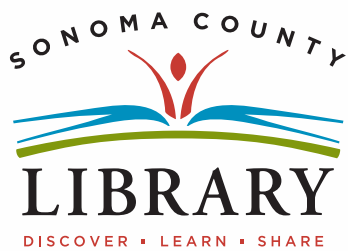


Measure Y

Oversight Committee
2017 | 2018 Report



November 5, 2018

In November 2016, voters of Sonoma County approved Measure Y which was a 1/8 of one percent sales tax to support the Sonoma County Library. The ordinance stipulated that the Library Commission was to establish a citizen oversight committee to annually review expenditures and appropriations of the tax revenues to ensure that all such revenue is spent or appropriated for purposes and uses set forth in the expenditure plan of Measure Y.

This report from the Measure Y Oversight Committee examines the expenditures to ensure that they conform to the spirit and letter of the ordinance. Based on the expenditure plan of the Measure Y ordinance, the additional sales tax revenues should be used for the following purposes:

- Support library collections, educational programs, and classes for Sonoma County's school age and pre-school children
- Improve access to local libraries
- Maintain aging library facilities

2. 2017/2018 ACCOMPLISHMENTS

a. Supporting Library Collection and Programs

- Increased the materials budget by 67%, which resulted in a 33% increase in the number of new items ordered, including more e-books and audio books and reduced wait time for holds significantly
- Increased on-line services with the addition of five new e-resources including Consumer Reports.com, Value Line, Chilton, Tutor.com and Odilo
- Increased the number of children's educational and recreational programs offered during non-school hours to support families:
- Prepared themed story-time kits for daycare and childcare facilities (called Stories-to-go)
- Reached out to Head Start programs

Children's Programs



- Replenished and restocked story-time resources
- Expanded the license for public performance of films which allowed the library to provide targeted film programming in support of system-wide celebrations
- Partnered with the Student Success Initiative to provide support and mentoring of library-school student cards
- Increased the number of cultural programs such as:

Alphabet Rockers



Didgeridoo Music

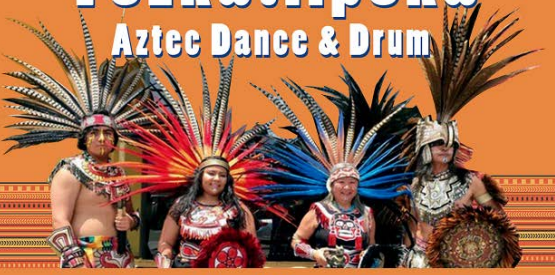


Aztec dance and drum

SONOMA COUNTY LIBRARY PRESENTS

Tezkatlipoka

Aztec Dance & Drum




Tezkatlipoka will share indigenous Mesoamerican culture through Aztec dance and drumming. Enjoy the thread of cultural information and dance!

Saturdays

June 23 at 3:30pm
Rohnert Park-Cotati Library

July 14 at 1:00pm
Central Library

FREE  **2018**
sonomalibrary.org

Hispanic Heritage


Celebrate
HISPANIC HERITAGE MONTH

Mexican History in an Hour

with **Laura Gonzalez**



Join us for a seminar on Mexican history. The historical highlights of our neighbor to the south will be presented in order to gain some insight into the country with whom we share a 2,000 mile border.

Saturday, September 15 at 3:30pm
Central Library

Saturday, September 29 at 1:00pm
Healdsburg Library

Wednesday, October 3 at 7:00pm
Petaluma Library

Saturday, October 6 at 12:00pm
Roseland Library

Saturday, October 13 at 10:30am
Sebastopol Library

Wednesday, November 7 at 6:00pm
Rohnert Park-Cotati Library

Free




sonomalibrary.org

Black History



Black History Month Film Series
Explore culture & history through film

Featuring the Films:



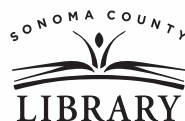
Red Tails

(PG-13)

February 15
Wednesday
at 5:30pm

**The Rosa
Parks Story** (NR)


February 22
Wednesday
at 5:30 pm



Cloverdale Regional Library
401 N. Cloverdale Boulevard • (707) 894-5271
www.sonomalibrary.org • 2017

Santa Rosa Symphony at the Library



PRESENT
WOODWIND PERFORMANCES

Saturday, July 28
2:00 pm Concert for Children
and
3:15 pm Concert for Adults

This family program will explore melody and rhythm through the music of Ravel, Grieg, Ibert, Gershwin, Joplin, and more. The woodwind quintet will take us on a musical journey around the world, playing familiar tunes, along with fugues, shanties, and rags.

This program will be lively and interactive and suitable for all ages.

Kathleen Reynolds, Laura Reynolds, Roy Zajac, Carla Wilson and Suzanne Chasalow

FREE AND OPEN TO ALL
Seating is limited to first come, first serve basis

Rohnert Park-Cotati Regional Library
6250 Lynne Condé Way
(707) 584-9121
sonomalibrary.org • 2018



- Provided events and classes to promote Health Education, eco-friendly practices, and technological education for the public

Health Education



**HEALTHY
LIVING**
at your Library

Presenting a series
of FREE classes with
your HEALTH as the FOCUS

CLASSES OFFERED THROUGHOUT THE COUNTY

2. 2017/2018 ACCOMPLISHMENTS

- Partnered with Sonoma County Regional Parks Department to create a Discovery Pack
- Offered SAT/ACT preparation classes to help students prepare for college applications
- Provided skills assistance programs and technical classes in English and Spanish, and presented Resume Building programs
- Created a 'Lawyers in the Library' program to provide free legal information and referrals
- Expanded summer reading programs, including adult literacy program and the inmate literacy program
- Purchased video games to enhance the collection
- Provided many computer classes in both English and Spanish throughout the library system
- Purchased and installed Networked, Digital Microfilm Reader Printers for History and Genealogy, Petaluma History Room and Cloverdale History Area

b. Improving Access to Libraries

- Hours were increased at all branches. Monday hours were reinstated in May 2017. Libraries are now open two evenings a week (both Monday and Wednesday). In April 2018 Saturday hours were increased to remain open until 6 pm.

Additional Hours & Open Mondays



2. 2017/2018 ACCOMPLISHMENTS

- Supported the temporary Roseland library facility in Santa Rosa
- Expanded staffing at all branches to cover the expanded hours and to provide more one-on-one assistance
- Began purchasing 'Hublets' to provide tablets for use within the libraries

Roseland Library in Santa Rosa



Hublets



c. Maintaining Library Facilities

- Refreshed computer equipment for staff
- Created laptop training carts for public computer training classes and student use
- Added new self-check stations in Healdsburg, Cloverdale, Roseland and Northwest branches
- Began adding flat panel display units
- Completed the Northwest Branch refresh

Northwest Branch



2. 2017/2018 ACCOMPLISHMENTS

- Replaced the phone system throughout the library system
- Purchased an additional delivery truck to facilitate faster material delivery
- Upgraded and increased internet speed
- Upgraded all PCs and Laptops to Windows 10; provided laptop carts to all branches with laptops or Chromebooks; provided 3-D printers in some libraries and virtual reality equipment for public use
- Added charging stations in all branch locations
- In addition to these completed projects, there are various projects that were in progress at the end of the fiscal year:
 1. Refreshing Petaluma branch
 2. Upgrading the on-line integrated library system
 3. Updating PCs and improving communications technology infrastructure
 4. Updating branch meeting rooms with flat panel displays
 5. Purchasing additional 'Hublets' for other branches

New Tech



2. 2017/2018 ACCOMPLISHMENTS

13

- Moved headquarters functions to Rohnert Park to house collection services, financial services, and other administrative functions, reducing overcrowding at the Central Library and freeing space for the Adult Literacy program in Central. The move also provided more space to facilitate faster delivery of materials throughout the system.

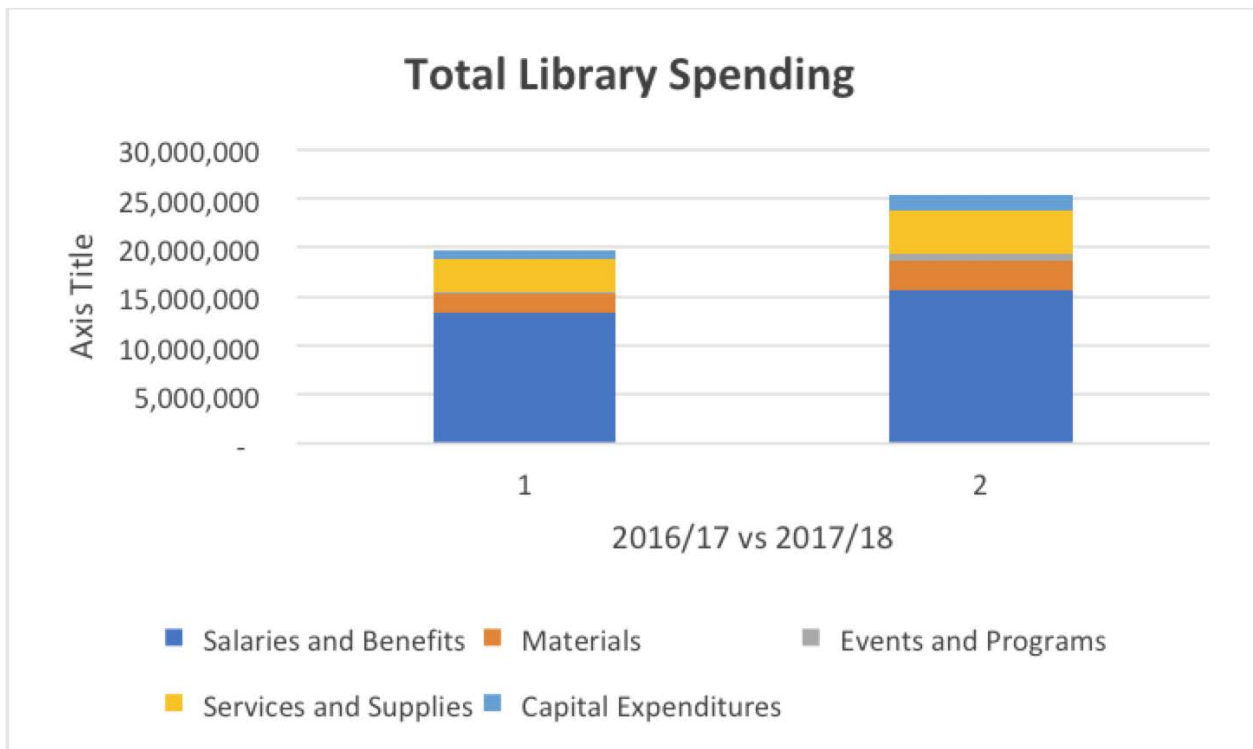


3. FINANCIAL SUMMARY 2017/2018

Thanks to Measure Y, spending for the Sonoma County Library System increased by over \$5 million from 2016/17 to 2017/18, as can be seen in the following table and chart:

Total Library Spending

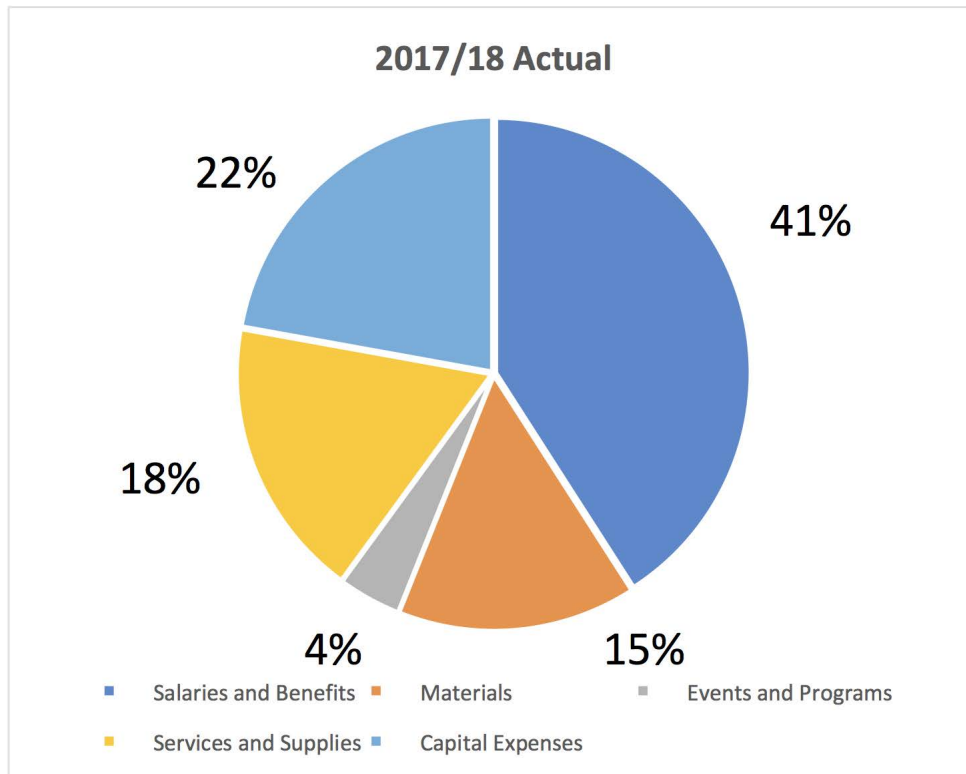
	Year 2016/17	Year 2017/18	Difference	Measure Y
Salaries and Benefits	13,371,808	15,611,333	2,239,525	3,080,885
Materials	1,887,557	3,100,320	1,212,763	1,140,970
Events and Programs	224,519	595,433	370,914	299,867
Services / Supplies	3,301,345	4,421,291	1,119,946	1,340,384
Capital Expenditures	911,305	1,689,959	778,654	1,669,017
TOTAL	19,696,534	25,418,336	5,721,802	7,531,123



3. FINANCIAL SUMMARY 2017/2018

The following table summarizes the budget and actual income and expenditures for Measure Y funds for 2017/18.

	Budget	Actual	Difference
REVENUE			
Sales Tax	11,500,000	11,946,712	446,712
Interest Income		12,112	12,112
EXPENDITURES			
Salaries and Benefits	4,456,000	3,080,885	(1,375,115)
Materials	1,150,000	1,140,970	(9,030)
Events and Programs	510,000	299,867	(210,133)
Services and Supplies	2,641,000	1,340,384	(1,300,616)
Capital Expenses	2,743,000	1,669,017	(1,073,983)
TOTAL Expenses	11,500,000	7,531,123	(3,968,877)
SURPLUS/(DEFICIT)	0	4,427,701	(4,427,701)



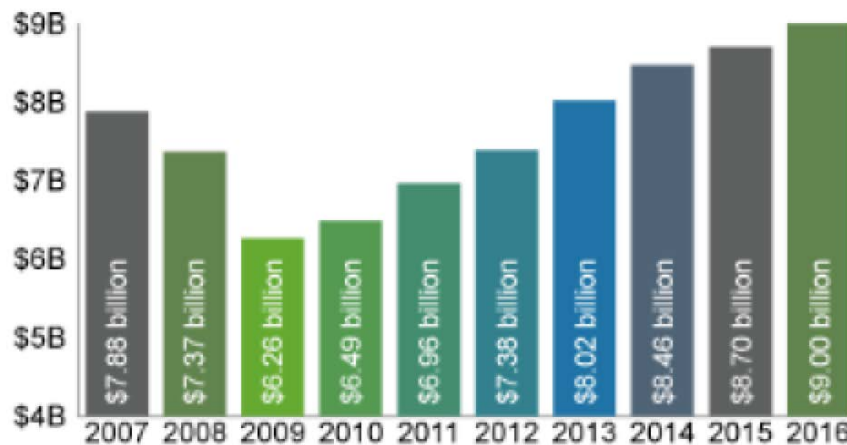
3. FINANCIAL SUMMARY 2017/2018

Revenue was slightly higher than anticipated and expenditures were significantly lower than expected, producing a large surplus for the year.

The large surplus in salaries and benefits was a direct result of the difficulty Human Resources (HR) faced in hiring additional staff for the libraries. The high cost of living in Sonoma County makes it difficult to find qualified personnel willing to relocate to this area. This problem is not going away and HR is continuing its search for the additional staff needed for our libraries. Because of the difficulty in hiring additional staff, some projects that were planned for the year could not be undertaken, resulting in lower non-personnel expenditures, primarily in capital projects. Spending for materials was pretty much on budget; spending for events and programs was a bit under budget, but not by a large amount.

Beginning a new endeavor of the magnitude of Measure Y would have been a challenge in the best of times, but in October of 2017, Sonoma County endured one of the most devastating fires in its history. Libraries in the county were closed and it was over a month before some semblance of normal was restored. It was not known how this would affect property tax and sales tax revenues so the library was prudent in its expenditures. As shown in the following chart, sales tax revenues are sensitive to economic conditions. Between 2007 and 2009 taxable sales fell by over 20% and did not regain the 2007 level until 2013.

TOTAL TAXABLE SALES Sonoma County



Source: Sonoma County Economic Development Board

The surplus generated this year is being carried forward and can be used in the future.

The Measure Y Committee, consisting of members selected by the library commissioners, is pleased to present this report. We met quarterly throughout 2017-18 to review revenues and expenditures of the Sonoma County library system.

During the fiscal year, the library saw sales tax revenue exceed the budget while expenditures were well under budget, producing a 4-million-dollar surplus. While much has been accomplished in the first year of Measure Y revenue, some items were delayed and work remains to be done. There is still unfulfilled demand for library access and resources. Several library facilities in the county need refurbishing. Opening the administrative center in Rohnert Park, while not a direct benefit to the public, provides the infrastructure needed to support an enhanced library system.

The surplus is available to cover expenditures as needs arise that adhere to the Measure Y Expenditure Plan and are approved by the Library Commission

After careful review of the financial reports, the Committee concludes that proper procedures have been followed and that funds have been expended as set forth by Measure Y.

Respectfully Submitted

Mike Neely, Chairman, on behalf of the Measure Y Oversight Committee

Mary Evelyn Arnold	appointed by Commissioner Tom Haeuser for Sonoma Valley
Scott Alonso	appointed by Commissioners Tim May and Paul Heavenridge for Petaluma
Janis Brokaw	appointed by Commissioner Barbara Mackenzie for Rohnert Park
Linda Clapp	appointed by Commissioner Reece Foxen for Cloverdale
David Cook	appointed by Commissioner Tom Haeuser for Sonoma Valley
Tom Ford	appointed by Commissioner Linda Garcia for Joint County/ SR city and Jason Merrick for Cotati
Herman Hernandez	appointed by Commissioner Paul Heavenridge for Sonoma County
Dan Jenkins	appointed by Commissioner David Ebright for City of Santa Rosa
David Little	appointed by Commissioner Helena Whistler for Sebastopol
Greta Mesics	appointed by Commissioner Carla Howell for Healdsburg
Bruce H. Robinson	appointed by Commissioner Stephen Zollman for Sebastopol

The Measure Y Oversight Committee would like to express its appreciation to the Sonoma County Library staff and the Graphics Department for this booklet and photographs used in this report; to Ken Nieman for support with financial data; and to Jane Klickman for logistics support.