



Agenda Date: 8/1/2006
Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Janet McCoy - Director
Library
REPORT BY: Janet McCoy, Library Director, 253-4208
SUBJECT: Acceptance of grants and donations totaling \$83,358

RECOMMENDATION

Library Director requests the acceptance of the following:

1. Library Services and Technology Act Grant from the California State Library in the amount of \$30,000 for the Napa City-County Library's adult literacy program;
2. Library Services and Technology Act Grant from the California State Library in the amount of \$11,058 for three Library employees to be reimbursed for classes taken toward a Masters Degree in Librarianship and approving a grant specific exception to the County's employee tuition reimbursement policy; and
3. Donation from the Library Foundation in the amount of \$42,300 for the cost of online subscription databases for the Solano/Napa and Partners (SNAP) system and for clerical support.

EXECUTIVE SUMMARY

The California State Library has approved two Library Services and Technology Act Grants (LSTA) for the Napa City-County Library for Fiscal Year 2006/07: one for Literacy in the amount of \$30,000, and one for three employees to be reimbursed for classes taken toward a Masters Degree in Librarianship in the amount of \$11,058. The Library Foundation has approved two donations toward library services totaling \$42,300.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Library
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	These grants and donations are essential for the library to continue its current service level and to undertake specific enhancements.
Is the general fund affected?	No
Future fiscal impact:	The grants have no future fiscal impact because they are awarded annually and provide funding for activities that would cease if the grants are not awarded. The donation from the Foundation is for single-year costs that have no future cost impact.
Consequences if not approved:	The projects and activities funded by these grants and donations would be canceled or not implemented, resulting in a reduction in the library's services to the public.
Additional Information:	

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

Library Services and Technology Act Grants-Literacy grant:

The Napa City-County Library's adult literacy program was started in 1984 as one of the charter projects of the California State Library's California Literacy Campaign. The library's program has provided continuous service since that time to offer literacy services to adults and families in Napa County who seek English language tutoring. The adult learners meet one-on-one or in small groups with trained volunteer tutors.

The California State Library has combined its various literacy grant programs into one, which encompasses Adult Literacy Service, Families for Literacy, and English Language Literacy Intensive. The Napa City-County Library's baseline grant amount for Fiscal Year 2006/07 is \$10,000 for each of the three components, for a total baseline award of \$30,000.

Library Services and Technology Act Grants-Staff Education grant:

With a commitment to recruiting qualified people into the library profession and to encourage public library employees to further their career by obtaining a Masters Degree in Library and Information Science, the California State Library offers tuition reimbursement grants to qualified individuals. The grant funds are entrusted to the Library to be distributed to the recipients upon successful completion of course work. The grant award for Fiscal Year 2006/07 is \$11,058, and includes 10% that the Library is allowed for indirect costs.

The Library has three employees who have been approved for these funds for classes in the San Jose State University School of Library and Information Science Master's Degree program during the Summer 2006, Fall 2007 and Spring 2007 semesters. The request is for the Board to make a grant specific exception to the County's employee tuition reimbursement policy, which limits employee tuition reimbursement to \$300 per fiscal year (The grant terms authorize a maximum reimbursement of \$900 for 1-6 units or \$1,551 for 6 or more units per semester). Since the reimbursement will come from the grant, there will be no cost to the County. With the three

employees starting the program for the Summer 2006, we are asking the Board to make this exemption at this time. However, it may be necessary to revise the County's employee tuition reimbursement policy at a later date. If so, it will be brought back to the Board at that time.

The City-County Library requires possession of a graduate degree in library science issued by a college or university accredited by the American Library Association to qualify for the Librarian I/II/III positions. Recruiting for a well-qualified librarian with a Masters Degree can be extremely difficult. This program will encourage staff development and will benefit the County by having more employees qualifying for the Librarian positions.

Library Foundation donations:

The Napa City-County Public Library Foundation raises funds for an endowment fund and for supporting specific services or projects (determined annually) that have a Countywide benefit. The Foundation has approved the following donations, totaling \$42,300 for Fiscal Year 2006/07:

- | \$35,000 for the Solano/Napa and Partners (SNAP) consortium to offset the cost of online subscription databases for Napa City-County Library customers; and
- | \$7,300 to pay for the clerical support from Library Business Office (per County agreement #4672).

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Maiko Klieman