

**Lompoc Public Library  
Library Board of Trustees  
Agenda  
Tuesday, February 19, 2013, 1:00 PM  
Lompoc Public Library, 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 8, 2013 regular meeting
- B. Approval of the January 2013 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**

**8. Business**

**A. Election of Officers**

Trustees will elect the following officers: President, Vice President, Secretary, and CALTAC representative

**B. Completion of Charlotte's Web Children's Library Project**

A staff report is included in the Board packet.

**C. Report on the 2012-13 budget**

A staff report is included in the Board packet.

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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 AM and 5 PM Monday and Tuesday, 1 PM and 8 PM Wednesday and Thursday, and 1 PM and 5 PM Friday and Saturday.

**D. Report on the FY13-15 budget process and a presentation on FY13-15 budget as presented to City Council by Library Director, Ashlee Chavez**

**E. Report on the status of re-roofing of the Lompoc Library**

A staff report is included in the Board packet.

**F. Consideration of an annual “Food for Fines” program during National Library Week**

A staff report is included in the Board packet.

**Staff recommendation:** that the Board of Trustees approve an annual Food for Fines program to take place during National Library Week.

**G. Consideration of a change to the Adult, Children’s and Teen Policies regarding the time limit for computer usage**

A staff report is included in the Board packet.

**Staff Recommendation:** the Library Board of Trustees approves a change in the Adult, Teen and Children’s Internet policies regarding the time limit for computer usage effective March 1, 2013. All policies will be edited to state: “Use of the Internet computers is limited to 90 minutes per person per day.”

**H. Consideration of a change to the Unattended Child Policy**

A staff report is included in the Board packet.

**Staff recommendation:** The Library Board of Trustees approves a change to the Unattended Child Policy effective March 1, 2013 that states: Children 8 years and older may use the library for ninety minutes when unaccompanied by a parent or other responsible caregiver.

**I. Approval of the Lompoc Library Annual Report 2012**

**J. Schedule time for Library Director’s six-month performance evaluation**

**9. Library Director’s January report and updates**

**10. Roundtable**

Remarks by Trustees and staff

**11. Adjournment**

The next Regular meeting will be held on March 12, 2013 at the Lompoc Library, 501 E. North Ave., Lompoc, at 10:00 AM.

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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 AM and 5 PM Monday and Tuesday, 1 PM and 8 PM Wednesday and Thursday, and 1 PM and 5 PM Friday and Saturday.

**Lompoc Library Board of Trustees**  
**Lompoc Public Library, 501 E. North Ave., Lompoc, CA**  
**Tuesday, January 8, 2013, 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 (White/Knowles), and unanimously carried to discuss the agenda items in order as listed.

**3. Consent Calendar**

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

**4. Presentations**

New Adult Services Manager Jessica Cadiente, who began work on December 10, 2012 was introduced.

**5. Public Comment**

None

**6. Library Support Activities**

**A. Friends of the Library**

Friends Co-Presidents Cathy Rudolph and Roberta Mitchell reported that they are preparing for the next book sale scheduled for January 17-19. Their next meeting is scheduled for January 9 with an executive committee meeting at 3:00 PM and regular meeting at 4:00 PM. Chris Pauley, Village Library Friends representative, shared that their Support the Village Library fundraiser is at 55%. There is a "Loops for the Library" event planned for January 13, and a barbecue to be held in the spring.

**B. Library Foundation**

No representative was present. The Library Director shared that the Foundation will be meeting on January 10, at 4:30 PM at the Lompoc Library.

**7. Correspondence**

None.

**8. Business**

**A. Completion of the Charlotte's Web Children's Library Project**

The Library Director reported that the City expects to make the final payment this month to Ravatt, Albrecht & Associates of just under \$4,000 assuming that RAA submits a revised invoice and the electronic documents required per their contract. The final number will be reported as soon as the contract is finalized.

The draft MOU was provided to the parties of the MOU for review. The Library Foundation plans to discuss it at their meeting on January 10 and the Benton Trustees' lawyer is currently

reviewing the document. Options for secure storage of the bookmobile are still being explored. The Library Director has left a message for the Lompoc Unified School District Superintendent and wants to discuss the possibilities of collaboration with the schools and potential storage possibilities. Trustees asked that options of using various City locations as a storage option be revisited and reported on in the future.

**B. Report on the 2012-13 budget**

The Library Director reported that the budget is on track. Several changes have been made to workflow procedures that are providing savings of approximately \$2,800 through June 30 and approximately \$12,000 in FY2013-15. Other cost saving methods that make workflow more efficient are still be explored with customer service remaining the highest priority.

**C. Report on the 2013-15 budget**

The Library Director provided a corrected summary sheet for the Buellton Library. She highlighted changes from past years and advised that the figures used for the budget for the Charlotte's Web Mobile Library were based on information from the Finance Manager and were very preliminary. Trustees discussed program changes and capital outlay and improvement requests.

Staff advised that the goal setting workshop is scheduled for February 12 and that the Library's presentation will be in the afternoon. Trustee White suggested that after the workshop is the time to begin advocacy for the Library and the requested program changes. Trustee Ruhge commended staff on a job well done.

**D. Report on the status of re-roofing of the Lompoc Library**

The Library Director reported that City Engineering will be providing a status report to the City Council at their meeting on January 8. She also reported that when she questioned whether the library will need to close during portions of the construction, she was told that it will not be necessary although walkways to certain entrances will be protected and at some point there will be no access to the exterior patios.

**E. Consideration of a retroactive amendment to Article 2 and Article 5 of the Compensation Plan for Lompoc Public Library Unrepresented Employees, effective January 1, 2013.**

The Library Director advised that traditionally the Library Board of Trustees have voted to accept changes to the Library's Compensation Plans to align with the City of Lompoc compensation plans for like employee groups. Trustee Aguiniga asked if Trustees ever deviated from the practice and staff advised that the decision is usually based on a number of variables, budget being one of them.

MOTION: It was moved, seconded (White/Dale), and unanimously carried to approve a retroactive amendment to Article 2 and Article 5 of the Compensation Plan for Lompoc Public Library Unrepresented Employees, effective January 1, 2013.

**F. Consideration of a retroactive amendment to Article 2 and Article 6 of the Compensation Plan for Lompoc Public Library Management, Supervisory, and Confidential Employees, effective January 1, 2013.**

MOTION: It was moved, seconded (White/Dale), and unanimously carried to approve a retroactive amendment to Article 2 and Article 6 of the Compensation Plan for Lompoc Public Library Unrepresented Employees, effective January 1, 2013.

## **9. Library Director's December report and updates**

The Library Director reported that she is considering applying for a Big Read grant that is due in February. The grant would provide funding necessary for a successful program. Trustees were notified that board elections will be held next month. Trustee Knowles advised that she will be on vacation and added that because of her busy schedule she would prefer to not be nominated for the president position.

At last month's meeting a report on the shelving stabilization was discussed and since then the Library Director has discussed the matter with the Building Inspector who said there is code that applies to school libraries which he feels should be applied to all libraries even though there is not a civic code and made a direct statement that the current status of the shelving being unanchored is a life safety issue and potentially negligent. This brings up the question about the branch libraries and staff will need to check on County responsibilities related to the branches. Trustee Aguiniga suggested contact with the mayor to determine a funding source since he was the one that said the shelving stabilization was not needed and funds were reallocated to the roof project. Trustee White stated that having a timeline of progress made towards completing the project would be useful in showing that the Library is working towards resolving the issue.

The Library Director announced that she is expecting their first child in July and was congratulated by Trustees. She is considering the best options for coverage of her duties during her 6-8 week absence. She has consulted with the City's Human Resources Department and was told yes regarding a part-time temporary appointment of retired Library Director Molly Gerald. Trustees approved of this option.

## **10. Roundtable**

Trustee Aguiniga commended the Library Director on her pursuit of grants.

Trustee Dale reported that she would be meeting with the Solvang and Buellton Friends groups with Dorene Farr present regarding the Solvang Library and zoning issues. She asked Library Trustees and the Library Director how they felt about Solvang becoming a part of Zone 2 and therefore the Lompoc Public Library System. The Director and Trustees approved of Trustee Dale meeting with the groups and discussing the issue. To move forward with the idea, the varying salaries between the Solvang Library and the Lompoc Libraries would be a considerable issue.

## **11. Adjournment**

The meeting was adjourned at 11:44 AM. The next regular meeting will be held at 10:00 AM on Tuesday, February 12, 2013 at the Lompoc Public Library, 501 E. North Ave., Lompoc, CA.

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Linual White, Secretary  
by Lee Edie

## Library Invoices January 2013

Vendor	Amount	Acct. No.	Notes	Vendor	Amount	Acct. No.	Notes
City of Lompoc	2,468.79	85000-53110		Fresh & Easy	8.07	87000-52410	
The Gas Co.	729.21	85000-53110		Great Courses	454.77	85000-52140	
	105.67	86000-53110		Hobby Builders Supply	24.64	85000-52201	
PG&E	325.18	86000-53110		Home Depot	28.36	85000-52201	
VVCSD	120.90	86000-53110			74.02	85000-52408	
Verizon	15.86	85000-53202		Lompoc Record	202.80	85000-52140	
	22.14	86000-53202		Katherine Merrill	30.51	85000-54120	
	94.99	88000-53202	2 mos.	Miller Landscape & Maint.	150.00	85200-53408	2 mos.
Waste Management	35.76	86000-53110		Moeller's Copier Repair	226.94	85000-52132	2 mos.
3B Tech Computers	62.91	85000-52237			88.08	86000-52131	2 mos.
	13.98	86000-52237		Karen Odom	13.56	85000-54120	
	13.98	88000-52237			13.56	86000-54120	
ACECO Equip. Rentals	50.40	85000-52201		Office Depot	28.52	85000-52120	
ACP Direct	79.61	85000-52237			16.68	85000-52130	
American Library Association	75.00	85000-54101			453.41	85000-52201	
Amazon.com	882.72	85000-52140			67.05	85000-52408	
	171.22	85000-52142		Orcutt Vacuum Supplies	32.31	85000-52408	
	260.03	85000-52410		Random House	64.80	85000-52140	
	40.99	86000-52140		Santa Maria Times	149.75	85000-52140	
	98.82	88000-52140		Scholastic	252.86	87000-52140	
	18.31	40088-48299		ServerSupply	30.00	85000-52237	
Baker & Taylor	211.18	40085-48299		Staples	21.08	87000-52410	
	165.61	40086-48299		Toshiba Business Solutions	395.15	85000-52131	3 mos.
	1,672.34	85000-52140		Unique Management Svs.	384.85	40085-46129	
	25.66	85000-52201		VictoryStore.com	63.00	85000-52201	
	286.46	86000-52140		Vons	9.39	87000-52410	
	5.30	86000-52201		Walmart	19.35	85000-52140	
	401.67	88000-52140			12.87	85000-52201	
	4.55	88000-52201			33.09	87000-52410	
Batteris Plus	133.87	85000-52201		West	80.28	85000-52140	
Black Gold Coop. Lib. System	13,202.06	85000-54120	2 qtrs	Wheel Fun Rentals	50.00	85000-52201	
	3,716.38	86000-54120	2 qtrs				
	4,945.53	88000-54120	2 qtrs				
Brown Industries, Inc.	35.50	87000-52410					
CA Dept of Occupational Safe	225.00	85000-53503					
CA Electric Supply	586.00	85000-52408					
Ashlee Chavez	30.51	85000-54120					
	4.52	86000-54120					
	42.97	88000-54120					
City of Lompoc-Recreation	20.00	85000-52201					
Demco	26.37	85000-52120					
	2,015.35	85000-52201					
	130.13	85000-52410					
	7.72	88000-52201					
Lee Edie	45.20	85000-54120					
	21.47	88000-54120					
Adam Fabela	25.99	85000-54120					
	4.52	86000-54120					
	21.47	88000-54120					
Foods Co	15.95	87000-52410					
	33,715.75			Total	37,195.50		

**Account Breakdown (revised)**

<b>Reference</b>					
Lompoc Library	85x00-xxxxx & 40085-xxxxx				
Village Library	86x00-xxxxx & 40086-xxxxx				
Buellton Library	88x00-xxxxx & 40088-xxxxx				
Literacy	87x00-xxxxx & 40087-xxxxx				
<b>Account Totals</b>		<b>Lompoc</b>	<b>Village</b>	<b>Buellton</b>	<b>Literacy</b>
Postage	xxxxx-52110				
Office Supplies	xxxxx-52120	54.89			
Printing	xxxxx-52130	16.68			
Copy Machine Expense	xxxxx-52131	395.15	88.08		
Copier Charges-Rental	xxxxx-52132	226.94			
Publications	xxxxx-52140	3,507.46	327.45	500.49	252.86
Book Rental	xxxxx-52142	171.22			
Operating Supplies	xxxxx-52201	2,896.91	5.30	12.27	
Computer Equip.	xxxxx-52237	172.52	13.98	13.98	
Bldg. Maint. Supplies	xxxxx-52408	759.38			
Other Supplies	xxxxx-52410	390.16			123.08
Utilities	xxxxx-53110	3,198.00	587.51		
Telephone	xxxxx-53202	15.86	22.14	94.99	
Prof Svs-Advertising	xxxxx-53340				
Black Gold Services	xxxxx-53460	13,202.06	3,716.38	4945.53	
Background Screening	xxxxx-53478				
Shredding Service	xxxxx-53489				
Office Equip Maint.	xxxxx-53502				
Special Equip Maint.	xxxxx-53503	225.00			
Training	xxxxx-54101	75.00			
Travel	xxxxx-54120	145.77	22.60	85.91	
Membership	xxxxx-54130				
Meetings/Training	xxxxx-54140				
UMS Collection Contract	40085-46129	384.85			
Misc. Donation	4008x-48299	211.18	165.61	18.31	
Women's Fund	85000-79941				
Grounds Maintenance	85200-53408	150.00			
Literacy Fund Raiser	40087-48234				
CA Council for Humanities grant	85120-xxxxx				
Christian Science Society gran	88310-73044				
<b>Total</b>		<b>26,199.03</b>	<b>4,949.05</b>	<b>5,671.48</b>	<b>375.94</b>

## Chavez, Ashlee

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**From:** Andrea Fox [AFox@unique-mgmt.com]  
**Sent:** Wednesday, January 30, 2013 2:24 PM  
**To:** pphillips@blackgold.org; Chavez, Ashlee  
**Subject:** Unique - Annual Recovery Update

Hello Pattie and Ashlee,

I hope all is going well with you and that your library is having a fabulous start to 2013!

Unique Management Services, Inc. (UMS) has provided a quality material recovery service for the Lompoc Public Library since May 2000. As of December 2012, the library has submitted 3,023 accounts for collection. The financial result for your library has been the **total recovery of \$137,113.67** in materials, cash received, and amounts waived. This does not include amounts still to be recovered from patrons who will respond to our continued contacts.

When considering the value of our recoveries described above compared to the amount UMS has billed the library, our service has given the library a **return of \$4.30 for each \$1.00 invested**. This 4:1 ratio shows a powerful return on the library's investment, one that we are pleased to report.

Please keep in mind that the information above is an overview of your historical recovery. If you should require results for a specific time period, please do not hesitate to let me know. We appreciate the opportunity to serve your library and patrons.

Best to you as we move into the new year,  
Andrea

### Andrea Fox

Unique Management Services, Inc.  
Customer Service Account Manager  
P: 1 (800) 879-5453  
F: (812) 285-0895  
W: <http://www.unique-mgmt.com>  
[afox@unique-mgmt.com](mailto:afox@unique-mgmt.com)

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## **Chavez, Ashlee**

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**From:** Anita Friedman [anita@youngreport.com]  
**Sent:** Wednesday, February 06, 2013 11:33 PM  
**To:** Chavez, Ashlee  
**Subject:** Thanks for speaking to Soroptimists and Interfaith organization info

Dear Ashlee,

It was wonderful having you speak to Soroptimist of Lompoc. You certainly had everyone's interest before you spoke and even more so after. All of us learned a lot more about the Lompoc Public Library. Very enjoyable and professional job. Many thanks.

When the Lompoc Interfaith Alliance has the next Interfaith Education program in the planning stages, I will happily contact you. Meanwhile, in all your spare time, you are welcome to join us at any of our monthly meetings. These take place in the United Methodist Church, Fireside Room, Noon - 1 pm on the first Thursday of each month. The next meeting is tomorrow.

If you have any questions or anything I (or we) can help you with, please let me know.

Thanks again for your great presentation.

All the best,

Anita Friedman  
736-2722  
Vice President (aka Program Arranger)  
Soroptimist International of Lompoc

## **8B. Completion of Charlotte's Web Children's Library Project**

### **Community Collaboration:**

The Library Director has a meeting with LUSD Superintendent, Greg Kampf, and Head of Curriculum, Laura Lee Parks, on February 15 to discuss collaboration between LUSD and the Library, especially as it concerns the Charlotte's Web mobile library project and potential storage parking solutions for the bookmobile.

### **Memorandum of Understanding:**

#### Lompoc District Libraries Foundation

At the January 10, 2013 meeting of the Lompoc District Libraries Foundation, they unanimously approved a motion to reject being party to the new MOU. The Foundation's reasoning for this change is below:

"The rejection of the Foundation's participation in a new MOU will allow the City and Benton Trustees to act in the best interest of the City Library and children of Lompoc without third party involvement. The Library Foundation will support children's library services with funds that have been provided by donor's designated gifts."

It is also the Foundation's understanding that all of their responsibilities are outlined in Charlotte Benton's Trust (section 4.3 of the Trust is attached for Trustee review), which is still applicable.

The Foundation would like to stress that they are very supportive of the project and have the desire to fulfill all of their obligations.

#### Benton Trust

The Benton Trustee's lawyer is currently reviewing the MOU and should have feedback for the Benton Trustees sometime during the third week of February. The MOU will likely need to be revised again before final approval.

## Budget Update Summary Fiscal Year 2012-2013

<b>Lompoc</b>	<b>2012</b>							<b>Adopted</b>	<b>% of</b>	
<b>Revenue</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>YTD</b>	<b>Budget</b>	<b>Balance</b>	<b>budget</b>
Government Support	0.00	0.00	0.00	34,108.84	34,108.84	184,686.34	252,904.02	782,708.00	529,803.98	32.31%
Fines & Fees	3,498.46	3,354.60	2,760.28	4,796.28	2,214.48	2,331.66	18,955.76	55,700.00	36,744.24	34.03%
Contributions	0.00	1,037.50	135.00	706.28	867.26	1,092.97	3,839.01	8,340.00	4,500.99	46.03%
Contributions from Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	57,070.00	57,070.00	0.00%
<b>Total</b>	<b>3,498.46</b>	<b>4,392.10</b>	<b>2,895.28</b>	<b>39,611.40</b>	<b>37,190.58</b>	<b>188,110.97</b>	<b>275,698.79</b>	<b>903,818.00</b>	<b>628,119.21</b>	<b>30.50%</b>
<b>Expenses</b>										
Personnel*	86,920.44	47,348.35	47,576.62	46,103.47	64,475.75	40,057.38	332,482.01	644,844.00	312,361.99	51.56%
Office Operations	1,064.53	7,170.89	1,674.30	1,368.82	3,076.30	986.82	15,341.66	33,516.00	18,174.34	45.77%
Publications	4,807.14	988.63	714.33	7,620.79	3,618.03	3,490.71	21,239.63	45,000.00	23,760.37	47.20%
Utilities/Services/R&M	154.94	4,554.14	3,334.31	8,048.53	37,515.63	8,112.98	61,720.53	163,437.00	101,716.47	37.76%
Training/Insurance/Other	0.00	70.48	934.86	537.92	615.46	6,379.24	8,537.96	17,021.00	8,483.04	50.16%
<b>Total</b>	<b>92,947.05</b>	<b>60,132.49</b>	<b>54,234.42</b>	<b>63,679.53</b>	<b>109,301.17</b>	<b>59,027.13</b>	<b>439,321.79</b>	<b>903,818.00</b>	<b>464,496.21</b>	<b>48.61%</b>
<b>Village</b>	<b>2012</b>							<b>Adopted</b>	<b>% of</b>	
<b>Revenue</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>YTD</b>	<b>Budget</b>	<b>Balance</b>	<b>budget</b>
Government Support	0.00	0.00	0.00	0.00	0.00	26,645.00	26,645.00	53,290.00	26,645.00	50.00%
Fines & Fees	797.96	856.84	567.10	938.40	179.50	931.76	4,271.56	7,750.00	3,478.44	55.12%
Contributions	0.00	0.00	0.00	-82.71	0.00	238.31	155.60	545.00	389.40	28.55%
Village Library Opr Support	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,300.00	16,300.00	0.00%
Contributions from Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,487.00	9,487.00	0.00%
<b>Total</b>	<b>797.96</b>	<b>856.84</b>	<b>567.10</b>	<b>855.69</b>	<b>179.50</b>	<b>27,815.07</b>	<b>31,072.16</b>	<b>87,372.00</b>	<b>56,299.84</b>	<b>35.56%</b>
<b>Expenses</b>										
Personnel*	5,255.09	3,660.57	3,698.45	3,839.68	3,805.39	4,378.09	24,637.27	44,815.00	20,177.73	54.98%
Office Operations	0.00	43.10	43.10	48.16	246.72	388.05	769.13	2,080.00	1,310.87	36.98%
Publications	601.71	27.38	255.02	217.09	44.54	191.18	1,336.92	5,000.00	3,663.08	26.74%
Utilities/Services/R&M	0.00	533.89	510.26	2,199.32	7,031.74	2,063.88	12,339.09	35,077.00	22,737.91	35.18%
Training/Insurance/Other	0.00	17.76	37.74	22.20	22.20	19.98	119.88	400.00	280.12	29.97%
<b>Total</b>	<b>5,856.80</b>	<b>4,282.70</b>	<b>4,544.57</b>	<b>6,326.45</b>	<b>11,150.59</b>	<b>7,041.18</b>	<b>39,202.29</b>	<b>87,372.00</b>	<b>48,169.71</b>	<b>44.87%</b>
* No. of Pay Periods re Personal Services	3	2	2	2	2	2				

## Budget Update Summary Fiscal Year 2012-2013

<b>Buellton</b>	<b>2013</b>								<b>Adopted</b>		<b>% of</b>
<b>Revenue</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>YTD</b>	<b>Budget</b>	<b>Balance</b>	<b>budget</b>	
Government Support	0.00	78,278.00	0.00	0.00	0.00	16,103.50	94,381.50	110,485.00	16,103.50	85.42%	
Fines & Fees	1,000.25	958.35	1,133.25	900.65	1,451.70	716.65	6,160.85	12,800.00	6,639.15	48.13%	
Contributions	0	0	0	-70.23	100	-38.11	-8.34	7,106.00	7,114.34	-0.12%	
Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,708.00	3,708.00	0.00%	
<b>Total</b>	<b>1,000.25</b>	<b>79,236.35</b>	<b>1,133.25</b>	<b>830.42</b>	<b>1,551.70</b>	<b>16,782.04</b>	<b>100,534.01</b>	<b>134,099.00</b>	<b>33,564.99</b>	<b>74.97%</b>	
<b>Expenses</b>											
Personnel*	10,347.88	6,686.82	6,590.07	7,164.12	6,478.60	6,667.47	43,934.96	79,819.00	35,884.04	55.04%	
Office Operations	0.00	116.03	587.62	7.19	133.13	197.48	1,041.45	3,950.00	2,908.55	26.37%	
Publications	585.54	660.00	274.51	339.06	272.82	378.45	2,510.38	8,000.00	5,489.62	31.38%	
Utilities/Services/R&M	0.00	77.97	0.00	1,897.82	7,837.26	1,850.31	11,663.36	26,269.00	14,605.64	44.40%	
Training/Insurance/Other	0.00	52.73	31.63	63.27	52.73	52.72	253.08	650.00	396.92	38.94%	
Contributions from Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,045.00	3,045.00	0.00%	
<b>Total</b>	<b>10,933.42</b>	<b>7,593.55</b>	<b>7,483.83</b>	<b>9,471.46</b>	<b>14,774.54</b>	<b>9,146.43</b>	<b>59,403.23</b>	<b>121,733.00</b>	<b>62,329.77</b>	<b>48.80%</b>	
<b>**City: \$74,550; SBCo: \$33,741; State: \$0</b>											
<b>Literacy</b>	<b>2013</b>								<b>Adopted</b>		<b>% of</b>
<b>Revenue</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>YTD</b>	<b>Budget</b>	<b>Balance</b>	<b>budget</b>	
Government	9,473.00	0.00	0.00	0.00	11,272.00	0.00	20,745.00	41,931.00	21,186.00	49.47%	
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,181.00	10,181.00	0.00%	
Contribution-Friends	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00	0.00%	
Fund Raisers	0.00	1,000.00	0.00	1,216.00	75.00	0.00	2,291.00	5,000.00	2,709.00	45.82%	
Donations/Contributions	0.00	0.00	0.00	-4.95	25.00	7.13	27.18	750.00	722.82	3.62%	
<b>Total</b>	<b>9,473.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,211.05</b>	<b>11,372.00</b>	<b>7.13</b>	<b>23,063.18</b>	<b>61,862.00</b>	<b>38,798.82</b>	<b>37.28%</b>	
<b>Expenses</b>											
Personnel*	6,422.71	4,332.64	4,329.10	4,329.10	4,329.09	4,246.45	27,989.09	54,489.75	26,500.66	51.37%	
Office Operations	0.00	27.47	0.00	112.75	0.00	230.73	370.95	1,491.25	1,120.30	24.88%	
Publications	0.00	467.30	0.00	192.00	105.00	1,520.12	2,284.42	3,942.00	1,657.58	57.95%	
Services	0.00	0.00	16.00	0.00	38.29	16.00	70.29	1,530.00	1,459.71	4.59%	
Training/Insurance/Other	0.00	0.00	247.90	0.00	0.00	17.76	265.66	409.00	143.34	64.95%	
<b>Total</b>	<b>6,422.71</b>	<b>4,827.41</b>	<b>4,593.00</b>	<b>4,633.85</b>	<b>4,472.38</b>	<b>6,031.06</b>	<b>30,980.41</b>	<b>61,862.00</b>	<b>30,881.59</b>	<b>50.08%</b>	
* No. of Pay Periods re Personal Services	3	2	2	2	2	2					

## Budget Update Summary Fiscal Year 2012-2013

<b>Lompoc</b>		<b>2012</b>						<b>YTD</b>	<b>Adopted</b>	<b>Balance</b>	<b>% of</b>
<b>Revenue</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>YTD</b>	<b>Budget</b>	<b>Balance</b>	<b>budget</b>	
Government Support	68,217.68						321,121.70	746,637.00	425,515.30	43.01%	
Fines & Fees	5,384.79						24,340.55	55,500.00	31,159.45	43.86%	
Contributions	2,671.84						6,510.85	8,220.00	1,709.15	79.21%	
Contributions from Reserves	0.00						0.00	14,897.00	14,897.00	0.00%	
<b>Total</b>	<b>76,274.31</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>351,973.10</b>	<b>825,254.00</b>	<b>473,280.90</b>	<b>42.65%</b>	
<b>Expenses</b>											
Personnel*	61,392.05						393,874.06	596,779.00	202,904.94	66.00%	
Office Operations	5,386.93						20,728.59	33,416.00	12,687.41	62.03%	
Publications	2,580.97						23,820.60	45,000.00	21,179.40	52.93%	
Utilities/Services/R&M	26,733.33						88,453.86	133,108.00	44,654.14	66.45%	
Training/Insurance/Other	1,019.24						9,557.20	16,951.00	7,393.80	56.38%	
<b>Total</b>	<b>97,112.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>536,434.31</b>	<b>825,254.00</b>	<b>288,819.69</b>	<b>65.00%</b>	
<b>Village</b>		<b>2012</b>						<b>YTD</b>	<b>Adopted</b>	<b>Balance</b>	<b>% of</b>
<b>Revenue</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>YTD</b>	<b>Budget</b>	<b>Balance</b>	<b>budget</b>	
Government Support	0.00						26,645.00	52,239.00	25,594.00	51.01%	
Fines & Fees	1,439.10						5,710.66	7,750.00	2,039.34	73.69%	
Contributions	-141.71						13.89	540.00	526.11	2.57%	
Village Library Opr Support	0.00						0.00	16,300.00	16,300.00	0.00%	
Contributions from Reserves	0.00						0.00	3,284.00	3,284.00	0.00%	
<b>Total</b>	<b>1,297.39</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32,369.55</b>	<b>80,113.00</b>	<b>47,743.45</b>	<b>40.40%</b>	
<b>Expenses</b>											
Personnel*	5,272.33						29,909.60	43,935.00	14,025.40	68.08%	
Office Operations	89.37						858.50	1,580.00	721.50	54.34%	
Publications	347.56						1,684.48	5,000.00	3,315.52	33.69%	
Utilities/Services/R&M	7,409.00						19,748.09	29,198.00	9,449.91	67.64%	
Training/Insurance/Other	13.32						133.20	400.00	266.80	33.30%	
<b>Total</b>	<b>13,131.58</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>52,333.87</b>	<b>80,113.00</b>	<b>27,779.13</b>	<b>65.33%</b>	
* No. of Pay Periods re Personal Services	3	2	2	2	2	2					

## Budget Update Summary Fiscal Year 2012-2013

<b>Buellton</b>	<b>2012</b>							<b>Adopted</b>		<b>% of</b>
<b>Revenue</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>YTD</b>	<b>Budget</b>	<b>Balance</b>	<b>budget</b>
Government Support	0.00						94,381.50	108,291.00	13,909.50	87.16%
Fines & Fees	1,758.60						7,919.45	12,800.00	4,880.55	61.87%
Contributions	258.61						258.61	642.00	383.39	40.28%
Total	2,017.21	0.00	0.00	0.00	0.00	0.00	102,559.56	121,733.00	19,173.44	84.25%
<b>Expenses</b>										
Personnel*	10,005.90						53,940.86	79,819.00	25,878.14	67.58%
Office Operations	15.29						1,056.74	3,950.00	2,893.26	26.75%
Publications	398.34						2,908.72	8,000.00	5,091.28	36.36%
Utilities/Services/R&M	8,645.32						20,308.68	26,269.00	5,960.32	77.31%
Training/Insurance/Other	31.64						284.72	650.00	365.28	43.80%
Contributions from Reserves	0.00						0.00	3,045.00	3,045.00	0.00%
Total	19,096.49	0.00	0.00	0.00	0.00	0.00	78,499.72	121,733.00	43,233.28	64.49%
<b>Literacy</b>	<b>2012</b>							<b>Adopted</b>		<b>% of</b>
<b>Revenue</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>YTD</b>	<b>Budget</b>	<b>Balance</b>	<b>budget</b>
Government	0.00						20,745.00	41,931.00	21,186.00	49.47%
Grants	0.00						0.00	10,181.00	10,181.00	0.00%
Contribution-Friends	0.00						0.00	4,000.00	4,000.00	0.00%
Fund Raisers	120.00						2,411.00	5,000.00	2,589.00	48.22%
Donations/Contributions	-3.46						23.72	750.00	726.28	3.16%
Total	116.54	0.00	0.00	0.00	0.00	0.00	23,179.72	61,862.00	38,682.28	37.47%
<b>Expenses</b>										
Personnel*	6,369.57						34,358.66	54,489.75	20,131.09	63.06%
Office Operations	125.10						496.05	1,491.25	995.20	33.26%
Publications	0.00						70.29	3,942.00	3,871.71	1.78%
Services	19.42						285.08	1,530.00	1,244.92	18.63%
Training/Insurance/Other	272.46						538.12	409.00	-129.12	131.57%
Total	6,786.55	0.00	0.00	0.00	0.00	0.00	35,748.20	61,862.00	26,113.80	57.79%
* No. of Pay Periods re Personal Services	3	2	2	2	2	2				

## **8E. Report on the status of re-roofing of the Lompoc Library**

On January 8th, City Engineering staff and the consulting team made a brief presentation to the City Council and public regarding the selected re-roofing system. City Council had minimal questions and there was no action to be taken.

The consulting team has prepared project plans and specifications to a 75% level of completion. City staff has reviewed the plans and specifications and found them to be of high quality. Over the next few weeks City Engineering staff will be working with the consulting team to address staff's comments on the plans and specifications.

The project remains on schedule.

## **8F. Consideration of an annual “Food for Fines” program during National Library Week**

### **Background:**

Community collaboration is a high priority for the library and working with other community organizations is a long term goal that should continuously be pursued. The library should be utilizing all available means to promote, advocate and raise awareness of the library to community residents. National Library Week takes place in the third week of April and is a spring board for libraries to use as a discussion point among their communities and give residents a reason to come into the library.

### **Proposal:**

A “Food for Fines” program would allow patrons to visit the library during National Library Week and donate a shelf-stable pantry item in return for .50 cents of fines waived from their library card. They could donate a maximum of 50 items for a total of \$25 in waived fines.

Lost or damaged library items would not be eligible for the program, nor would fines related to items that have been borrowed from another library outside the Lompoc Public Library System. Fees for holds or collection agency fees would also be exempt from the program.

The Lompoc and Village Libraries would donate items to the Catholic Charities Lompoc Food Pantry and the Buellton Library would donate items to the Santa Ynez People Helping People organization. Both organizations would pick up donations so that staff does not have to transport or store the items.

### **Fiscal Impact:**

While it is not possible to predict how popular the program will be, it has often been found in many libraries and studies (see Marketing Library Services, Vol. 15, No. 2 – “Food for Fines Drive – Positive PR That Works!”), that even during successful drives, only approximately 3-6% of total annual fine payments are waived. That would be less than \$1,500 for the Lompoc Library System. It should also be noted that in most cases of Food for Fines programs, the patrons making use of the program are not likely to pay their fines in the first place. A quote from the above mentioned article sums up the program’s advantages:

“We benefit by getting back some late and lost books. Plus we get our delinquent patrons to come back. Many of them feel bad about owing money to the library that they can't pay back—others are stubborn and refuse to pay fines above a certain amount. Whatever their reason, they *do* come back, *and* they feel good about doing something meaningful for their community in the process. We also gain respect from other community entities, which are continually amazed at the countless ways that the library contributes to the public good. Our local nonprofits and charities are very grateful for the help they receive from us. Staff morale improves, and now circulation staff receive far fewer complaints about fines. Finally, the positive public relations response that the library receives far exceeds the small amount of money and staff time that the program requires. And the program reinforces the image of the library as a learning place that reaches out to all of the members of its community, regardless of income.”

### **Staff recommendation:**

The Library Board of Trustees approves an annual “Food for Fines” program to take place during National Library Week.



**8G. Consideration of a change to the Adult, Teen and Children’s Internet policies regarding the time limit for computer usage**

For many years, library patrons of all ages have been allowed the use of the public internet computers for one hour per day. Based upon patron request, computer usage patterns and staff input, it is believed by staff that library patrons of all ages should be allowed to use the computer for 90 minutes per day.

Making this change would have no negative fiscal impact upon the library and would greatly please library patrons. PC Reservation software that is installed at all three libraries can quickly and easily manage this change in policy. This change would take effect on March 1, 2013.

For comparison, Santa Barbara Public Library System allows 90 minutes and Santa Maria Public Library System allows 2 hours.

**Staff recommendation:**

The Library Board of Trustees approves a change in the Adult, Teen and Children’s Internet policies regarding the time limit for computer usage effective March 1, 2013. All policies will be edited to state: “Use of the Internet computers is limited to 90 minutes per person per day.”

## **8H. Consideration of a change to the Unattended Child Policy**

If “8G. Consideration of a change to the Adult, Children’s and Teen Policies regarding the time limit for computer usage” is approved, the Unattended Child Policy needs to be changed to reflect a more fair and accurate policy. This change would be effective March 1, 2013.

Current Policy: Children 8 years and older may use the library for one hour when unaccompanied by a parent or other responsible caregiver.

Suggested Change: Children 8 years and older may use the library for ninety minutes when unaccompanied by a parent or other responsible caregiver.

### **Staff recommendation:**

The Library Board of Trustees approves a change effective March 1, 2013 to the Unattended Child Policy that states: Children 8 years and older may use the library for ninety minutes when unaccompanied by a parent or other responsible caregiver.

## **Lompoc Public Library System January 2013 Staff Report**

### **Black Gold Cooperative Library System**

Ms. Chavez attended a Black Gold Administrative Council meeting in Lompoc on January 25. The meeting included approval of the FY13-14 Black Gold preliminary budget.

A Black Gold ATS Operations Committee meeting was held on January 9 and was attended by Circulation Supervisor, Pattie Phillips, Adult Services Manager, Jessica Cadiente and Library Director, Ashlee Chavez. Moving forward, Ms. Cadiente will be the representative for Lompoc for this committee.

A Cataloging Summit was held on January 11 which involved all Black Gold Library jurisdictions and included a lengthy discussion on current cataloging practices and standards. This meeting was attended by Ms. Cadiente and Ms. Chavez.

Director of Black Gold Cooperative Library System, Maureen Theobald, met with Ms. Chavez on January 18 to provide a new director's orientation to Black Gold.

### **Community Outreach**

Ms. Chavez spoke to the Lompoc Soroptimist Group on Thursday, January 31 about library services. The Sorpotimist group frequently donates proceeds from their fundraisers to the Friends of the Library.

Youth Services Manager, Lezlee Hurtado, performed storytime at the Dorothy Jackson Center with 29 in attendance.

### **Computer Technical Services**

Computer Technician, Adam Fabela, installed receipt printers at all three libraries and there has been a very positive response from staff. Some patrons have been unhappy with the decision, though most are pleased. This change does save the library approximately \$4,000 per year. The printers were received free from other Black Gold Libraries that were no longer using them.

Three new Early Learning Stations for children were installed in January – two at Lompoc, one at Village. These computers were purchased with monies from the Roy and Ida Eagle Foundation grant.

### **Grant seeking**

Ms. Chavez submitted a Big Read grant application sponsored by the National Endowment for the Arts. The application was for \$4,000 and focused on selected title, *The Great Gatsby*. Grant applications are reviewed in March and awarded in April; approximately 75 organizations are typically chosen. The timing of the programming would take place during October 2013. Even if the library is not awarded the grant, we can still use many of the components of the grant as pre-planning for our Community Read event.

### **Library Operations**

Ms. Chavez and Ms. Cadiente met with a Baker and Taylor representative to discuss "customized library services" or CLS. All libraries would receive shelf-ready items directly from the vendor. Materials would come fully cataloged and processed and be immediately ready to go out to patrons. This would allow cataloging to work on the backlog of materials to be cataloged and provide better customer service to patrons. An application to move forward with this process has been submitted and we will begin the first stages of this process very soon.

After an extensive weeding project, both DVDs and fiction materials have been shifted so that collections are

more appropriately spaced throughout the library. This has made the collection look much more professional and organized.

### **Literacy Services**

Good news arrived from the California State Library regarding a \$2,000 allocation for the purchase of instructional materials to support literacy in FY 12/13. Each Literacy Program received funds from a statewide LSTA grant based on the number of learners served in 11/12.

An in-service Literacy training was held January 14 for active tutors with 5 in attendance. Tutor Training was held January 26 with 5 volunteers completing the course. The next training will be held in March.

On January 10, Literacy Coordinator, Christina Chill, attended the Regional Network Meeting hosted by Santa Barbara Public Library. At the meeting Literacy Coordinators from the Central Coast shared ideas and resources. The Events Committee met January 30 to plan for the Literacy Program's Annual Scrabble/BBQ fundraiser being held April 14 at 5pm in the Gallery.

Reach Out and Read activities are ongoing at the County Health Clinic. Doctors are encouraging parents to read to their children and use the services of the Library. Book distribution was 88 for January.

4 student intakes; 6 new student/tutor matches; 32 referrals made.

### **Programming**

Ms. Chavez began collaboratively working with Christine McLaughlin, the Library Director of the Vandenberg Air Force Base Library. It was decided some effort in helping each other with Summer Reading Program events and prizes could be beneficial to both parties. The Lompoc Library will also now begin a joint "Writer's Group" program with VAFB Library. The program begins on March 2<sup>nd</sup> and will take place from 1-3pm every other Saturday (on the off Saturdays, the group will meet at VAFB Library and repeat the same lesson). Library volunteer, Julia Young, will guide the group through various writing lessons and exercises with the goal of participating in National Novel Writing Month in November. This program is open to all ages.

Ms. Chavez has also made connections with Anita Friedman, part of the Interfaith Education group, who are interested in sponsoring and arranging a peer learning course on Religions of the World. Details are still being worked out, but the series of events could likely take place in Fall 2013, and would meet once a week for two hours and would include two speakers from different faiths to discuss their customs, culture and religion. After the speakers there would be time for questions and a peer-learning discussion for those interested.

Second Friday Flix took place on January 13 with a showing of Julie Taymor's *The Tempest* and had 14 attendees.

### **Reference Services**

The Lompoc Valley Historical Society donated 8 reels of microfilm to the library in January. This is part on an ongoing project to digitize several bound volumes of the Lompoc Journal and the Lompoc Record that have been stored in the library's basement and were beginning to deteriorate. Some of the bound volumes still need to be digitized and the fundraising for the project is ongoing.

One-on-one computer tutoring has been offered for many years at the Lompoc Library through two volunteers. 21 library patrons received computer tutoring during the month of January.

Ms. Cadiente created a new pamphlet to help library patrons learn how to use eBooks. The library is working with the City's print shop now to create more professionally printed materials for the public. Two Kindles (1 standard, 1 Fire) and a Nook were purchased for staff training and practice to become more efficient and effective in assisting patrons with downloadable books.

A selection of California Collection books are now being kept in special archival boxes, designed to hold important and fragile books in an acid-free environment. Library Assistant, Cathy Rudolph, is determining what books belong in this storage and is labeling them appropriately for ease of use for staff and patrons.

**Support and Fundraising**

The Library Director met with the Village Support the Library group on January 3 to discuss fundraising tactics. This group held their second annual “Loops for the Library” event at the Vandenberg Village Farmer’s Market on January 13. The Library Director also met with the Friends of the Buellton Library on January 8 and the Friends of the Lompoc Library on January 9. The Library Director attended a Lompoc District Libraries Foundation meeting on January 10 where they discussed the Charlotte’s Web revised MOU.

**Youth Services**

Youth Services Manager, Lezlee Hurtado, was featured on the front page of the Lompoc Record. The related article was “Keeping score on kids: most indicators on the rise, but some in decline.”

Storytime attendance 196; Spanish storytime 28; Homework Club (resumed mid-January) 32.

**Volunteer Services**

6 applications received; 6 volunteers assigned; 315 volunteer hours.

**Library Circulation was up 9.2%.**

**Lompoc Public Library Web Page Hits**

2013

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
4,589											

2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2,742	2,803	2,746	7,014	3,862	2,610	2,717	4,074	3,903	3,298	4,341	4,550

**People Counter (Meter installed 4/1/06)**

2013

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
12,301											

2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
11,324	11,712	11,259	11,739	12,567	11,841*	12,579	12,288**	9,323***	12,877	10,065	9,805

\*One unit down for 3 days; \*\*one unit down 14 days; \*\*\*one unit down 11 days

**BRANCH LIBRARIES**

**Buellton Library**

**Library Operations**

Ms. Chavez met with Buellton City Manager, John Kunkel and Finance Director, Annette Munoz to discuss the Buellton Library’s services, budget and ongoing needs.

**Programming**

Storytime services resumed after winter break on January 10. Attendance for the month of January totaled 79.

**Library Circulation was down 5%.**

**Buellton Library Web Page Hits**2013

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
649											

2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1,090	963	1,162	949	1,084	960	954	1,219	909	823	614	576

**People Counter (Meter installed 3/17/06)**2013

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
8,005											

2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
5,735*	8,086	8,557*	9,388	7,651	9,029	2,876**	7,851***	8,205	8,528	7,620	6,739

\*One unit down for 7 days; \*\*One unit down all month; \*\*\*down 5 days

**Village Library****Library Operations**

Village Branch Manager, Stacy Brigman, returned to work from maternity leave on January 28.

Artist Bill Richardson had his artwork on display at the Village Library during the month of January.

**Programming**

The Village Speaker Series took place on January 10 with Rick Schmidt speaking about his new book about Agnes of Harris Grade and had 30 attendees. Supervisor Farr held Open Office Hours on January 9; she met with 8 constituents.

The Read to a Dog program will not continue due to waning interest in the last few months. Storytime attendance for the month of January totaled 149.

**Library Circulation was up 8.2%.****Village Library Web Page Hits**2013

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
488											

2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
770	612	708	604	600	601	533	705	455	452	382	357

**People Counter (Meter installed 4/1/06)**2013

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2,758											

2012

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2,659	2,667	2,955	2,736	2,756	3,242	2,891	3,012	2,688	2,806	2,321	2,165



LOMPOC PUBLIC LIBRARY'S  
**WRITER'S GROUP**  
BEGINS ON SATURDAY, MARCH 2<sup>ND</sup>

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**EVERY OTHER SATURDAY**  
**1:00-3:00PM**



LOMPOC LIBRARY – GROSSMAN GALLERY  
501 E NORTH AVE

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This guided writer's group will meet every other Saturday at the Lompoc Public Library (and on the off Saturdays, meet at the Vandenberg AFB Library).

Library volunteer, Julia Young, guides the group through various writing lessons and exercises with the goal of participating in National Novel Writing Month in November.

This is the perfect opportunity to explore your imagination! All ages welcome.

FOR MORE INFORMATION CONTACT: LIBRARY INFORMATION @ 875-8778