

# COUNTY LIBRARIAN'S REPORT

July-August

September 4, 2013

Note: The August 14 meeting was rescheduled to September 4 due to illness.

**Library Budget Update:** A few one time and somewhat unanticipated revenue sources have been secured in recent weeks, offsetting the expenses for FY 2012-13 and FY 2013-2014:

- One-time return of \$51,000 in overpayments to PG and E for billing rectification – this will impact FY 2012-2013 finals.
- For FY 2013-2014, \$10,000 in grant base funding from the CA State Library for Adult Literacy and the Yolo Reads program; other funds may be available should the library be able to provide service for a larger number of learners during the year. Fundraising efforts will continue as planned.
- For FY 2012-2013, \$10,000 in unanticipated funding from the CA State Library for enhanced collection development in key predefined areas.
- The Library plans to keep the Mary L. Stephens Davis Branch Library open during selected holiday hours. The Davis Branch will be open December 27-30 from 12-5 p.m. each day. All other branches will remain closed from December 25 through January 1. All staff were surveyed about their desires to take leave during this time period; a number of staff indicated their interest to continue to work while most of the employees indicated a need to take leave. Although the holiday time has proven to be time where fewer customers physically come into the library than any other time of the year, some members of the public have indicated a desire for the library to remain open. This effort will allow for service to the public from our largest resource, providing support for those staff who desire to work while enabling the majority of staff to take leave as they indicated. The library will be able to save \$19,000 as a result of the partial closures.

The staff continues to champion efforts to reduce spending and realign resources and create efficiencies:

- Continue cross training of staff (within classification and MOU specifications) to enable deployment to cover open hours at other units
- Reduce materials budget upwards of 20% in FY 2013-2014; Friends will provide approximately \$58,000 in materials support in FY 2013-2014
- The one shift model implementation at Winters during Summer 2013 seems to be well received.
- Consider one shift model at other branch facilities
- Continue cost sharing at joint use facilities and explore additional funding from those resources as possible.
- Establish greeter program to address security issues where needed

- Continue to seek grants for enhancement and support of services
- Fundraise to establish support for Yolo Reads (Adult Literacy) and staff training
- Maintain great relationship with Davis, West Sacramento and Winters for their continued support
- Seek direct service support for 211 Yolo from Cities
- Continue to collaborate with County and City jurisdictions and community partners for local and countywide efforts
- Maintain \$0 reliance on State resources

**ALA Declaration:** ALA President Barbara Stripling's initiative, Libraries Change Lives features a Declaration for the Right to Libraries. This document (attached) affirms the right of all individuals to quality library services in all phases of their lives. Patty Wong is co-chair of the Initiative along with Maribel Castro and encourages all to show their support for the Declaration with public signings in respective communities. Many Friends leader groups have initiated signing efforts.

**County Archives and Records Center Update:** The County Archives and Records Center Coordinator position was filled on August 12 by Meredith Sarmento who joins us from a career in community colleges. Mrs. Sarmento comes to us most recently from Cabrillo College in the Santa Cruz area where she was responsible for the college archives as well as support for technical services. She and her husband James have relocated to Woodland. James has been recently appointed as Cultural Director for the Yocha Dehe community. Meredith has her MLIS from San Jose State University with considerable coursework in archives and preservation. Meredith engaged in County Archives and Records Center activities quickly, participated in the Friends of the Archives booth at the Yolo County Fair, and worked with customers during the first week. Many thanks to the Library Advisory Board members and staff and the Friends of the County Archives Board members for setting up, taking down and providing that welcome connection with the community at the Fair Booth which featured an exhibit about Yolo County banks. Library Assistant Amanda Mason returned from a weeklong training in Preservation hosted by UCLA, with partial support from the Friends of the County Archives. A welcome celebration for Meredith Sarmento, hosted by the Friend of the County Archives is anticipated soon.

**Yolo Reads and Adult Literacy efforts:** Alicia Zuniga joined our staff team as Yolo Reads Program Assistant at the end of July to fill the vacancy as former staff member Maria Sandoval pursues her art education and experience in Alaska! Maria has been instrumental in active fundraising and continuity of effort for the program during her tenure. Ms. Zuniga, a lifelong Woodland resident, is pursuing her MLIS through the San Jose State University SLIS program and had just completed a two year AmeriCorps assignment focusing on service to English language learners and low literacy adults in Palm Beach, FL. She is conversant in Spanish.

The Yolo Reads annual celebration will be held at the Winters Community Library on Saturday, September 21 from 1-4 p.m. Supervisor Duane Chamberlain will be the lead in honoring our volunteers, adult learners and tutors. Representatives from Assemblymember Yamada and Senator Wolk offices will also be invited. All are welcome. Contact [Alicia.zuniga@yolocounty.org](mailto:Alicia.zuniga@yolocounty.org) for more information.

**Human Resources:** With the many vacancies and staffing changes anticipated in the next six months, the Library has an opportunity to consider succession planning and workforce development in a new light. The Policy Leadership is working with County HR to develop a strategic process to examine the Library organization and plan for current and future needs, looking at existing strengths and assets, immediate and long term goals, community and staff desires and objectives, Board of Supervisor and Library Advisory Board vision and direction.

Jay Johnstone announced his retirement on or about November 10. His 24 years of outstanding service represents activity and activism in the West Sacramento and Davis community, with considerable contributions to Library leadership, organizational development and operations; program and service development; two bond measures; establishment of a new service in South Davis; two significant branch relocations and a major renovation; key relationship and support of the Friends of the Davis Public Library and their many activities; and countless outreach and community engagement and partnership opportunities. Jay will be honored by the staff and the Friends at a celebration to be held on November 11. More details will be forthcoming. Save the Date.

## **Friends Update**

The most recent Friends of the Library Leadership meeting in August 2013 focused on strengths, membership development, information sharing, and diversified funding and support for library efforts. LAB member Bill Campbell's work on consolidating group insurance among the various Friends groups led to a lively conversation and pointed out the need for individual policies as each Friends were active in different areas.

## **Friends of the Yolo Branch Library**

The by-laws were reviewed by retired County Counsel Charles Mack who provided some instructive suggestions and therefore the by-laws will require additional attention. There has been a change of responsibilities on the Friends of the Yolo Branch Board as follows:

|                |              |
|----------------|--------------|
| President      | Meg Sheldon  |
| Vice President | Sara Andrade |
| Secretary      | Mary Jo Hoes |

Treasurer Bonnie Weiss  
Members at Large Jim Adan  
George Anaya  
Larry (Joe) Cruz  
Yolanda Sue Gruwell (Dunnigan)  
Priscilla Bolinder (Woodland)

Brochures advertising the Friends and a website – [www.friendsofyololibrary.org](http://www.friendsofyololibrary.org) is now established with a link on the Library's website. The website developer is Kitty Schlosser.

**South Davis update:** A date of October 9 has been chosen to host the South Davis Library Services Ad Hoc Committee. Holly Bishop will represent Supervisor Provenza and Sharon Hallberg will represent Supervisor Saylor. A number of community members and business representatives along with a Davis City Councilmember have been invited – committee composition will be identified following invitation acceptance to the Supervisors' offices. A charge is attached to this report.

#### **Yolo County Collaboration Tactic Update/Yolo NonProfit Leaders Alliance:**

In direct alignment with the Library's Strategic Directions and the Board Tactical Plan, Collaborate to Maximize Success, the Yolo County Nonprofit Leaders Alliance held a successful networking and training event on August 15 in association with the NonProfit Resource Center and the Yolo Community Foundation: *Taking the Fear out of Grant Writing*. 35 people attended representing 30 government and nonprofit agencies throughout the county. This training was the third and final installment in a series of programs designed to meet the expressed needs of the Yolo County Nonprofit Leaders Alliance, and was supported through the Eureka Institute, funded by a Library Services and Technology Act Grant of \$10,000 and administered through the California State Library.

#### **Broadband**

Christine Crawford, Executive Director of LAFCo, issued an RFP for development of a County Broadband Strategic Plan due September 9. Librarian Patty Wong, General Services Director Kevin Yarris and Tara Thronson are working with Christine to keep the momentum going and will be working on the panel to evaluate the submissions. A Broadband plan will enable the County to more competitively apply for local, state and federal funds for broadband infrastructure AND establish a pro-active approach to setting priorities in service for current and future growth, impacting economic development, agricultural support, and public safety and service.

**Youth Development Initiative:** The Library staff and partners are now working on tailored plans developed to make each respective unit more youth centered.

Clarksburg is working on engaging high school youth. Central Services is crafting a more youth friendly intern program and has plans for checking in with former youth participants to make improvements. Winters is working on a youth engagement training for the high school interns who participate in supporting library service during the morning hours and each Friday. Davis is working on a program to engage their frequent afterschool tween library users in meaningful activities and is actively working with the City of Davis Teen Center staff as potential daily resources for programming in the branch. Yolo is working on engaging youth volunteers and Branch Supervisor Susan Richter will be moving the process to Knights Landing following some benchmarks at Yolo. Esparto is in process.

### **Grants Update:**

The Yolo County Library was one of ten Northern CA libraries chosen to participate in a **Discover & Go** grant that would encourage library users to visit specific community cultural partners in a collaborative effort. Customers would use their library cards to download and print discounted or admission coupons to local cultural agencies. Rachel Wolf is our lead and has secured Explorit Science Center, and is working with the Gibson House Museum and the Crocker Art Museum as additional destinations.

Branch Supervisor (Winters), Toni Mendieta, has been awarded a 2013-2014 Public Library Staff Education grant of \$5000 to partially cover tuition expenses as part of her pursuit of a Master's in Library Science from SJSU School of Library and Information Science. Congratulations!

**211 Yolo Services** The 211 Yolo Coalition – representing key County and nonprofit health and human service providers - met to discuss information needs of County residents, gaps in service, future services associated with strengthening referrals to CalFresh and Affordable Care Act queries, and formation of a business plan which might include data analytics and insight into information seeking behavior based on 211 communications.

County Librarian Patty Wong has been named Secretary of the 211 CA Board and Chair of the Governance Committee. Staff Victoria Lewis and Patty Wong attended a 211 Collaborate meeting hosted by 211 Sacramento to focus on Quality Assurance methods and shared a substantive methodology developed by 211 LA.

**“ Yolo County Library provides access for all to ideas that inform, entertain and inspire.”**

Tagline: We connect people and ideas.