



Library Advisory Committee

Meeting, March 18, 2020 at 10:00 AM

Teleconference

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
Carol Gregor

City Representatives

Buellton Representative
Holly Sierra

Carpinteria Representative
Gaby Edwards

CSA 3 Representative
Pamela Holst

Goleta Representative
Patricia Kistler

Guadalupe Representative
Amelia Villegas

Lompoc Representative
Alice Down

Santa Barbara Representative
Milt Hess

Santa Maria Representative
Betty Rose Gunn

Solvang Representative
Shirley Stacy

Library Directors

Santa Barbara Library Director
Jessica Cadiente

Lompoc Library Director
Sarah Bleyl

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
Eva Camarena

Chief Financial Officer
Ryder Bailey

AGENDA

March 18, 2020

Conference Call
(855) 748-3535 Code: 784497

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 September 18, 2019 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. Fiscal YR 20/21 Budget Update

3. 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.

4. Member Reports/Roundtable Discussions

Library Advisory Committee Members may present brief reports on library issues, such as seminars, meetings, events and literature that would be of interest to the public and/or Committee, as a whole.

5. Adjourn

The next Library Advisory Committee Meeting will be held on June 17, 2020 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 Eva Camarena at (805) 568-2467 at least two weeks prior to the scheduled meeting date.

MINUTES

**APPROVAL OF THE MINUTES OF
SEPTEMBER 18, 2019**

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
Carol Gregor

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
VACANT

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

September 18, 2019

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

Meeting officially convened at 10:02 AM

Roll Call

Members Present: Patricia Saley, Judith Dale, Barbara Raggio, Carol Gregor, Gaby Edwards, Holly Sierra, Patricia Kistler, Alice Down, Milt Hess, Shirley Stacy

Members Absent: Claire VanBlaricum, Pamela Holst, Amelia Villegas

Directors Present: Mary Housel, Allison Gray

Directors Absent: Jessica Cadiente, Sarah Bleyl

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.

IV. Approval of Minutes of June 26, 2019

ACTION: A motion was made by Milt Hess and seconded by Patricia Kistler to approve the minutes of June 26, 2019. All approved. Motion passed.

STANDARD AGENDA

1. Library Directors Zone Updates- Receive and file

The committee received and filed the Library Director Zone updates.

The following were additional items shared from each zone:

Zone 1

- New online resources through Kanopy.
- Partnered with Black Lives Matter and El Centro to hold a celebration for Juneteenth which had music, food, dancing, art, and poetry.

Zone 3

- A \$100k grant was received from the State Library.
- Library is fundraising for a book mobile.
- Measure U funding has been received for Sunday hours at Santa Maria Library.
- Relocating the library in Guadalupe to the Community Center at Leroy Park has been eliminated from the plan due to lack of funds for renovation.

Zone 4

- Five pop up machines allowing eBook downloads were installed within the City of Goleta as a test project. They were installed at a senior center, the IV Teen Center, and Goleta Valley Hospital.

2. Library Ad Hoc Subcommittee Update (Taxes & Benchmarking)- Discussion

3. Black Gold Updates-Informational

Allison Gray provided the Committee with the following updates:

- Maureen Theobold of Black Gold recently retired.
- A retreat was recently held in order to discuss changes that may occur in the future for Black Gold service delivery in order to best serve patrons.

4. CSD Directors Report

None.

5. Member Reports/Roundtable Discussions:

Adjourned at 10:57 AM

The next Library Advisory Committee meeting will be held on Wednesday, December 11, 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 06, 2020
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: September 2019-November 2019

- SBPL coordinated National Voter Registration Day and engaged more than 100 people.
- Tiny Library outreach activities engaged patrons with a pop-up element with artists and librarians offering books and activities on First Thursday and then another evening with local authors reading their work at the Tiny Libraries. The Tiny Libraries project was a very social community engagement, feel good art installation that brought together several community organizations in a public setting.
- CLLS Yearly Final 2018/19 Report Completed. Highlights included:
 - Over 9000 hours of volunteer hours logged.
 - 98% of learners achieved one or more of their literacy goals.
 - Total of 247 learners active in the program during the year.
- LSTA Grant Final Report and Attachments completed. Highlights included:
 - Over 70% success rate for clients reaching personal workforce readiness goals or finding employment.
 - Added 14 new PC and Mac computers, expansion into Eastside office, and desktops to expand into the former Adult Education Center office space. This enabled us to expand services to Eastside Library and allows us to offer more services to patrons at Central, including access to Mac platform and Adobe CS as well as offer semi-private consultation and remote interview capacity.
- Awarded \$70,000 CAEP Yr. 5 Integrated Adult Education Initiative grant. For this proposal, we laid out the Library's plan to continue to integrate all of our one-to-one services for library learners, including our Adult Literacy and Pre-ESL Spanish Literacy programs, Career Online High School and GED tutoring programs, and our *SBPL Works!* workforce readiness program.
- We have a tutor who has been working with their learner for a long time. She told us that her learner's fluency is now strong enough that she is working through her B.A. in nursing. The tutor has been helping the learner gain skills in PowerPoint for her school presentations.
- A computer skills series of classes was produced for Spanish speakers that was implemented in three locations (Carpinteria, Eastside, and Central) and held at different times and on different days, in an attempt to create opportunities and access. The feedback on the classes was positive and initiated the planning of a second series, building on the first class.
- SB Reads kicked off with our Block Party on October 17. Over 1000 people attended, and some comments from teen attendees included: "It's rare that I see these two parts of myself represented at the same time. Thank you so much for doing this." (from an LGBTQ Latinx youth) All partners and vendors reported having a good time and that it was a successful evening.
- We tabled at the City's Benefits Fair for the first time this year. Library Staff issued a number of library cards and gave away over 20 copies of Ari & Dante.

- SB Reads 2019 wrapped up on November 15. Almost 2,000 community members attended SB Reads events and 3,000 books were given away – 1,200 of which went to students in local schools.
- SBPL presented at the CLA pre-workshop *Libraries Respond*, which looked at the experiences of libraries during and after disaster situations. The SBPL presentation and overall session were well received with several audience members remaining after to ask more questions.
- We are offering a statement of intent to work with the Santa Barbara Museum of Art as a partner on our Santa Barbara Reads 2020.

All Zone 1 Libraries: December 2019-February 2020

- The staff mentoring program was launched in January as a pilot program, matching professional staff with hourly staff with the intention to enhance customer service. All staff are finding this useful and productive.
- Our Census proposal was shared with other Departments and the Library will be part of the Citywide response to the Census process.
- Four staff, including the Library Director, attended the Public Library Association Conference in Nashville this month. They learned best practices on the subjects of workforce development, organizational leadership, technology management, and school-public library partnerships.
- SBPL's technology team is in the process of upgrading all public computers at all library locations.
- Launchpads, tablets that are pre-loaded with early literacy and educational apps for students are now available for take-home check-out.
- In order to increase technology access to patrons, staff extended the amount of time cardholders can use in a computer session. The maximum time was increased to 3 hours. One hour guest passes will still be available for temporary visitors.
- An all-staff meeting at the Central Library was held on February 14th to discuss future needs for SBPL for both staff and patrons. Brainstorming sessions were held to focus on spaces, customer service/community needs, enabling staff, and services. Based on input from all staff, a new Service Model will be implemented in the near future.
- Staff trainings were held each month to review topics such as the Census and the Stay and Play program. An additional round table discussion was held focusing on becoming a Librarian and careers in libraries.

Central: September 2019-November 2019

- Staff rearranged the teen area, adding tables and soft furniture, and delineating the area with paint color. The result has been a significant uptick in teen usage of the space.
 - The volunteer fair brought 130 people together seeking volunteer opportunities.
 - Crime Book Club had special guest, local author Catherine Riggs, discuss her book which the group had read.
 - "Lament" reception held in September with approximately 150 people in attendance.
 - Studio Ghibli Day was a hit with all ages, and was particularly popular with new adults.
 - LWV forum on Creative Housing Solutions had attendance of approximately 150 people—this was a topic identified in our Community Conversations as something important to many people.
 - The Smash Bros. Tournament was particularly charming in September, as we saw a really wide range of ages in attendance. The older kids did an awesome job of mentoring the younger ones, teaching them new moves and also letting the younger kids teach them new things, too.
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- We kicked off our LOT, with a small collection of guitars, ukuleles, and amps. This was done in partnership with Girls Rock and a series of classes for youth to learn how to play them.
- Secrets of Dating After 50 was so popular with patrons that it spawned three different dating workshops.
- Books on the Bus outreach with Eric Castro occurred, talking up SB Reads and passing out free books in English and Spanish. This new “location” for outreach was well received and having a bilingual staff member doing the outreach was great. Eric reported he could have given out 25 more SB Reads titles in Spanish if he’d had them. At one point he had all the bus riders on the route with their noses in the book.
- We have started a new Spanish language book club at Central.
- At the staff meeting in October, staff presented a training on microaggressions, which was well received and very informative.
- Stay and Play, the 2 hour extended storytime, playtime, and caregiver engagement program, was expanded to a site on the Westside of Santa Barbara at Harding Elementary School.
- OG Readers, the one-on-one tutoring program for struggling readers in 1st-4th grades, is continuing strongly. More tutors have been trained and matched with students, and tutors have been trained at Housing Authority and United Way.
- Several weekly after school programs were added for the fall: Art Hour, for kids ages 5-12, which focuses on art styles, famous artists, and techniques and offers hands-on opportunities to make art; a new book club for kids ages 9-12, and Storybook Science, a STEAM based storytime for early elementary students. These have been well attended and will continue throughout the school year.
- STEAM workshops were offered at A-OK sites as well as at school libraries at Monroe, Cleveland, and Harding each month. These sessions offer hands-on learning in robotics, circuits, etc. and are facilitated SBPL staff and developed to complement the science curriculum at the schools.

Central: December 2019-February 2020

- Dating after 50 programs continues to thrive. This has been a surprise hit in adult programming. Participating seniors are very enthusiastic about all they are learning regarding online dating. We have hosted several iterations of these sessions, including apps and content for writing about oneself for a profile
 - The Library is co-partner with the *Santa Barbara Independent's* Indy Book Club. Community members are invited to read a book every month that Library and Indy staff have identified to a monthly theme. Community members will also have the opportunity to meet-up quarterly at different venues in the community to discuss what they have been reading and swap books. These meetups will be open to all and library staff will be making library resources and materials available.
 - Central Library hosted a Local Author Day in January that attracted more than 100 attendees and featured panels of local authors talking about the craft of writing and about promoting and marketing your book to get it in the hands of readers. It concluded with a local author book sale and networking session.
 - Central Library received a \$250,000 grant from the California State Library for Early Learning outreach to expand Stay and Play. This will support Youth Services staff offering early literacy classes, caregiver support and education, and connecting families and caregivers with other resources in the community.
 - Central Library introduced a new bilingual toddler storytime weekly and a Spanish storytime twice a month to increase our early literacy support to bilingual and Spanish-speaking families.
 - Central Library began circulating Launchpads, tablets loaded with educational games.
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- Security guard services began at the Central Library in December in order to further support staff and patron safety.

Carpinteria: September 2019-November 2019

- Carpinteria staff reached 200 people at the Carpinteria Children's Project Health Fair. The Library promoted SB Reads, passed out giveaway books, and got participants to vote on the new library card designs.
- Carpinteria received a special visit from the local Sheriff's Department. They spoke to parents over a cup of coffee donated by Coffee Bean and then joined Preschool Storytime for a story followed by a tour of one of their vehicles for the kids.
- In celebration of SB Reads, Carpinteria partnered with PFLAG at the Alcazar Theatre to host a screening of *Far from the Tree*, based on the National Book Critics Circle Award winning book, exploring numerous family dynamics and looking at how people who love each other must struggle to accept each other.
- The Carpinteria Librarian attended LéaLA, the Los Angeles Spanish language book fair. Sponsored by the University of Guadalajara Foundation, this unique festival provided the opportunity to gain access to numerous materials in Spanish that are often unavailable through traditional vendors.
- Community Conversation meetings for both the Carpinteria and Montecito Branch Libraries were held to discuss the future of both branches.

Carpinteria: December 2019-February 2020

- Carpinteria hosted a special New Year's program in which a vision board workshop was held and participants were invited to bring their own images and phrases to inspire them in 2020.
- Carpinteria Library made visits to Aliso Elementary school for literacy nights. The Library presented in Spanish focusing on the benefits of a library card. The laptop was used to create library cards and Spanish books were brought as well so families could check them out and read them right on the spot. Books were also given to each child.
- Carpinteria Library shared a heartwarming story in December. A local Carpinteria mom created a scavenger hunt for her children with the finale of the hunt being at the Library. Their dad who has been away on active military duty was waiting at the Library to surprise them!
- The Carpinteria Genealogy series continues to be a popular program. In January a special series was kicked off focusing on DNA basics and how it relates to genealogy.
- Both Carpinteria and Montecito branches hosted a Chumash Stories program, drawing an all-ages crowd that got to hear about tribal history, reviving Chumash maritime culture, the bounty system and Chumash stories that have been passed down. The featured speaker, Alan Salazar, is a master storyteller and charismatic presenter, engaging the audience through stories of his family's history as California American Indians.
- A December Gingerbread House Challenge workshop was held using cardboard and craft materials. Participants were challenged to design and create a structure. The *Coastal View* wrote an article highlighting the program the following week.

Eastside: September 2019-November 2019

- A new weekend Open Sew program was launched to encourage makers to come and use the library's maker tools or bring their own to create.
 - STEAM Saturdays is held every Saturday from 2-3pm, offering young students a chance for creative, science based play.
 - The Eastside branch has had solar panels installed and completed an exterior painting. Staff are currently preparing the branch for an internal renovation to take place in December.
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- The Stay and Play Grant Mentor and Grant Office visited one of the November events, giving very positive feedback about the program. The Stay and Play program has also recently been visited by Salud Carbajal.
- A hands-on parenting workshop taught by a professor and graduate students from the UCSB Gevirtz School of Education was offered. Attendees were engaged and there is interest in exploring a similar class in the Spring
- New “Technology Outreach” classes were offered at a local school and were met with excitement from the students and teachers, and welcome from the School Librarian.

Eastside: December 2019-February 2020

- The Library was reopened after an extended closure for renovation. It now has flexible space with an open floorplan, including mobile furniture, checkout desk, shelves and seating areas. New flooring and paint was added throughout the branch. New spaces were also created including a new teen area and children’s play nook. More improvements are on the way, including new computers and laptops.
- Public Wi-Fi was worked on and is operating at full speeds and is much more reliable.
- Eastside continues to have an active Teen Advisory Board that meets regularly. They are currently planning out teen events for the Summer Reading Program and are looking forward to participating in the grand re-opening of the Branch.
- 4th and 6th grade students were engaged with Cubelets, Ozobots and Snap Circuits on a second tech visit with Cleveland “Makerspace” and in collaboration with School District Librarian Jamie Alison. Cubelets were also introduced to the TK and 2 resource classes that are visited monthly for stories, and they excitedly to “bring them back again”.
- With the completion of the renovations, staff have plans to build the Santa Barbara 1 Million Cups group. The organizing team met on January 8th and is going to start contacting businesses in our community to participate in the weekly meetings.
- Eastside Librarian visited The Scheinfeld Center for Entrepreneurship & Innovation in the Santa Barbara Community College System to present on useful business resources and Library services.

Montecito: September 2019-November 2019

- Montecito has been invited to contribute a monthly column to the *Montecito Journal*. The column will focus on the branch’s monthly book club, with a recap of the book club and preview of the next book, as well as mention of upcoming events.
 - A series of financial education workshops were hosted throughout the month of October covering a range of topics including: 5 Money Questions for Women, Paying for Education, and Retirement by Design.
 - Montecito staff represented the Library at Beautification Day, an annual community day of volunteering and celebration where community members come together to clean up trash while enjoying music, a kids' art contest, and lunch served by the local firefighters. Staff provided information about resources, services, and programs available at SBPL.
 - Montecito hosted local journalist Mark Brickley discussing “The Beatles: Road to Stardom.” Mr. Brickley previously hosted this talk for the Friends of the Carpinteria Library annual meeting.
 - CALM educator Ann Bryant presented a two part workshop for Montecito patrons for kids and parents on bullying prevention and intervention when it occurs.
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Montecito: December 2019-February 2020

- Montecito held a lively discussion at January's poetry discussion featuring Charles Simic, a Serbian-American poet and former editor of the *Paris Review*. He won the Pulitzer Prize for Poetry in 1990 and was US Poet Laureate in 2007.
 - Montecito staff are finalizing a partnership with the History Office to develop a history lecture series featuring special guest speakers.
 - Montecito Library hosted Anthony Anthony Zerbe, stage, film and Emmy-winning television actor. He presented, *Lime Creek Christmas*, a spoken-word performance with musical accompaniment by Chris Zerbe. The crowd was so impressed and abuzz with excitement at what an amazing stage performer he is.
 - Montecito kicked off new, staff led tech help sessions in which patrons can get more in depth help with basic computer skills, downloadable material, and library app use.
 - Montecito kicked off new, staff led tech help sessions in which patrons can get more in depth help with basic computer skills, downloadable material, and the library app.
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STAFF REPORT

DATE: March 12, 2020
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

- In December, the libraries were closed along with other non-emergency city services from December 23rd – 28th.
- The libraries had an experimental Fine Free Holidays program during the month of December, with the goal of receiving lost library materials back from the public without charging fines for them. Over 300 items were returned, a 287% increase over the average monthly return rate.
- The Friends of the Library made a \$12,000 donation to the library in February. These funds will be spent on upcoming Summer Reading Program activities and supplies.
- The Lompoc District Libraries Foundation also donated to the library in February: a total of \$17,200, all of which must be spent on books, including ebooks.
- The library received a \$10,000 LSTA CopyCat grant through the California State Library (CSL) for Pop-Up Makerspace programming at both libraries and the bookmobile. The funds received will go towards purchasing STEAM (Science, Technology, Engineering, Arts, and Mathematics) books for the collection and supplies for the related programs.
- Planning for the 2020 Summer Reading Program will be finished this month. The SRP will run June 5 – August 14 and will have programs and prizes for all ages. This year, library staff created their own theme and logo. Join us for a Book-cation! and travel anywhere in your imagination.
- The library is participating in In-N-Out's Cover to Cover Reading Club again this spring, starting March 7th. 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.
- The library now has more than 2,000 followers on Facebook. This helps the library reach many members of the community who rely on social media for information on programs. Some recent posts have had hundreds of likes, comments, and shares, increasing awareness about the library and the services that are offered to the community for free.

Lompoc

- The Lompoc Library currently has two vacant librarian positions. Efforts have been made to hire but no acceptable candidates have been found.
- A new type of book, VOX books, were added to the youth collection. These books come with a built in audio player that will “read” the book to the child and let them know when to turn the page. This collection has been extremely popular and another order was just placed.
- New self-checkout kiosks were purchased and installed in December. Funds came from the estate of a lifelong library user.
- The next Friends of the Library book sale is scheduled for April 9th – 11th in the Lompoc Library’s Grossman Gallery.

Village

- The Village Library received new carpeting in February. The library closed for the week of February 10th to complete the project, reopening on Tuesday, February 18th. Library users appreciate the improved look and safety of the new carpet.
- The Village Library now offers LEGO Club once a month, in addition to the ongoing book club. Due to lack of attendance, the craft club has been put on hold until the summer months.
- With some of the money received from the Library Foundation, VOX books were purchased for the Village Library collection.

Charlotte’s Web Mobile Children’s Library

- The bookmobile librarian is assisting staff at La Purisima Concepcion Catholic School to develop and maintain the school’s library.
- In addition to regular stops at Recovery Way Home, Bridge House and Marks House, the bookmobile librarian has created and is maintaining free little libraries at those locations for the residents.
- A new bookmobile stop was added at the Harvey House (transitional housing) in January.
- The bookmobile librarian is now working with the Central Coast Literacy Council to provide family literacy services at Maple Street Head Start.



STAFF REPORT

DATE: March 18, 2020
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

- Santa Maria Library and branches have cancelled all library programs and events through March 31, 2020 in compliance with the County and California Departments of Public Health guidelines.
- The City of Santa Maria two year budget process is underway and the library was required to reduce the budget by \$137,431 in the 2020-21 FY and \$259,562 in the 2021-22 FY. These reductions are needed to address CalPers liabilities and increased operating costs. The library does not expect to have any significant reductions in service and will be able to unfund many vacant positions so that no staff will be laid off. The county libraries have deficits which we hope to have funded with extra county funds in 2020-21. See draft budgets.
- The California State Library recently awarded a grant to the library for \$17,600 funding "We Read Together: Early Learning Diversity Kits". The kits will include 5 books and additional resources for all five locations and the bookmobile.
- The Black Gold Library Cooperative has combined two positions (Library Director and Accountant) to create the Director of Operations position naming the former accountant, Glynis Fitzgerald, to the position. Black Gold is conducting a job classification and salary study of the five Black Gold positions and is also working toward a redefining of core services and functions of the system in an effort to clarify Black Gold's future and determine an effective approach to leadership.
- Census day is drawing near and the libraries will be offering computers for online surveys by the public in time for the Census launch on March 13th.
- The Library Foundation's 6th annual fundraiser was February 9, 2020 featuring long distance, cold water swimmer and author of *Swimming to Antarctica*, Grayson, and several other books, Lynne Cox. There were 66 attendees and the event netted \$5,245. The Foundation supports the five libraries operated by the City of Santa Maria.
- Tiny Library sculptures in the shape of punctuation marks with shelves were installed in Lavagnino Plaza, in front of the Guadalupe and Los Alamos libraries on January 15, 2020 and Cuyama Library on February 7th thanks to the Santa Barbara County Office of Arts and Culture and Santa Barbara Public Library. The communities are enjoying the public art and the Friends groups are keeping them stocked with free books. They will be in place until mid-April when they return to Santa Barbara.

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- The Library Foundation sponsored annual Cowboy Poetry Contest starts March 23rd and continues through April. Four age categories are included and winners receive tickets to the rodeo. A library program on May 16th will feature the winners reading their poetry.

Main

- A Freightliner Sprinter van has been ordered via Sourcewell with bookmobile customization to be completed by Summit Works of Colorado. The vehicle cost was \$185,000 and should be completed by May/June 2020. It will serve four housing authorities in Santa Maria and other neighborhoods currently being considered. A parking area to the south of the library has been approved by the Fire Marshall with some minor modifications to the area. A new outreach librarian is being hired and will staff the vehicle along with a clerical employee. The library is partnering with the housing authorities and Central Coast Literacy Council on delivering services.
 - Library staff attended two outreaches with Fighting Back Santa Maria in October, Vet's Stand Down on 10/19 and two librarians attended Harwood community engagement workshops Nov. 6th in Anaheim. Three library staff attended the California Library Association conference 10/24-10/26 in Pasadena. The highlight was induction of Dorothea Nelson into the California Library Hall of Fame with her granddaughter and great granddaughter in attendance. Staff attended a variety of sessions covering topics on bookmobile outreach, zip books, and veteran's programs.
 - A new librarian II in Youth services started in late October thanks to Measure U funding. The two Librarian IIIs have rotated assignments. Dawn Jackson now oversees Youth and Adult Services and the bookmobile. Joanne Britton oversees Circulation & Branches. A new Library Management Analyst was hired, Morgan Jarek.
 - A Library monthly newsletter started circulation on October 31st. Anyone with a Santa Maria Library card and email address on file receives the e-newsletter. If any LAC members would like to receive it, please let Mary know. The Library also started a new calendar of events, a monthly paper publication of all library events which replaces the multitude of fliers the library previously created and printed.
 - The Library was awarded a grant to create and offer Alzheimer's & Dementia kits for checkout. The kits will help caregivers engage with family members or clients using materials in the kits. There will be three kits for each disease.
 - Library staff came together to create and participate in the holiday parade of lights December 7th with a float "The Library Lights the Way."
 - The Roy and Ida Eagle Foundation awarded \$5,000 to the Library Foundation toward the purchase of the library bookmobile.
 - The Library's Sunday grant opening on January 5th had approximately 175 people visiting that day. Pioneer Valley High's K-Pop dance club performed and cookies were provided by the Library Foundation. The second Sunday had about 135 visitors. The library hopes to get the visitor count up over time.
 - The Moxie Café's last day of service in the library lobby was January 15th. The café RFP is on the City website with proposals due by April 10th.
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- At their January 14th meeting, the Library Board approved closing on three Sundays including Easter, and the day before Labor Day and Memorial Day. Staff working those days can work behind closed doors or take leave time off. At their February 11th meeting they approved a Confidentiality of Patron Records policy and at their March 10th meeting, they approved a no refund policy on lost and paid books that are later found.
 - The Library received a donation from the Friends of the Santa Maria Library in the amount of \$9,250. This donation will go towards materials and programs, primarily for the Children's Division.
 - Due to increasing demand, passport service hours at main have been expanded to include Mondays, Wednesdays, and Thursdays from 3:00 to 6:00 p.m. and Saturdays 10:00 a.m. to 1:00 p.m. The service is by appointment only.
 - The library's main water line was discovered to be leaking when the concrete was removed to create a parking space for the bookmobile. Water was creeping out from under the south library patio and, after a review of water bills, we believe the leak started in January 2019.
 - A new water fountain and bottle filler was added in the library lobby on March 4th. Patrons and staff love it.
 - The Library will receive a traveling display on the topic of domestic violence from the National Library of Medicine in late March. The display will be on loan in April through May 9th.

Cuyama

- The Cuyama Blue Sky Center has requested a partnership with the SMPL on a grant to fund after school programs, career development and life skills programming for teens, and summer programs at the Cuyama Library.
- The Blue Sky Center in Cuyama will be installing a photographic scavenger hunt around the town and the library is included as a place that will display the people and places of Cuyama Valley. The display will be installed this month and stay up through April.

Guadalupe

- The Guadalupe Friends received an unsolicited grant of \$2500 from Chevron which they hope to apply toward rent for 2020-21.
- The Guadalupe Friends funded replacement computer chairs for the Library.
- The Guadalupe Public Works Director met with Mary on March 5th to discuss future plans for a new library which would be housed in a new City Hall building and would be at least 6,000 square feet. The current rented space is 2000 square feet. Fundraising is needed to make this plan come to fruition.

Los Alamos

- Effective January 6, 2020 the Los Alamos Library hours changed with the branch being open Mondays 2-6 p.m. (formerly closed Mondays). Tuesday through Thursday the branch now closes at 6 p.m. instead of 7 p.m. Friday 2-6 p.m. and Saturday 10 a.m. to 2 p.m. hours remain unchanged.
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- The Woods Family Foundation granted \$4,857 to the Los Alamos Friends for operations. The Los Alamos Friends also received \$3,300 in private donations in November/December along with a private donation of \$1500 to install a flag pole. The Los Alamos Friends fund staffing for eight extra open hours along with \$8,000 annually for extra books and media. The Los Alamos Friends funded upgrades to their patio, including a fountain and planters.
 - Friends of the Los Alamos Library held a meet and greet with local resident and archivist Jeff Lindquist on February 27th. It was standing room only and Jeff's display on Los Alamos local history with photographs can be seen at the library through March.

Orcutt

- The Orcutt Friends of the library were excited to be selected as the grand marshal for the Orcutt holiday parade Saturday 12/14. Their float theme was "Never Stop Reading" and they received a second place prize from the Lion's Club in the float category.
 - The Orcutt Friends had a successful book sale in November resulting in \$831.75.
 - Friends of the Orcutt Library received a bequest of approximately \$100,000 from the estate of the Bluhme family which they plan to save toward a new library building. They also recently received a generous donation of \$5000 from a community member.
 - The Orcutt Storytellers continue to offer preschool storytime "Mouse Tales" every Tuesday and Righetti's Astra Club offers monthly fun children's events. Their next event is Spring Arts and Crafts on Saturday March 21st at 11 a.m.
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DATE: March 11, 2020
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

All Zone 4 Libraries

- Our Children's Librarian received a CA State Library grant to create 40 Red Together Kits. These are story time kits for parents and early-learning providers containing picture books featuring diverse characters that are specifically selected for sharing with toddlers and preschoolers in a group or one-on-one settings. They will be available at all branches.
- With help from the Friends organizations, we decided to call ourselves The Goleta and Santa Ynez Valley Libraries.
- We received a Book to Action grant structured around the book titled: "Strays: The True Story of a Lost Cat, Homeless Man, and Their Journey Across America." All three libraries will be doing programs based around pets, shelter adoptions, and compassion toward animals. Adoption events will be held. The author is scheduled to come speak at Goleta Valley Library in April.
- We are in the midst of the budget process for FY 20/21.
- The streaming movie service Kanopy debuted in February for all patrons.

Goleta

- Three new self-checks were installed, replacing three very outdated machines.
- December 2019 saw the completion of the Harwood Conversations regarding library services in the Goleta Valley Library service area. After conversations were complete, I created a spreadsheet of topics brought up in the conversations. From this I created a Harwood Report which is available at <https://docs.google.com/gview?url=https%3A%2F%2Fgoleta.legistar1.com%2Fgoleta%2Fmeetings%2F2020%2F3%2F1426+A+Library+Advisory+Commission+20-03-02+Agenda.pdf&embedded=true> I also created four possible iterations for service in Isla Vista, which are attached to that report. These reports have been presented to the Goleta Library Advisory Commission as well as County Supervisor Joan Hartmann. They go in front of Goleta City Council on March 17, 2020 for them to make a recommendation for the type of service model that is most sustainable for Isla Vista. So far, a blend of mobile and physical service is the one recommended by all.
- We are in the process of creating the Annual Department Work Plan.
- The Children's Librarian ordered a significant number of Playaway devices for the children's collection.
- We continue to work with area schools in order to get library cards for their students.

- A staffer and I attended our final Harwood Grant training day in El Segundo.
- We partnered with UCSB for their annual UCSB Reads program and held a book discussion at the library.
- I donated approximately 100 teen books to the Isla Vista Teen Center, books from the American Library Association teen book award committee I served on last year.
- I attended the Public Library Association Conference in Nashville, Tennessee. There were many excellent programs on topics such as working to bring science and art programming to seniors, library podcasts, Pop Up Libraries, service to immigrants, how to increase circulation, recruiting Friends and volunteers under the age of 40, and many more.

Buellton

- New door counters were installed.
- A number of building issues were dealt with, such as roof leaks, front door issues, and window frames.
- Phone lines were vandalized leading to the phones being down for one day while Frontier worked to repair them.
- The Writers' Workshop is a popular new program led by the newest staff member at Buellton.
- Material weeding is occurring through the collection.
- Items needing rebarcoding and RFID-ing are being addressed.
- Staff continues to create very appealing displays throughout the library space.

Solvang

- Programs for all ages continue to attract strong attendance at Solvang.
- Spanish translations of all program flyers are regularly being sent to area schools.
- Weeding in all collection areas continues, using CollectionHQ to access data on what to discard.
- Issues concerning a sudden cessation of heat to the library were resolved thanks to Ryder Bailey.

ITEM NO. 2

FISCAL YR 20/21 BUDGET UPDATE

Main and Eastside Library

Service Population 93,521 Sq. Feet 65,500 Active Card Holders

	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
<u>Main Branch Revenues</u>			
General Fund	4,282,253	4,692,710	4,826,239
Grants	197,865	83,164	240,810
Measure L			
City			
County			
Development Fees			
Administration Revenue			
Other - Please identify in Notes field			
<u>Main Branch Revenue</u>	<u>4,480,118</u>	<u>4,775,874</u>	<u>5,067,049</u>
<u>Intergovernmental Revenue</u>			
County Per Capita - Base	724,543	739,193	741,280
County Funding- Additional			
City Contribution			
<u>Total Intergovernmental Revenue</u>	<u>724,543</u>	<u>739,193</u>	<u>741,280</u>
<u>Friends and Donation Revenue</u>			
Friends Group Contributions	62,502	65,000	65,000
Donations	77,812	164,216	26,700
<u>Total Friends and Donation Revenue</u>	<u>140,314</u>	<u>229,216</u>	<u>91,700</u>
<u>Other Revenue</u>			
Fines and Fees	36,707	38,584	23,300
Room Rentals	35,351	30,000	40,850
Copier	11,904	11,150	11,150
Grant Revenue	0	0	0
Miscellaneous	7,510	6,000	6,000
<u>Total Other Revenue</u>	<u>91,472</u>	<u>85,734</u>	<u>81,300</u>
Total Revenue	<u>5,436,447</u>	<u>5,830,017</u>	<u>5,981,329</u>

Expenditures

<u>Salaries and Benefits</u>			
Permanent Staff S&B	2,963,830	3,426,922	3,647,564
Part Time Salaries	437,380	392,578	514,993
<u>Total Salaries</u>	<u>3,401,210</u>	<u>3,819,500</u>	<u>4,162,557</u>

Services and Supplies

<u>Services and Supplies</u>			
Black Gold Fee	190,680	179,851	177,905
Materials	572,449	459,853	400,505
Programming/Outreach	29,516	23,000	24,000
Utilities	27,395	24,450	25,950
Professional Services	20,021	73,500	103,025
Other	265,802	369,702	189,215
<u>Total Services and Supplies</u>	<u>1,105,863</u>	<u>1,130,356</u>	<u>920,600</u>

Administration Fee

<u>Administration Fee</u>			
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Main and Eastside Library

Service Population 93,521 Sq. Feet 65,500 Active Card Holders

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Admin Fee			
Allocated Costs	929,374	880,161	898,172
Total Administration Fee	929,374	880,161	898,172
 Rent	0	0	0
 Capital Equipment	0	0	0
 Total Expenditures	5,436,447	5,830,017	5,981,329
 Net Income/ Addition to (Use of) of Reserves	0	0	0
 Existing Reserve Balance	0		

OTHER INFO	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Circulation			
Print			
Electronic			
Total Circulation	0	0	0
Sessions			
Computer Sessions			
Wifi Sessions			
Total Sessions	0	0	0
 Programs			
Program Attendance			
Hours open per Week			
Days open per Week			
Door Count			
Staff FTE			

Carpinteria Branch Library

Service Population 16,824 Sq. Feet 3,060 Active Card Holders 4,884

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Intergovernmental Revenue			
County Per Capita - Base	172,707	131,296	131,266
County Funding- Additional	85,500	18,188	235,000
City Contribution	85,500	235,000	235,000
Total Intergovernmental Revenue	258,207	384,484	366,266
Friends and Donation Revenue			
Friends Group Contributions	103,101	75,000	75,000
Donations	491	1,000	1,000
Total Friends and Donation Revenue	103,592	76,000	76,000
Other Revenue			
Fines and Fees	5,015	4,622	2,875
Room Rentals	2,580	8,750	2,500
Copier	2,714	2,750	2,750
Grant Revenue	3,010	1,800	2,900
Miscellaneous	13,319	17,922	11,025
Total Other Revenue	13,319	17,922	11,025
Total Revenue	375,117	478,406	453,291
Expenditures			
Salaries and Benefits			
Permanent Staff S&B	191,738	229,699	250,339
Part Time Salaries	191,738	229,699	250,339
Total Salaries	191,738	229,699	250,339
Services and Supplies			
Black Gold Fee	38,875	38,101	36,616
Materials	86,167	78,931	97,670
Programming/Outreach	11,814	6,048	7,000
Utilities	2,181	2,000	2,000
Professional Services	4,666	4,267	6,657
Other	10,341	10,919	11,084
Total Services and Supplies	154,045	140,266	161,027
Administration Fee			
Admin Fee	46,346	73,817	93,402
Allocated Costs	19,160	33,259	33,455
Total Administration Fee	65,506	107,076	126,857
Rent	0	0	0
Capital Equipment	0	0	0
Total Expenditures	411,289	477,041	538,223

Carpinteria Branch Library

Service Population 16,824 Sq. Feet 3,060 Active Card Holders 4,884

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Net Income/ Addition to (Use of) of Reserves	(36,172)	1,365	(84,932)
Existing Reserve Balance	0		

OTHER INFO	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Circulation			
Print	121,299		
Electronic			
Total Circulation	121,299	0	0
Sessions			
Computer Sessions	12,741		
Wifi Sessions	19,593		
Total Sessions	32,334	0	0
Programs	460		
Program Attendance	6,441		
Hours open per Week	47.5		
Days open per Week	6		
Door Count			
Staff FTE			

Montecito Branch Library

Service Population 10,092 Sq. Feet 2,000 Active Card Holders 3,118

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Intergovernmental Revenue			
County Per Capita - Base	114,239	78,741	78,741
County Funding- Additional		136,274	
City Contribution			
Total Intergovernmental Revenue	114,239	215,015	78,741
Friends and Donation Revenue			
Friends Group Contributions	125,000	125,000	125,000
Donations	1,090	1,000	1,000
Total Friends and Donation Revenue	126,090	126,000	126,000
Other Revenue			
Fines and Fees	3,086	3,539	1,550
Room Rentals			
Copier	944	1,000	1,000
Grant Revenue			
Miscellaneous	5,020	4,300	5,400
Total Other Revenue	9,051	8,839	7,950
Total Revenue	249,379	349,854	212,691
Expenditures			
Salaries and Benefits			
Permanent Staff S&B	144,009	208,324	198,507
Part Time Salaries			
Total Salaries	144,009	208,324	198,507
Services and Supplies			
Black Gold Fee	25,895	27,774	25,132
Materials	50,163	51,111	58,592
Programming/Outreach	6,568	4,538	5,550
Utilities	1,395	2,150	2,150
Professional Services	3,369	3,000	4,366
Other	14,101	16,612	15,672
Total Services and Supplies	101,492	105,185	111,462
Administration Fee			
Admin Fee	35,338	61,065	70,846
Allocated Costs	17,705	27,470	27,394
Total Administration Fee	53,043	88,535	98,240
Rent	0	0	0
Capital Equipment	0	0	0
Total Expenditures	298,544	402,044	408,209

Montecito Branch Library

Service Population 10,092 Sq. Feet 2,000 Active Card Holders 3,118

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Net Income/ Addition to (Use of) of Reserves	(49,165)	(52,190)	(195,518)
Existing Reserve Balance	0		

OTHER INFO	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Circulation			
Print	89,439		
Electronic			
Total Circulation	89,439	0	0
Sessions			
Computer Sessions	2,950		
Wifi Sessions	8,341		
Total Sessions	11,291	0	0
Programs	303		
Program Attendance	3,876		
Hours open per Week	36		
Days open per Week	5		
Door Count			
Staff FTE			

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Lompoc Library

Service Population 50,888 Sq. Feet 19,710 Active Card Holders 18,217

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Main Branch Revenues			
General Fund	525,000	769,000	790,000
Grants			
Measure L			
City			
County			
Development Fees			
Administration Revenue	31,863	31,863	31,863
Other - Please identify in Notes field			
Main Branch Revenue	556,863	800,863	821,863
Intergovernmental Revenue			
County Per Capita - Base	442,044	396,326	396,326
County Funding- Additional			
City Contribution			
Total Intergovernmental Revenue	442,044	396,326	396,326
Friends and Donation Revenue			
Friends Group Contributions	14,820	15,000	15,000
Donations	2,969	2,500	2,500
Total Friends and Donation Revenue	17,789	17,500	17,500
Other Revenue			
Fines and Fees	19,406	15,000	12,000
Room Rentals	2,531	2,500	2,000
Copier	1,221	1,500	1,500
Grant Revenue	20,000	10,000	
Miscellaneous	7,778	7,500	7,500
Total Other Revenue	50,936	36,500	23,000
Total Revenue	1,067,633	1,251,189	1,258,689

Expenditures

Salaries and Benefits			
Permanent Staff S&B	701,171	848,672	850,000
Part Time Salaries	89,629	97,444	100,000
Total Salaries	790,800	946,116	950,000

Services and Supplies

Black Gold Fee	90,604	110,000	110,000
Materials	49,303	54,000	54,000
Programming/Outreach	1,017	1,000	1,000
Utilities	83,203	80,772	82,000
Professional Services			
Other	51,430	58,588	60,000
Total Services and Supplies	275,557	304,360	307,000

Administration Fee

Lompoc Library

Service Population 50,888 Sq. Feet 19,710 Active Card Holders 18,217

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Admin Fee	0	0	0
Allocated Costs	0	0	0
Total Administration Fee	0	0	0
Rent	0	0	0
Capital Equipment	0	0	0
Total Expenditures	1,066,356	1,250,476	1,257,000
Net Income/ Addition to (Use of) of Reserves	1,276	713	1,689
Existing Reserve Balance	0		
 OTHER INFO			
Circulation			
Print	263,524	255,934	260,000
Electronic	18,940	22,076	25,000
Total Circulation	282,464	278,010	285,000
Sessions			
Computer Sessions	45,042	38,935	40,000
Wifi Sessions	14,408	13,064	15,000
Total Sessions	59,450	51,999	55,000
 Programs			
Program Attendance	17,661	11,119	12,000
Hours open per Week	44	44	44
Days open per Week	6	6	6
Door Count	172,820	159,346	165,000
Staff FTE	12	12	12

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Vandenberg Village Branch Library

Service Population 9,381 Sq. Feet 3,760 Active Card Holders 1,937

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Intergovernmental Revenue			
County Per Capita - Base	81,146	73,172	73,172
County Funding- Additional		34,028	
City Contribution			
Total Intergovernmental Revenue	81,146	107,200	73,172
Friends and Donation Revenue			
Friends Group Contributions	7,500	5,000	5,000
Donations	29,540	10,000	8,000
Total Friends and Donation Revenue	37,040	15,000	13,000
Other Revenue			
Fines and Fees	1,954	500	1,200
Room Rentals			
Copier	280	1,000	300
Grant Revenue			
Miscellaneous	661	300	550
Total Other Revenue	2,894	1,800	2,050
Total Revenue	121,080	124,000	88,222
Expenditures			
Salaries and Benefits			
Permanent Staff S&B	78,502	78,000	76,849
Part Time Salaries			
Total Salaries	78,502	78,000	76,849
Services and Supplies			
Black Gold Fee	15,756	12,000	15,000
Materials	4,718	7,500	7,500
Programming/Outreach			
Utilities	8,104	10,000	10,000
Professional Services			
Other	6,000	8,500	9,000
Total Services and Supplies	34,578	38,000	41,500
Administration Fee			
Admin Fee	8,000	8,000	8,000
Allocated Costs			
Total Administration Fee	8,000	8,000	8,000
Rent	0	0	0
Capital Equipment	0	0	0
Total Expenditures	121,080	124,000	126,349

Vandenberg Village Branch Library

Service Population 9,381 Sq. Feet 3,760 Active Card Holders 1,937

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Net Income/ Addition to (Use of) of Reserves	0	0	(38,127)
Existing Reserve Balance	0		

OTHER INFO	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Circulation			
Print	44,561	48,760	50,000
Electronic	4,376	4,195	4,300
Total Circulation	48,937	52,955	54,300
Sessions			
Computer Sessions	3,070	3,597	3,650
Wifi Sessions	2,900	2,783	3,000
Total Sessions	5,970	6,380	6,650
Programs	68	87	85
Program Attendance	1,720	2,007	2,000
Hours open per Week	28	24	24
Days open per Week	5	4	4
Door Count	24,460	25,806	26,000
Staff FTE	0.5	0.5	0.5

DRAFT

Santa Maria Library

Service Population 107,356 Sq. Feet 59,850 Active Card Holders 33,672

	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
Main Branch Revenues			
General Fund	1,738,660	1,550,030	1,550,030
Grants	68,512	73,445	73,445
Measure L			
City			
County			
Development Fees			
Administration Revenue	96,362	106,632	125,259
Other - Please identify in Notes field	78,867	701,721	683,721
Main Branch Revenue	1,982,401	2,431,828	2,432,455
Intergovernmental Revenue			
County Per Capita - Base	834,414	848,394	846,300
County Funding- Additional			
City Contribution			
Total Intergovernmental Revenue	834,414	848,394	846,300
Friends and Donation Revenue			
Friends Group Contributions	6,500	36,250	21,000
Donations	81,277	160,756	60,756
Total Friends and Donation Revenue	87,777	197,006	81,756
Other Revenue			
Fines and Fees	16,841	15,500	15,500
Room Rentals	34,508	28,050	28,050
Copier	19,959	17,500	17,500
Grant Revenue			
Miscellaneous	23,856	20,600	20,600
Total Other Revenue	95,164	81,650	81,650
Total Revenue	<u>2,999,756</u>	<u>3,558,878</u>	<u>3,442,161</u>
Expenditures			
Salaries and Benefits			
Permanent Staff S&B	1,632,337	1,930,398	2,184,888
Part Time Salaries	390,446	412,748	444,786
Total Salaries	2,022,783	2,343,146	2,629,674
Services and Supplies			
Black Gold Fee	141,591	162,519	197,519
Materials	89,203	103,750	76,000
Programming/Outreach	68,512	173,445	88,445
Utilities	241,876	252,643	260,176
Professional Services	99,342	101,338	115,000
Other	179,912	261,560	262,000
Total Services and Supplies	820,436	1,055,255	999,140
Administration Fee			

Santa Maria Library

Service Population 107,356 Sq. Feet 59,850 Active Card Holders 33,672

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Admin Fee			
Allocated Costs			
Total Administration Fee	0	0	0
Rent	0	0	0
Capital Equipment	68,061	73,626	55,000
Total Expenditures	2,911,280	3,472,027	3,683,814
Net Income/ Addition to (Use of) of Reserves	88,476	86,851	(241,653)
Existing Reserve Balance	0		

OTHER INFO	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Circulation			
Print	371,774	366,390	384,710
Electronic	57,453	60,326	63,342
Total Circulation	429,227	426,716	448,051
Sessions			
Computer Sessions	40,436	50,254	52,767
Wifi Sessions	220,673	231,707	243,292
Total Sessions	261,109	281,961	296,059
Programs			
Program Attendance	14,660	23,338	25,211
Hours open per Week	56	56	59
Days open per Week	6	6	6
Door Count	323,487	339,661	356,644
Staff FTE	37.5	37.5	37.5

Cuyama Branch Library

Service Population 1,328 Sq. Feet 1,660 Active Card Holders 308

	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
Intergovernmental Revenue			
County Per Capita - Base	10,358	10,358	10,358
County Funding- Additional	9,325	9,875	
City Contribution			
Total Intergovernmental Revenue	19,683	20,233	10,358
Friends and Donation Revenue			
Friends Group Contributions			
Donations			
Total Friends and Donation Revenue	0	0	0
Other Revenue			
Fines and Fees	198	100	100
Room Rentals			
Copier	91	45	45
Grant Revenue			
Miscellaneous	150	50	50
Total Other Revenue	439	195	195
Total Revenue	<u>20,122</u>	<u>20,428</u>	<u>10,553</u>
Expenditures			
Salaries and Benefits			
Permanent Staff S&B			
Part Time Salaries	8,526	14,918	15,400
Total Salaries	8,526	14,918	15,400
Services and Supplies			
Black Gold Fee	1,379	2,090	2,540
Materials	2,375	1,992	2,375
Programming/Outreach	1,784	1,833	1,833
Utilities	1,310	1,363	1,538
Professional Services			
Other	640	640	640
Total Services and Supplies	7,488	7,918	8,926
Administration Fee			
Admin Fee	2,891	3,199	3,758
Allocated Costs			
Total Administration Fee	2,891	3,199	3,758
Rent	0	0	0
Capital Equipment	0	0	0
Total Expenditures	<u>18,905</u>	<u>26,035</u>	<u>28,084</u>

Cuyama Branch Library

Service Population 1,328 Sq. Feet 1,660 Active Card Holders 308

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Net Income/ Addition to (Use of) of Reserves	1,217	(5,607)	(17,531)
Existing Reserve Balance	0		

OTHER INFO	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Circulation			
Print	4,850	8,503	8,758
Electronic			
Total Circulation	4,850	8,503	8,758
Sessions			
Computer Sessions	0	253	261
Wifi Sessions			
Total Sessions	0	253	261
Programs			
Program Attendance	4	4	5
Hours open per Week	12	11	14
Days open per Week	11	11	11
Door Count	3	3	3
Staff FTE	0.3	0.3	0.3

Guadalupe Branch Library

Service Population 7,604 Sq. Feet 2,000 Active Card Holders 1,357

	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
<u>Intergovernmental Revenue</u>			
County Per Capita - Base	59,311	59,670	59,311
County Funding- Additional	16,374	14,879	
City Contribution	7,408	16,254	6,500
Total Intergovernmental Revenue	83,093	90,803	65,811
<u>Friends and Donation Revenue</u>			
Friends Group Contributions	3,337	3,000	8,000
Donations			
Total Friends and Donation Revenue	3,337	3,000	8,000
<u>Other Revenue</u>			
Fines and Fees	958	850	500
Room Rentals			
Copier	1,196	750	880
Grant Revenue			
Miscellaneous	1,031	600	50
Total Other Revenue	3,185	2,200	1,430
Total Revenue	<u>89,615</u>	<u>96,003</u>	<u>75,241</u>
Expenditures			
<u>Salaries and Benefits</u>			
Permanent Staff S&B			
Part Time Salaries	24,200	29,127	23,050
Total Salaries	24,200	29,127	23,050
<u>Services and Supplies</u>			
Black Gold Fee	7,352	11,144	13,544
Materials	6,897	5,950	6,560
Programming/Outreach	9,516	9,775	9,412
Utilities	4,799	4,632	5,210
Professional Services	1,800	1,650	1,733
Other	1,600	1,660	2,500
Total Services and Supplies	31,964	34,811	38,959
<u>Administration Fee</u>			
Admin Fee	13,153	17,061	20,041
Allocated Costs			
Total Administration Fee	13,153	17,061	20,041
<u>Rent</u>	<u>20,471</u>	<u>22,000</u>	<u>22,000</u>
<u>Capital Equipment</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>89,788</u>	<u>102,999</u>	<u>104,050</u>

Guadalupe Branch Library

Service Population 7,604 Sq. Feet 2,000 Active Card Holders 1,357

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Net Income/ Addition to (Use of) of Reserves	(173)	(6,996)	(28,809)
Existing Reserve Balance	0		

OTHER INFO	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Circulation			
Print	11,907	9,370	9,651
Electronic			
Total Circulation	11,907	9,370	9,651
Sessions			
Computer Sessions		3,696	3,807
Wifi Sessions			
Total Sessions	0	3,696	3,807
Programs	5	5	5
Program Attendance	12	25	28
Hours open per Week	32	32	32
Days open per Week	6	6	6
Door Count			
Staff FTE	1.0	1.0	1.0

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Orcutt Branch Library

Service Population 36,046 Sq. Feet 4,507 Active Card Holders 5,873

	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
<u>Intergovernmental Revenue</u>			
County Per Capita - Base	281,159	287,461	281,159
County Funding- Additional	24,895	29,654	
City Contribution			
<u>Total Intergovernmental Revenue</u>	<u>306,054</u>	<u>317,115</u>	<u>281,159</u>
<u>Friends and Donation Revenue</u>			
Friends Group Contributions	3,340	7,465	8,000
Donations			
<u>Total Friends and Donation Revenue</u>	<u>3,340</u>	<u>7,465</u>	<u>8,000</u>
<u>Other Revenue</u>			
Fines and Fees	4,544	3,500	3,500
Room Rentals			
Copier	1,439	1,075	1,200
Grant Revenue			
Miscellaneous	529	330	280
<u>Total Other Revenue</u>	<u>6,512</u>	<u>4,905</u>	<u>4,980</u>
Total Revenue	<u>315,906</u>	<u>329,485</u>	<u>294,139</u>
Expenditures			
<u>Salaries and Benefits</u>			
Permanent Staff S&B			
Part Time Salaries	75,925	93,226	95,000
<u>Total Salaries</u>	<u>75,925</u>	<u>93,226</u>	<u>95,000</u>
<u>Services and Supplies</u>			
Black Gold Fee	35,382	53,631	65,181
Materials	20,345	21,815	25,005
Programming/Outreach	45,798	47,043	45,294
Utilities	10,994	11,440	11,860
Professional Services	2,676	2,600	2,600
Other	4,410	13,610	6,740
<u>Total Services and Supplies</u>	<u>119,605</u>	<u>150,139</u>	<u>156,680</u>
<u>Administration Fee</u>			
Admin Fee	74,199	82,107	96,449
Allocated Costs			
<u>Total Administration Fee</u>	<u>74,199</u>	<u>82,107</u>	<u>96,449</u>
<u>Rent</u>	<u>48,535</u>	<u>49,300</u>	<u>51,500</u>
<u>Capital Equipment</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>318,264</u>	<u>374,772</u>	<u>399,629</u>

Orcutt Branch Library

Service Population 36,046 Sq. Feet 4,507 Active Card Holders 5,873

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Net Income/ Addition to (Use of) of Reserves	(2,358)	(45,287)	(105,490)
Existing Reserve Balance	0		

OTHER INFO	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Circulation			
Print	110,407	110,601	113,919
Electronic	0	0	0
Total Circulation	110,407	110,601	113,919
Sessions			
Computer Sessions	0	3,110	3,203
Wifi Sessions	0	0	0
Total Sessions	0	3,110	3,203
Programs	38	50	56
Program Attendance	1,714	2,057	2,264
Hours open per Week	36	36	36
Days open per Week	6	6	6
Door Count	0	0	0
Staff FTE	2.23	2.23	2.23

Los Alamos Branch Library

Service Population 1,890 Sq. Feet 1,275 Active Card Holders 453

	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
Intergovernmental Revenue			
County Per Capita - Base	14,742	14,742	14,742
County Funding- Additional	13,020	12,822	
City Contribution			
Total Intergovernmental Revenue	27,762	27,564	14,742
Friends and Donation Revenue			
Friends Group Contributions	11,320	12,250	13,200
Donations			
Total Friends and Donation Revenue	11,320	12,250	13,200
Other Revenue			
Fines and Fees	228	300	300
Room Rentals			
Copier	422	300	300
Grant Revenue			
Miscellaneous	103	50	50
Total Other Revenue	753	650	650
Total Revenue	39,835	40,464	28,592
Expenditures			
Salaries and Benefits			
Permanent Staff S&B			
Part Time Salaries	17,501	26,000	29,696
Total Salaries	17,501	26,000	29,696
Services and Supplies			
Black Gold Fee	1,838	2,786	3,386
Materials	11,413	10,250	10,250
Programming/Outreach	2,379	2,444	2,353
Utilities	2,431	2,500	3,003
Professional Services	1,040	1,050	2,000
Other	2,480	1,130	1,220
Total Services and Supplies	21,581	20,160	22,212
Administration Fee			
Admin Fee	3,854	4,265	5,010
Allocated Costs			
Total Administration Fee	3,854	4,265	5,010
Rent	0	0	0
Capital Equipment	0	0	0
Total Expenditures	42,936	50,425	56,918

Los Alamos Branch Library

Service Population 1,890 Sq. Feet 1,275 Active Card Holders 453

	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Net Income/ Addition to (Use of) of Reserves	(3,101)	(9,961)	(28,326)
Existing Reserve Balance	0		

OTHER INFO	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Circulation			
Print	7,451	6,127	6,311
Electronic	7,451	6,127	6,311
Total Circulation	7,451	6,127	6,311
Sessions			
Computer Sessions	1,055	1,061	1,093
Wifi Sessions	1,055	1,061	1,093
Total Sessions	1,055	1,061	1,093
Programs	79	88	97
Program Attendance	601	706	777
Hours open per Week	23	24	24
Days open per Week	5	6	6
Door Count			
Staff FTE	0.73	0.73	0.73

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Goleta Valley Library

Service Population 95,202 Sq. Feet 15,437 Active Card Holders

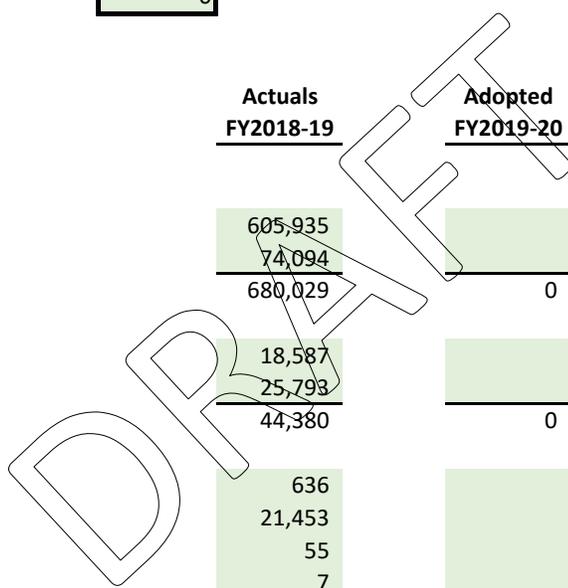
	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
Main Branch Revenues			
General Fund		311,300	397,283
Grants			
Measure L			
City	273,994	312,500	312,500
County	191,651	205,500	205,500
Development Fees	85,705	54,600	
Administration Revenue			
Other - Please identify in Notes field	643,358	93,945	
Main Branch Revenue	1,194,708	977,845	915,283
Intergovernmental Revenue			
County Per Capita - Base	737,666	742,570	742,570
County Funding- Additional			
City Contribution			
Total Intergovernmental Revenue	737,666	742,570	742,570
Friends and Donation Revenue			
Friends Group Contributions	48,000	48,000	
Donations	72,450	5,000	5,000
Total Friends and Donation Revenue	120,450	53,000	5,000
Other Revenue			
Fines and Fees	27,334	37,900	13,000
Room Rentals	8,061	10,400	10,400
Copier	5,433	3,800	3,800
Grant Revenue			
Miscellaneous	14,062	52,231	
Total Other Revenue	54,890	104,331	27,200
Total Revenue	<u>2,107,713</u>	<u>1,877,746</u>	<u>1,690,053</u>
Expenditures			
Salaries and Benefits			
Permanent Staff S&B	788,863	1,002,320	1,060,336
Part Time Salaries	78,325	100,363	77,400
Total Salaries	867,188	1,102,683	1,137,736
Services and Supplies			
Black Gold Fee	175,134	231,300	238,239
Materials	177,036	171,357	176,497
Programming/Outreach	40,582	36,517	36,254
Utilities	46,995	52,600	54,178
Professional Services	16,997	70,103	61,043
Other	140,231	213,186	210,547
Total Services and Supplies	596,976	775,063	776,759
Administration Fee			

Goleta Valley Library

Service Population 95,202 Sq. Feet 15,437 Active Card Holders

	<u>Actuals FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Projected FY2020-21</u>
Revenues			
Admin Fee			
Allocated Costs			
<hr/> Total Administration Fee	0	0	0
 Rent	0	0	0
<hr/> Capital Equipment	9,965	0	0
 Total Expenditures	<u>1,474,129</u>	<u>1,877,746</u>	<u>1,914,495</u>
 Net Income/ Addition to (Use of) of Reserves	<u>633,585</u>	<u>(0)</u>	<u>(224,442)</u>
 Existing Reserve Balance	0		

OTHER INFO	<u>Actuals FY2018-19</u>	<u>Adopted FY2019-20</u>	<u>Projected FY2020-21</u>
Circulation			
Print	605,935		
Electronic	74,094		
<hr/> Total Circulation	680,029	0	0
Sessions			
Computer Sessions	18,587		
Wifi Sessions	25,793		
<hr/> Total Sessions	44,380	0	0
 Programs			
Program Attendance	636		
Hours open per Week	21,453		
Days open per Week	55		
Door Count	7		
Staff FTE	261,316		
	10.9		



Buellton Branch Library

Service Population 10,659 Sq. Feet 1,768 Active Card Holders

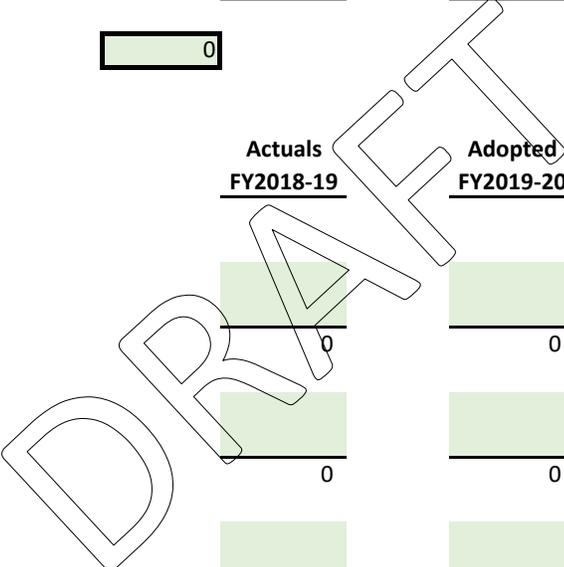
	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
<u>Intergovernmental Revenue</u>			
County Per Capita - Base	0	82,430	82,430
County Funding- Additional	0	21,122	0
City Contribution	0	193,837	193,729
Total Intergovernmental Revenue	0	297,389	276,159
<u>Friends and Donation Revenue</u>			
Friends Group Contributions	0	0	0
Donations	0	2,050	193
Total Friends and Donation Revenue	0	2,050	193
<u>Other Revenue</u>			
Fines and Fees	0	6,150	1,500
Room Rentals	0	0	0
Copier	0	0	1,361
Grant Revenue	0	0	0
Miscellaneous	0	4,300	1,190
Total Other Revenue	0	10,450	4,051
Total Revenue	0	309,889	280,403
Expenditures			
<u>Salaries and Benefits</u>			
Permanent Staff S&B	0	78,800	179,700
Part Time Salaries	0	67,800	0
Total Salaries	0	146,600	179,700
<u>Services and Supplies</u>			
Black Gold Fee	0	19,163	23,500
Materials	0	40,079	41,281
Programming/Outreach	0	2,831	2,916
Utilities	0	1,600	1,648
Professional Services	0	32,516	33,492
Other	0	11,396	12,068
Total Services and Supplies	0	107,585	114,905
<u>Administration Fee</u>			
Admin Fee	0	35,382	37,241
Allocated Costs	0	0	0
Total Administration Fee	0	35,382	37,241
<u>Rent</u>	0	0	0
<u>Capital Equipment</u>	0	0	16,915
Total Expenditures	0	289,567	348,761

Buellton Branch Library

Service Population 10,659 Sq. Feet 1,768 Active Card Holders

	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
Net Income/ Addition to (Use of) of Reserves	<u>0</u>	<u>20,322</u>	<u>(68,358)</u>
Existing Reserve Balance	0		

	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
OTHER INFO			
Circulation			
Print			
Electronic			
Total Circulation	<u>0</u>	<u>0</u>	<u>0</u>
Sessions			
Computer Sessions			
Wifi Sessions			
Total Sessions	<u>0</u>	<u>0</u>	<u>0</u>
Programs			
Program Attendance			
Hours open per Week			
Days open per Week			
Door Count			
Staff FTE			



Solvang Branch Library

Service Population 10,659 Sq. Feet 2,000 Active Card Holders

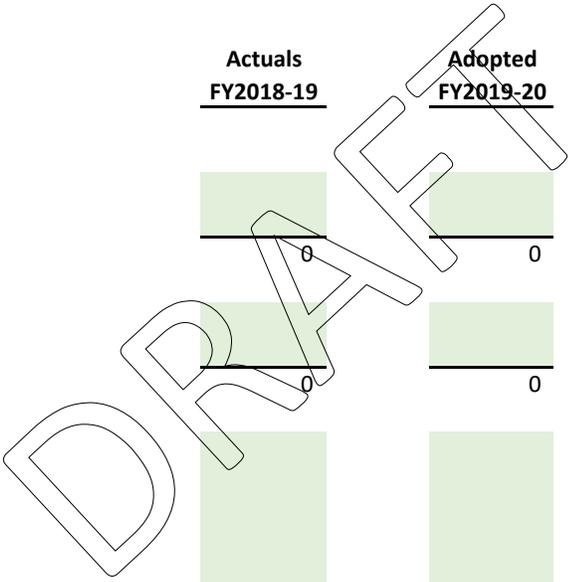
	Actuals FY2018-19	Adopted FY2019-20	Projected FY2020-21
Revenues			
Intergovernmental Revenue			
County Per Capita - Base		83,165	82,430
County Funding- Additional		31,572	
City Contribution		184,855	184,855
Total Intergovernmental Revenue	0	299,592	267,285
Friends and Donation Revenue			
Friends Group Contributions			20,000
Donations		21,500	
Total Friends and Donation Revenue	0	21,500	20,000
Other Revenue			
Fines and Fees		7,300	2,950
Room Rentals			
Copier			620
Grant Revenue			
Miscellaneous		7,500	4,422
Total Other Revenue	0	14,800	7,993
Total Revenue	0	335,892	295,278
Expenditures			
Salaries and Benefits			
Permanent Staff S&B		96,810	198,985
Part Time Salaries		83,190	11,700
Total Salaries	0	180,000	210,685
Services and Supplies			
Black Gold Fee		19,163	23,500
Materials		38,591	39,749
Programming/Outreach		3,839	3,954
Utilities		1,500	2,500
Professional Services		32,516	33,492
Other		24,979	25,729
Total Services and Supplies	0	120,588	128,923
Administration Fee			
Admin Fee		35,382	37,241
Allocated Costs			
Total Administration Fee	0	35,382	37,241
Rent	0	0	0
Capital Equipment	0	0	10,000
Total Expenditures	0	335,970	386,849

Solvang Branch Library

Service Population 10,659 Sq. Feet 2,000 Active Card Holders

	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Revenues			
Net Income/ Addition to (Use of) of Reserves	<u>0</u>	<u>(79)</u>	<u>(91,571)</u>
Existing Reserve Balance	0		

OTHER INFO	<u>Actuals</u> <u>FY2018-19</u>	<u>Adopted</u> <u>FY2019-20</u>	<u>Projected</u> <u>FY2020-21</u>
Circulation			
Print			
Electronic			
Total Circulation	<u>0</u>	<u>0</u>	<u>0</u>
Sessions			
Computer Sessions			
Wifi Sessions			
Total Sessions	<u>0</u>	<u>0</u>	<u>0</u>
Programs			
Program Attendance			
Hours open per Week			
Days open per Week			
Door Count			
Staff FTE			



ITEM NO. 3

CSD DIRECTORS REPORT

INFORMATIONAL

ITEM NO. 4

MEMBER REPORTS/ROUNDTABLE

DISCUSSIONS