

9. **Possible Relocation of Ventura County Library Internal Services**

The County of Ventura is negotiating on behalf of the Ventura County Library System to lease a building in East Ventura that would house all of the System's Internal Services. **Report**

Background

Currently, the Library's three internal support departments are housed in three separate buildings. Support Services (Technical Services, Information Technology, Literacy, Delivery, ILL and Collection Development) are housed in a building located at Fir and Thompson in Ventura. Childrens' Services are housed in Oak View and Library Administration is located at 646 County Square Drive, Ventura.

This division of staffing has made communication and activities between departments more difficult. For several years Library Administration has been searching for a site that would combine these departments. However, the mixture of warehouse space, open processing space, and office space has made it difficult to locate a good site.

Recently, County GSA has located a good site for the combination of services. The site conforms to the varied space needs of library internal services, there is a substantial amount of parking and the site is close to public transportation. In addition, the cost per sq. ft will be substantially lower than the current rates at the three sites we now lease.

Negotiations are in the early stages but we are hopeful of having a completed lease prior to the next commission meeting.

There will be substantial costs to move all three offices, including a large amount of technology equipment. Staff furniture from the Support Services site and the Childrens' office will almost certainly all need to be replaced.

Fiscal Impact

Library Administration will report on total savings from the new lease and the costs of moving the three sites at the Ventura County Library System Commission meeting in October.