

# Measure Y

Oversight Committee

2018 | 2019 Report





In November 2016, voters of Sonoma County approved Measure Y, a one-eighth of a cent sales tax to support the Sonoma County Library. The ordinance stipulated that the Library Commission establish a citizen oversight committee to annually review expenditures and appropriations of the tax revenues to ensure that all such revenue is spent or appropriated for purposes and uses set forth in the expenditure plan of Measure Y. The revenues shall be used only to supplement existing revenues collected for the Library and shall not be used to supplant existing Library funding.

This report from the Measure Y Oversight Committee examines the expenditures to ensure that they conform to the spirit and letter of the ordinance. Based on the expenditure plan of the Measure Y ordinance, the additional sales tax revenues should be used only for the following purposes:

- Support library collections, educational programs, and classes for Sonoma County’s school age and pre-school children
- Improve access to local libraries
- Maintain aging library facilities

## 2018/2019 ACCOMPLISHMENTS

### Supporting Library Collections and Programs

- \$455,000 was added to the materials budget this year from last year's surplus, making it possible to increase Hoopla checkouts and add Kanopy (movie streaming). Playaways (small audiobook players) have also been purchased.
- Measure Y funds were also used to replace outdated juvenile books and media. The adult and teen video game collection was expanded, and a new adult reader collection purchased.
- Nearly a half million dollars of Measure Y funds were used to provide a variety of additional programs for patrons of all ages and ethnicities. Among many programs, preschoolers were treated to bilingual storytimes with Sammy and friends as well as bicycle playdates.

**“ Nearly a half million dollars of Measure Y funds were used to provide a variety of additional programs for patrons of all ages and ethnicities. ”**



# Children's Programs



## Bicycle Playdates



## Sammy and friends



2018/2019 ACCOMPLISHMENTS

# Music Programs



Children of all ages enjoyed interactive music programs with Jose Luis Orozco.

# Teen Programs

**CARTOON WORKSHOP**

Join art instructor Barbara Golden for a fun & engaging workshop where you will learn how to draw Manga, Pokemon, & Neopets characters.

**AGES 8-12**

**FREE**

**Thursday, January 3**  
3:00 pm - 4:30 pm  
Healdsburg Library

**Wednesday, January 9**  
4:00 pm - 5:30 pm  
Windsor Library

**Friday, January 11**  
4:00 pm - 5:30 pm  
Rohnert Park-Cotati Library

**Thursday, January 31**  
3:30 pm - 5:00 pm  
Rincon Valley Library

All materials provided

SONOMA COUNTY LIBRARY

BROUGHT TO YOU BY: Measure Y

Space is limited to 15 participants, please register online at [sonomalibrary.org](http://sonomalibrary.org)



Teens were treated to a cartoon workshop led by Brian Kolm at the Sonoma Valley Regional branch.

Not all programs were available at all branches, yet all libraries saw an increase in their programs and attendance.

## Adult Programs

Adult patrons enjoyed the distinguished speaker program with bestselling author Firoozeh Dumas and six other speakers.



## One-on-One Tech Help

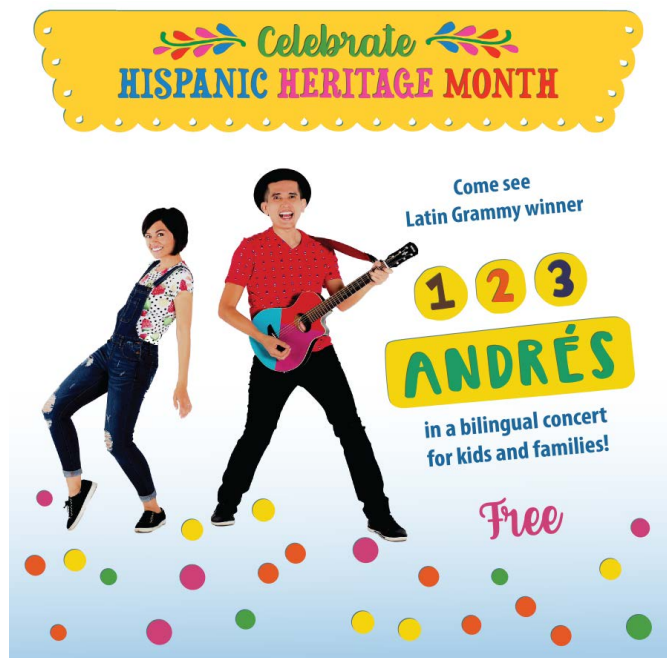
A graphic for 'TECH CLASSES at your Library'. It features the Sonoma County Library logo on the left, which includes a stylized tree and the text 'SONOMA COUNTY LIBRARY'. Below the logo are two circular icons: a computer monitor and a globe. To the right of the icons is a photograph of a woman in a purple top assisting two men with a computer in a library setting. The text 'TECH CLASSES' is in large white letters on a blue background, with 'at your Library' in smaller white letters below it.

Individuals in need of technical help were able to take classes and access one-on-one help at all libraries.

2018/2019 ACCOMPLISHMENTS

# Libraries are for Everyone

Sonoma County Library celebrated diversity with Hispanic Heritage Month and the music of Andres.



Storytimes continue to be popular and were often enhanced with Measure Y funding as in the picture below of Sisters & Friends.



Measure Y funding was used to support the summer reading program as well as the hugely successful “Lunch at the Library” during summer months.

**“ The Sonoma County Library system continues to provide programming that enlightens and engages its patrons. With Measure Y funding, so much MORE has been possible!. ”**





One of the purposes of the new fine free policy was to bring individuals and families back to the library who have been unable to take advantage of library offerings due to excessive fines. This appears to be working, as librarians are seeing the return of books and materials long overdue, along with the families who borrowed them. Measure Y funds have helped to make it possible for libraries to go fine free.

**“ Measure Y funds have helped to make it possible for libraries to go fine free. ”**

## GOT FINES?

**All your library fines have been eliminated!**



*All past fines eliminated • No more overdue fines  
Fees for lost or damaged items still apply*

## ¿TIENES MULTAS?

**¡Todas las multas de su biblioteca han sido eliminadas!**



*Todas las multas pasadas eliminadas • No más multas de tardanza  
Todavía se aplican multas por artículos perdidos o dañados*

2018/2019 FACILITY MAINTENANCE

- The Sonoma County Library system continues to work on improving its existing facilities. The refresh of the Petaluma branch is currently in the planning stage. All branches have had LED fixtures installed along with swipe card entrances.

**CHANGE IS GOOD**

**PETALUMA REGIONAL LIBRARY**  
is overdue for an update  
and we want to hear  
*what's important to you?*

Wednesday  
**MARCH 6**  
7 pm

Meet our team  
of architects to  
learn about  
the plans

SONOMA COUNTY  
LIBRARY  
BROUGHT TO YOU BY  
Measure Y

Visit: [sonomalibrary.org/petalumaupdate](http://sonomalibrary.org/petalumaupdate)

**Open House**  
at Sonoma County Library

**Petaluma Regional Library**  
is being refreshed  
to better meet your needs

Visit with the Library Staff and Noll & Tam Architects to discuss important priorities and critical issues of the Petaluma Library refresh. We want to know what gives you an outstanding library experience.

**December 5**  
7:00 - 8:00 pm

Petaluma Regional Library  
100 Fairgrounds Drive  
Petaluma, CA 94952  
(707) 763-9801

*Looking forward to seeing you!*

SONOMA COUNTY LIBRARY  
sonomalibrary.org

NOLL & TAM ARCHITECTS

DISCOVER • LEARN • SHARE

Please rank the following options according to how important they are to you, with 3 being the most important:

	1	2	3
Expand and improve <b>children's space</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improve the <b>public restrooms</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improve the <b>teen space</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improve the <b>adult space</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improve the <b>Petaluma History Room</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provide a <b>maker space</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Provide quiet <b>study areas</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improve <b>meeting spaces</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improve technology for public use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Upgrade <b>lighting</b> and fixtures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

How else can we improve the Petaluma Regional Library?

Thank you for your feedback! This will help inform our design to create **welcoming places and spaces.**

- The annex, which houses the History & Genealogy Library, has undergone hazardous material cleanup and a new HVAC system has been installed. Healdsburg has seen the addition of a new sound and assisted listening system. The forum rooms in both Cloverdale and Windsor have been upgraded. Every branch has received technology upgrades.
- Flat panel displays have been added at most branches.
- In its effort to remain abreast of technology, public PCs and the internet have been upgraded. The purchase of WiFi hotspots has proven to be quite popular. These devices allow library patrons to connect with WiFi in remote areas away from the library. Additional Chromebooks have been purchased. Internet usage has increased considerably, which is directly attributed to the increase in hours and the upgraded systems.
- Measure Y funds have also been used to purchase new compact shelving units for collection services and to purchase new toys and tools to support post-storytime play at the Roseland branch.



**SonomaFi**  
SONOMA COUNTY LIBRARY **BORROW THE INTERNET**

**Want to get online?  
We can help.  
*Ask Us!***

**Se pueden tomar prestados  
los módems (hotspots)  
de WiFi en esta biblioteca.  
*¡Pregúntanos!***



[sonomalibrary.org/sonomafi](http://sonomalibrary.org/sonomafi)

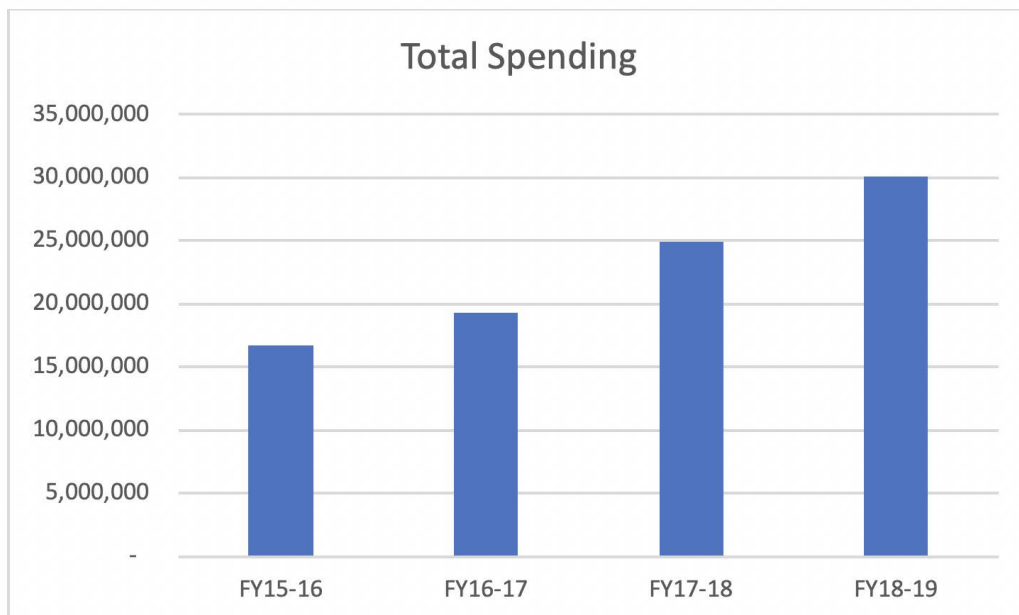
## 2018/2019 FINANCIAL SUMMARY

The following comments apply to the financial summary:

- The figures are based on financial reports from the library; the Oversight Committee does not audit the figures.
- The income figures include only sales tax revenues and interest income; they do not include unrealized gains and losses or other minor items.
- This report includes the partial year Fiscal Year (FY) 16-17, which was not included in last year's report.
- The figures for FY17-18 include minor changes from last year's report due to audit adjustments.
- The figures for FY18-19 are unaudited, so are still subject to revision, although no material modifications are expected.

Total library spending (property tax fund plus sales tax fund) has almost doubled from FY15-16 (prior to Measure Y), as shown in Figure 1.

**Figure 1**

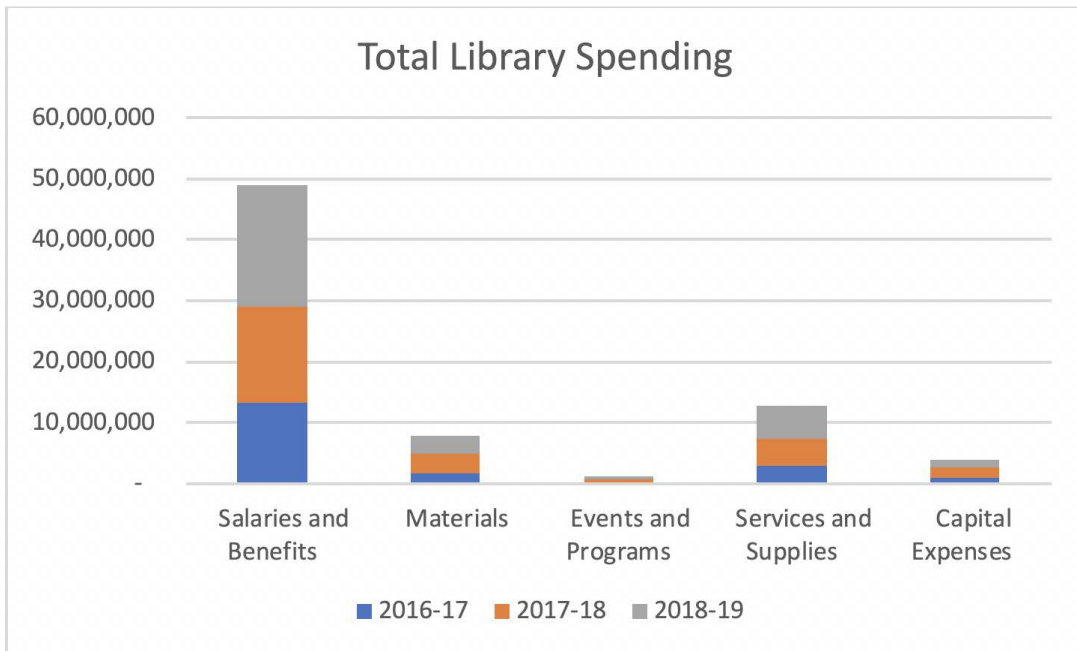


Spending increased by more than 50 percent since FY16-17, from \$19.7 million to \$30.1 million in FY18-19 due to income from Measure Y.

2018/2019 FINANCIAL SUMMARY

- Salaries and benefits account for approximately two-thirds of the budget. Spending on library staff has increased significantly in the past few years, as can be seen below in Figure 2. Measure Y now supports 91 positions (47.8 full-time equivalents) at the library, plus there are seven open positions funded by Measure Y.

Figure 2




**2018/2019 FINANCIAL SUMMARY**

Table 1 below shows a summary of revenues and expenses since the beginning of Measure Y.

Measure Y has had a significant impact on library revenue, generating an additional \$27.8 million in total.

**“ Measure Y has had a significant impact on library revenue, generating an additional \$27.8 million in total. ”**

**Table 1**  
Measure Y Financial Summary

	2016-17	2017-18	2018-19	Total
<b>Revenues</b>				
Sales Tax	2,235,270	12,110,478	13,265,637	27,611,385
Interest	(719)	43,021	155,048	197,350
<b>Total Revenue</b>	2,234,551	12,153,499	13,420,685	27,808,735
excluding unrealized gains/losses				
<b>Expenses</b>				
Salaries and Benefits	-	2,936,129	3,724,881	6,661,010
Materials	85,746	1,140,970	1,882,844	3,109,560
Events and Programs	-	299,867	483,411	783,278
Services /Supplies	351,103	1,340,385	1,911,105	3,602,593
Capital Expenses	-	1,669,016	1,434,646	3,103,662
<b>Total Expenses</b>	436,849	7,386,367	9,436,887	17,260,103
<b>Surplus/(Deficit)</b>	1,797,702	4,767,132	3,983,798	10,548,632

## 2018/2019 FINANCIAL SUMMARY

13

Spending has not kept up with revenue, so a significant surplus has accumulated, although the surplus In FY18-19 was almost \$800,000 less than the previous year. Last year, the Library Commission approved a plan to spend the surplus from FY16-17 and FY17-18. That plan included the following proposed expenditures.

	<b>Amount</b>	<b>Comments</b>
Capital Improvements	1,275,000	includes branch improvements, Roseland
Materials	455,000	
Training/Consulting	150,000	
Services	725,000	includes programs, loanable hotspots, mobile van
Self-check Upgrade	150,000	
Technological Improvements	3,400,000	includes branch refreshes, materials handling, ILS
<b>Total</b>	<b>6,155,000</b>	

Of that amount, approximately \$1.8 million was spent in FY18-19. The surplus remains available for future spending.

As far as FY18-19 is concerned, the following table summarizes the differences from the budget.

**Table 2**

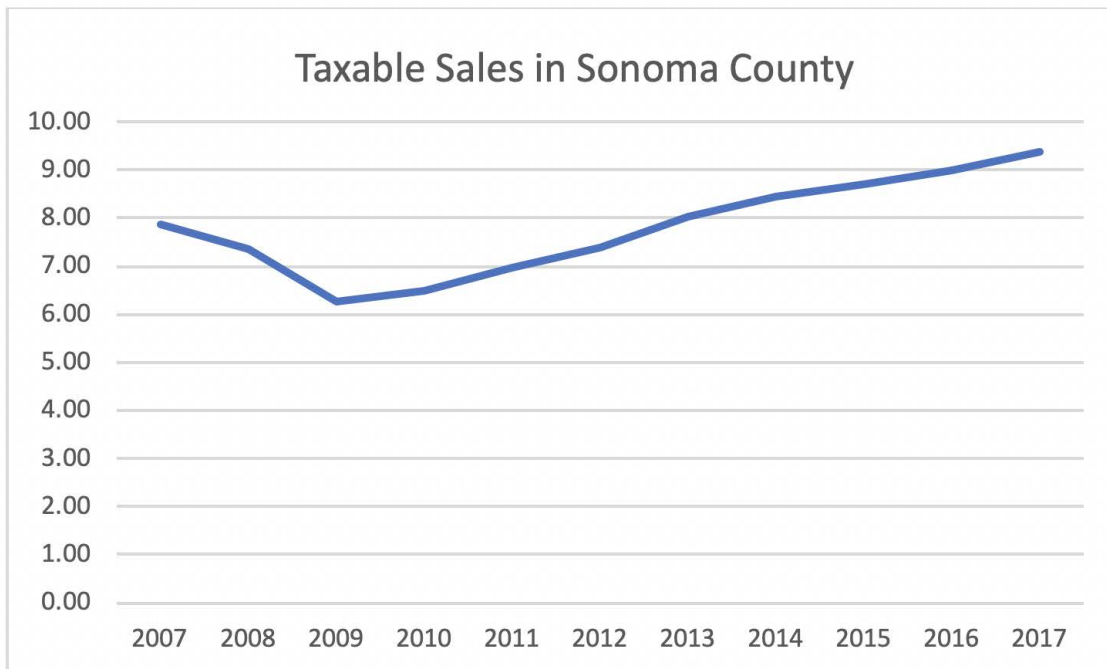
<b>Revenue</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
Sales Tax Revenue	11,500,000	13,265,637	1,765,637
Interest Income	-	155,048	155,048
<b>Total Revenue</b>	<b>11,500,000</b>	<b>13,420,685</b>	<b>1,920,685</b>
<b>Expense</b>			
Salaries and Benefits	5,177,423	3,724,881	(1,452,542)
Materials	1,930,000	1,882,844	(47,156)
Events and Programs	650,000	483,411	(166,589)
Services and Supplies	2,687,577	2,169,385	(518,192)
Capital Expenses	3,875,000	1,176,351	(2,698,649)
<b>Total Expenses</b>	<b>14,320,000</b>	<b>9,436,872</b>	<b>(4,883,128)</b>

Negative numbers indicate under-spending

## FINANCIAL SUMMARY 2018/2019

Revenue was higher than expected (\$13.265 million vs \$11.5 million), but it is prudent to estimate sales tax revenue conservatively since those revenues can vary unpredictably. In the last recession, taxable sales fell by 20 percent over a two-year period and did not reach pre-recession levels for five years, as can be seen in Figure 3 below. On the expense side, the main contributors to the surplus are personnel expenses and capital expenses. The high cost of living in Sonoma County is still impacting the library's ability to fill open positions. In some cases, capital projects have been slowed because of a lack of personnel

**Figure 3**



Source: Economic Development Board of Sonoma County



The Measure Y Committee is pleased to present this report. We met regularly throughout 2018-19 to review revenues and expenditures of the Sonoma County library system.

Again, this year sales tax revenues exceeded expectations and expenditures were under budget, producing another surplus of approximately \$4 million. The accumulated surplus, including prior years, is now over \$10 million. There are already plans approved by the Commission for spending part of that surplus and the library is developing a plan for the remainder for consideration by the Commission.

As can be seen in Table 3 below, it appears that spending has been shifted from the General Fund to the Measure Y budget for capital items. The problem currently is the ability to spend the money available rather than which fund the money comes from, but Point B of the Measure Y spending plan states that the Measure Y funds “shall only be used to supplement existing revenue collected for the library and shall not be used to supplant existing library spending.” Care should be taken in the future to respect that provision.

**Table 3**

	Materials		Capital	
	General Fund	Measure Y	General Fund	Measure Y
FY12-13	1,658,291	-	77,749	-
FY13-14	1,726,863	-	205,133	-
FY14-15	1,653,069	-	92,878	-
FY15-16	1,868,725	-	81,028	-
FY16-17	1,801,811	85,746	931,305	-
FY17-18	1,459,350	1,140,970	20,940	1,669,016
FY18-19	1,465,000 <sup>1</sup>	1,882,844 <sup>2</sup>	18,100	1,434,646

<sup>1</sup>Includes \$315,155 outstanding audit entry related to Y18-19

<sup>2</sup>Includes \$455,000 additional funds from prior years' surplus and \$7,156 audit adjustments; without those the figure would be \$1,435,000

As shown in Section 2 of this report, much has been accomplished. However, work remains to be done. Refurbishing library facilities has progressed slower than anticipated and there is still an unmet demand for more access to the libraries, including additional hours.

**“ After careful review of the financial reports, the Committee concludes that funds have been expended as set forth in Measure Y. ”**

After careful review of the financial reports, the Committee concludes that funds have been expended as set forth in Measure Y.

**RESPECTFULLY SUBMITTED**

*Mike Neely, Chairman*, on behalf of the Measure Y Oversight Committee

*Barbara Hughes* appointed by Commissioner Thomas Haeuser for Sonoma Valley

*Scott Alonso* appointed by Commissioners Tim May and Paul Heavenridge for Petaluma

*Janis Brokaw* appointed by Commissioner Barbara Mackenzie for Rohnert Park

*Linda Clapp* appointed by Commissioner Reece Foxen for Cloverdale

*Tom Ford* appointed by Commissioner Jason Merrick for Cotati

*Irene Hodes* appointed by Commissioner Andy Elkind for Healdsburg

*Bruce H. Robinson* appointed by Commissioner Stephen Zollman for Sebastopol

*Mike Neely* appointed by Commissioner Randall Neff for Windsor

*Nace Nickel* appointed by Commissioner Deborah Doyle of Sonoma County

*Evette Minor* appointed by Commissioner David Cahill for Santa Rosa

*Judy Glenn* appointed by Commissioner Karen Schneider for joint Santa Rosa / Sonoma County

**LIBRARIES  
TRANSFORM**

ACKNOWLEDGEMENTS

The Measure Y Oversight Committee would like to express its appreciation to the Sonoma County Library Graphics Department for this booklet and photographs used in this report; to Ken Nieman and Renee Norris for support with financial data; and to Jane Klickman for logistical support.

