

LIBRARY SERVICES COMMISSION

Thursday, April 15, 2010, 6:00 p.m.

**Camarillo Public Library, Community Room
Camarillo, CA 93010
Tel: (805) 388-5222**

Minutes

Present:

Supervisor Kathy Long, County of Ventura, District 3; Chair & Mayor Pro Tem Carol Smith; Mayor Kevin Kildee; Mayor Pro Tem Sylvia Muñoz Schnopp; Councilmember Michelle Foster; Paul Derse, Ventura County Chief Financial Officer; Mark Lager, Ventura Library Support Services Manager; Lori Karns, West County Library Manager and Youth Services Manager.

1. Call to Order

The meeting was called to order at 6:05 p.m.

2. Pledge of Allegiance

3. Roll Call

4. Approval of Minutes

Motion: To approve the minutes of the March 18, 2010 Ventura County Library Commission meeting.

Approved

5. Public Communications

Three members of the public were heard.

6. Commission Member Comments

Commissioner Sylvia Muñoz Schnopp -
Port Hueneme Friends of the Library had a book sale the previous Saturday which was very successful. They raised \$1,600.

Commissioner Michelle Foster -

Simi Valley Library celebrated its 35th birthday. A year ago, one of the local Rotary Clubs partnered with the library to remodel the Community Room which is located in the Simi Valley Library.

Their next goal is to develop a "Youth Corner" which will provide a training or experience for these young people.

Commissioner Kevin Kildee -

The Camarillo Library is 3 years old this week.

Chair Carol Smith -

Ojai Friends & Foundation have saved approximately \$100,000, which they hope to use to make an addition to the library, for a meeting room for both the library and the community to share.

7. To recommend to the Ventura County Board of Supervisors that they approve the 2010 – 2011 Budget for the Ventura County Library. Report/Action

Mark Lager, Library Support Services Manager, introduced Paul Derse, Ventura County Chief Financial Officer, who presented the budget.

Mr. Derse stated that this 2010-2011 budget is very similar to the budget for the current year (FY 2009-10), with a \$108,000 increase over the current year which maintains the current service levels for all the libraries. Property taxes that were budgeted last year, went down about 2.4% from the current year. Last year's budget had an anticipated 4.5%. A decrease of 2.4% is anticipated for next year. This is already incorporated into the budget.

Overall the revenue is relatively flat. The expenses are also flat. The General Fund contribution from the County of Ventura and the Public Library Fund (PLF) are expected to be the same. Salaries increased slightly. This would have been considerably higher, however starting July 1, 2010 all county employees will be contributing an additional 3% for their retirement. This off-sets the former County retirement increased costs which would be approximately \$150,000 to \$160,000.

This budget also eliminates the \$200,000 annual contribution to the Thousand Oaks Library.

Every library was made whole by reallocating the \$883,803.00. As a result, the expenditures and appropriations for next year were made even. So this is for a balanced budget.

CEO Derse acknowledged the excellent job that Marta Rodriguez, Library Accounting Officer does creating the budget. She works with Kaye Mand, CEO Analyst, to make sure the numbers balance and reconcile to make a balanced budget.

Public Comments:

Two members of the public were heard.

Motion: by Commissioner Foster, seconded by Commissioner Kildee.

To recommend to the Ventura County Board of Supervisors that they approve the FY 2010 – 2011 Budget for the Ventura County Library.

Passed: unanimously by a vote of 5 to 0.

8. **To recommend to the Ventura Board of Supervisors that they approve a revision to the Library Rules of Behavior regarding the supervision of minors. Report/Action**

Lori Karns, West County Library Manager & Youth Services Manager presented this item.

Ventura County Library has a policy that allows the library to open a dialog with parents who have their children in the library unattended, who may not be old enough to give the staff telephone numbers or names of neighbors. The policy is to ask anyone who does not behave to leave the library. At night, this is a very difficult decision for the staff to make for children. The goal is that this addition to the policy will help close this gap.

Recommendation is for the policy to be changed to add "Children under the age of 9 must be accompanied by a parent of responsible caregiver that is 12 years old or older." followed by the currently existing sentence, " A responsible adult must accompany preschool children at all times." If a parent is in the building, they should accompany their preschooler (age 0 - 4) to whatever location they are in.

This issue has increased as the economy has declined. Some children are dropped off by parents to spend the day in the library without any parental supervision.

The policies have been posted in the libraries and on the Library Website.

Commissioner Muñoz Schnopp suggested that these policies are posted in Spanish as well.

Motion: by Commissioner Kildee, seconded by Commissioner Foster.

To recommend to the Ventura Board of Supervisors that they approve a revision to the Library Rules of Behavior regarding the supervision of minors.

Passed: unanimously by a vote of 5 to 0.

9. Next meeting date: Thursday, June 10, 2010 at 6:00 p.m.

*Location change to the Camarillo Library was requested.
Will be determined when availability of Camarillo Library
Community Room is confirmed.*

10. Meeting adjourned: at 7:00 p.m.