
MINUTES
MEETING OF THE NORTH COUNTY LIBRARY AUTHORITY

June 13, 2011 - 5:00 P.M.
Los Altos Hills Council Chambers
26379 Fremont Road, Los Altos Hills, California 94022

CALL TO ORDER

Meeting was called to order at 5:00 P.M. by President Mordo

ROLL CALL

Members present:

Jean Mordo (President)
Ron Packard (Vice President)
Jim Lai (Secretary)
Val Carpenter
Lenelle Smith

Members absent

None

Staff /Representatives present:

Russell Morreale/Liaison/Treasurer
Melinda Cervantes/County Librarian
Derek Wolfgram/Deputy County Librarian

PUBLIC COMMENT

None

CONSENT CALENDAR

None

DISCUSSION

- 1) **Implementing a Financing Plan For Non-Resident Cards in time for the July 1 Deadline**
On this matter President Mordo presented the materials included herein as **Exhibit A** as a basis for providing background about recent county actions imposing a non-resident fee for County Library services. Member Carpenter also provided a background concerning this same topic of discussion. At this point the item was open to the public for discussion at which time a variety of audience members spoke to the matter at hand with varying points and comments. At this point members discussed their perspectives on the matter all generally supporting a desire to mitigate the impact of non-resident fees especially as it concerned NCLA member cities volunteers. Member Carpenter indicated her desire, if appropriate and possible, to use the recently adopted budget contingency dollars to mitigate the non-resident fees for volunteers and encouraged other library support organizations to do the same. There were varying thoughts on the extent to which the student non-resident fees should be addressed and scoped.

After discussion, Vice President Packard motioned that each respective NCLA City approach the County encouraging them to consider exempting volunteers and students from the \$80 non-resident fee. A second to the motion was made by member Smith and the motion passed unanimously

Member Carpenter next motioned that a subcommittee be formed to evaluate the possibility of funding non-resident volunteer cards. The subcommittee could be made up of members Carpenter and Mordo. This motion was seconded by member Mordo and passed unanimously.

2) Consider Conducting a Study For Alternative Library Services For Los Altos and Los Altos Hills

President Mordo introduced the item of conducting a study to evaluate alternative library services and further understanding the funding options open to NCLA member cities. Of particular concern in his discussion was the disparity between City property tax base funding and ultimate library service level dollars that flow into the Los Altos and Los Altos Hills locations. This item was opened to public comment at which time several members of the public commented. NCLA also accepted and prompted clarifying comments from County library representatives. All NCLA members discussed the item in length. Member Carpenter expressed her concern about the cost of a study, citing \$90,000 as the cost of a similar City of Milpitas study. She also expressed the need to address if NCLA parcel tax dollars can be appropriately used for the purpose of such a study. Member Carpenter also acknowledged the award winning services currently provided by the Santa Clara library system. All member comments were generally in support of gathering more information on service options although no direct actions were taken on funding such a study pending further inquiry.

Vice President Packard motioned that both member NCLA Cities approach their respective governing bodies and place on each City agenda a request to support conducting a library services study. This motion was seconded by member Smith and passed 4 to 1 with the dissenting vote being that of member Carpenter.

COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

A next meeting date was set for Wednesday June 29th @ 5PM to follow up on Subcommittee findings and items on the June 13, 2011 meeting.

ADJOURNMENT

President Mordo adjourned the meeting at approximately 6:55PM and all members concurred

Respectfully submitted,

Russell J. Morreale
Liaison to NCLA

Exhibit A
Non Resident Fee Background Information

Santa Clara County Library - Fiscal Year 2011-2012 REQUESTED BUDGET SUMMARY

Estimated Revenue:

Property Taxes	23,607,300
State Sources	0
Special Tax	5,610,000
City/ County Contribution	1,275,393
Fines & Fees	920,000
Other	795,700
TOTAL Current Revenue	<u><u>32,208,393</u></u>

Transfer from Reserve 3,684,840

TOTAL \$35,893,233

Requested Expenditures:

Personnel	21,656,000
Books and Materials	4,000,000
Facilities	3,813,921
Services and Supplies	<u>6,052,259</u>
TOTAL Operating Budget	<u><u>35,522,180</u></u>

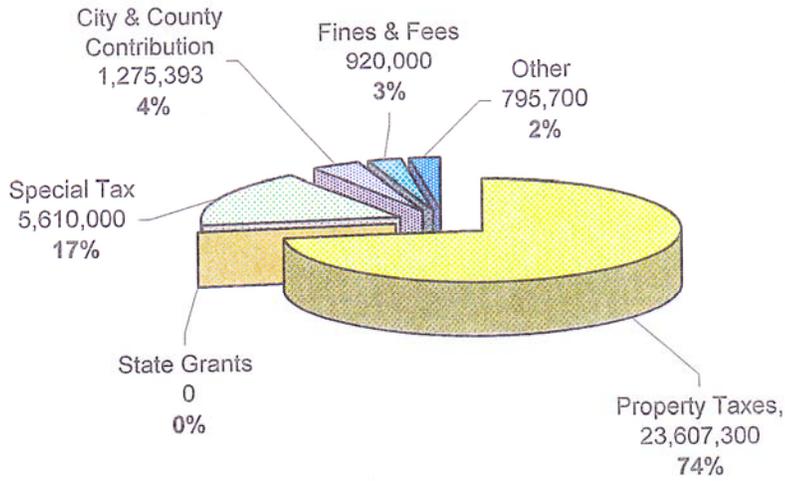
Fixed Assets & Vehicles 371,053

TOTAL \$35,893,233

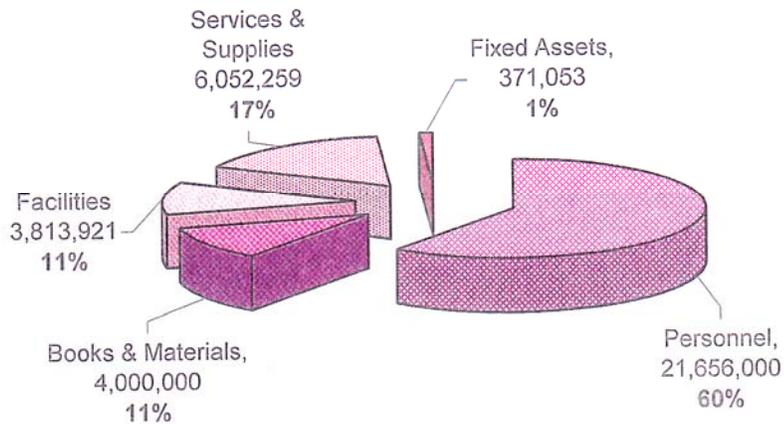
Four-Year Expenditure Trend



Fiscal Year 2011-12 Library Revenue



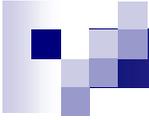
Fiscal Year 2011-12 Library Expenditures



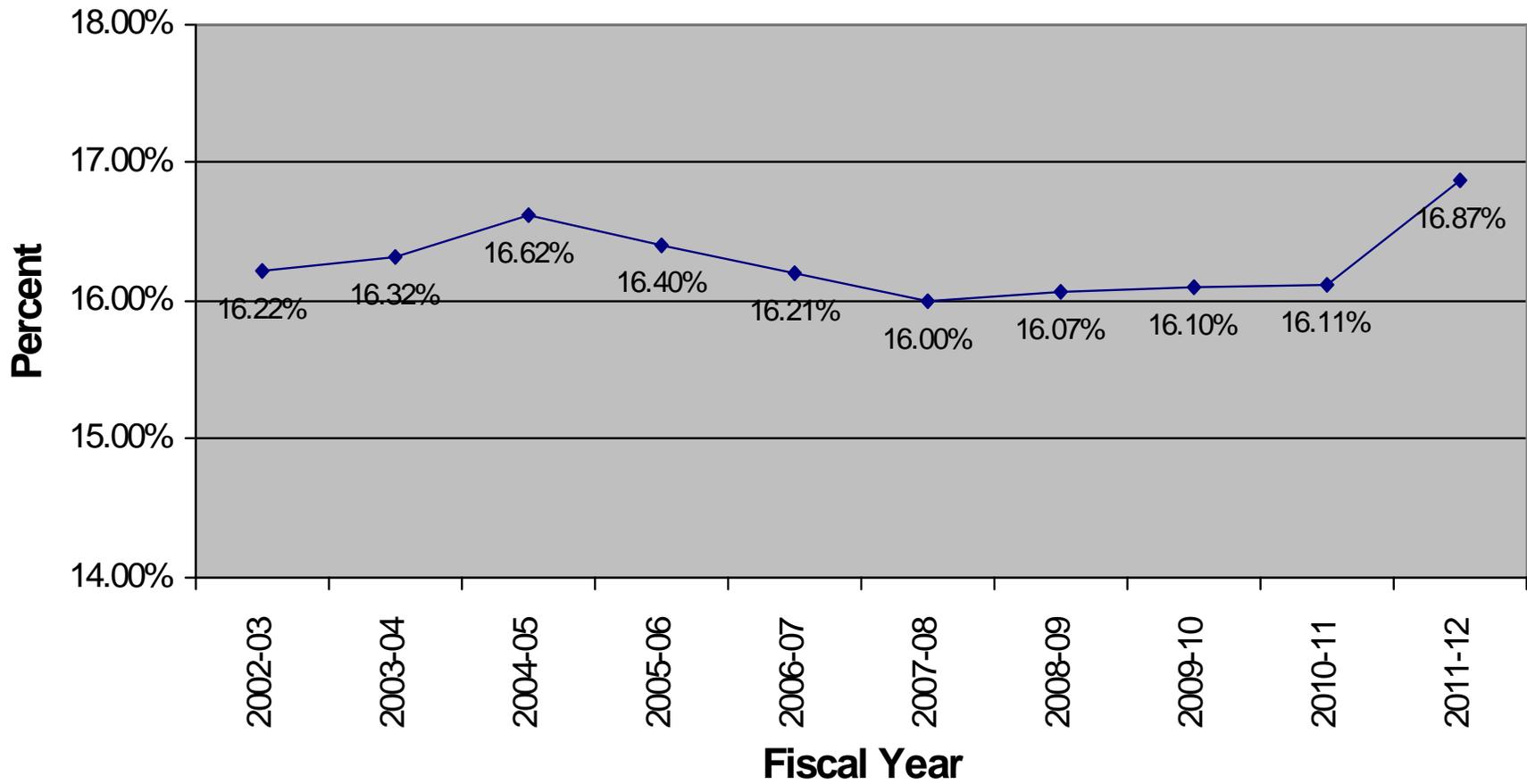
Santa Clara County Library Formula 2011-2012

Library	Population 1-1-10	Percent	Assessed Valuation	Percent	Circulation	Percent	Formula Share	FY 10-11
Campbell	40,860		6,333,260,302					
Unincorporated	8,868		617,700,441					
Redevelopment			-665,308,540					
RDA Pass-thru			<u>419,512,195</u>					
	49,728	13.431%	6,705,164,398	10.174%	937,596	7.795%	10.47%	10.49%
Cupertino	56,431		13,495,632,397					
Unincorporated	4,198		181,695,417					
Redevelopment			-200,979,920					
RDA Pass-thru			<u>57,084,615</u>					
	60,629	16.375%	13,533,432,509	20.535%	3,358,180	27.920%	21.61%	20.07%
Gilroy	52,027		5,829,162,100					
Unincorporated	8,028		<u>426,408,435</u>					
	60,055	16.220%	6,255,570,535	9.492%	497,577	4.137%	9.95%	9.82%
Los Altos	28,863		9,361,963,881					
Los Altos Hills	9,042		4,888,435,832					
Unincorporated	4,495		<u>391,540,828</u>					
	42,400	11.452%	14,641,940,541	22.217%	2,036,040	16.928%	16.87%	16.11%
Milpitas	71,552		11,912,075,436					
Unincorporated	327		25,271,018					
Redevelopment			-4,304,766,162					
RDA Pass-thru			<u>363,781,081</u>					
	71,879	19.414%	7,996,361,373	12.134%	2,707,987	22.514%	18.02%	17.16%
Morgan Hill	40,246		6,153,692,749					
Unincorporated	7,988		674,960,088					
Redevelopment			-1,934,391,113					
RDA Pass-thru			<u>225,135,714</u>					
	48,234	13.027%	5,119,397,438	7.768%	882,222	7.335%	9.38%	9.64%
Saratoga	31,997		9,963,412,097					
Monte Sereno	3,666		1,465,728,287					
Unincorporated	1,662		<u>222,001,090</u>					
	37,325	10.081%	11,651,141,474	17.679%	1,611,193	13.396%	13.72%	13.07%
Percentages are based on assigned								
	Population		Assessed Valuation		Circulation			
Total	426,516		82,465,278,047		12,176,961			
Assigned	370,250		65,903,008,267		12,027,795			
Cities	334,684		69,403,363,081					
Unincorporated	35,566		3,198,862,975					
Unassigned	56,266		9,863,051,991		149,166	(Bookmobile, HQ)		
Redevelopment			-6,039,932,130					

		59,270,731,270			
Total Unincorp	91,832	13,061,914,966			



Los Altos/Los Altos Hills Percentage of SCCL Formula Share FY 2002-03 to FY 2011-12



Personnel Budget FY 2011-2012

Expenditure & Revenue Recap

2011-12	Traditional	CFD	Local/Gifts	Transfer	TOTAL
REVENUES					
	\$25,374,000	\$5,610,000	\$1,224,393	\$3,684,840	\$35,893,233
EXPENDITURES					
Operating	\$9,866,180				\$9,866,180
Capital				\$371,053	\$371,053
Books, Etc.	\$2,813,000	\$1,122,000	\$65,000		\$4,000,000
Personnel	\$16,008,607	\$4,488,000	\$1,159,393		\$21,656,000
TOTAL	\$28,687,787	\$5,610,000	\$1,224,393	\$371,053	\$35,893,233

Community Facilities District Recap

CFD REVENUES		Personnel	Books	FORMULA share
Campbell	\$527,340	\$369,138	\$105,468	10.47%
Cupertino	\$715,836	\$501,085	\$143,167	21.61%
Gilroy	\$617,100	\$431,970	\$123,420	9.95%
Los Altos/Wo	\$468,435	\$327,905	\$93,687	16.87%
Milpitas	\$962,676	\$673,873	\$192,535	18.02%
Morgan Hill	\$512,754	\$358,928	\$102,551	9.38%
Saratoga/MS	\$421,872	\$295,310	\$84,374	13.72%
Subtotal	\$4,226,013	\$2,958,209	\$845,203	
Unassigned	\$1,383,987	\$968,791	\$276,797	
Total	\$5,610,000	\$3,927,000	\$1,122,000	100%

Salary and Benefit Recap

PERSONNEL	Traditional by Platform	Remainder by Formula	100% CFD Return	Unincorp CFD by formula	Specific Place \$ (City/NCLA)	FY12 TOTAL	FY11 Budgeted	Change from FY11
Campbell	\$1,067,419	\$194,725	\$369,138	\$101,400		\$1,732,682	\$1,768,278	(\$35,596)
Cupertino	\$1,708,271	\$402,038	\$501,085	\$209,356	\$246,513	\$3,067,263	\$3,086,156	(\$18,893)
Gilroy	\$905,381	\$185,106	\$431,970	\$96,391		\$1,618,849	\$1,622,593	(\$3,744)
Los Altos/Woodland	\$1,460,968	\$313,774	\$327,905	\$163,393	\$484,979	\$2,751,018	\$2,768,036	(\$17,018)
Milpitas	\$1,398,884	\$335,262	\$673,873	\$174,583	\$427,901	\$3,010,503	\$3,038,967	(\$28,464)
Morgan Hill	\$920,139	\$174,446	\$358,928	\$90,840		\$1,544,354	\$1,592,579	(\$48,225)
Saratoga	\$1,191,850	\$255,226	\$295,310	\$132,905		\$1,875,292	\$1,900,058	(\$24,766)
Sub-Total Libraries	\$8,652,913	\$1,860,577	\$2,958,209	\$968,868	\$1,159,393	\$15,599,960	\$15,776,667	(\$176,707)
Headquarters	\$4,982,512			\$560,774		\$5,543,286	\$5,559,290	(\$16,004)
The Reading Program	\$227,213					\$227,213	\$221,262	\$5,951
Bookmobile	\$285,541					\$285,541	\$288,362	(\$2,821)
GRAND TOTAL	\$14,148,179	\$1,860,577	\$2,958,209	\$1,529,642	\$1,159,393	\$21,656,000	\$21,845,581	(\$189,581)

↓ 12.7% of Grand Total
 17.6% of Sub Total

**Santa Clara County Library
FTE from FY2002 to FY2012**

Headquarters	2001/02	2002/03	2003/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12
Administration	4.5	4.5	5.0	4.0	4.0	4.0	5.0	6.0	6.0	6.0	6.0
Business Office	15.8	15.8	14.7	14.25	14.75	14.50	14.50	14.50	14.80	14.8	13.9
Public Services	7.5	7.5	7.9	5.9	4.9	5.2	5.2	5.2	5.2	5.3	5.6
Computer Support	5.0	5.0	5.0	5.0	5.0	6.0	6.0	6.3	6.3	6.9	7.3
Technical Services	22.3	22.3	23.1	22.9	20.5	19.3	19.5	17.8	18.3	18.4	16.8
Subtotal	55.10	55.10	55.70	52.00	49.15	49.00	50.20	49.70	50.60	51.3	49.5
Percent of total	21.0%	20.7%	20.7%	20.3%	20.3%	20.2%	20.4%	19.3%	18.6%	19.2%	19.5%
Direct Service	2001/02	2002/03	2003/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12
Alum Rock	10.9	11.0	10.6	10.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Centr. Pub. Svc.					3.5	4.5	4.5	5.0	5.8	5.5	5.5
Bookmobile	4.5	4.1	5.2	4.5	3.8	3.5	3.5	3.5	3.5	3.4	3.3
Campbell	22.0	23.6	26.1	23.5	21.7	22.2	22.2	22.2	23.3	22.3	20.6
Cupertino	38.6	39.0	36.9	35.0	31.6	32.3	33.8	38.1	39.2	39.3	37.8
Gilroy	19.8	20.0	19.7	18.8	17.8	17.4	18.1	19.5	22.2	20.9	20.4
Literacy	2.0	2.0	2.0	1.0	1.0	1.0	1.0	1.0	1.0	2.5	2.5
Los Altos	30.1	30.6	30.0	30.0	32.1	32.1	31.9	32.0	32.7	31.7	30.0
Woodland	4.7	5.2	5.2	4.7	4.2	4.1	4.1	4.1	4.6	4.1	4.1
Milpitas	35.0	35.8	36.9	35.7	36.5	36.5	34.9	37.8	39.3	40.0	37.7
Morgan Hill	17.7	17.2	17.9	17.7	17.3	16.9	17.4	20.0	21.9	20.8	19.5
Saratoga	22.5	23.0	22.5	22.5	23.2	22.7	24.2	24.9	27.3	25.2	22.9
Subtotal	207.8	211.5	213.0	203.9	192.7	193.2	195.6	208.1	220.8	215.4	204.1
Percent of total	79.0%	79.3%	79.3%	79.7%	79.7%	79.8%	79.6%	80.7%	81.4%	80.8%	80.5%
Total FTE	262.9	266.6	268.7	255.9	241.9	242.2	245.8	257.8	271.4	266.8	253.6

16.7%

Books and Materials Budget FY2011-2012

Expenditure & Revenue Recap

2011-12	Traditional	CFD	Local/Gifts	Transfer	TOTAL
REVENUES					
	\$25,374,000	\$5,610,000	\$1,224,393	\$3,684,840	\$35,893,233
EXPENDITURES					
Operating	\$9,866,180				\$9,866,180
Capital				\$371,053	\$371,053
Books, Etc.	\$2,778,000	\$1,122,000	\$100,000		\$4,000,000
Personnel	\$16,008,607	\$4,488,000	\$1,159,393		\$21,656,000
TOTAL	\$28,652,787	\$5,610,000	\$1,259,393	\$371,053	\$35,893,233

Community Facilities District Recap

CFD REVENUES	Personnel	Books	FORMULA Share
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Saratoga/MS	\$421,872	\$295,310	13.72%
Subtotal	\$4,226,013	\$2,958,209	
Unassigned	\$1,383,987	\$968,791	
Total	\$5,610,000	\$3,927,000	100%

Books and Materials Recap

	Traditional by Formula	CFD Return	Unincorp CFD by formula	Specific Place \$ (City/NCLA)	FY12 TOTAL	FY11 Budgeted	Growth
MATERIALS							
Campbell	\$266,871	\$105,468	\$28,951	\$0	\$401,290	\$440,165	(\$38,875)
Cupertino	\$551,025	\$143,167	\$59,815	\$0	\$754,007	\$785,795	(\$31,788)
Gilroy	\$253,688	\$123,420	\$27,540	\$0	\$404,649	\$450,591	(\$45,942)
Los Altos/Woodland	\$430,045	\$93,687	\$46,684	\$65,000	\$635,416	\$614,079	\$21,337
Milpitas	\$459,497	\$192,535	\$49,881	\$0	\$701,913	\$746,652	(\$44,739)
Morgan Hill	\$239,076	\$102,551	\$25,954	\$0	\$367,581	\$409,075	(\$41,494)
Saratoga	\$349,797	\$84,374	\$37,973	\$0	\$472,144	\$501,143	(\$28,998)
Sub-Total Libraries	\$2,550,000	\$845,203	\$276,798	\$65,000	\$3,737,000	\$3,947,500	(\$210,500)
Gifts				\$35,000	\$35,000	\$35,000	\$0
Headquarters*	\$228,000				\$228,000	\$228,000	\$0
GRAND TOTAL	\$2,778,000	\$845,203	\$276,798	\$100,000	\$4,000,000	\$4,210,500	(\$210,500)

*includes Bookmobile, Literacy, Tech

15.9% of G.T
17.0% of Sub tot

Rough Estimate of Los Altos Library Funding Shortfall

Calculations based on the 2012 Budget

	<u>Personnel Budget</u>		<u>Book Budget</u>	
	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>
Per formula	17.6	\$2,751,000	17.0	\$635,000
Per Prop. Taxes	<u>22.2</u>	<u>3,470,000</u>	<u>22.2</u>	<u>829,000</u>
Difference	4.6	\$719,000	5.2	\$194,000

Los Altos/Woodland Budget Scenarios		
	<u>Approved SCCL FY12 Budget for Los Altos & Woodland using formula share of 16.87%</u>	<u>FY12 Budget for LA & WO using 22.22% formula share (based only on assessed valuation)</u>
Personnel (platform)	\$1,460,968	\$1,460,968
Personnel (formula)	\$313,774	\$413,387
Personnel (CFD from Los Altos/LAH)	\$327,905	\$327,905
Personnel (unincorporated CFD by formula)	\$163,393	\$215,265
<i>Personnel subtotal</i>	<i>\$2,266,040</i>	<i>\$2,417,525</i>
Personnel (NCLA)	\$484,979	\$484,979
Personnel Total	\$2,751,019	\$2,902,504
Books (formula)	\$430,045	\$566,610
Books (CFD from Los Altos/LAH)	\$93,687	\$93,687
Books (unincorporated CFD by formula)	\$46,684	\$61,505
<i>Books subtotal</i>	<i>\$570,416</i>	<i>\$721,802</i>
Books (NCLA)	\$65,000	\$65,000
Books Total	\$635,416	\$786,802
Personnel + Books	\$3,386,435	\$3,689,306

Increase from changing formula methodology

\$302,871

8.9%