



LIBRARY

| <u>Library-Services</u> | Budget | Requested | Recommend | Change |
|-------------------------|-----------|-----------|-----------|---------------|
| Budget Category | 2006/07 | 2007/08 | 2007/08 | (Col 3-Col 1) |
| APPROPRIATIONS | | | | |
| Salaries & Benefits | \$432,121 | \$615,622 | \$571,206 | \$139,085 |
| Svs & Supplies | \$135,135 | \$149,592 | \$149,592 | \$14,457 |
| Other Charges | \$0 | \$0 | \$0 | \$0 |
| Fixed Assets | \$7,300 | \$5,000 | \$5,000 | -\$2,300 |
| Cap/Imp Other Finance | \$0 | \$0 | \$0 | \$0 |
| Cost Reimbursements | \$0 | \$0 | \$0 | \$0 |
| A-87 Charges | \$0 | \$0 | \$0 | \$0 |
| Total Appropriations | \$574,556 | \$770,214 | \$725,798 | \$151,242 |
| REVENUES | | | | |
| Fed/State Revenue | \$28,000 | \$41,200 | \$41,200 | \$13,200 |
| Grant Revenue | \$30,000 | \$5,000 | \$5,000 | -\$25,000 |
| Realignment Revenue | \$0 | \$0 | \$0 | \$0 |
| Miscellaneous Revenue | \$12,000 | \$15,000 | \$15,000 | \$3,000 |
| Fund Balance | \$0 | \$0 | \$0 | \$0 |
| General Fund | \$504,556 | \$709,014 | \$664,598 | \$160,042 |
| Total Revenues | \$574,556 | \$770,214 | \$725,798 | \$151,242 |

Overview

Yuba County Library has been through dramatic changes over the past few years, changes that have saved time and money, and have made the best use of funding streams. Yuba County Library's central value is free access to information needed by any individual for personal growth and civic well-being and, thus, reflects the library's ability to function as a "learning organization."

Yuba County Library is charged with the responsibility of providing the community with useful, informative, educational resources in an attractive and inviting setting, allowing for maximum patron satisfaction. As across the country today's library users are demanding stronger and more diverse collections, including help navigating the by-ways of an online information highway, Yuba County Library continues to play a leadership role in helping individuals understand and use new technologies to access information.

Balancing new digital options with traditional print media, within a strategic planning framework, a digital library has been established, accessible through the library's web pages. This "virtual" library will continue to be developed in order to meet the expectations of our growing technologically sophisticated audience of library patrons. Current examples of the kind of information that can be found online from a home computer include an interlibrary loan option that allows patrons to request books from anywhere in the State, full text E-books, access to historical image databases--to which the library has contributed photographs from the California Room archives, children's books--with an audio component and a collection of professionally selected online links--accessible through WebCat, our online catalogue.

Most recently the library has added a subscription to Newsbank, a collection of over 800 national newspapers, including the Appeal-Democrat, complete with searchable archives and a variety of online magazines. Online resources are an excellent way to provide services to patrons who live in remote areas, as well as those who often find themselves too busy to physically visit the library, allowing for the convenience of a 24/7 option.

Because the library continues to increase output in terms of services at an incredible rate – circulation, community room usage, program attendance and the number of registered library users—the library increased hours for part-time staff to full time at mid-year. As the library is identified as a vital center for the Yuba County community, the higher demand for services will most assuredly require an increase in staff to provide successful customer service. Being that the community is already quite vocal in its demands for Friday hours, the library hopes to be able to meet these demands, offering hours from 10-6 on Fridays, as early as January of 2008.

In keeping with current trends in libraries, a separate section of the library has been set aside for Young Adults. Library studies have shown that this demographic is a difficult one to attract into the library because this age group does not identify themselves with materials in the children's section and their tastes are often quite different from that of the average adult patron. Yuba County received cast-off shelving from Health and Human Services that made this possible. Within the next few years, the library hopes to upgrade this service for teens, or "young adults," with more suitable shelving, computers and possibly even a coffee kiosk. Yuba County's youth deserve to be not only accommodated but encouraged to find reasons to "check out" the library.

Collection and Web Page

The Library's collection has noticeably improved, in part due to ongoing weeding of the collection's outdated and damaged books in addition to the new materials added to the shelves. Steps have also been taken to better display materials, using a more "commercial" or bookstore-type approach, another contributing factor to our increase in circulation.

The library's web pages and its related virtual resources have been a primary concern this past year. Inaccessibility has proved somewhat of an issue due to IT's unfamiliarity with procedures required for authentication of subscription databases. Having an IT staff person, well-versed in relevant protocols, dedicated to the library or creating a library staff position specifically to manage library technology would solve this problem. Though this is not likely in the immediate future, the specialized needs involved in offering IT services to the public via the library will eventually require dedicated staff in one form or another.

Even though the library's web pages are undergoing construction, as new online resources are added, the library continues to seek to improve its web site for usability and to promote a warm, friendly interface to the public. The web page has the potential to not only make library resources available 24/7, but also to provide the community with opportunities to make donations and pay fines online. The library continues to research required technology to make this possible in a manner compliant with County policies.

Facility

The Library's community room received a long overdue refurbishment at the beginning of the fiscal year, with new carpeting, dry-walling and painting. The library foyer, both inside and out, and out in the parking lot, lights were replaced with more energy efficient models. Library signage was put in place, inside and out, to aid new customers in locating the library and patrons already using the library to more easily locate materials on the shelves. A large project was undertaken last summer to correct a problem that had been in existence since the library was built—books were shelved from right to left, rather than left to right. This error has been corrected in the fiction section and we hope to do the same next year for non-fiction. Another large project, tagging books with spine labels to simplify shelving and locating of materials, is still underway.

A library without books clearly identified with spine labels is not a functional library. These simple, though time consuming remedies, will go a long way in letting our patrons know that we measure up to current public library standards. Library users expect to walk into the library and easily find answers. The typical user should be able to quickly identify the library's online card catalogue to look up a book and get a location associated with the Dewey Decimal system and to find that location number on a label on the spine of a book, which can then be found on a shelf that is clearly marked and logically organized. In the past, these simple standards have not been met.

Many libraries have taken this a step further so that patrons are able to not only find the book, or materials that they need but can check the materials out using a self-check module, similar to those now common in grocery stores. The library user of the 21st century prefers to initiate and complete transactions on their own as much as possible. Yuba County Library would do well to embrace this trend, because in the long run this will mean lower overhead associated with staffing. In this same vein, many libraries also have invested in automated book return machines that check-in materials as they are returned. Some of these machines also sort the books according to overdue fines and holds. These machines are expensive, though cost effective when considering that the automation offsets the number of staff required in library operations.

Besides the new area set aside in the library for Young Adult materials, additional shelving has been purchased to accommodate overflow in the Mystery and Science Fiction areas. Additional means of creating a more user-friendly environment will include increased display area in the Adult Fiction area.

California Room, Volunteers, and Friends of the Library

The library is fortunate to have a number of volunteers interested in preserving and improving the archival materials in our California Room. This year the library has partnered with a local genealogy group, *Yuba Roots*, to develop a core group of volunteers dedicated to inventorying the CA Room and updating the records. The Friends of the Library have agreed to purchase a computer and scanner for the volunteers to use in the California Room.

Additional library “volunteers” have come courtesy of training programs such as ROP, with student volunteers able to receive credit for their work, and One Stop, with program participants learning new skills from working in the library that can help them be reintegrated into the workforce.

Outreach

The *Book Buggy* serves outlying areas as a means for checking out books and issuing patron cards. The *Book Buggy* has stops in Linda, Olivehurst, Wheatland and the Foothills. Additionally, through its ongoing outreach services, the library supplies Yuba County *Head Start* centers with a small library of 25-50 books that are specially selected for them and rotated monthly.

Additionally, the library has served the following agencies through literacy services: For Families (YC Substance Abuse Center); the Salvation Army Depot; Mercy Housing; and, the Child Care Planning Council. State Library funding for our literacy programming will end fiscal year 2006/07. The library will endeavor to continue to provide literacy services in-house, though outreach will be limited due to funding cuts.

California State Library and MVLS (Regional Library System)

Most states, today, offer their citizens a statewide library catalogue via an online database. The California State Library has partnered with OCLC, a national library service, to create www.calcat.org, through which any resident can borrow materials from any library in California by requesting them online. This is a major step forward for rural libraries, now able to draw on larger and more specialized collections to meet our patrons’ needs. Mountain Valley Library System (MVLS) continues to be an important component of resource sharing for Yuba County Library within the Sacramento Valley region. MVLS provides delivery services free of charge, although YCL contributes roughly \$2,000 a year as member share.

Ongoing Projects and Concerns

Keeping the collection up-to-date and visually appealing encourages browsing, as well as providing accurate sources for reference and research. Circulation statistics indicate that the public is browsing previously ignored sections of the library as a result of our ongoing campaign to remove outdated and worn copies of materials. Efforts continue toward promoting the library through better displays and other marketing techniques, such as “face-out” shelving.

Developing a plan for financial sustainability through supplementing County General funds; investigating alternative sources of revenue for capital projects, introducing self-serve options--such as a self check-in/check-out to lessen need for more staff with increasing library usage; providing access to subscription databases online through our web page; staff trained to ensure excellent client service and to train patrons in best practices for internet use and multi-media literacy; establishing partnerships to expand services through programming; and increasing awareness of Yuba County's rich historical resources are ongoing projects at Yuba County Library.

Specialized library services, such as those provided by the Library's California Room's archival materials, continue to be regularly utilized in-house as well as online through the library's web page. The County Law Library, funded by legal fees, is still awaiting the attention of a Law Library Committee to make necessary decisions related to making useful legal resources accessible to the Yuba County community. Currently, online access of free resources is available through the library's web page reference links courtesy of the Council of CA County Law Librarians.

Future Forecast and Conclusion

The library's strategic plan explores the potential for extended services through branch operations as well as using technology as another possible options related to serving remote area patrons. Downloadable E-books and music, as well as subscription databases that bring reference libraries into the library patrons' own homes, would be immediate ways to serve this populace. A few subscription databases and E-books have been added and are available through the library's home page: <http://library.yuba.org>

The Library Advisory Commission invited the Friends of the Yuba County Library to explore the benefits of creating a joint Friends of the Library/Library Foundation, whose role would be to establish annual fundraising campaigns and to implement capital campaigns, when the library is ready for expansion. Though not much progress has been made this past year, the Library Advisory Commission and the Friends of the Yuba County Library have opened lines of communication in order to discuss issues and to work together on projects of mutual interest.

In fiscal year 2007/08, the library will continue to communicate to the community the wealth of resources available at the library through presentations and special programs. In recognition that working with others can expand and improve services, staff will be encouraged to continue to develop partnerships with schools, community organizations and other government agencies to co-sponsor programs within the library as well as through outreach within the larger community, for instance, YCL's outreach and involvement with organizations such as the local arts community, historical societies and civic organizations.

Yuba County Library is on the brink of establishing branch sites through joint-use agreements with Marysville Joint Unified School District and a California State Library grant that will locate a state-of-the-art "book dispenser" in Yuba County, putting us at the forefront of innovation not just for California, but on an international scale. The Yuba County Library looks forward to playing a major role in redefining Yuba County as not just as a crossroad between the Sacramento Valley and Northern California, but a place to stay and put down roots. Working within the framework of a strategic plan, and guided by the recommendations of the Library Advisory Board and approved by the Board of Supervisors, we look forward to meeting the challenges associated with this goal.