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STAFF REPORT

BOARD MEETING DATE: October 20, 2015

DATE: September 30, 2015
TO: Board of County Commissioners and
Library Board of Trustees
FROM: Arnie Maurins, Library Director
327-8340; amaurins@washoecounty.us
SUBJECT: Acknowledge staff report on the Library System's revised public hours
(All Commission Districts)

SUMMARY

Staff requests that the Board of County Commissioners and Library Board of Trustees acknowledge the staff report on the Library System's revised public hours.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

PREVIOUS ACTION

None.

BACKGROUND

On September 16th, the Library Board of Trustees approved additional public hours at six library branches, effective Monday, January 4, 2016. The extra hours will support public requests for more access to library facilities, the Library Facility Master Plan's recommendation to expand access at strategically located branches, and Washoe County's current goal to improve services to senior citizens. The new schedules are summarized in the chart below (new hours are in bold italics).

AGENDA ITEM # 14

BRANCH	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total Hours
Downtown Reno – Current	9-5	9-5	9-5	9-5	--	--	10-5	39
<i>Downtown Reno – 1/4/16</i>	<i>9-5:30</i>	<i>9-5:30</i>	<i>9-5:30</i>	<i>9-5:30</i>	--	--	<i>10-5</i>	<i>41</i>
Northwest Reno – Current	--	10-6	10-8	10-6	10-6	10-5	--	41
<i>Northwest Reno – 1/4/16</i>	<i>10-6</i>	<i>10-6</i>	<i>10-7</i>	<i>10-6</i>	<i>10-6</i>	<i>10-5</i>	--	<i>48</i>
Senior Center – Current	--	9-1	9-1	9-1	9-1	--	--	16
<i>Senior Center – 1/4/16</i>	<i>9-1</i>	<i>9-1</i>	<i>9-1</i>	<i>9-1</i>	<i>9-1</i>	--	--	<i>20</i>
Sierra View – Current	--	10-6	10-6	10-6	10-6	10-5	--	39
<i>Sierra View – 1/4/16</i>	<i>10-6</i>	<i>10-6</i>	<i>10-6</i>	<i>10-6</i>	<i>10-6</i>	<i>10-5</i>	--	<i>47</i>
South Valleys – Current	--	10-7	10-7	10-6	10-6	10-5	--	41
<i>South Valleys – 1/4/16</i>	<i>10-6</i>	<i>10-6</i>	<i>10-7</i>	<i>10-6</i>	<i>10-6</i>	<i>10-5</i>	--	<i>48</i>
Sparks – Current	--	10-6	10-6	10-7	10-6	10-5	--	40
<i>Sparks – 1/4/16</i>	<i>10-6</i>	<i>10-6</i>	<i>10-6</i>	<i>10-7</i>	<i>10-6</i>	<i>10-5</i>	--	<i>48</i>

These changes will yield an additional 36 hours in the Library System’s weekly schedule, with evening access provided as follows:

Tuesdays: Spanish Springs open until 7:00 pm

Wednesdays: Northwest Reno, South Valleys, North Valleys and Verdi open until 7:00 pm

Thursdays: Sparks open until 7:00 pm

Staff recommended these specific additional days and hours for the following reasons:

- Downtown Reno: the extra half-hour at the end of Mondays, Tuesdays, Wednesdays and Thursdays will enable more people who work downtown to stop at the library before heading home. The additional two weekly hours can be accommodated within existing staffing levels.
- Senior Center: Patrons have been requesting restoration of Monday hours ever since the schedule was reduced to four days due to budget cuts. Adding Mondays will also support the County goal of improving services to senior citizens. The additional day can be covered by existing staff.

- Northwest Reno, Sierra View and South Valleys, and Sparks: When these libraries were open on Mondays in the past, they were all well-used. When Northwest Reno, Sierra View and Sparks were open seven days a week, Mondays were as busy as Saturdays, and often busier than Sundays. In addition, opening these four branches on Mondays—especially Sparks and Sierra View—will enable them to more effectively serve individuals who need library computers or wifi to research newly published job openings and file claims for government assistance, and also to better fill the expanding need for collaborative work spaces.

The sixth day of operations at Northwest Reno, Sierra View, South Valleys and Sparks libraries will require the hiring of nine additional staff: two (2) full-time Library Assistant III's and seven (7) 15-hour Library Assistant II's. Funding for these nine positions, at an approximate total annual cost of \$255,000, is available within the Library's Expansion Fund, contingent on a minor budget adjustment that require Commissioner approval (see separate agenda item). An effective date of January 4th for the new hours will allow sufficient time for the Library to hire and orient the new employees.

At their August meeting, the Trustees asked whether money should be spent on additional hours when the Library System's spending on new materials is still 45% lower than it was prior to the recession. As Director, I have committed to add at least \$100,000 to this year's materials budget by shifting that amount from the dollars that were approved for new positions in the Expansion Fund. While an extra \$100,000 is only a small step towards getting the Library's materials expenditures back to where they need to be, it can still result in significant improvements in our materials collections and in reducing wait times for popular items.

The additional hours approved by the Library Trustees report will provide more access at strategically located libraries, while keeping the fiscal impact on the Expansion Fund at a manageable level. The expanded hours at Senior Center address both popular demand and a County goal, without requiring any additional staff.

FISCAL IMPACT

There is no new fiscal impact. Sufficient budget authority is already in place for the needed new positions, contingent on the Commissioners' approval of one new 15-hour Library Assistant II position in the Expansion Fund (see separate agenda item).

RECOMMENDATION

Acknowledge the staff report on the Library System's revised public hours.

POSSIBLE MOTION

Should the two Boards agree with the recommendation, a possible motion would be: Move to acknowledge the staff report on the Library System's revised public hours.