



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, March 15, 2023
At the Ukiah Branch meeting room

Agendas and attachments available at <https://www.mendolibrary.org/about/library-advisory-board/lab-agendas-and-minutes>

AGENDA

1. Call to Order
2. Introductions and Welcome
3. Approval of the Agenda
4. Approval of the Minutes from the January 18, 2023, 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. Library Director's Report
7. Admin Services Manager's Budget Report
 - a. ARPA repayment
 - b. A-87 amount updated
 - c. Costs of each branch
8. Ukiah Library Branch Report
9. Measure O capital improvements standing committee report
 - a. Willits Branch Roof Project and battery back-up
 - b. Willits new carpet and new circulation desk
 - c. Fort Bragg Expansion and renovation project grant
 - d. Recommendation for Round Valley Public Library lease amount

- e. other items from committee meeting
10. Ad Hoc Committee for outreach and collaboration with Friends of the Library groups report on websites and shared resources
11. Library strategic plan survey and report
12. Meeting with auditor's office to set up system to track the measure O 40% capital improvement funds —report
13. Facility improvements: updates from working groups to improve libraries
 - a. Willits—roof repair
 - b. Ukiah
 - c. Fort Bragg
 - d. Laytonville (grand opening Saturday, March 25th, 1-6 pm)
 - e. Round Valley
14. Unfinished Business
 - a. LAB chair and vice chair report on meeting with Glenn McGourty, new chair of Board of Supervisors
 - b. Introduction of district 3 appointee by Supervisor John Haschak: Lew Chichester
 - c. Introduction of district 4 appointee by the Ukiah City Council: Josefina Duenas
 - d. Further research on designation of the \$20,000 donation to the library
 - e. Discussion of health plan overage
15. New Business
 - a. Combining distribution of funding from Measure O for materials and services with the newly formed Measure O capital improvements standing committee
 - b.
16. Next Meeting, May 17, 2023 (Covelo)
17. Announcements and Comments

Attachments:

- [January 18, 2023, LAB Meeting Minutes](#)
- [Director's Report](#)
- [Newspaper Articles](#)
- [Alternatives to Dewey summary](#)
- [YTD Budget Report](#)

Mendocino County Library Advisory Board
Draft Minutes of January 18, 2023
Zoom meeting

Meeting called to order: 1:00 by Chair, Carolyn Schneider

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

Members Present: Olga O'Neill, Larry Riddle, Michele Bisson Savoy, Michael Schaeffer, Richard Towle, Carole Poma, Lew Chichester, Josefina Duenas, City Council of Ukiah representative.

Others Present: Barb Chapman (Admin. Services Manager), Deb Fader Samson (CSA Director)

Approval of the Agenda: Richard moved to approve. Carole seconded. Agenda was approved.

Public Expression: None

Approval of 11-16-2022 minutes: Correct spelling of Richard's last name to Towle. Michael moved to approved, Olga seconded.

Health Officers recommendations for remote meetings might still be in place. Discussion on meeting in person followed. Olga and Michael would like to meet in person. (Brown Act limits the number of non-site participation).

ACTION ITEM: Deb will check with Dr. Coren if it's necessary to meet via zoom in March. UPDATE after the meeting. Deb contacted the county health officer, and we can have meetings in person or zoom (or a hybrid). That assumes that is possible for the library where we are meeting. Amendments to the Brown Act state that a member of the advisory board cannot teleconference more than two times in a year.

Next LAB meeting will be March 15th, via Zoom. Richard made the motion, Carole seconded. Michael voted no. Motion approved.

Annual Election, Chair is Carolyn, Vice Chair is Olga, Secretary is Michele. Michael made a motion for the officers to continue for another year. Everyone was willing to continue. Carole seconded the motion. Approved.

LAB meeting schedule: March 15, Ukiah; May 17, Round Valley; July 19, Ft. Bragg; Sept 20, Pt. Arena; Nov. 15th Bookmobile Outreach Laytonville; January 2024 - Willits.

Library Director's report. See written report. Items discussed include: Willits branch roof project - the county wants to wait until 2026. The money must be spent by March 2026. The LAB expressed concern about the schedule and possible loss of the grant. It is on the BOS agenda to be approved as a county project. ACTION ITEM Olga will speak with John Haschak to see if anything can be done to improve the schedule for the roof project.

Strategic Survey. Each branch got the responses to the survey. See spreadsheet.

All staff received a 2% Cost of living raise. Minimum wage increases will affect hiring.

the Book-to-Action grant (\$20,000). Mellisa Hannum helped on the Book-to-Action grant of \$20,00 and programming is getting started. Melissa Carr is working on a grant to enable the purchase of more Spanish language book. Disaster and recovery plan program solicited input from the libraries.

Laytonville update - the shelves are there. Not installed yet. IT has now installed the computers. The printer is there. The FOL for Laytonville are installing the shelves. Books have been backordered. Hoping for a Feb 1st grand opening. Deb will send out an invite to the LAB.

Question on why the library is closed on Tuesday following a three -day holiday. Deb explained that is to keep them in line with other county offices giving the library staff a three-day weekend. Libraries are the only county agency open on Saturday and closed on Monday.

Admin. Service Manager's report. See written report. YTD budget, and Library Annual Report Fiscal Year 21-22. Key point: Sales tax revenues are anticipated to be less. ARPA (American Rescue Plan Act) Funds given to each employee \$3,000 which is currently listed in our budget as a cost. But the money has not come in to pay for it. This shouldn't come out of the library budget.

ACTION ITEM Barb will keep an eye on this charge.

PG&E grant for solar panels and generators for library will not be used because the county will not credit the library budget for energy savings. Barb and Deb decided not to participate in order to have the savings on utility bills benefit the Library budget.

Continued discussion on A87 costs (which include depreciation) picked up from previous. This fiscal year's charges still not known. Credit for overcharges from past years has been applied. Sale tax deposits show multiple months. And then the State of CA charges for that, as well. (Around \$20,000). The Library used to get a projection. Now the county wanted \$6,000 or more for a contractor to provide that information. (The projections are often wrong...)

Branch Report: Will follow in writing. Willits is going to start Storytime in Spanish – First Saturday of the month.

Ways in Which Friends of the Libraries Help branches and Bookmobile: The Bookmobile is having trouble getting money from their FOL group. Michael explained that the Bookmobile isn't like the other FOL groups in that they don't have any way to raise funds. The Bookmobile guys ask for money but don't provide enough information. Michael explained that they don't have any dues. Deb thought that Bookmobile friends would need to be more of a virtual group. Michael needs additional people on the Bookmobile Friends group. That group was created to keep the bookmobile from being shut down. Since 2005, Michael has been the President. Lucy Andrews is the Treasurer. Michael would like to hand it over to new members.

Library Strategic Plan Survey and Results: See spreadsheet Books remain the bread and butter. While they like the programs, people come for the books. Carole asked how do we reach more people to use the library? Listening sessions(public sessions for comments on the plan) at the library weren't well attended. Larry was pleased to see how many people were using Audio books and ebooks. He commented that it was hard find title in large print that he hasn't already read and it was noted that those books are heavy. Michele stated that in Ukiah users had a hard time downloading ebooks the books from the library site. And requested a specific tech day tutorial on how to download ebooks. Larry wanted to know if the Library system could participate in the Braille library. One of the librarians is participating in a class tomorrow. Deb thought they could fill us in.

Measure O Auditor's Office Tracking: With Measure O 40% going to capital funds. Barb and Deb are meeting with the Auditor to set up a system to track and report.

Updates from Working Groups: Willits roof is reported above. Ft. Bragg has started the process to apply for a state grant. Barb stated that the next step for Ukiah is a feasibility study. \$100,000 for the cost. Facilities is going to present something to the Board. Discussion on the needs analysis that was previously done. The feasibility study would need to be done by the county and costs for real estate are really expensive in Ukiah. Deb expressed support for Nash Gonzalez, Liaison for the city for help in planning and implementing strategic goals.

Unfinished Business: Form a Committee to research and recommend prioritization of funding from Measure O for Capital repairs and improvements. Michael and Michele, plus Deb and Barb would be a standing committee and would meet more often than the LAB. (Monthly) Barb would like to meet more often than monthly. Michele and Michael will connect and initiate the meeting schedule, and input.

Clarification of endowment funds and reserves: Endowments are reported by the Library, but not handled by the Friends groups. Michael explained that the Library Director has discretion to spend the interest but not the principal without approval of the LAB. Reserves are library funds that are left from previous budgets.

LAB Chair and Vice Chair to meet with new Chair of BOS: Carolyn and Olga to meet with Supervisor Glenn McGourty. And remind them that the BOS is supposed to meet yearly with the LAB. And possibly mention the Willits roof. Trying to get it done prior to 2026. ACTION ITEM: Carolyn to set up a meeting.

District 3 Vacancy: Lew Chichester has submitted his application. John Haschak has to move it forward.

Forming a committee to outreach for Friends of the Library groups to share ideas and practices: Richard, Carol and Michele. Ad hoc committee. ACTION ITEM: Michele will initiate the first meeting.

Health Plan cost overages: Previous meeting carry over. Amount was determined by dividing the total amount by number of employees. It came to over \$50,000. It was deducted from previous calendar year. Previously the county was self-insured. (It has changed to health insurance.) The county health plan, to which both employees and the contribute, had a debit of \$52,000. Most county employees have the employer share paid by the general funds. Library employees have the employer share paid by the library budget. The cost overage was paid out of the general fund for all BUT the library employees. There is a concern that if the overage was paid out of a special fund for all but the library employees, if that could be a misuse of library funds. Questions were raised about the potential misuse of A87 charges for the health insurance additional costs. Michael is concerned that the \$3,000 to each employee from ARPA, paid from the county and library funds until the ARPA funds arrive be repaid to the library fund and not stay in general fund. Barb is keeping watch on this, and it relates to concerns that if any special fund covered the health plan overage, the library fund must be reimbursed for the overage costs. Michele expressed concern that the charge not put the library budget into a deficit, as it was quite a bit of money against our relatively small budget.

Committee to research and recommend equitable and fair distribution of Measure O funds for materials and services. Discussion on the need for separate committee. Deb has been working with Josh on how to divide the funds for materials for the branches. We need to have measurable data to base the budget on. One formula would divide it by 20% on the population in a service area, 20% on the cardholders in the service area. 20% on circulation per branch, 20% on gate count (how many people come through the door). Remaining 20% based on poverty level. It was suggested a base amount for each library. Then use the remaining amount to be allocated. Concern was expressed that the population number would include people that live in Sonoma County with a PO box in Gualala and still use the Pt. Arena branch library. Would that bias it? A non-biased way to distribute the money is essential. Card holders and gate count should mitigate that. For now, we will start with one committee. MOU's (memorandum of understanding) Friends groups use to charge rent for their building to the county. Suggestion was made to table the discussion for future. Michael asked Deb for population maps for the base numbers. ACTION ITEM. Deb will try to have it for the next meeting.

Determining detail of past \$20,000 donation. A donation was made from Norm Hallam in 2013 or 2014. He was a Library Director. Does anyone know if that money was earmarked for a specific library or use? It's listed on the library endowment funds. Michele will look through the FOL minutes from 2013 or 2014 to see if we have something. Michael is going to look through his notes. And Larry will contact Pearl Watts.

Check with HR, to see if we can find contact for family.

Next meeting March 15th. Possibly at the Ukiah branch.

Announcements and Comments: Larry asked for a copy of the notes as soon as possible. Michele said that she would send.

Michele told the board the FOL is having a Book sale and a See's Candy sale Feb. 3rd and 4th at the Ukiah library.

Adjourned at 3:00

**MENDOCINO COUNTY LIBRARY
DIRECTOR'S REPORT
MARCH 2023**

- Two staff at Fort Bragg, one at Coast, three at Ukiah, and two at Willits were trained to administer Naloxone to patrons experiencing an overdose in the library. Training was voluntary and provided by the County at no charge.
- Met with Sonoma and Lake County Library personnel about updates to Horizon and the possibility of moving away from Dewey Decimal classification to something more user-friendly in the future (more in line with how bookstores do it).
- Barb and I have had three meetings with the Measure O Committee of the LAB, one of which included County Council to determine what can and can't be considered capital improvements. We have received no clear answers yet but are encouraged to ask specific questions.
- January 31st Deb and Barb watched a webinar on Working with Library Advisory Boards. A couple suggestions that we'd like the LAB to consider are providing an orientation to new members and having a small bio of each LAB member with a photo on our website.
- On February 7, the Willits Roof and Solar Project was approved by the Board on the consent agenda and the General Services Agency Director mentioned that the project "will begin this year."
- Lunch at the Library grant applied for by Ukiah and Coast Community branches. We plan to get all branches involved next year as Mendocino County has a high poverty rate and this is an easy grant to get. The program offers free lunches along with literary and educational opportunities for children and teens during the summer.
- Library administration has met with Fort Bragg FOL, County Counsel, and Facilities to iron out a road map to get the expansion underway. Like most County projects, there are a lot of steps involved.
- The CSA partnered with the Office of Emergency Services so FEMA could park a mobile unit in the Willits Branch Library parking lot for two weeks to make it convenient for residents to apply for aid for the winter storms of December and January. The museum's Wonacott Room was used as a private location to do intakes during the event. Library Administration staff and Coast Community Branch Manager staffed a table at the Point Arena City Hall and at Willits one afternoon each to hand out resources and promote library services to those affected by the storms.
- Strategic Planning Committee members and staff have been writing different sections of the Strategic Plan and editing the others. Plan is on course to be approved by Board of Supervisors by the end of the fiscal year. The physical facilities portion of the plan was shared with the Measure O committee early (not in its final format) just to make sure we're all on the same page.

- Laytonville satellite branch passed the Planning & Building inspection on February 17th and plans are being made for the grand opening to take place March 25th! The delay is due to a staffing shortage at Willits and Supervisor Haschak and me not being available on the 18th.
- Deb is attending Branch staff meetings to make sure that doors of communication are open, and that branch staff know where to find meeting notes in the share drive that they weren't part of so that no one feels left behind.
- There's a meeting coming up on March 22 with two NorthNet Administrators to see if they can help us bring down our yearly delivery costs from \$88,000, as I was not successful in convincing the other 40 county librarians to allocate California Library Services Act funds in a different way.
- The Book to Action grant for *Six California Kitchens* program is kicking off at all the branches, which have giveaway books and exciting programming through the end of June.
- The library has the need for occasional Qualifications Appraisal Panel volunteers who understand the job duties of a Library Assistant and requests the names of any LAB members who would like to be on this type of panel. These interviews usually last 2-3 days. The questions are pre-determined by Human Resources staff and panelists ask the same questions to every candidate to whittle down the pool to only the best qualified for second interviews with library staff.
- Our Branch Librarian at the Willits location will be moving and her last day with the County will be March 18th. A current staff member who is pursuing her M.L.I.S. will be filling in until a permanent replacement can be hired.
- I'm hearing from the Executive Office that this year and next will continue to be tight budget-wise, but there might be relief after that.
- A NorthNet Library System Executive Committee meeting will be held May 23rd and it's too soon to know what will be on the agenda; I will let you know at the May LAB meeting if it's anything I need help with.
- One staff member from the Fort Bragg branch will be attending the California Library Association conference in Sacramento June 1-3. The Fort Bragg Friends of the Library graciously offered to pay for her transportation to make this trip possible.

FEBRUARY 2023

Coast Connect

BIG NEWS AND MONTHLY UPDATES FOR THE AVID READER

Librarian's Corner

BY MELLISA HANNUM

February is Black History Month.

According to NPR's Scott Neuman, it was originally a week established by historian Carter G. Woodson to focus on Black contributions to civilization. A week in February was chosen because of Abraham Lincoln's birthday and because Frederick Douglass, who did not know his actual birthday, chose to celebrate it on February 14. President Gerald R. Ford declared February as Black History Month in 1976.

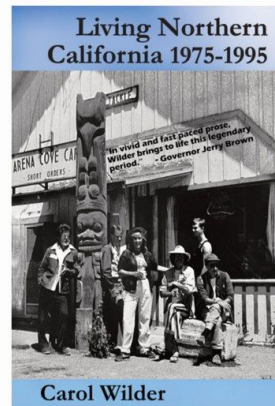
Coast is celebrating with displays, Storytimes, and other programming during the month.

The Latest on the Library Scene

SPECIAL PROGRAM:
AUTHOR TALK,
CAROL WILDER

AUTHOR CAROL WILDER WILL BE READING FROM HER BOOK, LIVING NORTHERN CALIFORNIA 1975-1995, AND SIGNING COPIES IN COAST'S COMMUNITY ROOM ON SATURDAY, FEBRUARY 25 AT 3:00 P.M.

LOCALS WILL REMEMBER AND ENJOY THE STORIES OF POINT ARENA RECOUNTED IN LIVING NORTHERN CALIFORNIA. FORMER GOVERNOR JERRY BROWN SAID OF THE BOOK, "IN VIVID AND FAST-PACED PROSE, WILDER BRINGS TO LIFE THIS LEGENDARY PERIOD."





Pasted Paper

SATURDAYS AT 2:00 P.M.

Feeling creative?

Want to construct artwork with found objects, cut-out images, and/or weekly collage challenges? Pasted Paper might be right up your alley! This weekly program welcomes artists of all ages.

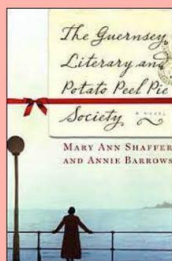
Book Boogie Storytime

Wednesdays at 10:30 a.m.

Play Group with Action Network

Tues. & Weds. at 11:00 a.m.

Celebrate the five early literacy practices to the Coast Community Branch each Wednesday. We will talk, sing, read, write, and play, plus there will be dancing, bubbles, and more!



Books -n- Brews Book Club is on the final Friday of every month at 6:00 p.m. at The New Museum Brewers & Blenders. In February, we will be discussing *The Guernsey Literary and Potato Peel Pie Society* by Mary Ann Shaffer and Annie Barrows.

[HomeNews](#)

California State Parks Pass Available for Free at All Mendocino County Library Branches and the Bookmobile

Categories:

[FeaturedNews](#)[The Bright Side](#)



[MendoFever Staff](#)

February 10, 2023

The following is a press release issued by the County of Mendocino:



The bluffs along Point Cabrillo Lighthouse, a California State Historic Park on the Mendocino Coast [Picture by Matt LaFever]

California State Parks and the California State Library have partnered with California public libraries to create an opportunity for library card holders to enjoy our state parks for free. The

Mendocino County Library is happy to announce the opportunity for safe and equitable outdoor access to all Mendocino County residents who hold a library card to check out the passes provided through the California State Library. These passes will allow free vehicle day use entry at more than 200 participating state parks.

This amazing resource exists as part of a three-year pilot program through the California State Parks and the California State Library. The California State Budget for 2021/22 included initiatives for equitable access to our state parks and open spaces for all Californians. A \$9.1 million one-time General Fund investment was included in the budget to launch a state parks pilot to expand parks pass distribution.

“Libraries are trusted community hubs where Californians know they can find what they need to work, play, and thrive,” said California State Librarian Greg Lucas. “This partnership with State Parks now allows Californians to “check out” California’s great outdoors at their community library.”

Mendocino County Library has received a total of 95 parks pass hangtags distributed to each of our six branches and the Bookmobile. Each branch has passes that may be reserved and some that are available on a walk-in basis. Mendocino County Library card holders will be able to check out the pass and then return them to the library branch for other community members to enjoy.

Each pass is valid for the entry of one passenger vehicle holding up to nine individuals or one highway licensed motorcycle at participating state park units.

For more information on this program, please see the [California State Library Parks Pass website](#) or the [Mendocino County Library](#) for more details.

[Participating Parks List PDF](#)

Visit your local [Mendocino County Library branch](#) or contact the Mendocino County Cultural

FEMA hosting Disaster Recovery Centers in Willits, Point Arena

By [The Ukiah Daily Journal](#) | udj@ukiahdj.com |

PUBLISHED: February 10, 2023 at 1:03 p.m. | UPDATED: February 10, 2023 at 1:05 p.m.

The Federal Emergency Management Agency will be hosting Disaster Recovery Centers in Mendocino County this month to help residents who were affected by recent winter storms, county officials reported.

According to a press release, “Disaster Recovery Centers and Mobile Registration Intake Centers are opening in Mendocino County on Saturday, Feb. 11, 2023. Residents who were affected by severe storms and flooding can register, update their FEMA applications, and learn about state and community programs and other available assistance at the centers.”

The centers will be located at:

- Point Arena City Hall, 451 School St., 9 a.m. to 7 p.m. daily.
- Willits Branch Library, 390 E. Commercial St., 9 a.m. to 7 p.m. daily. This site will close on Feb. 18, and a full DRC is to be opened at the Willits Community Center from Feb. 18 to Feb. 24.
- Willits Community Center, 111 E. Commercial St., 9 a.m. to 7 p.m. daily. Full DRC from Feb. 18-24; this site will not be open from Feb. 11-17; visit the Willits Branch Library Parking lot for assistance at the MRIC Site during that time period.

The county press release also explains that: “Specialists at the recovery center can clarify information you received from FEMA or other agencies; they can explain the rental assistance available to homeowners and renters; and they can fax your requested documents to a FEMA processing center and scan or copy new information or documents needed for case files. Residents who had uninsured or underinsured damage and losses resulting from the severe storms and flooding are encouraged to apply to FEMA, although you do not need to visit a Disaster Recovery Center to apply.”

You can also go online to “DisasterAssistance.gov, use the FEMA mobile app or call the FEMA Helpline at 800-621-3362. If you use video relay service (VRS), captioned telephone service or others, give FEMA the number for that service. Helpline operators are available from 7 a.m. to 11 p.m. daily.”



Planning Your Garden with Seed Saving in Mind

A Zoom Talk with Gina Covina

2:00 - 3:00 PM on Saturday, February 25th

Mendocino County Reads is supported in whole or in part by the U.S.
Institute of Museum and Library Services under the provisions of the Library
Services and Technology Act, administered in California by the State Librarian.



Art Walk Ukiah- Assemblage: Artists Making Fun

Presented by Ukiah Library at Ukiah Library, Ukiah CA



Come enjoy an exhibit by local artists the Makers, titled “Makers Making Fun; an Assemblage Art Exhibit.”

Ukiah Branch Library staff invite the community to join us for Art Walk Ukiah on Friday, February 3rd from 5-7 pm. Come enjoy an exhibit by local artists the Makers, titled “Makers Making Fun; an Assemblage Art Exhibit.” The Makers enjoy creating assemblages, and part of their love of this art process is collecting and repurposing odd and interesting objects found anywhere and everywhere. The mission of the Makers is to demonstrate that becoming an artist is born from creating for the joy of creating itself.

The Ukiah Branch Library will be hosting live music by Steve Hahm. Collage crafting card materials will be available for in-person crafting or as a Take & Make. Enjoy a book sale by the Ukiah Valley Friends of the Library as you browse the Art Walk.

This exhibit is free to the public, for all ages, and sponsored by the Friends of the Ukiah Valley Library and Mendocino County Library.

For more information, please visit www.mendolibrary.org or contact wetzelnr@mendocinocounty.org or the Ukiah Branch Library at 707-463-4490.

Why they are ditching Dewey:

- DDC was created in 1870s; libraries want a modernized organizational method that includes 21st century life. Outdated subject headings can often be racist, homophobic, etc. Ex. classifying Native American topics in the history-related sections.
- Not useful for patrons because of gaps in DDC subjects and grouping of items that doesn't make sense to users, ex. "home brewing" is next to "social media" in DDC. Many think we should fit the way people think.
- Circulation increases when books are grouped by category (like animals) instead of by DDC; makes it easier for patrons to find items.
- "When your books are all together on a topic, it is easy to see what you need to add and what needs to go."

Examples of Libraries ditching Dewey Decimal System

[Deschutes Public Library](#) in Oregon:

- They're using a "homemade proprietary system called Wayfinder" that groups by topic.
- Organized more like a bookstore, by genre
- They're keeping DDC as secondary classification, spine label has subject/genre at top of label and Dewey call # at bottom.
- Using outside company contracted to relabel all books last winter, should be completed by this spring

[Xwi7xwa Library](#) in British Columbia:

- "The library aims to counter Western, colonial bias and better reflect the knowledge of Indigenous peoples." Taking Indigenous books out of the history section/past and into the present.
- Organizes the collection geographically based on Indigenous communities in the area, instead of alphabetical order.

[Greenwood Public Library](#) in Indiana:

- Created Subject Savvy to reorganize non-fiction by subject/category. Ex. patrons look for Animal section on shelf or in catalog and all animal books are in one area for adults instead of DDC's 31 subjects for non-fiction.
- Label has Non-fiction/Genre or Category/Author's last name, sorted alphabetically by last name.
- Shelves are sorted alphabetically by category, i.e. Animals, Arts & Crafts, etc.

What other classification systems are there:

- [Metis:](#)
 - For children PreK - 5th grade
 - Created by NYC librarians questioning DDC in 2011
 - "system that was more intuitive and followed kids' intellectual development more closely"
 - call #, picture, and symbol on spine label

- [Universal Decimal Classification](#)
 - Used in libraries, bibliographic, documentation and information services in over 130 countries
 - A document indexing language in the form of a classification scheme covering the whole universe of knowledge. The UDC is designed for subject description and indexing of content of information resources irrespective of the carrier, form, format, or language
 - [uses numbers, symbols, notations for call #](#)

- [Browse Method](#)
 - created by Cumberland Public Library
 - only changes Call #, MARC stays the same
 - color coding, 4-digit finder #, and subject on spine label
 - categories have been defined using the bookstore model, otherwise known as BISAC.

- [Oakland Public Library](#)
 - Created pictograms to help people w/learning disabilities find books on the shelves
 - Pictograms are 4" x 5" and encased in plastic sleeves, jut out slightly from bookshelves
 - Still uses DDC
 - Also helps those with poor vision, non-English speakers or visual learners
 - Used grant money from CA State Library for program to improve services for those with disabilities
 - They also allow patrons to enroll in a program that extends the checkout period for materials from 3 to 6 weeks for users with disabilities, which is really neat!

LIBRARY YTD BUDGET FY 2022/2023

OBJECT	ACCOUNT DESCRIPTION	BUDGET	Revised Budget	YTD as of 3.10.23	Purchase Orders	Available Budget	YTD % used	Notes
821500	SALES & USE TAX	-2,962,795	-2,962,795	-1,047,010.00	0	-1,915,785	35%	Sales tax revenue
824100	INTEREST	-15,000	-15,000	0	0	-15,000	0%	
825496	STATE LIBRARY GRANT	0	-12,728	-13,178	0	450	104%	Zip Books
825670	FEDERAL OTHER REVENUE	0	-141,849	-34,356	0	-107,493	24%	USDA, ECF, Book to Action grants
826370	LIBRARY SERVICES	-15,000	-15,000	-4,847	0	-10,153	32%	Fine revenue and Bookmobile stops
827600	OTHER SALES	-4,000	-4,000	-3,616	0	-384	90%	Photocopy/earbud fees
827707	DONATION	-1,200	-1,200	-655	0	-545	55%	Donations to MCL
827801	GRANT REVENUE	-64,209	0	0	0	0	N/A	
827802	OPERATING TRANSFER IN	-1,435,571	-1,435,571	-1,435,571	0	0	100%	Property tax
Total Revenue		-4,497,775	-4,588,143	-2,539,232	0	-2,048,911	55%	
861011	REGULAR EMPLOYEES	1,850,505	1,850,505	1,286,592	0	563,913	70%	
861012	EXTRA HELP	35,000	35,000	45,252	0	-10,252	129%	Making up for staff vacancies
861013	OVERTIME REG EMP	22,983	22,983	2,308	0	20,675	10%	
861021	CO CONT TO RETIREMENT	631,477	631,477	407,197	0	224,280	64%	
861022	CO CONT TO OASDI	104,293	104,293	70,798	0	33,495	68%	
861023	CO CONT TO OASDI-MEDIC	25,693	25,693	18,544	0	7,149	72%	
861024	CO CONT TO RET INCREMEN	36,027	36,027	25,274	0	10,753	70%	
861030	CO CONT TO EMPLOYEE INS	293,250	293,250	202,498	0	90,752	69%	
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	2,093,703	0	940,765	69%	
862060	COMMUNICATIONS	60,000	98,565	43,622	0	54,943	44%	Phone and data lines
862062	COUNTY-WIDE MICROWAVE	7,041	7,041	7,041	0	0	100%	Billed by County
862090	HOUSEHOLD EXPENSE	107,000	107,000	49,076	0	57,924	46%	Custodians and supplies
862101	INSURANCE-GENERAL	37,287	37,287	37,287	0	0	100%	
862120	MAINTENANCE-EQUIPMENT	20,000	20,000	6,891	0	13,109	34%	Equipment/Bookmobile maintenance
862130	MAINT-STRC IMPR & GRN	65,000	65,000	20,528	0	44,472	32%	Building & grounds maintenance
862150	MEMBERSHIPS	8,500	8,500	780	0	7,720	9%	CLA, ALA, ARSL
862170	OFFICE EXPENSE	38,732	38,732	16,878	0	21,854	44%	Office supplies-paper and toner
862185	MEDICAL & DENTAL SVCS	1,000	1,000	450	0	550	45%	Pre-employment screenings

862187	EDUCATION & TRAINING	3,000	3,000	2,152	0	848	72%	Staff education
862189	PROF & SPEC SVCS-OTHR	298,000	298,000	48,311	0	249,689	16%	Sonoma, Delivery, IS support, security guard, NeoGov
862190	PUBL & LEGAL NOTICES	500	500	224	0	276	45%	Classified ads for job postings
862194	A-87 COSTS	318,081	318,081	0	0	318,081	0%	This FY correct A-87: \$137,325
862210	RNTS & LEASES BLD GRD	42,953	42,953	42,953	0	1	100%	Round Valley, Laytonville MOU
862230	INFO TECH EQUIP	117,000	170,635	126,156	39,079	5,400	97%	Computer replacements (Enterprise) & software
862239	SPEC DEPT EXP	223,180	255,908	151,160	0	104,748	59%	Library collection materials, databases, programs
862250	TRNSPRTATION & TRAVEL	20,000	20,000	6,862	0	13,138	34%	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	51,649	0	43,351	54%	Water, sewer, electricity, gas, etc.
Total Services & Supplies		1,463,274	1,588,202	612,019	39,079	937,103	41%	
864370	EQUIPMENT	36,089	66,878	66,546	332	0	100%	
Revenue Total		-4,497,775	-4,588,143	-2,539,232	0	-2,048,911	55%	
Expense Total		4,533,831	4,689,548	2,772,268	39,411	1,877,868	60%	
Balance		36,056	101,405	233,036	39,411	-171,043		

Endowment Funds		Balance	Library Fund
2710-760844	Fort Bragg Principal	12,875	2,168,039
2710-760845	Fort Bragg Interest	22,001	
2710-760846	Ukiah Principal	114,513	
2710-760847	Ukiah Interest	72,686	
2710-760856	Bookmobile Principal	4,290	
2710-760857	Bookmobile Interest	3,767	
2710-760858	Willits Principal	6,234	
2710-760859	Willits Interest	2,743	
2710-760870	Library/Hallam Principal	20,382	
2710-760871	Library/Hallam Interest	1,556	
Total		261,048	