



# Mendocino County

## Legislation Details (With Text)

**File #:** 21-0651      **Version:** 1      **Name:**

**Type:** Approval      **Status:** Consent Agenda

**File created:** 5/27/2021      **In control:** Cultural Services Agency

**On agenda:** 6/22/2021      **Final action:**

**Title:** Approval of Modification to the Regular Hours of Operation of the Branches of the Mendocino County Library

**Sponsors:** Cultural Services Agency

**Indexes:**

**Code sections:**

**Attachments:** 1. Letter to BOS regarding Library Hours

Date	Ver.	Action By	Action	Result
6/22/2021	1	Board of Supervisors		

**To:** Board of Supervisors

**From:** Cultural Services Agency

**Meeting Date:** June 22, 2021

**Department Contact:** Deborah Fader Samson

**Phone:** 234-2872

**Department Contact:** Barb Chapman

**Phone:** 367-8216

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Approval of Modification to the Regular Hours of Operation of the Branches of the Mendocino County Library

**Recommended Action/Motion:**

Approve the modification to the regular hours of operation of the branches of the Mendocino County Library.

**Previous Board/Board Committee Actions:**

The Board previously approved the modification of hours of operation for the Willits Branch Library on October 18, 2016, the Ukiah Branch Library on July 24, 2018, and the Coast Community Branch Library on December 17, 2019.

**Summary of Request:**

When the Measure A Library Tax passed, the Measure required that Library hours of operation increase to the 2006 level which totaled 197 hours open each week. The actual Library weekly hours were increased to 208. Due to budgetary constraints, the Library is proposing adjusting some branch hours to be open a total of 206 hours each week. We request this due to the cost savings of approximately \$64,000 per year: \$44,000 just for Ukiah branch staffing and \$20,000 for a Security Guard. During the pandemic, the Library was closed, then open only for curbside pick-up, and now open limited hours. When the Library branches reopen for regular hours, we would like to re-open reopen according to the attached proposed schedule.

This new proposed schedule primarily affects Coast Community and Ukiah Branches, reducing their open days from six per week to five per week, in line with the other branches. Please see supporting documentation that shows how Sunday hours have not been utilized as much as had been hoped at Ukiah branch, and how opening on that day actually adversely affects the smooth functioning of the branch operations with increased incident reports of unfavorable patron behavior.

In addition, Coast Community Branch has only 1.5 employees and it is virtually impossible to staff it six days per week without providing overtime and hiring extra-help.

**Alternative Action/Motion:**

Provide alternate direction to staff.

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** [www.mendolibrary.org](http://www.mendolibrary.org)

**Fiscal Details:**

**source of funding:** 6110 Library Funds

**current f/y cost:** \$64,000 - not spent due to COVID

**annual recurring cost:** Savings of \$64,000/year

**budget clarification:** Reduced staff and Security Guard expenses

**budgeted in current f/y:** Yes

**if no, please describe:**

**revenue agreement:** N/A

**Agreement/Resolution/Ordinance Approved by County Counsel:** N/A

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**CEO Liaison:** Cherie Johnson, Deputy CEO

**CEO Review:** Choose an item.

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Deputy Clerk I

Date: June 23, 2021

Final Status: **Approved**

