



# CITY OF SANTA BARBARA LIBRARY BOARD

## Central Library

Faulkner Gallery West, 40 East Anapamu Street, Santa Barbara, CA

Tuesday, February 24, 2015

## MEETING

12:00 noon

## AGENDA

### CALL TO ORDER

### ROLL CALL

### APPROVAL OF MINUTES – of January 27, 2015

### CHANGES TO THE AGENDA

**PUBLIC COMMENT:** Any member of the public may address the Library Board for up to two minutes on any subject within the jurisdiction of the Board that is not scheduled for a public discussion before the Board.

### OLD BUSINESS

1. Library Plaza Project
2. Children's Library Project Update
3. Budget Update
4. Library Vision
  - a. Mission Statements Review
  - b. Role of Library Board

### NEW BUSINESS

5. Library Director's Report
6. Review of Name Display on Holds Shelf
7. Presentation: Collection Development

### BOARD/STAFF COMMUNICATIONS

8. Reminder: next meeting venue – Eastside Library (see below)

### FUTURE AGENDA ITEMS

**Next Regular Meeting:** March 24, noon, Eastside Library, 1102 East Montecito Street, Santa Barbara

### ADJOURNMENT

**AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance to gain access to, comment at, or participate in this meeting, please contact the Library Administration Office at (805) 564-5608. If possible, notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements in most cases.

**REPORTS:** Copies of materials related to an item on this agenda, including materials submitted to the Library Board after distribution of the agenda packet, are available for public inspection at the Administration Office of the Central Library, 40 E. Anapamu St. during normal business hours. Agendas and reports are also posted online at <http://www.santabarbaraca.gov/gov/brdcomm/dm/library/default.asp>.

## Santa Barbara Public Library System Mission Statement Review

August 21, 2014

*Adapted and revised from Mind Tools:*

*Mission statements and vision statements do distinctly different jobs.*

*Mission statements define the organization's purpose and primary objectives. These statements are set in the present tense, and they explain why you exist, both to members of the organization and to people outside it. Mission statements tend to be short, clear and powerful (and hopefully memorable, as in staff should be able to recite it). Vision statements also define your organization's purpose, but they focus on its goals and aspirations. These statements are designed to be uplifting and inspiring. They're also timeless: even if the organization changes its strategy, the vision statement can often stay the same.*

### Santa Barbara Public Library System Mission Statement – 1990 to Present Version

*The mission of the Library Department is to satisfy the individual's right to know by meeting the informational, educational and recreational reading needs of the diverse communities from the Santa Ynez Valley through Carpinteria.*

**Source: 1990-1992 Budget**

*The Santa Barbara Public Library and its branches offer free access to a broad collection of recorded knowledge, ideas, artistic expressions, and information to all segments of the population it serves, and provides a variety of programs to promote awareness and use of these materials.*

*In providing a full range of public library services, the Santa Barbara Public Library System contributes to individual growth as well as to the cultural and economic vitality of the community as a whole.*

**Source: Library Director Files, October 1991-**~~before~~ **November 1991 Staff Retreat where staff developed a new mission statement**

*The mission of the Library Department is to bring reading materials, information services, and educational resources to all residents from the Santa Ynez Valley through Carpinteria via a broad range of programs and materials collections.*

**Source: 1992-1994 Budget**

**City Budget holdings gap 1995-2003**

*The mission of the Santa Barbara Public Library System is to provide information services, reading materials, and educational resources to residents of all ages from the Santa Ynez Valley to Carpinteria.*

**Source: 2004 Budget – Current**

### Library Mission Statement Samples

**LA County Library** - <http://www.colapublib.org/plans/>

*The library gives you the freedom to connect, explore, create – whatever your needs or dreams.*

#### **VALUES**

##### **Integrity**

As stewards of the public's trust, we provide equal access to information across all platforms. We are dedicated to providing service in a confidential and safe environment.

##### **Customer Service**

Customers are our focus, our lifeblood, and our community. We treat our customers with respect and listen to their needs. We strive to provide the best service and exceed expectations.

##### **Community**

We are many libraries, each serving and strengthening our local neighborhoods. Our collections, programs, and services are shaped for and by our communities.

## **Invention**

We adapt to the changing needs of the community and nurture creativity. We respect the contributions of the past and inspire future generations to add to the marketplace of ideas.

## **Collaboration**

Working together, we can achieve more. We build partnerships within the County of Los Angeles and beyond.

## **Learning**

We encourage curiosity and the pursuit of knowledge with resources and experiences that support diverse perspectives and learning styles.

## **Sustainability**

From traditional library lending to modern sustainable practices, we commit to greener spaces and a healthy environment.

## **New York Public Library**

*The mission of The New York Public Library is to inspire lifelong learning, advance knowledge, and strengthen our communities.*

### **1. We inspire lifelong learning by creating more able learners and researchers. We:**

- Teach learning and information-navigation skills
- Provide tools, resources, and great places to work
- Engage in great exploratory conversations
- Ask and answer questions that encourage patrons to challenge their assumptions
- Support creativity, research, and problem-solving
- Bring people together to spark creative synergies and learn from each other

### **2. We advance knowledge by providing free and open access to materials and information that reflect New York's global perspective. We:**

- Identify, acquire, and preserve items that enhance our unique areas of expertise
- Connect with other organizations whose materials complement our own
- Inspire interest, expand horizons, and enrich perspectives
- Build tools that allow us to connect with the world in our areas of expertise

### **3. We strengthen our communities by promoting full citizenship and participation in society. We:**

- Promote the development of key skills and capabilities
- Provide dynamic resources to help patrons understand and engage in society
- Create safe and reliable places where we and our patrons can enjoy, honor, celebrate, and engage with our communities
- Offer unique and authoritative materials of historical importance
- Bring our diverse communities together

## Core Values

### **ACCOUNTABILITY.**

We take responsibility for delivering on our commitments and for the stewardship of our materials and spaces.

### **EXCELLENCE.**

Only the finest of everything is good enough.

### **EXPERTISE.**

We are relentless in our efforts to better understand our communities, our collections, and our users.

### **FREEDOM.**

We are free and open to all. We treat everyone with respect and compassion.

### **INNOVATION.**

We are always learning. We are constantly exploring new ways of doing things better and doing better things.

### **PASSION.**

We love the Library, we love New York, and we love what we do.

### **TEAMWORK.**

We celebrate the diversity of our experiences and build connections. We trust each other.

## **Douglas County Libraries**

*Mission:* Douglas County Libraries is a passionate advocate for literacy and lifelong learning.

*Vision:* Through engagement, education, and entertainment, Douglas County Libraries transforms lives and builds community.

*Core Values:*

**DELIVER BOOKS & MORE**

- Maintain and display a current, high-quality collection that meets our public's needs

**SERVE ALL:**

- Ensure accessibility and services for all members of our diverse community

**BUILD LITERACY:**

- Be champions for literacy and our role in it

**EXPLORE & DISCOVER:**

- Provide people, experiences, programs and spaces that inspire exploration and discovery

**BE FRIENDLY & HELPFUL:**

- Maintain a high-level of friendly, supportive services and interactions that are helpful and impart knowledge

**BLAZE A TRAIL:**

- Create future relevance by being innovative and visionary while respecting our past

**CREATE CONNECTIONS:**

- Communicate to create engagement, collaboration, meaningful connections, community, growth and trust

**MAKE IT WORK:**

- Ensure functioning and well maintained equipment, technology and facilities, for organizational success

## **Los Angeles Public Library**

*The Los Angeles Public Library provides free and easy access to information, ideas, books and technology that enrich, educate and empower every individual in our city's diverse communities.*

## **San Francisco Public Library**

*The San Francisco Public Library system is dedicated to free and equal access to information, knowledge, independent learning and the joys of reading for our diverse community.*

## **Seattle Public library**

*The Seattle Public Library brings people, information and ideas together to enrich lives and build community.*

Service Priorities

### **Youth and early learning**

Support early learning and the joy of reading through our collections and resources, services, programs and partnerships.

### **Technology and access**

Enhance technology to provide discoverability and increased access to materials, information, services and interactive experiences.

### **Community engagement**

Engage with our communities through outreach, partnerships and programming that connect the Library with patrons in meaningful ways.

### **Seattle culture and history**

Capture and cultivate a rich recorded history of Seattle, making our unique heritage available to our communities.

### **Re-imagined spaces**

Create new uses for Library spaces, in keeping with the changing needs of Library patrons, services, programming and interests.

## **Chicago Public Library**

*We welcome and support all people in their enjoyment of reading and pursuit of lifelong learning. Working together, we strive to provide equal access to information, ideas and knowledge through books, programs and other resources. We believe in the freedom to read, to learn, to discover.*

### **Free Library of Philadelphia**

*The Free Library of Philadelphia advances literacy, guides learning, and inspires curiosity.*

**Vision:** Building an enlightened community devoted to lifelong learning.

### **Anythink**

*We open doors for curious minds*

### **Multnomah County Library**

*Multnomah County Library enriches lives by fostering diverse opportunities for all people to read, learn and connect.*

### **Madison Public Library Mission**

*Madison Public Library provides free and equitable access to cultural and educational experiences. We celebrate ideas, promote creativity, connect people and enrich lives.*

### **Evanston Public Library**

*The mission of the Evanston Public Library is to promote the development of independent, self-confident, and literate citizens through the provision of open access to cultural, intellectual, and informational resources.*

#### **Vision Statement**

The Evanston Public Library Board of Trustees envisions a future in which the Library's collections, programs, and leadership help ensure:

- That every Evanston resident has the opportunity to enjoy an intellectually and culturally rich life
- That every child enters school with the requisite developmental skills
- That every child experiences the pleasure of reading and the joy of learning
- That our community celebrates and appreciates its diversity
- That those in need can find assistance and information with ease

More Mission statements from : <http://www.urbanlibraries.org/mission-statements-pages-236.php>

### **Alameda County Library (CA)**

*Infinite possibilities for all to connect, share, succeed, thrive*

### **Carnegie Library of Pittsburgh (PA)**

*To engage our community in literacy and learning*

### **Charlotte Mecklenburg Library (NC)**

*We create a community of readers and empower individuals with free access to information and the universe of ideas.*

### **Chicago Public Library (IL)**

*We welcome and support all people in their enjoyment of reading and pursuit of lifelong learning.*

*Working together we strive to provide equal access to information, ideas and knowledge through books, programs and other resources. We believe in the freedom to read, to learn, to discover.*

### **Cleveland Public Library (OH)**

*We are the People's University,' the center of learning for a diverse and inclusive community.*

**Fort Worth Library (TX)**

*The Fort Worth Library welcomes and supports all people in their enjoyment of reading and recreational materials and their pursuit of learning and information.*

**Free Library of Philadelphia (PA)**

*Advance literacy, guide learning and inspire curiosity.*

*Connecting people to the transforming power of knowledge.*

**Grand Rapids Public Library (MI)****Howard County Library System (MD)**

*We deliver high-quality public education for all ages.*

**Jacksonville Public Library (FL)**

*To enrich lives, build community and foster success by bringing people, information and ideas together.*

**Lexington Public Library (KY)**

*Lexington Public Library connects people, inspires ideas, and transforms lives.*

**Lincoln City Libraries (NE)**

*Lincoln City Libraries fosters the power of reading and provides open access to all forms of information to enrich people's lives every day.*

**Madison Public Library (WI)**

*Madison Public Library provides free and equitable access to cultural and educational experiences. We celebrate ideas, promote creativity, connect people and enrich lives.*

**Omaha Public Library (NE)**

*Omaha Public Library strengthens our communities by connecting people with ideas, information, and innovative services.*

**Pima County Public Library (AZ)**

*The Pima County Public Library enriches lives and builds community through opportunities to learn, know, interact, and grow.*

**Providence Public Library (RI)**

*Providence Public Library inspires lifelong education among all Rhode Islanders, fostering personal fulfillment and enhanced quality of life for an informed, enlightened and engaged citizenry.*

**Richland Library (SC)**

*To provide experiences that Inspire, Inform and Entertain.*

**Saint Paul Public Library (MN)**

*We connect the people in Saint Paul with the imperative and joy of learning through a lifetime.*

**San Antonio Public Library (TX)**

*The San Antonio Public Library changes lives through the transformative power of information, imagination and ideas.*

**The Seattle Public Library (WA)**

*The Seattle Public Library brings people, information and ideas together to enrich lives and build community.*

**Springfield Public Library (MA)**

*Building connections | Broadening horizons | Strengthening community  
The community source for literacy, technology and information*

**Stark County District Library (OH)**

*Inspiring Ideas, Enriching Lives, Creating Community*

**Toledo-Lucas County Public Library (OH)**

*The Toledo-Lucas County Public Library's mission is to provide information, education, and technology to help the community live, learn, and grow.*

**Topeka and Shawnee County Public Library (KS)**

*Your Place. Stories you want, information you need, connections you seek.*

**Virginia Beach Public Library (VA)**

*Transforming lives for a better community.*

Extract from:

**The Charter of the City of Santa Barbara (Includes updates through the November 3, 2009, Election)**

Section 807. Library Board. Powers and Duties.

There shall be a Library Board consisting of five (5) members which shall be a continuation of the previously existing Board of Library Trustees, and which shall have the power and duty to:

(a) Make recommendations to the City Council as to policy concerning the operation and conduct of City Libraries and all Library facilities for which the City is responsible.

(b) Recommend to the City Council rules and regulations and by-laws for the administration and protection of such Libraries and Library facilities.

(c) Recommend to the City Council the duties and qualifications of the Librarian.

(d) Make recommendations on policy concerning the acquisition, disposition, availability and use of books, journals, reports, maps, publications and other personal property.

(e) Make recommendations concerning the purchase or lease of real property and the rental or provision for adequate facilities, buildings or rooms for Library purposes.

(f) Consider with the Librarian the annual budget for Library purposes during the process of its preparation and make recommendations with respect thereto to the City Council and the City Administrator.

(g) Within sixty (60) days after the close of each fiscal year, report to the City Council on the work, accomplishments and condition of the Libraries during the preceding fiscal year and on such other matters deemed expedient by the Library Board.

(h) Exercise such other functions not inconsistent with this Charter as may be prescribed by ordinance.

# **ROLE OF CITY ADVISORY GROUPS IN POLICY-MAKING**

## **Role of Boards, Commissions, and Committees**

In keeping with the City's philosophy of citizen involvement, the City Council appoints persons to City Council Advisory Groups to assist in formulating City policy. Santa Barbara is proud of the quality of service performed by volunteers.

In accordance with Section 800 of the Charter of the City of Santa Barbara, the actions of Charter-established boards and commissions are advisory to the City Council, with a few limited exceptions specifically set forth in the Charter.

City of Santa Barbara Resolution No. 7885 regarding recommendations from boards and commissions to government agencies (adopted April 16, 1974), states that board and commission recommendations on matters which come before their respective bodies should be forwarded to the City Council for review since those recommendations are advisory to the City Council. The resolution states that:

"When any board or commission requests that its recommendations be forwarded to another governmental agency: (1) that the recommendation be sent first to the City Council with a request that it be forwarded with or without comment by the City Council; and (2) that except in the most extraordinary circumstances the City Council shall forward such recommendation and in its discretion forward it with or without comment."

## **Serving in Advisory Capacity**

Members are responsible for attending all meetings regularly, understanding the duties of their positions, adhering to the Citywide Nondiscrimination Policy and Excellence in Customer Service Code of Conduct, and working in a manner that will contribute to the betterment of Santa Barbara.

# Collections

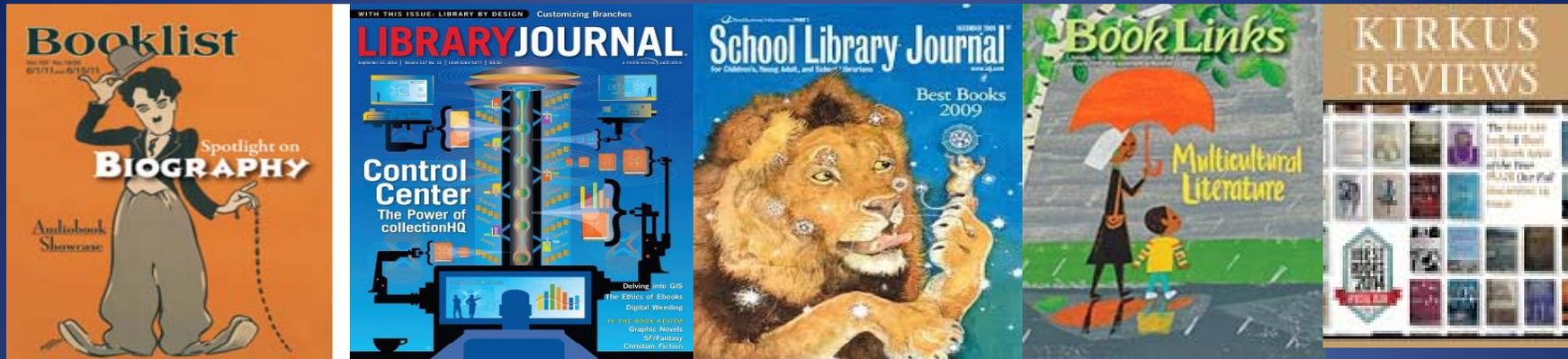
Santa Barbara Public Library System

Collection Policy, Selecting,  
Evaluating, & Funding



## COLLECTION DEVELOPMENT POLICY

is intended to provide guidance, within budgetary and space limitations, for the selection and evaluation of materials which anticipate and meet the needs of the communities of the Santa Barbara Public Library System. It directly relates the collection to the library's mission statement, and defines the scope and standards of the various collections



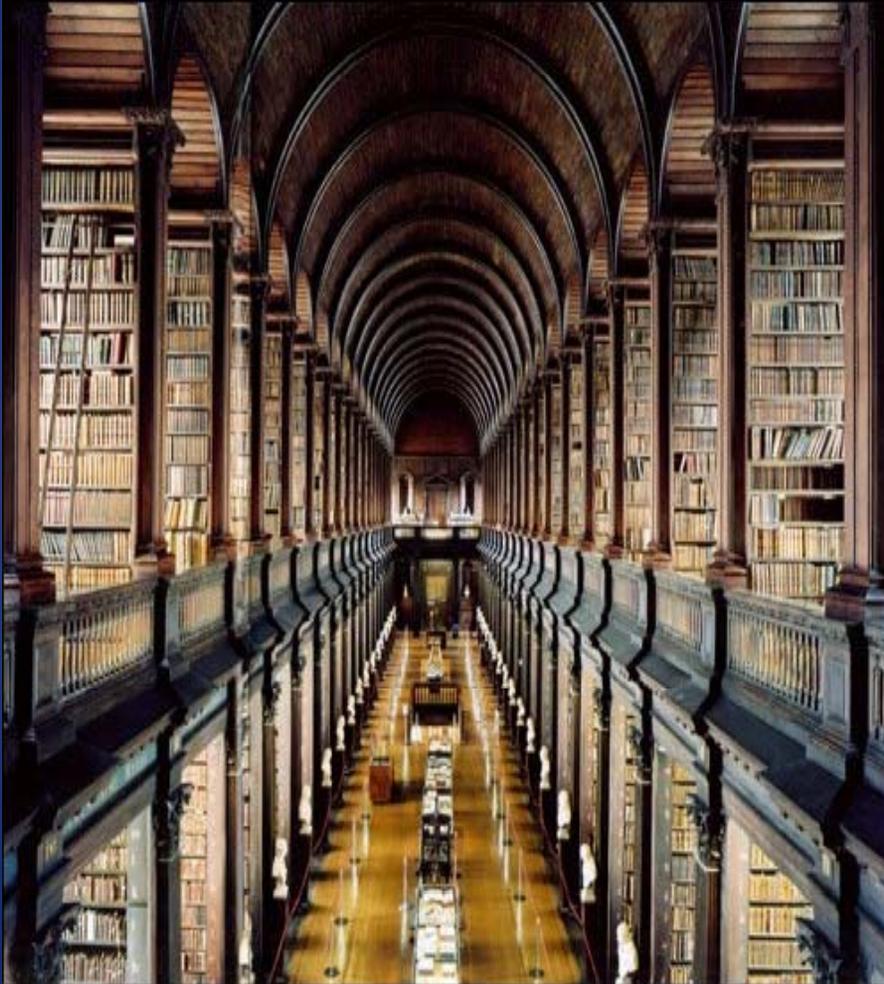
- Which ones does the library choose?
- Materials are selected for public use
- To meet community needs
- Selectors are librarians
- Using professional review materials
- New items available by material type



## What kind of items are in the collection?

- Print materials
- Media products
  - Music CDs, DVDs, Books on CD
- Electronic
  - e-Books, e-Magazines, e-Music
- Searchable databases
  - Business, encyclopedia, grants, scholarships, and more

# HOW MANY ARE AVAILABLE?

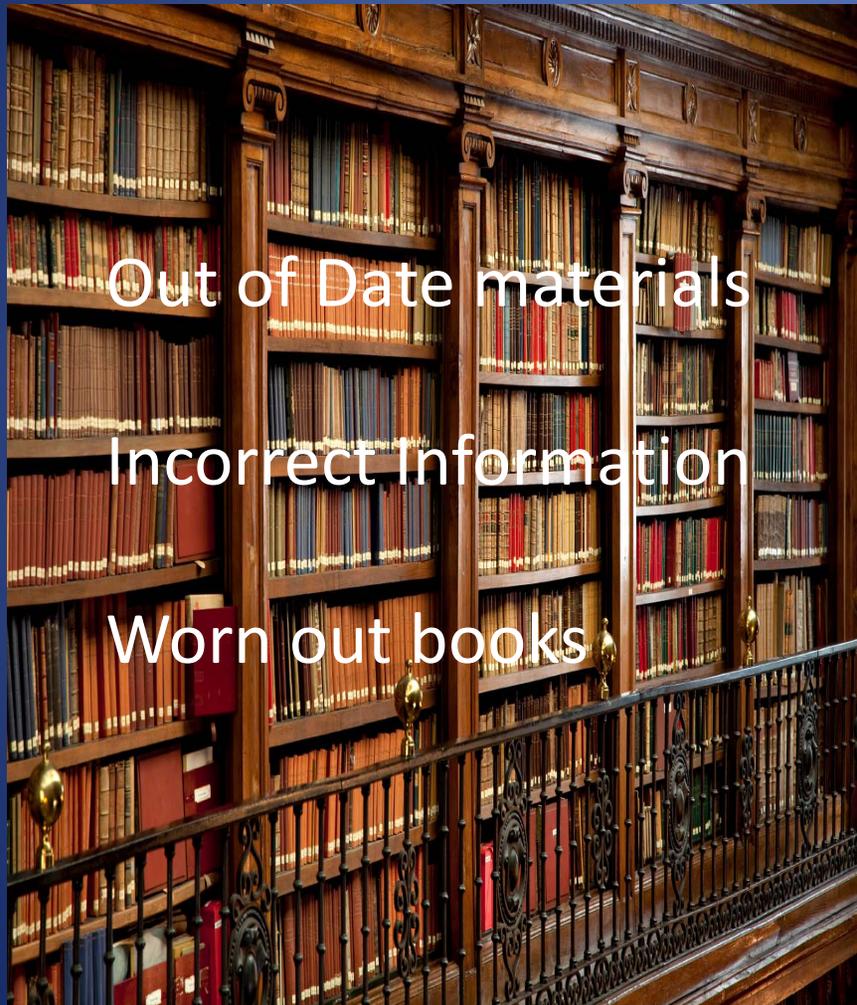


- SPACE
- FUNDS
- MULTIPLE COPIES
- VARIETY/DEPTH
- CUSTOMER INTEREST
- COMMUNITY MAKEUP

# E-BOOKS & DIGITAL COLLECTIONS



# EVALUATING MATERIALS



Out of Date materials

Incorrect Information

Worn out books



New and Popular

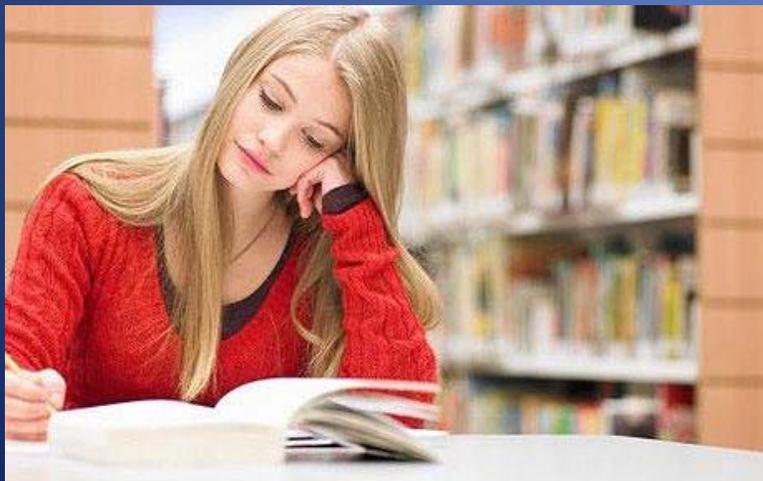
Revised or Up Dated

In Good Condition

# Budget, Buying and Bang for the \$

- Approved materials budget is divided into material types
- Considering customer demand
- Funding from City and County
- Gift funds for materials may have restrictions
- Ordering, discounts, preprocessing, receiving
- Multiple access points for a title

# Circulation Impacts Collection



# Collection Development Adapts

