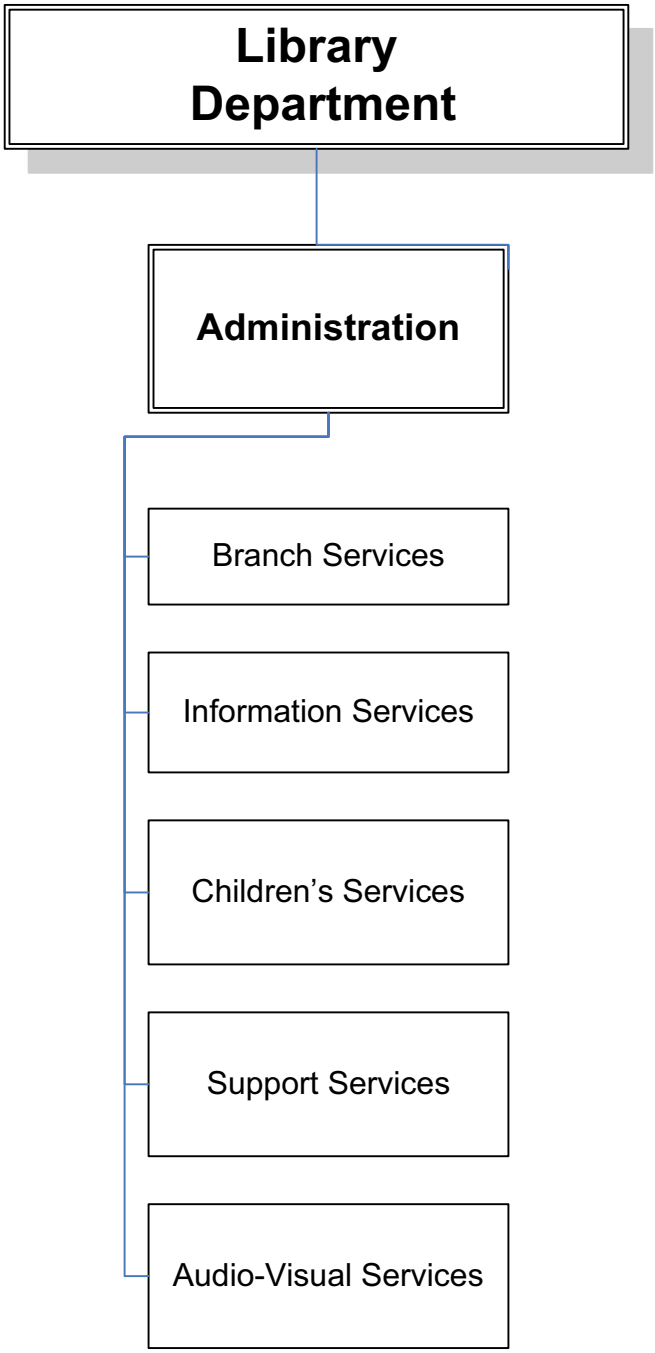
City of Whittier

Whittier Public Library

- *Public Library*
- *Library Grant*

Public Library

Organization Chart

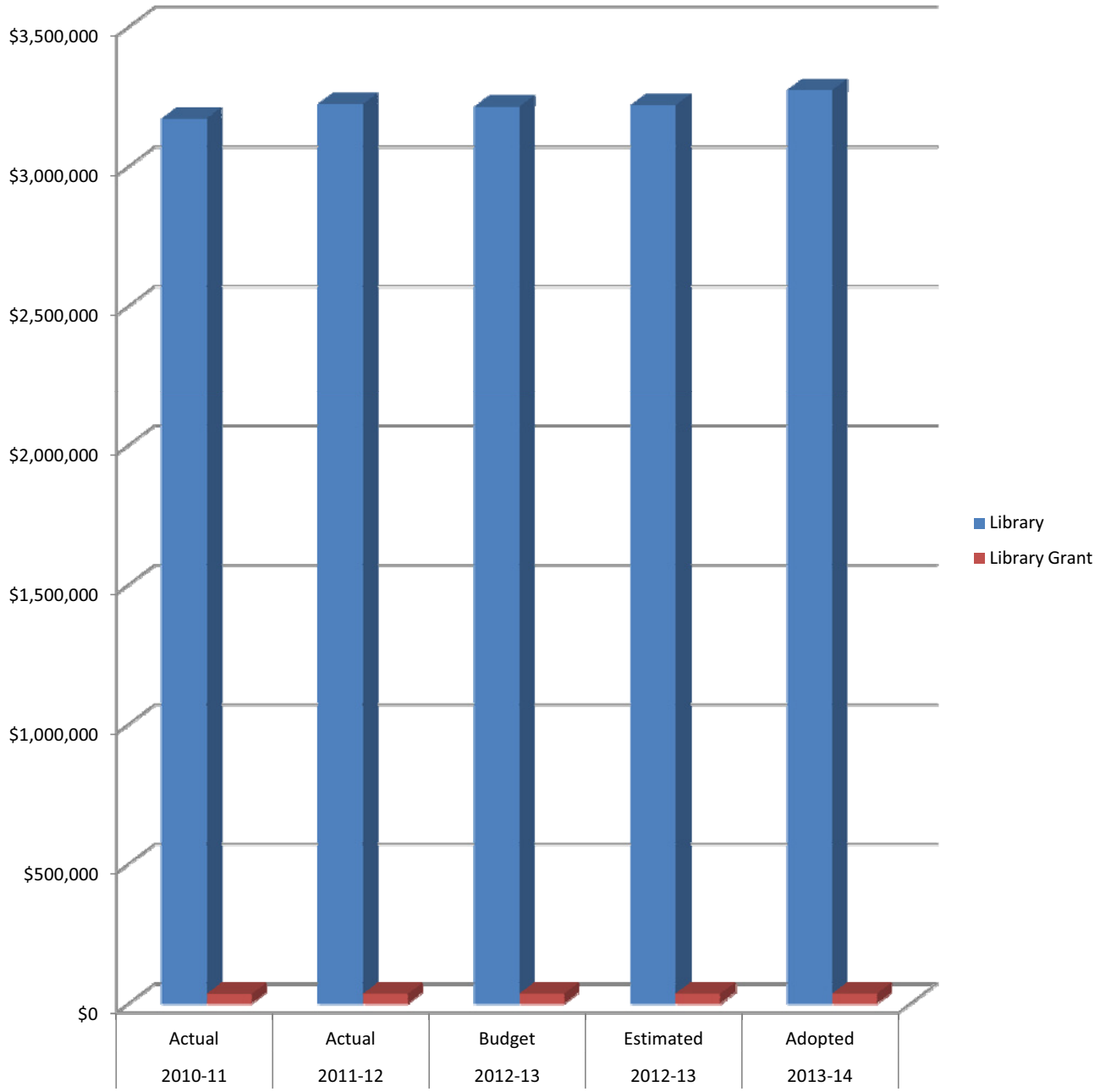


CITY OF WHITTIER CALIFORNIA
INC 1898

City of Whittier

Whittier Public Library

Division/Cost Center	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Estimated	2013-14 Adopted
Library	$ 3,171,426	$ 3,224,086	$ 3,214,551	$ 3,219,904	$ 3,273,439
Library Grant	34,905	35,397	35,514	35,514	35,508



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 325,000 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, wireless access to internet, Home Work Center for students and their families, a mobility center, family Literacy Center and subscribes to a growing number of on-line databases. This year the Library has also added the new downloadable e-resources to the existing services. In addition, the library has successfully implemented the wi-fi project to provide fast and reliable internet access to library patrons and the surrounding community. The library completed the expansion and renovation of the Whittwood Branch Library which opened on December 1, 2012.

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 visits supported by local organizations defined 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.

Last year, more than 482,000 people visited the Library, 524,000 items were borrowed, 6,928 new library cards issued, 176,000 reference questions answered and 35,000 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 2013-14 based on the Library's vision and mission statement.

PERFORMANCE MEASURES

Measure	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Projected	FY 2013-14 Projected
Central and Whittwood visitors	482,510	420,521	481,068	490,689
New library cards	6,624	5,121	6,928	7,274
Whittwood visitors	104,860	38,099*	109,025**	150,000
Passports processed	34,810	19,333	34,063	35,770

*** Whittwood was closed for 8 months of the fiscal year **Whittwood re-opened December 2012**

City of Whittier

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

	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Estimated	2013-14 Adopted
SUMMARY					
Expenditures and Transfers-Out By Type					
Employee Services	$ 2,187,347	$ 2,255,165	$ 2,284,124	$ 2,284,124	$ 2,373,538
Maintenance and Operations	981,303	965,821	895,427	897,418	899,901
Capital Outlay	2,776	3,100	35,000	38,362	-
Total Expenditures	3,171,426	3,224,086	3,214,551	3,219,904	3,273,439
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	$ 3,171,426	$ 3,224,086	$ 3,214,551	$ 3,219,904	$ 3,273,439
Expenditures and Transfers-Out By Source					
General Fund	3,171,426	3,224,086	3,214,551	3,219,904	3,273,439
Total Expenditures and Transfers-Out	$ 3,171,426	$ 3,224,086	$ 3,214,551	$ 3,219,904	$ 3,273,439
DETAIL					
Operating Expenditures and Transfers-Out					
Salaries and Wages	$ 1,699,651	$ 1,727,333	$ 1,780,906	$ 1,780,906	$ 1,856,394
Employee Benefits	487,696	527,832	503,218	503,218	517,144
Total Employee Services	2,187,347	2,255,165	2,284,124	2,284,124	2,373,538
Dues, Memberships, License and Publications	1,265	2,263	2,205	2,205	2,205
Rentals	-	-	200	200	200
Taxes and Assessments	90	11	-	-	-
Insurance	15,735	14,997	14,997	14,997	14,471
Professional Services	40,280	50,412	46,572	46,572	46,572
Utilities	40,378	43,756	45,573	45,573	45,573
Miscellaneous Services	2,501	413	2,400	2,400	2,400
Repairs and Maintenance	452,455	441,623	448,839	448,839	448,839
Materials and Supplies	349,878	340,464	326,840	328,764	331,840
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	17,551	13,208	7,801	7,868	7,801
Total Maintenance and Operations	920,133	907,147	895,427	897,418	899,901
Capital Outlay	2,776	3,100	35,000	38,362	-
Transfers-Out	-	-	-	-	-
Total Operating ExpendituresTransfers	3,110,256	3,165,412	3,214,551	3,219,904	3,273,439
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	61,170	58,674	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	61,170	58,674	-	-	-
Total Expenditures and Transfers-Out	$ 3,171,426	$ 3,224,086	$ 3,214,551	$ 3,219,904	$ 3,273,439
Full Time Positions	22.0	22.0	22.0	22.0	22.0
Part Time Positions (Full Time Equivalent)	18.3	18.3	18.3	18.3	20.2
Total	40.3	40.3	40.3	40.3	42.2

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, the Public Library Grant Fund has been reduced considerably.

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 2013-14 based on the Library's vision and mission statement.
- Complete and implement the LSTA funded Digital Storytelling Project to preserve the history of Whittier through an interactive photograph collection and a newly designed branded website.

Expanded and remodeled Whittwood Branch

Small Business seminar funded by LSTA grant

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 "Pitch an Idea Staff Innovation Fund" supported through funds from the Library Services and Technology Act (LSTA):

    a. The library was able to partner with the City's Community Development department to sponsor seminars for small business owners in the community

    b. Ebook readers were purchased to train library staff on the devices in order to provide training for library patrons

    c. The library was able to provide reading kits and instruction for high school classrooms to increase literacy

    d. Computer technology classes were offered to patrons in English and Spanish

2. The library completed the "Library as Community Wi-Fi Hub" project through funds from LSTA, hosting free wi-fi access for the library and surround area.

3. The library implemented the "Moveable Feast" grant through LSTA, which enabled the library to acquire a book dispensing machine at the Parnell Park Activity Center.

Expanded and remodeled Whittwood Branch

Small Business seminar funded by LSTA grant

City of Whittier

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

	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Estimated	2013-14 Adopted
SUMMARY					
Expenditures and Transfers-Out By Type					
Employee Services	$ 31,574	$ 31,574	$ 31,574	$ 31,574	$ 31,574
Maintenance and Operations	3,331	3,823	3,940	3,940	3,934
Capital Outlay	-	-	-	-	-
Total Expenditures	34,905	35,397	35,514	35,514	35,508
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	$ 34,905	$ 35,397	$ 35,514	$ 35,514	$ 35,508
Expenditures and Transfers-Out By Source					
Library Grant Fund	34,905	35,397	35,514	35,514	35,508
Total Expenditures and Transfers-Out	$ 34,905	$ 35,397	$ 35,514	$ 35,514	$ 35,508
DETAIL					
Operating Expenditures and Transfers-Out					
Salaries and Wages	$ -	$ -	$ -	$ -	$ -
Employee Benefits	31,574	31,574	31,574	31,574	31,574
Total Employee Services	31,574	31,574	31,574	31,574	31,574
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	30	41	41	41	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Grants	-	-	-	-	-
Mobile Equipment Rental	3,301	3,782	3,899	3,899	3,934
Other	-	-	-	-	-
Total Maintenance and Operations	3,331	3,823	3,940	3,940	3,934
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating ExpendituresTransfers	34,905	35,397	35,514	35,514	35,508
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	$ 34,905	$ 35,397	$ 35,514	$ 35,514	$ 35,508
Full Time Positions	1.0	1.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	1.0	1.0	0.0	0.0	0.0

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