City of Santa Clara

Meeting Agenda

Board of Library Trustees

Monday, December 2, 2019	**6:00 PM**	**Northside Branch Library**
		Community Room
		695 Moreland Way
		Santa Clara, CA 95054

CALL TO ORDER AND ROLL CALL

CONSENT CALENDAR

The items listed on the CONSENT CALENDAR are considered routine and will be adopted by one motion. There will be no separate discussion of the items on the CONSENT CALENDAR unless discussion is requested by a member of the Board, staff, or public.

1.A　　**19-380**　　Board of Library Trustees Minutes of October 7, 2019

　　　　　　　　Recommendation:　Approve October 7, 2019 meeting minutes.

1.B　　**19-1237**　　Board of Library Trustees Minutes of October 15, 2019

　　　　　　　　Recommendation:　Approve October 15, 2019 meeting minutes.

PUBLIC PRESENTATIONS

This portion of the meeting is reserved for persons to address the Board of Library Trustees on any matter on the agenda. The law does not permit the Board of Library Trustees action on, or extended discussion of, any item not on the agenda except under special circumstances. Trustees or the staff liaison may briefly respond to statements made or questions posed and may request staff to report back at a subsequent meeting. Please limit your remarks to 3 minutes.

GENERAL BUSINESS

STAFF REPORT

　　　　　　19-1309　　Staff Presentation: New Executive Director for Santa Clara City Library Foundation and Friends

　　　　　　19-1238　　Review and Update Work List

　　　　　　19-899　　Staff Report: Library Reports and Updates

TRUSTEES REPORT

ADJOURNMENT

The Board of Library Trustees Meeting is adjourned to February 3, 2020, at 6:00 PM.

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

19-380   **Agenda Date: 12/2/2019**

SUBJECT
Board of Library Trustees Minutes of October 7, 2019

RECOMMENDATION
Approve October 7, 2019 meeting minutes.

City of Santa Clara

Meeting Minutes

Board of Library Trustees

10/07/2019	6:00 PM	**Mission Branch Library, Community Room**
		1098 Lexington St.
		Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

Chair Broughman called the meeting to order at 6:00 PM.

Present 4 - Chair Leonne Broughman, Trustee Jan Hintermeister, Trustee Stephen Ricossa, and Vice-Chair Debbie Tryforos

19-865   Staff Presentation

Assistant City Manager Bojorquez was introduced to the Board.

CONSENT CALENDAR

Trustee Hintermeister pulled Item 1.C

A motion was made by Trustee Hintermeister, seconded by Vice-Chair Tryforos to approve the balance of the Consent Calendar (except Item 1.C).

Aye: 4 - Chair Broughman, Trustee Hintermeister, Trustee Ricossa, and Vice-Chair Tryforos

1.A   19-1092   Board of Library Trustees Minutes of August 5, 2019

Recommendation: Approve August 5, 2019 meeting minutes.

A motion was made by Trustee Hintermeister, seconded by Vice-Chair Tryforos to approve Staff Recommendation.

1.B   19-379   Board of Library Trustees Minutes of September 6, 2019

Recommendation: Approve September 6, 2019 meeting minutes.

A motion was made by Trustee Hintermeister, seconded by Vice-Chair Tryforos to approve Staff Recommendation.

CONSENT ITEMS PULLED FOR DISCUSSION

1.C   19-1029   Action on California Library Literacy Services Grant Awards and Related Budget Amendment

Recommendation: Recommend to City Council to accept the California Library Literacy Services grant award of $18,000 and the California Library Literacy Services - Family Literacy grant award of $25,000 into the Library Adult and Family Literacy Grant Fund, and approve the related budget amendment. (Requires five affirmative votes by the City Council).

Trustee Hintermeister pulled the item for general discussion on the grant.

A motion was made by Trustee Hintermeister, seconded by Trustee Ricossa to approve Staff Recommendation.

Aye: 4 -   Chair Broughman, Trustee Hintermeister, Trustee Ricossa, and Vice-Chair Tryforos

PUBLIC PRESENTATIONS

Kate Degelau-Pierce, Associate Executive Director (Library Foundation and Friends) gave an update on Foundation activities. **Ms. Degelau-Pierce** distributed invitations to the February 8, 2020 Librarypalooza event.

19-1189   Public Presentation

GENERAL BUSINESS

STAFF REPORT

19-1000   Review and Update Work List

City Librarian advised a tentative date of February 11, 2020 for the Board of Library Trustees' dinner meeting with Council.

Assistant City Librarian gave a verbal report on proposed Community Room rental fees and advised that recommendations will be presented to Council at the October 29, 2019 meeting. Board voted to convene a Board of Library Trustees' Special Meeting on October 15, 2019 at 6:00 pm at the City Hall Cafeteria to discuss further. Staff will give the Board a copy of the proposed Library Policy for room rentals from last year for reference.

Assistant City Librarian reviewed Work List items. Trustee Hintermeister suggested that two closed items be re-opened and placed back on the list as "on-going": expanded hours at Mission Branch and publicizing use of SCU Library.

A motion was made by Trustee Ricossa, seconded by Trustee Tryforos to convene a Special Meeting of the Board of Library Trustees on October 15, 2019 at 6:00 p.m. to discuss room rental fees.

Aye: 4 - Chair Broughman, Trustee Hintermeister, Trustee Ricossa, and Vice-Chair Tryforos

19-1001   Staff Report: Library Reports and Updates

City Librarian and **Assistant City Librarian** gave a verbal report and an electronic presentation on activities and issues having an impact on the Library.

Assistant City Librarian shared a new data tool that will more easily retrieve and display statistical data graphically. Once tool has been established, data will be shared on the website.

TRUSTEES REPORT

Trustee Ricossa advised that Executive Director Tracy Wingrove of the Foundation and Friends will be leaving in December. An active search for her replacement is in process.

ADJOURNMENT

The meeting was adjourned at 6:59 PM.

A motion was made by Trustee Ricossa, seconded by Vice-Chair Tryforos to adjourn the meeting.

Aye: 4 - Chair Broughman, Trustee Hintermeister, Trustee Ricossa, and Vice-Chair Tryforos

The Board of Library Trustees Meeting is adjourned to the Special Meeting on October 15, 2019, at 6:00 PM.

DRAFT

City of Santa Clara

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Agenda Report

19-1237   **Agenda Date: 12/2/2019**

SUBJECT
Board of Library Trustees Minutes of October 15, 2019

RECOMMENDATION
Approve October 15, 2019 meeting minutes.

City of Santa Clara

Meeting Minutes

Board of Library Trustees

10/15/2019	**6:00 PM**	**Cafeteria - City Hall East Wing** **1500 Warburton Avenue** **Santa Clara, CA 95050**

Special Meeting

NOTICE IS HEREBY GIVEN that, pursuant to the provisions of California Government Code §54956 ("The Brown Act") and Section 708 of the Santa Clara City Charter, the Chairperson calls for a Special Meeting of the Board of Library Trustees to commence and convene on October 15, 2019, at 6:00 pm for a Special Meeting in the Cafeteria located at City Hall, 1500 Warburton Avenue, Santa Clara, California, to consider the following matter(s) and to potentially take action with respect to them.

6:00 PM BOARD SPECIAL MEETING

CALL TO ORDER AND ROLL CALL

Vice-Chair Tryforos called the meeting to order at 6:05 PM.

A motion was made by Trustee Ricossa, seconded by Trustee Hintermeister to excuse Chair Broughman.

Aye: 3 - Trustee Hintermeister, Trustee Ricossa, and Vice-Chair Tryforos

Excused: 1 - Chair Broughman

PUBLIC PRESENTATIONS

GENERAL BUSINESS

1   <u>19-1188</u>   Review of Municipal Fee Schedule and Room Rental Rates Proposal

<u>*Recommendation:*</u>   Recommend Council approval of the proposed user group prioritization and fee schedule as recommended by staff.

Director of Finance and Assistant City Librarian gave a verbal presentation.

Trustee requests/feedback:
1. The term "Priority" is confusing:
    a. User Fee Study: defines User type (Reciprocal/Affiliate; Resident; Non-resident)
    b. Library Policy: defines order of preference/importance in booking
2. Need definition/criteria and approval process for User type Priorities
3. Need definition/criteria and approval process for Resident, especially if an individual is booking for a group
4. Need clarity on tables to show that costs are hourly rates
5. Consider a break for non-resident Non-Profits which can benefit the Santa Clara community as a whole. Could this user fall into Affiliate?

Public comments from Suds Jain; unidentified persons:
1. Not in favor of 100% subsidy, people will likely over-book and decrease room availability
2. Would like visibility & ability to book rooms via on-line reservations system
3. Agree with Trustee Hintermeister, need criteria
4. Suggest a form for a group to apply as an Affiliated group (one-time application)
5. Question from Old Quad Resident: not for profit-do they need to pay $72 tech fee?
6. General comments on deposits, priorities, and reason for change

A motion was made by Trustee Ricossa to approve Staff Recommendation. The motion failed for lack of second.

<u>**ADJOURNMENT**</u>

The meeting was adjourned at 7:00 PM.

A motion was made by Trustee Ricossa, seconded by Trustee Hintermeister to adjourn the meeting.

Aye: 3 -   Trustee Hintermeister, Trustee Ricossa, and Vice-Chair Tryforos

Excused: 1 -   Chair Broughman

The Board of Library Trustees Meeting is adjourned to December 2, 2019, at 6:00 PM.

DRAFT

City of Santa Clara

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Agenda Report

19-1309   **Agenda Date: 12/2/2019**

REPORT TO BOARD OF LIBRARY TRUSTEES

SUBJECT
Staff Presentation: New Executive Director for Santa Clara City Library Foundation and Friends

BACKGROUND
After eight successful years, Tracy Wingrove, Executive Director of the Santa Clara City Library Foundation and Friends (Foundation), is departing the organization on December 4, 2019. Tracy leaves the Foundation in a place of operational and financial stability, with a strong team, robust organizational culture and well-established relationships across the community.

After a nationwide search, the Foundation has announced JoAnn T. Davis as its new executive director. Ms. Davis started in her new role on November 4, 2019.

DISCUSSION
Ms. Davis has held numerous leadership positions in local Bay Area non-profits. She has also been a community volunteer and non-profit Board member. She believes that non-profit and public service organizations play a critical role in the well-being of a community and has focused her career on the support of these organizations. Ms. Davis holds a BA in Political Science from San Jose State University. She joins the Foundation from Community Services for Children where she served as the interim CFO and helped the organization improve and expand their department and provided a smooth transition for the new CFO.

Ms. Davis will be introduced to the Board and will share her experiences and vision for the Foundation.

PUBLIC CONTACT
Public contact was made by posting the Board agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

Approved by: Hilary Keith, City Librarian

City of Santa Clara

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Agenda Report

19-1238   **Agenda Date: 12/2/2019**

REPORT TO BOARD OF LIBRARY TRUSTEES

SUBJECT
Review and Update Work List

BACKGROUND
As a regular part of the bi-monthly Board meetings, Staff will provide an updated work list of items discussed at the last dinner meeting with Council, as well as items added by Trustees either in the previous Board meeting or via email request to Staff.

DISCUSSION
The City Librarian will report and update the Board on Work List items that have been updated or revised subsequent to the last Board meeting. This information can also be used in developing discussion items for the next dinner meeting with Council.

PUBLIC CONTACT
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Approved by: Hilary Keith, City Librarian

ATTACHMENTS
1.   Work List

Category	Item	Comments	Status
City North	**City North**; Freedom Circle; Patrick Henry: New library near Northside (SVL or SJ) (KW) Developers to provide space (DD): Use City North process as template for approaching future Developments	Freedom Circle & City North Vision Plan: 8/27/19 Council Meeting. Council direction to staff to continue work on the project and return with more specific policies for density, building height, and traffic mitigation. Estimated 12/10/19 Council Meeting	Ongoing
General Plan	**General Plan**: Library incorporation into General Plan Continue using numbers as an approach to planning (RC) Address future library needs as a function of increasing population	Hilary will reach out to CMO/Community Development during next General Plan update	Ongoing
Nexus Study	**Nexus Study** enroute to possible infrastructure fee? (LG) Impact fees as a finance mechanism How can developers participate and help fund Examples of where library impact fees are being assessed; separate fees? Together with arts and parks? Other revenue considerations (LG)	Staff providing ongoing feedback to City Consultant	Ongoing
Placemaking	**Placemaking** at library spaces; Need for social infrastructure Define long-term goals for social Infrastructure Library system as virtual vs physical; future of libraries as virtual vs brick and mortar (LG) Café and pop-up spaces in parks adjoining libraries (DD) More bookmobiles (DD) Potential opportunities at 35-acres City Place site (KW)	April 2019: Picnic @ Mission; May 2019: Reviewed Draft Report & gave feedback to Community Development Dept. Awaiting final report 10/22/19 Council Meeting: Action on Direction to Proceed with Placemaking Activities for the Mission Branch Library Council approved implementation of Placemaking plan for Mission Branch Library and City Plaza Park at the 10/22/19 Council meeting. See 11/4/19 issue of City Hall News. Finance has an action to return with budget appropriation to improve Gazebo area in upcoming budget cycle.	Ongoing
Process Improvements	Community room fee structure and reservation system	In development; limited launch on Study Rooms in August Initial meetings held with Finance and Parks & Recreation to streamline community room fee structure and policies (Phase II of Municipal Fee Schedule). Public Hearing on 10/22/19, and adoption 11/19/19; fees are suspended for now. BOLT and P&R Commission had public meetings on October 15 to review an initial staff proposal. Both bodies provided valuable feedback that requires additional staff work. As such, the Community Room Rental fee structure proposal will be brought forward to Council under separate cover at the 12/17/19 Council meeting.	Ongoing

Category	Item	Comments	Status
Suggestions	Expand library hours, particularly Northside and Mission Branch	Northside expanded hours start in August. Mission branch expanded hours would need to be considered in future budget	Ongoing
Suggestions	Use of SCU libraries; host event to publicize to SC residents? (PM)	May 11, 2019 SCU Park Day; on CM blog. Need to have ongoing ways to publicize SCU Library access such as a link from the City Library's website	Ongoing
Suggestions	More bookmobile karaoke starring commissioners (LG)	Noted.	Complete
Council	Collaborate with San Jose on Northside, schools and libraries (KW)		Council
Council	Examples of where library impact fees are being assessed; separate fees? Together with arts and parks? Other revenue considerations (LG)	See Nexus Study; **ACM Bojoquez working on infrastructure revenue strategy/potential ballot initiative**	Council
Funding sources	Non resident users (fee); do we have data? (TO)	Would lose Link+, PLP grant, State funding	Not feasible
Library spaces	Joint space with school districts? Joint school / public library? (PM)	Public has no access during school hours	Not feasible
Process Improvements	Consider Automated Retrieval Services ala SCU (PM)	Cost and space prohibited	Not feasible
Library spaces	Partner with others to provide space, e.g. Starbucks (DD)	Currently hosting programs with local businesses.	Complete
Funding sources	Partnerships with foundation and others (RC)	Foundation & Friends	Complete
Funding sources	Get other partners to take over (fund) programs (example of Summer Reading) (DD)	Covered by Foundation & Friends	Complete

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Agenda Report

19-899   **Agenda Date: 12/2/2019**

REPORT TO BOARD OF LIBRARY TRUSTEES

SUBJECT
Staff Report: Library Reports and Updates

BACKGROUND
As a regular part of the bi-monthly Board meetings, Staff will provide information on activities and issues having an impact on the library.

DISCUSSION
The City Librarian will report and update the Board on current and upcoming library activities. Staff will also share a presentation on activities and events held at the library in the previous two months and review the attached monthly report.

PUBLIC CONTACT
Public contact was made by posting the Board agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <mailto:clerk@santaclaraca.gov> or at the public information desk at any City of Santa Clara public library.

Approved by: Hilary Keith, City Librarian

ATTACHMENTS
1.   Monthly Report: September 2019 and October 2019

2019-20 — Monthly Library Statistics

Items borrowed	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Central Library	164857	161218	151781	151602									629458
Mission Library	**8736**	**7173**	**7131**	**6698**									**29738**
Northside Library	23804	24417	21424	21396									91041
Bookmobile	3460	**2926**	**4471**	**5520**									16377
Total Items Borrowed	**200857**	**195734**	**184807**	**185216**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**766614**

eBooks & eAudio Borrowed	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Bookflix	430	901	846	603									2,780
Enki	159	148	177	226									710
Flipster	374	536	491	454									1,855
Freegal	0	0	0	0									0
Hoopla	4,115	4,515	4,507	4,426									17,563
Overdrive Advantage	4,473	4,418	3,927	4,055									16,873
Overdrive Consortium	1,939	1,932	1,823	1,913									7,607
New York Times Online	990	1,017	772	851									3,630
Audiobook Cloud	0	0	0	0									0
Tumblebook Cloud	0	0	0	0									0
Tumblebook Cloud Jr.	0	0	0	0									0
Tumblebooks	275	233	190	164									862
RBdigital Magazines (formerly Zinio)	414	518	414	445									1,791
Total eBooks Borrowed	**13,169**	**14,218**	**13,147**	**13,137**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**53,671**

Total Circulation	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Total Circulation	**214,026**	**209,952**	**197,954**	**198,353**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**820,285**

Patron Visits	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Central Library	77369	78290	70930	83850									310439
Mission Library	6608	5530	7012	5867									25017
Northside Library	24749	46032	24595	26949									122325
Bookmobile	1238	1215	2435	2155									7043
Total Patron Visits	**109964**	**131067**	**104972**	**118821**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**464824**

Holds	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Placed	14467	13969	13653	13339									55428
Filled	10902	10642	10366	10862									42772

Patron Registration	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
SC - All Branches	1006	927	861	767									3561
SVLS Libraries	639	643	576	580									2438
Other Libraries	95	102	97	82									376
Total Patron Registrations	1740	1672	1534	1429	0	0	0	0	0	0	0	0	6375

Patron Electronic Resources Use	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Public Internet Computer Users	11500	12223	10444	10902									45069
Wifi Sessions	30003	33798	29351	33218									126370

Reference Questions	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Central Adult Library	1995	1400	1201	1227									5823
Central Local History	125	119	76	77									397
Central Children's	2634	2648	2345	2455									10082
Central Customer Service	444	372	436	413									1665
Mission Library	97	103	105	277									582
Northside Library	229	346	474	567									1616
Bookmobile	145	125	195	209									674
Total Reference Questions	5669	5113	4832	5225	0	0	0	0	0	0	0	0	20839

# of Programs

Children	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Central Library	21	16	27	32									96
Mission Library	61	14	12	12									99
Northside Library	22	25	18	26									91
Total	104	55	57	70	0	0	0	0	0	0	0	0	286

Adult	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Central Library	41	28	31	37									137
Local History	2	1	10	9									22
Mission Library	6	4	3	2									15
Northside Library	20	23	22	25									90
Total	69	56	66	73	0	0	0	0	0	0	0	0	264

Teen	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Central Library	4	1	5	2									12
Mission Library	0	3	0	0									3
Northside Library	11	11	4	6									32
Total	15	15	9	8	0	0	0	0	0	0	0	0	47
Read Santa Clara	95	98	82	101									376

	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Bookmobile	0	0	0	0									0
Community Events	0	0	0	1									1
Total # of Programs	283	224	214	253	0	0	0	0	0	0	0	0	974

Program Attendance

Children	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Central Library	1,251	441	2183	3409									7,284
Mission Library	3601	758	420	473									5252
Northside Library	2203	2304	1385	2609									8501
Total	7,055	3503	3988	6491	0	0	0	0	0	0	0	0	21,037
Adult	**Jul 2019**	**Aug 2019**	**Sep 2019**	**Oct 2019**	**Nov 2019**	**Dec 2019**	**Jan 2020**	**Feb 2020**	**Mar 2020**	**Apr 2020**	**May 2020**	**Jun 2020**	**FYTD**
Central Library	1156	508	693	804									3161
Local History	80	5	290	180									555
Mission Library	1587	654	456	511									3208
Northside Library	968	583	852	816									3219
Total	3791	1750	2291	2311	0	0	0	0	0	0	0	0	10143
Teen	**Jul 2019**	**Aug 2019**	**Sep 2019**	**Oct 2019**	**Nov 2019**	**Dec 2019**	**Jan 2020**	**Feb 2020**	**Mar 2020**	**Apr 2020**	**May 2020**	**Jun 2020**	**FYTD**
Central Library	26	40	120	255									441
Mission Library	5	45	3	1									54
Northside Library	355	235	95	187									872
Total	386	320	218	443	0	0	0	0	0	0	0	0	1367
Read Santa Clara	228	215	364	397									1204
Bookmobile	0	0	0	0									0
Community Events	0	0	0	8000									8000
Total Attendance	11,460	5788	6861	17642	0	0	0	0	0	0	0	0	41,751

Volunteer Hours

	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Genealogy	238	285.25	327	249									1099.25
Read Santa Clara	188.5	191	173	185									737.5
Volunteer Program*	481	201	200	200									1082.0
Foundation & Friends*	500	500	500	500									2000
Total Volunteer Hours	1407.5	1177.25	1200	1134	0	0	0	0	0	0	0	0	4918.8

Collection

	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	FYTD
Titles Added	1100	1103	1228	1304									4735
Items (volumes) Added	2241	2901	3083	3246									11471

*Monthly Estimates