

Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jane Light

SUBJECT: BRANCH LIBRARY DAYS OF
SERVICE

DATE: April 29, 2009

Approved

Date

5/5/09

COUNCIL DISTRICT: City-wide

The City Manager's Proposed Budget includes a reduction of branch library days of service from the current 6 days of service to four days of service at each branch facility. This memo provides specific information that is not included in the Proposed Operating Budget about possible library branch hours. The Branch Library Hours proposal is included in the Neighborhood Services CSA, in the Promote Lifelong Learning and Provide Educational Support Core Service (Page VII-187), and the Provide Access to Information, Library Materials, and Digital Resources Core Service (page VII-193). Additional detailed information regarding this proposal can also be found in the City Departments section of the proposed budget (page VIII-168). Currently, all branches are open 47 hours each week, Monday 2:00 PM- 7:00 PM, Tuesday and Wednesday 11:00 AM to 8:00 PM, and Thursday, Friday, and Saturday 10:00 AM to 6:00 PM. The Tully Community Branch is also open on Sundays from 1:00 PM to 5:00 PM, as a temporary measure until the Seven Trees Branch re-opens.

If the budget is adopted as proposed, beginning July 20, 2009, branch days of service would be staggered. Some branches will be open Monday through Thursday and others Wednesday through Saturday. Each location would provide 33 or 34 hours per week of service, including at least one evening. Staggered days of service will provide library customers with the choice to visit their preferred branch on the days it is open or to travel to a nearby branch for service on other days.

The Library Department applied several criteria to identify days of service for each of the branches.

- Number of visitors by day of week and number of items checked out by day of week at each location. Data shows that some branches are busiest on Saturdays and others on weekdays.
- Geographic distribution so that branches located near one another have different schedules.
- Staffing requirements, including that full time employees will be working at two or more facilities over a five-day work week and that they are required by their MOA to have two consecutive days off.

Proposed days of service for each branch are shown below. A map showing the location and days of service for each facility is attached.

Monday through Thursday:	Wednesday through Saturday:
Alviso Dr. Roberto Cruz Alum Rock Hillview Edenvale Pearl Avenue Vineland Rose Garden Biblioteca Latinoamericana Joyce Ellington	Berryessa Evergreen Tully Community Santa Teresa (re-opening in fall 2009) Almaden Cambrian Willow Glen West Valley Calabazas (until mid- August 2009 closure) East San José Carnegie (opening August or September 2009)

Closed for construction during all of FY2009-2010:

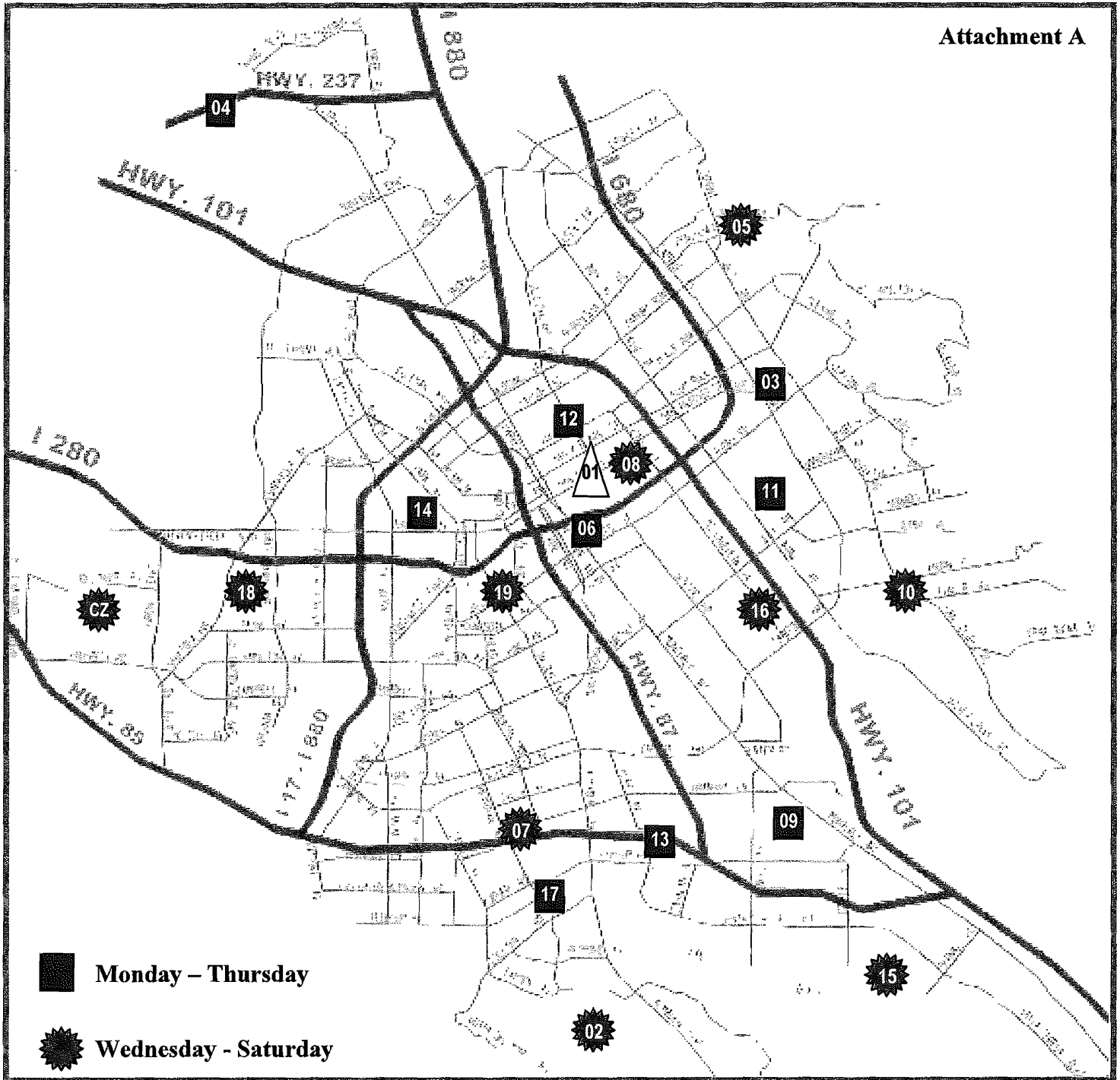
- Seventrees Library and Community Center
- Educational Park
- Bascom Community Center and Library

The Dr. Martin Luther King, Jr. Library will continue its current schedule of open hours, although staffing will be decreased. During the Fall and Spring SJSU semesters, King Library is open Monday through Thursday 8:00 AM to 10:00 PM, Friday 8:00 AM to 6:00 PM, Saturday 9:00 AM to 6:00 PM, and Sunday 1:00 PM to 7:00 PM. When SJSU is not in session during the summer months and winter break, King Library is open Monday through Wednesday 8:00 AM to 8:00 PM, Thursday, Friday and Saturday 9:00 AM to 6:00 PM, and Sunday 1:00 PM to 5:00 PM.



JANE LIGHT
Director, Library Department

For questions please contact Jane Light, Library Director, at 408-808-2150.



LIBRARY BRANCHES

01	King Library	11	Hillview
02	Almaden	12	Joyce Ellington
03	Cruz-Alum Rock	13	Pearl Avenue
04	Alviso	14	Rose Garden
05	Berryessa	15	Santa Teresa
06	Biblioteca Latinoamericana	16	Tully Community
07	Cambrian	17	Vineland
08	East Carnegie	18	West Valley
09	Edenvale	19	Willow Glen
10	Evergreen	CZ	Calabazas (until mid-August 2009 closure)