



**Agenda Item B.1  
PRESENTATION  
Meeting Date: March 6, 2023**

**TO:** Chair and Members of the Library Advisory Commission

**FROM:** Jaime A. Valdez, Neighborhood Services Director

**CONTACT:** Allison Gray, Library Director

**SUBJECT:** Goleta Valley Library, Director's Report

**RECOMMENDATION:**

Receive a presentation from the Library Director about the activities of the Goleta Valley Library, programs and events, and the status of various long-term Goleta Library initiatives.

**DISCUSSION:**

Every month Library Director Allison Gray provides a presentation to the Commission referencing operational activities at the library. This presentation includes areas such as programs, statistics, grants, collection development, calendared programs, and events. This report will include information concerning January 2023.

**PROGRAMMING:**

We held 18 youth programs which attracted 1,076 children and parents. This number is high due to the Winter Reading Club. There were 11 adult programs held with a total attendance of 213. Tech Tutoring continues to be popular; staff or volunteers help patrons one-on-one with computing/telephone issues. The monthly in-person Mystery Book Club continues to attract a loyal group of readers; if you enjoy mysteries, this is the group for you. Ice in Paradise continues to offer a free skating session to GV library cardholders each month.

**REGULAR DAILY BUSINESS OF THE LIBRARY:**

The Goleta Valley Library had 12,668 visitors and the BookVan had 291 visitors. We checked out a total of 34,323 items. Staff made a total of 345 new library cards, an excellent indicator of growth. The Bookvan staff created 23 new library cards. Our 27 volunteers worked a total of 267 hours. There were 1,794 computer sessions (both adult Internet and children's game computers). 1,834 people used our wireless access to the

Internet. The Bookvan handed out 176 Honor System paperbacks. The Library loaned 581 of them.

### **OPERATIONS:**

I have prepared a calendar of weekly, monthly, and specific calendar-date responsibilities of the Library Director for my successor. The calendar is appended to this report.

### **POLICIES:**

At the March 7, 2023, meeting of the Goleta City Council, the following policies are up for approval: Multipurpose Room Rental, Collection Development Policy, Rules of Conduct Policy. We have revised our Library of Things Borrowers Agreement as well. Staff apologizes for not including the Commission in the revision of the Multipurpose Room Rental policy, but wanted to complete it before my retirement.

### **GRANTS:**

The second-to-last California State Library Grant Report regarding Library Services in Isla Vista (IV) was submitted. The \$200,000 attained for the project by Senator Monique Limón has been fully expended and the City is using County Per Capita monies to fund the staff and the Bookvan vehicle through the rest of the grant year, which ends June 30, 2023.

These are the statistics thus far for the IV grant project:

STOPS: IV Community Center (3 times a week), Storke Community Center, Estero Park/Teen Center, Friendship Manor, Studio Plaza Apartments, UCSB Early Childhood Education, Perfect Park, Sea Lookout Park, West Campus Playground, IV Elementary School.

### **STATS FROM OCT 1, 2021 – JAN 31, 2023 (16 MONTHS)**

- Total number of visitors to Bookvan = 5,296 or average of 331 per month
- Total number of seniors using Bookvan= 641
- Total number of adults using Bookvan= 1,472
- Total number of college students using Bookvan= 1,852
- Total number of teens using Bookvan= 119
- Total number of children using Bookvan= 1,212

*(IT IS IMPORTANT TO NOTE WE DO NOT OPERATE THE BOOKVAN IN WET WEATHER OR ON CITY HOLIDAYS)*

Library staff during this timeframe:


- Created 476 new library cards
- Gave away 3,984 Honor System Paperbacks
- Handed out 496 Take Home Craft Kits

This concludes the Director's report for this meeting.

**Review By:**

  
Allison Gray  
Library Director

**Approved By:**

  
Jaime A. Valdez  
Neighborhood Services Director

**ATTACHMENTS:**

1. Library Calendar Of Things To Do

## **Attachment 1**

Library Calendar Of Things To Do

## **LIBRARY CALENDAR OF THINGS TO DO**

### **January**

Work Plan  
Black Gold Admin Council Meeting (generally once a month)  
Start Budget Process (every 2 years)

### **February**

Budget Workshop with Council Members  
Letter to Buellton & Solvang City Managers asking if they want 1-yr extension on management contract.  
Update User Fees with Finance

### **March**

mid-March Las Aletas evening meeting to accept \$5,000 donation check.  
Send to County formatted branch budgets for next fiscal year & Goleta budget

### **April**

### **May**

Send RFP's for book and AV jobbers, delivery company

### **June**

UCSB Reads Board Meeting to pitch titles.  
Send invoice to Friends for 1<sup>st</sup> half of annual contribution.

### **July**

### **August**

Review policies every 2 years  
UCSB Reads Meeting to vote for current year's title.

### **September**

Start collecting statistics for State Report (portal opens)

### **October**

Input data for State Report and check for errors  
Zip Book Grant awarded.

### **November**

Submit State Report electronically.  
Annual Volunteer Appreciation Breakfast in Library Work Room

### **December**

Send invoice to Friends for 1<sup>st</sup> half of annual contribution.

### **Weekly:**

Receive "Suggest to Purchase" emails. Route children's materials to Children's Librarian, audio materials to GVL Branch Supervisor, Director does adult books.

### **Monthly:**

Partners – **UCSB Arts & Lectures:** generally, they give 100 or so copies of a book by a speaker they host. Keep 10 to make a Book Club in a Bag Kit, send some to Buellton and Solvang, remaining copies are to give away to patrons.

**Monthly Library E-newsletter:** First feature is always “Letter from the Director”. Highlight one topic, generally.

**Monthly:** Order Adult Fiction, Adult Non-Fiction and Large Print for Goleta, Solvang and Buellton.

**Monthly:** **Library Advisory Commission Meeting** 1<sup>st</sup> Monday of every month except July and September. Give Director’s Report including statistics and programs, etc.

**Monthly:** **Friends of the Goleta Library:** Attend board meetings first Thursday of each month at 9:15 am. Only stay to give report at beginning of meeting.

**Monthly:** **Solvang Friends** meet virtually. Can attend if have time or news.

**Monthly:** As needed: present or attend Buellton or Solvang City Council meetings

**Quarterly:** **County Library Advisory Committee:** generally, meet at Lake Cachuma. Must submit a written report ahead of time to County secretary. A meeting of 5 library zones in Santa Barbara County. Goleta has 1 representative there. Director attends, gives report but does not have vote.

**Social Media Postings:** As often as possible so GVL is present in the community