



Contra
Costa
County

To: Board of Supervisors
From: Alison McKee, County Librarian
Date: September 20, 2022

Subject: Library Open Hours Effective October 1, 2022

RECOMMENDATION(S):

ADOPT Resolution No. 2022/270 authorizing revised operating hours for Contra Costa County Library branches from the hours approved under Resolution No. 2021/110 on March 30, 2021, to increase the County-funded base hours open to the public from 35 to 40 hours per week and update additional City-funded hours for selected branches.

FISCAL IMPACT:

All the costs of the modified operating schedule for the Pittsburg Library will be reimbursed by the City of Pittsburg.

All costs of the modified operating schedule for the Project Second Chance - Adult & Family literacy program are 100% Library Fund.

BACKGROUND:

Library open hours are funded primarily from an apportionment of countywide property tax revenue and, in some locations, city revenues. Since FY 2009-10, the countywide property tax apportionment provided a base service level of 35 open hours per week with cities having the option to purchase extra hours on an annual basis. Full-service libraries in

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **09/20/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Diane Burgis, District III
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: September 20, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Antonia Welty, Deputy

Contact: Walt Beveridge
925-608-7730

cc:

unincorporated areas are open no more than the base county open hours since there is no city entity to provide funding for extra hours.

In June 2020, the Library eliminated two-thirds of its substitute permanent-intermittent positions to address the anticipated loss of revenue due to the COVID-19 pandemic. The reduction in substitute staff made it necessary for library administration to develop a more efficient staffing strategy. As a result, in July 2020 the 35 base open hour schedule was standardized across all library branches as a Tuesday through Saturday schedule, with branch locations offering seven hours open to the public each day. For Fiscal Year 2021-22, the Library also standardized the extra hour options offered to cities. Cities may fund 6, 12 or 16 extra hours per week. Each option has a set open hours schedule. This a more efficient and transparent way to provide extra hour estimates to cities and provides more consistent open hours for the public, who often use several library branches across the County. It will also create more consistent staffing schedules, which will contribute to a more efficient ease of operations.

BACKGROUND: (CONT'D)

Attachment A reflects the proposed operating hours for the 40 base open hours, as well as the change in open hours for libraries whose cities have opted to fund extra hours (this year the City of Pittsburg will fund additional open hours at their library for the first time). If approved, these changes will be effective beginning October 1, 2022.

CONSEQUENCE OF NEGATIVE ACTION:

Library hours will remain unchanged and those wishing to extend their hours will be unable to do so.

ATTACHMENTS

Resolution 2022/270

Attachment A - Library Operating Hours