

PLACER COUNTY LIBRARY

MEMORANDUM

TO: Honorable Board of Supervisors

FROM: Mary L. George, Director of Library Services

DATE: December 13, 2011

SUBJECT: Recommendation to Accept a Grant in the Amount of \$50,000 from the California State Library Funded by The Library Services Technology Act to Serve the Library in Drafting and Implementing a Strategic Plan, and Approve a Budget Revision in the Amount of \$50,000.

ACTION REQUESTED

Approve acceptance of a grant from the California State Library in the amount of \$50,000 to serve the Library in drafting and implementing a Strategic Plan; authorize the Director of Library Services to execute the grant documents; authorize the Purchasing Manager to make the necessary procurement solicitations; and approve a budget revision.

BACKGROUND

The Library Services and Technology Act (LSTA) is a federal grant program managed by the Institute of Museum and Library Services (IMLS) and administered in California by the State Librarian. LSTA funding is used each year to support three key areas:

- Statewide initiatives that provide libraries with the opportunity to support their local communities with program and information services.
- A competitive grant process to provide local libraries with funding to develop programs and innovative initiatives.
- Services and access to resources available through the California State Library.

On June 15, 2011, libraries throughout the state were invited to “Pitch an Idea” to State Library staff before submitting a formal LSTA grant application. On August 9, 2011, Library Administrative staff “pitched” the need for the Library to hire consultants to help create a Library Strategic Plan that would:

- Be a dynamic, working document.
- Unite Library staff, County officials, communities, and local politicians toward the common goal of a strong, relevant Library by relying heavily on innovative needs assessment techniques highlighting achievable goals.
- Create imaginative and lasting collaborations among Placer County communities.

Library staff detailed how the completion of the Placer Strategic Plan would help to ensure Library patrons were provided a responsive, relevant, and service oriented Library experience and that Placer would emerge as a library leader in the region. A week later, the Library was invited to develop and submit a formal grant application. On October 3, 2011, the Library was notified that it was awarded \$50,000 to develop a strategic plan.

The Grant period extends for one year at the execution of the agreement. The total funding being applied toward strategic planning is \$92,500 including currently budgeted matching library staff services in the amount of \$42,500 over the course of the grant year, and the grant amount of \$50,000.

FISCAL IMPACT

The LSTA Grant award will augment the FY 11-12 Library budget by \$50,000. The grant match requirement of \$42,500 will be met with in-kind staff services that are currently budgeted.

Cc: Ron Baker, Senior Administrative Services Officer
Brett Wood, Purchasing Manager
Lisa Dale, Assistant Director of Library Services
Diane McDonnell, Administrative Services Officer

Attachments: Budget Revision

PAS DOCUMENT NO.

BUDGET REVISION

POST DATE:

Cash Transfer Required

1/29 Auditor-Controller

Reserve Cancellation Required

County Executive

Establish Reserve Required

Board of Supervisors

DEPT NO.	DOC TYPE	Total \$ Amount	TOTAL LINES
15	BR	100,000.00	2

ESTIMATED REVENUE ADJUSTMENT										APPROPRIATION ADJUSTMENT											
DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	Grant	Grant Detail	AMOUNT	DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	Grant	Grant Detail	AMOUNT
15	006		160		SW0000	00001	7232	407969	990000	50,000.00	15	014		160		SW0000	00001	2555	407969	990000	50,000.00
TOTAL										50,000.00	TOTAL										50,000.00

REASON FOR REVISION: Budget revision to increase the Library Fund's FY 11/12 budgeted appropriation 64010 for LSTA Grant Award# 40-7969 in the amount of \$50,000.

Prepared by Diane McDonnell Ext 4553

Department Head Mary L. Seng

Board of Supervisors _____

Date: 12/13/11

Page: 1 of 1

Budget Revision # 1-11/12 FOR INDIVIDUAL DEPT USE

688

