



Date: August 27, 2018
To: Mayor and Members of the City Council
From: Patrick H. West, City Manager *P.H.W.*
Subject: Proposed Schedule Change for Library Services

During the Library Services Department budget presentation on Tuesday, August 21, 2018, Glenda Williams, Director of Library Services, provided a plan to restructure the current Long Beach Public Library schedule. The proposed shift schedule allows for better staffing of our libraries without the use of one-time funds, and includes creating permanent staffing for Sunday library hours (expanding them to full-day instead of half-day), and opening half the library branches on Monday, which are currently closed.

Currently, all libraries operate five days per week, Tuesday through Saturday, with Bay Shore, Burnett, El Dorado and Michelle Obama Libraries open a half-day on Sundays with one-time funds. All libraries are closed Mondays. In response to public demand, it was proposed to shift half of the libraries to a Sunday through Thursday schedule. Libraries proposed for this schedule are Alamitos, Bay Shore, Bach, Brewitt, Burnett, and Harte. These libraries were chosen based on several metrics including accessibility, library materials checked out, attendance, computer usage, events, programs, classes, and rentals of meeting rooms by community groups. Geography was considered, and Council Districts with two libraries were placed on opposing schedules. In addition, the proposed Sunday through Thursday schedule would provide work-life balance for library employees. Each employee would have at least one weekend day to spend with family and friends.

Based on comments received from the City Council and the public, there is still some work to do to in developing a schedule that meets the expectations and needs. I am proposing that that the current schedule for all Long Beach Public Libraries continue for the next three months: Tuesday through Saturday, with Bay Shore, Burnett, El Dorado and Michelle Obama Libraries open a half day on Sundays. During this time, Library staff will continue to meet with the City Council and public. The meet and confer process will continue as well during this time. The Department of Library Services expects to keep the current model without additional funds by managing the short-term cost within their current budget. We will keep the City Council updated on our efforts and will come back to the City Council in January 2019 with a finalized schedule for FY 19.

Thank you for your support and patience in this effort. Please contact Glenda Williams at (562) 570-6016 or via email at Glenda.Williams@lbpl.org with any questions.

CC: CHARLES PARKIN, CITY ATTORNEY
LAURA DOUD, CITY AUDITOR
TOM MODICA, ASSISTANT CITY MANAGER
KEVIN JACKSON, DEPUTY CITY MANAGER
REBECCA GARNER, ASSISTANT TO THE CITY MANAGER
MONIQUE DE LA GARZA, CITY CLERK (REF. FILE #18-0705)
DEPARTMENT HEADS