



Agenda Date: 1/30/2007  
Agenda Placement: 9A

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Janet McCoy - Director  
Library  
**REPORT BY:** Janet McCoy, Library Director, 253-4208  
**SUBJECT:** Library Facilities Master Plan

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### **RECOMMENDATION**

Library Director to make a presentation on an overview of the Library Facilities Master Plan.

### **EXECUTIVE SUMMARY**

The Library Facilities Master Plan is a tool to evaluate the current state of the library's facilities and services and to provide guidelines for projecting and planning needed growth over the next 20 years, should expansion opportunities become available.

The Library Facilities Master Plan does not attempt to establish a timeframe for facilities to be built or renovated, nor does it create a commitment to expand or rebuild any facilities. It provides an assessment of where we are now and guidelines to plan for the future.

The report is on file with Clerk of the Board.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

In the Fiscal Year 2005/06 budget process, the Library established a goal to “Develop a Library Facilities Master Plan that will identify long range needs and standards for library services.” Two of the most pressing issues that underlined the need for a facilities plan were that (1) two communities (American Canyon and Yountville) were making plans to expand the library facilities in their communities and (2) the expectation that a State Construction Bond for libraries would pass in 2006, which would require a completed facilities plan based on a formal needs assessment.

Group 4 Architecture, Research + Planning was selected to facilitate the planning project, and a professional services agreement was approved by the Board of Supervisors on September 13, 2005. A steering committee, which included members appointed by each jurisdiction and representatives from the Library Commission and Foundation, met regularly throughout the planning process. The committee’s role was to provide input and advice, and to be a conduit of information between the library and the jurisdictions.

The overall findings are that the Napa City-County Library has not kept pace with the population growth since the Main Library was built in 1975, although the libraries are all well-liked and well-used. The role of public libraries has evolved to include an emphasis on technology, a wider variety of materials and a place for the community to gather to share information and ideas, all of which create need for additional space.

The Library Commission reviewed the final draft of the Library Facilities Master Plan and approved it at their November 20, 2006 meeting.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Maiko Klieman