

**Lompoc Library Board of Trustees**  
**Lompoc City Hall Council Chambers, 100 Civic Center Plaza, Lompoc, CA**  
**Tuesday, April 26, 2011**  
**Special Meeting Minutes**

**1. Call to Order**

President Clark called the meeting of the Lompoc Library Board of Trustees to order at 6:00 PM.

Trustees Present: Allan Clark, Lu Knowles, Ann Ruhge, Holly Sierra, Linual White

Trustees Absent: None

Staff Present: Molly Gerald, Library Director, Lee Edie, Library Administrative Aide

Others Present: Council members Ashley Costa and Dirk Starbuck

**2. Adoption of Agenda**

It was decided to discuss agenda items in order as listed.

**3. Public Opinion**

None.

**4. Business**

**Preparation of the budget for 2011-2013**

**A) Review of the budget outlook by library outlet**

The Library Director provided a year end accounting for each branch library. The Lompoc Library used a lower level of reserve funds than allocated in the 2010-11 budget and there is an approximate \$33,000 allocated but not used. The Village Library will end 2010-11 with a surplus of approximately \$6,600, which could be used to preserve open hours in the coming budget cycle. The Buellton Library will end 2010-11 with a balanced budget.

**B) Consideration of the memo to City Administrator Laurel Barcelona on impacts of revenue losses to the Lompoc Library budget projected in the 2011-2013 budget cycle.**

The Library Director provided a revised draft memorandum to the City Administrator. In the memorandum cost savings were identified to close the gap in the projected budget shortfall. Some of the numbers were revised based on new information provided by City Finance and the Executive Office of the County. The County Executive Office has now estimated a 14.5% budget decrease, still to be voted on by the Board of Supervisors, and City Finance has indicated that the amounts projected for retirement payout will be covered in the City's budget. With these changes, the shortfall is still in excess of \$51,000 the first year and over \$88,000 the second year.

Trustee Sierra stated her opinion that a Monday closure is inevitable. The cost savings would help now with minimal use of reserves, and during the second budget year it will definitely be needed; she would rather close in 2011-12. Trustee Clark stated that he is uncomfortable with using reserves. Director Gerald advised that including revenue savings from the current budget year in the next two year cycle, will lower use of reserves. Trustee Ruhge asked for the opinion of the Management Services Director regarding retention or use of reserves. Trustee Knowles is concerned with closing on Monday and would like to have a second option, with reduction of hours over the six days, to consider.

Trustee White thanked the Director for the work in preparing the reports. He supports staff's proposal. Even though it is known that the numbers may change, the assumptions are very close. Staff should not be penalized for being under budget. If there are pay reductions, no furloughs and employee retirement contributions negotiated with the bargaining units for the next budget, this will help the budget shortfall. Regarding possibly closing the library another

day, he too would like staff to come back with a proposal to include discussion of reduction of hours for the next meeting.

Councilmember Costa, who attended the meeting, suggested that the Library staff seek revenue alternatives now for the 2013-2015 budget cycle. Trustee Sierra suggested checking into library districts.

Councilmember Starbuck, who also attended the meeting, suggested re-promoting the utility bill contribution/donation option to residents.

Trustee Ruhge requested a copy of the schedule for the 5/3/11 City Council meeting when it becomes available.

MOTION: It was moved, seconded (Ruhge/Knowles), and unanimously carried to revise the numbers to accurately reflect the 14.5% County reduction, put in \$5.87 per capita as the likely allocation, and provide a second option with reduced hours in lieu of a Sunday closure.

## **5. Adjournment**

The meeting was adjourned at 7:15 PM to the next scheduled meeting on May 10, 2011 at the Lompoc Public Library, 501 E. North Ave., Lompoc.

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Secretary by Lee Edie