



**CITY OF GLENDALE, CALIFORNIA
REPORT TO THE CITY COUNCIL**

AGENDA ITEM

Report: Chevy Chase Library Grant Acceptance

1. Motion accepting California State Library grant award providing the Open+ service, which includes direct payment to the vendor for equipment and subscription costs, and reimbursement to the City for up to \$5,000 for setup and installation, and authorizing the City Manager or her designee to execute agreements and documents to accept and implement the grant.
2. Resolution of Appropriation in the amount of \$5,000 for grant funds supported by the California State Library's "Bring the Library to You" Mobile Library Solutions grant initiative and administered by Califa, nonprofit library membership consortium.

COUNCIL ACTION

Item Type: Action Item

Approved for September 15, 2020 **calendar**

ADMINISTRATIVE ACTION

Submitted by:

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Prepared by:

Michael Hahn, Principal Library, Arts and Culture Administrator

Reviewed by:

Michele Flynn, Director of Finance
Roubik R. Golanian, P.E., Assistant City Manager
Michael J. Garcia, City Attorney

Approved by:

Yasmin K. Beers, City Manager

RECOMMENDATION

It is respectfully recommended that the City Council approve the attached Motion and the Resolution of Appropriation for grant funding in the amount of \$5,000 and all included equipment and subscription costs for the Library, Arts & Culture Department. This grant is supported by the California State Library's "Bringing the Library to You" Mobile Library Solutions grant initiative and administered by Califa.

BACKGROUND/ANALYSIS

The Library, Arts & Culture Department has been awarded a grant to implement the Open+ system at Chevy Chase Library. The grant directly pays the vendor for needed technology equipment (total cost to be determined) and two years of annual subscription fees (\$18,000), and provides up to \$5,000 for setup and installation costs reimbursable to the City. The Library, Arts & Culture Department applied to the California State Library and Califa, the grant administrator, for Open+ pilot funds. The grant is to fund a new model of service at the Chevy Chase Library.

Prior to the COVID-19 pandemic, Chevy Chase Library was open only two days a week for a total of eleven hours. Budgetary constraints and limited staffing made it impossible to open the library for additional hours, though the community has repeatedly requested more open hours at the Chevy Chase Library. The grant will enable Library, Arts & Culture to implement Open+, a library service model and suite of technology solutions that would allow customers to register to access the library during extended hours, without the need to have staff onsite at all times. Registered customers will scan their library card at the entrance and the system will unlock the door to allow entry. Customers can then utilize the space and checkout books, magazines, and DVDs using the existing self-checkout machine. By matching the extended hours to Downtown Central Library's standard open hours, the Chevy Chase Library would see a 655% increase in open hours and availability to customers.

The grant includes required equipment, including the library card reader for the entrance, security cameras to monitor the library, and a controller to manage the entire system. The Open+ grant also covers two years of subscription service fees and up to \$5,000 in reimbursement funds to set up and install the system, including purchasing and installing electronic doors and locks to control entry and changing needed cabling and electricity.

FISCAL IMPACT

This grant covers the equipment and subscription fees to cover two years of Open+ service at Chevy Chase Library. These costs are covered directly by the granting agency and no appropriation is needed. The grant also provides up to \$5,000 in

reimbursement funds for setup and installation of the system. The \$5,000 is requested in the accounts listed below:

Revenue 32610-2750-LAC-0020 \$5,000 Project LAC00476AG

Expense 43110-2750-LAC-0020 \$5,000 Project LAC00476AG

ALTERNATIVES

Alternative 1: The City Council may approve the attached Motion and Resolution of Appropriation for the California State Library and Califa grant funds.

Alternative 2: The City Council may consider any other alternative not proposed by staff.

EXHIBITS

None