

# Placer County Library MEMORANDUM

**TO:** Honorable Board of Supervisors  
**FROM:** Mary George, Director of Library Services  
**DATE:** July 12, 2011  
**SUBJECT:** Closure of the Placer County Library System on August 26, 2011

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## **ACTION RECOMMENDED AND REQUESTED**

Approve the closure of the Placer County Library System on August 26, 2011.

## **BACKGROUND**

Scheduled facility projects will be completed during the August 26<sup>th</sup> closure including delivery and placement of shelving in the Auburn Library, a repaving of the Loomis Library parking lot, and work related to the Penryn Library remodel. All appropriate upcoming services to the Libraries will be deferred to August 26 to maximize efficiency of the closure date.

The upgrades and needed maintenance at the main library and branch libraries will require the library to be closed. Additional closure days before or after August 26 may be needed to complete the Loomis Library repaving and the Penryn remodel. The Library asks for authorization to close, with approval from the CEO's office, for no more than three additional days in Loomis and Penryn before or after August 26 to complete these projects by no later than the end of the year.

Staff will take advantage of the closure to provide training to all staff. Staff has never been brought together for training and this shared experience will allow Library Administration to establish a vision for the Library, encourage customer service standards, provide important and necessary safety training, and motivate staff to think strategically and work more effectively.

Because of compounded budgetary restraints and reductions in staff, the Library would significantly benefit from a Staff Development Day. Staff has been encouraged by Library Administration to do "different with less" and this training will provide staff the necessary tools to move enthusiastically into a new service model, to develop cost effective ways of doing business by encouraging innovation and initiative.

It is anticipated that the public service impact in general will be minimal. August was selected for this event because Library use is typically reduced during the latter part of August.

## **FISCAL IMPACT**

There would be no fiscal impact. Staff schedules would be shifted to accommodate the modified schedule.

