UNDER</b>	<b>(936)</b>	<b>3,117</b>	<b>(32,748)</b>
-------------------	--------------	--------------	-----------------

**ORCUTT LIBRARY**

SERVICE POP.: 36,046

SQ. FEET: 4,507

CARD  
HOLDERS: 4,973

	FY2016	FY2017	FY2018	FY2019 Est
PRINT CIRCULATION	89,527	98,444	88,758	110,688
COMPUTER SESSIONS	3,246	3,795	2,905	2,450
PROGRAMS	75	39	31	45
HOURS OPEN PER WEEK	32	36	36	36
DAYS OPEN PER WEEK	5	6	6	6
STAFF FTE	2.23	2.23	2.23	2.23

REVENUES	FY 18 Final	FY 19 Estimated	FY 20 Projected
COUNTY PER CAPITA (\$7.80)	283,616	281,159	281,159
COUNTY PER CAPITA (0.405057)	13,795	-	-
EXTRA CO REVENUE	8,764	-	-
FINES & FEES	4,365	3,500	3,500
LOST BOOKS	593	250	250
COPIES	303	200	200
PRINTS	1,049	900	1,000
COLLECTIONS REVENUE	67	30	30
MISC	333	250	-
FRIENDS OF THE LIBRARY	30,893	30,000	30,000
<b>TOTAL REVENUES</b>	<b>343,778</b>	<b>316,289</b>	<b>316,139</b>

EXPENDITURES	FY 18 Final	FY 19 Estimated	FY 20 Projected
SALARIES & BENEFITS	61,927	62,000	62,000
UTILITIES	7,330	8,000	8,000
EQUIPMENT MAINTAINANCE	6,740	6,740	6,740
INSURANCE	1,240	1,240	1,240
GATES, SELF CHECKS, DATA	29,383		
CLEANING & COPIER MAINT	2,602	2,600	2,600
RENT	49,028	50,200	50,200
BLACK GOLD	36,524	42,459	53,989
EXTENSION SERVICES	45,549	45,294	45,294
MATERIALS (BOOKS, MEDIA)	17,000	17,005	17,005
FRIENDS FUNDED MATERIALS	30,893	30,000	30,000
ADMIN OVERHEAD	63,301	74,199	76,227
<b>TOTAL EXPENDITURES</b>	<b>351,516</b>	<b>339,737</b>	<b>353,295</b>
<b>OVER/UNDER</b>	<b>(7,738)</b>	<b>(23,448)</b>	<b>(37,156)</b>

## Los Alamos Library

Opened in Sept 2015

**SERVICE POP.:** 1,890

**SQ. FEET:** 1,275

**CARD  
HOLDERS:** 356

	FY2016	FY 2017	FY2018	FY2019 est
<b>PRINT CIRCULATION</b>	4,876	5,736	6,184	7,335
<b>COMPUTER SESSIONS</b>	506	996	719	736
<b>PROGRAMS</b>	8	36	47	40
<b>HOURS OPEN PER WEEK</b>	16	23	23	23
<b>DAYS OPEN PER WEEK</b>	4	5	5	5
<b>STAFF FTE</b>	0.45	0.65	0.73	0.73

	FY18 Final	FY 19 Estimated	FY 20 Projected
<b>REVENUES</b>			
COUNTY PER CAPITA (\$7.80)	14,742	14,742	14,742
COUNTY PER CAPITA (0.405057)	766	-	-
EXTRA CO REVENUE	3,502	5,944	-
FINES & FEES	440	150	150
LOST BOOKS	337	50	50
PRINTS	309	200	200
COLLECTIONS REVENUE	-	-	-
MISC REVENUE	69	100	-
FRIENDS OF THE LIBRARY	13,044	15,000	15,000
<b>TOTAL REVENUES</b>	<b>33,209</b>	<b>36,186</b>	<b>30,142</b>

	FY18 Final	FY 19 Estimated	FY 20 Projected
<b>EXPENDITURES</b>			
SALARIES & BENEFITS	14,355	14,000	14,000
FRIENDS FUNDED COSTS	13,044	12,916	13,000
UTILITIES	1,708	1,800	2,000
RFID PAD	1,000		
EQUIPMENT MAINTENANCE	1,220	1,220	1,220
CLEANING	960	1,050	1,050
EXTENSION SERVICES	2,366	2,353	2,353
MATERIALS (BOOKS, MEDIA)	2,775	2,775	2,775
RENT \$1 for 20 years paid in 2015	-	-	-
BLACK GOLD	1,922	2,206	2,805
ADMIN OVERHEAD	3,288	3,854	3,960
<b>TOTAL EXPENDITURES</b>	<b>42,639</b>	<b>42,174</b>	<b>43,162</b>
<b>OVER/UNDER</b>	<b>(9,431)</b>	<b>(6,453)</b>	<b>(13,020)</b>

## Santa Maria Public Library

SERVICE POP: 108,470      SQ. FEET: 59,850      CARD HLDERS: 27,249

	FY2016	FY2017	FY2018	FY2019 Est
<b>PRINT CIRCULATION</b>	396,865	376,630	388,394	366,997
<b>COMPUTER SESSIONS</b>	57,114	55,357	60,331	58,000
<b>PROGRAMS</b>	290	300	330	569
<b>HOURS OPEN PER WEEK</b>	56	56	56	56
<b>DAYS OPEN PER WEEK</b>	6	6	6	6
<b>STAFF FTE</b>	38.6	37.5	36.2	37

	FY18	FY19	FY20
	Final	Estimated	Projected
<b>REVENUES</b>			
COUNTY PER CAPITA (\$7.80)	829,062	846,066	846,066
COUNTY PER CAPITA (0.405057)	43,049	-	-
EXTRA COUNTY REVENUE	15,728	-	-
FINES & FEES	19,351	15,000	15,000
RENT and MEETING ROOM FEES	22,658	17,800	17,800
LOST BOOKS	6,884	5,000	7,500
COPIER	1,557	2,000	2,000
PRINTS	15,336	14,400	14,400
COLLECTIONS REVENUE	1,618	1,600	1,600
CITY OF SANTA MARIA	1,685,500	1,738,660	1,738,660
MEASURE U	77,692	83,176	85,000
MISC REVENUE	7,523	12,000	20
LITERACY GRANT	33,850	68,850	35,000
GRANTS AND DONATIONS	96,075	75,000	75,000
SMPL FOUNDATION*	10,781		
FRIENDS OF THE SMPL	41,364	26,099	6,000
ADMIN FEE FROM BRANCHES	82,209	96,362	98,996
<b>TOTAL REVENUES</b>	<b>2,990,237</b>	<b>3,002,013</b>	<b>2,943,042</b>

	FY18	FY19	FY20
	Final	Estimated	Projected
<b>EXPENDITURES</b>			
SALARIES & BENEFITS	1,918,964	2,040,387	2,400,455
OFFICE SUPPLIES	30,940	30,000	30,000
EQUIPMENT MAINTENANCE	109,344	109,344	109,344
UTILITIES	159,748	149,500	150,000
INSURANCE	47,400	59,865	60,000
MATERIALS (BOOKS, DATABASES, MEDIA)	66,594	62,000	70,000
BUSINESS EXPENSES	2,452	3,040	3,000
LITERACY SERVICES	33,850	68,850	35,000
REPRODUCTIONS	5,237	6,000	6,000
CAPITAL OUTLAY	69,905	70,000	7,250
BLACK GOLD FEE	112,134	128,663	128,663
FRIENDS OF THE SMPL FUNDED EXPENSES	41,364	26,099	6,000
SMPL FOUNDATION FUNDED EXPENSES	10,781		
CONTRACTS & SERVICES	96,599	101,338	100,000
MEASURE U Funds salaries & utilities for 8 hours	77,692	83,176	85,000
<b>TOTAL EXPENDITURES</b>	<b>2,783,003</b>	<b>2,938,261</b>	<b>3,190,712</b>
<b>OVER/UNDER</b>	<b>207,235</b>	<b>63,751</b>	<b>(247,670)</b>

\*Foundation funding supports all branches, represented only in SM budget

**Goleta Valley Public Library (PRELIMINARY DRAFT)**

	FY 18/19 Adopted Budget	FY 19/20 Preliminary Budget
<b>REVENUES</b>		
COUNTY PER CAPITA	\$ 700,580	\$ 742,570
MEASURE L (COUNTY)	197,890	203,160
MEASURE L (CITY)	274,500	287,170
LIBRARY DIF	102,000	158,000
GENERAL FUND	261,690	285,820
FINES AND FEES	36,550	36,550
COPY FEES	3,750	3,750
MEETING ROOM RENTALS	15,000	15,000
INTEREST	600	600
DONATIONS - OTHER	5,000	5,000
DONATIONS - FRIENDS	48,000	48,000
OTHER REVENUE	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,645,560</b>	<b>\$ 1,785,620</b>

	FY 18/19 Adopted Budget	FY 19/20 Preliminary Budget
<b>EXPENDITURES</b>		
REGULAR SALARIES	\$ 648,780	\$ 649,900
PART TIME SALARIES	47,000	68,700
RETIREMENT	75,200	62,200
SOCIAL SECURITY & MEDICARE	15,900	23,100
LIFE INSURANCE	2,400	3,400
LONG-TERM DISABILITY	3,400	4,300
BENEFIT PLAN ALLOWANCE	144,000	144,600
AUTO ALLOWANCE	4,800	4,900
PHONE ALLOWANCE	800	800
BILINGUAL ALLOWANCE	-	3,120
<b>SALARIES &amp; BENEFITS</b>	<b>\$ 942,280</b>	<b>\$ 965,020</b>
STIPENDS FOR MEETINGS	3,000	3,000
MEMBERSHIPS AND DUES	750	1,000
CONFERENCES, MEETINGS AND TRAVEL	5,000	7,000
SPECIAL DEPARTMENT SUPPLIES	46,000	56,000
BOOKS AND SUBSCRIPTIONS	250,100	270,100
PRINTING & COPYING	4,000	9,600
POSTAGE & MAILING	700	700
ADVERTISING	2,000	3,500
PERMITS & FEES	3,160	3,200
UTILITIES - TELEPHONE	8,200	5,800
UTILITIES - WATER	4,200	4,800
UTILITIES - ELECTRIC	34,000	42,000
MAINTENANCE - COMPUTERS	23,500	47,400
MAINTENANCE - FACILITIES	43,000	43,100
PROF SERVICES. - BLACK GOLD FEE	111,110	166,300
PROF SERVICES - HOOPLA	43,000	70,000
PROF SERVICES - RFID (BIBLIOTHECA)	230	6,400
PROF SERVICES - UNIQUE FEES	7,000	5,400
PROF SERVICES - WEB MAINTENANCE	2,000	-
PROF SERVICES - BOOK PROCESSING	47,000	-
PROF SERVICES - SPEAKER FEES	-	5,000
PROF SERVICES - MOVIE LICENSING	-	1,000
PROF SERVICES - PC RESERVATION	300	1,500
CONTRACT SERVICES - CUSTODIAL	55,700	57,800
COUNTY ADMIN FEES	9,330	10,000
<b>SUPPLIES &amp; SERVICES</b>	<b>\$ 703,280</b>	<b>\$ 820,600</b>

<b>TOTAL EXPENDITURES</b>	<b>\$ 1,645,560</b>	<b>\$ 1,785,620</b>
---------------------------	---------------------	---------------------

<b>OPERATING SURPLUS OR (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>
---------------------------------------	-------------	-------------

# Buellton & Solvang Budgets

**BUELLTON**

	<u>FY17-18</u>	<u>FY18-19</u>
<b>Revenues</b>		
Donations	\$2,100	\$2,050
Friends	\$1,850	\$1,850
Other	\$250	\$200
Fees and Service Charges	\$3,150	\$3,150
Intergovernmental	\$234,099	\$224,804
County per Capita**	\$92,458 *	\$83,163
City Contribution	\$141,641	\$141,641
Library Fines	\$3,000	\$3,000
Other Revenue	\$3,100	\$4,300
Rents	\$0	\$0
<b>Total Revenue</b>	<b>\$245,449</b>	<b>\$237,304</b>
<b>Expenditures</b>		
Salaries and Benefits	\$163,360	\$162,909
Supplies and Services	\$78,892	\$80,658
Admin Fee	\$32,618	\$33,623
Black Gold	\$21,000	\$21,000
Other	\$25,274	\$26,035
Capital Equipment	\$32,059	\$39,119
Materials	\$32,059	\$39,119
<b>Total Operating Expenditures</b>	<b>\$274,311</b>	<b>\$282,686</b>
<b>Addition to (Use of) Reserves</b>	<b>(\$28,862)</b>	<b>(\$45,382)</b>
<b>Estimated Reserves</b>	<b>\$74,200</b>	<b>\$45,338</b>

\*Includes the \$5,000 extra funding

\*\* Maintains status quo on county per capita distribution. City of Santa Barbara is not making any assumptions on how the County of Santa Barbara will distribute County monies. The City of Santa Barbara needed to provide budgets to participating cities and will update County Revenue once County of SB provides that direction.

**Buellton Branch Library (PRELIMINARY DRAFT)**

	<b>FY 19/20 Preliminary Budget</b>
<b>REVENUES</b>	
COUNTY PER CAPITA	\$ 82,430
CITY CONTRIBUTION	141,640
FINES AND FEES	6,150
DONATIONS - OTHER & FRIENDS	2,050
OTHER REVENUE	4,300
<b>TOTAL REVENUES</b>	<b>\$ 236,570</b>

	<b>FY 19/20 Preliminary Budget</b>
<b>EXPENDITURES</b>	
REGULAR SALARIES	\$ 50,690
PART TIME SALARIES	64,940
RETIREMENT	3,640
SOCIAL SECURITY & MEDICARE	5,710
LIFE INSURANCE	120
LONG-TERM DISABILITY	300
BENEFIT PLAN ALLOWANCE	15,300
<b>SALARIES &amp; BENEFITS</b>	<b>\$ 140,700</b>
CONFERENCES, MEETINGS AND TRAVEL	265
SPECIAL DEPARTMENT SUPPLIES	6,780
BOOKS AND SUBSCRIPTIONS	39,119
PRINTING & COPYING	2,550
POSTAGE & MAILING	500
ADVERTISING	200
UTILITIES - TELEPHONE	1,600
UTILITIES - GAS	300
MAINTENANCE - COMPUTERS	2,800
MAINTENANCE - FACILITIES	-
PROF SERVICES. - BLACK GOLD FEE	19,550
PROF SERVICES - IT SERVICES	18,848
PROF SERVICES - COURIER SERVICES	8,760
PROF SERVICES - GOLETA ADMIN SERVICES	35,382
<b>SUPPLIES &amp; SERVICES</b>	<b>\$ 136,654</b>

<b>TOTAL EXPENDITURES</b>	<b>\$ 277,354</b>
---------------------------	-------------------

<b>OPERATING SURPLUS OR (DEFICIT)</b>	<b>\$ (40,784)</b>
---------------------------------------	--------------------

**SOLVANG**

DRAFT

	<u>FY17-18</u>	<u>FY18-19</u>
<b>Revenues</b>		
Donations	\$23,500	\$21,500
Friends	\$20,000	\$20,000
Other	\$3,500	\$1,500
Fees and Service Charges	\$1,820	\$2,500
Intergovernmental	\$246,208	\$224,697
County per Capita**	\$92,458 *	\$83,163
City Contribution	\$153,750	\$141,534
Library Fines	\$5,350	\$4,800
Other Revenue	\$7,095	\$7,500
Rents	\$0	\$0
<b>Total Revenue</b>	<b>\$283,973</b>	<b>\$260,997</b>
<b>Expenditures</b>		
Salaries and Benefits	\$170,049	\$181,285
Supplies and Services	\$96,385	\$101,901
Admin Fee	\$35,488	\$38,336
Black Gold	\$21,000	\$21,000
Other	\$39,897	\$42,565
Capital Equipment	\$32,059	\$39,119
Materials	\$32,059	\$39,119
<b>Total Operating Expenditures</b>	<b>\$298,493</b>	<b>\$322,305</b>
<b>Addition to (Use of) Reserves</b>	<b>(\$14,520)</b>	<b>(\$61,308)</b>
<b>Estimated Reserves</b>	<b>\$56,245</b>	<b>(\$19,583)</b>

\*Includes the \$5,000 extra funding

\*\* Maintains status quo on county per capita distribution. City of Santa Barbara is not making any assumptions on how the County of Santa Barbara will distribute County monies. The City of Santa Barbara needed to provide budgets to participating cities and will update County Revenue once County of SB provides that direction.

**Solvang Branch Library (PRELIMINARY DRAFT)**

	<b>FY 19/20 Preliminary Budget</b>
<b>REVENUES</b>	
COUNTY PER CAPITA	\$ 82,430
CITY CONTRIBUTION	141,530
FINES AND FEES	7,300
DONATIONS - OTHER & FRIENDS	21,500
OTHER REVENUE	7,500
<b>TOTAL REVENUES</b>	<b>\$ 260,260</b>

	<b>FY 19/20 Preliminary Budget</b>
<b>EXPENDITURES</b>	
REGULAR SALARIES	\$ 61,630
PART TIME SALARIES	81,700
RETIREMENT	4,420
SOCIAL SECURITY & MEDICARE	10,960
LIFE INSURANCE	150
LONG-TERM DISABILITY	370
BENEFIT PLAN ALLOWANCE	15,300
<b>SALARIES &amp; BENEFITS</b>	<b>\$ 174,530</b>
CONFERENCES, MEETINGS AND TRAVEL	515
SPECIAL DEPARTMENT SUPPLIES	6,780
BOOKS AND SUBSCRIPTIONS	39,119
PRINTING & COPYING	2,900
POSTAGE & MAILING	100
ADVERTISING	150
UTILITIES - TELEPHONE	1,500
UTILITIES - GAS	280
UTILITIES (COUNTY)	5,000
MAINTENANCE - COMPUTERS	2,800
MAINTENANCE - FACILITIES	7,938
PROF SERVICES. - BLACK GOLD FEE	19,550
PROF SERVICES - IT SERVICES	18,848
PROF SERVICES - COURIER SERVICES	8,760
PROF SERVICES - GOLETA ADMIN SERVICES	35,382
<b>SUPPLIES &amp; SERVICES</b>	<b>\$ 149,622</b>

<b>TOTAL EXPENDITURES</b>	<b>\$ 324,152</b>
---------------------------	-------------------

<b>OPERATING SURPLUS OR (DEFICIT)</b>	<b>\$ (63,892)</b>
---------------------------------------	--------------------

**ITEM NO. 3**  
**BLACK GOLD UPDATES**  

---

**INFORMATIONAL**

# **ITEM NO. 4**

## **CSD DIRECTORS REPORT**

---

### **INFORMATIONAL**

# **ITEM NO. 5**

## **MEMBER REPORTS/ROUNDTABLE**

---

### **DISCUSSIONS**