



CITY OF SANTA BARBARA
LIBRARY BOARD REPORT

AGENDA DATE: June 10, 2021
TO: Library Board
FROM: Administration Division, Library Department
SUBJECT: Fiscal Year 2021-2022 Agreement For Operation Of A County-Wide Library System

RECOMMENDATION:

That Library Board:
Review and provide feedback on proposed FY 2021-2022 County Library Agreement

EXECUTIVE SUMMARY:

The Santa Barbara County Board of Supervisors created a county-wide Library Advisory Committee (LAC) so that representatives of communities with libraries operating as part of the regional free library system can review and make recommendations about library issues. Each contracting city may nominate one citizen from its community to serve as a member of the Committee. Additionally, the Library Director for each zone attends and reports at all LAC meetings. In 2018, the LAC created two new ad hoc groups to review governance and the current Library Agreement. The changes submitted by this group, on which the City of Santa Barbara Library Director served, can be seen via tracked changes on the attached Agreement. The Library Director is seeking input and direction regarding these changes and any additional changes the Library Board would recommend.

The Agreements ad hoc group met from January 2021 to June 2021 and the established goals of this group are identified in the table below, with the group achieving its Target Success goals.

Goals of Agreement Ad Hoc Group



| Failure <i>Success means avoiding 100% of these</i> | Minimum Success <i>Success means achieving 100% of these</i> | Target Success <i>Success means achieving 40-60% of these</i> | Epic Success |
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| <ul style="list-style-type: none"> • Status quo - keeping the same agreement for one more year! | <ul style="list-style-type: none"> • Administrative fees are included and clarified • Supplemental agreement for cities who are not party to the main agreement (i.e., branch library cities) • Reserve policy language included • County funding obligations are clearly identified • Implications of a possible Zone 5 are assessed and there's a plan for how to add them to the agreement | <ul style="list-style-type: none"> • All zone directors buy into the new agreement • Agreement identifies clear dates for funding commitments • It's clear how unincorporated money gets divided • It's clear who is responsible for capital and janitorial maintenance and expenses • Expectations are clear for how county funds will be used • LAC role is clarified • Document is evergreen and adaptable over time • This agreement works for the library directors, gives them the clarity and tools they need • Library directors maintain local control and flexibility to run their libraries based on their professional expertise • Set up adequate reporting systems and recording • Clear expectations for how lingering expenses will be paid when a library leaves a zone • Clarify expectations for Black Gold / shared resources | <ul style="list-style-type: none"> • Total funding increases this FY • Collaboration btw zones and branches increases • What about equity and minimum standards? |

DISCUSSION:

The Agreement for Operation of a Countywide Library system for Fiscal Year 2021-22 provides for continued funding of Library services for all Santa Barbara County residents

and designates the Cities of Santa Barbara, Lompoc, Goleta and Santa Maria as administrators of County Library Zones 1, 2, 3, and 4 respectively. The City of Santa Barbara furnishes library service to all persons inhabiting Library Zone 1, which includes Carpinteria, Montecito, and Mission Canyon.

On June 30, 2021, the previous one-year contract will expire so a new one-year contract is needed in order for the library zones to receive the recommended funding for library operations. The Santa Barbara County Board of Supervisors is scheduled to approve the Fiscal Year 2021-2022 Agreement in August of 2021, with the County per Capita allocation being determined during the County's June 2021 budget hearings. The current per capita is set at \$7.80, with additional allocations expected for both Carpinteria and Montecito to help mitigate the reductions in hours and programming faced by these branches.

BUDGET/FINANCIAL INFORMATION:

Section 12 of the Agreement defines Administration Charges that can be charged by managing cities. The City of Santa Barbara currently collects 21% of the branch library budget (\$170,595 in FY22). The County is looking to cap both administrative charges and allocated costs at a total of 25% of the branch budget. FY22 administrative charges and allocated costs for County branches total \$242,911. Allocated costs are determined by the City and the Library has zero ability to reduce or define these changes. In summary, the new 25% cap will reduce our scheduled revenue by \$57,288 as 25% of the total branch budget (\$742,492) is \$185,623.

PREPARED BY: Jessica Cadiente, Library Director

SUBMITTED BY: Jessica Cadiente, Library Director

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