



Agenda Date: 8/9/2005
Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Janet McCoy - Director
Library
REPORT BY: Janet McCoy, Library Director, 253-4242
SUBJECT: Acceptance of grants and donations totalling \$132,923

RECOMMENDATION

Library Director requests approval to accept two grants from the California State Library and several donations from the Library Foundation and the Napa Friends of the Library totalling \$132,923.

EXECUTIVE SUMMARY

The California State Library has approved a baseline literacy grant for the Napa City-County Library for 2005/06 of \$30,000, and has approved a grant of \$10,623 for four employees to take classes toward a Masters Degree in Librarianship. The Library Foundation has approved donations to the library totalling \$77,300, and the Friends of the Napa Library have approved donations to the library totalling \$15,000.

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 donations from the Foundation are for single-year costs that

have no future cost impact. A portion of the Napa Friends donation is for installing a wireless network, which would have minor ongoing costs for maintenance.

Consequences if not approved: The projects and activities funded by these grants and donations would be cancelled or not implemented, resulting in a reduction in the library's services to the public.

Additional Information: None

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

Literacy grant:

The Napa City-County Library's adult literacy program, Project Upgrade, 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 2005/06 is \$10,000 for each of the three components, for a total of \$30,000.

Staff Education grant:

With a commitment to recruiting qualified people into the library profession and to encouraging 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 coursework. The grant award for 2005/06 is \$10,623, and includes 10% that the Library is allowed for indirect costs.

The Library has four 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 2005, Fall 2005 and Spring 2006 semesters. By approving the recommended action, the Board will be making 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 \$645 per approved class.)

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 County-wide benefit. The Foundation has approved the following donations, totaling \$77,300 for 2005/06:

\$35,000 Online databases for Napa County library customers

- \$ 7,300 Clerical support from Library Business Office
- \$35,000 Support to hire planning consultant for the Library Master Facilities Plan

Friends of the Napa Library donations:

The Friends of the Napa Library conduct four or more book sales each year to raise funds to support or enhance specific library services that are beyond the scope of the library's budget. The Friends have approved the following donations, totaling \$15,000:

- \$10,000 Installation of a wireless network in the Napa Main Library
- \$ 5,000 Support to hire planning consultant for the Library Master Facilities Plan

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey