

# SANTA CLARA COUNTY LIBRARY

14600 WINCHESTER BOULEVARD • LOS GATOS CA 95032 • 408.293.2326 • 408.357.1111 FAX

ADMINISTRATION

DENIED



AC

PRESENTED

PENDING

MODIFIED

04/28/11

JPA-1

## JOINT POWERS AUTHORITY BOARD Minutes

Thursday, February 24, 2011 at 1:30 p.m.

Library Administration Conference Room

BY THE SANTA CLARA COUNTY LIBRARY  
DISTRICT JOINT POWERS AUTHORITY

BY Cynthia Rios Garcia

DATE 4/28/11 SECRETARY

### Members Present:

Mike Wasserman, Supervisor, Dist. 1  
Jason Baker, Campbell  
Orrin Mahoney, Cupertino  
Dion Bracco, Gilroy  
Jean Mordo, Los Altos Hills  
Val Carpenter, Los Altos  
Debbie Giordano, Milpitas  
Emily Lo, Saratoga

### Members Absent:

Liz Kniss, Supervisor, Dist. 5  
Gilbert Wong, Cupertino  
Lana Malloy, Monte Sereno  
Steve Tate, Morgan Hill

### Staff Present:

Melinda Cervantes, County Librarian  
Nancy Howe, Deputy County Librarian  
Derek Wolfram, Deputy County Librarian  
Gay Strand, Administrative Services Manager  
Melissa Kinyalocets, Deputy County Counsel  
Cynthia Rios Garcia, Secretary

### CALL TO ORDER/ROLL CALL

Chair Bracco called the meeting to order at 1:34 p.m., with a quorum present. There were no deletions, deferrals or corrections to the agenda.

### ORAL COMMUNICATION

None.

### CONSENT CALENDAR

### ACTION

- \*1. Approve Minutes from January 27, 2011 JPA Board meeting.
- \*2. Accept the following cash gifts:
  - a. Cash donation of \$7,667.57 and augment the budget for the Cupertino Library for programs and furniture acquisition.
  - b. Cash donation of \$13,552.87 and augment the budget for the Los Altos Library for material and furniture acquisition.
  - c. Cash donation of \$500.00 and augment the budget for the Milpitas Library for material acquisition.
- \*3. Accept grant funding:
  - a. Grant for "Friday Night Family Reading" Library Services and Technology Act grant of \$32,643 and augment the budget for Public Services.
  - b. Grant for "Get Healthy @ the Library," Library Services and Technology Act grant of \$10,000 and augment the budget for Public Services.
- \*4. Accept Review of Library Financial Reserves Policies.

**Motion to approve the Consent Calendar items #1-#4 was moved by (Wasserman) and seconded by (Baker). Board Member Carpenter abstained. The motion passed.**

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## **NEW BUSINESS**

## **ACTION**

5. Accept the FY2010 Library Fund Audit statement prepared by Independent Auditor, Macias, Gini & O'Connell. Gay Strand.

Staff report. Benjamin Lau, Auditor, was present at the Finance Committee meeting on February 15, 2011 and reviewed in detail the findings of the audit. There were neither concerns nor findings. Staff recommends the Board accept the report. The Finance Committee reviewed and recommends that the JPA accept the audit statement.

**Motion to accept the FY2010 Library Fund Audit statement prepared by Independent Auditor, Macias, Gini & O'Connell was moved by (Mordo) and seconded (Giordano). The motion passed unanimously.**

6. Accept the report on the Five-year Financial Forecast Years 2010/11 to 2014/15 for the County Library. Gay Strand

Staff report. The Five-year Financial Forecast is one of three reports that are presented to the Library JPA Board, used as a tool to guide the Library in its financial affairs. The report summarizes the forecast for the next 5 years and demonstrates that if the Library continues its operations at the same level as today we will be in the red because of a decline in property tax proceeds. There is no growth and for the first time proceeds are negative. The property tax revenue is forecasted to be less than 1% for the next fiscal year. The cost to do business remains at about the same with a modest increase. The Library is facing a deficit of \$1.2 million as a result of a decrease in property tax revenue and in addition may take a hit of up to \$1.3 million if the State's proposal to reduce or eliminate Library funding is approved. The State Budget Conference Committee is meeting and we should know shortly about the outcome. The County Librarian has placed a hiring freeze on 17 vacant positions. By law the Library will present a balanced budget to the JPA at its April meeting. There will be some savings of \$290,000 achieved from the terminated agreement with the City of San Jose for Library services at the Alum Rock Branch that will be realized in FY2012. The reserves balance will be about \$11 million after the real property acquisition transaction has been processed. The Library is contemplating presenting two budget scenarios in April one with State funding and one without if the State budget is still not known.

**Motion to accept the report on the Five-year Financial Forecast Years 2010/11 to 2014/15 for the County Library was moved by (Giordano) and seconded by (Wasserman). The motion passed unanimously.**

## **REPORTS/COMMENTS**

## **INFORMATION**

11. County Librarian
  - At the JPA Board meeting on January 27, 2011, the Board delegated to the Finance Committee authorization to proceed with the real property acquisition negotiations. The Finance Committee has authorized Library staff to move forward with the purchase of 2 properties at 1344 and 1370 Dell Avenue for \$5,325,000 which is a savings of \$100,000 from the original approved amount. The sale and purchase documents have been drawn

up and are being executed by each party. The next step will be to adopt a project budget sometime in April 2011.

- All Board Members were invited to the Library Friends and Commissioners forum to be held on Saturday, March 5, 2011.
- The California Association of Library Trustees and Commissioners (CALTAC) Workshop will be held at the Milpitas Library on Saturday, February 26, 2011.
- Per Board direction, letters were sent to the Legislators urging support of library funding.

12. JPA Board Members  
None.

13. Committee Reports  
• Finance Committee. No further report.

With no further business Chair Bracco adjourned the meeting at 1:48 p.m. to Thursday, April 28, 2011, JPA Board meeting 1:30 p.m. at the Library Administrative Offices, 14600 Winchester Blvd., Los Gatos, CA 95032.

Sincerely,



Cynthia Rios Garcia, Secretary  
Library Joint Powers Authority Board