

INDEPENDENT CITIZENS OVERSIGHT COMMITTEE FOR MEASURE L

Monday, September 21, 2015

6:00 p.m.

LOCATION: Becker-Balmer Room, Fairfield Civic Center Library

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Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Fairfield Civic Center Library, 1150 Kentucky Street, Fairfield, CA during normal business hours.

AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
- ACTION 4. APPROVAL OF MINUTES
None.
- ACTION 5. APPROVAL OF AGENDA
6. PUBLIC COMMENT*
7. CORRESPONDENCE
8. DIRECTOR'S REPORT – Attachment
9. OLD BUSINESS

N/A
10. NEW BUSINESS
 - ACTION a. Election of Officers – the Committee will elect a chair and co-chair
 - ACTION b. The Committee will establish an annual meeting date
 - ACTION c. The Committee will review and prepare an annual report on the expenditures for the Board of Supervisors and the community.
11. ANNOUNCEMENTS/MEMBER REPORTS
12. DATE OF NEXT MEETING –
13. ADJOURNMENT

*Members of the public may speak for up to five (5) minutes per person, not to exceed 20 minutes.

INDEPENDENT CITIZENS OVERSIGHT COMMITTEE FOR MEASURE L

These are the two sections that pertain to the duties and responsibilities of the Oversight Committee.

Sec. 11-314. Independent Citizens' Oversight Committee

The Board of Supervisors shall appoint a seven member citizen's' oversight committee with one member appointed from each of the seven cities within the county's public library systems. The committee shall review and report on the public libraries' administration of and compliance with the expenditure plan and the terms of this measure, monitor and audit the use of the funds and prepare an annual report on the expenditures for the Board of Supervisors and the community.

Section 11- 302 Expenditure Plan.

The expenditure plan is designed to accomplish the specific projects listed below with the revenues from the transactions and use tax. The expenditure plan provides for maintaining the existing public libraries and their collections, programs and services.

This expenditure plan is intended to provide Solano County with libraries which are on a par with those operated in other Bay and Sacramento Area communities.

The specific projects for which the revenues from the transactions and use tax will be expended are as follows:

- (a) Maintaining local public libraries throughout the county;
- (b) Maintaining open hours at Solano County Library branches in the cities of Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo; the Benicia Public Library and the Dixon Public Library District;
- (c) Maintaining funding to the books and materials budgets at Solano County Library branches, Benicia Public Library and Dixon Public Library District;
- (d) Maintaining library programs for children and young adults at Solano County Library branches, Benicia Public Library and Dixon Public Library District;
- (e) Maintaining the cost of the Literacy Program at Solano County Library.

Measure L Expenditure Plan
Dixon Public Library
September 2015

Measure L, the 1/8 cent sales tax passed by the citizens of Solano County in June 2012, is essential to library services at the Dixon Public Library. The Measure extended the sales tax originally known as Measure B in 1997. Funding derived from Measure L allowed the library to maintain and increase its hours open to the public. In 2014, the library was able to increase its hours of accessibility from 50 to 54 and to open the building on Sundays on a permanent basis.

Measure L funds help pay for \$75,000 in materials each year for the Dixon Public Library, which allow us to provide books, DVDs and recordings for the adult and children in our community.

Measure L funds are also used for children's programming including the Summer Reading Club which annually has around 500 participants and provides educational programs during the summer which draw close to 1000 people each year.

Contracted services help us pay for computer support, building maintenance, participation in consortiums that help provide databases and materials access

Measure L funds have helped us upgrade the library's computer system to provide faster internet service increasing from 12 mbps to over 100 mbps

Measure L funds for 2014-15=\$562,430

Materials budget: \$73,000

Salaries: \$332,700

Contracted services: \$117,000

Computer hardware/software: \$26,000

Steve Arozena
Library Director
Dixon Public Library

*Measure L Expenditure Plan
Benicia Public Library
September 2015*

With Measure L continuing the funds originally provided through Measure B, the Library has been able to maintain its existing hours of operation. Following the passage of Measure B in 1997, the Benicia Public Library increased its hours by 19%, keeping the library open 62 hours each week, including Saturday and Sunday. This increased the hours of access from the pre-Measure B schedule of 48 hours in the summer and 52 in the winter and provided consistent hours of operation, vastly improving people's ability to access information.

Using sales tax funds, we have been able to augment our existing staffing levels by 46%, hiring an additional six full-time employees and two part-time employees directly serving the public, plus additional part-time staff serving the public by shelving materials, pulling items to be routed to other libraries, and other behind-the-scene work that improves services to patrons.

The book and materials budget, which includes the budget for children's materials, increased by 169% -- from \$61,000 in 1997 to \$164,353 in 2014-15.

The combination of additional hours and additional access to materials has increased Library circulation from 261,449 in 1997 to 457,210 in 2015, a 74.8% increase.

The number of children's programs being offered increased from 144 in 1997 to 380 in 2014-15, a 164% increase. This reflects the fact that with sales tax money, we were able to spend more money on children's programming. We currently have 1.4 full time librarians for children's services plus one full-time teen services librarian. We offered 44 young adult programs in 2014-15, serving 572 teens. Sales tax funds also assist with operation of the After School Zone, where 2,959 children ages 8 and up were able to play video games, talk with friends, or study after school in a supervised setting. Total number of children served was 12,237.

In addition to these ongoing programs, the Benicia Public Library's Youth Services librarians began an extensive outreach program to the Benicia Unified School District. Using sales tax funds, librarians were able to reach out to 3,447 school-aged children: providing book-talks and reading suggestions, attending back-to-school night and other events with the intent of strengthening our connection to the schools and of providing general information on the Library to this user-group.

Expenditures related to contracts help pay for OCLC cataloging and bibliographic services, NorthNet Delivery Services, NorthNet Overdrive purchases, and, in coordination with the Friends of the Library, some children's programming.

More books, hours and programs at the Library has certainly made a difference in the quality and quantity of services we are able to offer our community.

Measure L Expenditure Plan
Solano County Library
September 2015

With Measure L continuing the funds originally provided through Measure B, the Library has been able to maintain its existing hours of operation. Following the passage of Measure B in 1997, Solano County Library increased its hours by 125%. This increased the open service hours at all the branches from 199 per week to 448 per week including five of the eight branches being open on Sunday. In addition, this allowed the Library to open at the same time each day making it easier for our customers to remember our hours.

The book and materials budget, which includes the budget for all library materials increased by 132% -- from \$432,000 in 1997 to \$1,005,567 in 2014-15.

The combination of additional hours and additional access to materials has increased Library circulation from 1,991,336 in 1997 to 2,874,919 in 2015, a 44% increase.

The number of library programs being offered increased from 895 in 1997 to 2,998 in 2014-15, a 235% increase. This reflects the fact that with sales tax money, we were able to spend more money programming. In addition we were able to hire staff dedicated to serving children and young adults at all of our branches which has increased the programming for children and youth. Attendance at programs increased from 36,438 in 1997 to 116,278 in 2015, a 219% increase.

With the additional staff, the Library has had an opportunity to do more community outreach and partnerships. Staff have visited schools to promote reading and literacy especially the Summer Reading Program. Staff have participated in outreach programs at Farmer's Markets and community events. The Library has partnered with other county departments, cities and community organizations to promote library services and programs.

In addition, some of the tax measure monies have been used to fund the salaries of the literacy staff. The Literacy division provides four different programs for Solano County Library, a pediatric program, Reach Out and Read, a Families for Literacy program, an Adult Literacy Program and an English as a Second Language (ESL) program.

Measure L funds continue to allow Solano County Library to keep the promises it made to the community during Measure B which were more hours, more materials and more programming for children and youth.