Item V Communications

A. Excerpt from the President of the Carnegie Corporation of New York Regarding the Importance of Public Libraries. Full text available at
http://www.carnegie.org/sub/about/pessay/pessay98.html

Libraries and Andrew Carnegie's Challenge

Vartan Gregorian: President's Essay - From the 1998 Annual Report

Carnegie, more than most, understood the value of libraries as the primary institution for the cultivation of the mind. To Carnegie the library symbolized the unity and summit of all knowledge, the bones, the binding sinews, the flesh and heart of any society that could call itself strong. No city could sustain progress without a great public library — and not just as a font of knowledge for scholars, but as a creation for and of the people, free and accessible to all. To him it was no exaggeration to say that the public library "outranks any other one thing that a community can do to help its people."

A Living Institution
Today the existence of libraries in our midst is so much taken for granted that their significance as living institutions is almost lost to us. Why are libraries important, and why will they ever be so? I will attempt an answer — one that I hope can give fresh meaning to the word "library." Libraries contain the heritage of humanity: the record of its triumphs and failures, its intellectual, scientific, and artistic achievements, and its collective memory. They are a source of knowledge, scholarship, and wisdom. They are an institution, withal, where the left and the right, God and the Devil, are together classified and retained, in order to teach us what to emulate and what not to repeat. Libraries are, in short, the mirror held up to the face of humankind, the diary of the human race.

Libraries are not only repositories of past human endeavor, they are instruments of civilization. They provide tools for learning, understanding, and progress. They are the wellspring of action, a laboratory of human aspiration, a window to the future. They are a source of self-renewal, intellectual growth, and hope. In this land and everywhere on earth, they are a medium of progress, autonomy, empowerment, independence, and self-determination. They have always provided, and I would suggest always will provide, place and space for imaginative re-creation, for imaginative rebirth.

More than this, the library is the University of Universities, the symbol of our universal community, of the unity of all knowledge, of the commonwealth of learning. It is the only true and free university there is. In this university there are no entrance examinations, no subsequent examinations, no diplomas, no graduations. Ralph Waldo Emerson had it right when he called the library the People's University. Thomas Carlyle, too, called it the True University or The House of Intellect. By the same token, no university in the world has ever risen to greatness without having a corresponding great library, and no university is greater than its library.

Above all else, the library constitutes an act of faith in the continuity of life. It represents — embodies — the spirit of humanity in all ages. The library is not, therefore, an ossified institution or a historical relic. Together with the museum, the library is the dna of our culture. Cemeteries do not provide earthly immortality to men and women or preserve their memories; libraries and museums do.

B. Submission to Chamber of Commerce for Directory

Woodland Library Board of Trustees Meeting Packet—May 18, 2009

Woodland Public Library

Officially established in 1891, the Woodland Public Library is currently located at 250 First Street and is the oldest operating Carnegie library in California. Built in 1905 with a $10,000 grant, the Mission Revival style offers features such as columns and the rotunda from an earlier classical period. A second grant of $12,000 from Andrew Carnegie built the similar south wing facing Court Street that housed a separate county library administration, staff and book collection from 1915 until 1979. A voter referendum in 1979 dissolved the most recent Joint Powers Agreement between the city and the county and established the primacy of the existing site at 250 First Street to be operated solely by and for the City of Woodland.

In 1927, the City of Woodland paid $8,000 to add a glassed children's wing to the north side of the library facing Carnegie Way although the children's room was later relocated to the basement. After another fifty years, the building was bursting at the seams and in poor repair. Voters passed Measure L in 1985 which authorized $3.5 million in utility tax to renovate the existing historic building and double the size to the current 23,000 square feet. All public library services were again provided on a single floor. The existing library was placed on the National Register of Historic Places in 1981 and was the designated poster building for the annual 2005 Woodland Stroll through History as the library celebrated its centennial.

Despite the challenges of operating a modern library in a building of this age, we are fortunate to have made the investment to retain this architectural jewel where Andrew Carnegie's vision of democracy is as alive today as it was over a century ago: "There is not such a cradle of democracy upon the earth as the Free Public Library, this republic of letters, where neither rank, office, nor wealth receives the slightest consideration."

Today, over 24,000 visitors enter the doorways of Woodland Public Library per month. They come to borrow over 95,000 books, magazines, newspapers, CDs and DVDs free of charge as well as request items from other libraries throughout the world; over 30,000 items are checked out per month. In addition, 24 public access computers offer free Internet access to job seekers, students, and people who keep in touch with family and friends around the world; wireless access is available throughout the building. Children, young adults, and adults participate in story time, book clubs, programs, and activities designed to foster a love of reading and lifelong learning. Learners of all ages receive assistance in locating current, accurate, and authoritative information to meet their needs. Adults improve their literacy skills through one-on-one tutoring and small group activities.

Reading and lifelong learning are laudable goals; however, as Andrew Carnegie knew, the implications are far-reaching. For years research has documented the correlation between poor reading skills and poverty, unemployment, crime and incarceration. In 2007 the National Endowment for the Arts (NEA) in its comprehensive study of literacy in the United States, "To Read or Not to Read: A Question of National Consequence," documented the inverse correlation—good readers make good citizens. NEA found that good readers are more than twice as likely as non-readers to perform volunteer or charity work. In addition, good readers are more likely to vote—85% of good readers vote versus 53% of non-readers." The Woodland Library Literacy Project provided a local voter literacy pilot this past year, funded by the Yolo County Elections Department, which produced proud new adult participants who voted for the first time in the November election.

Vartan Gregorian, President of the Carnegie Corporation of New York, spoke for library users, workers and supporters everywhere when he wrote in 1998, "Carnegie, more than most, understood the value of libraries as the primary institution for the cultivation of the mind. To Carnegie the library symbolized the unity and summit of all knowledge, the bones, the binding sinews, the flesh and heart of any society that could call itself strong. No city could sustain progress without a great public library — and not just as a font of knowledge for scholars, but as a creation for and of the people, free and accessible to all. To him it was no exaggeration to say that the public library outranks any other one thing that a community can do to help its people."

The Woodland Public Library is primarily funded by the general fund through annual authorization by the Woodland City Council. As the smallest City of Woodland department, the library historically receives 2-3% of the general fund budget for staff, materials and operations. A very active volunteer group—the Friends of the Woodland Public Library—raises funds continuously during the year through book sales, ticketed entertainment, and silent auctions to augment the City's General Fund and support the library's efforts in such areas as programming, summer reading, furniture/equipment acquisitions, and renovations. In addition, another volunteer group, the Woodland Library Rose Club, has lovingly created and maintained an exquisite rose garden that provides an outdoor extension of the library for reading as well as enjoyment and viewing pleasure for residents and visitors. The Woodland Public Library is governed by an administrative board of five library trustees who are appointed by the City Council.

Item VI A 2009-2010 Budget Discussions

City of Woodland
General Fund - 5 Year Comparison

	2004/05	2005/06			2006/07			2007/08			2008/09			5-Year	
Department	Budget	Budget	Difference	%	Budget	Difference	%	Budget	Difference	%	Budget	Difference	%	Difference	Difference
General Administration	$1,550,077	$1,703,603	$153,526	10%	$1,812,189	$108,586	6%	$1,860,312	$48,123	3%	$1,937,358	$77,046	4%	$387,281	25%
Finance	$1,095,561	$1,038,888	-$56,673	-5%	$1,017,172	-$21,716	-2%	$1,009,947	-$7,225	-1%	$1,121,289	$111,342	11%	$25,728	2%
Community Development	$2,470,167	$2,595,837	$125,670	5%	$3,022,868	$427,031	16%	$3,789,284	$766,416	25%	$4,586,825	$797,541	21%	$2,116,658	86%
Parks & Recreation	$3,585,147	$3,905,703	$320,556	9%	$4,293,509	$387,806	10%	$4,647,358	$353,849	8%	$4,814,868	$167,510	4%	$1,229,721	34%
Police	$11,638,964	$12,914,423	$1,275,459	11%	$14,193,609	$1,279,186	10%	$15,196,221	$1,002,612	7%	$14,810,651	-$385,570	-3%	$3,171,687	27%
Fire	$6,064,973	$6,717,355	$652,382	11%	$6,784,728	$67,373	1%	$9,075,052	$2,290,324	34%	$8,609,802	-$465,250	-5%	$2,544,829	42%
Library	$1,086,972	$1,248,873	$161,901	15%	$1,343,685	$94,812	8%	$1,413,903	$70,218	5%	$1,391,072	-$22,831	-2%	$304,100	28%
Public Works	$2,787,183	$2,382,534	-$404,649	-15%	$2,975,611	$593,077	25%	$2,500,211	-$475,400	-16%	$1,366,081	-$1,134,130	-45%	-$1,421,102	-51%
Total Expenditures	$30,279,044	$32,507,216	$2,228,172	7%	$35,443,371	$2,936,155	9%	$39,492,288	$4,048,917	11%	$38,637,946	-$854,342	-2%	$8,358,902	28%
Total Revenue	$36,590,682	$38,909,891	$2,319,209	6%	$39,895,342	$985,451	3%	$42,390,323	$2,494,981	6%	$43,538,222	$1,147,899	3%	$6,947,540	19%
Balance	$6,311,638	$6,402,675			$4,451,971			$2,898,035			$4,900,276			-$1,411,362	24%

City of Woodland Authorized Position List Budget Years
2002/03 - 2007/08 - 2008/09

Department	2002/03 FT - Employees	2007/08 FT - Employees	2008/09 FT - Employees	Percentage Difference 2002 - 09 FT - Employees	New FTEs
City Manager	7	7	7	0%	0
Community Development	13	26	32.9	153%	19.9
Finance	17	20	20.5	21%	3.5
Fire	45	62	55	22%	10
Library	11	10	11	0%	0
Park & Recreation	37	42	37	0%	0
Police	87	96	95	9%	8
Public Works	85	109	100	18%	15
Totals	302	372	358.4	19%	56.4

POPULATION	50370	53690	56000	11%	5630
		7%	4%		

Woodland Public Library
Anticipated Reduction in Services Budgeting

	2008-2009 service levels @ 07-08 (last full year)	**2009-2010** 36 hours per week	**2009-2010** 20 hours per week
Inputs			
Budget—101 General Fund	$1,388,396	$1,130,769	$938,396
FTE General Fund	11	8	6
Outputs			
Hours per week	54	36	20
Visitors	240,205	158,535	88,876
Materials Borrowed by Patrons	334,037	220,465	123,594
Public Computer Uses	33,566	22,154	12,420
Total # Programs	279	184	103
Total # Attendees	10,613	7,005	3,027
Reference ?s Answered	14,268	9,417	5,280

As a result of current and anticipated service level reductions necessitated by budget shortfalls, the Woodland Library Board of Trustees has carefully analyzed the mission, vision, and core service strategies identified in the 2008 Strategic Plan as well as community input in identifying the elimination of non-core services as follows as well as the reduction of core services as indicated in the chart above. Changes to non-core services include the elimination of exam proctoring and obituary research as well as closure of the Leake Community Center and Conference Room. Although the Library has been pleased to offer meeting space to the community since 1989, it is not one of the core services supporting the mission of the library. It is rated last in importance by library patrons in a survey of recommended library priorities. Many individuals and groups have suggested that the space be made available on a fee basis. Although attractive in theory, it is not practical. The preliminary cost analysis reveals that the library will save a minimum of $25,000 per year in staff, utility, and janitorial costs by closing the center. In order to insure cost recovery, the cost of rental would be prohibitive for the majority of groups currently using the Leake Center and Conference Room. Consequently, we would anticipate having the same fixed costs without the revenue to cover those costs. The Library Board and staff feel it is important to focus the remaining limited resources on the primary mission of the library.

Woodland Public Library has carefully examined patron priorities and statistics in order to provide core services such as free access to books and library materials, staff assistance in locating information, public computer access, as well as children and adult programming on a reduced basis.

Item VII A Discussion Regarding Possible Library Services District

W00DLAND PUBLIC LIBRARY
250 First Street, Woodland, CA 95695
(530)661-5980 (530)666-5408 FAX
http://www.cityofwoodland.org/library

SANDRA D. BRIGGS
Library Services Director
sandra.briggs@cityofwoodland.org

To: Woodland Library Board of Trustees
From: Sandy Briggs, Library Services Director
Date: May 18, 2009
Re: Consideration of Library Services District

Background

The Woodland Library Board of Trustees has directed research and requested a report on the elements, requirements, and implications of pursuing the formation of a special library district for the City of Woodland. The County of Yolo established Yolo County Library District on July 12, 1910 which includes all areas of the county excepting the City of Woodland which had a preceding municipal library charter for Woodland Free Public Library. Despite collocation at 250 First Street, Woodland has never been included in the Yolo County Library District, and agreements between the City of Woodland and the County of Yolo were terminated in 1915 and again by voter referendum in 1979 with Measure A which stated that the City of Woodland "shall own and operate the [Woodland Library] to the extent permitted by law without occupancy by financial or other participation or involvement of the County of Yolo."

As a result of the formation of Yolo County Library District, the administrative offices and seven branches are almost entirely independent from General Fund revenues. The extent of the County's General Fund contribution is limited to the payment of the County Librarian's salary. Otherwise, all salaries/benefits, operations and materials are funded by property tax designation as specified in the formation of the Yolo County Special Library District.

The most recent budgetary crisis at the national, state and local level has demonstrated the vulnerability of General Fund-dependent services. Consequently, this report is intended to outline preliminary considerations in the formation of a Special Library District.

LAFCO

The Yolo County Local Agency Formation Commission (LAFCO) is an independent agency empowered to review, approve or deny boundary changes, city annexations, consolidations, special district formations, incorporations for cities and special districts, and to establish local "Spheres of Influence". The Sphere of Influence for each governmental agency is a plan for its future boundary and service area. The LAFCO function is outlined in Government Code, Section 56000 et seq., known as the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. Yolo County LAFCO membership includes two county supervisors appointed by the Board of Supervisors, two City Council members appointed by the City Selection Committee, and one public member appointed by

LAFCO. Preliminary exploration with LAFCO Executive Officer Elizabeth Kemper reveals two possible alternatives—both of which will require an election:

- Annexation of the Woodland Public Library into the existing Yolo County Library District.
- Creation of a new Library Services District exclusively for City of Woodland Public Library.

Staff Recommendation

Staff recommends that the Woodland Library Board of Trustees formerly request an impartial analysis of both alternatives to be prepared by Yolo County LAFCO staff and authorize the President of the Board to sign the request. There is no charge for the analysis. A report will be issued in approximately two weeks following the request. Elizabeth Kemper has expressed a willingness to be present at a future meeting at the Board's request.

A number of documents are available for review:

California Elections Code (2009). Municipal Elections. *Initiatives.* Retrieved May 18, 2009 from http://law.justia.com/california/codes/elec/9200-9226.html

California Public Library Organization Project Advisory Group (2007). California Public Library Organization. Retrieved May 18, 2009 from http://www.library.ca.gov/lds/docs/CAPubLibOrgRpt.pdf
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California Secretary of State Debra Bowen (2009). Initiative Guide. Retrieved May 18, 2009 from http://www.sos.ca.gov/elections/initiative_guide.htm

California Secretary of State Debra Bowen (2009). Sample Petition. Retrieved May 18, 2009 from http://www.sos.ca.gov/elections/init_guide_samplepet_01-02.pdf

California State Library (2009). California Library Laws 2009, *Municipal Libraries.* Retrieved May 18, 2009 from http://www.library.ca.gov/publications/librlaw_2009_A.pdf

California State Library (2009). California Library Laws 2009, *Library Districts.* Retrieved May 18, 2009 from http://www.library.ca.gov/publications/librlaw_2009_A.pdf