

# COUNTY LIBRARIAN'S REPORT

November -December

December 8, 2010

**Acknowledgements and Recognition:** A special Thank You to Program Manager Jim Rosaschi whose last day is December 17. During the past three years Jim's service to Yolo County Library, primarily as building projects coordinator but also as a key leader and manager within the staff, has been invaluable and of great benefit to the Library and Yolo County. Terry Vernon, General Services Assistant Department Head rounds out this team in terms of completing this particular project on time and within budget. Chris Crist, Library Business Manager has also been instrumental in her continuous support of every aspect of Library service and keeping track of all things fiscal. The building projects would not have been completed without these critical individuals.

A special recognition also to Jay Johnstone for his leadership and assistance in the management of the Mary L. Stephens Davis Branch Library renovation. He and his team have made this particular library project come about successfully in spite of the many twists and turns associated with a renovation.

**Budget Update:** The State budget portends of other fiscal constraints on the County at large. The Long Term Financial Planning team and the upcoming Strategic Planning process associated with the February Budget planning will be a strong indicator of future fiscal strains.

## **Key Activities:**

- MOU secured with Davis Joint Unified School District - new County library services at Marguerite Montgomery Elementary in South Davis opened 10/12
- 100<sup>th</sup> Anniversary: Presentation at Board of Supervisors Meeting, celebrations planned for all branches
- CSL – CA Forward Facilitated Conversation training
- Strengthening Literacy services at County Juvenile Detention Facility and County Office of Education
- 211 preparations for Public Utility Commission; 211 Conference in Sacramento
- First 5 Evaluation adjustment
- Incoming Supervisor Don Saylor and County Administrator Patrick Blacklock tour of Central Services and the County Archives and Records Center
- Eureka Fellows Institute

## 1. Building Updates:

West Sacramento: Donor wall to include Board of Supervisors names to be installed in November. 1<sup>st</sup> Anniversary celebration/100<sup>th</sup> Anniversary YCL was a momentous occasion featuring greetings from Mayor Christopher Cabaldon, Supervisor Mike McGowan, Senator Lois Wolk, Assemblywoman Mariko Yamada, and Elly Fairclough representing Congressman Mike Thompson. Public art brochure created.

Winters: Smaller donor wall to be completed – design developed. Need to institute Steering Advisory Committee regarding operations beginning in January. Working on getting fiber to library to improve broadband connection. Installation of commissioned public art in young adult area.

## Davis:

Last day of service at Pena: Sunday, October 3, 2010

Tentative date for dedication: December 7, 9-10:30 a.m. 100<sup>th</sup> Anniversary and

Community Re-opening: December 12, 1-5 p.m.

All borrowed materials to be due mid-December; material drop off at Marguerite Montgomery Elementary, Patwin Elementary and at any other Yolo County Branch Library.

South and West Davis: Installation of bookdrop at Patwin complete. Larger bookdrop installed at Marguerite Montgomery Elementary (MME or South Davis)

Service at MME” Services will include a small rotating collection, circulation and materials returns, library card registration, reserve pickup, reference, access to catalog and databases and possible programming. Staffing consists of School District library employee and one Yolo County Library staff, preferably Spanish speaking. Hours are Tuesdays from 5-9 p.m. and Saturdays from 10 a.m. – 2 p.m.

The County will pay for the collection, the cabinets to house the collection, a laptop, receipt printer and barcode scanner, courier service, staffing and any training. District staff will be trained on Millennium and County staff will be trained on District library procedures. The staff will not handle any funds per District procedure. Courier service daily between district transportation and Library courier will enable delivery of materials.

3. General Staff Meeting – October 11 in Winters. The meeting focused on upcoming technology changes – upgrades to Millennium (2) featuring some key circulation improvements, paperless method of recording payroll for all staff, system approach to planning leaves and time off, catastrophic leave and staff ability to donate leave to a fellow employee for personal medical or health issues, an overview of new teen and children’s classics, and an overview of the Family Place focus – originally a pilot grant program in Winters that is transforming our library services to young children and their families and will be implemented in all

branches. An icebreaker initiates all staff meetings, focusing on employees getting to know one another. New staff are introduced as well.

#### 4. Grants Update:

**Get Involved:** Heather Bratt leads teams of staff working on methods to streamline and strengthen volunteer operations (recruitment and selection, retention and recognition, operations and training) to enhance library services. One focus for Davis is the use of greeters and library docents to enhance the experience of customers beginning with the dedication on December 7.

**First 5 Yolo:** First 5 Yolo evaluation consultant Francesca Wright met with library staff to establish a new perspective on garnering data documenting changes in behavior due to bilingual story times and the new Family Place child-parent workshop model.

**Eureka Leadership Institute** – Data collection is underway. Initial patterns emerging include increased customer holds, more browsing capabilities identified by pages and customers, and customers traveling from branch to branch to populate the av collections in their home libraries. With the Davis closure for the move, current results may not fully reflect the impact of this new service delivery; more will be known after December 7 when the branch reopens. Marguerite Montgomery Elementary will also experience floating collections and may receive a boon of av materials. At any time library staff may pull materials to redistribute to other locations to balance the offerings.

**211 Grant Kaiser Permanente Northern CA:** Request to Kaiser for extension approved through March 2011. Public Utilities Commission application still in compilation. Focus on upcoming submission in November. Second round of applications available for YCL use; if funded this would mean a second \$50,000 for 211 use in 2011.

#### 5. HR Update:

##### Vacancies, new hires and recruitments:

Branch Manager I (Turner): Rachel Wolf selected; will begin on November 4.

Library Associate (Turner): department interviews conducted; final with County Librarian to be scheduled.

Librarian I/II (Children's/Turner): List of candidates prepared; department interview scheduled for first week in November.

New key staff will be introduced to LAB members at regularly scheduled LAB meetings.

Classification Study: Supervisors will now review revised job classifications and duties with all affected staff for new or addendum to performance appraisals to include new goals and objectives and staff development and training opportunities.

5. 100<sup>th</sup> Anniversary – Schedule of all upcoming 100<sup>th</sup> Anniversary events and displays is attached.

## LIBRARY IN THE NEWS

It continues to be an exciting and creative time for the Yolo County Library, and a pleasure to work with a great staff and a talented team of community advocates.

Patty Wong, County Librarian

## **KEY DATES TO REMEMBER**

October 15, 2010 – Davis renovation expected to be completed

October 15, 2010 – 5-8 p.m. Knights Landing/YCL 100<sup>th</sup> Anniversary

October 15, 2010 – 7-9 p.m. Rock, Rattle and Read WS Friends fundraiser, VFW

October 21, 2010 – City of WS dedication and grand opening, Community Center

November 1, 2010 – 7 p.m., Winters Friends 1<sup>st</sup> Anniverary/100<sup>th</sup> Anniversary celebration

December 7, 2010 – 9-10:30 a.m. Mary L. Stephens Davis Branch Library dedication and reopening

December 12, 2010 – 1-5 p.m. Mary L. Stephens Davis Branch Library grand opening