



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, November 16, 2022
Via Zoom

The LAB meetings will be conducted virtually and not available for in person participation pursuant to the provisions of Government Code section 54953 and the recommendation of the Mendocino County Health Officer. The public may join the Zoom meeting at (no registration required) 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.

<https://us02web.zoom.us/j/86158207293?pwd=VGYrK1grdmE0cnp2eEY2L2VoRIIRZz09>

Meeting ID: 861 5820 7293

Passcode: 222322

One tap mobile

+16699009128,,86158207293#,,,,*222322# US (San Jose)

+16694449171,,86158207293#,,,,*222322# US

Dial by your location

+1 669 900 9128 US (San Jose)

+1 669 444 9171 US

AGENDA

Call to Order

1. Introductions and Welcome
2. Approval of the Agenda
3. Approval of the Minutes from the September 21, 2022, meeting
4. 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.

5. Health Officer's recommendations for remote meetings and possible action for the next LAB meeting
 - a. Resolution 22-204
6. Library Director's Report
 - a. Director's Report
 - b. CA State Library Stats
 - c. Health Plan Overage
 - d. Newspaper Articles
7. Admin Services Manager's YTD Budget Report
8. Bookmobile/Outreach/Laytonville Branch Reports
9. Report out: Measure O—Mendocino County Library Initiative Committee
10. Unfinished Business
 - a. Updates from Working Groups to Improve Libraries
11. New Business
 - a. Forming a committee to research and recommend equitable distribution of funding to all Mendocino Libraries assuming the passage of Measure O, the library funding initiative
 - b. Introducing Carole Poma, new District 4 LAB representative, following the resignation of Janice Marcell
 - c. Forming a committee for outreach to our Friends of the Library groups, for exchange of ideas and collaboration
12. Next Meeting, January 18, 2022 (Willits)
13. Announcements and Comments

Attachments:

- September 21, 2022, LAB Meeting Minutes
- Resolution 22-204
- Director's Report
- CA State Library Stats
- Library Health Plan Overage
- Newspaper Articles
- YTD Budget Report

Mendocino County Library Advisory Board
Minutes of September 21, 2022
Zoom meeting

Meeting called to order: 1:03 by Chair, Carolyn Schneider

Introduction and Welcome: Chair Schneider greeted the committee and introductions were made

Members Present: Janice Marcell, Olga O'Neill, Larry Riddle, Michele Bisson Savoy, Richard Towle

Ex-Officio Member: Deb Fader Samson, County Librarian

Members Not Present: James Stewart, Michael Schaeffer

Others Present: Chas Higgins, Friends of the Coast Community Library; Mellissa Hannum, Coast Community Librarian; Barbra Chapman, Admin. Services Manager

Approval of the Agenda: Larry Riddle moved to approve. Janice Marcell seconded.
Agenda was approved.

Public Expression: None

Approval of 7-20-2022 minutes: Larry Riddle moved to approve. Janice Marcell seconded.

Health Officers recommendations for remote meetings. Next LAB meeting will be November 16th. Discussion about possibly being held at the Museum in Willits. Decided to have it via Zoom again.

Library Director's report. See written report. Main items: Working on Library Strategic plan, staff responses, online survey (hardcopies available). Second interview for Teen librarian for Ukiah.

Admin. Service Manager's report. See written report. YTD budget, and Library Annual Report Fiscal Year 21-22. A87 costs (depreciation) picked up from previous, new numbers not yet available. Credit for overcharges from past years is being applied.

Branch report: Coast Community Branch. See slide presentation. Key points: Computers and WIFI updated and now working (public computers pending) Working on programing; i.e. school visits, I Spy children's scavenger hunt, quilting program for adults, Tai Chi, tech help Tuesdays, ukulele club on Thursdays.

Measure O Website is up and running, yard signs are being distributed, Business signs available. Voter forums and radio interviews. Lots of public support.

Unfinished Business Library Working Group Ft. Bragg expansion committee quarterly progress report. Janice reported \$743,000 received. Grant writer looking for building grants, The schematic of the floor plan is complete. Community fundraising ongoing.

Discussion on minute taking, it was noted that it is hard to take minutes and participate in the meeting. Deb said that her staff would not be available to take minutes. Deb found a digital recorder. Which Michele will try to use at the next meeting.

Michele Bisson Savoy was appointed as the District 2 representative and also agreed to be the LAB secretary. The next meeting will be November 16th. To be held online. Adjourned at 2:20 pm

RESOLUTION NO. 22-204

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF MENDOCINO FINDING THAT STATE OR LOCAL OFFICIALS CONTINUE TO RECOMMEND MEASURES TO PROMOTE SOCIAL DISTANCING IN CONNECTION WITH PUBLIC MEETINGS

WHEREAS, all meetings of the Mendocino County Board of Supervisors and its legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§ 54950 – 54963), so that any member of the public may attend, participate, and view the legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency declaring a state of emergency exists due to the outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19), pursuant to the California Emergency Services Act (Government Code section 8625) and that State of Emergency is still in effect in the State of California; and

WHEREAS, as of the date of this Resolution, neither the Governor nor the state Legislature have exercised their respective powers pursuant to Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution the state Legislature; and

WHEREAS, the California Department of Industrial Relations has issued regulations related to COVID-19 Prevention for employees and places of employment. Title 8 of the California Code of Regulations, Section 3205(c)(5)(D) specifically recommends physical (social) distancing as one of the measures to decrease the spread of COVID-19 based on the fact that particles containing the virus can travel more than six feet, especially indoors; and

WHEREAS, the Mendocino County Public Health Officer continues to recommend teleconferencing during public meetings of all legislative bodies to protect the community's health against the spread of COVID-19, based in part on the continued increased safety protection that physical/social distancing provides as one means by which to reduce the risk of COVID-19 transmission; and

WHEREAS, the Mendocino County Board of Supervisors finds that state or local officials have imposed or recommended measures to promote social distancing based on the Mendocino County Public Health Officer recommendation and the California Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title 8 of the California Code of Regulations, Section 3205(c)(5)(D); and

WHEREAS, as a consequence, the Mendocino County Board of Supervisors does hereby find that current conditions meet the circumstances set for in Government Code section 54953(e)(3) to allow this legislative body to conduct its meetings by teleconferencing without compliance with Government Code section 54953 (b)(3), pursuant to Section 54953(e), and that such legislative body shall comply with the requirements to provide the public with access to the meetings as prescribed by Government Code section 54953(e)(2) to ensure the public can safely participate in and observe local government meetings.

NOW, THEREFORE, BE IT RESOLVED by the Mendocino County Board of Supervisors, as follows:

SECTION 1. RECITALS.

All of the above recitals are true and correct and are incorporated into this Resolution by this reference.

SECTION 2. STATE OR LOCAL OFFICIALS CONTINUE TO RECOMMEND MEASURES TO PROMOTE SOCIAL DISTANCING IN CONNECTION WITH PUBLIC MEETINGS.

The Mendocino County Board of Supervisors finds that State or local officials continue to recommend measures to promote social distancing pursuant to Government Code section 54953(e)(3) to allow legislative bodies to use teleconferencing to hold public meetings in accordance with Government Code section 54953(e)(2) to ensure members of the public have continued access to safely observe and participate in local government meetings.

SECTION 3. REMOTE TELECONFERENCE MEETINGS.

The Mendocino County Board of Supervisors is hereby authorized to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e)(2) and other applicable provisions of the Brown Act.

SECTION 4. EFFECTIVE DATE.

This Resolution shall take effect immediately upon its adoption.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mendocino County Board of Supervisors, that this finding is also made by the Mendocino County Board of Supervisors in its capacity and the governing Board of the Mendocino County Water Agency, the Board of Directors of the of the Mendocino County Air Quality Management District, and each and every other such body for which the Board of Supervisors is the ex officio governing body.

The foregoing Resolution introduced by Supervisor Haschak, seconded by Supervisor Mulheren, and carried this 4th day of October, 2022, by the following vote:

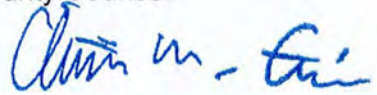
AYES: Supervisors McGourty, Mulheren, Haschak, Gjerde, and Williams
NOES: None
ABSENT: None


WHEREUPON, the Chair declared said Resolution adopted and SO ORDERED.

ATTEST: DARCIE ANTLE
Clerk of the Board

Deputy

APPROVED AS TO FORM:
CHRISTIAN M. CURTIS
County Counsel





TED WILLIAMS, Chair
Mendocino County Board of Supervisors

I hereby certify that according to the provisions of Government Code Section 25103, delivery of this document has been made.

BY: DARCIE ANTLE
Clerk of the Board

Deputy



MENDOCINO COUNTY LIBRARY DIRECTOR'S REPORT

2022.11.16

- Deb took an introductory class in ASL for Librarians in September and October and started the intermediate class earlier this month.
- Barb, Nayo, and Deb entered all the statistics from FY 2021/2022 into the California State Report portal, a copy of which is included in your packet.
- Barb and Deb worked with County Counsel and the Executive Office to get a Records Retention schedule passed by the Board of Supervisors in September. This will help our branch librarians to know immediately what types of records they need to keep and for how long so that they can eliminate a lot of the paper storage at their locations. A copy of the Records Retention schedule is included in this packet for your reference.
- We had the Board of Supervisors approve a proclamation identifying October 16-21 as Friends of the Library Appreciation Week in Mendocino County and requested that the branches celebrate their Friends' groups locally.
- Deb attended an author talk at the Coast Community Branch on October 1st and was delighted to see all the work Mellisa Hannum has done in that location.
- Barb, Nayo, and Deb took a three-week class in October on How to Build an Anti-Racist Library Culture. We have implemented the requirement for all Library employees to take an online Implicit Bias course and a plan to ensure a diverse collection approach for our materials ordering. We have redoubled our effort to advertise job openings in local Spanish language newspapers to get a more diverse applicant pool.
- We are re-examining Library positions one at a time with HR to make sure the job descriptions are accurate with the actual duties staff are performing.
- We've had two meetings with Social Services to discuss the possibility of social workers holding hours at some of the library branches to reach more people who need assistance and can't make it to Ukiah or aren't aware of the help available to them.
- Deb was presented with her California State Association of Counties Executive certificate in October.
- County Administration is charging all non-General fund departments retroactively for their share of the health care cost increase. The library's share, based on our number of employees, turned out to be an additional \$57,329 from FY 21/22.
- Deb attended a "Haunted Happenings" paranormal investigation program at the Fort Bragg Branch Library on October 19th and was a little bit afraid to drive home alone in her car in the dark.
- On October 28th, Deb, Barb, and Nayo attended the quarterly tri-County meeting with Sonoma and Lake County library personnel.
- Deb attended the Northnet Library System Executive Committee meeting on October 25th and was put on a committee to help determine the fairest way to split up the cost sharing of CLSA funds among member libraries.

California Library Statistics 2021-22

MENDOCINO COUNTY LIBRARY**Public Library Survey**

These instructions are written to assist you in filing this year's California Public Library Report with the California State Library. The report incorporates data elements requested by the Public Library Statistics Cooperative coordinated by the Institute of Museum and Library Services.

In financial sections, report whole dollars only, omit cents.

Enter "0" if the entry is zero.

If a figure is unknown, check the "unavailable" box. This will insert a "-1" in the data field.

Do not repeat last year's figure if the figure for this year is unknown. This will result in a request for clarification/verification from the State Data Coordinator.

There are edit check functions on many data elements. If you enter an amount that is significantly different than the previous year, for instance, you will receive an error message. Please verify the accuracy of your entry, and if it is correct, make a note explaining the difference by clicking on the notepad icon to the left of the data entry box.

The due date for completion of this year's annual report is Tuesday, November 8, 2022.

Section 1 Directory and Administrative information

Your Directory information, as it currently exists in our files, is provided. Please review this data and make updates or corrections. Please notify CSL for major address changes only.

1.1 Library ID	M662
1.2 FSCS ID	CA0066
1.3 Short Name	Mendocino Co
1.4 Library Name	MENDOCINO COUNTY LIBRARY

Director's Contact Information

Please enter the name and title of the person with direct overall administrative responsibility for the library. If position is not filled, enter "VACANT" in 6 and leave 7 & 8 blank.

1.5 Courtesy Title	Ms.
1.6 Director First Name	Deborah
1.7 Director Middle Name	Marie
1.8 Director Last Name	Fader Samson
1.9 Director Title	Director, Mendocino County Cultural Services Agency

Physical Address

1.10 - 1.17 CSL only. Contact CSL with changes

Street address of main library or headquarters, including city, ZIP and ZIP+4. (Prefilled, changeable by CSL only)

NOTE: Please notify us of major changes only to the address for an obvious error or when a completely new address is needed.

1.10 Street Address ¹	105 N. MAIN ST.
1.11 City	UKIAH
1.12 Zip	95482
1.13 Zip +4	3919

Mailing Address

Mailing address or Post Office Box, including city, ZIP and ZIP+4 for mailing. The street address is repeated if it is the same as the mailing address. (Prefilled, changeable by CSL only).

NOTE: Please notify us of major changes only to the address for an obvious error or when a completely new address is

needed.

1.14 Mailing Address	105 N. MAIN ST.
1.15 Mailing City	UKIAH
1.18 Mailing Zip	95482
1.17 Mailing Zip +4	3919

Library Contact and Service Info

1.18 Public Phone Number - Administration	7072342873
1.19 Reference Phone Number	(707) 463-4490
1.20 TDD for Deaf	N/A
1.21 Library Director's Email address	faderd@mendocinocounty.org
1.21a Include email in directory distributed to CA library directors?	Yes
1.21b Make email available to professional library orgs?	Yes
1.21c Make email available to public	No
1.21d Deputy Director name	N/A
1.21e Deputy Director email	N/A
1.22 Library Public Email address or "contact me" URL	libtechservices@mendocinocounty.org
1.23 Library's Web Address	https://www.mendolibrary.org
1.24 Name of person completing this survey	Barb Chapman
1.25 Phone # of person completing this survey	(707) 245-9367
1.26 Email address of person completing this survey	chapmanb@mendocinocounty.org
1.27 Is this library jurisdiction designated by local government as a supporting department in emergency operations?	Yes

Library Codes

Items 1.27-1.39 are filled by CSL only. If you have questions or changes, please contact Meg DePriest.

1.28 Size Square Mile	3,510.00
1.29 Interlibrary Relationship code	Member of a Federation or Cooperative
1.30 Legal Basis Code	County/Parish
1.31 Administrative Structure Code	Administrative Entity with Multiple Direct Service Outlets where Administrative Offices are separate
1.32 FSCS Public Library Definition	Yes
1.33 Geographic Code	County or Equivalent, entirety
1.34 Legal Service Area Boundary Change	No
1.35 Library Type	County Library with Dedicated Tax
1.36 County	Mendocino
1.37 CLSA System Library	NorthNet Library System
1.38 State	California
1.39 Fiscal Year	2021-22

Section 1a. COVID-19 Data

All yes/no questions

1.40 Closed Outlets Due to COVID-19	Yes
1.41 Public Services During COVID-19	Yes
1.42 Electronic Library Cards During COVID-19	Yes
1.43 Reference Service During COVID-19	Yes
1.44 Outside Service During COVID-19	Yes
1.45 External WiFi Access Added During COVID-19	No
1.46 External WiFi Access Increased During COVID-19	Yes
1.47 Staff Re-Assigned During COVID-19	Yes

Section 2 Population and Outlets

2.1 Population of The Legal Service Area	89,999
2.2 Registered Users as of June 30 ²	34,871
2.3 Children Borrowers	9,407

Outlets

Total number of public service outlets including fixed building outlets and mobile libraries. Only vehicles themselves, not mobile library stops, are counted within total outlets.

2.4 # of Central Libraries	1
2.5 # of Branch Libraries	4
2.6 # of Bookmobiles	1
2.7 Total # of Outlets	6
2.8 # of other library outreach vehicles or structures	1
2.9 Number of kiosks	0
2.10 Total Square Footage (auto calculated in LibPAS from entries in outlets section)	36,757

Section 3 Library Income

Report revenue used for operating expenditures as defined below. Include federal, state, local, or other grants. DO NOT include revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). (Funds transferred from one public library to another public library should be reported by only one of the public libraries. The State Data Coordinator shall determine which library will report these funds.) Report whole dollars only (omit cents).

3.1 Local Government (all sources)	\$3,850,470
3.2 State Funds (e.g. CLSA, PLF, ELLI, etc.) ³	\$12,051
3.3 Federal Funds (e.g. LSTA or other)	\$22,298
3.4 All Other Operating Income	\$29,577
3.5 Total Operating Income	\$3,914,396

Capital Income

Report all revenue to be used for major capital expenditures, by source of revenue. Include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial collections (print, non-print, and electronic) for new buildings, building additions, or building renovations; (e) computer hardware and software used to support library operations, to link to networks, or to run information products; (f) new vehicles; and (g) other one-time major projects. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude income passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries. Report whole dollars only (omit cents). Note that the amounts reported for Total Capital Revenue and Total Capital Expenditures are not expected to be equal. Report federal, state, local, and other revenue to be used for major capital expenditures in the following categories:

3.7 Local Government (taxes and allocations)	\$0
3.8 State Funds	\$15,550
3.9 Federal Funds	\$0
3.10 Other Income	\$0
3.11 Total Capital Outlay Income	\$15,550

Section 4 Library Expenditures

Operating expenditures are the current and recurrent costs necessary to support the provision of library services. Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy taxes) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Do not report the value of free items as expenditures. Do not report estimated costs as expenditures. Do not report capital expenditures under this category. Report whole dollars only, omit cents. Include local, state, federal, and other funding sources.

Staff Expenditures

4.1 Salary & Wages Expenditures	\$1,678,605
4.2 Employee Benefits Expenditures	\$1,002,940
4.3 Total Staff Expenditures	\$2,681,545

Collection Expenditures

This includes all operating expenditures from the library budget for all materials in print, microform, electronic, and other formats considered part of the collection, whether purchased, leased, or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

4.4 Print Materials Expenditures (except Serials)	\$87,277
4.5 Print Serial Subscription Expenditures ⁴	\$5,730
4.6 Total Print Materials Expenditures	\$93,007
4.7 Electronic Materials Expenditures	\$70,264
4.8 Other Materials Expenditures	\$30,223
4.9 Total Collection Expenditures	\$193,494

Other Expenditures

4.10 All Other Operating Expenditures	\$1,047,710
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Operating Expenditures

4.11 Total Operating Expenditures	\$3,922,749
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Capital Expenditures

Capital expenditures. Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include expenditures for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures. Only funds that are supported by expenditure documents (e.g., invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Estimated costs are not included. Exclude expenditures for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g., fines). Funds transferred from one public library to another public library should be reported by only one of the public libraries.

4.12 Total Capital Expenditures	\$64,754
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Specific Expenditures (no data post 2018)**Section 5 Library Staff**

Report figures as of the last day of the fiscal year. Include all positions funded in the library's budget whether those positions are filled or not.

5.1 Total number of full time employees (count heads, use library definition of "full time")	30.00
5.2 Total number of part time employees (count heads, use library definition of "part time")	5.00
5.3 Total count of persons employed - full and part time	35.00
5.4 ALA Librarians (FTE) who have accredited ALA Masters	11.00
5.5 FTE Total Librarians (ALA or other)	11.00
5.6 FTE All other paid staff	22.50
5.7 Total Staff FTE	33.50

Volunteers

5.8 Total number of volunteers (count heads)	55
5.9 Total hours volunteered in the reporting year	2,250.75

Section 6 Library Collection

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures.

Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

6.1 Books Children Held as of June 30	39,958
6.2 Books Young Adult Held as of June 30	6,943
6.3 Total Print Materials Held	125,452
6.4 Languages Represented by Organized Collections in print materials (check all that apply)	Spanish
6.5 # of Physical Audio Materials	8,128
6.6 # of Physical Video Materials	22,125
6.7a Do you loan internet enabled devices? (Laptops, Chromebooks, etc.)	Yes
6.7b How many devices available for check-out and use outside the library?	15
6.8a Do you lend hot spots?	Yes
6.8b How many hot spots available for check-out and use outside the library?	44
6.9 Other Physical Items	766
6.10 Total Physical Items	156,471
6.11 # of Current Serial Subscriptions ⁵	29

Electronic Items

6.12 # of Electronic Books	144,111
6.13 # of Downloadable Audio Materials	63,584
6.14 # of Downloadable Video Materials	12,006
6.15 Electronic Collections Locally Funded as of June 30	10
6.16 Electronic Collections State Funded	15
6.17 # of Electronic Collections	25

Section 7 Library Services

Report annual totals in this section.

7.1 Hours Open, All Outlets	8,392
7.2 Library Visits	184,169
7.3 Library visits reporting method	Annual Count
7.4 Reference Questions	3,700
7.5 Reference transactions reporting method	Annual Estimate Based on Typical Week(s)

Circulation

Circulation of all materials of all types including renewals.

Note: Count all materials in all formats that are charged out for use outside the library. Interlibrary loan transactions included are only items borrowed for users. Do not include items checked out to another library.

[Counting Electronic Items and Usage](#)

[Counting Successful Retrieval of Electronic Information](#)

Late fines

7.6 Do you charge any patrons late fines for physical materials?	No
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7.7 Charge per day for Adults	\$0.00
7.8 For Young Adults	\$0.00
7.9 For Children	\$0.00

Circulation of Physical Materials

7.10 Total Physical Item Circulation	404,156
7.11 Circulation of Children's Materials	127,215
7.12 Circulation of Non English Materials	4,893
7.13 ILL loans to others	83,118
7.14 ILL loans received	76,932
7.15 Circulation of internet-enabled devices (laptops, Chromebooks, etc)	71
7.16 Circulation of hotspots	143
7.17 Circulation of Other Physical Items	1,402

Electronic Content Use

7.18 Circulation of Electronic Materials	107,516
7.19a Successful Retrieval of State-funded Electronic information (autofilled)	158,238
7.19b Successful Retrieval of locally-funded electronic information	122,552
7.19c Successful Retrieval of Electronic Information	280,790

Successful Retrieval of State-funded Electronic information (autofilled)

Archives Unbound	161
Brainfuse	98
Coursera *This entry may be adjusted. Awaiting vendor confirmation.	9
EBSCO	9
Escolar	6
Gale In Context: Environmental Studies	
GetSetUp	87
Interactive Science	
Linkedin Learning	175
National Geographic Kids	4
Northstar	16
New York Times	156,550
Proquest	36
School Edition	259
Skillshare	111
Teaching Books	717

Circulation Totals

7.20 Total Annual Circulation	511,672
7.21 Total Electronic Content Use	388,306
7.22 Total Content Use	792,462

Programming

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, and citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs. Report the number of programs and attendance, by age group.

NOTE: Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

Live Programming

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, and citizenship classes; and book discussions. Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs. Report the number of programs and attendance, by age group.

NOTE: Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

NOTE: If a program serves multiple age groups, select the one age group below that best matches the program's target or majority audience.

Children's programming

A children's program is any planned event for which the primary audience is children and which introduces the group of children attending to any of the broad range of library services or activities for children or which directly provides information to participants. Children's programs may cover use of the library, library services, or library tours. Children's programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include story hours and summer reading events.

Note: The National Center for Education Statistics (NCES): *Children and Young Adults Defined (Services and Resources for Children and Young Adults in Public Libraries [August 1995, NCES 95357])* defines children as persons age 11 years and under.

Young Adult Programming

A Young Adult program is any planned event for which the primary audience is young adults age 12 to 18 and which introduces the group of young adults attending to any of the broad range of library services or activities for young adults or which directly provides information to participants. Young adult programs may cover use of the library, library services, or library tours. Young adult programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include book clubs and summer reading events.

Note: Young Adult age is defined as 12 through 18 years and includes 18- year-olds. The Young Adult Library Services Association (YALSA) defines young adults as age 12 through 18.

Adult Programming

An adult program is any planned event for which the primary audience is adult and which introduces the group of adults attending to any of the broad range of library services or activities for adults or which directly provides information to participants. Adult programs may cover use of the library, library services, or library tours. Adult programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include book clubs, instruction and reading events.

Off-Site Programming

An offsite program is any program sponsored or co-sponsored by the library that takes place outside a library facility (including bookmobiles) or off library grounds regardless of primary target audience. This would include visits by library staff or volunteers to a school, adult center, etc., or programs provided via pop-up mobile units.

NOTE: These programs should also be included in responses for above age- related programming/attendance.

Early learning: Ages 0-5

A program session targeted at children ages 0-5 is any planned event for which the primary audience is infants, toddlers, or preschool-age children. Examples of these types of program sessions include, but are not limited to, story hours, every child ready to read programs, musical or sing-along events, and puppet shows. Include program sessions aimed at children ages 0-5 even if adult caregivers also attend. Each program session should only be counted in one age category based on its primary target audience.

Count all 0-5 children's programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include children's programs sponsored by other groups that use library facilities. If children's programs are offered as a series, count each program in the series. For example, a story hour offered once a week, 48 weeks a year, should be counted as 48 programs. Exclude library activities for children delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, and mentoring activities.

	7.23a # of Children's Programs (ages 0-5)	7.24a # of Children's Program Attendees (ages 0-5)
Live, in-person	191	62,753
Live, virtual	43	679
Total for Children Ages 0-5	234	73,432

Children's programs: Ages 6-11

A program session targeted at children ages 6-11 is any planned event for which the primary audience is elementary-school-age children. Examples of these types of program sessions include, but are not limited to, story hours, science events, crafting classes, and summer reading events. Include program sessions aimed at children ages 6-11 even if adult caregivers also attend with the children. Each program session should only be counted in one age category based on its primary target audience.

Count all 6-11 children's programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include children's programs sponsored by other groups that use library facilities. If children's programs are offered as a series, count each program in the series. For example, a story hour offered once a week, 48 weeks a year, should be counted as 48 programs. Exclude library activities for children delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, and mentoring activities.

	7.25a # of Children's Programs (age 6-11)	7.26a # of Children's Program Attendees (age 6-11)
Live, in-person	173	5,177
Live, virtual	21	377
Total for Children Ages 6-11	194	5,554

Young Adult Programs

A Young Adult (YA) program is any planned event for which the primary audience is young adults age 12 to 18 and which introduces the group of young adults attending to any of the broad range of library services or activities for young adults or which directly provides information to participants. Young adult programs may cover use of the library, library services, or library tours. Young adult programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include book clubs and summer reading events.

Count all young adult programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Do not include young adult programs sponsored by other groups that use library facilities. If young adult programs are offered as a series, count each program in the series. For example, a book club offered every two weeks, 24 weeks a year, should be counted as 24 programs. Exclude library activities for young adults delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, homework assistance, and mentoring activities.

Note: Young Adult age is defined as 12 through 18 years and includes 18- year-olds. The Young Adult Library Services Association (YALSA) defines young adults as age 12 through 18.

	7.27a # of Young Adult Programs	7.28a Young Adult Program Attendance
Live, in-person	66	572
Live, virtual	46	225
Total Young Adult	112	797

Adult Programs

An adult program session is any planned event for which the primary audience is adults age 19 or older. Examples of these types of program sessions include, but are not limited to, book discussions, citizenship classes, and lectures. Each program session should only be counted in one age category based on its primary target audience.

	7.29a # of Adult Programs	7.30a Adult Program Attendance
Live, in-person	134	1,553
Live, virtual	92	921
Total Adult	226	2,474

General Interest Programs

A general interest program session is any planned event that is appropriate for any age group or multiple age groups. Include all-age, all-library, family, and intergenerational program sessions. Examples of these types of program sessions include, but are not limited to, family game nights, holiday events, storytelling programs, or chess clubs. Include all programs here that do not fit into the other age category elements.

Each program session should only be counted in one age category based on its primary target audience; do not include program sessions here that have already been counted in earlier age category elements. Avoid including program sessions that are targeted at more than one non-adult age category (and are not targeted at adults); these should be counted in the child or young adult age category that best represents the target audience.

	7.31a # of General Interest Programs	7.32a General Audience Program Attendance
Live, in-person	42	83,425
Live, virtual	11	53
Total General Interest	53	93,478

Offsite programming count

An offsite program is any program sponsored or co-sponsored by the library that takes place outside a library facility (including bookmobiles) or off library grounds regardless of primary target audience. This would include visits by library staff or volunteers to a school, adult center, etc., or programs provided via pop-up mobile units.

NOTE: These programs should also be included in responses for above age- related programming/attendance. (Answer the question "Of the live, in-person programs and attendance that I reported in the categories above, how many were off-site?")

7.33 Of the above programs, how many were offsite?	104
7.34 Attendance at offsite programs	6,024

Total

Total # of Programs	819
Total Program Attendance	15,735
Total # of Onsite Programs	502
Total Onsite Program Attendance	7,456
Total # of Virtual Programs	213
Total Virtual Program Attendance	2,255

Recorded Programming

7.35 # recordings of program content	137
7.36 # views of recorded program content	2,505

Electronic Services

7.37 CIPA Compliant	Yes
7.38 Annual Uses of Public Internet Computers ¹⁰	9,407
7.39 Reporting Method for Uses of Computers	Annual Count
7.40 Virtual Visits to the library website	286,965
7.41 Wireless Sessions Per Year	-1 Unavailable
7.42 Reporting Method for Wifi Sessions	
7.43 # of Internet Terminals	30
7.44 ILS System (choose from dropdown or enter other)	Horizon (SirsiDynix)

Self-Directed Activities

Activities provided for patrons without the expectation of staff interaction while the activity is being completed. Craft bags for children to take home, social media challenges, and story-walks are all examples.

7.45 # of self-directed activities	224
7.46 # of participants	4,718
7.47 Brief description of activities	Various types of kits: Welcome kits, D-I-Y, All Ages Take & Make, Origami, Children's STEAM, Literacy Bags, Black History Quiz, Blind Date with a Book, COVID Tests, Hobby Board, Scavenger Hunt, Valentine's Station, Greeting Card, Seed Starter/shaker, Arm Slinky, and Art Kits for all ages

Section 8 Referenda

Please leave blank if no referenda occurred during the report year. Do not report referenda from prior years.

8.1 Referendum Election Date	
8.2 Referendum Local Agency	
8.3 Referendum Funding Purpose	
8.4 Referendum Type of Tax	
8.5 Referendum Percentage of Yes Votes	
8.6 Referendum Vote Require	
8.7 Referendum Vote Outcome	
8.8 Referendum Notes	

Section 9 Bookmobiles

Definition - A bookmobile is a traveling branch library. It consists of at least all of the following:

- a truck or van that carries an organized collection of library materials;
- a paid staff; and
- regularly scheduled hours (bookmobile stops) for being open to the public.

If you reported on operation of a mobile library in the previous report year, a record is provided to you for each mobile library operation you reported, indicating your last year's description of that operation. Where corrections or updates are appropriate, please make those changes in the space provided.

Please contact support@countingopinions.com if you have new or closed mobile libraries to report.

If no bookmobiles then leave blank.

Location	9.1 FSCS Key	9.2 Library ID	9.3 Library Code	9.4 Short Name	9.5 Bookmobile Name
MENDOCINO CO. - BOOKMOBILE	CA0066.006	M662	M662.B01	Mendocino Co.	MENDOCINO COUNTY BOOKMOBILE

Physical Address

Street Address. (CSL only) Street address where bookmobile is stationed when not in use, including city, county, ZIP and ZIP+4. NOTE: Please notify us of major changes to the address only such as an obvious error or a completely new address is needed.

Location	9.6 Address	9.7 City	9.8 Zip	9.9 Zip +4	9.10 County	9.11 Phone
MENDOCINO CO. - BOOKMOBILE	105 N. MAIN ST.	UKIAH	95482	4482	MENDOCINO	7074634694

Bookmobile Info

Location	9.12 Type	9.13 Make	9.14 Model Number	9.15 Year	9.16 Chassis Manufacturer	9.17 Length	9.18 Book Capacity	9.19 Total Mileage
MENDOCINO CO. - BOOKMOBILE	Bookmobile	Freightliner	ADV	2011	Supreme Corporation	28	3,500	20,195

Bookmobile Stops / Hours

Location	9.20 Number of stops	9.21 Annual Service Hours (actual)	9.22 Weeks per Year Open (actual)	9.23 Number of Weeks an Outlet Closed Due to COVID-19	9.24 Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19
MENDOCINO CO. - BOOKMOBILE	13	444	50	0	25

Staff

Location	9.25 Librarians on vehicle - FTE	9.26 Drivers and Clerks on vehicle - FTE	9.27 Support Staff off vehicle - FTE
MENDOCINO CO. - BOOKMOBILE	0.00	1.00	1.00

Counts

Location	9.28 Circulation Total	9.29 Operating and maintenance cost Per Year	9.30 Number of Internet Terminals - General Public
MENDOCINO CO. - BOOKMOBILE	23,459		110

Section 10 Outlets

Include all branches and central libraries.

*If you prefer to submit your outlet data via Excel please email Lindsay Thompson at support@countingopinions.com for an import file template.

Include all branches and central libraries. Do not include in this report any administrative headquarters that are not public service outlets, do not include other outlets or deposit only locations.

Complete one set of forms/input screens for each fixed-facility public service outlet.

New Library Outlets

Please contact Lindsay Thompson at Counting Opinions 1-800-521-4930 or support@countingopinions.com with the location information (name, address, contact) and she will add it and map it for the directory.

Closed Outlets

If an outlet for which we have provided you a California Library Outlets Survey was closed during this report year write a note in the notepad icon next to the window where you enter data explaining this. Please also include the date the outlet closed if that is easily available. Enter any data for the time period the outlet was open.

Updates to Existing Outlets

On the California Library Outlets Survey, you do not need to provide any response where there is no change in data from that which is indicated as currently in our file. Date built, date remodeled, # of square feet are all examples of data which probably has not changed.

Outlet Information

Location	10.1 FSCSKey	10.2 State assigned identification number	10.3 Library Code	10.4 Short Name	10.5 Legal Name
COAST COMMUNITY LIBRARY	CA0066	M662	M662.005	Mendocino Co	COAST COMMUNITY LIBRARY
FORT BRAGG BRANCH LIBRARY	CA0066	M662	M662.002	Mendocino Co.	FORT BRAGG BRANCH LIBRARY
ROUND VALLEY PUBLIC LIBRARY	CA0066	M662	M662.004	Mendocino Co.	ROUND VALLEY PUBLIC LIBRARY
UKIAH BRANCH LIBRARY	CA0066	M662	M662.001	Mendocino Co.	UKIAH BRANCH LIBRARY
WILLITS BRANCH LIBRARY	CA0066	M662	M662.003	Mendocino Co.	WILLITS BRANCH LIBRARY

Physical Address

Street Address. (Prefilled by CSL) Street address of outlet as of June 30th, including city, ZIP and ZIP+4.

NOTE: Please notify us of major changes only to the address for an obvious error or when a completely new address is needed.

Location	10.6 Physical Street Address	10.7 City	10.8 Zip Code	10.9 Zip+4 Code
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COAST COMMUNITY LIBRARY	225 MAIN ST.	POINT ARENA	95468	N/A
FORT BRAGG BRANCH LIBRARY	499 LAUREL ST.	FT BRAGG	95437	3511
ROUND VALLEY PUBLIC LIBRARY	23925 HOWARD STREET	COVELO	95428	9608
UKIAH BRANCH LIBRARY	105 N. MAIN ST.	UKIAH	95482	4403
WILLITS BRANCH LIBRARY	390 E. COMMERCIAL ST.	WILLITS	95490	3202

Mailing Address

Mailing Address. (CSL only). Mailing address of outlet, including city, county, ZIP and ZIP+4 for mailing. This is particularly important if it is different from street address. The street address is repeated if it is the same as the mailing address.

NOTE: Please notify us of major changes only to the address for an obvious error or when a completely new address is needed.

Location	10.10 Mailing Street Address	10.11 Mailing City	10.12 Mailing Zip Code	10.13 Mailing Zip +4	10.14 County
COAST COMMUNITY LIBRARY	PO BOX 808	POINT ARENA	95468	808	Mendocino
FORT BRAGG BRANCH LIBRARY	499 LAUREL ST.	FT BRAGG	95437	3511	Mendocino
ROUND VALLEY PUBLIC LIBRARY	N/A	COVELO	95428	620	Mendocino
UKIAH BRANCH LIBRARY	105 N. MAIN ST.	UKIAH	95482	4403	Mendocino
WILLITS BRANCH LIBRARY	390 E. COMMERCIAL ST.	WILLITS	95490	3202	Mendocino

Contact / Information

Location	10.15 Phone	10.16 Outlet Type Code	10.17 Facility Owned By	10.18 Established Scheduled Hours for Public Service?	10.19 Staffing - Clerical or Librarian	10.20 Housed in Separate Quarters
COAST COMMUNITY LIBRARY	(707) 882-3114	Branch	Private	Yes	Yes	Yes
FORT BRAGG BRANCH LIBRARY	(707) 964-2020	Branch	County	Yes	Yes	Yes
ROUND VALLEY PUBLIC LIBRARY	(707) 983-6736	Branch	Private	Yes	Yes	Yes
UKIAH BRANCH LIBRARY	(707) 463-4490	Central	City	Yes	Yes	Yes
WILLITS BRANCH LIBRARY	(707) 459-5908	Branch	County	Yes	Yes	Yes

Hours

Location	10.21 Days Per Week Library is Open to the Public (in a typical, Non-COVID week)	10.22 Hours per week outlet is typically open (in a typical, non-COVID week)	10.23 Actual Hours Open, Annually	10.24 Actual Weeks Open, Annually	10.24a Number of Weeks an Outlet Closed Due to COVID-19	10.24b Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19
COAST COMMUNITY LIBRARY	5	40.00	1,580	50	0	42
FORT BRAGG BRANCH LIBRARY	5	42.00	1,596	50	0	42
ROUND VALLEY PUBLIC LIBRARY	5	37.00	1,556	50	0	42
UKIAH BRANCH LIBRARY	5	45.00	1,620	50	0	42
WILLITS BRANCH LIBRARY	5	42.00	1,596	50	0	42

Counts

Location	10.25 Total Outlet Staff FTE	10.26 Population Served	10.27 Number of Reader Seats	10.28 Volumes Held	10.29 Circulation	10.30 Total Outlet Operating Expenditures
COAST COMMUNITY LIBRARY	2.00	5,236	30	17,917	24,664	\$312,622
FORT BRAGG BRANCH LIBRARY	5.50	22,430	40	40,050	129,058	\$859,712
ROUND VALLEY PUBLIC LIBRARY	2.30	4,137	16	23,221	34,578	\$390,778
UKIAH BRANCH LIBRARY	9.00	43,633	90	43,264	128,727	\$1,406,801

WILLITS BRANCH LIBRARY	6.00	15,869	25	27,712	33,669	\$937,867
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Facility

Location	10.31 Year Built	10.32 Year Library Opened	10.33 Year Library Remodeled	10.34 Adequacy of Facility	10.35 Estimated cost of deferred maintenance on this outlet	10.36 Please rate accuracy of this estimate: (choose one)
COAST COMMUNITY LIBRARY	1929	10/2004	2018	8	-1 N/A	
FORT BRAGG BRANCH LIBRARY	1966	09/1989	2007	4	\$1,000,000.00	Ballpark figure
ROUND VALLEY PUBLIC LIBRARY	1990	02/1990	2010	9	-1 N/A	
UKIAH BRANCH LIBRARY	1972	10/1972	2019	4	\$1,240,000.00	Ballpark figure
WILLITS BRANCH LIBRARY	1989	05/1989		5	\$1,000,000.00	Ballpark figure

Facility

Location	10.37 Facility Update Needs	10.38 Estimated cost for this improvement?	10.39 Please rate accuracy of this estimate: (choose one)	10.40 Area in Square Feet of outlet	10.41 Is this Outlet LEED certified?
COAST COMMUNITY LIBRARY	Remodel	\$60,000	Ballpark figure	5,400	No
FORT BRAGG BRANCH LIBRARY	Remodel and Expansion	\$3,000,000	Ballpark figure	6,000	No
ROUND VALLEY PUBLIC LIBRARY	Not Applicable	-1 N/A		3,950	No
UKIAH BRANCH LIBRARY	Replace	\$20,000,000	Ballpark figure	14,410	No
WILLITS BRANCH LIBRARY	Remodel	\$1,000,000	Ballpark figure	7,000	No

Electronic Services

Location	10.42 Number of Internet Terminals - General Public	10.43 At what speed (Mbps) does your branch connect to the Internet? (refer to service provider bill, not a speed test)	10.44 Does this branch need more bandwidth to avoid speed issues when patrons and staff are accessing the Internet?	10.45 Will this branch need an increase in speed in the next five years?
COAST COMMUNITY LIBRARY	5	25 Mbps or less (Megabits per second)	Yes	Yes
FORT BRAGG BRANCH LIBRARY	5	25 Mbps or less (Megabits per second)	Yes	Yes
ROUND VALLEY PUBLIC LIBRARY	6	25 Mbps or less (Megabits per second)	Yes	Yes
UKIAH BRANCH LIBRARY	10	1 Gbps (Gigabits per second)	No	Yes
WILLITS BRANCH LIBRARY	4	25 Mbps or less (Megabits per second)	Yes	Yes

Internet

Location	10.46 How old is the cabling at this branch? (in years)	10.47 More than half of cabling older than five years?	10.48 Is more than half of network hardware in this branch older than three years?	10.49 Name of Internet provider (e.g., AT&T)
COAST COMMUNITY LIBRARY	1-2	No	No	AT&T
FORT BRAGG BRANCH LIBRARY	6-10	Yes	Yes	AT&T
ROUND VALLEY PUBLIC LIBRARY	6-10	Yes	Yes	Frontier
UKIAH BRANCH LIBRARY	More than 10	Yes	Yes	AT&T
WILLITS BRANCH LIBRARY	1-2	No	No	AT&T

Internet Service

Location	10.50 Type of internet connection	10.51 When current contract for Internet service expires	10.52 Rate reliability of current Internet service	10.53 Connected to Internet via CENIC/CalREN/State Library Broadband program?
COAST COMMUNITY LIBRARY	Fiber	Year to year	Generally reliable	Yes
FORT BRAGG BRANCH LIBRARY	Fiber	year to year	Generally reliable	Yes
ROUND VALLEY PUBLIC LIBRARY	Microwave	year to year	Generally reliable	No
UKIAH BRANCH LIBRARY	Fiber	year to year	Generally reliable	Yes
WILLITS BRANCH LIBRARY	Fiber	year to year	Generally reliable	Yes

Wifi Username / Password

<i>Location</i>	10.54 Is Wifi available to patrons?	10.55 Wifi Network name(s)	10.56 User name(s)	10.57 Password(s)
COAST COMMUNITY LIBRARY	True	Mendo Public Library	N/A	N/A
FORT BRAGG BRANCH LIBRARY	True	Mendo Public Library	N/A	N/A
ROUND VALLEY PUBLIC LIBRARY	True	Covelo Public Library	N/A	N/A
UKIAH BRANCH LIBRARY	True	Ukiah Public Library	N/A	N/A
WILLITS BRANCH LIBRARY	True	Mendo Public Library	N/A	N/A

Wifi network

<i>Location</i>	10.58 Is wifi network available 24/7?	10.59a If not, when is it available? Start time	10.59b If not, when is it available? End time	10.60 Maximum number of users at one time
COAST COMMUNITY LIBRARY	Yes			no maximum n/a—no maximum
FORT BRAGG BRANCH LIBRARY	No	7:00 AM	10:00 PM	no maximum n/a—no maximum
ROUND VALLEY PUBLIC LIBRARY	No	7:00 AM	10:00 PM	no maximum n/a—no maximum
UKIAH BRANCH LIBRARY	No	7:00 AM	10:00 PM	no maximum n/a—no maximum
WILLITS BRANCH LIBRARY	No	7:00 AM	10:00 PM	no maximum n/a—no maximum

Emergency Services

<i>Location</i>	10.61 In emergency situations, does this branch provide any of the following to the community? Choose all that apply.	10.62 Does this building have a back-up generator?
COAST COMMUNITY LIBRARY		No
FORT BRAGG BRANCH LIBRARY		No
ROUND VALLEY PUBLIC LIBRARY		Yes
UKIAH BRANCH LIBRARY		No
WILLITS BRANCH LIBRARY		No

- 1, 1.10 Address changed to: 105 N. Main St. Ukiah, CA 95482 (0-2022-10-18)
- 2, 2.2 Decreased due to purging records. (0-2022-10-18)
- 3, 3.2 Received fewer state grants. (0-2022-10-25)
- 4, 4.5 Increased due to more patrons coming into the branches post covid (0-2022-10-05)
- 5, 6.11 Return to purchasing more physical items post pandemic precautions (0-2022-10-14)
- 6, 7.24a All in-person programs/attendance has increased due to opening up after COVID precautions. (0-2022-10-25)
- 7, 7.24 Increased due to more patrons coming into the branches post covid (0-2022-10-25)
- 8, 7.32a Increased due to more patrons coming into the branches post covid (0-2022-10-25)
- 9, 7.32 Increased due to more patrons coming into the branches post covid (0-2022-10-25)
- 10, 7.38 Increased due to more patrons coming into the branches post covid (0-2022-10-25)
- 11, 9.30 The Bookmobile has a public hotspot available at most branches. (0-2022-10-25)



County of Mendocino
501 Low Gap Road Room 1010
Ukiah, CA 95482
707-463-4441

To: **Deborah Fader Samson, Director - Cultural Services**
 cc: **Chamise Cubbison, Auditor/Controller-Treasurer/Tax Collector**

Re: **Reimbursement for FY21/22 Health Plan Expenses**

Date: **10/14/2022**

Allocate FROM:

Budget Unit	Object	Reason for Invoice	# of Employees		Cost Allocation %
			Enrolled		
6110	862185	Reimbursement for FY21/22 Health Plan Expenses	24		2.44%
Total Reimbursement Health Plan Expenses for FY 21/22					57,329

Allocate TO:

Budget Unit	Object	Reason for Invoice	
7150	826401	Reimbursement for FY21/22 Health Plan Expenses	(57,329)
Total Reimbursement Health Plan Expenses for FY 21/22			(57,329)

Requested Submitted by:

Cherie Johnson, DCEO

Director/Department Head Approval

Deborah Fader Samson
 Deborah Fader Samson, Director - Cultural Services



Community - Local author to present 'Picture - Fort Bragg Advocate News (CA) - September 29, 2022 - page 1
September 29, 2022 | Fort Bragg Advocate News (CA) | Article | Page 1

In her presentation "Picture Books with Purpose" held on Saturday, October 1, at 3:00 p.m., in the Community Room at Coast Community **Library** in Point Arena, local author Susan Schaefer Bernardo will discuss some of the ways in which expressive arts and bibliotherapy can help children, and the inner child inside each of us, process grief and cope with stormy emotions.

Bernardo created her first book, *Sun Kisses, Moon Hugs* with illustrator Courtenay Fletcher in 2012, to reassure her own children about the enduring power of love. That project's success led to a collaboration with actor LeVar Burton on *The Rhino Who Swallowed a Storm*, a book to help families navigate trauma. The Rhino book has had an amazing journey; in 2016 the book

was sent via rocket to the International Space Station and read aloud by astronaut Kate Rubins as part of the "Storytime from Space" program. During the pandemic, six million viewers watched LeVar read the book via a Twitter live stream event. *Sun Kisses, Moon Hugs*, and *The Rhino Who Swallowed a Storm* are used widely by schools, therapists, and non-profit organizations that serve children.

Bernardo is also the award-winning author of several other books for children, a young adult novel, and poems that have appeared in *The Cancer Poetry Project* anthology, *All We Can Hold: Poems of Motherhood*, and *California Quarterly*. Bernardo received her B.A. in English Literature from UCLA. She earned a master's degree from Yale, her teaching credential from Pepperdine, and has presented her books at more than 150 schools, festivals, and libraries.

Attendees will receive a free copy of the bilingual edition of *Sun Kisses, Moon Hugs/Besos de sol*, and *abrazos de luna*.

For more information, please visit www.mendolibrary.org or contact the Coast Community **Library** at 707-882-3114.

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Calendar

October 27, 2022 | Fort Bragg Advocate News (CA)

Page: 8 | Section: Features

1829 Words | Readability: Lexile: 1430, grade level(s): >12

Spooktacular Story Time at Fort Bragg Library

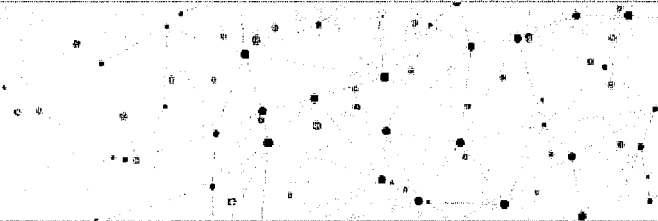
Spooktacular Story Time at the Fort Bragg Library, Saturday, October 29 from 10:30 to 11. Kids are invited to wear costumes for some Spooktacular stories, songs, and fingerplays. The library is located at 499 East Laurel Street, Fort Bragg, CA. 707-964-2020.

Spooktacular Fall Carnival

Kids, Saturday, October 29 from 11:00 a.m. to 1:30 p.m. will be the annual Spooktacular Fall Carnival at the Fort Bragg Library. It's where they'll have fun with ghoulish games, spooktacular prizes, sneaky snacks, and a spirited costume parade! The library is located at 499 East Laurel Street, Fort Bragg, CA. 707-964-2020.

KZYX RADIO PROGRAM

Our Fall 2022
Mendocino Connected
Pledge Drive is in overdrive!
PLEASE DONATE TODAY!



DONATE

How will Measure O help the Fort Bragg and other County Libraries

Mendocino County Public Broadcasting | By Michelle Blackwell

Published September 29, 2022 at 3:08 PM PDT



LISTEN • 6:05



Michelle Blackwell /

The public libraries on the coast in Fort Bragg and Point Arena are part of the larger county library system. Measure O

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a sunseting sales tax. Janice Marcell represents district 4 at the Library Advisory Board. She is with us to talk about the libraries and how they are funded.

Local News



Michelle Blackwell

See stories by Michelle Blackwell



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Mark your calendar - Ukiah Library to - Ukiah Daily Journal (CA) - September 16, 2022 - page 3

September 16, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

The **Ukiah Library** will host a Banned Books Week-Pop-up Crafting Zone on Wednesday, Sept. 21 from 2:30 to 4:30 p.m. at 105 N. Main St.

“Banned Books Week is an annual event celebrating the freedom to read...Banned Books Week spotlights current and historical attempts to censor books in libraries and schools and brings together the entire book community to support the freedom to seek and to express ideas, even those some consider unorthodox or unpopular.”

This year, Banned Books Week runs from Sept. 18-24, and the **Ukiah Branch Library** will be hosting a Pop-Up Crafting Zone on Wednesday, Sept. 21.

Come to the **Ukiah Branch Library** and join in shared support of the freedom to read by making Banned Book Cover magnets, Banned Book Cover Earrings, and Banned Book pins. The magnets and pins crafts are for all ages, and the book cover earrings are for tweens and teens.

This event is sponsored by the **Ukiah Valley Friends of the Library** and Mendocino County **Library**. For more information, visit www.mendolibrary.org or contact wetzler@mendocinocounty.org or call the **Ukiah Branch Library** at 707-463-4490.

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Mark your calendar - Ukiah Library - Ukiah Daily Journal (CA) - September 28, 2022 - page 3

September 28, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

The **Ukiah Library** will be hosting BeWhoYouAre Storytime and Craft on Friday, Sept. 30 from 10:30 to 11 a.m. at 105 N. Main St. Children and families are invited for a special #BeWhoYouAre story time and craft in celebration of beloved children's author Todd Parr!

Come hang out in the Children's Room while we read, sing and rhyme all about loving ourselves exactly as we are from 10:30 to 11 a.m. Then stick around for a themed self-portrait craft that will be made available until 12:30 p.m.

Single-serve snacks and drinks will be provided. Face masks are recommended. For more information, visit www.mendolibrary.org or contact the **Ukiah Library** at 707-463-4490.

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Mark your calendar - All invited to open mic - Ukiah Daily Journal (CA) - September 30, 2022 - page 3

September 30, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

The **Ukiah Branch Library** has a new date and new time for its live virtual poetry reading and open mic on Zoom.

Everyone is invited to participate on the second Thursday of the month at 6 p.m., starting Oct. 13 for this free event open to both teens and adults. All are invited to share poems in any form or style, or just listen to others.

On Oct. 13, the **library** will welcome Eileen R. Tabios, author of over 60 collections of poetry, fiction, essays, and experimental biographies from publishers in 10 countries and cyberspace. In 2022, she releases the poetry collection "Because I Love You, I Become War," a book-length essay "Kapwa's Novels," and her second French book, "PRISES (Double Take)" (trans. Fanny Garin).

Her 2021 books include her first novel, "DoveLion: A Fairy Tale for Our Times," and first French book "La Vie erotique de l'art" (trans. Samuel Rochery).

More information is at <http://eileenrtabios.com>. Registration is required. Please contact Melissa at the **Ukiah Library** for the Zoom link: carrm@mendocinocounty.org.

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Gardening - Seed Cleaning Workshop set - Ukiah Daily Journal (CA) - October 20, 2022 - page 3

October 20, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

On Saturday, Nov. 5, from 1:30 to 3:30 p.m., the Ukiah Branch **Library** will be hosting "Fall Seed Cleaning: a Hands-On Workshop."

Learn how to clean, dry and store vegetable seeds from your garden. Find out how to save both wet-seeded and dry-seeded crops like tomatoes and beans.

This will be a hands-on class with opportunities to learn how to clean, winnow and sift seeds. If you have seeds ready to clean, bring them along and we'll do it together.

This event is for ages 10 through adult, is free to the public, and sponsored by the Ukiah Valley Friends of the **Library** and the **Mendocino County Library**.

For more information, contact the Ukiah Branch at 707-463-4490 or email lyonj@mendocinocounty.org.

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Entertainment - Halloween 2022 - A few options - Ukiah Daily Journal (CA) - October 28, 2022 - page 2

October 28, 2022 | Ukiah Daily Journal (CA) | Ukiah Daily Journal staff | Article | Page 2

Editor's note: The following list was compiled from information submitted by our readers or from local public online posts. It is not a comprehensive list of Halloween events in inland Mendocino County, but gives a few options for celebrating this holiday weekend.

Friday, Oct. 28

* Halloween Toddler Storytime: On Friday, Oct. 28 from 10:30 a.m. to noon at the **Ukiah Library**, 105 N. Main St. This is a free event. Plans are to read spooky stories, make jack-o-lantern masks, and eat treats! 707-234-2865.

Willits Center for the Arts Presents: High School Monster Dance on Friday, Oct. 28 from 7 to 10 p.m., 71 E. Commercial St. Teens are invited to show off their creature creations on the dance floor. Tickets are \$10 at the door. www.willitscenterforthearts.org

City of **Ukiah's** Haunted House: The city's Haunt returns indoors with "The Bank of Horrors!" (open Oct. 28-30 from 6 to 11 p.m. and from 6 p.m. to midnight on Halloween.) This year's Haunted House will be at 501 S. State St. (the former Bank of America building). See what rattles the safety deposit boxes and haunts the vault as you attempt to make it through! Slam Dunk Pizza and the Greater **Ukiah** Business and Tourism Alliance will be serving pizza and beer outdoors. Parking will be available on the Main Street side of the building, across from the Grace Hudson Museum. The cost of \$10 per person.

Saturday, Oct. 29

* Willits **Library** Hosts: Graveyard Bash Halloween Party for kids and families on Saturday, Oct. 29 from 2:30 to 4 p.m., 390 E. Commercial St. Games, activities, book patch, photo opportunities, prizes, candy and costume prize. Free event. www.mendolibrary.org or call 707-459-5908.

Halloween Party at Medium Gallery: The Deep Valley Arts Collective will be having a Halloween Party on Saturday, Oct. 29 from 5 to 9 p.m. at 522 E. Perkins St. Put together your scariest and most creative costumes and celebrate Halloween at the gallery. There will be music, snacks, a costume contest and more. Free admission. Trophies will be awarded to "Best Couple," "Scariest," and "Most Creative" costumes. The costume contest will be juried at 7:30 p.m. The gallery will be open from

noon until 9 p.m., with the festivities beginning at 5 p.m.

City of **Ukiah**'s Haunted House: The city's Haunt returns indoors with "The Bank of Horrors!" (open Oct. 28-30 from 6 to 11 p.m. and from 6 p.m. to midnight on Halloween.) This year's Haunted House will be at 501 S. State St. (the former Bank of America building). See what rattles the safety deposit boxes and haunts the vault as you attempt to make it through! Slam Dunk Pizza and the Greater **Ukiah** Business and Tourism Alliance will be serving pizza and beer outdoors. Parking will be available on the Main Street side of the building, across from the Grace Hudson Museum. The cost of \$10 per person.

* Candy Olympics, Teen Lock-In at the **Ukiah Library**: Saturday, Oct. 29 from 7 p.m. to midnight. There will be a candy scavenger hunt, a Candy People zombie shamble, obstacle course, candy relay, costume parade, take home monster candy craft, and more! For ages 13-18. (Note: A parent or guard

ian must sign a parental consent form for participation, available at the **Ukiah Branch Library**, 105 N. Main St. This event is sponsored by the **Ukiah Valley Friends of the Library** and Mendocino County **Library**.

The Haunted Ballroom: A Halloween Masquerade Gala on Saturday, Oct. 29 from 7 to 11 p.m., Willits Center for the Performing Arts, 71 E. Commercial St. Music featuring Funkacillin. Catered by Adam Celaya. Wine and beer included. Costume parade with \$250 grand prize. For tickets or more information, visit willitscenterforthearts.org.

Halloween Bash at Rivino: Beginning at 4 p.m. Music by The Adam Manus Band with Black Susie, plus Soul Circus with Jackson Hayes. Food served by Big Earl, costumes, and a Boujee Tent lit and decorated. No cover charge. Location: 4101 Cox Schrader Road.

The Thirsty Axe Halloween Party: This local business will be celebrating Halloween and its one-year anniversary with music by Top Shelf, Rising Signs and DJ Seshwann, beginning at 9 p.m. Costume contest with prizes. Cover charge is \$20. Location: 209 S. School St.

The Pub: Annual Halloween Bash, beginning at 9 p.m. Costume contest held at midnight, with prizes. Music by DJ Staylephresh and a special guest. No cover charge; ages 21 and older. Location: 585 N. State St.

Sunday, Oct. 30



Music - Library to host The 101s: Songwriting and - Ukiah Daily Journal (CA) - November 1, 2022 - page 3
November 1, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

The Ukiah **Library** is hosting a new musical program series, The 101s, on Friday, Nov. 18 from 5 to 6 p.m. The 101s of Songwriting and Ukulele will be taught by Steve Hahm and Rosie Wetzel.

Interested in learning some basic songwriting and ukulele chords? All are welcome. Don't have a ukulele? That's okay! The Ukiah Branch **Library** has ukuleles you can check out with a **Mendocino County Library** Card. The 101s program series will have different musical focuses, so stay tuned for more events to come.

This event is for all ages, and sponsored by the Ukiah Valley Friends of the **Library** and **Mendocino County Library**. For more information, visit www.mendolibrary.org or contact wetzelr@mendocinocounty.org or the Ukiah Branch **Library** at 707-463-4490.

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Ukiah
50 yr. Anniversary

Location, Location, Location - 50-year - Ukiah Daily Journal (CA) - October 18, 2022 - page 10
October 18, 2022 | Ukiah Daily Journal (CA) | By Carole Brodsky Special to the UDJ | Article | Page 10

Though the **Ukiah** Branch of the Mendocino County **Library** system originally opened in 1914, it was 50 years ago when the **library** moved from the historic Carnegie Building on State Street to its current location at 105 N. Main St.

"Construction began on our current building in 1971 and continued until it was opened to the public on October 21, 1972," explains branch librarian Melissa Eleftherion-Carr.

To commemorate the 50-year anniversary, the **library** is having a celebration on Wednesday, Oct. 19 from 2 to 6 p.m.

"We're inviting everyone to revisit the '70s with us and 'get retro' by dressing up in a costume from the era," says Eleftherion-Carr. "In the spirit of the times, we'll be offering a Shrinky-Dink craft." There will be live music by Steve Hahm from 4 to 6 p.m. and a special slideshow from the **library's** archives.

"Our **library** technician Lily Rojo digitized our **library** photos that had been stored in the basement, and we'll be displaying her slideshow at the event."

"We'll have complimentary goodie bags and lots of cake. We're hoping the public will join us to commemorate this milestone in the life of our **library**."

The event is sponsored by the Mendocino County **Library** and the Friends of the **Ukiah** Valley **Library**. Anne Gould is the secretary of the Friend's board of directors and has been a board member for about 30 years.

"I remember when we used to meet in the Children's Room. That room would fill up. We've gone through so many periods, with different slices of supporters on the board, and have survived many controversies,"

Gould smiles. "The best thing about being a part of the Friends is coming to the **library**, looking around and realizing, 'We bought those new shelves and new chairs.' It's been such a pleasure to see the **library** grow, improve and change over the years," she concludes.

According to Eleftherion-Carr, in 1971 the **library** staff was comprised of Mattie Murphy, Ruth Saline and Libbie Thill. Norm Hallam became the county librarian in 1972. Nick Lapkass was a treasured research librarian, and in 1977, Larry Chappell and Gretchen Whithmarsh came on board.

In 1978, Ernestine Davis was the Reference Librarian and Joy Oswell was the Overdue Clerk. In 2001, Ina Gordon became the Children's Librarian, and the Reference Librarian was Donna Kerr.

"We even discovered that we used to have **library** cats," smiles Eleftherion-Carr. Libbie was the **library** cat in February of 1978, and in April of the same year, Catalog became the cat until 1980."

The all-too-'70s orange carpet graced the floors until 1988, and since that time, many changes have occurred in the operations and the physical layout of the **library**.

At the time the **library** relocated, the core services included checking out books and magazines, microfiche, newspapers, microfilm and children's story time, which still continues.

"It's only within the last 15 years that you could borrow DVDs from the **library**," says Eleftherion-Carr.

"Today, libraries want to tailor their services to the needs of our population.

"Over time, we'd adjusted and expanded, and do whatever we can to serve our communities. For the long arc of the **library**, books have been and are still at the core of what we do. We've augmented our services and provide programs that are related to learning opportunities — whether creative, recreational or educational."

The **library** provides a wide variety of services including checking out video games, Chromebooks and hotspots. "We offer literacy collections, literacy kits and memory kits for caregivers to provide to patients and loved ones suffering from dementia."

"Things have changed a lot. Our circulation desk has relocated so that we can greet people when they enter. Our Teen Room was very small — like a little closet.

"Now it's a great place to connect, eat snacks, hang out after school, do homework projects, and learn by being around each other. We have many passive and hands-on activities in the Teen Room."

Libraries continue to shift their function and purpose.

“Libraries are no longer only a place to go to read. Of course, we encourage reading, but we now have more versatile spaces to do more things that don’t affect people who are reading.”

“Certainly a bigger space is on our wish list. The Friends of the **Library** had a needs assessment performed and found we need to expand our space to meet the needs of the community based on its projected growth.

“Even now, we don’t have enough space to do everything we want to do. We’re working toward making that a reality in years to come.”

“We’re here for whatever we can do to benefit the community,” Eleftherion-Carr concludes.

For more information, visit www.mendolibrary.org or contact the **Ukiah Branch Library** at (707) 463-4490.

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Willits Library - The Writer's Block: a support - Ukiah Daily Journal (CA) - September 21, 2022 - page 3
September 21, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

The Willits Branch **Library** is excited to host its first creative writing group. Whether you are a beginning writer or one who is suffering from a massive case of writer's block, this group will be just what you need to take the first step toward writing your story. Coordinated and hosted by Librarian Benjamin MacBean, this group will meet each Wednesday, starting Oct. 19, from 5 to 6:30 p.m.

This group is open to both young adult and adult writers, to share their ideas and writings in an environment of supportive and creative suggestions and feedback.

The meeting will be held in the Willits Branch **Library** meeting room.

For more information, visit www.mendolibrary.org or contact the Willits Branch **Library** at 707-459-5908.

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Willits - Library hosts Coats for Kids collection - Ukiah Daily Journal (CA) - October 12, 2022 - page 3

October 12, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

Willits Branch **Library** will be collecting child-size coats through Friday, Oct. 14. Please bring gently used, clean coats that no longer fit your child to the Willits **Library** for re-distribution. The **library** is asking for coats that will fit children up to age 18.

These coats will be distributed on Saturday, Oct. 15 on a first-come, first-served basis. Stop by the Willits Branch **Library** between 11 a.m. and 5 p.m. to pick out a coat for your child.

One coat per child in household. All coats not distributed will be donated to a local thrift store.

For more information, visit www.mendolibrary.org or contact the Willits **Library** at 707-459-5908.

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Halloween - Willits Branch Library to host - Ukiah Daily Journal (CA) - October 22, 2022 - page 3

October 22, 2022 | Ukiah Daily Journal (CA) | Article | Page 3

The Willits Branch **Library** will host their annual Halloween Party on Saturday, Oct. 29 from 2:30 to 4 p.m. The theme this year is the Graveyard Bash, and it will be both safe and spooky.

Weather permitting, the event will be hosted in the parking lot next to the building. The area will be blocked to ensure safety from vehicles. Parking will be available in front of and behind the **library**. There will be games, activities, a book patch, photo opportunities, prizes, candy, and special prizes for kids who come in costume.

This event is open to all ages but is best suited for families with children. The staff will be dressed in their spookiest attire. Please bring your friends and family down to the Willits Branch **Library** Halloween Graveyard Bash.

For more information, visit www.mendolibrary.org or contact the Willits **Library** at 707-459-5908.

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LIBRARY BUDGET FY 2022/2023

OBJECT	ACCOUNT DESCRIPTION	BUDGET	Revised Budget	YTD as of 11.3.22	POs/Encumbrances	Available Budget	YTD % used	Notes
821500	SALES & USE TAX	-2,962,795	-2,962,795	-624,184	0	-2,338,611	21%	Sales tax revenue
824100	INTEREST	-15,000	-15,000	0	0	-15,000	0%	
	STATE LIBRARY GRANT	0	0	-450	0	450	0%	
826370	LIBRARY SERVICES	-15,000	-15,000	-2,389	0	-12,611	16%	Fine revenue and Bookmobile stops
827600	OTHER SALES	-4,000	-4,000	-2,499	0	-1,501	62%	Photocopy/earbud fees
827707	DONATION	-1,200	-1,200	-442	0	-758	37%	Donations to MCL
827801	GRANT REVENUE	-64,209	-64,209	-8,997	0	-55,212	14%	USDA, ECF grants
827802	OPERATING TRANSFER IN	-1,435,571	-1,435,571	-1,435,571	0	0	100%	Property tax
Total Revenue		-4,497,775	-4,497,775	-2,074,532	0	-2,423,243	46%	
861011	REGULAR EMPLOYEES	1,850,505	1,850,505	562,159	0	1,288,346	30%	
861012	EXTRA HELP	35,000	35,000	18,251	0	16,749	52%	
861013	OVERTIME REG EMP	22,983	22,983	1,033	0	21,950	4%	
861021	CO CONT TO RETIREMENT	631,477	631,477	192,201	0	439,276	30%	
861022	CO CONT TO OASDI	104,293	104,293	31,373	0	72,920	30%	
861023	CO CONT TO OASDI-MEDIC	25,693	25,693	8,041	0	17,652	31%	
861024	CO CONT TO RET INCREMEN	36,027	36,027	12,444	0	23,583	35%	
861030	CO CONT TO EMPLOYEE INS	293,250	293,250	92,390	0	200,861	32%	
861031	CO CONT UNEMPLOYMENT	3,337	3,337	3,337	0	0	100%	
861035	CO CONT WORKERS COMPE	31,903	31,903	31,903	0	0	100%	
Total Salaries & Benefits		3,034,468	3,034,468	953,132	0	2,081,336	31%	
862060	COMMUNICATIONS	60,000	60,000	20,267	0	39,733	34%	Phone and data lines
862062	COUNTY-WIDE MICROWAV	7,041	7,041	7,041	0	0	100%	Billed by County
862090	HOUSEHOLD EXPENSE	107,000	107,000	28,237	0	78,763	26%	Janitorial & garbage - all branches
862101	INSURANCE-GENERAL	37,287	37,287	37,287	0	0	100%	
862120	MAINTENANCE-EQUIPME	20,000	20,000	3,109	0	16,891	16%	Equipment/Bookmobile maintenance
862130	MAINT-STRC IMPR & GRN	65,000	65,000	13,855	0	51,145	21%	Building & grounds maintenance
862150	MEMBERSHIPS	8,500	8,500	0	0	8,500	0%	CLA, ALA, ARSL
862170	OFFICE EXPENSE	38,732	38,732	9,740	0	28,992	25%	Office supplies-paper and toner
862185	MEDICAL & DENTAL SVCS	1,000	1,000	0	0	1,000	0%	Pre-employment screenings
862187	EDUCATION & TRAINING	3,000	3,000	1,433	0	1,567	48%	Staff education

862189	PROF & SPEC SVCS-OTHR	298,000	298,000	21,501	0	276,499	7%	Sonoma, Delivery, IS support, security guard, NeoGov
862190	PUBL & LEGAL NOTICES	500	500	10	0	490	2%	Classified ads for job postings
862194	A-87 COSTS	318,081	318,081	0	0	318,081	0%	Based on FY 21-22 Actual
862210	RNTS & LEASES BLD GRD	42,953	42,953	26,473	0	16,481	62%	Round Valley, Laytonville MOUs
862230	INFO TECH EQUIP	117,000	117,000	100,823	-3,080	19,257	84%	Enterprise \$93,153
862239	SPEC DEPT EXP	223,180	223,180	37,050	4,192	181,938	18%	Library collection materials and databases
862250	TRNSPRTATION & TRAVEL	20,000	20,000	4,026	0	15,974	20%	Bookmobile gas and maintenance, mileage
862253	TRAVEL & TRSP OUT OF CO	1,000	1,000	0	0	1,000	0%	Hotel, airfare, per diem conferences/trainings
862260	UTILITIES	95,000	95,000	15,932	0	79,068	17%	Water, sewer, electricity, gas, etc.
Total Services & Supplies		1,463,274	1,463,274	326,783	1,111	1,135,379	22%	
864370	EQUIPMENT	36,089	36,089	30,789	5,299	1	100%	
Revenue Total		-4,497,775	-4,497,775	-2,074,532	0	-2,423,243	46%	
Expense Total		4,533,831	4,533,831	1,310,704	6,410	3,216,716	29%	
Balance		36,056	36,056	-763,828	6,410	793,474		

Endowment Funds		Balance	Reserves*
2710-760844	Fort Bragg Principal	12,875	2,022,428
2710-760845	Fort Bragg Interest	21,924	
2710-760846	Ukiah Principal	114,513	
2710-760847	Ukiah Interest	72,275	
2710-760856	Bookmobile Principal	4,290	
2710-760857	Bookmobile Interest	3,749	
2710-760858	Willits Principal	6,234	
2710-760859	Willits Interest	2,723	
2710-760870	Library/Hallam Principal	20,382	
2710-760871	Library/Hallam Interest	1,510	
Total		260,476	

* Last FY not finalized

LAB Reports 2022

OUTREACH - Outreach has been providing services to schools, local tribes, and community events throughout Mendocino County with increasing frequency as 2022 progresses. Below is a brief overview of our events

In January, we started providing pop-up library stops and job testing and preparedness information databases to job fairs for the Scotts Valley Band of Pomo Indians. In July, Outreach partnered with the Willits Branch Library and Sherwood Valley Rancheria to provide a special STEAM themed story time featuring the book *We are Water Protectors* by Carole Lindstrom as part of MCL's 2022 Book to Action grant.

March Outreach brought our services to the Blue Zones Project of Mendocino County Inland Kick-Off Event held at the Alex Rohrbach Center in Ukiah and ended the month partnering with the Ukiah Independent Study Academy (UISA) program at Ukiah High School. The UISA event featured story time, pop-up library, and a special spring seed craft; the event was attended by UISA students as well as other Ukiah High School students.



In June, we partnered with the Ukiah Branch Library to visit Deep Valley Christian school for a festive bubble-themed story time, pop-up library, and STEAM craft. Later that month we again joined the Ukiah Branch Library in promoting the Summer Reading Program at Alex Thomas Plaza! In late June the Outreach van was down for repairs as our hydraulic fluid tank had to be replaced, but we were up and running by the end of July.

Additionally, this year, Outreach began providing special pop-up library events in Laytonville in anticipation of our new Laytonville Branch library opening in early 2023.

Unfortunately, due to supply chain delays, the new branch's opening date has been delayed. To combat the postponement of service to the Laytonville community, Outreach has partnered with the Willits Branch Library and the Bookmobile to provide both regular pop-up library services in addition to



special events such as story times, craft days, and Bookmobile visits. These special events take place outside the new branch location at 44960 N Highway 101, suite D in Laytonville.

October was a busy month for Outreach as we participated at the future site of the Laytonville branch, Pumpkinfest in Ukiah, and Trunk or Treat at Redwood Valley Rancheria's event. Staff went in costume and provided a spooky Monster Craft for everyone to enjoy!

1 -Redwood Valley Rancheria Trunk or Treat



2 -Spooky Monster Craft



BOOKMOBILE

The last couple weeks in October the Bookmobile staff handed out candy and origami kits for Halloween. Recently, the Bookmobile has received numerous phone calls requesting our services. In the last couple of weeks, we have added the Pinoleville Headstart School, Elk School, Potter Valley School, and Brookside Senior Center. Starting on November 30th, the Bookmobile will be adding Stewarts Point stop back into the Sonoma County South coast run.



Laytonville Satellite Branch



Work has been moving slowly but surely for the Laytonville Branch. The carpet has been installed, more furniture and shelving are scheduled to arrive in December, and books and audiovisual items for the Opening Day Collection have been ordered and have started arriving.

While we wait for everything to come together, we are hosting Pop-up Library days at the Laytonville location on Hwy 101. We have been hosting these events twice a month since August of this year. Word is getting around that regular library service is coming to the Laytonville area and residents have expressed excitement about having a regular library with scheduled hours.

Hours will be Wednesdays 1-5 pm, Thursdays 2-6 pm, and Saturdays 1-5 pm once we open, which we anticipate will be at the beginning of 2023.