



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Jessica Hudson, County Librarian  
Date: June 16, 2015

Subject: Appropriation Adjustment - Library: Book Security Equipment

**RECOMMENDATION(S):**

APPROVE Appropriation Adjustment No. 5070 authorizing the transfer of appropriations in the amount of \$90,000 from the Library Community Services (0621) to Library Administration and Support Services (0620) for the purchase of book security equipment.

**FISCAL IMPACT:**

This action increases appropriations in Library Administration & Support Services (0620) and decreases appropriations in Library Community Services (0621) by \$90,000. 100% Library Fund.

**BACKGROUND:**

In the Contra Costa County Library Strategic Plan, libraries that are being moved to new buildings, new locations, being renovated, or have aging book security equipment will use an 80/20 self-service model to handle circulation functions. In this model, 80% of circulation will be self-service and 20% will be handled by staff. Radio-frequency identification (RFID) ready self-check machines that include self-return software are major components to achieve the goals of the strategic plan. The San Pablo, El Cerrito, El Sobrante and Kensington libraries have very old book security equipment. The libraries will

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/16/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
Supervisor  
Mary N. Piepho, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor

ABSENT: Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 16, 2015

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Jessica A. Hudson,  
646-6423

cc:

be configured to use the 80/20 self-service model. The equipment also needs to be the same in each location for staff that move between different locations. It is imperative for network and staff training that the systems are compatible and the same in each location.

BACKGROUND: (CONT'D)

Appropriations for the acquisition of this book security equipment were budgeted in the FY 2014-15 budget in Library - Community Services (0621). However, the equipment will be ordered through the Library's Automation division, which is assigned in Library Administration and Support Services (0620).

CONSEQUENCE OF NEGATIVE ACTION:

Library equipment will not be purchased leaving old, out-of-date, and failing equipment in libraries.

ATTACHMENTS

APOO 5070 Library