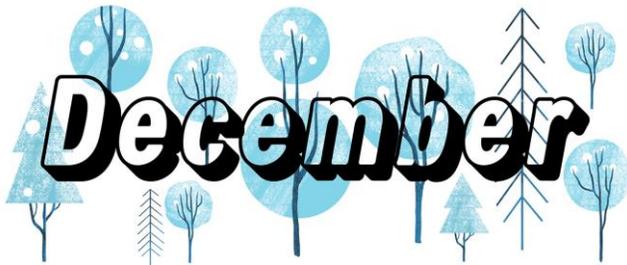


## Monthly Report December 2019

**Mark Fink**  
**County Librarian and Chief Archivist**

This month I have highlighted a few noteworthy items occurring at Yolo County Library. This report is intended for local Friends of the Library groups, Library Foundation and Library Advisory Board members. We are grateful for your time, talent and financial support! To learn more about Yolo County Library programs and resources, please contact me at [mark.fink@yolocounty.org](mailto:mark.fink@yolocounty.org) or 530.666.8002. Visit us online at <https://yolocountylibrary.org> and find us on Facebook.



### Library Holiday Closures

December 24, 2018  
December 25, 2018  
December 31, 2018  
January 1, 2019

All branches close at 6 p.m.  
Closed for Christmas  
All branches close at 6 p.m.  
Closed for New Year's Day

### Personnel Updates – Vacancies

- Library Associate – Mary L. Stephens Davis Branch Library – recruitment in progress
- Librarian – Mary L. Stephens Davis Branch Library – recruitment in progress
- Library Associate – Shipley Walters Center – recruitment in progress

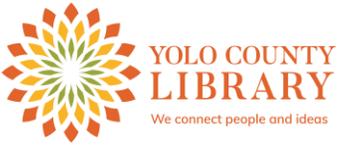
## FOOD for FINES

November 04 - December 31

Bring in any non-perishable food item to your local branch and receive **\$1 off an overdue fine** for each item donated! There is *no limit* to donations or reductions of overdue fines!

### *Food for Fines Continues Until December 31<sup>st</sup>*

Our annual Food for Fines program allows library cardholders who donate one food item to clear \$1 from their Yolo County Library overdue fines and feed the hungry this holiday season.



All Yolo County Library cardholders can donate food through December 31<sup>st</sup> at the circulation desk of any Yolo County Library location. There is no limit to the number of donations and no limit to the reduction in fines cardholders can receive. Everyone is welcome to donate even if they do not have any overdue fines.

## Celebrate Kindness and Be The One Month with Yolo County Library

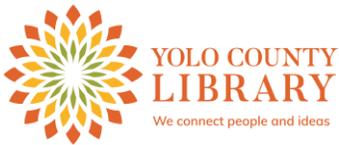
- Look for inviting and informative themed displays at all branch libraries.
- Find relevant reading and viewing recommendations on our website.



The Board of Supervisors will present a resolution to Resilient Yolo and Yolo County Library on Tuesday, December 17<sup>th</sup> to recognize Be the One Month in Yolo County.

Here are some of the points highlighted in the resolution:

- The Be the One Month campaign has been organized by Resilient Yolo, in collaboration with Yolo County Library and other departments, agencies, organizations and individuals committed to creating a more resilient community.
- The principles practiced and celebrated during Be the One Month align with Yolo County's mission to make a difference by enhancing the quality of life in our community.
- The Be the One Month campaign is an accessible, evidence-informed practice to help people prevent and heal from adversity through the development of safe, stable, nurturing relationships.
- Residents can integrate the Be the One Month principles into their lives is a simple way to put trauma- and healing-informed practices into action.
- The Be the One Month campaign invites communities to discuss the impact of Adverse Childhood (and Community) Experiences (ACEs) and the science of resilience.



## Selected Updates on FY 2019-20 Goals

### Archives

#### Ongoing Collection Preservation (Thriving Residents)

Review and process the backlog of collections stored in the Archives Work Room.

- *This work is ongoing. Volunteers are currently working through a 10 box collection of DA materials (backlog since 1990s), as well as an 8 box collection of vertical files from Davis Public Library (backlog since 2017). These boxes will be completed by the end of January, 2020.*

#### Ongoing Collection Development (Thriving Residents)

Make significant progress on the transfer and processing of government documents from Central Services and Library Branch Collections.

- *All of these documents have been transferred from Central Services to Archives and are being rehousing and processed. 20 boxes of materials have been completed so far. This will be completed by the end of June 2020.*

### Records Center

#### Collaborate with County Agencies (Safe Communities)

Strengthen relationships with County agencies by promoting services and updating records retention schedules for the Library, Human Resources Department, County Administrator's Office, Elections and other departments as needed.

- *Staff developed a Records Center brochure to inform departments about Records Center Services and the process of updating and reviewing Retention Schedules.*
- *Staff attended the Fiscal Officers Forum on 12/3/2019 to present on the Records Center Services and the process of updating and reviewing Retention Schedules.*
- *The Elections Retention Schedule has been updated and approved by the Board of Supervisors (September, 2019).*

### Library

#### Identify and Meet Community Needs (Thriving Residents)

Use data analytics and targeted outreach strategies to identify services and resources that meet the needs of our diverse communities.

- *The Library has been seeking input to develop a new strategic plan. As part of this effort, we reached out to our cardholders by email and asked them to complete an online survey, and we received more than 2,000 responses.*
- *With funding from the Yolo County Library Foundation, the Library will pilot a Winter Reading Program in January 2020. To increase access to this program, the Library has added an online registration option for patrons.*

### Foster Staff Development (Thriving Residents)

Provide inclusion and diversity training.

- *During this fiscal year, Yolo County Library has continued to reach out to and develop partnerships with diverse organizations to provide inclusive programs and connect with underserved populations. The Library's Inclusion and Diversity Team has established a quarterly staff book club where library staff members read and discuss books on diverse topics and brainstorm how the library could address the issues raised. The team also develops and organizes staff training opportunities, including a field trip to the California Unity Center and a racial equity training using the documentary Cracking the Codes. The team also worked to ensure that all library job descriptions include a statement about Yolo County Library's commitment to inclusion, equity, and diversity and that we seek multilingual and culturally competent candidates.*
- *The Library is currently leading the county-wide Inclusion and Diversity Work Group.*
- *Yolo County Library was recently awarded grant funding for the California Libraries Cultivating Race, Equity and Inclusion Initiative. This grant will help staff create a comprehensive action plan to infuse a race and equity focus into the library's policies, procedures, operations, onboarding, and training so that we can better serve the community. The library will be able to build capacity to embed these principles within our culture.*

### Provide Early Childhood Education (Thriving Residents)

Map pathways highlighting Library resources and programs for children that enhance their ability to read at grade level by 3<sup>rd</sup> grade.

- *Yolo County Library is one of six libraries in California to be awarded grant funding from the Research Institute for Public Libraries. Yolo County Library is using this grant to develop reading pathways for children by age/grade and develop assessment metrics measuring the Library's success for getting children reading at grade level by 3<sup>rd</sup> grade.*
- *This opportunity will provide structure for staff to audit and evaluate our existing public library services targeted towards parents/caregivers and children 0-3<sup>rd</sup> grade, develop relevant assessment questions, discover tools which would provide useful data, conduct a team analysis, identify sustainable and realistic ways to improve literacy services and create a system for communicating the results and demonstrating library value to the public and County leadership.*

### Increase Access to Library Resources (Thriving Residents)

Implement the Student Success Initiative in the Winters Joint Unified School District, evaluate ongoing results of the Student Success Initiative in the Esparto Unified School District, and expand this Initiative to other school districts in Yolo County.

- *Now in its second year, the Library extended its partnership with the Esparto Unified School District to issue every student a library card that is assigned to their student identification number. We expanded the Student Success Initiative this year by reaching every student in the Winters Joint Unified School District.*