

LOMPOC PUBLIC LIBRARY SYSTEM
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 11, 2014, 10:00 AM
501 E NORTH AVE, LOMPOC CA
PRESIDING: ANN RUHGE, PRESIDENT

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT CALENDAR

All items on the Consent Calendar are considered to be routine and will be enacted, after one motion, in the form listed below. There will be no separate discussion of these items unless a Trustee, staff member, or other attendee requests separate discussion.

- A. Minutes of the January 14, 2014 regular meeting
- B. Approval of the January 2014 invoices

4. PRESENTATIONS

5. PUBLIC COMMENT

The public comment period is reserved for comment on matters within the subject matter jurisdiction of the Board of Trustees. Comments related to non-agenda items are appropriate at this time. Public comment on agenda items will be invited by the Chair as they are introduced. Each person may address the Board for up to 5 minutes.

6. LIBRARY SUPPORT ACTIVITIES

- A. Friends of the Library
- B. Library Foundation

7. CORRESPONDENCE

- A. Letter from the Library Director in Support of Tri-County Broadband Initiative

8. BUSINESS

A. ELECTION OF OFFICERS

Trustees will elect the following officers: President, Vice President, Secretary and CPLA (California Public Library Advocates - formerly CALTAC) representative.

B. DISCUSSION OF LITERACY PROGRAM AS AN ADJUNCT PROGRAM

A staff report is included in the Board packet and Literacy Coordinator, Christina Chill, will make a presentation during the meeting.

STAFF RECOMMENDATION: The Library Board of Trustees provide direction to the Library Director regarding how to proceed with the Literacy program's adjunct status.

Any documents produced by staff and distributed to the Trustees regarding any item on the Agenda will be made available for public inspection in the lobby of Lompoc City Hall at 100 Civic Center Plaza between 9 AM and 5 PM. Monday through Friday, and the Lompoc Library Information Desk at 501 E. North Avenue between 10:00 AM and 7:00 PM Monday through Thursday, and 1:00 PM and 5:00 PM Friday and Saturday.

C. DISCUSSION OF THE LIBRARY AS A CITY DEPARTMENT

D. DISCUSSION OF JOINT CITY COUNCIL MEETING ON FEBRUARY 18, 2014

E. CONSIDERATION OF THE ANNUAL REPORT

A copy of the Annual Report is included in the Board packet.

STAFF RECOMMENDATION: The Library Board of Trustees approve the Annual Report as presented.

F. CONSIDERATION OF PURCHASING OF A LIBRARY DESIGNATED VEHICLE USING RESERVE FUNDS

A staff report is included in the Board packet.

STAFF RECOMMENDATION: The Library Board of Trustees approve the purchase of a vehicle to be assigned to the Library for business use in the amount of \$25,290.55, not to exceed \$28,000, from the Lompoc Library Reserve fund.

9. LIBRARY DIRECTOR'S JANUARY 2014 REPORT

10. ROUNDTABLE

Remarks by Trustees and Staff

11. ADJOURNMENT

The next Library Board of Trustees meeting is a joint meeting with Lompoc City Council on Tuesday, February 18, 2014 at 6:00 PM in City Council Chambers, City Hall, 100 Civic Center Plaza, Lompoc. The next Regular meeting will be held on March 11, 2014 at the Lompoc Public Library, 501 E. North Ave., Lompoc, at 10:00 AM.

Any documents produced by staff and distributed to the Trustees regarding any item on the Agenda will be made available for public inspection in the lobby of Lompoc City Hall at 100 Civic Center Plaza between 9 AM and 5 PM. Monday through Friday, and the Lompoc Library Information Desk at 501 E. North Avenue between 10:00 AM and 7:00 PM Monday through Thursday, and 1:00 PM and 5:00 PM Friday and Saturday.

Lompoc Library Board of Trustees
501 E. North Ave., Lompoc, CA 93436
Tuesday, January 14, 2014, 10:00 AM
Regular Meeting Minutes

1. Call to Order

President Ruhge called the meeting of the Lompoc Library Board of Trustees to order at 10:00 AM.

Trustees Present: Maria Aguiniga, Judith Dale, Luella Knowles, Ann Ruhge, Linual White

Trustees Absent: None

Staff Present: Ashlee Chavez, Library Director; Lee Edie, Library Administrative Aide

2. Adoption of Agenda

MOTION: It was moved, seconded (Knowles/White), and unanimously carried to discuss the agenda items in order as listed.

3. Consent Calendar

MOTION: It was moved, seconded (White/Dale), and unanimously carried to approve the Consent Calendar as presented.

4. Presentations

None.

5. Public Comment

None.

6. Library Support Activities

A. Friends of the Library

The Library Director provided the following information from a written report submitted by Cathy Rudolph, Friends President.

- Revised bylaws now provide for two-year board position terms
- Recruiting to fill a member at large position left by the resignation of Sharon McVicar;
- Collecting suggestions for naming the sale shelf space in the Library's lobby

B. Library Foundation

No report was provided.

7. Correspondence

None.

8. Business

A. Consideration of the Lompoc Library Closure from February 13-15, 2014 for Fiction Collection Changes

The Library Director reported that currently fiction books are shelved alphabetically by author within various genres. Staff plans to interfile the fiction section to ease the task for the public of finding a certain author and to meet efficiencies for staff. To do this while the Library is open would prove challenging.

MOTION: It was moved, seconded (Knowles/Dale), and unanimously carried to approve closing the Lompoc Library from February 13-15, 2014 to give staff the opportunity to make changes to the fiction collection.

B. Consideration of Revisions to the Gift Policy

The Library Director reported that revisions to the Gift Policy more accurately reflect the Library's current operations. Significant changes include programs available for "adoption" and the usage of nameplates/bookplates for donations. During discussion, Trustee Aguiniga suggested a Buy-A-Brick program for the Grossman Gallery patio to fund library improvements.

MOTION: It was moved, seconded (White/Dale), and unanimously carried to approve changes imposed and discussed in the Lompoc Public Library System's Gift Policy.

GIFT POLICY

Funded by tax money from the City and County, the Lompoc Public Library System depends upon voluntary support and assistance from the community to enhance library services. Zone II includes the Lompoc Main Library, the Buellton Branch Library and the Vandenberg Village Branch Library. The Library Board of Trustees encourages and appreciates donations of all kinds. The Library Board of Trustees and Library Director work with two 501(c)(3) nonprofit organizations that are chartered to support the libraries by developing and implementing donations of all types to provide supplemental funding to the library community. The two organizations are the Friends of the Lompoc Public Library, commonly called the Friends, and the Lompoc District Libraries Foundation, commonly called the Library Foundation. The Friends and the Library Foundation also assist the library administration in providing ideas for special projects, programs, equipment, and collection needs which would benefit from private support. Within the guidelines that follow, the Library Board of Trustees works with the Friends and the Library Foundation in receiving donations.

A. Contributions of Materials

General Policy: All books, materials, personal property items, furniture, and equipment donated to the library become the sole property of the library (public property). All donations are irrevocable. The library shall determine how best to utilize, handle, shelve or display any item in accordance with library standards and practices and in accordance with legal requirements set forth for "Public Property" disposal. Donors are responsible for transporting items to the library. No conditions may be imposed on the library in its acceptance of any gift or donation.

Books: The library welcomes books in good condition. Items deemed unsuitable for any reason for the library collection shall be given to the "Friends of the Lompoc Public Library" for use in library fund raising projects.

Other Materials: Weekly magazines are welcomed if they are less than one month old. Monthly magazines not more than three months old are also accepted. All categories of audiovisual items in good condition are also accepted.

Equipment: Donations of equipment are appreciated if the item(s) satisfies a definite need or deemed necessary for the development of a program or establishment of a collection.

Personal Property: Art objects, portraits, antiques, and museum quality objects are considered for acceptance on a case-by-case basis. If accepted, the library is not able to guarantee permanent display or ownership of an item.

Real Estate: Gifts of Real Estate are encouraged but are considered for acceptance on a case-by-case basis. Without a guaranteed source of monetary support, the library is not able to ensure the library's permanent ownership of donated real estate. The donor is urged to arrange a secure source of funding of operations and maintenance or the library retains the option to distribute the Real Estate to benefit the library.

B. Monetary Contributions

General Policy: Monetary donations are most welcome by the library. Gifts may be made toward the purchase of library materials or for support of operations, programs, or facility enhancement. The library

reserves the right to decline a monetary donation if the conditions of the donation are deemed unsuitable or inappropriate for the library.

Donations: Monetary gifts are welcomed from individuals, businesses/corporations, non-profit/for-profit organizations and other entities. Matching gifts by employers are encouraged. Gifts of securities received by the library shall be sold as soon as practicable at market rate, and the proceeds used as deemed best for library needs.

Memorials/Honorariums/Bequests: Donations made to honor an individual or an event, are encouraged.

Bequests & Endowments: Endowments to provide continuing support of programs, collections or facility enhancements are welcomed. Information and special giving programs are available through the Library Foundation; e.g. charitable remainder trusts, charitable lead trusts, donor advised funds, insurance options, etc. The Endowment Management Committee of the Library Foundation has experienced advisors to help donors.

Acknowledgements: All donations for which the donor does not request anonymity shall be acknowledged by the Library Director or appropriate Department Head with a letter of appreciation. The library cannot provide appraisals. It is the responsibility of the donor to assign a monetary value to the gift for tax purposes. For a monetary gift given in memorial, tribute, bequest, or in recognition of someone, a letter shall be sent to the person or family of the person being honored.

Major Contributions: Gifts of \$10,000 or more by individuals, organizations, or businesses shall be recognized with permanent individual wall plaques prominently displayed in the library to include appropriate signage other than permanent individual wall plaques.

Benefactor Contributions: Gifts of such magnitude that change the course of library services may be considered for naming privileges on a case-by-case basis.

C. Consideration of Revisions to the Affiliations Policy

The Library Director provided a revised Affiliations Policy indicating that some affiliations no longer exist, some have changed names and one was added.

MOTION: It was moved, seconded (Dale/Knowles), and unanimously carried to approve recommended changes in the Lompoc Public Library System's Affiliations Policy.

AFFILIATIONS POLICY

BLACK GOLD COOPERATIVE LIBRARY SYSTEM

The Lompoc Public Library has been a member of the Black Gold Cooperative Library System since its inception in 1964. Black Gold is funded by state and local funds and is made up public libraries in Santa Barbara, San Luis Obispo and Ventura Counties. Participation is based upon a continuing commitment to the mission as stated below.

The Black Gold Cooperative Library System and its programs help Member libraries share resources to provide and enhance services to their users.

Much of the structure of the Black Gold Cooperative is mandated by statute. The Lompoc Library Director participates as a member of the Administrative Council. The Library Director appoints library staff to various Black Gold Committees as appropriate.

Programs of Black Gold in which Lompoc participates include Interlibrary Loans, Cataloging Center, Delivery Service, and Automated Circulation System. Although programs may change from time to time, the Lompoc Public Library is committed to Black Gold as the primary vehicle for sharing resources and knowledge.

(CLA) CALIFORNIA LIBRARY ASSOCIATION

The Lompoc Library maintains an institutional membership in CLA. This organization, which is open to all libraries, library staff and interested persons, provides educational opportunities, publications and

legislative monitoring to help support all aspects of library service. The Library Board supports the professional involvement of the Lompoc Library staff in this organization by providing paid work-time, registration and travel for all full-time librarians to attend the annual conference.

(CPLA) CALIFORNIA PUBLIC LIBRARY ADVOCATES

One member of the Library Board of Trustees is provided with a membership in CPLA. This organization provides educational material, newsletters and annual workshops for library trustees, administrators, and Friends and Foundation members.

(ALA) AMERICAN LIBRARY ASSOCIATION

The Library Board of Trustees supports participation by library staff in this national organization through paid time, registration and travel for the Library Director to conferences of the American Library Association or its divisions up to a specified budget amount. Participation beyond this level will be reviewed on an individual situation basis.

VANDENBERG VILLAGE ASSOCIATION

The Village Library is a member of the Vandenberg Village Association. This ensures a voice in the organization and receipt of the newsletter.

GOLD COAST LIBRARY NETWORK

The Lompoc Library maintains an institutional membership in the Gold Coast Library Network. This organization, which is open to all libraries in San Luis Obispo, Santa Barbara or Ventura Counties, entitles its members to participate fully in resource sharing and activities. The Library Board supports the professional involvement of the Lompoc Library staff in this organization by providing paid work-time, registration and travel for all full-time librarians to attend any of the organization's professional development workshops.

D. Provide Feedback on Library Elements of the City of Lompoc 2030 General Plan Comprehensive Update – Phase 2.

The City of Lompoc Planning Commission requested feedback from Trustees related to the Library Elements portion of the 2030 General Plan Comprehensive Update. Trustees discussed and recommend the following language for the Public Services Element Goal 6 and Policies 6.1 through 6.6.

1997 General Plan – Public Services Element

Goal 6 and Policies 6.1 through 6.6

Goal 6: Provide high quality library facilities and services.

Policy 6.1: The City shall assist the Library Board of Trustees in making improvements to the City of Lompoc Library and expansion of the facilities to maintain the system's quality and capacity.

Policy 6.2: The City shall assist the Library Board of Trustees in providing sufficient capacity in the City of Lompoc Library prior to approval of new development projects.

Policy 6.3: The City shall cooperate with the Library Board of Trustees to ensure that improvements to the City of Lompoc Library necessitated by new development within the City are proportionately financed by the project sponsor.

Policy 6.4: The City shall continue to assist the Library Board of Trustees in upgrading and maintaining a relevant, up-to-date collection of materials, electronic resources and technologies.

Policy 6.5: The City shall continue to work with the County of Santa Barbara and the Library Board of Trustees in providing regional library facilities and services which serve all segments of the population.

Policy 6.6: The City shall cooperate with the Library Board of Trustees to seek and maintain dedicated financial support for the Library and its programs.

Implementation Measures 4, 5, and 6

Measure 4: The City shall review State and Local Code regulations for fire protection requirements. [Policy 5.3]

Measure 5: The City shall assist the Library Board of Trustees in preparing a facility plan for the main library, which includes consideration of an additional entrance to the existing parking area. [Policy 6.3]

Measure 6: The City will strive to increase funding levels for the library to meet the average funding levels for City of Lompoc Library facilities on a statewide basis. [Policy 6.1, 6.4 & 6.6]

9. Library Director's December report and updates

The Library Director reported that she is working with two teachers and TAP TV on a film presentation for the joint meeting with the City Council; will bring to the February meeting. The library's eBook provider, Overdrive, will have its bookmobile at the Lompoc Library on Saturday, February 8. The Literacy presentation to request funding through June 2014 from the City Council will be on the February 4 agenda. Work continues with the Santa Barbara Library Director on issues with the County regarding Black Gold Library Zones 1 and 2. The City of Buellton Manager has been contacted regarding library facility upgrades and possible use of their CDBG funds. The matching funds campaign at the Lompoc Library brought in a total of \$1,700. The City of Lompoc and Vandenberg Air Force Base have formed a subcommittee to explore resource sharing to include libraries and education. A Design a Library Card contest will be part of the First card, First grade grant funded program; applications will be available soon. The shelf anchoring project funded with CDBG funds needs to be complete before April. One possible vendor, if selected, may be able to include the shelving at both branch libraries at no additional cost.

10. Roundtable

Trustees commended staff on an outstanding job with recent facility improvements. Trustee Knowles commented on the Library's Christmas tree that was completely formed with stacked books. Staff shared that public input has been very positive for a project that was engineered on the fly by three staff members.

11. Adjournment

The meeting was adjourned at 11:37 AM. The next Regular meeting will be held on February 11, 2014 at 10:00 AM at the Lompoc Public Library, 501 E. North Ave., Lompoc, CA.

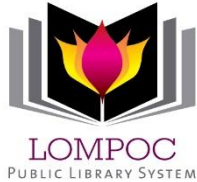
Linual White, Secretary
by Lee Edie, Library Administrative Aide

**Library Invoices
January 2014**

Vendor	Amount	Acct. No.	Notes	Vendor	Amount	Acct. No.	Notes
City of Lompoc	6343.58	85000-53110	2 mos.	Office Depot	8.62	85000-52120	
The Gas Co.	249.99	85000-53110			585.32	85000-52201	
	118.26	86000-53110	2 mos.		263.36	85000-52237	
PG&E	295.77	86000-53110			65.95	85000-52408	
VVCSD	189.04	86000-53110			175.60	86000-52237	
Verizon	131.36	88000-53202	2 mos.		4.44	88000-52201	
Waste Management	73.99	86000-53110	2 mos.		219.32	88000-52237	
Amazon.com	1048.73	85000-52140			12.18	87000-52120	
	319.89	85000-52142		Santa Maria Times	149.75	85000-52140	
	68.80	86000-52140		Santa Ynez Valley News	21.00	85000-52140	
	183.19	88000-52140		Staples	62.94	85000-52237	
	204.96	40088-48299		Thomson Reuters-West	82.09	85000-52140	
The Automation Station, Inc.	361.70	85000-52237		Toshiba Business Solutions	292.04	85000-52131	2 mos.
	60.35	86000-52237		Unique Management Svs	241.65	40085-46129	
	181.02	88000-52237		Jasmine Valladolid	42.94	85000-54120	
Baker & Taylor	1341.19	85000-52140			42.94	88000-54120	
	41.96	85000-52141		Vons	11.45	87000-52410	
	126.11	86000-52140					
	261.36	88000-52140					
	6.53	88000-52141					
Stacy Brigman	29.22	85000-54120	2 mos.				
	56.22	86000-54120	2 mos.				
Brodart Co.	126.40	88000-52201					
CDW	282.76	85000-52237					
Ashlee Chavez	155.05	85000-54120	2 mos.				
	9.00	86000-54120	2 mos.				
	53.68	88000-54120	2 mos.				
Christina Chill	37.10	87000-54120	2 mos.				
City of Lompoc - Warehouse	15.70	85000-52201					
	309.97	85000-52408					
Coastal Copy, LP	93.58	88000-52131					
Costume Specialties	140.00	85000-52410					
Demco	256.30	85000-52201					
Lee Edie	44.48	85000-54120	2 mos.				
	10.74	88000-54120	2 mos.				
Adam Fabela	18.05	85000-54120	2 mos.				
	27.00	86000-54120	2 mos.				
	74.96	88000-54120					
Faronics	168.00	85000-52237					
	54.00	86000-52237					
	78.00	88000-52237					
Ferguson Enterprises, Inc.	92.50	85000-53525					
Fred Pryor Seminars	42.04	85000-54101					
	42.04	88000-54101					
Home Depot	118.42	85000-52408					
Industrial Medical Group	80.00	85000-53478					
Lezlee Hurtado	55.18	85000-54120					
Moeller's Copier Repair	362.45	85000-52132	3 mos.				
	124.38	86000-52131	3 mos.				
	14,565.00						
				Total	16,846.59		

Account Breakdown

						CW
Account Totals		Lompoc	Village	Buellton	Literacy	Bookmobile
Postage	xxxxx-52110					
Office Supplies	xxxxx-52120	8.62			12.18	
Printing	xxxxx-52130					
Copy Machine Expense	xxxxx-52131	292.04	124.38	93.58		
Copier Charges-Rental	xxxxx-52132	362.45				
Publications	xxxxx-52140	2,642.76	194.91	444.55		
Publications- Youth	xxxxx-52141	41.96		6.53		
Book Rental	xxxxx-52142	319.89				
Operating Supplies	xxxxx-52201	857.32		130.84		
Computer Equip.	xxxxx-52237	1,138.76	289.95	478.34		
Bldg. Maint. Supplies	xxxxx-52408	494.34				
Other Supplies	xxxxx-52410	140.00			11.45	
Utilities	xxxxx-53110	6,593.57	677.06			
Telephone	xxxxx-53202			131.36		
Prof Svs-Advertising	xxxxx-53340					
Black Gold Services	xxxxx-53460					
Background Screening	xxxxx-53478	80.00				
Shredding Service	xxxxx-53489					
Office Equip Maint.	xxxxx-53502					
Special Equip Maint.	xxxxx-53503					
R&M-Building	xxxxx-53525	92.50				
Training	xxxxx-54101	42.04		42.04		
Travel	xxxxx-54120	344.92	92.22	182.32	37.10	
Membership	xxxxx-54130					
Meetings/Training	xxxxx-54140					
UMS Collection Contract	40085-46129	241.65				
Misc. Donation	4008x-48299			204.96		
Women's Fund	85000-79941					
Grounds Maintenance	85200-53408					
Literacy Fund Raiser	40087-48234					
CA Council for Humanities grant	85120-xxxxx					
Christian Science Society grant	88310-73044					
RFID Inventory System	84000-73109					
Total		13,692.82	1,378.52	1,714.52	60.73	0.00



Lompoc Public Library System

501 E. North Ave., Lompoc, CA 93436-3404
(805) 875-8775 Fax: (805) 736-6440

January 9, 2014

The Honorable Michael Peevey
President
California Public Utilities Commission
505 Van Ness Avenue
San Francisco, CA 94102

Dear Mr. Peevey:

I am writing this letter to encourage the Public Utilities Commission to award funding to the Tri County Broadband Consortium for Ventura, Santa Barbara, and San Luis Obispo Counties. For us, a sense of urgency exists in that we recognize our central coast area is one of only a few pocket areas of the state not funded to promote broadband deployment, access, and adoption in the state.

As the Director for the Lompoc Public Library System, I'd like to briefly inform you on how broadband affects our communities and libraries. In the Lompoc Library System, we serve the communities of Lompoc, Vandenberg Village and Buellton, along with many of the unincorporated areas in between.

This initiative is extremely timely in that the California State Library has recently performed a survey of California Public Libraries to determine the broadband needs of our state. All three of the libraries in our system identified with 71% of other Libraries in California, reporting connection speeds of 20 MBPS or less. Our libraries connect at only 12-16 MBPS. I am sure that other library directors in the tri-county area will write to you, but it would be remiss of me not to mention that some libraries in the area receive less than 1.5 MBPS.

You may be surprised to hear that we had over 40,000 public internet computer sessions take place in our libraries last year. That does not include the over 10,000 annual uses of our free Wi-Fi capabilities. A library providing internet and computer service is especially important to any community and tends to be especially utilized by community members who are of a lower socio-economic class.

Library patrons – of all ages - use our computers and Wi-Fi to do homework, research projects, perform work for their small business, check their email, apply for jobs, create and print their resumes, apply for unemployment or low-income housing, stay connected with family members via social media, and much more.

You are probably more than aware that in our current times, not having access to a computer is an incredibly challenging prospect. Applying for things such as the FAFSA, unemployment, low-income housing and many jobs is something that you can no longer do via a paper form. Children and teens are asked to type their reports and frequently must do research online.

The Library provides the access to these resources, along with staff help for those who are unsure of how to proceed.

I cannot stress enough how important internet access is for our community members and the Library's ability to provide this service. Better connection speeds will be an incredible benefit to the entire community.

In anticipation for this opportunity our organization has joined numerous other government, education, health, business, and not-for-profit organizations to move forward with the formation of our coalition to support the establishment of a Broadband Regional Collaborative for our tri-county region. Timing is everything and the partnership we've created over the last several months is now prepared to focus on identifying and implementing measures that will best achieve the advancement and expansion of regional broadband technology.

If I may provide further information, please let me know. Thank you for considering this request.

Sincerely,

Ashlee Chavez

Ashlee Chavez
Library Director
Lompoc Public Library System
805-875-8789
a_chavez@ci.lompoc.ca.us

8B. DISCUSSION OF THE LITERACY PROGRAM AS AN ADJUNCT PROGRAM

BACKGROUND

The Literacy program has always served as an adjunct program to the Lompoc Library System. It has its own budget and reserve fund. At a recent City Council meeting on February 4, 2014 during discussion regarding funding issues of the Literacy program, it was suggested by Mayor Linn that the Library Board of Trustees revisit the issue of the Literacy program not being included in the Library's budget. The Literacy program as an adjunct program was last discussed during the Library Board of Trustees meeting on November 11, 2008. The minutes from the meeting read, "Regarding the Literacy fund, Trustees were interested in keeping it separate from the regular library budget another year in order to be eligible for opportunities to apply for funding normally not available to libraries."

The Literacy program offers three separate programs:

Adult Reading Program:

Provides basic reading and writing instruction to adults with low literacy skills. The goal of the program is to reduce illiteracy in Lompoc and promote life-long learning. Unlike classroom instruction, library based literacy instruction is entirely student-centered, with lessons developed to support each learner's unique goals, from getting a driver's license to passing the GED. To qualify for the program, learners must be 16 years of age or older and not enrolled in high school, able to communicate comfortably in English, and willing to make a six month commitment of two to three hours per week.

In FY 2012-13, 97 learners were served. Learners with English as their primary language comprised 21 percent of this same group, while 79 percent were learners with another primary language. Sixty-five percent of students were in the 30-49 age group.

There were also 231 personal goals met by adult learners at the Library. Those goals included 28 students who learned computer skills, 37 students who learned to read to and help their children with their homework, 23 students who applied, searched and interviewed for jobs, 12 students who received a new job or a promotion, and 21 students who voted, volunteered, or became involved in a community issue.

Families for Literacy:

An early intervention program aimed at breaking the family cycle of illiteracy. To qualify, at least one parent must be concurrently enrolled in the Adult Reading Program and have a child under the age of five. The goal of the program is to introduce families to the value and joy of reading, while enabling parents to gain skills and confidence to support the literacy development of their children. Services include: storytimes and family activities at the library, free children's books for building home libraries, and training for parents in read-aloud techniques, parenting skills, and library usage.

In FY 2012-13, 39 families were served, along with 91 family members.

Reach Out and Read:

Promotes values associated with early literacy and reaches out to underprivileged families, through a partnership begun in 2003 with the Santa Barbara Health Department. This pediatric literacy program promotes early literacy development and the importance of reading aloud to parents at well-child checkups at the local County clinic. To qualify, families must be low-income, with children between the ages of six months and five years.

In FY 2012-13, 1,206 children received encouragement to read from a physician and a free book at the County clinic.

DISCUSSION

Using data from the California State Library, out of the 97 Literacy Programs in California, the Lompoc Literacy program is currently one of two programs that does not receive local funding. The typical funding stream from a local jurisdiction is \$4-5 for every \$1 provided from CLLS state funds. Frequently, the local support covers the salary of the Literacy Coordinator and any support staff, while the CLLS funds cover the other costs of running the program, such as supplies, printing, workbooks, materials, etc.

CLLS funds are only provided after a Literacy Program has shown that they can meet “program essentials,” which include, “dedicated staff” assigned specifically to adult literacy services, services provided in a public library setting, and the library has a financial commitment from the local jurisdiction.

Unlike the Lompoc Literacy Program, the Literacy programs in both San Luis Obispo and Santa Barbara Public Library Systems are supported with local funds and both programs have support staff, in addition to a Literacy Coordinator.

In the last 10 years, the City of Lompoc has provided almost \$150,000 to the Literacy Program. On February 4, 2014, City Council agreed to cover a \$10,843 shortfall for FY13/14 and to review potential funding for the program for FY14/15 on March 25 during a mid-year budget analysis review.

The Lompoc Library provides an in-kind donation to the Adult Literacy Program. This includes administrative staff time, office space, use of the Library’s Grossman Gallery, and more. The Library estimates this in-kind donation at approximately \$13,000 annually.

Currently the Library already pays for 2 hours a week of Ms. Chill’s time to serve as a volunteer coordinator for the entire library. This cost of those hours for FY14-15 would be \$2,916.35. Due to recent changes in Library operations, we no longer have need of Ms. Chill’s service to the library as a volunteer coordinator. In FY14/15, either her hours will be reduced to 28 per week instead of 30 or the 2 hours per week will begin to be charged to the Literacy program.

It was also suggested during the February 4 Council meeting by Councilmember Lingl that Library staff research further collaboration with the Central Coast Literacy Council (CCLC). It is possible, with Central Coast Literacy Council’s Board of Directors’ agreement, that the Lompoc Literacy program could be absorbed by CCLC. However, something of this nature would mean drastic changes to the program’s goals, mission, and structure. It would likely completely eliminate the Literacy Coordinator’s position. More information and research on this can be provided if Trustees desire further exploration of this concept.

FISCAL IMPACT

The Literacy program will have no reserves left for FY14-15. A preliminary budget for FY14/15 is in reference attached report below. Currently there is one (1) pending grant request in the amount of \$10,000 for CDBG funds from the Human Services Commission of Lompoc.

As the Lompoc Library budget currently stands, there are no extra funds with which to supplement the Literacy program if the Literacy program were to be adopted into the Library’s budget. Some reduction in the budget would need to occur, unless reserve funds (current balance of \$300,186) are used to pay for Literacy operations.

During the Board meeting Ms. Chill will present several of the funding options for FY14/15 that she is currently pursuing.

STAFF RECOMMENDATION

The Library Board of Trustees provide direction to the Library Director regarding how to proceed with the Literacy program’s adjunct status.

A preliminary budget for Literacy for FY14/15 is below:

FUND 87 LITERACY PROGRAM	14-15
FINANCIAL REPORT	
FY 14-15	
	BUDGET
REVENUES	
40087 44110 INTEREST INCOME	5.00
40087 44150 UNREALIZ GAIN(LOSS)ON INVST	-
40087 45301 STATE GRANT - OTHER	17,564.00
40087 45522 SBCO HUMAN SVCS GRANT	6,181.00
40087 48227 CONTRIBUTIONS - FRIENDS	4,000.00
40087 48230 CONTRIBUTIONS	1,500.00
40087 48234 FUNDRAISERS	8,000.00
TOTAL REVENUES	37,250.00
EXPENDITURES	
87000 51110 SALARIES FULL TIME	35,857.13
87000 51230 INSURANCE BENEFITS	12,690.50
87000 51240 RETIREMENT BENEFITS	9,779.31
87000 52110 POSTAGE	175.00
87000 52120 OFFICE SUPPLIES	200.00
87000 52130 PRINTING	300.00
87000 52140 PUBLICATIONS	750.00
87000 52410 OTHER SUP - MISCELLANEOUS	566.00
86000 53478 SVC-BACKGROUND SCREENING	700.00
87000 54120 TRAVEL	250.00
87000 54130 MEMBERSHIPS	159.00
TOTAL EXPENDITURES	61,426.94
REVENUES OVER (UNDER) EXPENDITURES	(24,176.94)



LOMPOC
PUBLIC LIBRARY SYSTEM

ANNUAL REPORT 2013



The Boys and Girls Club visiting the Library's "Read to a Dog" program

MESSAGE FROM THE LIBRARY DIRECTOR

GREETINGS AND HAPPY 2014!

The year 2013 marks my first complete year as Library Director for the Lompoc Public Library System. I continue to remain thankful and enthusiastic that I have been given such a special opportunity.

You will see evidence throughout this report that the Library has made many changes and great strides towards a sustainable future. Those changes were only possible because of the outstanding work ethic of Library staff, the commitment to excellence from the Library Board of Trustees and other City departments, and the dedication of our volunteers.

Some of the best occurrences in 2013 include the restoration of eight (8) open hours of service to the public (made possible by a last minute increase in funding from the County of Santa Barbara), over \$55,000 in grant opportunities were awarded to our Libraries and RFID technology (Inventory Management System) was purchased and implemented.

Libraries are a changing entity, constantly evolving in order to meet the needs of their community. After looking at our key stats, I'm sure you'll be able to agree with me that the community of Lompoc needs their library more than ever.

Even though our statistics are frequently increasing, we continue to look for ways to stay relevant within the needs of Lompoc. While 2013 was a wonderful year, I believe 2014 will surpass all expectations—but only if we continue to receive your support.

Thank you,

Ashlee Chavez

Ashlee Chavez
Library Director

WHY DO WE STILL NEED LIBRARIES? FY2012-13 STATISTICS

<u>Checkouts</u>	<u>eBook Checkouts</u>	<u>Visits</u>	<u>Program Attendance</u>	<u>Questions Answered</u>	<u>Public Computer Uses</u>
323,418	13,325	238,485	12,824	26,762	42,905

Funding Challenges

Needs

Funding continues to remain one of the most challenging obstacles facing the library’s sustainability.

In the past year, Library staff has thought creatively about our needs, made challenging decisions and also had a few lucky breaks. Now the Library is no longer pulling from reserves and has restored some open hours. The future is bright if we continue to consider efficiencies created by technology, receive local support and stay true to our mission.

Our Library has three main needs when it comes to serving the community:

- * Open Hours (currently at 44 open hours per week)
- * Books and Materials (currently \$45,000 per year)
- * Programming (currently funding for this exists only through the Friends of the Library)

General Plan Measure 6

As the City of Lompoc continues to pursue implementation of the General Plan, it should be noted that Implementation Measure 6 from the Public Services Element reads: “The City will strive to increase funding levels for the library to meet the average funding levels for City of Lompoc Library facilities on a statewide basis.”

To illustrate where we currently are in relation to said measure, we can look at two sets of data. One set of data uses the most recent California Library Statistics from 2012 and other comparable nearby libraries that are a part of the Black Gold Cooperative Library System to compare are expenditures per capita.

Library Expenditures Per Capita	
Comparable Libraries	Per Capita
Statewide Mean	\$32.36
Lompoc	\$18.27
Santa Maria	\$19.51
Santa Barbara	\$23.16
San Luis Obispo	\$35.17

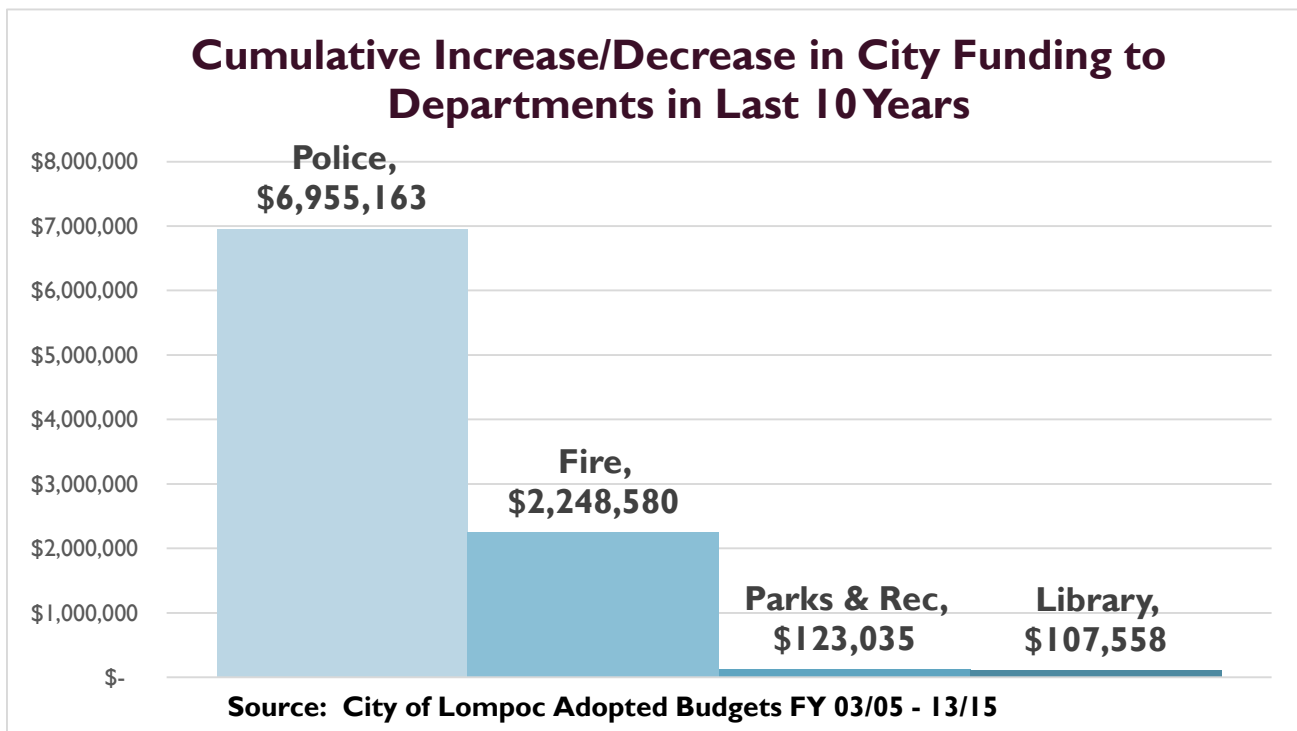
The second set of data looks at the increases and decreases of several City departments over the last ten years (2005-2015). While every department has faced both increases and decreases over the years, the Library is the only department to experience several consecutive budget cycles with no increase of funds.

The first chart indicates the increases or decreases in budget for each fiscal year, while the bar graph indicates the cumulative increase to each budget throughout the last ten years.

This data is important, in that it reflects some of the Library’s recent budget challenges. Even during status quo years, costs still go up, such as salaries and benefits, the cost of supplies and materials, utility rates, and the cost of membership to the Black Gold Cooperative Library System; however, the allocation to the Library remains steady, thereby making it increasingly difficult to remain status quo, despite the same funding allocation from the City.

State defunding in the 2011 budget cycle was particularly painful, along with cuts from the County of Santa Barbara. Luckily in 2013, the County of Santa Barbara provided an increase in their allocation, returning County funding to the level that it was in 2011.

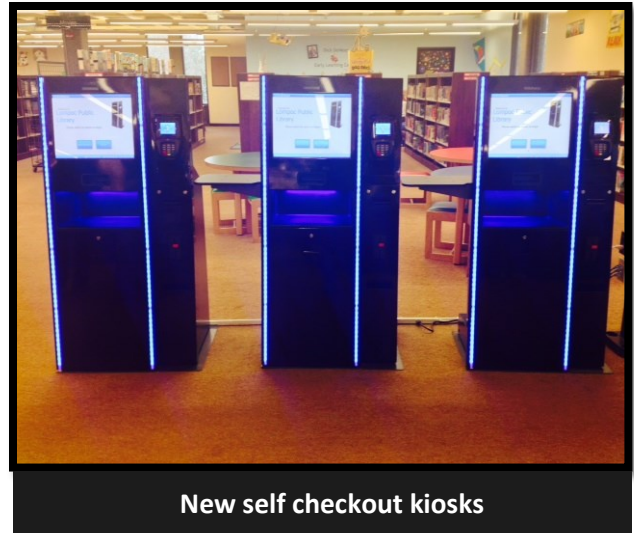
Budget Cycle	Police	Fire	Parks & Rec	Library
2005-07	\$ 2,296,428	\$ 206,330	\$ 495,237	\$ 113,037
2007-09	\$ 2,475,499	\$ 528,870	\$ 623	\$ 68,049
2009-11	\$ (500,352)	\$ 999,874	\$ (543,347)	\$ (73,528)
2011-13	\$ 648,754	\$ (608,758)	\$ 295,514	\$ -
2013-15	\$ 2,034,834	\$ 1,122,264	\$ (124,992)	\$ -



Facility Improvements

The Lompoc Library was host to some amazing facility upgrades and improvements throughout the last year, thanks to funding from the City of Lompoc, CDBG funds, Library Impact fees, Friends of the Library donations and grants.

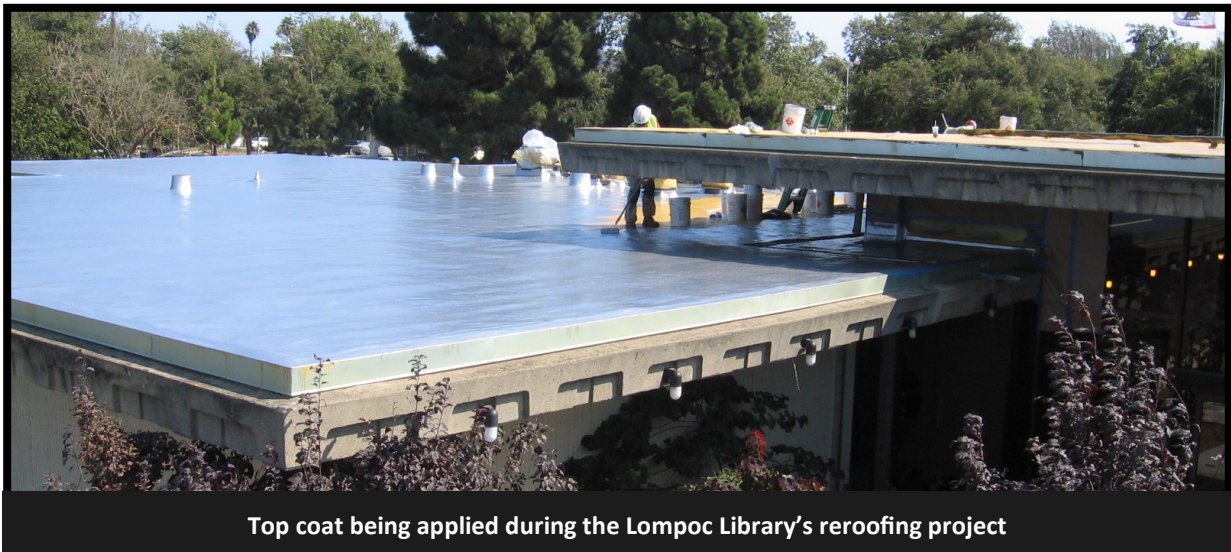
- * New roof completed;
- * Parking lot resurfaced and drainage issues fixed;
- * 16 new all-in-one computers installed for adult users;
- * 3 self-check machines installed, along with RFID technologies;



Self-check machines, security gates, and more!

The implementation of RFID technology at the Lompoc Library was a huge accomplishment for the Library, the City and the community. More and more libraries are moving towards adopting RFID technology as the way to manage their inventories. Special RFID tags are placed on items and those tags are programmed to include all of the pertinent information about an item.

RFID technology allows libraries to install self-checkout machines, new and more effective security devices, offer better customer service by creating more efficient and accurate operations and more. The Library will also be pursuing automated materials handling (AMH) in the next year, as a possibility now that RFID technology is in place. AMH allows for items to be checked in automatically through a sorter—allowing for less staff time spent on tasks that are monotonous and repetitive.





Top: Kids decorate pumpkins as part of the Halloween storytime craft;

Left: Junk Food Sculptures for Tweens

POPULAR PROGRAMMING

Program Attendance Increased by 11%

Educational and entertaining programs are an integral part in the library’s mission to stay relevant to our community. With almost 13,000 program attendees in 2013, we are trying our best to accomplish that goal.

The Library’s Summer Reading Program is always hugely successful for all of our libraries. Every year our numbers continue to grow larger and signups increase exponentially. Children love visiting the Library during the summer, for interesting, educational and entertaining fun. Parents love our family friendly events that encourage reading with rewards and interaction. Funding for this amazing program comes directly from the Friends of the Library. We absolutely could not do it without them.

National Library Week was also host to an entire week dedicated to Library patrons and programming. We offered a Food for Fines food drive; the kid-friendly Touch a Truck event; Special Speaker Storytimes; and hosted a “Wine in Lompoc” panel which featured several winemakers and vineyard managers.

Summer Reading Program 2013 Statistics

June – August
All Ages welcomed

Held over 20 unique programs

Almost 3,000 attendees

Funding from Friends of the Lompoc Library System

Some of our programming included:

- Zoo to You
- Touch a Truck
- Community Speaker Storytimes
- Haunted Gingerbread Houses
- Book and Movie Club
- Young at Heart Book Club

Branch Libraries and Other Programs

The Lompoc Public Library System is also designated as County of Santa Barbara Library Zone 2. The System serves 65,275 people within a 444 square mile area. The Lompoc Library staff provides administrative and professional support to the Buellton Library (service area pop. 5,460) and the Village Library (service area pop. 8,905).



Buellton Library

The Buellton Library opened in 1964 and is 1,768 sq. ft. It holds a collection size of approximately 18,000 items and over 50,000 checkouts happen each year. Storytime is on Thursdays at 11AM and always has an amazingly fun craft for kids at the end. They are open 47 hours per week.



Village Library

The Village Library opened in 1976 and is 3,760 sq. ft. It holds a collection size of approximately 14,000 items and over 25,000 checkouts happen each year. Storytime is on Wednesdays at 10:30AM and features either a guitar or banjo player for extra fun! They are open 41 hours per week.



Adult Literacy Program

In FY12-13, the City of Lompoc gave a generous one-time allocation from general fund reserves to help the program through a shortfall of a little over \$21,000. Because of this allocation, the Adult Literacy program was able to service 97 adult learners and 132 literacy goals were met.



Charlotte's Web Mobile Children's Library

The project to put Charlotte Benton's dream on wheels continued in 2013, with most of the efforts focused on finalizing legal documents related to the project. A specialty custom vehicle (similar to the one pictured) aimed at providing children's services to the Lompoc community is currently being designed and will soon go out to bid for construction.

A THANKS TO THOSE WHO SERVE OUR LIBRARIES

Every year our libraries are able to achieve great things because of the people who volunteer to serve us. Their time, dedication and consistent efforts mean that the communities of Lompoc, Vandenberg Village and Buellton can have better libraries.

LIBRARY BOARD OF TRUSTEES

Ann Ruhge, President	Luella Knowles, Vice-President	Linual White, Secretary
Maria Aguiniga, Trustee	Judith Dale, Trustee	

FRIENDS OF THE LOMPOC PUBLIC LIBRARY SYSTEM – SINCE 1970

Cathy Rudolph, President	Norma Gillingham, Vice-President	Bob Vossler, Treasurer
Sally Prentiss, Secretary	Donna Dimock, Publicity	Dorothy Jacobs, Book Sales
Sandi Scolari, Membership	Chris Pauley, Village Rep.	Bethany Clough, Buellton Rep.
Fran Houston, Pres. Emeritus	Roberta Mitchell, Pres. Emeritus	Leslie Sevier, Member at Large
Teresa Jansen, Facebook	Mary Jane Nirenberg, Buellton Pres.	Judith Dale, Buellton
Rebecca Christenson, Buellton	Lynni Gilfry, Buellton	Marell Brooks, Village
Neil Baker, Village	Rob Glasgow, Village	Diane Lawrence, Village

LOMPOC DISTRICT LIBRARIES FOUNDATION – SINCE 1997

Suzanne Schwark, President	Melinda Aguirre, Vice-President	Gail Meeham, Secretary
Robin Dunaetz, Treasurer	Robyn Small	Arleen Lewis
Betty Staight	Ivy Bigelow	Patti Coggin

TURDUCKEN DINNER GROUP – SINCE 2003

Dennis and Aprile Baker	Jim and Laurie Beck	Ed and Ramona Casarez
John and Helen Free	Stan and Lisa Hart	DeWayne and Bonnie Holmdahl
Jim and Anne Jimenez	Bob and Regina Lingl	Jason and Janelle Osborne
Steve and Cathy Pepe	Linual and Carol White	

LIBRARY VOLUNTEERS – SINCE 1907

Volunteers donated an average of 2.9FTE hours per week during FY12/13 to our libraries.

8F. CONSIDERATION OF PURCHASING A LIBRARY DESIGNATED VEHICLE USING RESERVE FUNDS

BACKGROUND

The Lompoc Public Library System has many transportation needs, including delivering materials between libraries, attending committee meetings and training sessions at locations across the Central Coast, visiting other Lompoc Library System libraries for meetings, computer repair, collection development, etc.

Historically, staff have used their own personal vehicles for these tasks and then submit mileage reimbursement vouchers. Library staff also has the option to use a City pool car, if available, however; it is frequently challenging for staff to do this since we are at a separate location.

Many other City departments have vehicles that are designated for their departmental use and are kept on site for easy access by their staff.

DISCUSSION

If the Library were to have a designated vehicle kept onsite at the Lompoc Library, there would be several benefits of such an arrangement. Some of those benefits might include:

- The vehicle would be for library business only and provide insurance coverage for the driver, vehicle and the materials in it.
- It would be far more convenient than using a City pool car, which are sometimes unavailable and the circumstances surrounding getting the vehicle can sometimes be challenging.
- Library staff would not need to use their personal vehicles for library business.
- Staff who do not have a vehicle could do tasks – such as transit delivery – that requires a vehicle.

Currently the Fleet Department has no extra vehicles to assign to the Library for use. The Library would need to make the initial purchase of a vehicle. As described in the Fiscal Impact section of this report, the Library would then be entered into the Fleet Replacement and Operations fund, which would provide for an eventual replacement after the vehicle has outlived its expected usage.

Library staff have discussed the potential for a vehicle and concluded that an SUV type vehicle would work well for transporting materials between libraries, but still allow for comfortable carpooling to meetings. The car could be parked under the carport at the Library, for some protection from the fog and weather and potential vandalism.

FISCAL IMPACT

Currently the Library pays mileage reimbursement to employees who use their personal vehicles to conduct Library business. The current mileage reimbursement rate is \$.56 per mile. For FY13-14, we have budgeted \$1,600 for this cost for Lompoc, \$250 for Literacy, \$300 for the Village and \$600 for Buellton.

If the Library were to have its own designated vehicle, that vehicle would be added to the Fleet Replacement and Operations fund. This fund looks at all of the maintenance for City vehicles along with

replacement vehicles purchased. At the beginning of each budget cycle, Finance reviews how much was spent in this fund and what percentage each City department represents of the budget. So the amount paid into the fund can fluctuate slightly each year.

If the Library were to purchase a designated vehicle, our percentage of this fund would increase (we currently already pay a percentage for the grounds maintenance vehicles that are used to transport lawnmowers). Finance estimates, based on other similar departments with similar vehicles, that our cost could potentially increase by \$2,500-3,000.

Being a part of that fund also means that when our vehicle has run its expected lifetime, that a new replacement will be purchased with the fund, therefore not requiring any additional output of funds from the Library to replace the vehicle.

The Library would also be responsible for fueling the vehicle. Based on 2013 information from the US Department of Energy and EPA Fuel Economy estimates, annual fuel costs for the suggested Ford Escape would total approximately \$450.

The estimated cost of a Ford Escape using City bulk pricing and piggyback discounts is \$25,290.55. The reserve fund balance of the Lompoc Library is currently \$300,186.

A summary of the annual fiscal impacts is below. Having a library designated vehicle would increase annual costs by approximately \$200-700. There would likely be some staff time saved, but the fiscal impact of that would be minimal, though workflow productivity would increase.

	Personal Vehicle	Library Vehicle
Mileage Reimbursement or Fuel Costs	\$2,750	\$450
Fleet Maintenance/Replacement Costs	\$0	\$2,500 - 3,000
Total Costs	\$2,750	\$2,950 - 3,450

STAFF RECOMMENDATION

The Library Board of Trustees approve the purchase of a vehicle to be assigned to the Library for business use in the amount of \$25,290.55, not to exceed \$28,000, from the Lompoc Library Reserve fund.

LOMPOC PUBLIC LIBRARY SYSTEM JANUARY 2014 STAFF REPORT

BLACK GOLD COOPERATIVE LIBRARY SYSTEM

Date	Black Gold Committee	Attended By
January 8	ATS Committee	Ashlee Chavez
January 13	Personnel Committee	Ashlee Chavez
January 24	Administrative Council	Ashlee Chavez

CHARLOTTE'S WEB CHILDRENS MOBILE LIBRARY

On January 13, a kick-off meeting with the consultant from SVS took place with both library and city fleet staff. This meeting was used as a way to identify the needs and desires for the bookmobile. The consultant will use the feedback from the meeting to put together specs and design for the project.

COUNTY OF SANTA BARBARA

Library Director, Ashlee Chavez, spoke with Ms. Irene Macias, Director of the Santa Barbara Public Library System, several times regarding the Buellton and Solvang libraries in Zones 1 and 2. Ms. Chavez and Ms. Macias provided a report to County staff regarding some of the workflow issues and possibilities of moving libraries between zones. A meeting to discuss the information in the report was held with Community Services Director, Mr. Herman Parker, on January 27. Currently County staff wishes to discuss this with the County CEO and other interested stakeholders before moving the issue forward any further.

LIBRARY OPERATIONS

A wall will be built in the library creating a small barrier between the teen and children's sections of the Library. Staff hopes this will reduce some of the noise levels of the children's area, provide wall space for the teens, along with a new "laptop ledge" for teens to sit at and charge and use their mobile devices, tablets, eReaders and laptops. This will take place during February when the library is closed for the fiction shifting project.

Computer Technician, Adam Fabela, is now using remote desktop protocols to access branch libraries computers for updates bi-monthly. This new method for updating computers is something the Library is currently experimenting with. If the new procedure continues to work, this will save both branch libraries a significant portion of money as Mr. Fabela will not need to travel to the branches as often and will spend less time working on their computers.

Library staff met with the library Baker and Taylor staff to discuss the implementation of a new ordering web portal Title Source 360. This migration will occur in March/April 2014.

Ms. Chavez met with a vendor of Automated Materials Handling to discuss a quote and potential project for the future. She has also started meeting with the new City Administrator every other week to discuss library related matters. Mr. Wiemiller also took a tour of the library facilities to better acquaint himself with the department and meet other library staff.

Ms. Chavez worked with Assistant City Administrator and Economic Development Director, Teresa Gallavan, as part of a subcommittee to explore collaboration between the City of Lompoc and Vandenberg Air Force Base. They attended a meeting on base on January 27 to discuss the collaboration possibilities between libraries and education with VAFB staff.

LITERACY SERVICES

Literacy Coordinator, Ms. Christina Chill and Ms. Chavez provided a presentation to City Council on January 8 regarding program outcomes and status of the literacy budget. Council approved to revisit funding for the program to cover the FY13/14 shortfall and continued support for FY14/15 on February 4.

A letter writing workshop was held on January 25 to encourage tutors and learners to write letters to City Council to approve funds for literacy. Approximately 30 letters were produced and hand delivered to City Council.

Ms. Chill also attended a fundraiser sponsored by Central Coast Altrusa on January 19 and spoke with their president and chairman of the grant allocations board regarding potential program support. Their primary focus is literacy and they are looking to expand their grant giving in the Lompoc area. They seemed very interested in the Literacy program. Grant deadlines will be announced in February.

Donations from the Literacy program's annual mail solicitation continue to trickle with \$4,126 collected to date. Thank you letters have been sent out.

Ms. Chill is also busy meeting with the Literacy's fundraising committee to prepare for the annual BBQ fundraiser and Scrabble tournament. Typically the fundraiser is held in April, but this year it has been moved up to February to be sure of revenues for an accurate budget cycle.

The Continuance of the Literacy Program committee met again on January 27 with an attendance of 8. The next tutor training sessions are scheduled for February 27, March 6 and 13.

LITEARCY STATISTICS

New student intakes: 1; Tutors/Learners matched: 2; Referrals 12; Books distributed: 105.

PROGRAMMING

Youth Services Manager, Ms. Hurtado, has already been working to arrange Summer Reading Program events, prizes and other details. She has also been working towards the library's participation in the Flower Festival parade.

A new Spanish storytime will resume in February on Tuesdays at 5pm. Pre-school storytimes have proven to be so popular that they will now be held twice a week at the Lompoc Library on both Monday and Tuesday mornings at 10:30am.

Date	Program	Attendance
January	Read to a Dog	3
January	Young at Heart bookclub	0
January	Dorothy Jackson Center Outreach Storytime	27
January 31	Family Movie Night	80
Wednesdays in January	Homework Club	24
January	Storytime	259
TOTAL:		393

SUPPORT AND FUNDRAISING

Meetings with Library support groups or fundraisers held for the month of January are listed below:

Date	Meeting	Attended By
January 7	Friends of the Lompoc Library	Ashlee Chavez
January 9	Library Foundation	Ashlee Chavez
January 10	Support the Village Library	Stacy Brigman; Ashlee Chavez
January 14	Friends of the Buellton Library	Liz Chapman

COMPUTER SESSIONS/WI-FI USERS

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
4,169/473											

PEOPLE COUNTER

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
14,525											

BUELLTON LIBRARY

Emergency lights in the Buellton Library have been replaced. A new sign for the Library has been placed outside along the streets for better awareness of the library's location.

Date	Program	Attendance
January	Storytime	55
January	Head Start outreach visits	49
TOTAL:		104

COMPUTER SESSIONS/WI-FI USERS

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
926/131											

PEOPLE COUNTER

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
4,855											

VILLAGE LIBRARY

New thermal receipt printers were installed in February. These printers are quieter, faster and use less tape than the old printers. The printers were purchased with funds from the Friends of the Library. Smoke detectors were also installed by County staff.

Loops for the Library took place on January 10. Unfortunately the event was not as successful as it has been in previous years. Potentially cold and windy weather was to blame.

Volunteer hours for the month at the Village Library totaled 186 hours.

Date	Program	Attendance
January	Storytime	176
TOTAL:		176

COMPUTER SESSIONS/WI-FI USERS

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
422/61											

PEOPLE COUNTER

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2,914											