

COUNTY LIBRARIAN'S REPORT

March-April 2015

April 8, 2015

Welcome! A warm welcome to Supervisor Oscar Villegas and to his deputy Marianne Estes who join us this evening. There has been discussion with Supervisor Provenza's office regarding joint responsibilities for Library Advisory Board liaison activities.

Library Budget Update: The Library budget remains relatively flat with a few exceptions:

1. The Public Defender's decision to remove all of their files from the County Records Center has left a \$30,000 deficit. As a result the CAO has recommended not filling the permanent half time position of Library Assistant at this time. Meredith Sarmiento, County Archives Coordinator, is preparing a business plan to move to a digitization program for County Archives and Records including digitization on demand as a public service. The Library is preparing a grant for the CA State Library to secure scanning equipment and develop a community-engaged process. With the planning for potential use of the older County Courthouse for potential County Archives and Records Center occupancy, we will advocate for permission to fill this position with the upcoming budget discussion with the CAO on April 13.
2. 211 Yolo services will be moving to DESS beginning sometime late June, early July with fiscal transfer of responsibilities to coincide sometime in September 2015 as part of the budget process. The majority of calls and referrals are directed to employment, housing, health and mental health arenas and related partners; upwards of 80% of all calls touch one or more County departments with the majority focused on the HHS agency and respective contractors and partners. This will mean the movement of 1.0 FTE to HHS and the elimination of the 605-2 library fund account.
3. May 2015 marks the grand opening of One Stop service at the Mary L. Stephens Davis Branch Library. Beginning with a three-day during the week schedule, trained CalWin supported staff and DESS case workers will provide employment support and benefits assistance to walk in and scheduled library customers. Less than 1% of Davis residents who are eligible for benefits participate in DESS supported programs. With more than 400,000 visitors annually, this added service offers our residents greater access and potential increased revenue for our County.
4. The Library has been notified that First 5 Yolo funds are no longer available for the bilingual story time/parent education program for FY

2015-2016 and a loss of \$55,500. Although there is some conversation about restoration of funding we must plan for no future revenue. This will mean a restructuring of our program; we will not remove all bilingual programming, but will have to reduce the schedule and reallocate funding from branch operations.

5. The City of Davis Childcare Services office will discontinue service effective July 1. Library staff operates Toy Lending Libraries in Davis and West Sacramento in partnership. Mutual staff will discuss incorporation of toy materials and services to library operations wholesale without restrictions on outcomes. Materials will be distributed to programming support, family play areas in the library and to other community-based organizations as deemed appropriate. Final meeting with the City of Davis will take place on April 16.

The various Friends of the Library and Friends of the County Archives continue to commit funds – now mostly directed to programming and general operations instead of hours of service. There has been an upswing in revenue and three Friends of the Library organizations are participating in the Big Day of Giving on May 5. We anticipate leveled service at Winters Community Library thanks to the student internship program at the Winters High School and the 15 hour/week library tech supported by the Winters Joint Unified School District.

Strategic Plan (Yolo County and the Library):

Two years ago, the Library embarked on a Strategic Planning process that resulted in the Yolo County Library's new mission statement:

**“ Yolo County Library provides access for all to ideas
that inform, entertain and inspire.”**
We connect people and ideas.

The Library team has developed programs and services that mirror three key areas:

Strategic Direction #1 Learning and Personal Development

- Promote reading as a beneficial activity
- Prepare children aged 0 to 5 for school
- Offer K-12 students a supportive environment for homework and supplemental study
- Promote reading to the general public
- Promote Community Memory
- Collect, preserve, curate, and provide access to the Yolo County Archives

- Collect, preserve, curate, and provide access to content created by Yolo County residents
- Provide access to information about all things Yolo County
- Increase literacy
- Provide enriched environment for self- directed learning

Strategic Direction #2 Workforce Development

- Support job seekers through submission of job applications
- Support occupational education

Strategic Direction #3 Collaboration

- Foster collaboration among non–profit service providers
- Connect community members with each other and with needed services

A key shift in the evolution of the County Strategic Goals is identification of some tactical plan values as guiding principles that support the County goals. So within the prior framework, the Library was responsible for championing countywide efforts for the tactical plan goal - Collaborate to Maximize Success. That concept is now more appropriately identified as one of five guiding principles that will assist all County staff in reaching the Strategic Goals.

Library staff continues to lead in developing and maintaining services that mirror these goals and those of the County Board of Supervisors. At a recent staff meeting, all library employees provided input and feedback to the County mission statement and identified library services that closely aligned with the County Strategic Plan Goals:

Robust Economy: A balanced, thriving economic that offers job opportunities for every resident who wants to work, ample services and up-to-date technology infrastructure for long term sustainability.

Examples of the way the Yolo County Library provides these activities and services:

- Support for resume writing, SAT test preparation, test proctoring, student intern positions at Winters High School
- Yolo County Broadband Strategic Plan and pursuit of increased low cost or free Internet access for all residents
- Database access to resources such as the Test Education and Reference Center and Job Scout
- One Stop employment and benefits center at the Mary L. Stephens Davis Branch Library

Thriving Residents: Social and physical environments are created and supported which promote good health and protect vulnerable populations so that every community member has the opportunity to learn and grow to their full potential.

Examples of the way Yolo County Library provides these activities and services:

- Yolo Reads: Adult Literacy program that provides one to one support for adult learners
 - Library and literacy support at the Day Reporting Centers in West Sacramento and Woodland
 - Year round reading activities such as summer reading programs for all ages to bridge and encourage summer learning and cultivate lifelong learning
 - Youth development work at all levels in the organization: programming, coaching and mentoring, Teen Advisory Groups
 - 211 Yolo information and referral services
 - Library and 211 Yolo participation in the homeless count
 - Collaboration with other departments and nonprofit agencies to partner on enhanced services in the areas of health, education, and community benefit
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Facility Study and Capital Improvements

Library leadership has been involved in determining priorities for the many capital improvement projects that the Jacobs Group identified as needs in their 2014 report. The top priorities at this time are:

1. **County Courthouse reoccupancy:** County Archives and Records Center relocation – Meredith Sarmento and Patty Wong leading this effort with General Services. The Friends of the County Archives are supportive. A tour of the Courthouse site as part of feasibility review of the building as a potential County Archives location is in development.
2. **Yolo Branch Library** – new facility – The Friends of the Yolo Library with representatives from Yolo, Woodland, Zamora and Dunnigan are engaging the community to develop support and enthusiasm. An RFP for architects was issued; final selection to be held in late April. A project manager from General Services is on board.
3. **Exploration of additional library needs in Davis** – the central Davis library is burgeoning with activity – a second more permanent location is needed. South Davis is one of many options. The Ad Hoc Task Force, appointed by the Board of Supervisors will provide an update on activities sometime this fiscal year.

4. **Knights Landing roof** – the recent duct work exposed critical framing and structural needs
 5. **Davis HVAC and roof** - during the remodel, the HVAC and roof were deemed intact; recent inspections during pest control prevention activities indicated some work may be necessary.
 6. **Solar panel lease/purchase** – solar panels are installed in a lease program on the Davis (bike parking structure), Esparto, Knights Landing and Yolo facilities. The Library has an opportunity to purchase or continue to lease the panels and is working with Terry Vernon to evaluate feasibility.
 7. **Winters CIP planning** – a projected Capital Improvements Program was never actualized with the Winters Joint Unified School District and joint planning is needed as the District moves into facility planning priorities with the facilities bond.
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Grants Review

1. Staff Innovation Fund Pitch Grants: the Library is working with Woodland Public Library in the final stages of Staff Innovation Fund training to create two to three innovative programs to pilot with CA State Library funding. Ideas include: bicycle outreach, higher education support in a backpack, and community-driven digitization of Yolo County history. Pitches will be tested and delivered for State Library review in May.
 2. This time of year marks the end of data analysis, review and reporting for active library grants: First 5 Yolo, California Library Literacy Service, Kaiser Permanente (211).
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HR Update –

East Yolo Region

FILLED AFT Library Assistant (FT) – Sylvia Moreno hired March 22.

OPEN This action leaves a permanent .50 FTE Library Assistant position.

OPEN Knights Landing/Yolo Branch Supervisor non MLS – Susan Richter retired effective March 31. This vacancy provides an opportunity to rethink this position – One full time individual working in two locations limits the opportunities to expand services in either location.

West Yolo Region

Library Regional Manager – Davis (FT) – a robust pool of candidates has been assembled. Initial interviews will be held on April 10 with final interviews and staff presentations on May 4 at Mary L. Stephens Davis Branch Library.

IN PROCESS Library Associate - Davis (FT) – interviews for this internal recruitment will take place on April 9.

211 Yolo

OPEN 211 Yolo Library Assistant - Vadym Rostulko will leave service in April 2015 to accept a full time benefits position at County HHS. At this time part time staff recruitment will take place when 211 Yolo services move to DESS operations.

Central Services

OPEN Administrative Services Analyst (FT) – a new position to the Library. Best qualified ranking has been established – an eligibility list will be generated with interviews to take place in May.

OPEN Electronic Resources Librarian (FT) – this position is in discussion with County IT regarding most appropriate responsibilities and reporting structure.

Library Business Manager Chris Crist celebrates 35 years of service with Yolo County, with 15 years with the Library.

Library Associate Victoria Klein celebrates 20 years of service with Yolo County Library

New Library Staff members, Maria Arcorace (West Yolo, Davis, Librarian), Shuqin Jiao (East Yolo, Turner, Library Regional Supervisor) and Dana Christy (West Yolo, Davis, Librarian – new position for existing staff) were introduced at this LAB meeting.

Library Projects:

- **Technology Plan – three year (2015-2018) projected plans for implementation and budgeting of new technologies and services**
- **CENIC implementation of 1 gigabyte support at Esparto, Knights Landing and Yolo Branch libraries**
- **Outreach and Programming Plan – service coordination for all age groups within new organizational framework**
- **Virtual Service priorities: training, website enhancements, usability testing, assessment of staff needs**

- **Collection Development – collection maintenance sustained practices (weeding and replacements), coordination and analysis of circulation patterns, identification of strengths and gaps, promotion of collection as service.**

LIBRARY IN THE NEWS:

- On March 12, the Library was featured in a KCRA news story discussing a proposed community policing program the Library was to have offered at the Mary L. Stephens Davis Branch Library that evening, but was cancelled due to speaker illness. The considerable community interest indicated a need for such programming = we hope to offer a youth focus forum at a future date, perhaps at the Library sponsored Juneteenth program on June 14.
- The Winters Library and the Winters Friends of the Library was featured in a recent Winters Express article as the top Yolo County fundraiser in the 2014 Big Day of Giving campaign. Three Friends of the Library groups: Friends of the Davis Public Library, Friends of the Esparto Regional Library and Winters Friends of the Library will participate in Big DOG this year, as an endorsed and supported County Library effort.
- The County Board of Supervisors became an official Champion of Literacy with a resolution encouraging Yolo County communities to participate in the April 29th first Annual Literacy Symposium. The Symposium, sponsored by the Yolo County Library and Yolo County Office of Education, focuses on the need for community engagement to support all Yolo County children with grade level reading by 3rd grade as a goal. If a child is not reading at grade level by 3rd grade, indicators identify that upwards of 63% of those youth will not graduate from high school. STAR test scores in Yolo County indicate that 54% of all African American youth are not grade level reading by 3rd grade. 43% of all Hispanic/Latino youth are not grade level reading by 3rd grade.

All are invited to the Literacy Symposium focusing on four ways community can support our young learners: early literacy, family engagement, summer learning, and healthy nutritional choices and access. The Symposium will be held on April 29, from 2-5 p.m. at the Yolo County Office of Education conference center. Become a Champion of Literacy and join our efforts to create positive environments for our children's educational success!

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