

**LOMPOC PUBLIC LIBRARY SYSTEM
LIBRARY BOARD OF TRUSTEES
REGULAR MEETING AGENDA**

TUESDAY, JANUARY 13, 2015, 10:00 AM
501 E. NORTH AVE., LOMPOC, CA
PRESIDING: ANN RUHGE, PRESIDENT

CLOSED SESSION – 9:00AM – GROSSMAN GALLERY

CALL TO ORDER

BUSINESS ITEM - PERSONNEL MATTER

Library Director's performance evaluation

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT CALENDAR

All items on the Consent Calendar are considered to be routine and will be enacted, after one motion, in the form listed below. There will be no separate discussion of these items unless a Trustee, staff member, or other attendee requests separate discussion.

- A. Minutes of the December 9, 2014 regular meeting
- B. Approval of the December 2014 invoices

4. PRESENTATIONS

5. PUBLIC COMMENT

The public comment period is reserved for comment on matters within the subject matter jurisdiction of the Board of Trustees. Comments related to non-agenda items are appropriate at this time. Public comment on agenda items will be invited by the Chair as they are introduced. Each person may address the Board for up to 5 minutes.

6. LIBRARY SUPPORT ACTIVITIES

- A. Friends of the Library
- B. Library Foundation

7. CORRESPONDENCE

8. BUSINESS

A. DISCUSSION REGARDING THE LIBRARY BECOMING CITY DEPARTMENT

A staff report is included in the Board packet.

B. REPORT ON THE STATUS OF THE LIBRARY ELECTRICAL PROJECT.

A staff report is included in the Board packet.

STAFF RECOMMENDATION: The Library Board of Trustees grant the Library Director the authority to close the LompoC Library if it is determined necessary based on the needs of the electrical upgrade project.

Any documents produced by staff and distributed to the Trustees regarding any item on the Agenda will be made available for public inspection in the lobby of LompoC City Hall at 100 Civic Center Plaza between 9 AM and 5 PM. Monday through Friday, and the LompoC Library Information Desk at 501 E. North Avenue between 10:00 AM and 7:00 PM Monday through Thursday, and 1:00 PM and 5:00 PM Friday and Saturday.

**Lompoc Library Board of Trustees
City of Buellton Council Chambers
140 W. Hwy. 246, Buellton, CA 93427
Tuesday, December 9, 2014, 10:00 AM
Regular Meeting Minutes**

1. Call to Order

President Ruhge called the meeting of the Lompoc Library Board of Trustees to order at 10:00 AM.

Trustees Present: Judith Dale, Luella Knowles, Barry Marks, Ann Ruhge, and Linual White

Trustees Absent: None

Staff Present: Jessica Cadiente, Library Director; Lee Edie, Library Administrative Aide, Liz Chapman, Buellton Library Supervisor

2. Adoption of Agenda

MOTION: It was moved, seconded (White/Knowles), and unanimously carried to discuss the agenda items in order as presented.

3. Consent Calendar

MOTION: It was moved, seconded (Dale/Knowles), and unanimously carried to approve the Consent Calendar with a correction to the page numbering of the minutes.

4. Presentations

A. Certificate of Appreciation for Judith Dale

A Certificate of Appreciation was presented to outgoing Trustee Judith Dale for her service, promotion and advocacy representing the Buellton Library community and service area from October 2011 through December 2014.

B. Report on the Buellton Branch Library

Liz Chapman reported on upcoming facility upgrades to include a laptop counter and Circulation desk, and the library's outreach programs for children.

5. Public Comment

None.

6. Library Support Activities

A. Friends of the Lompoc Public Library System

Cathy Rudolph, President of the Friends of the Library, was unable to attend. Her written report stated that the Decorated Christmas Tree fundraisers is going well, the raffle of a two-pound box of See's Candy did not do as well as hoped, and Lompoc Civic Theater will be doing a benefit musical for the Friends in late June 2015.

B. Library District Libraries Foundation

Melinda Aguirre, President of the Lompoc District Libraries Foundation, was unable to attend. She stated in her written report that \$4,495 in donations have been received in October and November, they are looking for a treasurer, and their next board meeting will be January 8, 2015 at 4:30 PM at the Lompoc Library.

7. Correspondence

A letter of thanks to the Turducken Dinner Group was signed by Trustees.

8. Business

None.

9. Library Director's November report and updates

In addition to the written report, the following were discussed.

Storage unit for book mobile is under review due to increased costs and future access concerns. The Library Director is working with the City Attorney and Purchasing Agent to stop the order and rescind the MOU with LUSD. The Trustees supported this decision.

The Library Director met with Sid Haro, Assistant Superintendent, to work towards collaboration for educational opportunities between the Library and School District.

10. Roundtable

Trustee Marks asked if the Library would be offering holiday programs representing other cultures. He referred to a staff member that was not working behind a counter that seemed not very friendly and was concerned with public perception.

Trustee Dale indicated that the Buellton City Council will be selecting a candidate as her replacement at their December 11 meeting.

11. Adjournment

The meeting was adjourned by Trustee Ruhge at 11:23 AM. The next meeting will be a Closed Session to discuss the Library Director's performance evaluation at 9:00 AM on Tuesday, January 13, 2015 at the Lompoc Public Library, 501 E. North Ave., Lompoc followed by the Regular meeting at 10:00 AM.

Linual White, Secretary

C. CONSIDERATION OF THE AMENDING OF THE LOMPOC LIBRARY'S RESERVE POLICY.

A staff report is included in the Board packet.

STAFF RECOMMENDATION: that the Library Board of Trustees amend the Reserve Fund Policy to exclude the Lompoc Library.

D. APPROVE REVISIONS TO THE UNREPRESENTED (UR); MANAGEMENT, SUPERVISORY, AND CONFIDENTIAL (MS&C) COMPENSATION PLANS.

A staff report is included in the Board packet.

STAFF RECOMMENDATION: that the Board of Trustees approve changes to the existing Compensation Plans for Library Unrepresented (UR), and Management, Supervisory, and Confidential (MS&C) employees in alignment with changes that will be presented to City Council on January, 20, 2015.

E. CONSIDERATION OF UPDATE TO CELL PHONE USE POLICY

A staff report is included in the Board packet.

STAFF RECOMMENDATION: The Library Board of Trustees approve the presented updated Cell Phone Use Policy.

F. APPROVE RESCISSION OF MOUs BETWEEN LIBRARY, CITY AND LUSD

A staff report is included in the Board packet.

STAFF RECOMMENDATION: The Library Board of Trustees approve to allow the Library Director to sign the Rescission of the MOU between LUSD, the City and Library and recommend that it be presented to City Council for approval.

9. LIBRARY DIRECTOR'S DECEMBER 2014 REPORT

10. ROUNDTABLE

Remarks by Trustees and Staff

11. ADJOURNMENT

The next Regular meeting will be held on Tuesday, February 10, 2015 at the Lompoc Public Library, 501 E. North Ave., Lompoc, at 10:00 AM.

Any documents produced by staff and distributed to the Trustees regarding any item on the Agenda will be made available for public inspection in the lobby of Lompoc City Hall at 100 Civic Center Plaza between 9 AM and 5 PM. Monday through Friday, and the Lompoc Library Information Desk at 501 E. North Avenue between 10:00 AM and 7:00 PM Monday through Thursday, and 1:00 PM and 5:00 PM Friday and Saturday.

**Library Invoices
December 2014**

Vendor	Amount	Acct. No.	Notes	Vendor	Amount	Acct. No.	Notes
City of Lompoc	2,984.75	85000-53110					
The Gas Co.	81.23	85000-53110					
	38.30	86000-53110					
PG&E	310.37	86000-53110					
VVCSD	105.17	86000-53110					
Waste Management	37.44	86000-53110					
Verizon	40.77	85000-53202					
	54.18	86000-53202					
	72.21	88000-53202					
Albertsons	25.96	85500-52245					
Amazon.com	675.60	85000-52140					
	280.50	85000-52142					
	41.33	85000-52237					
	25.85	86000-52140					
	4.31	88000-52140					
Book Mobile Conference	661.95	89000-54140					
Baker & Taylor	925.83	85000-52140					
	11.46	85000-52141					
	68.16	86000-52140					
	23.48	86500-52140					
	198.82	88000-52140					
Black Gold Coop Library System	14197.37	85000-53460					
	4192.25	86000-53460					
	4933.38	88000-53460					
Jessica Cadiante	31.36	85000-54120					
California Electric	46.35	85000-53525					
	337.65	86000-52408					
City of Lompoc-Warehouse	12.46	85000-52201					
	280.01	85000-52408					
Adam Fabela	4.48	85000-54120					
	2.24	88000-54120					
Home Depot	14.80	85000-52120					
	40.87	85000-53525					
	49.05	86000-52408					
Lezlee Hurtado	12.32	85000-54120					
Moeller's Copier Repair	102.60	85000-52132					
	25.25	85000-52131					
	43.20	86000-52131					
Office Depot	69.14	85000-52120					
	69.54	85000-52201					
	28.30	85000-52408					
Radio Shack	21.59	88000-52201					
City of Santa Barbara	4.50	85000-54140					
Staples	21.15	85000-52201					
	293.74	85000-52237					
	494.08	85120-52410					
	75.58	88000-52237					
Traditional Paint	113.94	86000-52408					
Unique Mgmt Svcs	170.05	86000-52110					
USPS	40.50	85120-52410					
Walmart	16.12	85000-52201					
	32,411.54			Total	32,411.54		

8A. DISCUSSION REGARDING LIBRARY BECOMING A CITY DEPARTMENT

BACKGROUND/DISCUSSION

Library and City staff have been working towards making the necessary internal modifications so the Library may become an official department. Below is a timeline of the actions approved by the Library Board of Trustees.

May 20th, 2014: Trustees and City officials suggested the creation of a sub-committee consisting of two Trustees, library staff, and city staff.

June 10th, 2014: Trustees voted to select two members for the Library Ad Hoc Committee designed to research the Library becoming a city department. The Trustees chosen for this committee were Ann Ruhge and Lu Knowles. This committee was tasked with researching the possibility of the Library becoming a city department.

July 8th, 2014: Trustees voted to direct staff to move forward with the Library becoming a City department.

November 20th, 2014: Trustees agreed to move forward with City ordinance and requested the Library Director invite the City Administrator to a Library Board meeting.

An ordinance officially changing the Library's status to a City Department will be drafted and to help facilitate the discussion of how we will finalize this process the following people will attend the meeting:

Patrick Wiemiller, City Administrator

Laura Candy, Administrative Aide

8B. REPORT ON THE STATUS OF THE LIBRARY'S ELECTRICAL UPGRADE PROJECT AND POSSIBLE CLOSURE OF LOMPOC LIBRARY DUE TO PROJECT

DISCUSSION

The City Engineering department has finalized the bid documents (plans, specifications, and proposal manual) and anticipate advertising the project for construction bids throughout the month of January, to open bids the first week in February.

The timeline for the project is as follows:

- Final Plan/Specs submitted to Housing and Community Development Division
- Advertisement: January 2015
- Award: February 2015
- Contract Execution: March 2015
- Construction: April/May 2015

The work will take 45 calendar days to complete, spanning over 2 months. The contractor may request temporary closures to patron use of all or of portions of the Library facility; provided, that the Contractor maintains access for facility staff, as determined necessary by Library Staff, in order to operate or maintain critical systems within the facility during the Contractor's operations. Contractor shall obtain written approval from the City's Project Manager at least 3 weeks in advance of any closure of the entire Library, and at least 3 working days in advance for any closure of work areas or portions of the Library.

In order to expedite the construction schedule the Library Director is requesting to be granted the authority to close the building if necessary due to the construction project. The closures will only be enacted if the Library will be completely without power or there is a safety concern for staff or patrons.

FISCAL IMPACT

The Library will potentially lose some recovered fines and/or fees from being closed, but it should be minimal and patrons can always pay their fines another day, at a branch library, or online.

RECOMMENDATION

The Library Board of Trustees give the Library Director the authority to close the Lompoc Library if the electrical upgrade project deems it necessary.

8C. CONSIDERATION OF AMENDING RESERVE FUND BALANCE USE POLICY

BACKGROUND

During the Library Board of Trustees meeting on March 11, 2014, Trustees unanimously approved a reserve policy for Lompoc, Village, and Buellton Libraries. The purpose of the policy was to provide our Libraries with financial stability, cash flow for operations and assurance that the Library would be able to respond to emergencies with fiscal strength. Upon becoming a City department the City of Lompoc's general fund reserves will be available for such instances, of course, according to City Council. The Lompoc Library will no longer have a separate reserve fund.

DISCUSSION

Over the last several months the Library and City have been working towards unification. One of the major obstacles to this merger is the issue of the reserve funds. The City Administrator has recommended that the Library Director allocate the funds towards specific improvements at the Lompoc Library. The chart below describes several projects and estimated costs:

Item	Cost
Carpet	\$120,000.00
Entry Doors	\$24,675.00
Bathroom Remodel	\$125,000.00
Dumbwaiter	\$44,100.00
Repair Concrete Ledge	\$10,000.00
Total	\$323,775.00
Total Reserves as of 6/30/14	\$324,867.00
Difference	-\$1,092.00

The current reserve policy will need to be amended to include only Buellton and Village Libraries, allowing the Library Director to move forward with the capital projects outlined above. The amended policy is attached and track changes was used to illustrate amendments.

FISCAL IMPACT

The current reserve balance as of June 30, 2014 was \$324, 867.25. The reserve balance will provide one time funds for needed projects at the Lompoc Library.

STAFF RECOMMENDATION

The Library Board of Trustees grant the Library Director authority to spend the Library reserves on capital improvement projects at the Lompoc Library.

ATTACHED RESERVE POLICY FOR REFERENCE

RESERVE FUND BALANCE USE POLICY

The reserve policy applies to Village and Buellton Libraries only, as Lompoc Library does not maintain a separate reserve fund.

The reserve fund balances for Buellton and Village Libraries~~each library in the system~~ are ~~all~~ managed separately and apart from each other. Each library maintains its own budget and reserve fund. At no point do the funds become comingled or used for any library or program other than their own.

At the end of each fiscal year, if in any of the various library's budgets there is a surplus of operating funds, said funds will be applied to the appropriate reserve fund. If surplus funds at the end of the fiscal year are the result of a large contribution or sudden one-time allocation, they could temporarily and artificially inflate reserve fund balances and are therefore not included in or affected by this policy.

The Reserve Fund Usage Policy requires that a minimum balance of 25% of allocated Library fund ongoing expenditures be maintained in any given year. The 25% should be determined after deducting the City's insurance deductible (\$25,000).

The reserve balance should be reported annually with fund transfers to be made annually prior to the closing of the fiscal year.

INTENDED USES FOR RESERVE FUND BALANCES

- Interruptions in Cash Inflows
Examples include reductions in the City of Lompoc or Santa Barbara County allocations or a significant economic slowdown. If the cash flow interruption is of an ongoing nature, reserve fund use is limited to a consecutive two-year period, not to exceed 40% of the beginning reserve balance.
- Emergencies
In the event of an emergency or disaster such as earthquakes, fires, floods or other such emergencies, the entire balance may be used to temporarily fund library recovery costs. It is understood that all aide assistance options will be sought to fund recovery efforts or reimbursement of the Library Reserve for front of recovery costs.
- Capital Purchases
Up to one-third of the Library Reserve balance may be used to finance capital purchases. If applicable, alternative financing options shall be presented for consideration along with the use of Library Reserves.
- One-Time Operational Expenditures

Up to 20% of the required reserve balance may be expended on one-time operational expenses.

OTHER CRITERIA FOR USE

A majority vote from the Library Board of Trustees is required to determine that it is necessary to use the Library Reserve Funds for any of the uses listed above. No County or City approval is needed to expend Library Reserve Funds. Per Education Code section 18953, the Library Board is empowered to issue orders to expend money kept in the Library's account, but only for expenditures to carry out the purposes authorized by Education Code sections 18900 *et seq.*

With the exception of the emergency scenario, the reserve contingency balance allocated for other intended uses shall not exceed 50% of the required balance in any given year.

8D. APPROVE REVISIONS TO THE UNREPRESENTED (UR); MANAGEMENT, SUPERVISORY, AND CONFIDENTIAL (MS&C) COMPENSATION PLANS.

BACKGROUND

The Lompoc Library System operates under its own compensation plan. Traditionally the Board of Trustees has voted to accept changes to the plan to align with the City of Lompoc compensation plan for like employee groups. The Library Compensation Plans were amended most recently on August 20, 2013; these changes were aligned with compensation plan revisions approved by the City Council for City employees and used one-time appropriation of AB702 funds.

DISCUSSION

On January 20, 2015, City Administration will be taking to City Council for adoption the following changes to the Lompoc Police Officers Association (LPOA), Lompoc City Firefighters International Association (IAFF), Management, Supervisory & Confidential (MS&C), and Unrepresented (UR) Comp Plans:

- All employees in these Comp Plans will receive a one (1%) percent increase in base pay effective with the payroll period beginning January 24, 2015.
- All employees in the Comp Plans will receive a two (2 %) percent increase effective June 13, 2015.
- All employees in these Comp Plans will receive a three (3%) percent increase effective June 11, 2016.

At the January 20th City Council meeting the Council will be asked to accept the approval of the Library Board of Trustees. The Library Board of Trustees must approve the one (1%) increase. The second and third year salary increases will be addressed by the general fund and so no action is needed by the Trustees for those amounts.

FISCAL IMPACT

The Lompoc Library has experienced an estimated salary and benefit savings of over \$40,000 due to the vacant Library Manager position. The City Finance Director has advised a budget adjustment disbursing the savings from that vacancy to cover this 1% increase for the remainder of the fiscal year.

Estimated costs of revision to compensation plans			
Compensation Change	Main	Village	Buellton
1%	\$2,170	-	\$399

STAFF RECOMMENDATION

The Library Board of Trustees approve the changes to the existing Compensation Plans for Library Unrepresented (UR), and Management, Supervisory, and Confidential (MS&C) employees in alignment with changes that will be presented to City Council on January, 20, 2015.

8E. CONSIDERATION OF REVISIONS TO THE EMPLOYEE CELL PHONE USE POLICY

BACKGROUND

The Library Director is currently working to compile a complete and updated policy manual. Some of the policies have not been revised in over 10 years and some routine updating is needed in order to accurately reflect the Library's current operations.

DISCUSSION

Calls on cell phones and text messages have become a routine part of daily life. In order to maintain a safe work environment, employee productivity, and eliminate distractions to others, it is necessary to establish defined parameters with regard to cell phones and text messaging. During paid work time, employees are expected to exercise the same discretion in using personal cellular devices as is expected for the use of any Library telephone or computer.

The Library Board of Trustees approved the current policy in 2003. The new policy defines use of cell phones in public, staff and City vehicles. The new policy also allows for use of City cell phones in public or staff areas to complete Library business.

FISCAL IMPACT

The proposed revisions would have no fiscal impact upon the Library system.

STAFF RECOMMENDATION

The Library Board of Trustees approve suggested revisions to the Lompoc Public Library System's Cell Phone Use Policy.

DATE OF BOARD APPROVAL: 03/2003

1. As directed by the Library Board of Trustees, no cell phones are allowed in public use areas of the library; this includes the Grossman Gallery. The exception to this policy is use by technical staff in troubleshooting computer problems where there is no nearby phone.

2. In the staff areas of the Library:

- Cell phones need to be set to silent or vibrate mode, or set to the lowest volume.
- If an important call is expected and the staff member is working in a public service area, the staff member should advise a supervisor and alert him/her to the need for coverage at the time of the incoming call.
- During staff meetings, no cell phones are allowed, unless the staff member has received prior permission from the person leading the meeting. Setting a phone on vibrate mode is also not acceptable without permission.

REVISED POLICY

PUBLIC USE AREAS

1. Personal cell phones are not allowed in any public area of the library. Cell phones should be left in staff lockers.
2. Where job or business needs demand immediate access to an employee, the City may issue a City-owned and serviced cell phone to an employee for work-related communications. These phones may be used in the public use areas to complete Library business.
3. If an important call is expected and the staff member is working in a public service area, the staff member should advise a supervisor and alert him/her to the need for coverage at the time of the incoming call.

STAFF USE AREAS:

1. Cell phones need to be set to silent or vibrate mode.
2. While at work employees are expected to use personal cell phones and do text messaging only during breaks.
3. Calls should be brief, quietly handled, and should be answered or made from a break area or outside the building.

VEHICLES:

1. Employees cannot text, talk, take photos, or surf the Internet while driving for work.
2. Regardless of how fast traffic is moving, employees must pull into a rest area or parking lot and stop the vehicle before placing or accepting a cell phone call.
3. Employees charged with traffic violations for using their cell phones while driving will be responsible for the resulting liabilities. (Texting and using a hand held cellular device is against the law in California.)

8F. RESCISSION OF MOU BETWEEN LUSD, LIBRARY AND CITY

BACKGROUND

On May 13th, 2014 the Library Board of Trustees unanimously carried to approve the Memorandum of Understanding with the Lompoc Unified School District (LUSD) that would have allowed for a storage structure to be built at the school district. Since this approval the circumstances that required the Library to find alternate storage for the bookmobile no longer exist. Additionally, there were unforeseen obstacles to the construction project. These obstacles included several costly change orders and permitting difficulties due to the close proximity to a pre-school on LUSD property.

The school district has already signed the document rescinding the MOU and will also need approval from City Council.

DISCUSSION

The referenced and attached document has been reviewed by the Lompoc City Attorney, Lompoc Unified School District and Library staff and have been found agreeable.

FISCAL IMPACT

The complete fiscal impact is still yet unknown as the contractor did purchase supplies for the project. However, the City could use these supplies for a structure on City property or possibly sell the supplies. A complete cost can be provided at a later Board meeting.

STAFF RECOMMENDATION

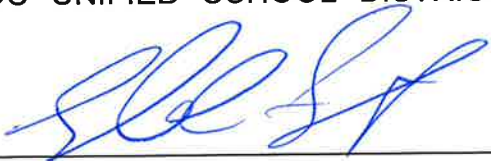
The Library Board of Trustees approve the presented document and recommend that it be presented to City Council for approval.

[Signatures continued from Page 3]

THE LOMPOC PUBLIC LIBRARY, a municipal library

Date: _____, 2015 By: _____
Jessica Cadiente, Library Director

LOMPOC UNIFIED SCHOOL DISTRICT, a public
body

Date: 6 January, 2015 By: 
Sheldon K. Smith, Ed. D.,
Assistant Superintendent Business Services

LOMPOC PUBLIC LIBRARY SYSTEM DECEMBER 2014 STAFF REPORT

BLACK GOLD COOPERATIVE LIBRARY SYSTEM

Black Gold Cooperative Library System meetings attended by staff for the month of December are listed below:

Date	Black Gold Committee	Attended By
December 5	Admin Council	Jessica Cadiente

CHARLOTTE'S WEB CHILDRENS MOBILE LIBRARY

The Library Director had a conference call with the hired consultant, Michael Swendrowski, to go over the specifications for the bookmobile. After that conference the Library Director sent a memo to the City of Lompoc's purchasing department specifying the options and amounts for the issuing of the Purchase Order for the bookmobile.

The Library Director continues to work on the CDBG grant application for the \$250,000 for the South I Street property. A meeting with the City Administrator, Public Works Director, City Finance Officer, and Human Resource Manager is scheduled for January 14th. The subject of this meeting will be the South I Street property. The Library Director hopes to gain insights into the City's commitment to this property.

GRANT SEEKING

The Library Director continues to work towards finalizing the reporting for the Cal Humanities grant and the Santa Barbara Foundation grant.

LIBRARY OPERATIONS

The Library Director has been working on the 2015-17 biennial budget for the Lompoc Library System. The City is undertaking a zero based budget and this approach requires all departments to define and explain expenditures. As part of the budget work the Library Director continues to work with Human Resources to create and modify job descriptions/classifications so that they align with Library operational needs and with what the City will allow.

The Library Director attended the County Library Advisory Committee meeting. During this meeting the Library Director explained to the committee the process for dividing the county allocation.

The Library received four new lounge chairs and two matching end tables. The chairs were purchased with money raised by the Turducken Dinner Group.

The Library System purchased a new language database, *Pronunciator*. *Pronunciator* allows users to learn up to 80 languages in any of 50 languages. It also offers the largest ESL curriculum of any language database, with courses for 50 non-English languages.

The Library Manager's first day will be Monday, January 12th.

A new door has been erected between the administrative offices and the public area. The door is being installed to address safety concerns.

PROGRAMMING AND OUTREACH SERVICES

Storytime with Santa was a huge success, over 250 people came out for stories, cookies, and free books.

In collaboration with the Area Agency on Aging the Lompoc Library will host a seminar on Medicare on January 27 at 1 p.m. in the Grossman Gallery.

SUPPORT AND FUNDRAISING

Date	Meeting	Attended By
N/A	No meetings were scheduled in Dec.	

BUELLTON LIBRARY

The final plans for the Buellton circulation desk have been approved. The Library Director hopes to work with the City of Buellton to coordinate the install of the desk with the installation of new carpet. The Buellton City Council would like the Lompoc City Council to appoint Dan Baumann to the Lompoc Library Board of Trustees. The Library Director has sent Mr. Baumann the necessary paperwork to file with the Lompoc City Clerk.

VILLAGE LIBRARY

Story time has started up again for 2015 on Tuesday and Wednesday. Both days are very well attended. Library Assistant, Maria Parker, has taken over the second Tuesday timeslot and she has received much praise from children and parents. The inside painting has been completed and a work order has been submitted to install an outlet on the wall for a television set that will display flyers and Library information.

Lompoc Public Library System
2014-2015 Reference and Program Statistics

LOMPOC LIBRARY	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Yr. Total						
	2014						2015												
Adult Reference Questions	1,126	1,203	1,243	1,181	966	1,276							6,995						
Adult Computer Questions	723	741	756	869	516	385							3,990						
Youth Services Questions	656	461	250	495	388	569							2,819						
WiFi Users	565	534	599	523	508	528							3,257						
Computer Sessions	4,314	4,002	4,284	4,975	3,800	4,119							25,494						
Adult Volunteer Hours	163	173	257	210	138	216							1,157						
Youth Volunteer Hours	32	0	0	0	25	25							82						
Total Circ	22,936	18,535	20,327	20,349	17,617	19,382							119,146						
ILL - In	3	1	1	0	1	0							6						
ILL - Out	0	0	0	1	0	1							2						
GG (Grossman Gallery): Rentals	0	11	6	5	3	0							25						
GG: Library mtgs & progrms	18	12	22	18	8	6							84						
People Counter	15,426	16,361	17,886	19,218	15,455	16,341							100,687						
Programs: # of & attendance	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attendance	
Adult	3	22	6	131	3	61	7	133	1	5	0	0	0					20	352
Young Adult	4	17	0	0	0	0	0	0	0	0	0	0	0					4	17
School	8	586	1	181	7	14	5	36	12	417	5	290						38	1,524
Preschool	9	185	0	0	13	261	13	261	10	331	1	19						46	1,057
People Count: 5 days no reading																			
BUELLTON LIBRARY	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Yr. Total						
	2014						2015												
Adult Reference Questions	57	52	60	54	39	34							296						
Adult Computer Questions	60	67	64	60	43	43							337						
WiFi Users	184	165	201	227	160	169							1,106						
Computer Sessions	908	939	909	984	669	832							5,241						
Volunteer Hours	8	6	14	16	12	12							67						
Total Circ	5,981	4,755	4,820	4,728	4,382	4,722							29,388						
People Counter	5,281	4,928	5,109	4,910	4,276	4,869							29,373						
Programs: # of & attendance	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attendance	
Adult	0	0	0	0	0	1	7	0	0	0	0	0						1	7
Young Adult	0	0	0	0	0	0	0	0	0	0	0	0						0	0
School	6	156	1	45	0	2	69	4	119	1	25							14	414
Preschool	0	0	0	0	6	80	7	101	5	76	4	57						22	314
People Count: 5 days no reading																			
VILLAGE LIBRARY	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Yr. Total						
	2014						2015												
Adult Reference Questions	143	286	257	168	216	189							1,259						
Adult Computer Questions	50	63	43	32	57	67							312						
WiFi Users	67	74	85	81	81	70							458						
Computer Sessions	484	447	415	445	669	390							2,850						
Volunteer Hours	209	212	105	80	73	52							731						
Total Circ	3,721	3,405	3,702	3,566	3,316	3,484							21,194						
People Counter	2,633	3,691	3,607	3,465	2,664	2,025							18,085						
Programs: # of & attendance	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attnd	#	Attendance	
Adult	1	0	0	0	1	20	1	3	0	0	0	0						3	23
Young Adult	0	0	0	0	0	0	0	0	0	0	0	0						0	0
School	0	0	0	0	0	0	0	0	0	0	0	0						0	0
Preschool	9	342	1	16	9	220	10	206	7	106	0	0						36	890

2015 Rotation Schedule for Council Members Serving as Liaisons to Commissions

Meetings	Airport	Beautification	Econ Dev	Human	Library
Jan – Feb -Mar 2015	Holmdahl	Lingl	Starbuck	Lingl	Vega
Apr – May -Jun 2015	Starbuck	Holmdahl	Mosby	Vega	Holmdahl
Jul – Aug -Sept 2015	Mosby	Vega	Vega	Holmdahl	Lingl
Oct – Nov -Dec 2015	Lingl	Mosby	Holmdahl	Starbuck	Starbuck

Quarter	P&R	Planning	Public Safety	Senior	Utility	Youth
Jan – Feb -Mar 2015	Mosby	Starbuck	Vega	Holmdahl	Vega	Mosby
Apr – May -Jun 2015	Holmdahl	Vega	Starbuck	Mosby	Lingl	Starbuck
Jul – Aug -Sept 2015	Starbuck	Lingl	Holmdahl	Vega	Starbuck	Lingl
Oct – Nov -Dec 2015	Lingl	Holmdahl	Mosby	Lingl	Holmdahl	Vega