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City of Whittier

*Whittier Public Library*

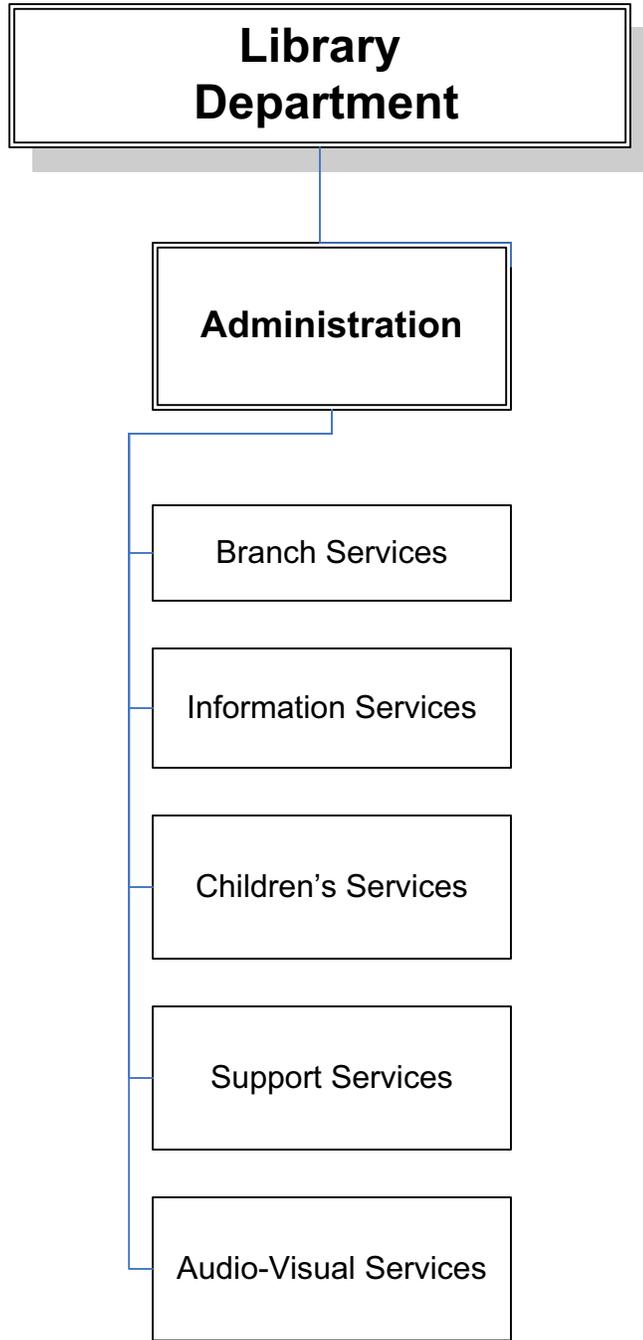
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- *Public Library*
- *Library Grant*



# Public Library

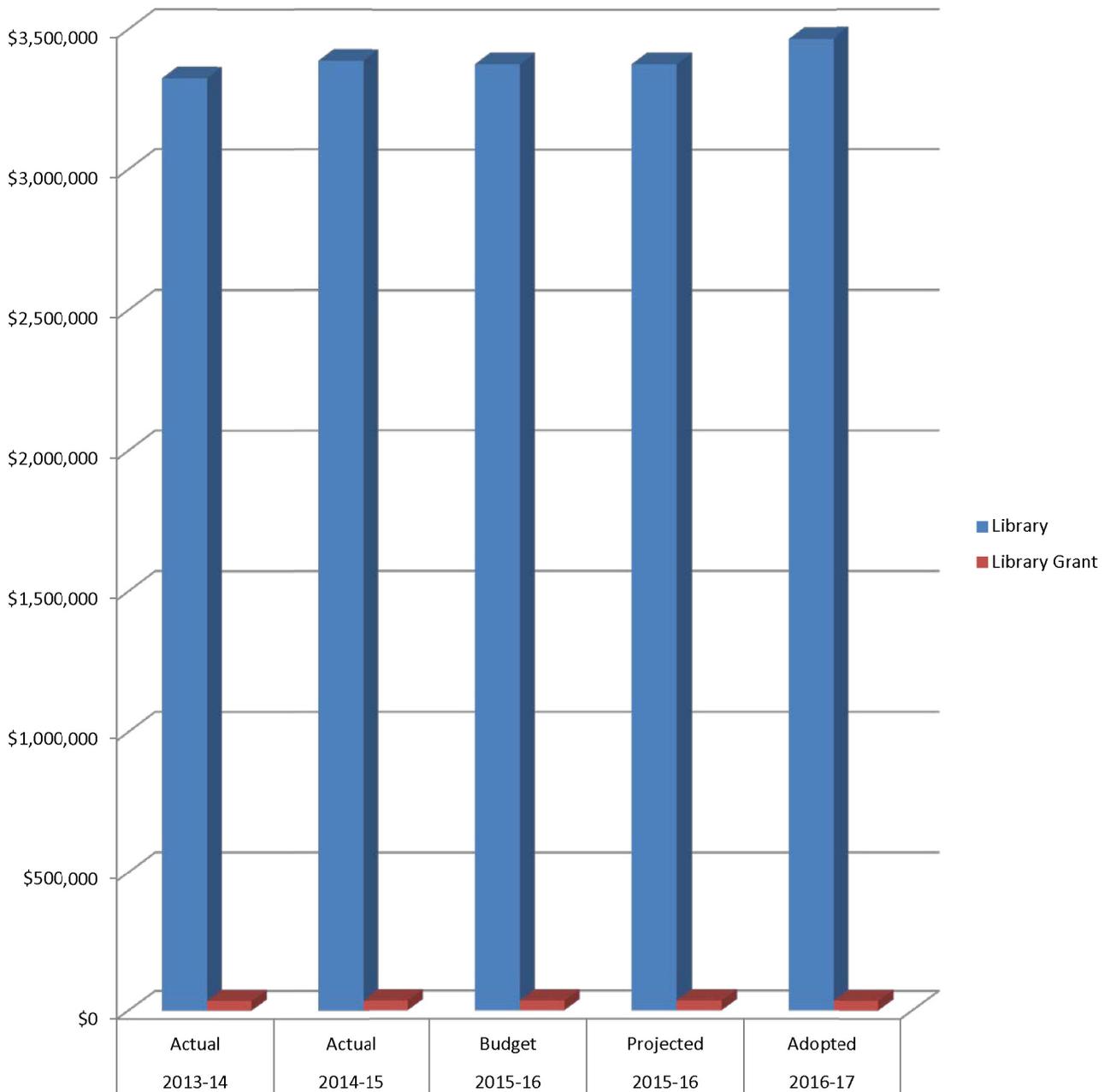
## Organization Chart



# City of Whittier

## Whittier Public Library

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
Library	\$ 3,326,467	\$ 3,389,556	\$ 3,378,463	\$ 3,378,463	\$ 3,468,408
Library Grant	35,508	35,508	35,508	35,508	35,448



# City of Whittier

## Whittier Public Library

### OVERVIEW

The Whittier Public Library, with over 100 years of service, is the City's most popular resource for learning and information. Library patrons take advantage of over 320,000 items in many formats which represent a broad range of ideas and viewpoints. Without question, the Library possesses one of the best collections in the area including the Whittier History, Local Authors and Whittier Hills Archives. In addition, the Library provides public access to personal computers, free Internet access and wifi, Homework Center for students and their families, a mobility center, family Literacy Center, and subscribes to a growing number of on-line databases. The Library has been developing downloadable e-resources in book, magazine, and audio book format. The library completed the expansion and renovation of the Whittwood Branch Library which opened on December 1, 2012. The Library continues to operate the Veterans Resource Center at the central library, which is equipped to provide educational, health services, legal, and housing resources and referrals to veterans. The library continues to digitize maps, photographs, newspapers, and oral histories for our local history website.

Professional staff at the Central Library and the Whittwood Branch Library offers a variety of services and programs in both Adult and Children's Services. The library continues to evaluate print and non-print materials to enhance patron experience and access to information. Public and Information Services provide reference research on all subjects, Internet training, access to statewide reference centers and a variety of cultural and educational programs for library patrons. After-hours programs and special author/guest speakers visits supported by Whittier Public Library Foundation, Friends of the Library, and other local organizations define the library as a cultural hub in the community. Learning and literacy are the primary focus for Children's Services. Children's programming includes outreach and regular school visits, story time, the Summer Reading program with over 5,000 participants throughout the summer, after-school programs and a state-of-the-art Homework Center. The "Read to a Dog" program is one of the most popular regular programs at the library. Also, the library has responded to the need for Young Adult programming by offering movies, book discussions, and fun activities for that age group.

Last year, more than 600,000 people visited the Library, 524,000 items were borrowed, 6,542 new library cards issued, 211,200 reference questions answered and 32,000 children participated in the various programs offered by the Library.

In addition, the Central Library is a certified passport acceptance facility. The Library provides full service Passport Application Processing Services including passport photos. Applications for passports are available in Central Library.

### KEY GOALS

- Enhance public services, resources and programs to sustain the current and future needs of a diverse community
- Implement goals and objectives in the plan of service and work plan established in FY 2016-17 based on the Library's vision and mission statement.

# City of Whittier

## Whittier Public Library

### PERFORMANCE MEASURES

<b>Measure</b>	<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Actual</b>	<b>FY 2016-17 Projected</b>
e-book checkout	1,467	1,884	2,400	3,000
Children's program attendance	n/a	41,353	46,036	50,600
Young Adult program attendance	n/a	857	980	1,150
Adult program attendance	n/a	2,154	3,701	5,000

# City of Whittier

## Whittier Public Library (100-21-211-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<b><u>SUMMARY</u></b>					
<b>Expenditures and Transfers-Out By Type</b>					
Employee Services	\$ 2,314,245	\$ 2,405,580	\$ 2,480,122	\$ 2,480,122	\$ 2,570,115
Maintenance and Operations	1,005,756	983,976	898,341	898,341	898,293
Capital Outlay	6,466	-	-	-	-
Total Expenditures	<u>3,326,467</u>	<u>3,389,556</u>	<u>3,378,463</u>	<u>3,378,463</u>	<u>3,468,408</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 3,326,467</u>	<u>\$ 3,389,556</u>	<u>\$ 3,378,463</u>	<u>\$ 3,378,463</u>	<u>\$ 3,468,408</u>
<b>Expenditures and Transfers-Out By Source</b>					
General Fund	3,326,467	3,389,556	3,378,463	3,378,463	3,468,408
Total Expenditures and Transfers-Out	<u>\$ 3,326,467</u>	<u>\$ 3,389,556</u>	<u>\$ 3,378,463</u>	<u>\$ 3,378,463</u>	<u>\$ 3,468,408</u>
<b><u>DETAIL</u></b>					
<b>Operating Expenditures and Transfers-Out</b>					
Salaries and Wages	\$ 1,802,200	\$ 1,858,465	\$ 1,899,625	\$ 1,899,625	\$ 1,952,342
Employee Benefits	512,045	547,115	580,497	580,497	617,773
Total Employee Services	<u>2,314,245</u>	<u>2,405,580</u>	<u>2,480,122</u>	<u>2,480,122</u>	<u>2,570,115</u>
Dues, Memberships, License and Publications	1,203	1,135	2,205	2,205	2,205
Rentals	-	-	200	200	200
Taxes and Assessments	-	-	-	-	-
Insurance	14,471	12,976	12,911	12,911	12,363
Professional Services	58,766	45,639	46,572	46,572	46,572
Utilities	35,644	30,341	45,573	45,573	45,573
Miscellaneous Services	2,889	2,260	2,400	2,400	2,400
Repairs and Maintenance	450,209	447,690	448,839	448,839	448,839
Materials and Supplies	344,860	348,618	331,840	331,840	332,340
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	13,769	10,230	7,801	7,801	7,801
Total Maintenance and Operations	<u>921,811</u>	<u>898,889</u>	<u>898,341</u>	<u>898,341</u>	<u>898,293</u>
Capital Outlay	6,466	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>3,242,522</u>	<u>3,304,469</u>	<u>3,378,463</u>	<u>3,378,463</u>	<u>3,468,408</u>
<b>Non-Operating Expenditures and Transfers-Out</b>					
Employee Services	-	-	-	-	-
Maintenance and Operations	83,945	85,087	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>83,945</u>	<u>85,087</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 3,326,467</u>	<u>\$ 3,389,556</u>	<u>\$ 3,378,463</u>	<u>\$ 3,378,463</u>	<u>\$ 3,468,408</u>
<b>Full Time Positions</b>					
	22.0	22.0	22.0	22.0	22.0
<b>Part Time Positions (Full Time Equivalent)</b>					
	18.3	18.3	20.2	20.2	20.2
Total	<u>40.3</u>	<u>40.3</u>	<u>42.2</u>	<u>42.2</u>	<u>42.2</u>



# City of Whittier

## Whittier Public Library Grant

### OVERVIEW

The Public Library Grant Fund, was enacted with the passage of SB 358 and implemented in 1983. At that time, the California Legislature declared "that the public library is a supplement to the formal system of free public education and a source of information and inspiration to persons of all ages, cultural backgrounds, economic status and a resource of continuing education and re-education beyond the years of formal education, and as such deserves adequate financial support from government at all levels."

Under this legislation, all eligible public libraries in California receive a yearly allocation from the fund based upon each jurisdiction's population. The allocation varies each fiscal year depending on the level at which the program has been funded for the year. To remain eligible for the Public Library Grant Fund, a library must maintain its local level of funding. In addition, grant funds must be used to augment library services and cannot be used for capital construction projects. However, this past fiscal year due to State budget reduction, libraries did not receive Public Library Funds.

The Library continues to explore and secure grant funding from the federal Library Services and Technology Act (LSTA) funds and community organizations to support and expand programs and services to enhance the experiences of the Library patrons. Some of the examples of these grants are the Library's Homework Center, the dispensing machine for library materials, Summer Reading and other programs and cultural events to complement the ongoing services and programs at the Library.

### KEY GOALS

- Implement goals and objectives in the plan of service and work plan established in FY 2016-17 based on the Library's vision and mission statement.
- Continue to augment the Veterans Resource Center to provide ongoing resources for veterans.
- Implement grants to enhance the Whittier historical collection.



Celebration of Summer Reading Program – Parnell Park – Summer 2015

# City of Whittier

## Whittier Public Library Grant

### PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

1. The library completed and implemented the Children's department subsite of the library's website through the support of the Friends of the Library.
2. Through several grants from organizations and federal agencies the library has been able to enhance services and programs for the community.

# City of Whittier

## Whittier Public Library - Grant (260-21-212-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<b><i>SUMMARY</i></b>					
<b>Expenditures and Transfers-Out By Type</b>					
Employee Services	\$ 31,574	\$ 31,574	\$ 31,574	\$ 31,574	\$ 31,574
Maintenance and Operations	3,934	3,934	3,934	3,934	3,874
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>35,508</u>	<u>35,508</u>	<u>35,508</u>	<u>35,508</u>	<u>35,448</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,448</u>
<b>Expenditures and Transfers-Out By Source</b>					
Library Grant Fund	35,508	35,508	35,508	35,508	35,448
Total Expenditures and Transfers-Out	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,448</u>
<b><i>DETAIL</i></b>					
<b>Operating Expenditures and Transfers-Out</b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	31,574	31,574	31,574	31,574	31,574
Total Employee Services	<u>31,574</u>	<u>31,574</u>	<u>31,574</u>	<u>31,574</u>	<u>31,574</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Grants	-	-	-	-	-
Mobile Equipment Rental	3,934	3,934	3,934	3,934	3,874
Other	-	-	-	-	-
Total Maintenance and Operations	<u>3,934</u>	<u>3,934</u>	<u>3,934</u>	<u>3,934</u>	<u>3,874</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>35,508</u>	<u>35,508</u>	<u>35,508</u>	<u>35,508</u>	<u>35,448</u>
<b>Non-Operating Expenditures and Transfers-Out</b>					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,448</u>
<b>Full Time Positions</b>	0.0	0.0	0.0	0.0	0.0
<b>Part Time Positions (Full Time Equivalent)</b>	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

