



Mendocino County Library Advisory Board

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Mendocino County Library Advisory Board ("LAB") will hold its regular Board Meeting at:

1:00 P.M. - Wednesday, May 18, 2022
Via Zoom

Following the Public Health Officer recommendation of September 29, 2021 for public bodies to meet remotely, the next Library Advisory Board (LAB) meeting will be held via Zoom. The public may join the Zoom meeting at (no registration required):

<https://mendocinocounty.zoom.us/j/89858220671>

or participate by sending comments to libtechservices@mendocinocounty.org. All email comment must be received by 8:00 A.M. the morning of the meeting in order to be published online prior to the meeting.

AGENDA

1. Call to Order
2. Introductions and Welcome
3. Approval of the Agenda
4. Approval of the Minutes from the March 16, 2022 meeting
5. Public Expression

Note: The Library Advisory Board welcomes public and government participation at its meeting. Items can be added to the official agenda up to 72 hours in advance of the meeting date and time. For items not on the Agenda, comments within the jurisdiction of the Board shall be limited to three minutes per person so that everyone may be heard. No more than ten minutes will be devoted to any non-agenda subject. No official action on non-agenda items will be taken by the LAB at the meeting where presented. Individuals wishing to address the Board under Public Expression are welcome to do so throughout the meeting at the appropriate points in the approved Agenda.

6. Health Officer's recommendations for remote meetings and possible action for the next LAB meeting
Lynn

7. Library Director's Report on Cultural Services Agency Deb
 - A. Branch News
 - B. MOUs with partnering groups
 - C. Other CSA News

8. Admin Services Manager's Report Barb
 - A. YTD Budget
 - B. Next Year's Budget
 - C. Grants
 - USDA - Laytonville
 - CENIC update
 - Emergency Connectivity Fund – 60 Chromebooks & hotspot data
 - Emergency Connectivity Fund – hotspots & monthly data
 - Future - USDA – Covelo – teleconferencing, RFID scanners, etc.

9. Branch Report: Round Valley Branch News Josh Bennett

10. Report out: Citizens Initiative for the Library 2022 Janice

11. Unfinished Business Lynn
 - A. LAB Vice-Chair Position

12. Updates from Friends' Working Groups to Improve the Library Branches

13. New Business:
 - A.
 - B.

14. Next Meeting, July 20, 2022 possibly at Ft. Bragg Branch.

15. Announcements and Comments

Attachments:

Minutes March 16, 2022

Library News

YTD Budget Report

Next FY Budget Report

HO Recommendations for Public Meetings March 9, 2022

Mendocino County Library Advisory Board
Minutes of March 16, 2022
via Zoom

Meeting called to order: 1:00 by Chair, Lynn Zimmerman

Introductions and Welcome: Chair Zimmerman greeted the committee and introductions were made welcoming Dr. James Stewart, Representative for District 3

Members Present: Janice Marcell, Mo Mulheren, Olga O'Neill, Michael Schaeffer, Carolyn Schneider, James Stewart, Richard Towle, Lynn Zimmermann

Ex-Officio Member: Deborah Fader Samson, County Librarian

Members not Present: Larry Riddle

Others Present: Melissa Eleftherion Carr, Ukiah Branch Librarian; Nayo Sicard, Librarian II

Approval of the Agenda: *J. Marcell moved to approve the agenda with the correction of Agenda Item #9 to reflect that the branch update will be from Ukiah Branch, R. Towle, 2nd, carried unanimously*

Approval of 1.19.22 Minutes: *M. Schaefer moved to approve the minutes of 1.19.22, C. Schneider 2nd, carried unanimously*

Public Expression: None

Health Officer's recommendations for remote meetings and possible action

O. O'Neill moved that in light of the Health Officer's current recommendation the LAB meet in May via Zoom. J. Marcell 2nd, motion carried unanimously

Library Director's Report- Deborah Fader Samson

- See written report - some key points
 - USDA Grant for Laytonville
 - Book-to Action Grant of \$6000
 - Focus on ADA compliance
 - March 23 – gathering input regarding budget and possible areas to reduce/eliminate
 - Staffing is in the middle range in relation to other CA libraries
 - Recruitment underway for replacement of Willits Branch Librarian who has taken another position

Admin Services Manager's Budget Report and Library Positions- Deborah Fader Samson

Reviewed Budget and staffing

Ukiah Library Branch Report – Melissa Eleftherion Carr,

Highlighted some of the written report including outreach, outdoor programs, First Friday involvement, flyers, digital resources and seed library.

Security Officer/back up reliability has improved

Report Out: A-87

Discussed current state of A-87 Costs and library's administrative work with Auditor's Office

M. Schaeffer moved to disband the Ad-hoc A-87 Committee; J. Marcell 2nd, motion carried unanimously

Report Out: Mendocino County Library Initiative Group - J. Marcell

Update on initiative, FAQ, coordinators to begin gathering petition signatures, will make appeal to Friends Groups, will open bank account

Unfinished Business:

- Clarification on re-districting: Hopland
Most of Hopland is in District 1 and some in District 5

Updates from Working Groups to improve the library

- Districts 1 & 2 – Ukiah – Exploring- building analysis for the possibility of a second story.
District 3 - Willits, Laytonville and Round Valley – no report
- District 4 - Fort Bragg – Working with City Manager on permits, continuing with fundraising, current architectural ideas very costly
- District 5 – Port Arena– No report
- Bookmobile – No report

New Business:

Building forward Infrastructure Grants:

- Willits -Roofing/solar panels, waiting for Facilities to provide information needed to submit grant

District 2 Member vacancy effective May 19, 2022

Selection of Vice Chair

- Discussed possibilities and duties; carried forward to next meeting

Next LAB Meeting Scheduled for May 18, 2022 via Zoom featuring Round Valley Branch Library.
Meeting adjourned at 2:14 P.M.



**Public Health Department
of Mendocino County**

Healthy People, Healthy Communities

Andy Coren, MD,
County Health Officer



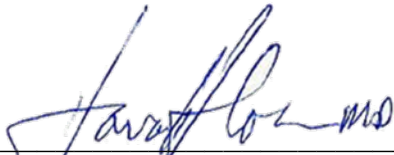
**Recommendations for Safely Holding Public Meetings
from the Mendocino County Public Health Officer**

March 9, 2022

Each local governmental body is authorized to determine whether to hold public meetings in person, online (teleconferencing by electronic means, through either audio or video, or both), or via a combination of methods. The following are my recommendations as the County Health Officer, to minimize the risk of COVID-19 transmission during a public meeting.

1. I continue to strongly recommend online public meetings (i.e., teleconferencing meetings) to the extent possible, as these meetings present the lowest risk of transmission of SARS CoV-2, the virus that causes COVID-19. This recommendation is made due to the current community prevalence rates. While the winter surge has declined and the availability of hospital beds has improved, the County continues to be an area, defined by the Centers for Disease Control (CDC), with "High Community Transmission" risk. In addition, rates remain high with the Omicron variant of COVID-19 being the predominant variant, the impact of which on the spread of COVID-19 has shown to dramatically increase the transmission of COVID-19. Additionally, I make this recommendation based on the unique characteristics of public governmental meetings (such as the increased mixing associated with bringing people together from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to fully participate in such governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings), and the continued increased safety protection that physical/social distancing provides as one means by which to reduce the risk of COVID-19 transmission.
2. If a local agency determines to hold in-person meetings, offering the opportunity to attend via a call-in option or an internet-based service option is recommended, when possible to give those at higher risk of and/or higher concern about COVID-19 an alternative to participating in person.
3. A written safety protocol should be developed and followed. This protocol need not be pre-approved by the Health Officer/County Public Health. It is strongly recommended that any safety protocol require the following:

- a. social distancing, i.e., six feet of separation between attendees and seating arrangements should allow for staff and members of the public to easily maintain at least six-foot distance from one another at all practicable times;
- b. face masks for all attendees;
- c. upgraded ventilation systems and/or opening door(s) and window(s) if available for improved optimum ventilation;
- d. attendees should be screened for COVID-19 symptoms;
- e. voluntary sign-in sheets with names and contact information to assist in contact tracing in the event any cases might be linked to that public meeting; and
- f. it is recommended that local agencies consider limiting in-person attendance to those attendees (1) who have current COVID-19 vaccination status (received all boosters for which they are eligible) or (2) who have proof of negative COVID-19 antigen test within the last 48 hours prior to the meeting or are within 90 days of recent COVID-19 infection.



Dr. Howard A. Coren, M.D.,
Mendocino County Health Officer

Dated: March 9, 2022



→ See page 2

Little Lake Grange - Sharing seeds, sunshine, - Ukiah Daily Journal (CA) - March 2, 2022 - page 1

March 2, 2022 | Ukiah Daily Journal (CA) | By Jaclyn Luna for the Willits News | Article | Page 1

The sun was shining on the warm afternoon of Feb. 19 at the Little Lake Grange when community members gathered for the Seed Sharing event. Multiple tables were lined up, handing out free seeds, bulbs and also sharing gardening and seed saving tips. There were several vendors selling plants, tinctures and treats.

Little Lake Grange Chaplin Ann Waters explained seed exchanges have been organized at various granges throughout the county as they were last year. Waters stated that the goal behind the seed exchange is to have seeds go out into the community.

She said, "We feel if everyone grows a tiny bit of their food, even if it's a pot of lettuce on a windowsill, they will have a different relationship with that food." Additionally, engaging children in growing food will encourage them to try new things.

While encouraging a community of gardeners, Waters pointed out the necessity of being conscious of water use. The Grange has a talk featuring a panel of professionals discussing how to drought garden posted on YouTube.

Waters said, "Mulching is really important to keep the moisture in the soil." She suggested growing drought tolerant varieties rather than water intensive crops, such as almond trees.

Jamie Chevalier of Quail Seeds said, "It's great to see people that are interested in growing things. It's going to be all about getting an early start this year before the soil dries up." She was offering a variety of seeds, including companion plants to deter

pests and encourage pollinators, such as a collection aimed at bee and butterfly conservation. Information specific to the local area as well as seeds are available at www.quailseeds.com.

Not only a place to gain seeds and gardening knowledge, the seed sharing provided an opportunity for community mingling. Sally Rulison had seeds to give away as well as plants for sale. She said of the event, "It's nice to see people and talk about gardening (and) what everyone is doing, it's really fun."

Iris Nally and Paul Ruiz-Lopez were helping to run the expansive Motherland Herbs booth, as they

help on the garden. Nally expressed an interest in sustainable agriculture. She stated, "It's really important to treat the land right and be able to give back to the community in that way."

Motherland Herbs owner and founder Donna d'Terra said, "We want to encourage people to try at least one new herb in their garden." She had brought some free seeds to share and tinctures made from those seeds for purchase." d'Terra also discussed some upcoming garden tours by a group of local women, "Elder Broads," which is set to begin in May.

Barbie Svendsen and granddaughter Jocelyn were giving away a plethora of seeds and bulbs that had been donated to the Grange. Jocelyn said, "It's fun to give away seeds." The pair had also been part of the first seed exchange last year.

The Willits **Library** was distributing free seeds from their seed **library**. Librarian Will Minor said, "Our seed **library** is well stocked right now." For those who missed the exchange, the **library** has seeds available during open hours.

Green Uprising Farm and Quantum Level Health also had booths up at the event offering a variety of goods.

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Calendar - Mendocino Beacon (CA) - March 3, 2022 - page 7

March 3, 2022 | Mendocino Beacon (CA) | Article | Page 7

If you have questions regarding COVID-19, call the County Public Health Office at 707-472-2759. To contact the City of Fort Bragg, call 707-961-2823. All Fort Bragg citizens may contact the Fort Bragg Police Department at 707-964-0200 and staff will direct you to the appropriate agency.

Effective Aug. 10, 2021, until rescinded: Order of the Health Officer of **Mendocino** County mandating the wearing of face coverings in indoor public settings by all persons in response to the surge of COVID-19 and the spread of the Delta Variant.

Government Meetings

Fort Bragg online: view city government agendas and minutes at cityfortbragg.legistar.com.

Mendocino County online: View Board of Supervisors' and Planning and Building Services agendas and minutes, and issued building permits at mendocinocounty.org. Many county government meetings are live-streamed and archived on the **Mendocino** County Video channel on YouTube.

Mendocino County has an up-to-date COVID-19 information site including business resources.

Mendocino Unified School District: For information and how to connect via teleconference, call 707-937-5868.

Fort Bragg Unified School District: For more information, call 707-961-2850 or visit www.fbused.us

Thursday, March 3, 2022

Tech Help at the Fort Bragg **Library**

Is This Thing Even On? Tech Help, 1:45 and 2:30 p.m., weekly. Fort Bragg **Library**, 707-964-2020 for information and reservations.

Open Mic Poetry via Zoom

Readers and Audiators (Ear Gladiators game to listen)~Mark your calendars! First Thursday, er,

First Thirsday, yes, FIRST THURSDAY is our newly proclaimed Poetry Open Mic in Fort Bragg. Dan, the librarian at Fort Bragg Public **Library**, has already reserved us a Room for First Thursdays, from 6:00 to 8:00 PM. Contact Branch Librarian, Dan Hess to join the wait list.

hessd@mendocinocounty.org.

First Thursday Community Concert Series

Steven Bates Bans with musical guests, Mama Grows Funk and Lola Quinn capturing it on canvas. Piaci Pizzeria 5pm to 8pm.

Weekly Food Pantry

There is a weekly food pantry every Thursday from 2:00 p.m. to 3:30 p.m. held at the **Mendocino** Presbyterian Church on Main Street in **Mendocino**.

Friday, March 4, 2022

Mackerricher Whale Walks

Fridays and Saturdays in March an Interpretive Specialist from California State Parks will lead whale walks at Mackerricher State Park. During the walks, you'll learn how to spot gray whales, their unique features and why this animal is celebrated along the coast. The guided tours start and end at the Laguna Point parking lot at 11, 2, and at 4. Each tour has a group limit of 12 and will be filled first-come basis. Masks are required to participate.

Stop That Scratching

Volunteers will be at the Fort Bragg Food Bank from 11:00 a.m. to 2:00 p.m., providing free Vectra 3D flea/tick repellent for the dogs of low-income folks. You need not bring your dog to the Food Bank, so you can pick up the repellent quickly and safely. Information about free puppy shots, spay/neuter, and nail clipping will be available, as well as leashes, collars, etc. This is a project of Second Chance, Helping the Pets of People in Need. For more information, call 707-964-7770 or visit www.SecondChanceFortBragg.org.

Friday Free Clothing Pop Up Swap

Every Friday (weather permitting) from 11-4 p.m., the Fort Bragg Food Bank crew of staff and volunteers will be out front at 910 North Franklin Street sorting clothing for the Friday Free Clothing



Blue Zones Project - Blue Zones project launches - Ukiah Daily Journal (CA) - March 8, 2022 - page 3

March 8, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

Blue Zones Project Mendocino County is thrilled to invite local residents to celebrate its official launch in the community with a series of events, starting with a free, family-friendly Inland Community Kickoff experience on Saturday, March 19, 2022. The event will take place from 11 a.m. until 3 p.m. at Alex Rorabaugh Center **Ukiah** CA, located at the Grace Hudson Elementary School.

"I've been very impressed and pleased with the incredible amount of support and participation from local stakeholders over the last six months as we have created the foundation for this project," shared Tina Tyler-O'Shea, Executive Director of Blue Zones Project Mendocino County. "We are now excited to launch the transformation phase of the Project and encourage all to come out to the Community Kickoffs to meet our team and learn how to get involved!"

Based on principles discovered during an ongoing twenty-year longevity study developed by Dan Buettner, National Geographic Fellow and New York Times best-selling author of *The Blue Zones* and *The Blue Zones Solution*, Blue Zones Project is designed to make healthy choices easier through permanent and semi-permanent changes to a community's built environment, public policies, and social networks. The free Inland Community Kickoff celebration event will explore core themes inspired by the original Blue Zones Power 9@ principles that help people live longer, healthier lives: Connect, Eat Wisely, Move Naturally, and Right Outlook.

Attendees will be invited to sample tastings of local and healthy plant slant bites prepared by Caring Kitchen, enjoy various activities including grab-n-go craft kits and **library** card sign-ups with Mendocino County Mobile **Library**, and connect at over a dozen interactive stations hosted by partner organizations and businesses including NCO Gardens Project, **Ukiah** Vecinos en Accion (UVA), Northern Circle Indian Housing Authority, and Adventist Health. Special guest speaker Nick Buettner, Vice President of Product and producer of Blue Zones expeditions will take the stage to share his exploration story to the original blue zones longevity hotspots, and the habits and longevity secrets discovered to help everyone live a longer, better life. Throughout the day guests will also receive fun giveaways and a chance to win a \$250 gift card to local grocery store, **Ukiah** Natural Foods Co-Op.

The local team will be hosting additional celebrations for everyone to participate in across the county including the Coastal Kickoff in partnership with Blue Economy on Saturday, May 21, and North County Kickoff coming soon after.

All Blue Zones Project community events are free for participants. To learn more and register for the Kickoff events visit mec.bluezonesproject.com/community-kickoff.

More information about the Blue Zones Project Mendocino County is available at <https://mec.bluezonesproject.com/home> For updates on more ways to get engaged and the latest events and local happenings, follow on Facebook and Instagram at @bzpmendocinocounty.

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Homework Gap - Schools receive \$900,000-plus to - Mendocino Beacon (CA) - March 17, 2022 - page 1

March 17, 2022 | Mendocino Beacon (CA) | Article | Page 1

Schools and libraries in **Mendocino** County will receive nearly \$1 million to improve Internet access for children and “close the homework gap,” the office of Rep. Jared Huffman (D-San Rafael) announced Tuesday.

According to a March 15 press release, the Federal Communications Commission’s Emergency Connectivity Fund Program “was created as part of the American Rescue Plan and helps schools and libraries ensure that students can connect to the internet at home, better allowing them to take advantage of online learning resources and accomplish their academic goals (and help close) the homework gap,” which refers to how “students who lack access to the internet at home often fall behind their peers.”

“The world has moved online, and kids without access to the internet and the opportunities that provides are often left to fall behind,” Rep. Huffman is quoted as saying in the release. “I’m glad to have supported this program and will keep working to close the homework gap. Every student deserves the resources they need to succeed — regardless of their zip code or circumstance.”

According to the FCC, the \$7.17 billion program has provided California with over \$660 million in total funding to date, helping “cover costs of laptop and tablet computers, Wi-Fi hotspots, modems, routers, and broadband connectivity purchases for off-campus use by students, school staff, and **library** patrons.”

The release also reports that **Mendocino** County schools and libraries will receive nearly \$1 million:

- \$99,599.74 for the Anderson Valley Unified School District;
- \$665,356.90 for the Fort Bragg Unified School District
- \$56,000.00 for the Laytonville Unified School District
- \$13,555.20 for the Leggett Valley Unified School District
- \$30,882.00 for the **Mendocino County Library**

- \$37,523.11 for the **Mendocino** Unified School District
- \$9,600.00 for the Willits Charter School
- \$2,616.83 for the Willits Elementary Charter School
- \$29,993.06 for the Willits Unified School District

Huffman spokeswoman Mary Hurrell said the allocations were based on what each school district or facility requested, but could not give details as to why the \$665,356 allocation to the Fort Bragg Unified School District was so much higher than the other distributions. A representative of the district could not be reached for comment.

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Kelley House Calendar - Check It Out! A New Book - Mendocino Beacon (CA) - March 31, 2022 - page 5

March 31, 2022 | Mendocino Beacon (CA) | Article | Page 5

By Katy Tahja

The Kelley House Museum is pleased to announce the publication of its newest volume,

Check It Out! A History of **Mendocino** Coast Libraries

Three bibliophiles joined forces to create the publication. Sarah Nathe is a Museum docent and board member and also volunteers at the **Mendocino** Community **Library**. Karen McGrath is the Museum's curator and has worked and volunteered at numerous libraries. Katy Tahja is a retired librarian, historian, and Museum volunteer. Each wrote and researched an aspect of **library** development and searched for images to accompany her part of the story.

That tale begins in the 1870s when fraternal and civic organizations opened reading rooms stocked with newspapers, magazines, and a selection of popular books. These groups included the Independent Order of Odd Fellows (IOOF), the Woman's Christian Temperance Union (WCTU), the International Order of Good Templars (IOGT), and the Finnish Kalevala Lodge. New research revealed the locations of these early reading rooms and how they supported themselves. Many were open only to members. Most lasted only a few years.

Circulating libraries like those now familiar to us came later. For example, it wasn't until 1930 that **Mendocino** had a place where the public could not only come in to read but also could check out a book. While most thought this was the Study Club's **library**, started by Daisy Kelley MacCallum, among others, our research revealed that it was actually an earlier initiative of the town's first Girl Scout troop. Housed in what became Kellieowen Hall (now a store called The Study Club), it was started and managed by resourceful young women.

Members of the public were invited to browse and check out books donated by townspeople and local groups.

Their collection was absorbed in 1947 by the Study Club, which greatly expanded the holdings and developed it into today's **Mendocino** Community **Library**.

The 45-page tour also includes the libraries in Fort Bragg, Little River, Greenwood/Elk, and Point

Arena, which has had a **library** since 1930. And did you know that Gualala Arts Center has a 3,000-volume art and craft-related **library**?

Bringing us up to the present day, a new stage in the evolution of libraries has arrived with the creation of Little Free Libraries. These charming, individually designed, and weatherproof book boxes are set up near businesses and residences. Neighborhood readers freely swap and replenish their ever-changing contents. They're popping up all over the coast—in fact, two new ones appeared in **Mendocino** as this publication was in development.

The review concludes with a tenth short chapter on the history of librarianship as a profession, and the origins of the stereotypical images of librarians as spectacled spinsters who spend their days enforcing the rule of silence in their domains.

In reality, librarians come in both genders, love to have people use their libraries, and are “sophisticated search engines with hearts.”

Copies of Check It Out

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The future of our libraries - Volunteers launch - Ukiah Daily Journal (CA) - April 5, 2022 - page 10

April 5, 2022 | Ukiah Daily Journal (CA) | Article | Page 10

By Lynn Zimmermann

The revival of programs and services in all branches of the Mendocino County **Library** system over the last decade is the direct result of the passage of Measure A in 2011 with 75 percent voter approval. Measure A was passed for a period of 16 years and will sunset five years from now in 2027.

The Citizens Initiative for the **Library** is a countywide volunteer group formed for the purpose of building on the success of Measure A by passing a citizens' initiative in November to provide stable and permanent funding for all **library** branches and the Bookmobile.

Signature gathering began April 2 in Fort Bragg, Point Arena, Round Valley, **Ukiah** and Willits. We need 6,000 signatures of registered Mendocino County voters by mid-June, a requirement for a citizens' initiative to be on the ballot.

Measure A currently provides for 60 percent of total **library** funding with a sales tax of one-eighth of one cent. The remaining 40 percent of **library** revenues are generated by a property tax. The Mendocino County General Fund contributes nothing to the **library** budget. There has never been a reserve set aside for building improvements such as new roofs.

We want to continue the present level of Mendocino County **library** services and programs and also provide stable and secure funding for needed building improvements. We want to renew Measure A funding permanently and, at the same time, increase the sales tax by one-eighth of one cent, for a total of one-quarter of one cent. Don't worry: your sales tax will not increase. That's because our initiative is timed to take effect at exactly the same time that a three-eighths of one cent sales tax, part of Measure B, will end.

The language in the initiative states that the revenues will be deposited in a special fund that only the **library** can access. This has worked very well in the 10 years since Measure A taxes have been collected. The **Library** Advisory Board, a volunteer board representing the five supervisorial districts and four cities, regularly reviews the **library** budget to ensure that the funds are spent appropriately. We welcome your participation. For more information, call (707) 462-4870.

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Mark your calendar - Library presents Dia de los - Ukiah Daily Journal (CA) - April 13, 2022 - page 3

April 13, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

The **Ukiah Library** is hosting Dia de los Niños with Nathalia on Saturday, May 7 via zoom at noon.

The **library** invites families and children ages 0-12 to join in a multicultural musical celebration with special guest performer Nathalia Palis.

Stop by the **library** during open hours to pick up your own Take and Make maracas craft, and play the new instrument along with the music. The kits will be available starting May 3 and are available on a first come first served basis.

Zoom ID: 836 9527 7930

Passcode: musictime

For more information, call Sam White, children's librarian, at 707-234-2865.

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COMMUNITY - Mendocino County Library presents - Ukiah Daily Journal (CA) - April 26, 2022 - page 3

April 26, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

Many people in our community are living with or caring for individuals with Alzheimer's, other forms of dementia, or cognitive impairment that results in memory loss. According to the Alzheimer's Association, 6.5 million Americans over the age of 65 are currently living with Alzheimer's and more than 11 million Americans provide unpaid care for people living with dementia.

★ Mendocino County **Library** branches are now circulating Memory Kits to help support community members living with Alzheimer's disease and other forms of dementia and their caregivers.

★ Mendocino County **Library** was awarded a grant from the California State **Library's** Mental Health Initiative to develop these kits. The contents aid in facilitating communication and connection between caregivers and people living with memory loss.

Memory Kits are interactive bundles of materials containing activities, books, movies, and music that center around a theme or a decade. There is also a kit created for caregivers which contains books and resources to help with their caregiving activities. Both those living with dementia and their caregivers may check out the kits which may trigger memories and help them connect in a fun and relaxing environment.

★ Memory Kits will be available at every branch of the Mendocino County **Library** and can be checked out with a **library** card.

For more information, please visit www.mendolibrary.org or contact the Mendocino County Cultural Services Agency at 234-2873.

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LIBRARY BUDGET FY 2021/2022

OBJECT	ACCOUNT DESCRIPTION	BUDGET	Revised Budget	YTD as of 5.13.22	Purchase Orders	Available Budget	YTD % used	Notes
821500	SALES & USE TAX	-2,311,200	-2,311,200	-1,773,580	0	-537,620	77%	Measure A funds
824100	INTEREST	-30,000	-30,000	-12,193	0	-17,807	41%	
825496	STATE LIBRARY GRANT	0	-10,500	-25,600	0	15,100	244%	Includes Zip & Book-to-Action funds
826370	LIBRARY SERVICES	-10,000	-10,000	-4,165	0	-5,835	42%	Fine revenue and Bookmobile stops
827600	OTHER SALES	-4,000	-4,000	-3,625	0	-375	91%	Photocopy/earbud fees
827707	DONATION	-1,000	-1,000	-1,398	0	398	140%	Donations to MCL
827801	GRANT REVENUE	-5,000	-23,796	-4,903	0	-18,893	21%	FINRA GRANT
827802	OPERATING TRANSFER IN	-1,407,423	-1,407,423	-1,407,423	0	0	100%	Property Tax - Library specific
Total Revenue		-3,768,623	-3,797,919	-3,232,887	0	-565,032	85%	
861011	REGULAR EMPLOYEES	1,623,859	1,683,859	1,342,474	0	341,385	80%	
861012	EXTRA HELP	35,000	35,000	39,108	0	-4,108	112%	
861013	OVERTIME REG EMP	25,000	25,000	5,673	0	19,327	23%	
861021	CO CONT TO RETIREMENT	538,879	538,879	430,293	0	108,586	80%	
861022	CO CONT TO OASDI	90,408	90,408	74,332	0	16,076	82%	
861023	CO CONT TO OASDI-MEDIC	22,391	22,391	19,302	0	3,089	86%	
861024	CO CONT TO RET INCREMEN	75,986	75,986	60,987	0	14,999	80%	
861030	CO CONT TO EMPLOYEE INS	245,653	245,653	182,857	0	62,796	74%	
861031	CO CONT UNEMPLOYMENT	5,495	5,495	5,495	0	0	100%	
861035	CO CONT WORKERS COMPE	63,767	63,767	63,767	0	0	100%	
Total Salaries & Benefits		2,726,438	2,786,438	2,224,288	0	562,150	80%	
862060	COMMUNICATIONS	274,187	154,813	28,981	0	125,832	19%	Phone and data lines
862062	COUNTY-WIDE MICROWAV	6,770	6,770	6,769	0	1	100%	Billed by County
862090	HOUSEHOLD EXPENSE	126,000	126,000	64,903	0	61,097	52%	Janitorial & garbage - all branches
862101	INSURANCE-GENERAL	41,675	41,675	41,675	0	0	100%	
862120	MAINTENANCE-EQUIPMENT	10,000	10,000	3,450	0	6,550	35%	Equipment/Bookmobile maintenance
862130	MAINT-STRC IMPR & GRN	25,000	25,000	31,196	0	-6,196	125%	Building & grounds maintenance
862150	MEMBERSHIPS	8,500	8,500	700	0	7,800	8%	CLA, ALA, ARSL
862170	OFFICE EXPENSE	43,000	43,000	23,225	0	19,775	54%	Office supplies-paper and toner
862185	MEDICAL & DENTAL SVCS	2,000	2,000	300	0	1,700	15%	Pre-employment screenings
862187	EDUCATION & TRAINING	2,000	2,000	1,701	0	299	85%	Staff education

862189	PROF & SPEC SVCS-OTHR	226,000	226,000	95,066	0	130,934	42%	Sonoma, Delivery, IS support, security guard, NeoGov
862190	PUBL & LEGAL NOTICES	1,000	1,000	30	0	970	3%	Classified ads for job postings
862194	A-87 COSTS	519,993	484,993	249,399	0	235,594	51%	Actual: \$318,081 (includes current FY credit of \$14,274), Previous FYs16-21 credit \$68,682
862210	RNTS & LEASES BLD GRD	42,000	42,000	41,701	0	299	99%	Round Valley, Laytonville MOU
862230	INFO TECH EQUIP	102,971	134,621	100,438	42,925	-8,741	106%	Computer replacements & software
862239	SPEC DEPT EXP	200,000	204,500	157,638	0	46,862	77%	Library collection materials and databases
862250	TRNSPRTATION & TRAVEL	20,000	20,000	7,487	0	12,513	37%	Bookmobile gas and maintenance, mileage
862253	TRAVEL & TRSP OUT OF CO	2,000	2,000	0	0	2,000	0%	Hotel, airfare, per diem conferences/trainings
862260	UTILITIES	75,600	75,600	56,649	0	18,951	75%	Water, sewer, electricity, gas, etc.
Total Services & Supplies		1,728,696	1,610,472	911,309	42,925	656,238	59%	
864370	EQUIPMENT	0	47,529	16,740	30,789	0	100%	
865802	OPERATING TRANSFER OUT	55,000	101,845	0	0	101,845	0%	
	Revenue Total	-3,768,623	-3,797,919	-3,232,887	0	-565,032	85%	
	Expense Total	4,510,134	4,546,284	3,152,337	73,714	1,320,233	71%	
	Balance	741,511	748,365	-80,550	73,714	755,201	-1%	
Endowment Funds		Balance	Reserves					
2710-760844	Fort Bragg Principal	12,875	2,132,804					
2710-760845	Fort Bragg Interest	2,789						
2710-760846	Ukiah Principal	114,513						
2710-760847	Ukiah Interest	71,550						
2710-760856	Bookmobile Principal	4,290						
2710-760857	Bookmobile Interest	3,718						
2710-760858	Willits Principal	6,234						
2710-760859	Willits Interest	2,688						
2710-760870	Library/Hallam Principal	20,382						
2710-760871	Library/Hallam Interest	1,431						
	Total	240,472						

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20231 2022-2023 BUDGET

ACCOUNTS FOR:
LIBRARY

	VENDOR	QUANTITY	UNIT COST	2023 DEPARTMENT
821500 SALES & USE TAX				
LB	821500 -			
	Measure A Tax	1.00	2,962,795.00	-2,962,795.00 *
				-2,962,795.00
Increase of 0.032293% from Actual 2021 using A0 projections.				
824100 INTEREST				
LB	824100 -			
		1.00	15,000.00	-15,000.00 *
				-15,000.00
826370 LIBRARY SERVICES				
LB	826370 -			
	Fee revenue & Bookmobile stops	1.00	15,000.00	-15,000.00 *
				-15,000.00
827600 OTHER SALES				
LB	827600 -			
	Photocopies, earbuds, memory sticks	1.00	4,000.00	-4,000.00 *
				-4,000.00
827707 DONATION				
LB	827707 -			
	Donations	1.00	1,200.00	-1,200.00 *
				-1,200.00
827802 OPERATING TRANSFER IN				
LB	827802 -			
	Property tax	1.00	1,435,571.00	-1,435,571.00 *
				-1,435,571.00

Property Tax increase of 2% recommended by A0.

MENDOCINO COUNTY PRODUCTION v19.1



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20231 2022-2023 BUDGET

ACCOUNTS FOR:
LIBRARY

	VENDOR	QUANTITY	UNIT COST	2023 DEPARTMENT
861011 REGULAR EMPLOYEES				
LB	861011 -			
	per Auditor's report	1.00	1,698,961.00	1,837,356.00 *
	unfilled positions	1.00	138,395.00	1,698,961.00
				138,395.00
861012 EXTRA HELP				
LB	861012 -			
	Extra-help for sick-leave & vacations	1.00	35,000.00	35,000.00 *
				35,000.00
861013 OVERTIME REG EMP				
LB	861013 -			
	OT only if necessary	1.00	22,983.00	22,983.00 *
				22,983.00
861021 CO CONT TO RETIREMENT				
LB	861021 -			
	per Auditor's report	1.00	576,480.00	626,856.00 *
	additional positions	1.00	50,376.00	576,480.00
				50,376.00
861022 CO CONT TO OASDI				
LB	861022 -			
	per Auditor's report	1.00	94,921.00	103,502.00 *
	additional positions	1.00	8,581.00	94,921.00
				8,581.00
861023 CO CONT TO OASDI-MEDIC				
LB	861023 -			
	per Auditor's report	1.00	23,501.00	25,508.00 *
	additional positions	1.00	2,007.00	23,501.00
				2,007.00

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20231 2022-2023 BUDGET

ACCOUNTS FOR:
LIBRARY

	VENDOR	QUANTITY	UNIT COST	2023 DEPARTMENT
861024 CO CONT TO RET INCREMENT				
LB	861024 -			
	per Auditor's report	1.00	33,371.00	35,696.00 *
	additional positions	1.00	2,325.00	33,371.00
				2,325.00
861030 CO CONT TO EMPLOYEE INSURANCE				
LB	861030 -			
	per Auditor's report	1.00	269,194.00	292,063.00 *
	additional positions	1.00	22,869.00	269,194.00
				22,869.00
861031 CO CONT UNEMPLOYMENT INSURANCE				
LB	861031 -			
	from County	1.00	3,337.00	3,337.00 *
				3,337.00
861035 CO CONT WORKERS COMPENSATION I				
LB	861035 -			
	from County	1.00	31,903.00	31,903.00 *
				31,903.00
862060 COMMUNICATIONS				
LB	862060 -			
	CENIC broadband communications	1.00	30,000.00	60,000.00 *
	hotspots for checkout	1.00	20,000.00	30,000.00
	phones	1.00	10,000.00	20,000.00
				10,000.00
862062 COMM MICROWAVE				
LB	862062 -			
		1.00	7,041.00	7,041.00 *
				7,041.00

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20231 2022-2023 BUDGET

ACCOUNTS FOR:
LIBRARY

	VENDOR	QUANTITY	UNIT COST	2023 DEPARTMENT
862090 HOUSEHOLD EXPENSE				
LB 862090 -				107,000.00 *
Facilities billing - custodial		1.00	95,000.00	95,000.00
Pest exterminators		1.00	1,600.00	1,600.00
Garbage pickup		1.00	5,000.00	5,000.00
Other expenses		1.00	5,400.00	5,400.00
862101 INSURANCE-GENERAL				
LB 862101 -				37,287.00 *
from County		1.00	37,287.00	37,287.00
862120 MAINTENANCE-EQUIPMENT				
LB 862120 -				20,000.00 *
Two county cars annual cost		1.00	9,840.00	9,840.00
Repairs for Bookmobile and outreach van		1.00	10,160.00	10,160.00
862130 MAINT-STRC IMPR & GRN				
LB 862130 -				65,000.00 *
Facilities billing		1.00	65,000.00	65,000.00
862150 MEMBERSHIPS				
LB 862150 -				8,500.00 *
Memberships: CLA, ALA, ARSL, Northnet		1.00	8,500.00	8,500.00
862170 OFFICE EXPENSE				
LB 862170 -				32,000.00 *
copy charges, paper, toner, Covid supplies		1.00	32,000.00	32,000.00

MENDOCINO COUNTY PRODUCTION v19.1



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20231 2022-2023 BUDGET

ACCOUNTS FOR:
LIBRARY

	VENDOR	QUANTITY	UNIT COST	2023 DEPARTMENT
862185 MEDICAL & DENTAL SVCS				
LB	862185 -			
	billing from HR	1.00	1,000.00	1,000.00 *
				1,000.00
862187 EDUCATION & TRAINING				
LB	862187 -			
	staff education to improve services	1.00	3,000.00	3,000.00 *
				3,000.00
862189 PROF & SPEC SVCS-OTHR				
LB	862189 -			
	Northnet delivery	1.00	80,000.00	298,000.00 *
	Sonoma library tri-county services (catalog, etc)	1.00	70,000.00	80,000.00
	IT staff billing	1.00	40,000.00	70,000.00
	Security guard for Ukiah branch	1.00	70,000.00	40,000.00
	Coast custodial contract	1.00	22,000.00	70,000.00
	Round valley custodial contract	1.00	16,000.00	22,000.00
				16,000.00
862190 PUBL & LEGAL NOTICES				
LB	862190 -			
	Billed by HR	1.00	500.00	500.00 *
				500.00
862194 A-87 COSTS				
LB	862194 -			
	from County	1.00	318,081.00	318,081.00 *
				318,081.00

Based on Actual for FY 2022.

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20231 2022-2023 BUDGET

ACCOUNTS FOR:
LIBRARY

	VENDOR	QUANTITY	UNIT COST	2023 DEPARTMENT
862210 RNTS & LEASES BLD GRD				
LB	862210 -			
	Round Valley Branch building use	1.00	26,473.00	42,953.00 *
	Laytonville Branch building use	1.00	16,480.00	26,473.00 16,480.00
862230 INFO TECH EQUIP				
LB	862230 -			
	Enterprise billing	1.00	93,153.00	103,000.00 *
	Other tech equipment	1.00	9,847.00	93,153.00 9,847.00
862239 SPEC DEPT EXP				
LB	862239 -			
	Library programs and materials for circulation	1.00	200,000.00	200,000.00 *
862250 TRNSPRTATION & TRAVEL				
LB	862250 -			
	Bookmobile mileage, outreach, mileage	1.00	20,000.00	20,000.00 *
862253 TRAVEL & TRSP OUT OF COUNTY				
LB	862253 -			
	Travel to conferences, diesel vehicle repairs	1.00	1,000.00	1,000.00 *
862260 UTILITIES				
LB	862260 -			
		1.00	95,000.00	95,000.00 *

City of Ukiah increased by 8%, the rest increased by 30% as directed.

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20231 2022-2023 BUDGET

ACCOUNTS FOR:
LIBRARY

VENDOR QUANTITY UNIT COST 2023 DEPARTMENT

GRAND TOTAL

.00

** END OF REPORT - Generated by Barbra Chapman **

LIBRARY DIRECTOR'S REPORT

LIBRARY ADVISORY BOARD

18.05.2022

- Library staff county-wide are presenting Book to Action programming on Braiding Sweetgrass by Robin Wall Kimmerer to fulfill the requirements of our \$6000 grant.
- SRP will run from 6/18 – 8/13 this year.
- Have requested that staff who don't mind driving the Outreach van let us know if they can take it to Outreach events near their locations since Nayo is currently working two jobs at once. Dan Hess volunteered.
- Deb attended a COVID Relief grant webinar because funds are left over from the grant we did not qualify for last year. Requirements were loosened in an effort to use all the funds, but Mendocino County still does not qualify as our budget has not decreased by more than 5% either year. This is due to the fact that we have been spending reserves.
- Two zoom meetings took place for Branch Managers to contribute their thoughts to a new Standards of Behavior Policy that is currently being looked at by County Counsel before we can submit it to the Board for approval. This became necessary when we received Board approval to charge the public for meeting room use in an effort to recover some of our costs, as directed by Board. The meeting room policy refers to the Behavior Policy so they both need to be approved together. The main take away for LAB is that the LAB and FOL will always be able to use Library facilities free of charge.
- Ukiah Branch Friends of the Library are making some slow progress on clearing out boxes and books from the basement. County Counsel advises an MOU to keep something like this from happening in the future.
- Space Needs Assessment is still in process for all the branches. It is anticipated that the findings will lead to a general understanding that we do not have enough space for staff.
- MCL is participating in the Parks Pass program sponsored by the CLA and CA State Parks, allowing families free access to State Parks all over CA by checking out (instead of purchasing) a hang-tag to put over the mirror in their car.
- We promoted Children's Librarian II Giselle Delotch to Branch Manager at the Willits location after Nicole's departure to Sonoma County. She's really cleaning up and doing well so far, taking to it like a fish to water.
- Interviewed with Kindra Ponzio on K-Love Radio. Should be broadcast in another month or so.
- Ameer, Melissa, and Lily were interviewed in April by KZYX re zip books, hot spots, and 3-D printing. There's a link to the recording on our website.
- Our First Library Strategic Planning meeting was held in April. On the committee are: Deb, Barb, Olga, Mo Mulheren, Mellisa Hannum, and Denise Jesse. Our second meeting will be at the beginning of June.