

MEETING NOTICE: There will be a Regular Meeting of the
Blanchard /Santa Paula Public Library District Board of Trustees
Tuesday, July 27 2021, at 6:00 p.m.
Blanchard Community Library
119 N. 8th St., Santa Paula, CA 93060.

AGENDA

THIS MEETING WILL BE CONDUCTED BY TELECONFERENCE UNDER THE RULES
ESTABLISHED BY THE GOVERNOR'S EXECUTIVE ORDER N-33-20.

MEMBERS OF THE PUBLIC MAY PARTICIPATE

Join from PC, Mac, Linux, iOS or Android: <https://v.ringcentral.com/join/381392427>

For the best audio experience, please use computer audio.

Or Telephone: +1(650) 419-1505

Meeting ID: 381 39 2427

A. CALL TO ORDER

B. APPROVAL OF THE ORDER OF THE AGENDA

C. PUBLIC COMMENT

Public comments are welcomed and encouraged. The President of the Board will acknowledge visitors wishing to speak on a topic not on the regular Board agenda. The Board is prohibited from taking action on any item not part of the printed agenda. When addressing the Library Board, please stand to be recognized by the Board President, state your full name and address, and direct your comments to the entire Library Board.

For members in the audience wishing to speak on an Agenda item, the President will announce the item and request the staff or a Board member to give a brief summary. The Board will have an opportunity to ask questions, following which the President will ask whether anyone else wishes to comment. Then the Board will discuss the item and take the appropriate action.

The Library Board of Trustees requests that speakers conduct themselves with civility and keep in mind the rights and well-being of all members of the Santa Paula community.

D. APPROVAL OF MINUTES

- a. Approval of Minutes: Meeting of June 22, 2021

E. REPORTS

- a. Financial Reports
- b. Friends of the Library

F. BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUT

G. OLD BUSINESS

- a. Possible Modification/Cancellation of CalPERS Retirement Program Contract discussion, possible action)
- b. Prioritization and Timeline for Existing Building Renovation and New Building Construction (information, discussion, possible action)
- c. Leave Donation Program (information, discussion, possible action)
- d. Report on Community Meeting Held July 24, 2021 (information and discussion)

H. NEW BUSINESS

- a. New Contract with the District Director (information, discussion, possible action)

I. REPORTS (CONTINUED)

- a. Staff Reports
 - i. Public Services Reports
 - ii. District Director's Report
- b. Board Committees
 - i. Finance
 - ii. Human Resources
 - iii. Strategic Plan Teams
 1. Visioning/Strategic Plan
 2. Fundraising/Grants

J. FUTURE AGENDA ITEMS

K. UPCOMING MEETING DATES

Regular Meeting August 24, 2021

L. ADJOURNMENT

In compliance with the Ralph M. Brown Act and the Americans with Disabilities Act, if you need a disability-related modification, accommodation, or other special assistance to participate in this meeting, please contact Ned Branch, District Director of the Blanchard/Santa Paula Community Library, at 805-525-3615 x301. Notification 48 hours before the meeting will enable reasonable arrangements to be made.

REGULAR MEETING OF JULY 27, 2021
D. APPROVAL OF MINUTES

1. Approval of Minutes
 - a. Regular Meeting of June 22, 2021

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Kelly						
Merson						
Phillips						
Reyes						
Zamora						

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, June 22, 2021

CALL TO ORDER---The Teleconference Meeting was called to order at 6:36 PM by Board President Laura Phillips. Trustees Ron Merson, Ricardo Reyes, and Miriam Zamora were in attendance, a quorum established. Trustee Grace Kelly was absent. District Director Ned Branch was present.

APPROVAL OF THE ORDER OF AGENDA- Unanimously approved (Zamora/Reyes, 4-0).

PUBLIC COMMENT ON NON-AGENDA ITEMS--- None.

APPROVAL OF MINUTES---The Minutes of the Regular Meeting on May 25, 2021 were unanimously approved (Zamora/Reyes 4-0).

REPORTS I---

a. Director Branch presented the Financial Statements, Significant Variances, and Budget. Financial statements were received and filed (Merson/Zamora, 4-0).

b. Friends of the Library (FOL) - Trustee Phillips: There are some new volunteers that are helping in the back and they will be open to sell books. During July there is a special on “Coffee table” books. If they attend the Saturday sell July 3rd there will be special gifts for anyone wearing red, white, and blue.

BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUTS---

Director Branch reported that Library funding is still in the 2021-2022 State Budget. Inter-library lending should start July 1, 2021.

Director Branch reported that a Betsy Blanchard Chess book signing/purchasing event will be at the library 8/14/21.

Director Branch reported that a \$3,000 grant for kid’s books will be coming in next week.

OLD BUSINESS---

- a. The 2021-22 Budget was approved (Merson/Zamora, 4-0)
- b. At the May meeting, the Board approved a Gann spending limit of \$947,456 for the fiscal year of 2021-22. The Resolution for the Gann spending limit was approved (Zamora/Reyes, 4-0).

NEW BUSINESS---

- a. Resolution 2020-21:01 Requesting a Contrafund Advance for the 2021-22 fiscal year was approved (Reyes/Merson, 4-0).
- b. Resolution 2020-21:02 to Levy Parcel Tax of \$40 per parcel for 2021-22 fiscal year was approved (Zamora/Reyes, 4-0).
- c. Approved lump sum prepayment of \$46,371 for the unfunded accrues pension liability payment from the Blake account and then make a monthly deposit of \$4,027.58 back to that account (Merson/Zamora, 4-0).

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, June 22, 2021

- d. A Solar Installation-Photovoltaic cells and battery storage system from Swell Energy was reviewed and discussed. Depending on the capacity of batteries, the estimates were \$155,633 and \$206,511. The Board directed Director Branch to pursue further and return with additional information. He was also asked to prioritize the sequence of building maintenance and construction projects the Board has been discussing.
- e. Discussion regarding consideration of a policy regarding donation of Sick/Vacation Time to Co-Workers was held. The Board referred the topic to the Human Resources Committee (Trustees Reyes and Zamora) to review and return to the Board with information in the future (Phillips/Merson, 4-0).

Note: At 8:29 Trustee Zamora shifted from a camera to her phone.

REPORTS (continued)

a. Literary Services--- Updates were reviewed.

b. Public services--- Updates were reviewed.

c. District Director's Report---

1. Statistics were reviewed.

2. Status of the Library operations as a result of state and county health orders regarding mitigation of COVID 19/staff vaccinations.

The Library is currently staying open until 7:00 pm weeknights (M-TH) and Saturday 10 am to 2 pm. The library is almost back to normal for accessibility.

Everyone is still required to wear masks because of the young children that are not old enough to get vaccinated. Temperature checking and social distancing is not required. This will probably continue through August 2021. Some furniture has been moved back into the public areas and the bathrooms have been opened to the public.

Group programs will not be held during the summer, partly due to required lead time for planning.

3. Reviewed a flow chart of areas of responsibilities in relation to succession planning. The Director will create a list of who employees report to.

4. Employee vacation and sick time accumulations were reviewed.

5. Reviewed discussion with City Manager Dan Singer regarding additional house at East Area 1 and redevelopment fees. Probably 12 months away from a final amendment approval by the City.

d. Board Committees

i Finance--- None

ii Human Resources--- see below

iii Strategic Plan Teams

MINUTES of the Regular Meeting of the Blanchard/Santa Paula Library District Board of Trustees, Tuesday, June 22, 2021

1. Visioning/Strategic Plan--- Public meeting will be held July 24th. The public will be invited by various methods to participate at the meeting.

2. Fundraising/Grants--- None

Update regarding the CalPERS retirement plan, it appears that all or none of the employees need to be in Cal PERS.

FUTURE AGENDA ITEMS--- The Board agreed to include the following future Agenda items:

- Ned Branch employee contract;
- Sequencing of capital projects;
- Interior and exterior improvements.

UPCOMING MEETING DATE--- The next regular meeting will be July 27, 2021 at 6:00 pm in the library.

ADJOURNMENT---There being no further business, the Regular Meeting was unanimously adjourned (Zamora/Reyes, 4-0) at 9:22 PM.

Library Board Clerk

ATTEST:

District Director

REGULAR MEETING OF JULY 27, 2021, 2021
E(a) REPORTS: FINANCIAL REPORTS

1. Receive and file June 2021 financial reports

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Kelly						
Merson						
Phillips						
Reyes						
Zamora						

BUDGET VARIATIONS AND SUMMARIES

YTD as of June 2021 - Month 12 of 12

SIGNIFICANT VARIANCES FROM BUDGET

		ACTUAL	BUDGET		
Income	Property Tax	\$ 990,306	\$ 797,230	24.2%	Secured property tax actual \$17,000 more than budget.
	Grants	\$ 83,612	\$ 61,000	37.1%	\$4,753 Harry & Lillian Wallace literacy grant \$5,000 digital content grant (Covid)
	Donations- YTD	\$ 22,616	\$ 40,080	-43.6%	
Expense	Computer Services	\$ 68,017	\$ 75,120	-9.5%	Recategorize WiFi hotspots & databases Support contract put on hold during library closure
	Collection Development	\$ 57,667	\$ 41,760	38.1%	Books ordered in previous fiscal year not bill until this year; Unbudgeted grant of \$5,000 for eBooks Recategorization from Computer Services
	Programs	\$ 12,339	\$ 27,720	-55.5%	In person programs cancelled for the year because of Covid-19
	Office Expense	\$ 8,304	\$ 14,040	-40.9%	Fewer office expenses because of COVID-19
	Legal Fees YTD	\$ 8,500	\$ 6,000	41.7%	Attorney fees for representation re: Development Impact Fees and CalPERS

BUDGET SUMMARY

	19-20 YTD <i>Actual</i>	20-21 YTD <i>Actual</i>	20-21 YTD <i>Budget</i>	YTD <i>Variance</i>	20-21 Annual Budget	Annual Variance Based on Monthly Average
Income	\$ 923,303	\$ 1,000,268	\$ 900,710	11.1%	\$ 900,710	11.1%
Expense	\$ 860,548	\$ 893,284	\$ 933,580	-4.3%	\$ 933,580	-4.3%

Other

Income	\$ 17,015	\$ 42,086	\$ -		\$ -	
Expense	\$ -	\$ -				

Blanchard/Santa Paula Library District
Balance Sheet
As of June 30, 2021

	<u>Jun 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	1,963,814.21
Other Current Assets	<u>1,502.07</u>
Total Current Assets	1,965,316.28
Fixed Assets	
Accumulated Depreciation (F/A)	-1,167,580.00
1070.10 · Construction In Process	113,055.37
1401.1 · Land	69,309.00
1402.10 · Building	474,710.00
1485.10 · Furniture & Fixtures	292,980.92
1490.10 · Equipment	299,580.69
1495.10 · Improvements	<u>673,252.24</u>
Total Fixed Assets	<u>755,308.22</u>
TOTAL ASSETS	<u>2,720,624.50</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	1,728.07
Credit Cards	1,388.80
Other Current Liabilities	<u>42,776.56</u>
Total Current Liabilities	<u>45,893.43</u>
Total Liabilities	45,893.43
Equity	
Fund Bal Offset - Comp. Absence	-38,030.00
31300 · Perm. Restricted Net Assets (Other Income)	340,845.14
3704.10 · Investment Gen. Fixed Asset	755,308.22
3901.10 · Fund Balance - General	1,467,537.19
Net Income	<u>149,070.52</u>
Total Equity	<u>2,674,731.07</u>
TOTAL LIABILITIES & EQUITY	<u>2,720,624.50</u>

Blanchard/Santa Paula Library District
Profit & Loss Budget vs. Actual
 July 2020 through June 2021

3:13 PM
 07/20/2021
 Accrual Basis

					TOTAL			
	Jun 21	Budget	\$ Over Budget	% of Budget	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
Total 4000 · Property Taxes	17,042.54	34,000.00	-16,957.46	50.13%	890,306.19	797,230.00	93,076.19	111.68%
Total 4700 · Grants	7,343.00	0.00	7,343.00	100.0%	83,611.76	61,000.00	22,611.76	137.07%
Total 4600 · Donations	1,050.00	2,090.00	-1,040.00	50.24%	22,615.82	40,080.00	-17,464.18	56.43%
Total 4800 · Library Services	223.51	200.00	23.51	111.76%	1,405.14	2,400.00	-994.86	58.55%
4900 · Miscellaneous Income								
Total Miscellaneous Revenue	57.96				1,891.87			
Total 4900 · Miscellaneous Income	57.96				1,891.87			
Interest Income	0.40				437.43			
Total Income	25,717.41	36,290.00	-10,572.59	70.87%	1,000,268.21	900,710.00	99,558.21	111.05%
Gross Profit	25,717.41	36,290.00	-10,572.59	70.87%	1,000,268.21	900,710.00	99,558.21	111.05%
Expense								
Salaries & Employee Benefits								
Salaries (Wage Account - Employee Gross	37,143.76	38,450.00	-1,306.24	96.6%	452,032.27	458,260.00	-6,227.73	98.64%
Total Payroll Tax	3,021.63	3,260.00	-238.37	92.69%	37,147.89	38,760.00	-1,612.11	95.84%
Total Retirement	5,283.99	5,430.00	-146.01	97.31%	62,603.35	64,860.00	-2,256.65	96.52%
Total Health Insurance	5,144.97	4,930.00	214.97	104.36%	60,212.57	59,160.00	1,052.57	101.78%
Insurance- Workers Comp.	161.37	170.00	-8.63	94.92%	2,110.51	2,540.00	-429.49	83.09%
Total Salaries & Employee Benefits	50,755.72	52,240.00	-1,484.28	97.16%	614,106.59	623,580.00	-9,473.41	98.48%
Services								
Total Computer Services	1,285.83	1,010.00	275.83	127.31%	68,017.36	75,120.00	-7,102.64	90.55%
Total Collection Development	4,373.21	3,480.00	893.21	125.67%	57,667.30	41,760.00	15,907.30	138.09%
Total Library Supplies	179.11	170.00	9.11	105.36%	2,729.05	2,040.00	689.05	133.78%
Memberships & Dues	897.33	420.00	477.33	213.65%	3,293.98	5,040.00	-1,746.02	65.36%
Total Programs	1,742.01	2,310.00	-567.99	75.41%	12,339.09	27,720.00	-15,380.91	44.51%
Promotion & Public Relations	29.99	470.00	-440.01	6.38%	13,415.63	15,640.00	-2,224.37	85.78%
Total Travel and Meetings	0.00	420.00	-420.00	0.0%	51.25	5,040.00	-4,988.75	1.02%
Total Services	8,507.48	8,280.00	227.48	102.75%	157,513.66	172,360.00	-14,846.34	91.39%
Administration								

					TOTAL			
	Jun 21	Budget	\$ Over Budget	% of Budget	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Advertising	0.00	30.00	-30.00	0.0%	135.00	360.00	-225.00	37.5%
Total Bank Charges	46.78	40.00	6.78	116.95%	567.53	480.00	87.53	118.24%
Insurance	1,625.38	1,670.00	-44.62	97.33%	19,504.56	20,040.00	-535.44	97.33%
Miscellaneous	53.17				53.17			
Total Office expenses (Office expenses)	1,520.04	1,170.00	350.04	129.92%	8,304.99	14,040.00	-5,735.01	59.15%
Total Professional Services	929.57	1,420.00	-490.43	65.46%	31,336.73	32,040.00	-703.27	97.81%
Public & Legal Notices	0.00				477.40			
Staff Development & Recognition	0.00	170.00	-170.00	0.0%	497.87	2,040.00	-1,542.13	24.41%
Strategic Planning	0.00				0.00	3,000.00	-3,000.00	0.0%
Telephone Expense	320.63	360.00	-39.37	89.06%	3,845.76	4,320.00	-474.24	89.02%
Total Administration	4,495.57	4,860.00	-364.43	92.5%	64,723.01	76,320.00	-11,596.99	84.81%
Facilities								
Janitorial Services & Supplies	700.00	840.00	-140.00	83.33%	10,221.05	10,080.00	141.05	101.4%
Total Repairs & Maintenance	576.50	1,390.00	-813.50	41.48%	15,001.00	16,680.00	-1,679.00	89.93%
Total Utilities (Utilities)	2,745.71	2,880.00	-134.29	95.34%	31,718.79	34,560.00	-2,841.21	91.78%
Total Facilities	4,022.21	5,110.00	-1,087.79	78.71%	56,940.84	61,320.00	-4,379.16	92.86%
Total Expense	67,780.98	70,490.00	-2,709.02	96.16%	893,284.10	933,580.00	-40,295.90	95.68%
Net Ordinary Income	-42,063.57	-34,200.00	-7,863.57	122.99%	106,984.11	-32,870.00	139,854.11	-325.48%
Other Income/Expense								
Other Income								
Extraordinary Income (Extraordinary Income)	3,077.07				7,091.32			
Library Impact Fees	0.00				34,995.09			
Total Other Income	3,077.07				42,086.41			
Net Other Income	3,077.07				42,086.41			
Net Income	-38,986.50	-34,200.00	-4,786.50	114.0%	149,070.52	-32,870.00	181,940.52	-453.52%

Blanchard/Santa Paula Library District
Profit & Loss Prev Year Comparison
 July 2020 through June 2021

3:55 PM

07/20/2021

Accrual Basis

	<u>Jul '20 - Jun 21</u>	<u>Jul '19 - Jun 20</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
Total 4000 · Property Taxes	890,306.19	861,601.87	28,704.32	3.33%
Total 4700 · Grants	83,611.76	76,270.00	7,341.76	9.63%
Total 4600 · Donations	22,615.82	53,571.30	-30,955.48	-57.78%
Total 4800 · Library Services	1,405.14	4,377.98	-2,972.84	-67.9%
Total 4900 · Miscellaneous Income	1,891.87	1,463.52	428.35	29.27%
Interest Income	437.43	2.17	435.26	20,058.07%
In-Kind Contributions	0.00	0.00	0.00	0.0%
Total Income	<u>1,000,268.21</u>	<u>997,286.84</u>	<u>2,981.37</u>	<u>0.3%</u>
Gross Profit	1,000,268.21	997,286.84	2,981.37	0.3%
Expense				
Salaries & Employee Benefits				
Salaries (Wage Account - Employee Gross Pay)	452,032.27	493,414.80	-41,382.53	-8.39%
Total Payroll Tax	37,147.89	40,806.16	-3,658.27	-8.97%
Total Retirement	62,603.35	75,877.94	-13,274.59	-17.5%
Total Health Insurance	60,212.57	63,735.65	-3,523.08	-5.53%
Insurance- Workers Comp.	2,110.51	1,798.68	311.83	17.34%
Salaries & Employee Benefits - Other	0.00	0.00	0.00	0.0%
Total Salaries & Employee Benefits	<u>614,106.59</u>	<u>675,633.23</u>	<u>-61,526.64</u>	<u>-9.11%</u>
Services				
Total Computer Services	68,017.36	75,121.16	-7,103.80	-9.46%
Total Collection Development	57,667.30	42,304.13	15,363.17	36.32%
Total Library Supplies	2,729.05	1,666.43	1,062.62	63.77%
Memberships & Dues	3,293.98	3,748.00	-454.02	-12.11%
Total Programs	12,339.09	25,723.12	-13,384.03	-52.03%
Promotion & Public Relations	13,415.63	7,172.11	6,243.52	87.05%
Total Travel and Meetings	<u>51.25</u>	<u>3,173.87</u>	<u>-3,122.62</u>	<u>-98.39%</u>

	<u>Jul '20 - Jun 21</u>	<u>Jul '19 - Jun 20</u>	<u>\$ Change</u>	<u>% Change</u>
Total Services	157,513.66	158,908.82	-1,395.16	-0.88%
Administration				
Advertising	135.00	0.00	135.00	100.0%
Total Bank Charges	567.53	196.94	370.59	188.17%
Fund Raising	0.00	153.83	-153.83	-100.0%
Insurance	19,504.56	13,088.96	6,415.60	49.02%
Miscellaneous	53.17	98.65	-45.48	-46.1%
Total Office expenses (Office expenses)	8,304.99	12,870.48	-4,565.49	-35.47%
Total Professional Services	31,336.73	29,542.28	1,794.45	6.07%
Public & Legal Notices	477.40	83.40	394.00	472.42%
Staff Development & Recognition	497.87	826.21	-328.34	-39.74%
Strategic Planning	0.00	97.86	-97.86	-100.0%
Telephone Expense	3,845.76	4,859.40	-1,013.64	-20.86%
Volunteer Appreciation	0.00	722.48	-722.48	-100.0%
Total Administration	<u>64,723.01</u>	<u>62,540.49</u>	<u>2,182.52</u>	<u>3.49%</u>
Facilities				
Janitorial Services & Supplies	10,221.05	8,741.90	1,479.15	16.92%
Total Repairs & Maintenance	15,001.00	17,878.06	-2,877.06	-16.09%
Total Utilities (Utilities)	<u>31,718.79</u>	<u>30,268.62</u>	<u>1,450.17</u>	<u>4.79%</u>
Total Facilities	<u>56,940.84</u>	<u>56,888.58</u>	<u>52.26</u>	<u>0.09%</u>
Total Expense	<u>893,284.10</u>	<u>953,971.12</u>	<u>-60,687.02</u>	<u>-6.36%</u>
Net Ordinary Income	106,984.11	43,315.72	63,668.39	146.99%
Other Income/Expense				
Other Income				
Extraordinary Income (Extraordinary Income)	7,091.32	9,387.42	-2,296.10	-24.46%
Library Impact Fees	34,995.09	59,578.35	-24,583.26	-41.26%
Total Other Income	<u>42,086.41</u>	<u>68,965.77</u>	<u>-26,879.36</u>	<u>-38.98%</u>
Net Other Income	42,086.41	68,965.77	-26,879.36	-38.98%
Net Income	<u><u>149,070.52</u></u>	<u><u>112,281.49</u></u>	<u><u>36,789.03</u></u>	<u><u>32.77%</u></u>

Blanchard/Santa Paula Library District General Fund Deposit Detail June 2021

Type	Num	Date	Name	Memo	Account	Class	Amount
Deposit		06/04/2021		Deposit	General Fund		643.16
			Southern Calif...	Deposit	4705 · Other Grants	Programs:...	-500.00
			Friends Of Bla...	Replacement ...	4801 · Books Lost & Paid	Books	-93.16
				Joe Moreno - ...	4801 · Books Lost & Paid	Books	-50.00
TOTAL							-643.16
Deposit		06/09/2021		Deposit	General Fund		75,005.00
			Blanchard Co...	June 2021 Bills	County Accounts	General Fund	-75,000.00
				Ink Pens	Office Expense	General Fund	-5.00
TOTAL							-75,005.00
Deposit		06/10/2021		Deposit	General Fund		6,906.64
				Replacement ...	4801 · Books Lost & Paid	General Fund	-25.00
				Deposit	4701 · State of CA - CLLS (Lit...	Programs:F...	-3,599.42
				Deposit	4701 · State of CA - CLLS (Lit...	Programs:A...	-3,243.58
				Deposit	4904 · Restitution	General Fund	-19.32
				Deposit	4904 · Restitution	General Fund	-19.32
TOTAL							-6,906.64
Deposit		06/30/2021		Deposit	General Fund		19.32
			State of Califor...	Tammy Ferg...	4904 · Restitution	General Fund	-19.32
TOTAL							-19.32
Deposit		06/30/2021		Deposit	General Fund		105.35
				Deposit	4801 · Books Lost & Paid		-105.35
TOTAL							-105.35

Blanchard/Santa Paula Library District Monthly General Fund Check Detail June 2021

Num	Date	Name	Memo	Account	Paid Amount
	06/30/2021		Credit card processing charges	General Fund	
			Credit card processing charges	Credit Card Fees	-46.78
TOTAL					-46.78
EFT	06/09/2021	Calif. Public Employees' Retirement Systm	June 2021 health insurance	General Fund	
			June 2021 health insurance	PERS Group Health Insurance	-2,970.26
			June 2021 health insurance	Annuitant Health Insurance	-2,338.82
TOTAL					-5,309.08
EFT	06/15/2021	Calif. Public Employees' Retirement Systm	Classic retirement contribution 05-02-2021 - 0...	General Fund	
			Classic retirement contribution 05-02-2021 - 05-1...	CALPERS (Payee Account - Employee D...	-383.99
TOTAL					-383.99
EFT	06/15/2021	Calif. Public Employees' Retirement Systm	Pepra retirement contribution 05-02-2021 - 05-...	General Fund	
			Pepra retirement contribution 05-02-2021 - 05-15...	CALPERS (Payee Account - Employee D...	-1,206.27
TOTAL					-1,206.27
EFT	06/29/2021	Calif. Public Employees' Retirement Systm	Classic retirement contribution 05-15-2021 - 0...	General Fund	
			Classic retirement contribution 05-15-2021 - 05-2...	CALPERS (Payee Account - Employee D...	-383.99
TOTAL					-383.99
EFT	06/29/2021	Calif. Public Employees' Retirement Systm	Pepra retirement contribution 0515-2021 - 05-2...	General Fund	
			Pepra retirement contribution 05-15-2021 - 05-29...	CALPERS (Payee Account - Employee D...	-1,675.49
TOTAL					-1,675.49
11113	06/16/2021	Andy's Plumbing Place	9447-621	General Fund	
9447-621	06/07/2021		9447-621 - Bathrooms	Building Maintenance	-159.50
TOTAL					-159.50

**Blanchard/Santa Paula Library District
Monthly General Fund Check Detail
June 2021**

Num	Date	Name	Memo	Account	Paid Amount
11120	06/16/2021	Landscape Valley		General Fund	
MAY 2...	06/01/2021			Grounds Maintenance	-305.00
TOTAL					-305.00
11121	06/16/2021	Midwest Tape	2000009658	General Fund	
500435...	05/12/2021		500435751	Children's AV	-37.04
500544...	06/07/2021		500544866	Children's AV	-93.98
TOTAL					-131.02
11122	06/16/2021	Ned Branch	Monthly health insurance reimbursement	General Fund	
JUNE ...	06/01/2021		Monthly health insurance reimbursement	PERS Group Health Insurance	-565.33
TOTAL					-565.33
11123	06/16/2021	Quadient Leasing USA, Inc	01105609	General Fund	
N8885...	05/26/2021		N8885710	Postage	-129.87
TOTAL					-129.87
11124	06/16/2021	SoCalGas	151-414-1668-3	General Fund	
05-03-2...	06/04/2021		05-03-21 - 06-02-21	Gas	-22.13
TOTAL					-22.13
11125	06/16/2021	Unique Management Services, Inc.	538	General Fund	
602548	06/01/2021			Collection Services	-35.80
TOTAL					-35.80
11126	06/16/2021	Amazon Capital Services	A2UKBMZA52GWII	General Fund	
16C1-...	06/03/2021		16C1-GMRW-MPLN	Literacy Programs	-52.39
TOTAL					-52.39
11127	06/15/2021	Olivia O. Escoto	Accident 06-09-2021	General Fund	

Blanchard/Santa Paula Library District
Monthly General Fund Check Detail
 June 2021

Num	Date	Name	Memo	Account	Paid Amount
2329	07/01/2021		2021 - 2022 Service	1063.10 · Prepaid Expenses	<u>-2,726.28</u>
TOTAL					-2,726.28
11133	06/30/2021	Los Angeles Times		General Fund	
100112...	06/20/2021		10011275968	Periodicals	<u>-112.00</u>
TOTAL					-112.00
11134	06/30/2021	Midwest Tape	2000009658	General Fund	
500569...	06/11/2021		500569035	Children's AV	<u>-59.17</u>
TOTAL					-59.17
11135	06/30/2021	Santa Paula Times	2021 - 2022 E-Mail Subscription	General Fund	
2021 - ...	06/22/2021		2021 - 2022 E-Mail Subscription	Memberships & Dues	<u>-46.00</u>
TOTAL					-46.00
11136	06/30/2021	Southern California Edison	700501221979	General Fund	
05-19-2...	06/23/2021		05-19-21 - 06-17-21	Electricity	<u>-2,508.79</u>
TOTAL					-2,508.79

REGULAR MEETING OF JULY 27, 2021
F. BOARD/ADMINISTRATION COMMENTS, CONCERNS, HANDOUTS

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Kelly						
Merson						
Phillips						
Reyes						
Zamora						

REGULAR MEETING OF JULY 27, 2021
G(a) OLD BUSINESS: POSSIBLE MODIFICATION/CANCELLATION OF CALPERS
RETIREMENT PROGRAM

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Kelly						
Merson						
Phillips						
Reyes						
Zamora						

From: Nancy Schreiner <Nancy@nkslaw.com>
Sent: Tuesday, June 29, 2021 6:55 AM
To: Ned Branch
Subject: CalPers question

Ned-First, I would like to assume the following facts. BCL has contracted with CalPers for a number of years and has an existing contract with CalPers. I do not have a copy of the current agreement with CalPers and there may be provision in the contract that impact this analysis and have not been addressed or reviewed. There are no unions or bargaining units for BCL. BCL does not have a private retirement plan or saving account for its employees.

All references to code section are the California Government Code.

The California Public Employees' Pension Reform Act (PEPRA), which took effect in January 2013, changes the way CALPERS retirement and health benefits are applied, and places compensation limits on members.

The general provisions of CalPers provide in section 20280 that this article does not apply to persons expressly excluded from membership in this system by Article 2 (commencing with Section 20300) and Article 3 (commencing with Section 20320). I do not believe any of the exclusion apply but suggest you review to be certain. Section 20281 provides for continuation of membership stating that all members of the retirement system immediately prior to the time this part becomes operative continue to be members of this system. An employee of a contracting agency on the effective date of its contract with the board becomes a member immediately. Every other employee becomes a member upon his or her entry into employment.

Section 20505 provides for immediate membership for the contracting employees by stating notwithstanding any other provision of law, every employee who enters or reenters service with a contracting agency on and after January 1, 1992, shall immediately become a member of this system irrespective of any probationary period, if the employee would otherwise be eligible for membership. This system shall not exclude employees, or groups of employees, solely on the basis of their status as probationary employees.

In general, there is an opportunity for a contract amendment or termination in full of the agreements with CalPers. I have provided in general the specific statutes and procedures but have not provided all the section. I thought it would be beneficial for you to have the actual language of the statute.

Amendments

For public agencies that contract with CalPers, pursuant to section 20460 can amend their agreement.

(a) Any public agency may participate in this system by contract entered into between its governing body and the board pursuant to this part. However, a public agency shall not enter into the contract within three years of termination of a previous contract for participation.

(b) The changes to this section made by the act adding this subdivision shall apply to a contract entered into, amended, or extended on and after January 1, 2021.

Section 20461 further addresses amendments. The board may refuse to contract with, or to agree to an amendment proposed by, any public agency for any benefit provisions that are not specifically authorized by this part and that the board determines would adversely affect the administration of this system.

Section 20463 provides for a request to amend a contract. It states:

(a) The governing body of a public agency, or an employee organization, recognized under Chapter 10 (commencing with Section 3500) of Division 4 of Title 1, that represents employees of the public agency, that desires to consider the participation of the agency in this system or a specific change in the agency's contract with this system, may ask the board for a quotation of the approximate contribution to this system that would be required of the agency for that participation or change.

(b) If the governing body of a public agency requests a quotation, it shall provide each employee organization representing employees that will be affected by the proposed participation or change with a copy of the quotation within five days of receipt of the quotation.

(c) If an employee organization requests a quotation, the employee organization shall provide the public agency that will be affected by the proposed participation or change with a copy of the quotation within five days of receipt of the quotation.

(d) The board may establish limits on the number of quotations it will provide for each contract and the fees, if any, to be assessed for each quotation provided. The limits and fees established by the board shall be applied in the same manner to a public agency or an employee organization.

Section 20461 allows the CalPers Board to refuse to contract. It specifically states "The board may refuse to contract with, or to agree to an amendment proposed by, any public agency for any benefit provisions that are not specifically authorized by this part and that the board determines would adversely affect the administration of this system."

Sections 20465 *et seq.* addresses information the CalPers board can request for an amendment.

Section 20479 addresses limitations of contract amendments. It provides notwithstanding any other provision of law, including, but not limited to, Chapter 10 (commencing with Section 3500) of Division 4 of Title 1, no contract or contract amendment shall be made to provide retirement benefits for some, but not all members of the following membership classifications: local miscellaneous members, local police officers, local firefighters, county peace officers, local sheriffs, local safety officers, or school safety members. No contract or contract amendments shall provide different retirement benefits for a subgroup, including, but not limited to, bargaining units or unrepresented groups, within those membership classifications. This section does not preclude changing membership classification from one membership classification to another membership classification or exclusion of groups of members by contract. For purposes of this section, "benefit" shall not be limited to the benefits set forth in Section 20020.

Termination

Contracts with CalPers can be terminated. The termination provisions are set forth in sections 20570 – 20593.

Section § 20570 provides:

(a) (1) If the contract has been in effect for at least five years and was approved by an ordinance or resolution adopted by the governing body of the contracting agency, the governing body may terminate it by completing all of the following:

(A) Adopting a resolution giving notice of intention to terminate.

(B) Notifying, in writing, the contracting agency's past and present employees, who are members, former members, or retired members of the system, within 30 days of the adoption of the resolution giving notice of intention to terminate.

(i) Within seven days of receipt of the resolution noticing the contracting agency's intention to terminate, the board shall provide the contracting agency with contact information data in its possession for the purpose of providing past employee members, former members, and retired members the notice required by this subparagraph. The contact information data shall be provided to the contracting agency in an open format that is platform independent, machine readable, retrievable, downloadable, indexable, and electronically searchable by commonly used Internet search applications.

(ii) Within 14 days of receipt of the contact information data described in clause (i), the contracting agency shall provide written notice to past employee members, former members, and retired members of the adoption of the resolution giving notice of intention to terminate.

(iii) The contracting agency shall not be liable for failure to provide the notice required pursuant to this subparagraph to a member if the contact information data received for that member is incomplete or incorrect.

(C) Adopting an ordinance or resolution terminating the contract, not less than 90 days and not more than one year after the system's receipt of the resolution giving notice of intention to terminate, by the affirmative vote of at least two-thirds of the members of the governing body.

(2) Termination shall be effective with board approval on the date designated in the ordinance or resolution terminating the contract, provided that the effective date of termination shall not be earlier than the date the governing body adopts the ordinance or resolution terminating the contract.

(b) (1) If the contract is a joint contract and the joint contract has been in effect for at least five years, the contract may be terminated by completing all of the following:

(A) Adopting trial court and county resolutions giving notice of intention to terminate.

(B) Notifying, in writing, the trial court's and county's past and present employees, who are members, former members, or retired members of the system, within seven days of the adoption of the resolutions giving notice of intention to terminate.

(i) Within seven days of receipt of the trial court and county resolutions noticing their intention to terminate, the board shall provide each contracting agency with contact information data in its possession for the purpose of providing its past employee members, former members, and retired members the notice required by this subparagraph. The contact information data shall be provided to the contracting agency in an open format that is platform independent, machine readable, retrievable, downloadable, indexable, and electronically searchable by commonly used Internet search applications.

(ii) Within 14 days of receipt of the contact information data described in clause (i), each contracting agency shall provide written notice to its past employee members, former members, and retired members of the adoption of the resolution giving notice of intention to terminate.

(iii) A contracting agency shall not be liable for failure to provide the notice required pursuant to this subparagraph to a member if the contact information data received for that member is incomplete or incorrect.

(C) Adopting ordinances or resolutions terminating the joint contract, not less than 90 days and not more than one year after the system's receipt of the resolution giving notice of intention to terminate, by the affirmative vote of at least two-thirds of the members of the governing body of the county, and by the presiding officer of the trial court.

(2) Termination shall be effective with board approval on the date designated in the ordinance terminating the contract, provided that the effective date of termination shall not be earlier than the date the governing body of the county and the presiding officer of the trial court adopts or approves the ordinance or resolution terminating the contract, whichever is later.

Section 20573 addresses liabilities of terminating agency. Notwithstanding any other provision of law, the board may negotiate with the governing board of the terminating agency, or the governing board of any agency or agencies which may be assuming any portion of the liabilities of the terminating agency as to the effective date of termination and the terms and conditions of the termination and of the payment of unfunded liabilities.

For purposes of payment of unfunded actuarial liabilities this section shall also apply to inactive contracting agencies, or an inactive member category as determined by the board.

Section 20574 creates a lien on terminating agency. A terminated agency shall be liable to the system for any deficit in funding for earned benefits, as determined pursuant to Section 20577, interest at the actuarial rate from the date of termination to the date the agency pays the system, and for reasonable and necessary costs of collection, including attorney's fees. The board shall have a lien on the assets of a terminated contracting agency, subject only to a prior lien for wages, in an amount equal to the actuarially determined deficit in funding for earned benefits of the employee members of the agency, interest, and collection costs. The assets shall also be available to pay actual costs, including attorneys' fees, necessarily expended for collection of the lien.

Section 20574.5 provides an alternative. In lieu of the procedure set forth in Section 20574, all parties to a terminating agency that was formed by an agreement under Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 shall be liable to the system for any deficit in funding for earned benefits, as determined pursuant to Section 20577, interest at the actuarial rate from the date of termination to the date the agency, or the parties to the terminating contracting agency, pays the system, and reasonable and necessary costs of collection, including attorney's fees. The board shall have a lien on the assets of a terminated contracting agency and on the assets of all parties to the terminating contracting agency, subject only to a prior lien for wages, in an amount equal to the actuarially determined deficit in funding for earned benefits of the employee members of the agency, interest, and collection costs. The assets shall also be available to pay actual costs, including attorney's fees, necessarily expended for collection of the lien.

Section 20575 allows for agreement to ensure adequate funding of benefits. It specifically states:

(a) Notwithstanding any other provision of this part to the contrary, upon request of a terminating agency, the board shall enter into an agreement with the governing body of a terminating agency in order to ensure that both: the final compensation used in the calculation of benefits of its employees shall be calculated in the same manner as the benefits of employees of agencies that are not terminating, regardless of whether they retire directly from employment with the terminating agency or continue in other public service; and related necessary adjustments in the employer's contribution rate are made, from time to time, by the board prior to the date of termination to ensure that benefits are adequately funded or any other actuarially sound payment technique, including a lump-sum payment at termination, is agreed to by the governing body of the terminating agency and the board.

(b) The terminating agency that will cease to exist shall notify the board not sooner than three years nor later than one year prior to its termination date of its intention to enter into agreement pursuant to this section.

(c) The terms of the agreement shall be reflected in an amendment to the agency's contract with the board.

(d) If the board, itself, determines that it is not in the best interests of the system, it may choose not to enter into an agreement pursuant to this section.

(e) A terminating agency formed by an agreement under Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 shall enter into an agreement with the board pursuant to subdivisions (a), (c), and (d) and its member agencies shall be liable to the system for inadequate funding of the benefits pursuant to subdivision (a).

Section 20576 addresses accumulated contributions held by system.

(a) Upon the termination of a contract, the board shall hold for the benefit of the members of this system who are credited with service rendered as employees of the contracting agency and for the benefit of beneficiaries of this system who are entitled to receive benefits on account of that service, the portion of the accumulated contributions then held by this system and credited to or as having been made by the agency that does not exceed the difference between (1) an amount actuarially equivalent, including contingencies for mortality fluctuations, as determined by the actuary and approved by the board, the amount this system is obligated to pay after the effective date of termination to or on account of persons who are or have been employed by, and on account of service rendered by them to, the agency, and (2) the contributions, with credited interest thereon, then held by this system as having been made by those persons as employees of the agency.

(b) All plan assets and liabilities of agencies whose contracts have been terminated shall be merged into a single pooled account to provide exclusively for the payment of benefits to members of these plans. Recoveries from terminated agencies for any deficit in funding for earned benefits for members of plans of terminated agencies, and interest thereon, shall also be deposited to the credit of the terminated agency pool.

Section 20577 addresses accumulated contributions—amount of difference

If, at the date of termination, the sum of the accumulated contributions credited to, or held as having been made by, the contracting agency and the accumulated contributions credited to or held as having been made by persons who are or have been employed by the agency, as employees of the agency, is less than the actuarial equivalent specified in clause (1) of subdivision (a) of Section 20576, the agency shall contribute to this system under terms fixed by the board, an amount equal to the difference between the amount specified in clause (1) of subdivision (a) of Section 20576 and the accumulated contributions. The amount of the difference shall be subject to interest at the actuarial rate from the date of contract termination to the date the agency pays this system. If the agency fails to pay to the board the amount of the difference, all benefits under the contract, payable after the board declares the agency in default therefor, shall be reduced by the percentage that the sum is less than the amount in clause (1) of subdivision (a) of Section 20576 as of the date the board declared the default. If the sum of the accumulated contributions is greater than the amount in clause (1) of subdivision (a) of Section 20576, an amount equal to the excess shall be paid by this system to the contracting agency, including interest at the actuarial rate from the date of contract termination to the date this system makes payment. The market value used shall be the value calculated in the most recent annual closing.

The right of an employee of a contracting agency, or his or her beneficiary, to a benefit under this system, whether before or after retirement or death, is subject to the reduction.

Section 20577.5 addresses terminated Plans—benefit reductions.

The board shall, prior to exercising authority granted pursuant to Section 20577, and to the extent consistent with its fiduciary duties, consider and exhaust all options and necessary actions, including evaluating whether to bring a civil

action against any and all of the member agencies that are parties to a terminated agency formed by an agreement under Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 to compel payment of the terminated agency's retirement obligations, and shall be entitled to reasonable attorney's fees in addition to other costs.

Section 20579 addresses contracting agency ceases to be employer

For purposes of Sections 20576 and 20577 in the case of a contracting agency that is an employer for purposes of Chapter 9 (commencing with Section 20790), the contracting agency shall cease to be an employer on the day preceding the effective date of termination, and all accumulated contributions held by this system and made by or credited to the contracting agency shall be determined in accordance with Section 20834.

Section 20584 addresses that the Board may postpone payment.

The board may postpone the payment of any amount due a contracting agency on termination of a contract if payment would require the sale of securities, that, in the opinion of the board, would affect adversely the interests of this system.

If the board delays a payment longer than the period reasonably necessary for the determination of the amount due and for the necessary action by the board, interest shall be allowed on the amount remaining due and unpaid from time to time at the rate then in use under this system, and paid to the contracting agency at the same time and in the manner as the original amount due.

If you have any questions, please feel free to contact me.

Nancy Kierstyn Schreiner
Attorney at Law
Law Offices of Nancy Kierstyn Schreiner
400 Camarillo Ranch Road, Suite 102
Camarillo, CA 93012
(805) 248-9093

Please note our office has relocated to 400 Camarillo Ranch Road, Suite 102, Camarillo, California 93012. Our phone number will remain the same (805) 248-9093.

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REGULAR MEETING OF JULY 27, 2021
G(b) OLD BUSINESS: PRIORITIZATION AND TIMELINE FOR EXISTING BUILDING
RENOVATION AND NEW BUILDING CONSTRUCTION

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Kelly						
Merson						
Phillips						
Reyes						
Zamora						

REGULAR MEETING OF JULY 27, 2021
G(c) OLD BUSINESS: LEAVE DONATION PROGRAM

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Kelly						
Merson						
Phillips						
Reyes						
Zamora						

From: Karen Gabler <kgabler@lightgablerlaw.com>
Sent: Monday, July 19, 2021 5:14 PM
To: ned.branch@blanchardlibrary.org
Subject: RE: Leave Donation Programs

Hi Ned:

I don't know that normal pregnancy disability leave would be considered "emergency medical leave" by the IRS – we'd have to have a CPA or tax attorney weigh in on that. I would typically advise employees that any gift of leave or other benefits may have tax consequences and they should contact their own CPA for advice, rather than trying to advise them.

In general, I'm not a fan of leave donation policies. It's lawful, but it can cause substantial issues in the workplace. Employees may feel pressured to donate when they want to keep their time for themselves. They may donate and then later have a problem themselves and not have time available because they have given it away. Employees may give to one employee but not another. Employees may give to one and then not have anything left when someone else needs it. Employees may donate and the employee receives substantial time and then doesn't need it but it doesn't go back to the donating people. Employees may feel that the recipient isn't grateful enough. Employees may see that the recipient has bought something new and didn't need the time, and feel resentful. There are just so many ways in which it can go wrong and create serious morale problems and potentially permanent divisions among the work group. Employees also may not realize the state disability benefits and other benefit options the employee might have. The employee's available time off must be coordinated with any SDI benefits anyway to avoid overlap, so it usually lasts longer than employees might imagine it will.

That said, I can fully understand why employees want to help each other. I would usually advise that employees who want to help someone else can start a GoFundMe account or make other efforts to help them privately, outside of the workplace. That avoids any pressure or solicitation at work, as well as competition and/or hurt feelings among employees.

Of course, if you do not see a need for concern in your employee group and want to allow this option, I can help with a policy. We would need to cover these issues. It would usually require that the employee make a request for donations and then HR offer to allow donations, with a variety of standards for how much can be donated, how it is reimbursed if necessary, etc. Let me know if you would like to work on this.

From a legal perspective, employees likely could not donate their sick time, because the state requires that they have it available for their own use. They could donate anything above the minimum required sick leave.

Let me know your thoughts!

Best regards,
Karen

Karen L. Gabler
attorney

kgabler@lightgablerlaw.com
Direct Phone/Fax: 805.248.7207

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From: ned.branch@blanchardlibrary.org <ned.branch@blanchardlibrary.org>

Sent: Monday, July 19, 2021 10:27 AM

To: Karen Gabler <kgabler@lightgablerlaw.com>

Cc: janet.carnaghe@blanchardlibrary.org

Subject: Leave Donation Programs

Good morning, Karen,

One of my staff asked about donating leave to a colleague who is out on maternity leave and has very little sick/vacation time left. I've done a little digging on the topic but want to make sure we do it the right way, if at all.

Do you have draft language? What are the issues we need to consider if we decide to move forward?

I know the IRS has opined that the donation is not taxable to the donor if it is for "emergency medical leave." I assume, but correct me if I am wrong, that maternity leave qualifies, but does it qualify for the entirety of the "family bonding" time allowed by law but is typically unpaid?

Thanks.



Ned Branch
District Director
Blanchard/Santa Paula Library District
805.329.4114 (direct)
805.525.3615 (main)

REGULAR MEETING OF JULY 27, 2021

G(d) NEW BUSINESS: REPORT ON COMMUNITY MEETING HELD JULY 24, 2021

In order for the County to add the special assessment of \$40 per parcel to the tax bills for 2021-2222, the Board must pass a resolution authorizing the County Auditor-Controller's Office to do so.

RECOMMENDATION: Staff recommends the Board adopt the attached resolution levying an assessment of \$40 per non-exempt parcel in the Blanchard/Santa Paula Library District for the 2021-22 fiscal year..

	MOVED	SECONDED	YES	NO	ABSTAIN	ABSENT
Kelly						
Merson						
Phillips						
Reyes						
Zamora						

REGULAR MEETING OF JULY 27, 2021
H(a) NEW BUSINESS: NEW CONTRACT WITH THE DISTRICT DIRECTOR

REGULAR MEETING OF JULY 27, 2021
I(a)(i) REPORTS: PUBLIC SERVICES

JUNE 2021 ADULT SERVICES REPORT

Programs

The annual Summer Reading Program opened for readers on June 5 and runs through July 25. Participants can log the books they read online to earn up to fifteen chances to win one of six Kindle Fire HD8 tablets.



Collection

132 adult-oriented items were added to the collection in June 2021, bringing the FY20-21 total to 2,444 items.

2021	FICTION	NON-FIC	LARGE PRINT	SPANISH	DVD	BLU-RAY
JULY	250	200	21	51	22	37
AUGUST	50	36	7	19	32	29
SEPTEMBER	66	41	6	0	6	5
OCTOBER	38	25	7	8	2	0
NOVEMBER	19	28	6	0	3	1
DECEMBER	118	45	6	5	4	0
JANUARY	59	156	5	0	22	11
FEBRUARY	41	23	4	34	26	6
MARCH	148	49	24	21	18	2
APRIL	123	66	14	31	36	8
MAY	70	103	6	6	7	0
JUNE	58	31	5	5	33	0
2444	1040	803	111	180	211	99

Youth Services Report June 2021

Take and Make Activity Bags June 150



**Take-and-Make
Activity Bags for Kids!**

Saturday, June 5
10:00 am

Bolsas de Actividades
para los Niños!

Sabado, 5 de Junio
10:00 am

BLANCHARD
COMMUNITY LIBRARY

119 N 8th Street, S.P.
805-525-3615

Summer Reading Program-June

Children	56
Teens	25
Adult	29



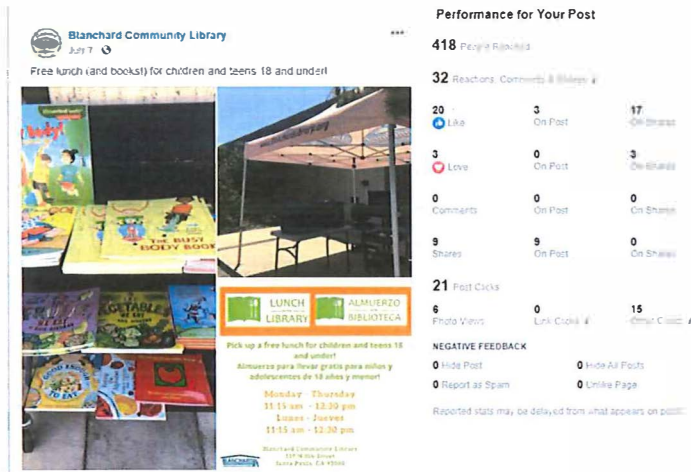
Blanchard Community Library
Summer Reading Program

open to
**CHILDREN
TEENS & ADULTS**
of all ages!

READ BOOKS WIN PRIZES

JUNE 5 - JULY 25
register @ blanchardlibrary.beanstack.com

Lunch at the Library June 23- June 30 310 meals served



Blanchard Community Library
July 7

Free lunch (and books!) for children and teens 18 and under

LUNCH LIBRARY **ALMUERZO BIBLIOTECA**

Pick up a free lunch for children and teens 18 and under!
Almuerzo para llevar gratis para niños y adolescentes de 18 años y menor!

Monday-Thursday
11:15 am - 12:00 pm
Lunes - Jueves
11:15 am - 12:00 pm

Blanchard Community Library
119 N 8th Street
Sola Park, IA 50155

Performance for Your Post

418 People Reached

32 Reactions, Comments & Shares

20 Like	3 On Post	17 On Shares
3 Love	0 On Post	3 On Shares
0 Comments	0 On Post	0 On Shares
9 Shares	9 On Post	0 On Shares
21 Post Clicks		
6 Photo Views	0 Link Clicks	15 Other Clicks

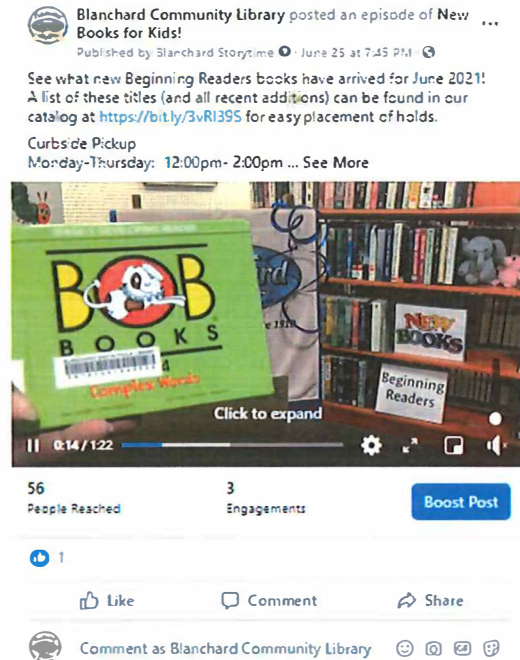
NEGATIVE FEEDBACK

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Social Media

11 new unboxing videos were created and uploaded for newly purchased items.



Blanchard Community Library posted an episode of New Books for Kids!

Published by Blanchard Storytime · June 25 at 7:45 PM

See what new Beginning Readers books have arrived for June 2021! A list of these titles (and all recent additions) can be found in our catalog at <https://bit.ly/3vRl39S> for easy placement of holds.

Curbside Pickup
Monday-Thursday: 12:00pm- 2:00pm ... See More

BOB BOOKS
Complex Words

Beginning Readers

Click to expand

56 People Reached 3 Engagements

Boost Post

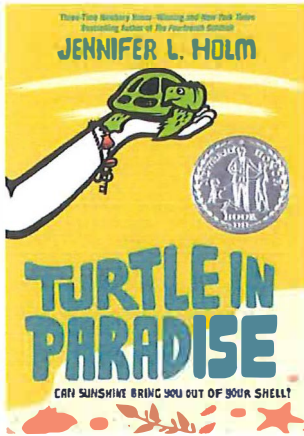
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BEST Adult Learning Center

Library Board Report June 2021



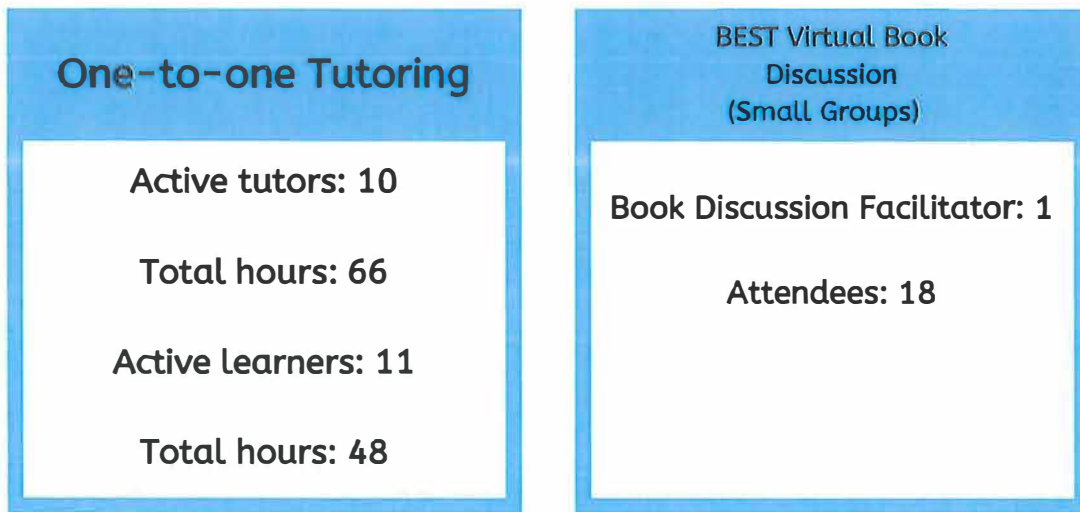
In June, adult literacy tutors and learners spent a combined total of 114 hours practicing reading and writing skills. Participants of our weekly BEST Virtual Book Discussion finished reading *Amos Fortune: Free Man*. To date, the group has clocked in over 200 hours of reading. Tricia Lemmon, the book discussion facilitator, informed literacy staff that she is in the process of creating a modified version of George Orwell's *Animal Farm* suitable for emerging readers. She has dedicated many hours to this meticulous process and plans to have the final draft completed next month. The group is highly anticipating her final rendition of this classic and can't wait to read it.

BEST piloted a new family literacy summer reading program titled, *Families Read Together*. The program started on June 14th and will end on July 8th. The focus of this program was to encourage families to read together during summer and make reading a routine. Program staff wanted to highlight the importance of reading together as a family opposed to participants reading individually. We thought it would be really fun to assign each family the same book to read. Families who enrolled received a family reading bundle containing multiple copies of the *Turtle in Paradise* written by Newbery award winning author Jennifer Holm (pictured above.) The bundle also included reading charts and stickers to keep track of readers' progress, quiz questions to check reading comprehension, and art supplies for children to create their own comic strips depicting their favorite scenes in the story. Participants also received an invitation to attend a virtual book discussion scheduled at the end of the program.

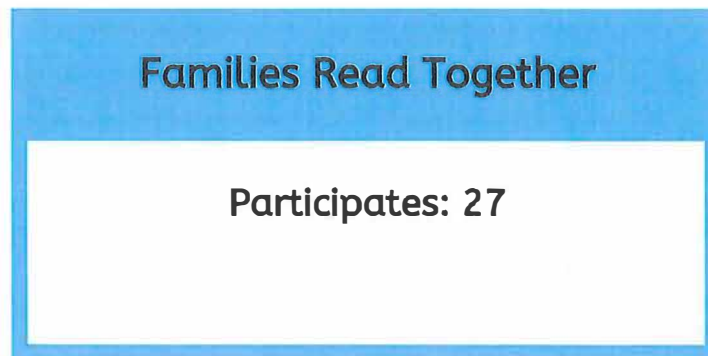
Literacy staff will educate families about the author, promote the advantages of reading and establishing a consistent reading routine at home, then facilitate an interactive discussion about the book. A total of 10 families enrolled in the program. We are hopeful that this program will be successful and will keep families reading together.

Statistics

June 2021 Adult Literacy Tutoring and Small Groups



June 2021 Family Literacy Programs and Events



REGULAR MEETING OF JULY 27, 2021
I(a)(ii) REPORTS: DISTRICT DIRECTOR'S REPORT

1. Statistics
2. Status of library operations as a result of state and county health orders regarding mitigation of COVID 19/staff vaccination
3. Betsy Blanchard Chess author book signing Saturday, August 14

TOTAL CIRCULATION

