CITY OF LINCOLN
LIBRARY ADVISORY BOARD / LIBRARY ADVISORY COMMITTEE
November 5, 2025

AS A COURTESY, PLEASE TURN OFF ALL CELL PHONES & ELECTRONIC DEVICES DURING THE MEETING

BOARD / COMMISSION / COMMITTEE

6:00 PM

LINCOLN CITY HALL - FIRST FLOOR MEETING ROOM
600 6th Street
Lincoln, CA 95648

or attend via

ZOOM
register by using this link: https://us06web.zoom.us/webinar/register/WN_UbK0-rTuRDiCWHNGImwOEQ
or participate by calling US: +1 (669) 900-6833
use ID# 862 4199 4223
and use *9 to raise hand to speak

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. CITIZENS ADDRESSING THE COMMITTEE (Within the subject matter jurisdiction of the Board / Commission / Committee)

5. CONSENT

5.A Approve minutes of the August 7, 2024 meeting.

5.B Approve minutes of the November 6, 2024 meeting

5.C Approve minutes of the February 5, 2025 meeting

5.D Approve minutes of the May 7, 2025 meeting

5.E Approve minutes of the August 6, 2025 meeting

6. NEW BUSINESS

6.A Chair and Vice-Chair Nominations and Elections (10 minutes)

6.B Lincoln Public Library Funding & Community Aspirations Report Discussion (30 minutes)

6.C Discontinuation of Hoopla service beginning January 2026 (15 minutes)

7. UPDATE (OLD BUSINESS)

7.A Update to the Material Selection Policy in light of AB 1825, the California Freedom to Read Act (10 minutes)

7.B WPUSD Update (5 minutes)

7.C FOLL Update (5 minutes)

7.D Library Director Update (5 minutes)

8. REQUEST FOR INFORMATION

9. NEXT REGULARLY SCHEDULED MEETING: FEBRUARY 4, 2026

10. ADJOURNMENT

NOTE: *Materials related to an item on this Agenda submitted to the Council/Redevelopment Successor Agency after distribution of the agenda packet are available for public inspection in the City Clerk's office at 600 Sixth Street, Lincoln, CA during normal business hours. Such documents are also available on the City of Lincoln's website at https://www.lincolnca.gov/ subject to staff's availability to post the documents before the meeting.*

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STAFF REPORT

Item Number 5.A

SUBJECT: Approve minutes of the August 7, 2024 meeting.

SUBMITTED BY: Kathryn Hunt

DEPARTMENT: Library

DATE: November 5, 2025

BACKGROUND/INTRODUCTION:
Item continued from previous meeting due the lack of a quorum.

ATTACHMENTS:
August 7 2024 Minutes - Draft.pdf

Minutes

Library Advisory Board/Library Advisory Committee

August 7, 2024, 6 PM | 485 Twelve Bridges Drive, Lincoln CA | ***Meeting called to order by*** Gloria Irey

In Attendance

Voting

Library Advisory Board:

Neil Cochran

Gloria Pilotti-Irey (Chair)

Joanne Schumacher

Jeff Serpa

Lynne Snyder

Library Advisory Committee:

George Dykstra (WPUSD) (Vice Chair)

Jennifer Hladun (WPUSD)

Heather Pierce (WPUSD)

Non-Voting

Members:

Kathryn Hunt, Director of Library Services

Ben Brown, Lincoln City Councilmember

Presenters:

Teresa Lai Stanislaw (FOLL)

Call to Order

The meeting was called to order at 6:02 PM by Gloria Irey.

Citizens Addressing the Committee

No members of the public addressed the committee.

New Business

5.A.: Approve minutes of the May 1, 2024 meeting.

There were no corrections to the minutes. Joanne Schumacher moved to approve the minutes. Lynne Snyder seconded. The motion passed unanimously.

No members of the public spoke on this item.

5.B.: Discussion of Sierra College's Withdrawal from the Twelve Bridges Library Joint-Use Agreement

Kathryn Hunt provided a short presentation on the history of the Joint-Use Agreement that governs the Twelve Bridges Library, and an update on Sierra College's decision to withdraw from the agreement as of July 1, 2025 via the approved method for leaving the agreement. The impact includes the loss of 25% of the Library's operational funding, which City staff are working to resolve. A brief discussion followed, including a request to be notified of future meetings regarding the topic, the reasons behind Sierra College's withdrawal, the total fiscal impact, potential mitigating factors, and the timeline of the impact.

No members of the public spoke on this item.

5.C.: Teens Succeed Grant Discussion

Kathryn Hunt provided a presentation on the Library's award of the Teens Succeed Teen Internship Grant from the LSTA and the California State Library, including the Library's desire for community input in designing the internships. Hunt asked the Board and Committee to share what elements they felt would be useful for young people to learn or experience in an internship. Robust discussion followed, with both questions about the details of the internship and a desire to see:

- Building soft skills (Heather Pierce)
- Telephone skills (Heather Pierce)
- Presentation and report skills (Neil Cochran)
- Accessibility of the internship for students throughout Lincoln, including at Lincoln High (Lynne Snyder)
- Leadership and governance (Lynne Snyder)

No members of the public spoke on this item.

5.D.: Library Hold Locker Wrap Design Discussion

Kathryn Hunt provided a presentation on potential hold locker wrap designs, including key design considerations and examples of possible directions. Robust discussion followed, with the committee expressing a desire for new designs with some or all of the following:

- Less space dedicated to text and instructions, including potentially moving text to the sides
- More interesting graphics, and more space dedicated to them
- Removal of the square borders around the instruction
- Inclusion of books in the design, to clearly convey the relation to the design
- A catchy tagline

Hunt committed to take note of this feedback and sending out an updated design to the Board and Committee when available.

No members of the public spoke on this item.

Update (Old Business)

6.A.: Parking Update

Hunt shared that the construction plans for the recycling bin site were in draft in form, and highlighted the next steps for the project. A contract for construction is anticipated in the fall, with construction starting in 2025 with construction taking up to 12 months. Heather Pierce provided an update that seniors had painted their parking spots, to encourage seniors to park in the Fieldstone parking lot.

No members of the public commented on this item.

6.B.: WPUSD Update

Heather Pierce provided the first part of the update, highlighting the start of school, the growth of the district, the emphasis of the District on academic excellence and the new Portrait of a Learner, and TBHS graduations. Jennifer Hladun also spoke to the growth of the district, construction at Lincoln High School, academic performance, and LHS's Title I status. A brief discussion on enrollment levels and ATLAS followed.

No members of the public commented on this item.

6.C.: Sierra College Update

As there was no representative from Sierra College, no update was provided.

No members of the public commented on this item.

6.D.: Friends of the Lincoln Public Library (FOLL) Report

Teresa Lai Stanislaw provided the update. She heighted the contributions of FOLL, including:

- Over $61,000 in funding provided in the last year
- Over 5500 hours of volunteer service provided in the last year, including the all-volunteer Board of Directors.
- Raising over $15,000 during the Big Day of Giving
- Raising over $2500 during the last Big Book Sale

Stanislaw emphasized that FOLL has the resources to support the Library through future challenges, and then shared a short video highlighting FOLL's contributions.

No members of the public spoke on this item.

6.E.: Library Director Update

Hunt provided an update on the following items:

- New self-checks, supported by FOLL funding
- 2024 Summer Reading Program
- 2024 Writing Contest
- Upcoming Programs: Youth Literary Festival, Family Art Night
- Strategic Planning

George Dykstra shared his interest in the Library acquiring a 3D printer and hosting a teen poetry slam. Jennifer Hladun shared that the schools can offer space for library programs and events.

No members of the public spoke on this item.

Request for Information

Neil highlighted the rise in circulation in library statistics. George Dykstra requested information as the response to Sierra College's withdrawal was developed.

No members of the public spoke on this item.

Next Regularly Scheduled Meeting

November 6, 2024. Short discussion followed regarding the location of the meeting, as the Willow Room will be impacted by its location as a polling place.

Meeting adjourned at 7:09 PM.

Minutes submitted by Kathryn Hunt, Director of Library Services
Audio/video recording of the meeting available at https://www.lincolnca.gov/en/our-government/watch-live.aspx

STAFF REPORT

Item Number 5.B

SUBJECT: Approve minutes of the November 6, 2024 meeting

SUBMITTED BY: Kathryn Hunt

DEPARTMENT: Library

DATE: November 5, 2025

BACKGROUND/INTRODUCTION:
Item continued from previous meeting due the lack of a quorum.

ATTACHMENTS:
November 6 2024 Minutes - Draft.pdf

Minutes

Library Advisory Board/Library Advisory Committee

November 6, 2024, 6 PM | 600 6th Street, Lincoln CA | ***Meeting called to order by*** Gloria Irey

In Attendance

Voting

Library Advisory Board:

Neil Cochran

Gloria Pilotti-Irey (Chair)

Joanne Schumacher

Jeff Serpa

Library Advisory Committee:

George Dykstra (WPUSD) (Vice Chair)

Heather Pierce (WPUSD)

Non-Voting

Members:

Kathryn Hunt, Director of Library Services

Presenters:

Teresa Lai Stanislaw (FOLL)

Call to Order

The meeting was called to order at 6:00 PM by Gloria Irey.

Citizens Addressing the Committee

No members of the public addressed the committee.

New Business

5.A.: Approve minutes of the August 7, 2024 meeting.

As there was not a quorum, this item was continued to the February 5, 2025 meeting.

No members of the public spoke on this item.

5.B.: AB 1825, California Freedom to Read Act

Kathryn Hunt provided a brief summary of the passage of AB 1825, and highlighted that the Library's collection development policy was in line with the law. Next steps include sending the development policy to the State Library, per AB 1825, and adding a reference to the law in the policy. Any other changes will come to the Board and Committee for discussion.

Neil Cochran inquired whether members of the public with questions about AB 1825 should reach out to Kathryn. She clarified that she was not a lawyer, but would happy to discuss the impact on libraries.

No members of the public spoke on this item.

Update (Old Business)

6.A.: Library Hold Locker Update

Kathryn Hunt stated that hold lockers were anticipated to be installed the week of November 18th, 2024. Following installation would be trouble-shooting, a soft opening to fine-tune processes, and then major outreach to promote the service. Hunt also provided an update that through the outreach of FOLL, the Lincoln Community Foundation was funding a Spanish-language enhancement to the catalog, making it easier for residents who prefer Spanish to place items on hold and use the lockers.

Joanna asked for clarification on whether the lockers would be operation immediately after install, and Hunt stated they would be.

No members of the public spoke on this item.

6.B.: Teens Succeed Internship Update

Kathryn Hunt highlighted what steps had been taken to include community input on the internship content, the approval of the job description by the City Council, and upcoming steps for recruitment and promotion. Brief discussion followed regarding age, time commitment, desired traits in the candidates, and number of positions.

No members of the public spoke on this item.

6.C.: Parking Update

Hunt shared that contract to move the recycling bins would be coming up at the next City Council Meeting, with a proposed completion date of mid-2025. This will help relieve day-to-day congestion in the parking lot. Hunt also mentioned that the largest impacts are still Jr. Rhinos Football games. Heather Pierce noted that the WPUSD staff development day was held at a different school this year to limit parking impacts.

A brief discussion followed regarding signage directing visitors to Fieldstone, the current use of temporary signage for major events, school communications regarding parking, access to the Fieldstone lot, and the requirements for third parties to rent facilities from the District.

No members of the public commented on this item.

6.D.: WPUSD Update

Heather Pierce provided the update, highlighting:

- Development and growth in the District, related to construction in the City
- Opening of the play "Puffs" this week
- Field construction remaining on track
- College & Career Night this week
- Football playoffs

6.E.: Friends of the Lincoln Public Library (FOLL) Report

Teresa Lai Stanislaw provided the update, highlighting:

- Family Art Night, attended by over 700 people and funded by FOLL
- $14,000 in support of new self-checks

- Grant updates, including new grants from the Lincoln Community Foundation for Movie Night and Spanish-language catalog enhancements; pending grant applications with the Lincoln Hills Foundation for large print books, audio books, and Hoopla access; and grants from Rotary for children's non-fiction titles
- The Big Book Sale on November 16
- The Annual Membership Meeting on November 23

No members of the public spoke on this item.

6.E.: Library Director Update

Hunt provided an update on the following items:

- New format for report documents
- 2023/2024 circulation exceeding 400,000 for the first time since 2009
- An agreement between FOLL and the City for the management of ARPA funds for library projects
- Upcoming programs
- Movement on community outreach, include contracting with a consultant and a feedback exercise at the February meeting.

No members of the public spoke on this item.

Request for Information

None were stated.

No members of the public spoke on this item.

Next Regularly Scheduled Meeting

February 5, 2025

Meeting adjourned at 6:42 PM.

Minutes submitted by Kathryn Hunt, Director of Library Services
Audio/video recording of the meeting available at https://www.lincolnca.gov/en/our-government/watch-live.aspx

STAFF REPORT

Item Number 5.C

SUBJECT: Approve minutes of the February 5, 2025 meeting

SUBMITTED BY: Kathryn Hunt

DEPARTMENT: Library

DATE: November 5, 2025

BACKGROUND/INTRODUCTION:
Item continued from previous meeting due the lack of a quorum.

ATTACHMENTS:
February 5 2025 Minutes - Draft.pdf

Minutes

Library Advisory Board/Library Advisory Committee

February 5, 2025, 6 PM | 485 Twelve Bridges Drive, Lincoln CA and on Zoom | ***Meeting called to order by*** Gloria Irey

In Attendance

Voting

Library Advisory Board:

Neil Cochran

Gloria Pilotti-Irey (Chair)

Joanne Schumacher

Lynne Snyder

Library Advisory Committee:

Heather Pierce (WPUSD)

Non-Voting

Members:

Kathryn Hunt, Director of Library Services

Richard Pearl, City Councilmember

Presenters:

Linda Derosier (FOLL)

Stephanie Chase (Constructive Disruption)

Call to Order

The meeting was called to order at 6:02 PM by Gloria Irey.

Citizens Addressing the Committee

No members of the public addressed the committee.

Consent

5.A.: Approve minutes of the August 7, 2024 meeting.

As there was not a quorum, this item was continued to the May 7, 2025 meeting.

5.B.: Approve minutes of the November 6, 2024 meeting.

As there was not a quorum, this item was continued to the May 7, 2025 meeting.

Update (Old Business)

6.A.: WPUSD Update

Heather Pierce provided the update, highlighting:

- Graduation dates, with TBHS regularly graduating the day after the last day of school.
- Preparations for next school year, including registrations
- Current enrollment levels

No members of the public spoke on this item.

6.B.: Sierra College Update

No representative of Sierra College was present.

No members of the public spoke on this item.

6.C.: Friends of the Lincoln Public Library (FOLL) Update

Linda Derosier provided the update, highlighting:

- Over $115,000 in support of the Library in 2024, including support for self-checks, digital and physical collections, book giveaways, and library programs.
- Only 7% of expenses were administrative and fundraising
- The efforts of the volunteer board

No members of the public spoke on this item.

6.E.: Library Director Update

Hunt provided an update on the following items:

- The City Council workshop on Library funding. Richard Pearl also spoke on the upcoming budget cycle and Council's direction at that workshop.
- The 24/7 Hold Lockers

No members of the public spoke on this item.

New Business

7.A.: Potential 3D Printing Services

Hunt provided a brief introduction, mentioning that this item was brought forward by George Dykstra. Hunt mentioned that staff were looking at both costs and community interest, and then will decide whether to move forward with the services.

Heather Pierce shared the availability and popularity of 3D printing services at the school district. Hunt shared the models of services offered by peer libraries, include loaning out 3D printers, instructional programs, and lab time models. A discussion of costs, liability, access, and staffing followed.

No members of the public spoke on this item.

7.B.: Chair and Vice-Chair Nominations and Elections

As there was not a quorum, this item was continued to the May 7, 2025 meeting.

No members of the public spoke on this item.

7.C.: Board Community Input Exercise with Constructive Disruption

Hunt provided an introduction to Stephanie Chase of Constructive Disruption. Stephanie Chase introduced the community input project, and then guided the LAB/LAC through a SOAR (Strengths, Opportunities, Aspirations, Results) exercise.

The comments were recorded by the consultant and are available at https://padlet.com/acornsandnuts/LincolnBoard

Following the exercise, there was a brief discussion about confusion regarding the agenda item before the meeting, as well as information about the community survey and in-person activities.

No members of the public spoke on this item.

Request for Information

None were stated.

No members of the public spoke on this item.

Next Regularly Scheduled Meeting

May 7, 2025

Meeting adjourned at 7:15 PM.

Minutes submitted by Kathryn Hunt, Director of Library Services
Audio/video recording of the meeting available at https://www.lincolnca.gov/en/our-government/watch-live.aspx

STAFF REPORT

Item Number 5.D

SUBJECT: Approve minutes of the May 7, 2025 meeting

SUBMITTED BY: Kathryn Hunt

DEPARTMENT: Library

DATE: November 5, 2025

BACKGROUND/INTRODUCTION:
Item continued from previous meeting due the lack of a quorum.

ATTACHMENTS:
May 7 2025 Minutes - Draft.pdf

Minutes

Library Advisory Board/Library Advisory Committee

May 7, 2025, 6 PM | 600 6th Street, Lincoln CA and on Zoom | ***Meeting called to order by*** Gloria Irey

In Attendance

Voting

Library Advisory Board:

Neil Cochran

Gloria Pilotti-Irey (Chair)

Joanne Schumacher

Lynne Snyder

David Villegas

Library Advisory Committee:

Ashley Sandor (Proxy for Jennifer Hladun, non-voting)

Non-Voting

Members:

Kathryn Hunt, Director of Library Services

Whitney Eklund, City Councilmember

Presenters:

Teresa Lai Stanislaw (FOLL)

Stephanie Chase (Constructive Disruption)

Judah Hamer (Constructive Disruption)

Call to Order

The meeting was called to order at 6:00 PM by Gloria Irey.

Citizens Addressing the Committee

No members of the public addressed the committee.

Consent

5.A.: Approve minutes of the August 7, 2024 meeting.

As there was not a quorum, this item was continued to the August 6, 2025 meeting.

5.B.: Approve minutes of the November 6, 2024 meeting.

As there was not a quorum, this item was continued to the August 6, 2025 meeting.

5.B.: Approve minutes of the February 5, 2025 meeting.

As there was not a quorum, this item was continued to the August 6, 2025 meeting.

New Business

6.A.: Library Funding & Community Aspirations Project Presentation

Kathryn Hunt introduced the presenters, Stephanie Chase and Judah Hamer of Constructive Disruption, and highlighted that this project had included community outreach to identify community aspirations, as well as an analysis of some paths forward toward those aspirations given the current financial situation of the Library.

Stephanie Chase shared that this presentation was a highlight of what they had found through their process in advance of the full report being finalized and distributed, as well as an opportunity for the Board and Committee to ask questions. Chase highlighted major themes, including the continued growth of Lincoln and that Library funding has not kept pace with that growth or with peer library systems. In addition, she provided context on how historic budget variability has impacted staffing, which impacts open hours and services, as well as the state of the collection.

Judah Hamer than provided an overview of their findings, including the community's vision of the strengths, opportunities, and aspirations of the Library. Strengths included the collection, both physical and digital; opportunities include expanded hours and access; and aspirations include extending library services throughout the City, including Downtown.

Hamer also presented three potential paths forward: a loss in service, with a 25% reduction in operating budget, which would require the renegotiation of the MOU; the status quo of maintaining services at Twelve Bridges, while noting that population growth will erode services with flat funding; and the potentiality of adding new partners, which will require additional services and significant time investment to seek a partner. These paths are in addition to a potential long-term aspiration of raising library funding to the median funding level for libraries in the state, which would require significant annual increases over multiple years. The implications of these paths were explored in terms of budget, staffing, and collections.

Hamer highlighted that the long-term construction of library funding does not match the City's village model to the current pride in library services articulation by the community, and how this impacts future planning for library services. Future steps for the library, including completing service audits, finding capacity to solve the budget concerns, and focusing on outreach and unstaffed access models, were discussed. Future steps for the Board, including advocacy and visibility, were discussed.

A brief discussion followed, covering potential model library systems who have solved similar issues; general standards for library service; and library brand reinvention.

No members of the public spoke on this item.

7.A.: Teens Succeed Internship Update

This item was pulled forward for time, with consent of the Board and Committee. Interns Kylie Amarante, Grayson Zimny, and Adelyne Olvera introduced themselves and spoke briefly on the impact the internship had on them. Hunt summarized the responsibilities of the interns, including working the front desk, building the collection, and interviewing authors and supporting programs.

Board members asked the interns their grade level and something they learned.

No members of the public spoke on this item.

6.B.: IMLS Funding Impacts

Hunt provided an update on the status of the Institute of Museum of Library Services (IMLS), and how the loss of that federal funding will impact the library. This includes the loss of internship grant funding, and state-level resources like the New York Times, and subscriptions to support library programs and professional development. Hunt also shared options for advocacy around these funds.

Lynne Snyder highlighted that this further reduction in Library funding is concerning in light of other losses of Library funding, and a desire for Council to provide direction as to how the LAB/LAC can build visibility.

No members of the public spoke on this item.

6.C.: Chair and Vice-Chair Nominations and Elections

As there was not a quorum, this item was continued to the August 6, 2025 meeting.

No members of the public spoke on this item.

Update (Old Business)

7.B.: WPUSD Update

No report was provided.

No members of the public spoke on this item.

7.C.: Sierra College Update

No representative of Sierra College was present.

No members of the public spoke on this item.

7.D.: Friends of the Lincoln Public Library (FOLL) Update

Teresa Lai Stanislaw provided the update, highlighting:

- Over $16,000 raised through the Big Day of Giving
- The completion of Read Across Lincoln, which impacted 9 schools and distributed over 1000 books across 30 school visits.

No members of the public spoke on this item.

7.E.: Library Director Update

Hunt provided an update on the following items:

- Recycling bins are planned to be moved, potentially as early as the next week
- Book lockers are functioning for the public, with stakeholders and cardholders informed.
- Outreach with the Hub and WPUSD Summer School, especially highlighting the value of the lockers and building literacy services downtown.

A brief discussion on promoting the lockers through the local newspapers and other avenues, the proposed library budget, and positive feedback received during the Big Day of Giving.

No members of the public spoke on this item.

Request for Information

Lynne Snyder requested the following:

- Advocacy and the role of the LAB/LAC
- Revisions to the bylaws, in light of Sierra College's withdrawal and the difficulty of reaching a quorum.

Gloria Irey noted that, when the full report from the consultant is available, a special meeting may be appropriate.

Whitney Eklund requested information on the MOU and the General Plan elements related to the Library, potentially to be reviewed at the special meeting.

A brief discussion about coordinated effort to promote funding, especially the IMLS funding, followed, as well as a discussion of possible subcommittees. Gloria Irey articulated that the subcommittee discussion may make the most sense following the special meeting.

No members of the public spoke on this item.

Next Regularly Scheduled Meeting

August 6, 2025

Meeting adjourned at 7:25 PM.

Minutes submitted by Kathryn Hunt, Director of Library Services
Audio/video recording of the meeting available at https://www.lincolnca.gov/en/our-government/watch-live.aspx

STAFF REPORT

Item Number 5.E

SUBJECT: Approve minutes of the August 6, 2025 meeting

SUBMITTED BY: Kathryn Hunt

DEPARTMENT: Library

DATE: November 5, 2025

ATTACHMENTS:
August 6 2025 Minutes - Draft.pdf

Minutes

Library Advisory Board/Library Advisory Committee

August 6, 2025, 6 PM | 600 6th Street, Lincoln CA and on Zoom | ***Meeting called to order by*** Gloria Irey

In Attendance

Voting Members

Library Advisory Board:

Gloria Pilotti-Irey (Chair)

Joanne Schumacher

Jeff Serpa

Lynne Snyder

David Villegas

Library Advisory Committee:

No members present

Non-Members

Kathryn Hunt, Director of Library Services

Teresa Lai Stanislaw (FOLL)

Call to Order

The meeting was called to order at 6:02PM by Gloria Irey.

Citizens Addressing the Committee

No members of the public addressed the committee.

Consent

5.A.: Approve minutes of the August 7, 2024 meeting.

As there was not a quorum, this item was continued to the November 5, 2025 meeting.

5.B.: Approve minutes of the November 6, 2024 meeting.

As there was not a quorum, this item was continued to the November 5, 2025 meeting.

5.C.: Approve minutes of the February 5, 2025 meeting.

As there was not a quorum, this item was continued to the November 5, 2025 meeting.

5.D.: Approve minutes of the May 7, 2025 meeting.

As there was not a quorum, this item was continued to the November, 2025 meeting.

New Business

6.A.: Chair and Vice-Chair Nominations and Elections

As there was not a quorum, this item was continued to the November 5, 2025 meeting.

No members of the public spoke on this item.

6.B.: Advocacy and the Library Advisory Board/Library Advisory Committee

Following up on a request for information from the May 7, 2025 meeting, Hunt provided a clarification that the LAB/LAC were designed to provide policy recommendations to the City Council and the Western Placer Unified School District Board, but not make policy statements independently. However, general promotion of library services is within the bounds of the LAB/LAC. Board members also retain the right to individual advocacy.

Lynne Snyder asked whether the City Council had taken any action in regard to IMLS funding. Hunt stated that she did not believe so.

No members of the public spoke on this item.

6.C.: E-Book Resources Review

Hunt provided a presentation on the challenges posed by demand for digital resources like e-books and e-audiobooks, and highlighted the differences between the two ebook platforms currently offered by the Library (Libby and Hoopla). Each provides different collections, purchasing models, and patron experiences, though Hoopla is significantly more expensive per circulation that Libby. A robust discussion followed concerning the extent of the collection and collection development, platform fees, Sacramento's decision to cancel Hoopla, the impact of directing additional funding to Libby, staff impacts, grant funding, and alternative platforms.

No members of the public spoke on this item.

Update (Old Business)

7.A.: Library Funding & Community Aspiration Project Update

Hunt provided an update that the consultants were scheduled to present to Council at the August 26, 2025 City Council meeting, and that the LAB/LAC would receive the report at the same time. At that point, a special meeting could be scheduled to discuss the report and additional background information.

No members of the public spoke on this item.

7.B.: Bylaws Update

Hunt provided an update on staff's recommendation to not amend the bylaws until after any negotiations of the joint use agreement are complete. A brief discussion about the negotiations followed, with Hunt emphasizing that any conversations were at the very preliminary stages.

No members of the public spoke on this item.

7.C.: WPUSD Update

No representative of WPUSD was present.

No members of the public spoke on this item.

7.D.: Friends of the Lincoln Public Library (FOLL) Update

Teresa Lai Stanislaw provided the update, highlighting:

- Over $3360 raised at the summer big book sale

- The adoption of Booker and Booklet as both the FOLL and Library mascots, including the Booker Buddy summer reading contest.
- Preparations for Family Art Night in October

No members of the public spoke on this item.

7.E.: Library Director Update

In addition to the written staff report, Hunt provided an update on the fire south of 65 on August 4th, 2025 and the Library's subsequent evacuation, as well as sharing that one of the high school interns had been hired as a seasonal employee to backfill for an employee on extended leave.

No members of the public spoke on this item.

Request for Information

Lynne Snyder requested information on the quorum for the following meeting.

No members of the public spoke on this item.

Next Regularly Scheduled Meeting

November 5, 2025

Meeting adjourned at 7:12 PM.

Minutes submitted by Kathryn Hunt, Director of Library Services
Audio/video recording of the meeting available at https://www.lincolnca.gov/en/our-government/watch-live.aspx

STAFF REPORT

Item Number 6.A

SUBJECT:	Chair and Vice-Chair Nominations and Elections (10 minutes)
SUBMITTED BY:	Kathryn Hunt
DEPARTMENT:	Library
DATE:	November 5, 2025

BACKGROUND/INTRODUCTION:
Item continued from previous meeting due the lack of a quorum.

Per the bylaws of both the Library Advisory Board and Library Advisory Committee, a chair and vice-chair must be elected annually.

ATTACHMENTS:
Bylaws Regarding the Election of the Chair and Vice Chair.pdf

Bylaws Regarding the Election of the Chair and Vice Chair

Regarding the election of the Chair and Vice Chair, the bylaws of the Library Advisory Board state:

“ARTICLE 4: ELECTION OF OFFICERS

The members of the Board will elect a Chair, who will serve a term of one year, beginning in February. The Chair will serve at the pleasure of the Board. There is no limit on the consecutive one-year terms to which the officer may be elected.

The Chair shall preside over all meetings of the Board, cause agendas to be prepared, authorize calls for special meetings, execute all documents upon which the Board has authority to act, and appear before the City Council to report the activities and recommendations of the Board.”

The bylaws of the Library Advisory Committee state:

“ARTICLE 4: ELECTION OF OFFICERS

1. At the first meeting of each calendar year in February, the members of the LAC will elect a Chair and Vice Chair who will serve a term of one year beginning with the month of May. The Chair and Vice Chair will not represent the same organization. The Chair must be a member of the Library Advisory Board, with the Vice Chair representing one of the other two entities.
2. The number of consecutive one-year terms to which these officers may be elected is unlimited.
3. The Chair shall preside over all meetings of the LAC, cause agendas to be prepared, authorize calls for special meetings, execute all documents upon which the Committee has authority to act, and appear before the City Council and the School and College Boards to report on the activities and recommendations of the LAC.
4. The Vice Chair shall serve in the absence of the Chair.
5. The Library Director/Manager or designee, as an Ex Officio member of the LAC, will prepare and distribute agendas for LAC meetings working with the Chair or Vice Chair. The Director shall notify the Lincoln City Council and City Clerk, the Board of Trustees of the Western Placer Unified School District or the Board of Trustees of the College of vacancies on the LAC. “

STAFF REPORT

Item Number 6.B

SUBJECT:	Lincoln Public Library Funding & Community Aspirations Report Discussion (30 minutes)
SUBMITTED BY:	Kathryn Hunt
DEPARTMENT:	Library
DATE:	November 5, 2025

BACKGROUND/INTRODUCTION:

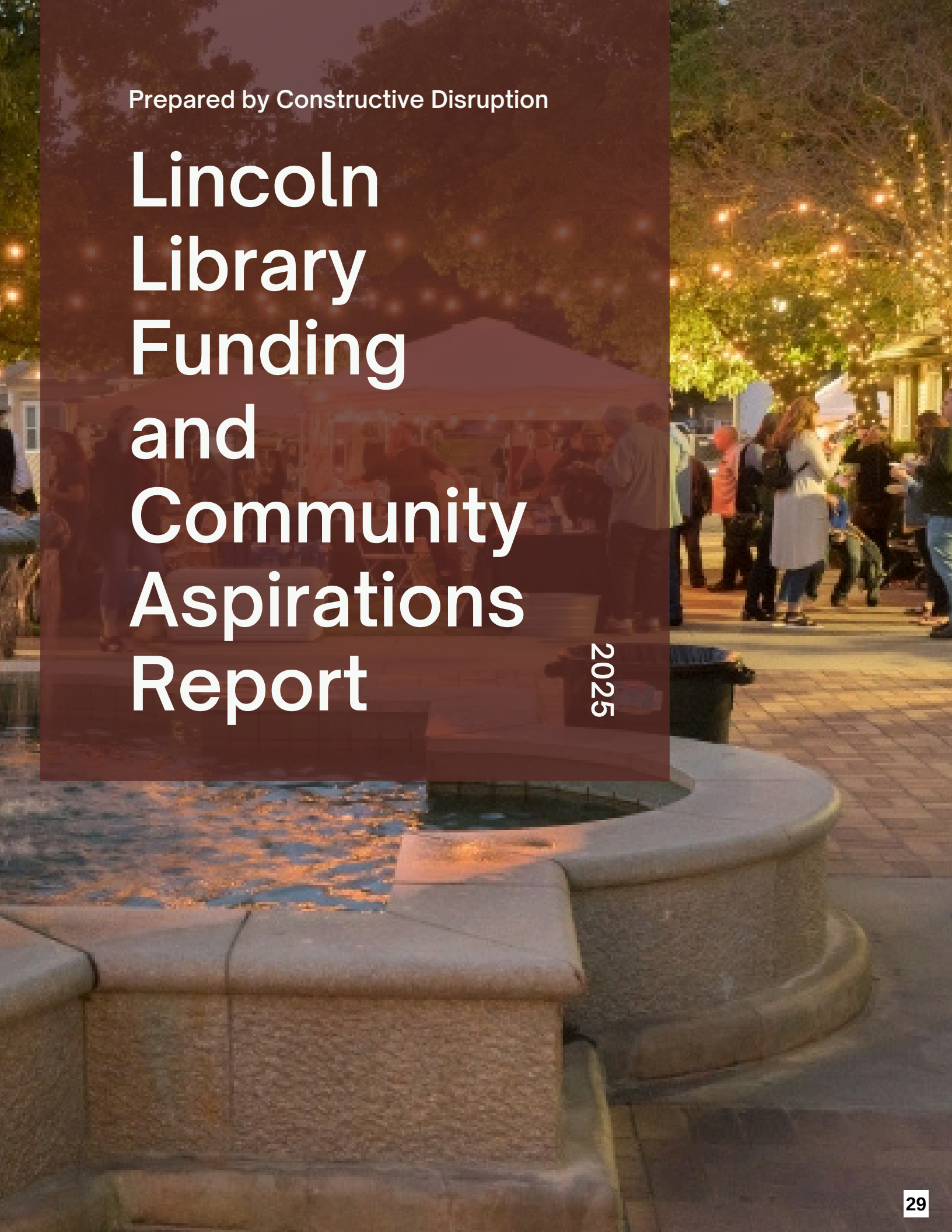
Beginning in late 2024, library staff contracted with consultants at Constructive Disruption, Inc. to complete an assessment of library community needs and paths to future service. A preliminary presentation on this report was given to the Library Advisory Board/Library Advisory Committee at the May 7, 2025 meeting. The plan was completed and presented to the Lincoln City Council at the August 26th, 2025 City Council meeting. The report was also made available to the members of the Library Advisory Board/Library Advisory Committee at this time.

The LAB/LAC requested time to discuss the report and its findings. Also included are selected portions of the City of Lincoln's General Plan, which is mentioned in the report.

ATTACHMENTS:

Lincoln Library Funding and Community Aspirations Report 2025.pdf

Library References in Lincoln General Plan.pdf



Prepared by Constructive Disruption

Lincoln Library Funding and Community Aspirations Report

2025

Lincoln Library Funding and Community Aspirations Report

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Executive Summary

The Lincoln Public Library is facing, in 2025 and the next several years to come, a significant challenge with its budget, as Sierra College, an original participant in the joint use agreement for the Twelve Bridges location, has given its notice to withdraw from the agreement. This withdrawal causes the Library to lose 25%, worth $222,212 in the FY25 budget, of its budget. While the City has agreed to sustain the Library at current levels in order to give time for new solutions to be found, the situation is grave. There are no good options for the replacement of these funds in the timeframe needed.

Lincoln as a community has enjoyed a sustained period of rapid growth, which is anticipated to continue throughout the next several decades. Growing from a community of approximately 12,000 in 2000 to more than 50,000 today, projections from the General Plan estimate Lincoln will have more than 130,000 residents within the next 25 years.

During this time of rapid growth, however, Lincoln has faced financial challenges, and the Library's budget has not been able to grow at the pace necessary to maintain a steady level of services; the Lincoln Public Library's budget, if it had maintained a level of support since 2008 in pace with the growth of population and with inflation, should be 125% larger than the FY23 allocation, at approximately $2,242,422. Not only does Lincoln have to grapple with this immediate budget shortfall, it must do so while grappling with decades of underinvestment that have left the Library without the ability to withstand funding and service cuts.

At the same time, the Lincoln Public Library staff have been working hard to serve students and the community in this challenging funding environment, and provide a level of service that far exceeds the available resources in all categories**.** When compared to their peers in terms of staffing expenditures and staffing capacity, it cannot be overstated how thoughtful, efficient, and committed the Lincoln Public Library staff are to ensuring patrons receive personalized and meaningful service. Lincoln's overall expenditures are less than half of the statewide median, and only 29% of the statewide average; only 29 of the 186 public libraries in California have a lower

overall expenditure per capita. Furthermore, of the 182 public libraries in California who reported staff expenditure data, only 19 have a lower per capita figure of spending on staff than Lincoln. This low level of investment is out of alignment with the City's plans and policies that demonstrate support for a proportionate and thoughtful level of library service that is accessible to members across the community.

What is essential to note is that, even at its current level of funding, and certainly before the 25% reduction that comes from Sierra College pulling out of the joint use agreement, the Library is not able to adequately meet the demand of either its public or school stakeholders because it does not have enough staff.

This report shares the three most likely paths for library service in Lincoln over the next five years:

- **A loss in service: maintaining a single-location service point at Twelve Bridges with 75% of the current budget.** This report recommends the services provided by the Library be restructured to more adequately represent the investment by each remaining party: the City funds 85% of the budget, as well as holding the responsibility for maintenance. The hours, services, programs, and collections must be repositioned to ensure the significant majority of the benefit of library services will directly impact community users, as opposed to users from the school. Service at this level will see a 40-50% cut in staffing and open hours.

- **The status quo: maintaining a single-location service point at Twelve Bridges with the current budget.** For this option to be viable in the timeframe necessary requires additional investment from the school district and a reopening and renegotiation of the MOU.

- **Adding a new partner — and adding additional services.** The City wishes to see a new partner come in to replace Sierra College; replacing the funding lost by Sierra College's withdrawal by finding a new partner will not maintain current Library service because that partner will come with service expectations and the need for additional infrastructure to manage the level of investment. Since

any new partner providing such a substantial annual investment will expect to see services that meet their needs commensurate with that investment, this path means even if the City is able to find such a substantial partner, there will not be an increase in access, hours, or service at the Twelve Bridges location.

This report does contain suggestions for what a funded model could look like. Such a model would incorporate the kinds of services and offerings the community expressed their interest in during the engagement portion of this project and focus strongly on opportunities for increased access.

History of Lincoln

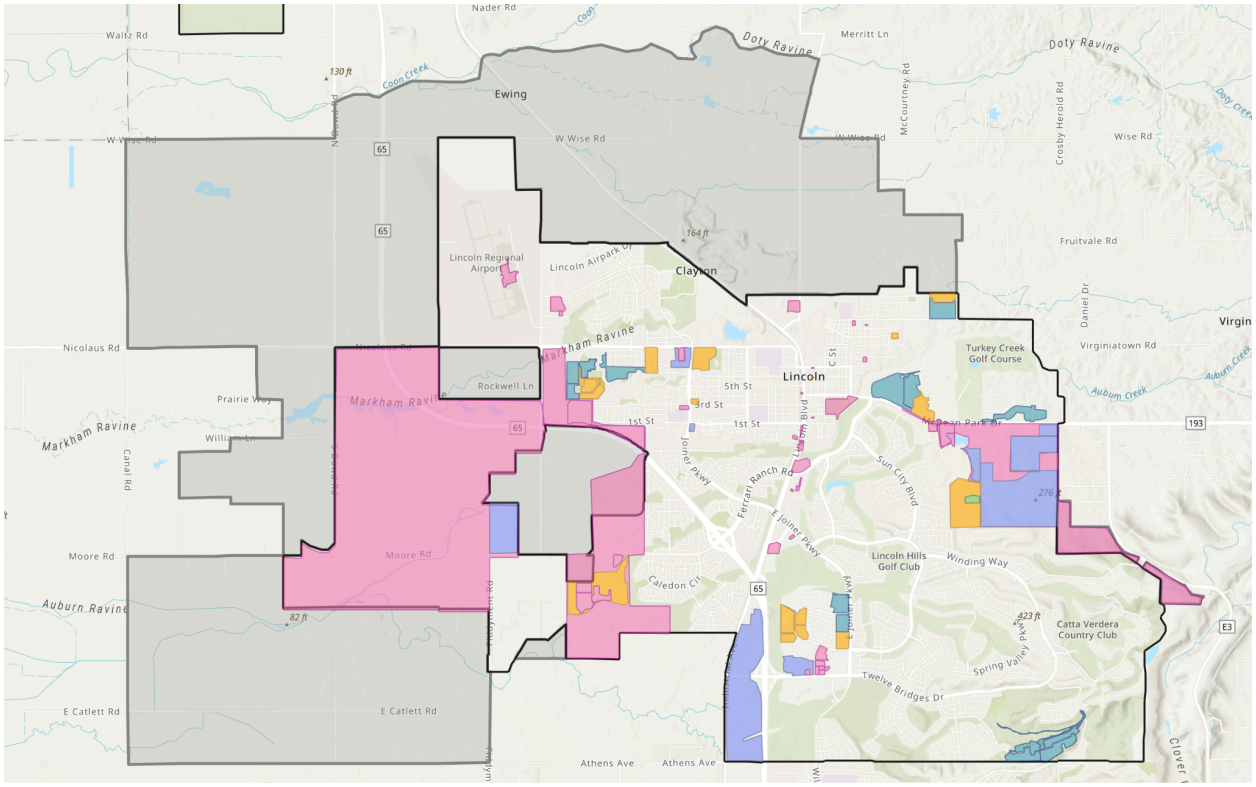
The city of Lincoln was founded in 1859, then as a village, when the original townsite was surveyed. Intended to be a temporary terminus of the California Central Railroad, the railroad's president, Charles Lincoln Wilson, gave the town its name. Lincoln was formally incorporated in 1890.

Lincoln has a long history of settlement from well before the railroad, beginning with the Nisenan, Miwuk, and Maidu peoples, who are indigenous to Northern California and have been present on their homelands in what is now the greater Sacramento Metropolitan Area for more than 5,000 years. Until termination by Congress in 1964, the area was home to multiple rancherias, or mini-reservations, including the Nevada City Rancheria of the Nisenan and the Auburn Rancheria of the Miwuk and Maidu, now part of the United Auburn Indian Community (UAIC). The UAIC owns and operates the Thunder Valley Casino Resort, the area's first casino, which opened in 2003.

Following the completion of the railroad, which continued on past Lincoln, the town remained relatively small until the discovery of coal in the 1870s, which, during mining, uncovered high quality clay deposits. As a result of these clay deposits, Gladding, McBean & Co. was founded in 1875 and remains a leading industry in Lincoln, noted as a ceramics and architectural terracotta pioneer — Gladding, McBean & Co. terracotta is what makes up the distinctive architecture of many of the buildings at Stanford University, for example. Even as this industry grew, the areas surrounding downtown or central Lincoln remained mostly agricultural or rural.

Lincoln remained "sleepy" until the mid 1990s, when the greater Sacramento Metropolitan Area saw a significant level of rapid development. Between 2000, when the population was approximately 12,000, and 2010, when it had grown to 43,000, Lincoln grew by 282 percent; at the time, Lincoln was the fastest-growing city over 10,000 in the United States, and was the fastest-growing city in California for two years in a row prior to the 2008-2009 recession. The 2020 census shows Lincoln to have a population of approximately 49,000, and the most recent California Public Library Statistics, from 2022-2023, shows the population at 52,313.

The City of Lincoln has an ambitious plan for expansion and annexation that will, once finished, potentially grow the population to more than 130,000, with an anticipated doubling of the current population to approximately 100,000 in the next 20-25 years. The village concept, laid out in the General Plan Update adopted in March 2008, plans for seven individual villages within the city, each linked to Lincoln's historic downtown, which will act as a central gathering place for the community. Each village is planned to have its own commercial center, a mix of high density, medium density, and low density residential areas interconnected by walking and biking trails, and a high level of open and green space to help retain the "small town feel."



City of Lincoln Development Map of Lincoln

As Lincoln grows, city leadership, through the village model, has expressed a dedication to retaining what made Lincoln special when it was a city of 10,000. Lincoln Mayor Holly Andreatta, when speaking with *Business View Magazine* in 2022, shared, "There are so many special characteristics about Lincoln that make it home. Lincoln is growing, but the downtown holds us all together. It's still got that old feel to it." This feeling about Lincoln was also mentioned in focus groups held as part of this project,

with planning team participants noting that “Lincoln is growing VERY fast — how [do we] keep what is special… why people are moving here.”

Former City Council member Paul Joiner, in the same article as Mayor Andreatta, added “[w]e’ve heard two phrases from visitors and from folks who are new to Lincoln, they say it’s like Mayberry, or it’s like Hallmark. Yes, the architecture and our history play a role in that, but it’s the people that make Lincoln great, and it’s the people that you want to be around.” City Manager Sean Scully said, “What I think is really different about Lincoln is that it is a blend between rural lifestyle and modern convenience. We’re not a center point of all commerce in Placer County, but if you live in the community, most of the things that are really important to families exist here and are really nice. It’s a very diverse place, and it really does feel like Hallmark or Norman Rockwellian Americana.”

This approach has been consistent for decades. In the “Lincoln Today” section of the 2003 Community Library Needs Assessment prepared by Stockton Associates, the consultants at the time wrote:

> [t]he city has a small, historic town charm that most residents want to see continued. This is evidenced by the strong desire for the existing Carnegie Library to continue to function as a library after the new library is built. Long-time residents can easily get the feeling that their town is being overtaken by newcomers anxious to bring their urban lifestyles to the small town, yet many newcomers to Lincoln want precisely to "get away" from the big city, urban environment. Lincoln's citizens and town government have dealt with this immense change and has developed a "can do" approach to city governance and citizen involvement. The town clearly welcomes newcomers yet wants to maintain as much of the benefits of a small town as possible.
>
> While Lincoln today is in the midst of an enormous transition, it maintains its direction as a family-oriented community, a good place to raise children, maintain family values, and create a sense of history and roots. A place where everyone is welcome.

Community Demographics

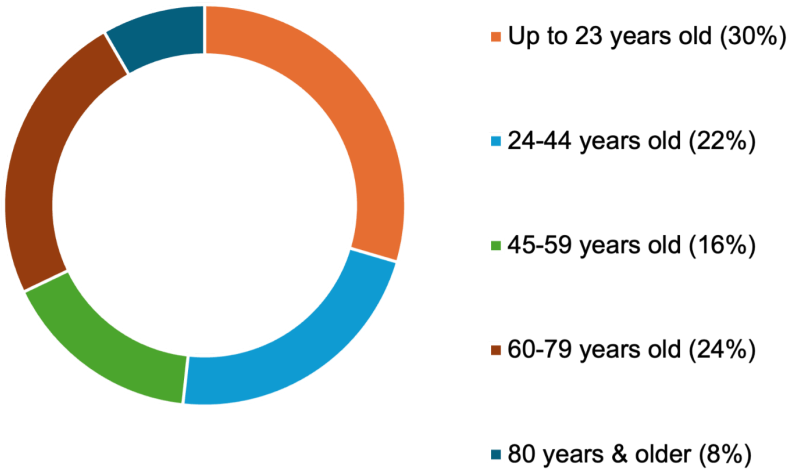
The population of Lincoln has experienced significant growth over the past 15 years, with the population rising from 11,205 in 2000 to nearly 52,000 today. With more than a half-dozen new neighborhoods under construction, there are thousands of homes planned for residency over the coming 25 years. This residential development will nearly triple the population of Lincoln.

Development is through a planned growth strategy around a "village" concept, with each village integrating its own residential, commercial and recreational areas. At the concept level, there should be incorporated into each village infrastructure and operational support to sustain and anchor the delivery of library services at the village level.

The 2023 Lincoln population is 51,629.[1] up 6.3% from the 2010 Census count of 42,819.

Age[2]

The median age in Lincoln is nearly 44 years old, with 32% of the population aged 60 and above. The youth population (under 24) is 30% of the community. 38% of the community is in the prime of their working ages, from 24 through 59 years old.



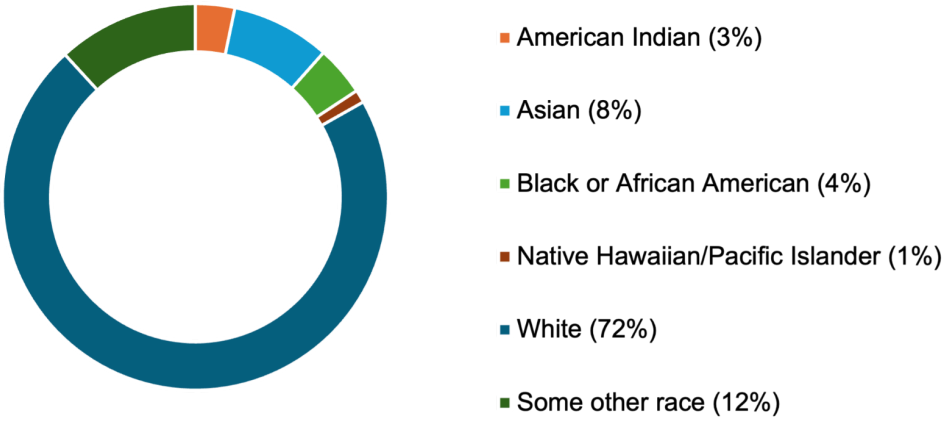
In generational terms, Lincoln is a young place. The

[1] American Community Survey, ACS 5-Year Estimates Detailed Tables. Accessed on April 1, 2024.
[2] U.S. Census Bureau. "Age and Sex." American Community Survey, ACS 5-Year Estimates Detailed Tables, Table B19001, 2023. Accessed on April 1, 2024.

younger Generations Alpha & Beta, and Gen Z comprise the majority of the population (52%). Generation X is a smaller percentage of the whole; 1 out of 6 belong to this group (16%). Even smaller is the silent generation; at 8% fewer than 1 out of 10 belong. One quarter of the population are baby boomers (24%).

Race & Ethnicity[3]

7 out of 10 community members in Lincoln are white (72%), while 1 out of 12 are Asian.



There are significantly smaller populations of American Indian (3%), Black or African American (4%) or Native Hawaiian/Pacific Islander (1%). Together, 1 out of 12 residents belong to these groups.

The Hispanic / Latino population crosses several race categories. Together, this segment of Lincoln is 1 out of 5 people (19%). The majority of the Hispanic / Latino population is of Mexican origin (74%).

Language Spoken at Home[4]

Most people in Lincoln speak English at home (85%). For those who speak another language at home, the predominant language is Spanish (48%), followed by other Indo European languages (26%) and then by Asian languages (22%).

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[3] U.S. Census Bureau. "Demographic and Housing Estimates." American Community Survey, ACS 5-Year Estimates Detailed Tables, 2023. Accessed on April 1, 2024.

[4] U.S. Census Bureau. "Language Spoken at Home." American Community Survey, ACS 5-Year Estimates Detailed Tables, 2023. Accessed on April 1, 2024.

Housing & Households[5]

There are 19,481 households in Lincoln. In the coming 25 years, it is anticipated that the number of households will increase by 50% as a result of planned development. The Village 1 and 7 developments underway will alone increase the number of households by 25%.

Economics[6]

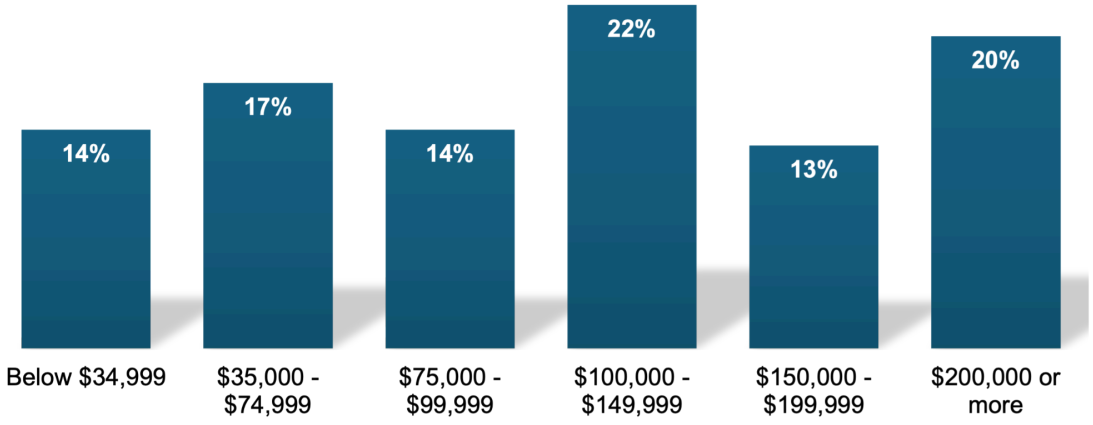
The median individual income in Lincoln is just above the rest of the State of California.

Lincoln	CA	USA
$51,978	$49,595	$42,220

Similarly, the median household income is close to the rest of the State of California.

Lincoln	CA	USA
$108,108	$95,521	$80,610

A closer look at household income provides a more nuanced view:



[5] U.S. Census Bureau. "Households and Families." American Community Survey, ACS 5-Year Estimates Detailed Tables, 2023. Accessed on April 1, 2024.

[6] U.S. Census Bureau. "Household Income in the Past 12 Months (in 2023 Inflation-Adjusted Dollars)." American Community Survey, ACS 5-Year Estimates Detailed Table. Accessed on April 1, 2024.

1 out of 5 households earn nearly double the median household income (20%), and almost half of households make less than the median household income (45%).

This data suggests there to be a wealth disparity when considering household income in Lincoln, looking at the highest and lowest levels of earning. With the scale of planned development, the distribution of housing types (for example, in Village 7, 36% of the planned units will be for low density residential — larger homes on larger lots, and therefore, higher price points — while half of that, 18%, is allocated for high density residential, which will be more likely to include affordable housing and apartment options), and the relative cost of new housing overall, it can be anticipated that the wealthiest and most highly educated segments of the population for Lincoln is the segment that will continue to grow.

This profile aligns in many cases with the projections in the 2003 Community Library Needs Assessment prepared by Stockton Associates, which, in section 5.4, "Lincoln's Future," shared:

> We can anticipate that this group of new residents will have a higher average education level than the current average Lincoln resident, that a large portion of them will be young families with children, that there will be a large portion of 55+ new residents due to the increase in housing stock in the retirement communities of Lincoln, and that there will be more diversity among the new residents, reflective of the general trend throughout California. The Lincoln resident of the future will probably be very different from the resident of today, but will have many of the same values.

An Overview of the Lincoln Public Library

Lincoln's first library was built about twenty years after incorporation, in 1909, and was funded by a Carnegie grant with the required community funding coming from Gladding, McBean & Co. and Lincoln residents. Located downtown, the Carnegie library served the community for over a hundred years before closing in 2011.

Prior to the Carnegie, Lincoln's earliest library facility was an 1890 reading room in Ahart's Hall, opened the year that Lincoln was incorporated and supported by public taxation starting in 1904. In 1906, Mabel Prentiss, a State Library organizer, appeared before the Lincoln city board of trustees and explained state law relative to establishment of public libraries and spurring the interest and investment that resulted in the support for the Carnegie library facility and its services.

Lincoln's current library, located in the Twelve Bridges area, was opened in 2007 to support the tremendous growth that Lincoln had experienced in the early 2000s. The large, modern 40,000 square foot library was designed as a joint-use library, with a unique three-way agreement between the Western Placer Unified School District, Sierra College, and the City of Lincoln.



The co-located Twelve Bridges High School opened in 2021; Sierra College's co-located campus was not built, and, after ten years of support for the facility, is withdrawing

from the joint use agreement as of June 2025. The joint use agreement has the City funding 60% of the library's budget, Sierra College, 25%, and the Western Placer Unified School District, 15%.

Lincoln has a small staff — 6.52 full time equivalent, or FTE — tasked with providing services to the over 1,200 students at the Twelve Bridges High School as well as the Lincoln community. The Library is open an average of 36 hours a week, and offers:

- a large collection;
- multiple digital collection offerings, including OverDrive, Kanopy, and Hoopla;
- materials on Native American history, issues, and culture, funded annually with the United Auburn Indian Community;
- significant seating space;
- multiple meeting rooms of varying sizes, including small study rooms;
- 40 public access computers;
- exam proctoring;
- adult literacy tutoring, via volunteers;
- remote pickup via holds lockers at the Twelve Bridges location and the Lincoln Community Center; and,
- a small outreach program, offering off-site engagement and programs.

In 2022-2023, Lincoln Public Library held 354 programs, with an attendance of 7,953.

Lincoln is a member of the NorthNet Library System, a consolidated regional system of over 40 libraries in northern California, and one of nine similar systems throughout the state supported in part by the California State Library. NorthNet Library System members share resources, participate in aggregated purchasing of materials, and collaborate on programming and staff training, with a goal "to achieve efficiencies and realize further economies of scale."

Budget

FY 2022-2023	Lincoln Public Library
Total Budget	$975,699
Salaries & Wages	$397,779
Staff benefits	$127,036
Physical collections	$56,350
Digital collections	$27,057
Other annual operating costs	$364,832

The Library's operating (non-capital) budget in FY 2022-2023 was reported to be $975,699, and the main expenditures are presented in the table below. Lincoln's total budget for its library ranks it in the 9th percentile compared to the rest of the State.

54% of the total budget is expended on staffing. This cost is relatively low compared to other libraries, reflecting the small size of the staff.

37% of the budget is allocated to annual operating costs.

9% of the budget is allocated to collections. Public Facilities Elements (PFE) fees are used to fund library collections.

Most libraries strive to spend at least 10% of their annual budget on their collections. Lincoln is at 9%, but these collection funds are not funds guaranteed through the municipal budget; they are funded through PFE fees, which are by nature intended to support the expansion of library services in relation to the growth of the community. Right now, the PFE fees are subsidizing the Library budget instead of additively supporting the expansion of library collections or other infrastructure development in support of community growth.

The Lincoln Public Library is further supported by the Friends of Lincoln Library (FOLL), which was awarded the 2025 Service Organization of the Year Award by the

Lincoln Area Chamber of Commerce. FOLL gives approximately $100,000 per year to support the Library, including, in 2025:

- $22,500 to support literacy programs and programs for young people, such as Read Across Lincoln, the Summer Reading Program, Read to Me Baby Literacy Kits, Family Story Time, Free Book Giveaways, School Tours, and the Teen Advisory Board Meetings;
- $38,000 for the library's collection, including Large Print Books, Adult Spanish Language Books, Children and Teen Magazines, Hoopla, and Kanopy;
- $35,950 for library programs, events and outreach activities, such as Mother Goose on the Loose, Family Movie Night, the Downtown Book Locker, Monthly Newsletter, Community Outreach Activities, and Group Library Tours.

As with the PFE fees, the level of support from the Friends is a double-edged sword: the funding is essential to supporting and providing these services, access, and programs, but the majority of these items are core services of the Library and should be fully funded and represented in the Library's municipal budget with any annual discretionary funding supporting capital projects and additional access.

Lincoln Public Library's Budget in Context

Year	Total Operating Budget	Expenditures Per Capita	% of Expenditure on Staffing
2008-2009	$1,197,177	$27.29	64.28%
2009-2010	$944,783	$22.67	53.75%
2010-2011	$814,222	$18.83	50.44%
2011-2012	$496,713	$11.40	57.88%
2012-2013	$378,793	$8.64	58.63%
2013-2014	$434,671	$9.62	49.30%
2014-2015	*Statistics not*	*reported*	*accurately*
2015-2016	$705,912	$11.32	55.37%
2016-2017	$600,851	$11.78	56.99%
2017-2018	$608,133	$12.39	51.74%
2018-2019	$890,265	$15.77	51.93%
2019-2020	$1,144,310	$16.20	49.54%
2020-2021	$867,037	$15.75	51.76%
2021-2022	$943,271	$18.26	59.86%
2022-2023	$996,632	$18.65	53.79%

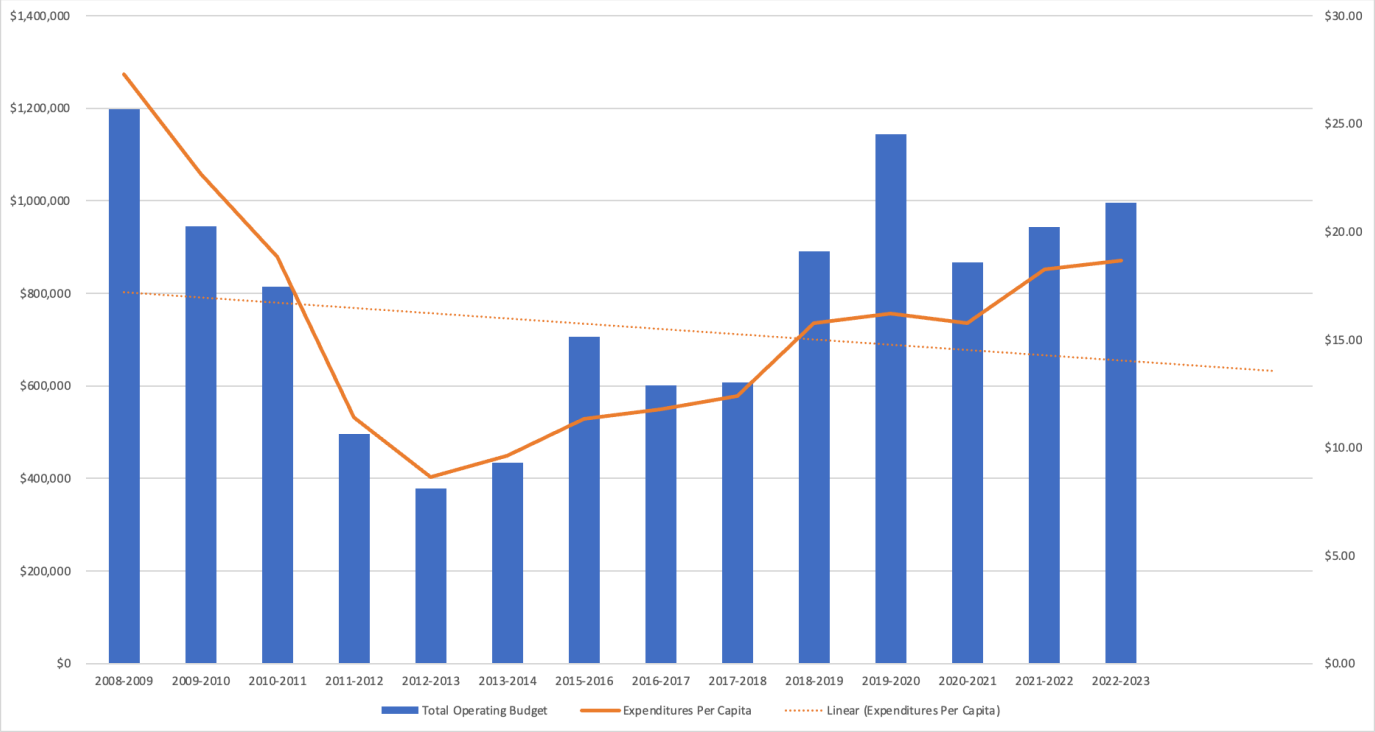
Historical Budget Overview, Lincoln Public Library[7]

Over the past fifteen years, the Lincoln Public Library has had a wildly variable annual budget. The first three years in the table demonstrate spending that supported service in both the Carnegie and Twelve Bridges libraries, with the budget fifteen years ago 17% greater than it is currently. Expenditures per capita have also varied significantly, from a low of $8.64 in 2012-2013 to a high, in 2008-2009, of $27.29.

It can be challenging to maintain service levels and retain staff with such variable funding, and as can be clearly seen by the

[7] California State Library. *California Public Library Statistics: State Data Key Ratios, Resources, Expenditure*, ca.countingopinions.com/index.php?page_id=3. Accessed 19 April 2025.

dashed orange line in the chart below, representing the trend of funding overall, which shows that funding has not been keeping pace with growth over the past 15 years, even as the City has made investments in the library following the significant financial struggles following 2009. In that time, Lincoln has added approximately 10,000 new residents while the overall support for library services have continued to decline; any allocation of City funds must keep pace with population growth in order to maintain the current level of services the Library provides — while also noting that public expectations for library service are still at the levels provided before the budget cuts.



In the 2050 General Plan, developed in 2008, there are multiple policies that suggest the library should have seen continued investment over these past 15 years; these policies are part of Goal PSF-9 in the Community Facilities section: "To ensure that adequate community facilities are provided and are conveniently located in order to meet the needs of residents of the city." Policy statements include:

- **Policy PFS-9.3 Expand Library Services** The City shall continue to expand library services, according to adopted City library standards (0.7 square feet per capita), to meet the educational, informational, and cultural needs of all community residents.

- **Policy PFS-9.4 Funding Mechanism for Libraries** The City shall provide a funding mechanism for the construction and operation of libraries within the city.
- **Policy PFS-9.5 Siting of Libraries** The City shall locate libraries near or adjacent to other City facilities, such as schools and parks, wherever possible.
- **Policy PFS-9.6 Community Facilities** The City shall ensure that community facilities, including a senior / adult services center, gymnasiums, aquatic center, and library, be planned and provided for future residents of the city.

These policy statements suggest that the City intended, at the time of developing their long-range plan, to more than double the available library square footage (0.7 square feet per resident × the eventual 130,000 residents equals a total of 91,000 square feet of library service space); ensure library services were funded by the City; that libraries would be located near schools and parks, both of which are well-represented in the various village annexation plans; and that these kinds of municipally funded community facilities (parks, libraries, community centers) were important and vital, not just for residents now, but for future residents.

These sentiments are a continuation of decades of similar perspectives on the importance of library services, stretching back to 1988, when, as highlighted in the 2003 Community Library Needs Assessment:

> [T]he City Council adopted a General Plan that recognized the need to expand or replace public facilities, including additional library services. The Public Facilities element of the General Plan, amended in 1998, supported Library facilities construction and suggested an additional 24,000 square feet of library space would be required to meet the library needs of the community. The Facilities Element further stated that libraries should be located adjacent to other facilities such as schools and parks, wherever possible. Community sentiment reflects the need for additional library services and supports the idea of joint-use facilities.

However, after the work to develop the joint use service agreement and the adoption of the 2050 General Plan, City investment in the library moved in the opposite direction, starting a steep downward decline, dropping to approximately a third of the

investment in the Library at the time of the plan's drafting and reducing available library hours and square footage. In the years following the development of the General Plan, Lincoln faced significant financial issues, with the City overall facing a 65% reduction in its budget between FY08 and FY12. As then City Manager Jim Estep shared in the FY09 budget narrative, "[t]his past year the City of Lincoln faced its most challenging budget shortfall in 30 years… commercial and industrial development has fallen short in providing the tax base needed for core city services."

Each of the next several years saw additionally challenging budget years; all general fund departments were impacted by staff reductions and significant budget cuts. In the FY11 budget narrative, City Manager Estep shared, "Over the last three years the City has struggled to maintain the level of service provided by the departments funded by the General Fund. Different strategies have been used each year to develop a budget that balances service levels and funding availability, but each year, for the past three years, the City has had to use one-time revenue and staffing/operating expense reductions as revenues continued to plummet. In 2007-08 the General Fund budgeted expenditures equated to $456 per capita, and this year those expenditures are budgeted to drop to $281 per capita (a 38 percent reduction)." In FY12, much of the same: "The question facing the City is how to continue to provide the level of service that the citizens of Lincoln expect with greatly reduced numbers." Even if Lincoln had wanted to maintain a level of support for library services, the financial situation did not allow the municipality to do so. However, even after the impact of these factors years later, investment has not returned at similar levels to support service, never mind a *growth* in service.

Comparing Lincoln With Its Peers

When considering the work of a library and its level of investment or support, it can be helpful to look at key statistics in comparison with other California libraries. Drawing from the most recent California Public Library Statistics, covering 2022-2023, it is possible to position Lincoln's access to resources against those across the state, with the statistics and their comparisons giving a sense of the impact of the library's use and strength of its funding. While these figures, as with many of the figures in the report, are several fiscal years old, using them allows us to ensure a like-for-like comparison of fiscal years across libraries and the state as a whole.

In the table below, Lincoln Public Library is compared against the statewide median (which draws the line between the top and bottom half of the state) and the statewide average. California's libraries are incredibly diverse, and the statewide average can be a challenging figure, as within the state there are some significantly underfunded libraries as well as multiple libraries with substantial service areas and even more substantial budgets.

FY 2022-2023	Lincoln Public Library	Statewide Median	Statewide Average
Library visits per capita	4.02	2.12	3.39
Collection per capita	2.10	1.83	2.55
Content Use per capita	5.95	4.12	6.73
Expenditures per capita	$18.65	$41.11	$65.18
Staff Expenditures per capita	$10.03	$30.54	$44.28
Total Staff FTE per 1,000 population	0.12	.30	.44

In order to help place Lincoln in context, the key statistics are represented in terms of a number per capita, which further balances these large discrepancies. The table shows statistics for library visits per capita; for how many physical collection items are owned per capita; the content use, which is the circulation of physical materials plus the circulation, use, or access of digital materials, per capita; the overall expenditures per capita; the expenditures just on staff per capita; and, finally, the number of staff per 1,000 people the library serves.

As evidenced by the table, Lincoln is well above the median for visits per capita, which may be explained in part by library use by students and in support of the school, as well as highlighting anecdotal evidence from community engagement about residents from around the greater Sacramento area choosing to use Lincoln's library over other area libraries. It is also especially notable considering the Library's limited hours.

Similarly, the collection and content use per capita demonstrate that the collection offers access to more materials than the typical Californian public library. Again, some of this may be driven by school use, and the collection size is certainly a result of the joint use agreement, especially when considering the opening day collection items that were included to potentially support Sierra College students. It is important to note that the collection size, currently around 121,600 items, is significantly older, with 67% of the items with publication and/or acquisition dates ten or more years old; approximately 18% of the collection has not circulated in the last five years.

When looking at the resources Lincoln Public Library has access to in order to provide the services highlighted above, the picture is stark. **Lincoln's overall expenditures are less than half of the statewide median, and only 29% of the statewide average; only 29 of the 186 public libraries in California have a lower overall expenditure per capita.**

Of the 182 public libraries in California who reported staff expenditure data, only 19 have a lower per capita figure of spending on staff than Lincoln. Lincoln's expenditure of $10.03 per capita is one-third of the state median and 23% of the state average. With only 6.52 full time equivalents of staff time, Lincoln Public Library's twelve staff members are having to manage a large facility, a complex joint use

agreement, and a significant collection for competing audiences and interests with extremely limited resources.

When considering these expenditure figures, it is important to remember they represent the Lincoln Public Library at their current level of funding. If the Library has to take a 25% cut to its budget, those figures drop to $13.99 (overall expenditures per capita) and $7.52 (staff expenditures per capita, assuming staff expenses take a proportionate cut). At $13.99 per capita for overall expenditures, only 12 libraries in the state have a lower rate of support; at $7.52 per capita for staffing, Lincoln drops into the bottom ten libraries in the state overall, with only nine libraries having a lower per capita expenditure rate on staff.

It may be further illuminating to compare Lincoln's figures with those libraries typically seen as comparisons by the Library and the City, and which are also located in the same geographic region: Roseville, Folsom, and the Placer County Library system.

FY 2022-2023	Lincoln Public Library	Roseville	Folsom	Placer County
Library visits per capita	4.02	2.38	2.05	1.39
Collection per capita	2.10	1.07	1.11	1.04
Content Use per capita	6.08	7.63	6.59	3.79
Expenditures per capita	$18.65	$24.55	$25.65	$41.11
Staff Expenditures per capita	$10.03	$16.26	$16.79	$26.73
Total Staff FTE per 1,000 population	0.12	0.19	0.17	0.23

Lincoln Public Library often uses nearby Roseville for peer comparisons. Roseville functions as a reference point because of its geographic adjacency and because

community members report comparing Lincoln services to those offered in Roseville, with its larger size and larger sales tax base. In looking at the table on the previous page, Lincoln Public Library does have more visits per capita and a larger collection per capita, but Roseville sees about 17% more use from a collection that is nearly half the size of Lincoln's — suggesting the items offered by Roseville are more pertinent to the community and/or are in better alignment with the needs of patrons using the space. Lincoln spends approximately 24% less on its library per capita than Roseville, and 38% less per capita on staff, though that figure is roughly in alignment with the size difference of the staff. Spending in alignment with Roseville would add $308,647 to Lincoln's budget at its FY23 levels, for a total of $1,027,279; applied to staffing, that could result in an additional 3.5 FTE for Lincoln.

Folsom is often used as a greater Sacramento area comparison that is seen as more in alignment with Lincoln, as it is a municipal library with a single location. Again, as with Roseville, Lincoln sees higher use in terms of visits and offers a larger collection; Folsom's collection is used at a slightly lower rate than Lincoln's. Folsom spends about 27% more on its library per capita than Lincoln, and slightly more on their staffing, as their staff is about 30% larger than Lincoln's but their expenditures on staff is approximately 40% greater than Lincoln's. Funding staff expenses at the same level as Folsom would result in an additional $353,635 to Lincoln's FY23 budget, for a total of $1,350,267, which would support an additional 4 FTE.

There is an awareness that Placer County Library as a system has experienced its own financial difficulties, but that awareness may not align with the real basis of comparison. Considering the disparity between Lincoln and Placer County noted in the table above, it is likely Lincoln would benefit from joining the County system, at least in the short term; what would be saved on the consolidation of services would likely support the number of staff Lincoln needs to run its Twelve Bridges facility. If retaining local control and retaining access to library services in Lincoln, by Lincoln, for Lincoln is a priority, the City of Lincoln needs to invest more substantially in the library than the current level.

If we choose to compare Lincoln's expenditures per capita and the percentage of the budget spent on staffing with just its counterparts in Placer County — Roseville, Loomis, and the Placer County Library system — Lincoln has the lowest per capita funding and the lowest expenditure on staff by far, as demonstrated in the table below comparing the four library service providers.

Library	Total Operating Budget	Expenditures Per Capita	% of Expenditure on Staffing
Lincoln	$996,632	$18.65	53.79%
Loomis	$373,163	$56.48	75.79%
Roseville	$3,754,875	$24.55	66.24%
Placer County	$8,157,658	$41.11	65.03%
County average		$35.20	65.21%

If Lincoln were to support the library at the county average of $35.20 per capita, *which would still place Lincoln in the bottom 50% of libraries in the state for funding per capita*, the Library's budget would nearly double, adding an additional $865,780 to the FY23 budget, for a total of $1,862,412.

Long term, the Lincoln Public Library staff are managing to provide a level of service that far exceeds the available resources in all categories. The staff's ability to do so is seen by stakeholders as a strength; for example, Board members share that the statistics for visits and use demonstrate library "services resonates with our residents," that partnerships with the Friends and the school district "allows us to maximize what we can each do," that the "beautiful, welcoming" multi-use facility is "an untapped resource," and that "staff and customer service is A+... [there is] attention to each individual patron." They also highlight the need for a "focus on sustainability, and not just for cost savings."

Over the past 17 years, the community has increased its population by 24%. At the same time, the Library budget has contracted overall 1% each year, so that today it is 17% lower than it was in 2008. If we consider inflation over this time period[8], in purchasing power, the Library's budget has shrunk 45% over the same time period.

To further emphasize how hard working the staff of the Lincoln Public Library are, consider that, over this time period when the population is growing and the budget has been diminishing, they have offered nearly the same level of access as in 2009/2010 in terms of hours open to the public, when the two library facilities offered a combined 42 hours of access a week compared to the current average of 36 hours per week.

The Lincoln Public Library's budget, if it had maintained a level of support since 2008 in pace with the growth of population and with inflation, should be 125% larger than the FY23 allocation, at approximately $2,242,422.

For every $4 in funding Lincoln is allocating to the Library, it should be $9.

Anything less has, over each of these intervening years, represented a loss in funding and in service opportunities for the Lincoln Public Library and the community it serves. This path of decreasing financial support in the face of population growth and City expansion directly contradicts the village concept model and is critically underfunding library services — even before the loss of funding from Sierra College pulling out of the joint use agreement.

[8] U.S. Bureau of Labor Statistics. Consumer Price Index Calculator. https://www.bls.gov/data/inflation_calculator.htm.

The Lincoln Community's Vision of the Library

The Lincoln Public Library is a great example of a library working as hard as possible within its constraints. Output measures discussed elsewhere in this report, such as annual visits and circulation of materials, speak to strengths in the face of fiscal adversity. Community engagement provides additional insights.

The Methodology section beginning on page 55 details the community engagement techniques deployed as part of the research and analysis for this report, especially as it relates to strengths, opportunities, and aspirations. One of these techniques was a community survey taken by 1,847 individuals, which is referenced in this report as "Community Survey" or "survey." Other techniques involved interviews, focus groups, and various opportunities for in-person, virtual, and self-directed engagements.

Strengths

The Library's strongest connection to the community is by providing access to content. In the community survey, we learned that:

> Eight (8) out of 10 patrons visit the Library to borrow physical materials (81%). *This is by far the leading reason people make visits.*
>
> One (1) out of 5 library community respondents indicated that their primary connection to the Library is by accessing its premium digital content (20%). The majority of the non-Overdrive content is funded through the Friends. The Library can consider there to be a distinct set of digital patrons, that is, individuals who primarily use the e-Library.

Considering that most patrons who visit the library do so to borrow physical materials, it is not surprising that there is strong alignment in the community around making access to the facility easier.

> Over half the respondents would like extended hours during the weekend and a consistent schedule throughout the year (58%).

> Slightly less than half of the respondents expressed a desire for extended evening hours (44%).

In general, a strength that should be noted is the high level of awareness of and support for library services in Lincoln, including through City leadership. Library service is acknowledged as a key resource in the City's 2023-2025 Strategic Plan, where Goal 10 states:

> "Conduct an analysis of current and future City library service and facility needs… Staff to initiate an analysis of the City's library service and facility needs, which is to include an examination of the use or repurpose of the Carnegie Library."

Opportunities

As a concept, an *opportunity* in relation to the Library is an identified community need or desire that can be met or fulfilled with Library programs and services. Community needs identified through engagement and background research are identified in the context of the following discussion about opportunities.

The primary opportunity for the Library is to capitalize on its position as a content provider to many in the community by **extending service hours** into the evenings and on Saturdays, in a way that provides for a consistent year-round schedule of open hours. Extended service hours would also enhance opportunities for the Library to foster community connections, in alignment with the values reflected in the village model, such as offering programs and providing space for a range of users.

A secondary opportunity that can be accomplished by extending service hours is to become **a bona fide community destination**.

This secondary opportunity is in direct alignment with the village concept model promoted by the City. Currently, the community survey indicates that just 1 out of 5 community members use the Library to attend events or to study, work, relax, meet friends and/or bring children.

A basis for this lower than desired level of use is the limited open hours the Library is open to the public. At an average of 36 open hours per week, the Library is not viewed as available as a community destination beyond the standard school and work day.

Current teen interns conducted interviews with their peers, and a recurrent theme that emerged from these is that students with after-school obligations cannot get to the Library during the week because the Library is closed by the time the structured parts of their school day experience are done. What is remarkable here is that the very students who might seem to have heightened access to the Library because of its campus location *also* encounter barriers to access to the Library due to its limited hours.

A third opportunity is for the Library to strengthen its position as a **community builder through programming**. The Library already offers an appealing range of programs that are in scope and scale beyond what is reflective of its level of staffing. It also has ample square footage to support a range of activities within its Twelve Bridges location.

Based on community interest and participation in the programming that is offered, it is clear that there is an opportunity to heighten the impact of the Library by fortifying its staff and budget to support more and more varied programming. Currently, the overall budget and staffing capacity limits access to the space and also constrains the timing and frequency of Library programming.

When asked to consider how to spend any additional dollars the Library might receive for programming, community survey respondents indicated that they would like to spend just about 3 out of five dollars on over programs for youth. These programs would encompass:

- Regular activities for children, such as Storytime, Read to a Dog, and Homework Help;
- Regular activities for teens, to be developed with teen input;
- Special events for children, teens and their families like Family Art Night or Battle of the Books;
- Programs that help youth build reading and school skills.

For a community even half the size of Lincoln, a baseline level for sustaining youth programming and engagement should be at least one full-time credentialed youth services librarian and another full-time credentialed school librarian/media specialist. Lincoln has neither of these roles staffed fully, and this means that the youth population in town are under-served when it comes to programs for youth and the kind of academic, curricular support that is the special purview of a school librarian/media specialist.

As Lincoln develops its village model and attracts new families with children, these families will come from other municipalities with expectations about baseline public library services. In addition to collections and space, a large part of a healthy library ecosystem in a municipality is a robust profile of activities and curricular support for children and students of all ages.

In addition to programming for youth, there is also interest in adult programming, notably creative or cultural experiences such as concerts, author visits, and art events. Survey respondents would like to see 2 out of every 5 dollars of additional library program and event funding to be earmarked for these types of experiences.

Pursuing opportunities that meet community needs calls for, above all else, staffing the Library in support of extending open hours. Extended open hours provide support for the opportunities discussed above. There is also significant community support for this.

> More than half the survey respondents want to see extended hours during the weekend, along with a consistent year-round schedule for Library hours (58%).

Additionally, 2 out of 5 respondents indicated a desire for extended open hours in the evenings (44%). These results all suggest that a major opportunity for the Library to improve is to extend service hours. It also suggests that if the Library is facing budget challenges, preserving open hours should be a main priority.

Finally, a fourth opportunity is for the Library to strengthen its position as a **content provider** by undertaking a collection-wide audit of its physical materials, right-sizing the collection to match the needs of the community. Given the popularity of using the collection — again, 8 out of 10 survey respondents report visiting the library for materials is their top activity — and the overall older age of the collection, there is an opportunity to refine the physical collection and enhance digital offerings.

Aspirations

The clearest aspiration for the Library is to capitalize on its position as a content provider to many in the community by creating a long term plan to **extend access to physical collections and shared community spaces in each village**.

The community survey indicated there to be less interest in other options for easing access to borrowing, such as the expansion of Library Hold Lockers, adding branches throughout the City, and providing pop-up Library services on a regular schedule or at community events. Around 1 out of 4 respondents indicate an interest in these specific efforts.

In spite of these survey outcomes, access was by far and away the most pressing need expressed by participants in direct community engagement opportunities. A next step for the Library is to determine what modalities are optimal for the community as part of extending access in every village. In these engagements, staff and community members highlighted a desire for a combination of:

- mobile service, self-service, and full-service options;
- a dedicated outreach team with a bookmobile and/or mobile service vehicles to bring access to the collection and programming to other areas of the community;
- an additional physical location, particularly in the northern area of the city; and,
- a timeline for bringing Carnegie back into a service option, whether as a self-service location or, to capitalize on its location downtown and on the square, as a space for gathering and events.

A re-opening of the Carnegie Library with some self-service options for collection access, complemented by a design of spaces that make it a bona fide community destination for solo study or work and for collaboration among community members would provide a more intimate complement to the expansive Twelve Bridges location.

Over half of the community members surveyed are interested in a library refresh that offers:

- comfortable, lounge-like spaces (66%);
- spaces that promote focus and individual work (56%); and,
- spaces to use/charge your own personal device.

In surveying the community, it is evident that nearly 9 out of 10 people tend to bring their own computer, tablet, or phone to the Library if they plan to spend time there. This means that a revitalization of the Carnegie Library would not call for a large build-out of public-access computer workstations but rather a strong electrical and wifi network infrastructure accessible to users' personal devices.

A secondary aspiration is to create community awareness about library services beyond the basics. This includes raising awareness about the existing library hours, which include substantial hours on Saturdays, to overcome the perception of a lack of access on the weekend.

Many community members are familiar with core services offered by any given library, such as access to book collections and to technology. Aligned with this, half of community survey respondents indicated they are familiar with accessible library materials, such as large print materials, audiobooks, and the digital library.

Beyond content provision, survey respondents are far less familiar with Library services. About 1 out of 4 respondents are familiar with:

- Online reading programs offered by the Library (26%)
- Large community events, like the Lincoln Book Festival (23%)

Few residents are aware of the 24/7 Library Hold lockers, likely because this is a very new service.

A sustained marketing effort will foster engagement with the Library for all that it is accomplishing now. Marketing will also help current and incoming residents continue to envision how the Library has the potential to fulfill core community needs such as building connections among residents and creating shared, readily accessible community destinations in each village.

Taking active steps from the Library to promote its current efforts would call for specific marketing expertise as part of a staff role at the Library and/or support from external paid partnership with a vendor.

These opportunities and aspirations call upon City of Lincoln stakeholders and leadership to review the 2050 General Plan's agenda for Library Services. As the City has proceeded with its ambitious village model vision for its future, library services need to be considered as key components, alongside parks, schools, and community centers.

Paths Forward for the Lincoln Public Library

More than 15 years of declining investment in the Library, when combined with existing community growth, planned annexations and expansions, and Sierra College pulling out from the joint use agreement, has placed the Lincoln Public Library in a precarious financial and service provision situation.

There are no good options available; the City of Lincoln will either need to take a position that library services are not part of the vision they have for Lincoln's future, which would seem to be in direct conflict with the "feel" of Lincoln and commitments in the 2050 General Plan, or will need to commit to a long and gradual re-investment in library services.

The financial picture is further complicated by the requirements of the grant from the State of California that support the construction of the Twelve Bridges location, which stipulates the facility must be used as a public library for 40 years following the grant award, until 2047; otherwise, the City is responsible for paying back the full $10 million of the grant. Even with the three party joint use agreement, the City of Lincoln will be the one required to absorb the greatest risk if the facility cannot be used as a public library.

In her February 4, 2025 work session with the Lincoln City Council, Lincoln Library Director Kathryn Hunt highlighted multiple potential major solutions to the funding issue created by Sierra College's withdrawal. Many of those solutions are covered throughout this report. However, there are two mentioned in the work session that are not addressed here:

- *Closure of the Library*. If the Twelve Bridges location is closed as a library before 2057, the City will have to repay the State of California the $10 million construction grant
- *Change in Governance — Privatization or joining the County*. Any change in governance will result in loss of local control, with extremely uncertain cost savings and service impacts. These are also multi-year processes requiring negotiations with partners and approval from the State.

Options like handing the Twelve Bridges facility over to the school district or the library returning just to offering service out of the Carnegie — itself not a viable option, as no work has been done on the 2,300 square foot facility to bring it up to current accessibility standards — are not possible due to the stipulations of the construction funding and article 9 of the joint use Memorandum of Understanding (MOU), most notably stating that "[t]he Agencies may only use the Library as a joint use, co-located public library, for the benefit of the City, the College and the School District, and for no other purpose."

In painting a picture of the options Lincoln has in this moment for its library, there are three that stand out as realistic given the timeframe:

- **A loss in service: maintaining a single-location service point at Twelve Bridges with 75% of the current budget.** With Sierra College pulling out of the joint use agreement, the library is losing 25% of its current budget, or $222,212, which will have a dramatic impact on the services the Library can provide.

  In this worst-case scenario, services provided by the Library must be restructured to more adequately represent the investment by each party. With the City funding 85% of the budget, as well as holding the responsibility for maintenance and use of the building, the hours, services, programs, and collections must be repositioned to ensure the significant majority of the benefit of library services will directly impact community users, as opposed to users from the school. In addition, due to the current funding structure, the 25% cut will mainly need to come from staffing, which could represent a loss equivalent to 3 to 3.5 FTE, stretching an already thin level of coverage to the breaking point and resulting in additional and significant reductions in open hours.

- **The status quo: maintaining a single-location service point at Twelve Bridges with the current budget.** For this option to be viable in the timeframe necessary requires additional investment from the school district, which will need to triple its current investment in order to maintain the level of service the Library is currently providing to the high school and its students. Even with this investment, the Library should make adjustments to its hours to better meet the

needs of the community members looking to use the library, more adequately balancing the open hours to reflect the investment of each party, and the school district will need to acknowledge that access every morning to the library facility with the current staffing level is not a possibility. This need for morning hours prevents the Library from more fully meeting the needs of its greater community member users.

Replacing the funding lost by Sierra College's withdrawal by finding a new partner will not maintain Library service status quo because that partner will come with service expectations and the need for additional infrastructure to manage the level of investment. More on this is covered in the next option.

- **Adding a new partner — and adding additional services.** The City wishes to see a new partner come in to replace Sierra College, but it must be made clear that there is no realistic opportunity to replicate the current joint use agreement, which provided a significant benefit in incoming funding from Sierra College without a similar level of service provision, mainly due to the college not building the anticipated campus. The City will never again be able to find a partner willing to contribute 25% of the overall budget with no discernable return of service/no additions to services offered. The three-party agreement was a boon for Lincoln, and now that it will no longer be in place, it needs to be recognized that such an agreement will not return.

  Any new partner coming in with such a substantial annual investment will expect to see services that meet their needs commensurate with that investment; this means **even if the City is able to find such a substantial partner, there will not be an increase in core access, hours, or service at the Twelve Bridges location.**

What is essential to note is that, even at its current level of funding, and certainly before the 25% reduction that comes from Sierra College pulling out of the joint use agreement, the Library is not able to adequately meet the demand of either its public or school stakeholders because it does not have enough staff. This is through no fault of the staff, who work diligently to provide the highest level of service they can with their constrained resources.

A Loss in Service: Maintaining a single-location service point at Twelve Bridges with 75% of the current budget

Operating at 75% of the current budget will be a devastating blow to library services in Lincoln; unfortunately, it is also the most likely path forward if the City cannot acknowledge the need to rethink its approach to the Library's budget.

Because of the current funding structure, the 25% cut will need to come almost entirely from staffing, which could represent a loss equivalent to 3 to 3.5 FTE, stretching an already thin level of coverage to the breaking point and resulting in additional and significant reductions in open hours. Library Director Kathryn Hunt, in her work session presentation to Council on February 4, 2025, highlighted that the need to operate at 75% of funding would require a 50% cut in staff, "dissolving most seasonal positions" and cutting or "dissolving several benefitted positions" and a 40% reduction in open hours. While further minor savings would come as a result of these drastic staff and access changes, as fewer programs will be offered, reducing programming supplies and costs, fewer materials might be purchased, and some minor savings on janitorial, none of these add up in any significant way to make up for the disastrous reductions needed that will come from staffing.

As significant decisions will have to be made with staffing, hours, and the collection, as soon as possible — even with the bridge funding provided by the City for the next two years — the Library should restructure its hours, deprioritizing morning hours and shifting to evening access, and potentially closing additional days of the week in order to reallocate part-time hours to offer both morning and evening hours.

In this worst-case scenario, services provided by the Lincoln Public Library will need to be thoroughly restructured, and must be done so to more adequately represent the investment in funding by each remaining party. This will obviously require the MOU to be reopened and renegotiated, and a future MOU can have stronger language around the responsibility and commitment to funding support and less language around service provision details, many of which appear to be unenforced at this time.

With the City funding 85% of the budget, as well as holding the responsibility for maintenance and use of the building, the hours, services, programs, and collections must be repositioned to ensure the significant majority of the benefit of library services will directly impact community users, as opposed to users from the school; school needs for morning access are currently a main driver of the open hours, as evidenced by the change in hours during the summer when school is on break.

A 40% reduction in open hours based on the City funding the majority of the budget would render the Library's open hours to 23 hours per week. A schedule that factors in the a community desire for consistent open hours with some evening and weekend access could be modeled this way:

DAY	OPEN HOURS
Monday	Closed
Tuesday	1 – 7 PM
Wednesday	10 – 2 PM
Thursday	1 – 7 PM
Friday	10 – 2 PM
Saturday	9 – 12 PM
Sunday	Closed

This schedule also takes into consideration a community desire to keep the Library hours consistent throughout the calendar year.

Operating on 75% of the budget will make the gap between the service Lincoln can actually provide and the service it looks like it should be able to provide, as perceived by the community through the appearance of the Twelve Bridges location, even wider. As seen above, library service at 3 to 4 FTE would have a schedule with fewer open days, fewer open hours, very limited programming, and no outreach activities.

Filling in the gaps represented by these enormous staffing costs is virtually an impossibility. With over 7,500 volunteer hours in FY23, Lincoln is already outpacing the average of its neighboring peers (Placer County, Loomis, Roseville, and Folsom) by 919%. Those volunteers also give of their time at what is already a significant pace, with Lincoln's 168 volunteers donating their time at a level three times higher than their

next highest neighboring peer, Folsom, whose 136 volunteers give just over 2,500 hours.

While volunteer efforts can substantially enhance the connection of the Library to its community, they do not replace the impact of credentialed, paid staff. With the looming cut to the Library budget, there will not be enough staff capacity to coordinate more volunteer efforts than those are already given.

The status quo: maintaining a single-location service point at Twelve Bridges with the current budget

For this option to be viable in the timeframe necessary requires additional investment from the school district, which will need to triple its current investment, from 15% to 45%, in order to maintain the level of service the Library is currently providing to the high school and its students. While the City has pledged the bridge support would be the best time to implement a stepped process towards a more equitable investment.

Even with the school adding additional financial support, the Library should make adjustments to its hours to better meet the needs of the community members looking to use the library, more adequately balancing the open hours, and the school district will need to acknowledge that access every morning to the library facility with the current staffing level is not a possibility.

This need for morning hours prevents the Library from more fully meeting the needs of its greater community member users. As with the previous option, a more balanced schedule in terms of hours of access would look more like the variable summer schedule than the current "regular" schedule, with service generally available two mornings at 9am and evening hours available two evenings until 7pm while potentially retaining the full 9am to 5pm Saturday schedule. If the school needs access to additional mornings during the week, it will need to fund additional School Librarian Technicians and task the Technicians with monitoring morning hours.

In its current state, the Library has additional staffing challenges beyond the hours of access: in the last year, there has been a 100% turnover in part-time staff working under 20 hours. Part-time staff are critical to ensuring a variety of library hours can be offered, and each staff member represents an investment in training, confidence, and expertise that is lost when they need to be replaced.

The Memorandum of Understanding (MOU) will need to be reopened and revised regardless of next steps. Both parties should take the opportunity to ensure the revised document more clearly outlines funding responsibilities and the benefits accorded by the level of investment and maintains specifics only if those specifics will

be enforced. At the time of the original MOU's development, the following was, through that document, assured to be true and to remain funded:

- From Article 15, Element 2, Section 15.1: that a set of Library Minimum Service Standards would be maintained, set out in a high level of detail in Exhibit B, including recommendations for hours, number of seats, number of computers, staff work space square footage, and more.
- From Article 15, Element 2, Section 15.2: that any of the three agencies could "provide additional library services at the Library, at their own cost, and subject to approval by the Lincoln City Council, which approval shall not be unreasonably withheld"
- From Article 15, Element 2, Section 15.4: that "[t]he Library will employ a Library Media Teacher holding a valid credential authorizing services as a librarian issued by the State Board of Education or Commission for Teacher Preparation and Licensing."
- From From Article 16, Element 3, that "the Library will be open for the public for not less than 64-1/2 hours per week as follows: Monday through Thursday 7:30 a.m. to 8:00 p.m.; Friday 7:30 a.m. to 5:00 p.m.; Saturday 12:00 noon to 5:00 p.m." In the Library Plan of Service, there is the commitment to having at least 60 hours of service per week and supporting increased hours during exams, when needed.

At the time of this report, despite the MOU not having been reopened or renegotiated, these elements are not in effect and seem to be not in effect without penalty, undermining the value of the MOU as a whole.

The 2003 Library Plan of Service prepared by Stockton Associates also included several factors in developing the plan of service referred to in Exhibit B of the MOU that have changed:

- "The downtown Carnegie Library will continue to serve the community as a library with a change in focus and scope. Together, the two libraries will provide much needed public library services to the Lincoln community."
- "In order to build the new library and to operate it effectively, the library will need a dedicated and well-qualified staff. For the first full year of operation, the

partnering agencies have agreed to support the equivalent of… 8.8 FTE." The specific positions are listed to develop that 8.8 FTE figure.

- "Library Technical Services support for acquisitions and cataloging will be provided through an agreement with Sierra College," which would further free up the 8.8 FTE of staff for direct public service, programming, and outreach.

Furthermore, the Community Library Needs Assessment lays out some rather prescient statements for the future on pages 4-7 and 4-8:

> The service population for the Lincoln Public Library is expected to grow phenomenally over the next 20 years. In the 20 years previous to 2000, the city grew over 171%. In the next 20 years, it is expected to grow over 405% over its 2000 population, to 56,575 residents. Much of the future growth will occur between 2000 and 2010. If growth is to be a positive influence on the city, city infrastructure and services must be planned to support the growth and yet maintain the town atmosphere the city's residents want to keep. The city completed a revision of its Strategic Plan in 2002 that addresses these issues.

What is essential to remember is that funding the status quo is realistically a commitment to a gradual, continuous erosion of services. In order to maintain the current level of library service — as incomplete as it is in meeting the varied needs of the student population and community members — requires the library's already thin budget to grow at the pace of inflation and of Lincoln's population growth.

Replacing the funding lost by Sierra College's withdrawal by finding a new partner will not maintain a service status quo because that partner will come with service expectations and the need for additional infrastructure to manage the level of investment. Challenges to this approach are discussed in the next section.

Adding a new partner — and adding additional services

The City has been clear in its desire to see a new partner come in to replace Sierra College, but it must be made clear that there is no realistic opportunity to replicate the current joint use agreement.

The current agreement, because Sierra College did not build its anticipated campus, provided a significant benefit in incoming funding without a similar level of service provision. The City will never again be able to find a partner willing to contribute 25% of the overall budget with no discernable return of service or no additions to services offered.

All involved must recognize the current joint use agreement offered some significant benefits for the City and for the City's investment in the Library's budget, as any new partner coming in with such a substantial annual investment will expect to see services that meet their needs commensurate with that investment; this means **even if the City is able to find such a substantial partner, there will not be an increase in access, hours, or service at the Twelve Bridges location.** The same issue of diminishing returns from the previous option remains, even with a new partner, if the City and school district do not step up their investments.

When looking for a partner who could participate at a level similar to Sierra College, there are few options in Lincoln that can meet this need; the United Auburn Indian Community (UAIC) is likely the most notable.

The Lincoln Public Library also does not have the staffing levels necessary to develop the kind of authentic partnership such a large amount of money requires — fundraising and partner management at this level would require a staff member dedicated to finding and then maintaining that funding, and Library Director Kathryn Hunt, who has to be part of the FTE providing direct service, is not able to add such a substantial project or commitment.

Funding this budget gap through a patchwork of small business support or contributions and/or grants is even less realistic, as those funds will require an even more substantial investment of staff time to maintain, collect, and deliver on the funds and the promises that come with those many competing audiences and needs.

When talking about partnership at such a high level, the following needs to be considered:

- The partnership will come with new service expectations, as funders will expect to see a return on their investment;
- The partnership will require coordination of different, and potentially competing, partnership goals, as is already evident in the issues around the Library's service hours;
- There is labor necessary to manage the partnership, the service expectations, the volunteers, the funding, the reporting, etc;
- High-level, high-value, authentic partnership development generally needs at least an 18 to 24 month lead time to develop the partnership — staff time *and* calendar time;
- The Library Director cannot help run the library if she is going to have to create or manage the partnership, nor if she needs to undertake the landscape analysis and needs assessment necessary to approach the right partner, if they exist;
- Even a short-term infusion of cash through partnership requires staff and calendar time.
- Partnership at this level requires staff dedicated to maintaining and reporting on that partnership — as does any move that requires a significant number of volunteers.

As mentioned in earlier sections, the Lincoln Public Library is already operating with a higher investment of volunteer time than its peers and county neighbors, and with the well-established trends in less time investment in social and fraternal organizations such as the Rotary, Kiwanis, etc, in overall community volunteering on a regular, scheduled basis, and in the increasing age of those who volunteer, any increase in volunteerism to support the library is a short-term and labor-intensive exercise at best.

One last element makes this option a less attractive option: resource allocation for this project would need to start now if there is the hope to be at a place in two years, when the City's current bridge funding commitment ends. That means, effectively, the Library will have to operate at the 75% level until that partnership is built up, and, without an increase from the City and the school district to avoid further erosion of service, the gap to fund is actually more substantial than the 25% amount.

A Funded Model

Any option that responds to the expressed community needs and incorporates the opportunities the community wants to see requires significant additional investment. This level of investment represents the true cost of services in alignment with expressed City values and community expectations, and planning would need to start immediately so the first steps towards this level of investment can be incorporated into the next fiscal year's budget.

If the City is not willing to start this investment, then it must be acknowledged that Lincoln is not planning on offering library services beyond what is currently available. This is a truth that would be very difficult for the community to accept, and will likely impact the impression new and potential community members have of Lincoln as they look to move into new developments.

Library service is seen as a public good, and there is a great deal of anecdotal evidence that social infrastructure services funded by local government, such as parks, community centers and other facilities, and libraries, are important to attracting the high wage earners and young families who will be looking for and who can afford the low and medium density housing that makes up the overwhelming majority of units being built in the village models. Those new residents are likely coming from areas with established and well-funded library services, and will likely expect a similar level of service to compliment the reasons many may be moving to Lincoln — for the small town feel.

The current Twelve Bridges facility is a true community resource, and a facility to rightly be proud of. At 40,000 square feet, it is large enough that it could potentially support the use of a community of 100,000 people — but not in its current location, geographically isolated from downtown, and not with its current level of staffing.

The vision of the Lincoln community is one of an integration of recreation, community services, and more, and the reality is that the current decision is not to integrate library services into the village concept. If the City cannot sustain services for the population it has right now, it will not be able to offer library services to its new residents, either.

The City should implement a multi-year plan to work towards funding at the average aggregate of the county as a minimum — the $35.20 per capita mentioned on page 24. At current population levels, that budget would be double, at $1,862,412. However, this figure will need to grow as population increases over the course of the plan to align spending.

A model of a multi-year plan assuming a static population of 52,000 people is below. This is a pathway that would just put the Library on nearly the same playing field as the County. In effect, it can be considered a corrective action for funding for the current population to bring it in alignment with the County aggregate.

Fiscal Year	Budget Amount	Increase	Per Capita for 52,000 population
2024-25	$937,422	Current budget	$18.03
2025-26	$1,190,526	27%	$22.89
2026-27	$1,452,442	22%	$27.93
2027-28	$1,771,979	22%	$34.08
2028-29	$2,161,814	22%	$41.57

If the City had been able to maintain the status quo of the plan it expressed in 2008, the current budget would be approximately $2,242,422, or $42.95 per capita. This substantial investment would only *just* bring Lincoln's spending above Placer County's, and only *just* bring Lincoln above the median spending for the state.

The increase each year would in effect be on average 23%. In the 2025-2026, the percentage is higher to factor in the funding lost from Sierra College. In subsequent years, the percentages provide a consistent pattern for increases that also consider a conservative Consumer Price Index Inflation for 2025 of 2% as a guidepost.

Again, this major need for additional investment would only bring Lincoln in line with a County-funded system that is seen by many Lincoln stakeholders as inferior. Quantitatively, this level of investment would bring Lincoln just barely into the top 50% of funding per capita when using the State's public library funding statistics as a method for benchmarking. This model is a demonstration of how far funding for library services in Lincoln have been allowed to fall.

The 2008 General Plan estimates a population of 130,000 or more by 2050, and that is only 25 years away — even if there is no per capita increase in funding, at the 2025 per capita level of funding, $18.03, that requires a budget of $2,343,900 for 130,000 people. The City needs to be continually investing just to keep pace.

Future Considerations for Library Service

When gathered through multiple modes of community engagement, the aspirations of the community are clear: **community members are proud of their library, and want more access**. The community needs and aspirations Lincoln needs to keep in mind to support future planning are really that simple — though, as this report has shown, will not be simple to achieve or to fund.

Increased Hours

Most immediately, the City should explore ways to support what can at least be perceived as additional hours at the Twelve Bridges location. The current hours were determined via historic use patterns and a community survey, but the reality of the interest in and need for library hours means it will be difficult to find a schedule via consensus. Students, even among themselves, have competing needs: they need access during school hours and free periods, which include early morning hours, and want access to the library for homework and gathering opportunities after their afterschool activities are completed — so after 5pm — as well as on weekends. The morning needs of the school compete with the evening and weekend needs of the community.

Recommendations in this consideration include:

- The City should try to avoid options that result in a reduction of hours, preserving the current average of 36 hours of access a week as a minimum.
- Moving away from the current schedule where the Library has consistent hours and implementing a schedule with some morning and some evening hours. Access via hours should be prioritized in accordance with the investment allocations.
- Undertaking a plan for investment, including in partnership with the school district that focuses on their investment in staffing to support library access, that would result in additional hours of access at the Twelve Bridges location.

Exploring Different Modes of Access

Just about one in four survey respondents favored options for easing access to borrowing, such as the expansion of Library Hold Lockers, adding branches throughout the City, or providing pop-up Library services on a regular schedule or at community events. Nevertheless, easing and increasing access was the top concern in community and stakeholder engagement, emerging as a top priority for the Board and staff. This means that options distinct from those cited in the survey need to be explored.

Particularly through the design thinking based engagement opportunities, when participants were asked to work with one another to better understand their needs for library service as community members and then propose solutions, no matter how ambitious, alternative forms of access were by far the most prevalent solution. The ideas included:

- Supported transportation for community members to get to the library; the need for better public transportation to the library was also expressed in the survey and through other community engagement;
- Additional book lockers, including at grocery stores or gas stations, prioritizing their locations for ease of community access;
- Service engagement with retirement communities;
- Re-engaging the Carnegie location as an event hub, even if the facility itself was only used for storage and the events took place on the plaza out front;
- Equipment, including small vans or other vehicles, to support pop-up library service provision around the community, which might include retirement communities, in village commercial centers as they develop, and in parks;
- A bookmobile.

All of these service ideas are programs used by libraries across the country, so as Lincoln sought to research or implement any of these ideas, the Library would be able to learn from the knowledge and experience of peers.

Recommendations in this consideration include:

- Improve signage for the Twelve Bridges location, so community members know there is indeed a public library there. While this doesn't increase access, it does increase the perception of access.
- Additional book lockers and funding for a bookmobile are the kind of projects that can gather significant fundraising support, and it is a more realistic approach to direct community-based fundraising towards these tangible options that expand the definitions of library service. Starting a fundraising campaign for what is needed to expand at least the perception of additional access in the immediate future would take advantage of the interest the community has in supporting the Library.
- Place a book locker or a library collection vending machine on the plaza in proximity to the Carnegie to take a first step in returning library service to the downtown.
- Use the resources available within other City departments to explore the feasibility of using the Carnegie as some kind of community-focused space with a library presence.

An important factor to note is that even with unstaffed models like book lockers or a book vending machine, there is a staffing requirement to service them. Depending on the number of unstaffed locations and the distance between them, the level of use of the unstaffed options, and the materials movement necessary to support their use, the Library would likely need 20 to 40 hours a week for service, or .5 to 1 FTE.

Ensuring Library Service is Incorporated in the Village Model

As new villages come online, the City does need to make a commitment to some kind of library presence, whether it is additional book locker pick up options, bookmobile stops, small self-service locations like King County Library System's (KCLS) Redmond Ridge Express, or a small staffed branch.

This would be in alignment with the vision of Lincoln that the City is communicating through their various village and annexation plans — walkable, neighborhood oriented areas of the community, where community members, especially as Lincoln (and its

traffic) grows, will not have to drive to distant areas of the community to access services. Moving around a city of 100,000 or 140,000 is very different from moving around a city of 50,000 — traffic and access will only grow as an issue, even if only as a perceived issue.

This option likely includes a re-look at how Public Facilities Elements (PFE) fees are collected and their expectation for use. As each new development brings these fees to the municipality, they should be designed at a level to support the development of town infrastructure in response to increased demand on municipal services. Currently, the Library uses PFEs in alignment with the constraint that they be used for capital funding, using the fees to support the collection, since books qualify as a capital expenditure. However, this places a core library service — and the service most mentioned across engagement efforts — subject to the variables of these fees and, along with the substantial investment in the collection from the Friends of the Lincoln Library, hides the level to which both the City and the school district are underfunding the collection.

Recommendations in this consideration include:

- Incorporating the full costs of supporting the Library collection annually into the budget supported through the joint use agreement, which means additional investment from both the City and school district.
- At minimum, clarify the expectations for what PFEs are intended to fund, and explore ways they could be collected and/or saved to ensure money is available for a library presence in each village. More information on this is in the following section, “Notes on Developing the Paths Forward.”
- Engage a community group that includes library and city staff to research potential modes of library access for the villages.
- Consider how the City and school district can extend the kind of cooperation that exists in the Twelve Bridges location to other school facilities already planned for the village annexations.

Supporting the Library Financially

The exploration or development of alternative funding options or methods was beyond the scope of this project, but it is clear that the City needs to explore alternative methods for ensuring consistent financial support at the level needed by the community.

Recommendations in this consideration include:

- Ensuring the City and school district fully support the ongoing, annual, core services of the Library. This would allow community fundraising, partnership agreements, and the support of the Friends of Lincoln Library to be directed towards non-core service expansions, pilot projects, and one-time costs, so that the Library is less vulnerable to changing funding or support.
- Exploring a new approach to the use of PFE funds.
- Investigating a tax measure to increase general fund revenue.
- As suggested in Library Director Kathryn Hunt's February work session with Council, investigating whether there is potential funding from the County for County patrons using library services in Lincoln.

Notes on Developing the Paths Forward

In the case of the Lincoln Public Library, there appears to be broad support for the Library, its services, and its importance to the community from its stakeholders, including City leadership and City Council. While this is an excellent place to start, as the potential paths forward highlighted in the last section demonstrate, that support needs to be backed by tangible financial investment, particularly for staffing.

The findings of this report provide an analysis built on the information we as consultants were able to obtain and observe; as with any community-focused engagement process, there will be community members whose experiences and backgrounds are not as well-represented as they might be, and perspectives on the library and its future that are not reflected. We offer these following observations as points of interest — while their presence does not change the recommendations we have made for the paths forward, it is important the City note these gaps.

The Need to Strengthen Stakeholder Relationships

The Lincoln community seems open and willing to engage with the Library and offer its support, but that support may be limited to a more shallow or transactional relationship.

Deeper or potentially more meaningful engagement was more challenging, even when directly engaging with community members that fit the survey profile. This does not bode well for the kind of sustained engagement and advocacy on the part of Library stakeholders and the community that will be necessary to ensure access to library services. For example, while the Library put together a strong team of advocates and stakeholders, the Project Planning Team was hobbled due to team members unable to make meetings and team members not fully participating in community engagement work, such as interviews with community members and stakeholders. In another example, over the course of the project, the Library offered multiple opportunities for the community to engage through a variety of methods, but did not have attendance at virtual sessions or opportunities held in the evening.

Regardless of which option the Library or City chooses to move forward, there will need to be substantial work on the part of advocates and stakeholders to connect with

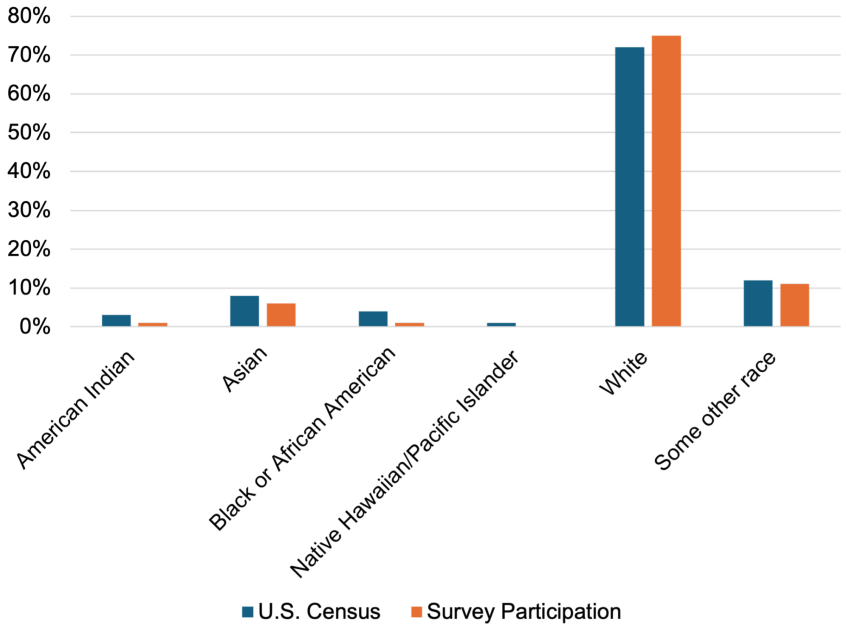
community members, city leadership, and potential partners in the community. This will be especially crucial if the Library is expected to move forward in obtaining operating funds through partnerships.

Ensuring Diverse Perspectives

Constructive Disruption consultants worked with Library staff and the Project Planning Team to identify ways to reach out to Lincoln's diverse communities as part of this study. For example, the Project Planning Team participated in a community mapping exercise, which is a tool used to bring to the forefront community groups and community perspectives unlikely to be represented in a broad call for engagement, ensuring a project has the opportunity to learn from the experiences of a more diverse cross-section of the community.

However, as noted above, the Project Planning Team was not able to complete their outreach to the community groups and members they identified, leaving notable gaps in representation. Some of this was mitigated by the teen interns undertaking some interviews, and by engaging with young people through the Read Across Lincoln program, incorporating input from students across the community. The City and the Library also, in some cases, did not feel they had a strong enough relationship with key groups to reach out as part of the engagement process, with the United Auburn Indian Community as a notable example.

In addition, the survey, which could be taken electronically and anonymously and took 5 minutes or less to complete, had a large, generally homogeneous set of respondents. 1,847 community members shared their thoughts.



Survey participation by race is reflective of the general population of white people. However, survey participation by ethnicity was not. The American Indian and Black/African American communities in Lincoln are small, yet they are significantly under-represented.

The Latino community makes up 19% of the City of Lincoln population according to the U.S. Census American Community Survey (2024). That's nearly 1 out of 5 residents. Just 9% of the Latino population participated in the survey. This indicates that there is significant under-representation from this large segment of the population.

The Library must invest in cultivating strong, mutually beneficial relationships with community groups and members outside of those traditionally represented by the profile of the survey respondents or who are traditionally part of planning processes. This would ensure, in times of crisis, those relationships are already strong and are not and would not be perceived as extractive.

Using the Public Facilities Elements (PFE) Fees to Support Access

Exploring the opportunity for alternate uses for the PFE fees are beyond the scope of this study, but there is a strong sense that the PFEs should be reallocated to truly support capital needs beyond those in the collection. Ongoing costs for the library collection, as a core service, and the most accessed service, should be incorporated fully into the municipal budget and should not rely upon PFEs or support for the Friends.

In exploring future models, we believe the City needs to pick up the collection costs so PFE fees can go for their true intention: providing funds to broaden library access across the city. The City may need to charge more if the funds are intended to help capital costs of new facilities in the village model, as estimates show the funds collected are not enough to fund a branch.

Even if the PFEs cannot be used to support additional truly capital expenses like a small branch in each village, taxes will eventually burst upwards and a new gap will open in the Library's budget when, down the road, the PFEs invariably sunset.

Methodology and Resources

The Constructive Disruption team, in concert with library leadership and the project planning team, applied multiple data collection methods during the planning process. The project planning team was comprised of the following members:

- Carol Judd, Lincoln community member
- Celina Salas, Latino Leadership Council
- Erin Frye, City of Lincoln
- Gloria Irey, Library Advisory Board
- Heather Pierce, WPUSD, Library Advisory Committee
- Karen Lindh, Friends of the Lincoln Public Library
- Karen Van Gundy, Lincoln Public Library staff member
- Kathryn Hunt, Lincoln Public Library Director
- Linda Derosier, Friends of the Lincoln Public Library
- Lynne Snyder, Library Advisory Board
- Paul Radcliffe, Rotary International
- Rene McGrath, Lincoln community member
- Richard Pearl, City Councilmember
- Samuel Schlafer, Lincoln Public Library staff member

The methods included background research, a community survey, external and internal focus groups, various virtual and in-person community-focused sessions, and stakeholder interviews. These multiple methods and their respective analytic components provided for a triangulation of data, in support of the development of a robust and reliable foundation for a community needs assessment and conceptualization of a modern public library.

Survey

The design of the survey questions provided an opportunity for individuals to rank priorities and express ideas as they relate to: the Library as a community space; the library as a community builder through its public programming; and, the library as a content provider.

The survey provides a set of quantitatively based insights about how people see themselves using library spaces, participating in library programs and activities, and borrowing content from the library. This information supports a data-based approach to decision-making about library facilities. It also complements the information and insights gathered through the focus groups and the stakeholder interviews.

External Focus Groups and Stakeholder Interviews: Participant selection
The participants in external focus groups were identified using community mapping, a process that draws upon an organization's internal expertise to identify stakeholders across an entire community. The project planning team mapped Lincoln, and this provided the basis for outreach for focus group and stakeholder interviews. By its very nature, this approach supports diversity and inclusion, so that focus group and interview engagement methods capture voices that represent as many segments of the community as possible.

Focus Groups, Stakeholder Interviews, and Community Town Halls/Cafés
The majority of the focus groups, stakeholder interviews, and community town hall/café options were facilitated using the Aspen Institute's SOAR method. A **S**trengths, **O**pportunities, **A**spirations, **R**esults (SOAR) analysis is a strategic planning tool that focuses an organization on its current strengths and vision of the future for developing its strategic goals. SOAR engages at all functional areas of an organization, focusing on what is currently done well rather than concentrating on perceived threats and/or weaknesses (as is the case with the SWOT method).

In these focus groups and stakeholder engagements, the conversations were not constrained to focus exclusively on Lincoln Public Library services as they are currently delivered. Rather, they were sufficiently broad so that reflection and insights considered the Library in the context of the whole community. The premise is that the libraries are a constituent part of the community fabric and all are best served by taking an integrated approach to considering its role and impact on residents. This outlook is in complete alignment with the City of Lincoln's village concept.

In addition, the project offered the opportunity for community members and staff to engage in sessions using Stanford's design thinking process to unearth potential new solutions to the community's most critical needs for library service.



Below is a summary of engagements:

- January 2, 2025: All Staff Session
- February 4, 2025: City Council work session led by Library Director Kathryn Hunt
- February 5, 2025: Library Board focus group
- February 6 and 8, 2025: Virtual community town halls
- March 2025: Design activity for students up to grade 4 in the March Read Across America program (see an example to the left)
- March 2025: Teen Council members held one-on-one interviews with peers
- March 19, 2025: In-person staff design thinking session
- March 20, 2025: In-person community member design thinking session
- March 20, 2025: In-person drop-in community café

Information Sharing and Digital Engagement

Library Director Kathryn Hunt created a project website (https://www.lincolnca.gov/en/parks-recreation-and-activities/library-community-outreach-2025aspx.aspx) to highlight the work of the project and invite community members throughout the process to continue to share information. The website provided an additional pathway for community input through a form that encouraged community members to engage with the four drop-in community café questions, ensuring community members who were unable to attend in person could still participate.

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About Constructive Disruption

Constructive Disruption (http://www.constructivedisruption.info) is a woman-owned consultancy based in Oregon focusing on strategy work for local government and libraries. Constructive Disruption's planning processes are built with a collaborative, future-focused mindset at the heart; our strengths-based, human-centered approach sets our consultancy work apart.

The Constructive Disruption consultancy functions as a cooperative, bringing together expertise tailored to each project. Team members are located across the United States; we pool our knowledge and experience in the belief that collaborators with different viewpoints create superior end products. For the Lincoln Library Funding and Community Aspirations Report, our team included:

- **Stephanie Chase** (she/her). Stephanie has more than 20 years of experience in public libraries on both the east and west coasts, having served as a library director or in executive leadership in small and rural public libraries as well as at Multnomah County (OR) Library, The Seattle Public Library, and the Hillsboro (OR) Public Library. Stephanie is the Founding Principal of Constructive Disruption and currently the Executive Director of the Libraries of Eastern Oregon, a 15-county resource sharing cooperative, and serves on the American Library Association's Executive Board.

- **Judah Hamer** (he/his). Judah Hamer has deep experience in public and school libraries, with a career spanning over three decades. His areas of expertise are organizational development, knowledge management, and interactional analysis. In addition to more than 30 years in library service, Judah has taught extensively at the School of Communication & Information, Rutgers University (NJ) and is currently the Human Resources Manager for the Boston Public Library.

We believe in working together to break down barriers to progress.


CONSTRUCTIVE
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City of Lincoln
General Plan













March 2008

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3

ECONOMIC DEVELOPMENT ELEMENT

3.1 Introduction

The Economic Development Element establishes the goals, policies, and implementation programs for directing economic growth towards targeted City objectives, including increasing the jobs to housing balance, attracting targeted business, and providing for a financially self-sustaining community.

A key factor in shaping the future for Lincoln will be the niche within the regional economy Lincoln chooses to fill regarding its future development.

3.2 Goals and Policies

General

Goal ED-1	To promote a strong economic and fiscal base critical to sustaining long-term prosperity for the residents and businesses in the City of Lincoln and the region.

Policy ED-1.1 ***Develop and Implement a Vision of the Future***

The City shall develop and implement an Economic Development Vision to guide future development decisions.

Policy ED-1.2 ***Evaluate Fiscal Impacts***

The City shall evaluate the fiscal impacts of new development and encourage a pattern of development that allows the City to provide and maintain a high level of urban services (including, but not limited to, water, sewer, transportation, fire stations, police stations, libraries, administrative, and parks), community facilities, and utility infrastructure, as well as attract targeted businesses and a stable labor force.

Policy ED-1.3 ***Develop Public / Private Partnerships***

The City shall pursue partnerships to encourage the implementation of public facilities and infrastructure improvements that benefit the community.

Policy ED-1.4 ***Grant Funding***

The City will research and pursue grant funding that will increase the tourism, community growth, and the quality of life for its residents.

Policy ED-1.5 ***Regional Cooperation***

The City will work cooperatively with other cities, Placer County, and other local and regional economic development entities to expand and improve the economic base of South Placer County, while addressing the potential for both local and regional urban decay resulting from new growth.

Land Use and Infrastructure

Goal ED-2	To coordinate long-term land use and infrastructure decisions with future economic development.

Policy ED-2.1 ***Utilize Specific Plans***

The City shall utilize the specific planning process for future growth areas, which will allow the City to plan for long-term infrastructure needs and create large tracts of land that are attractive to developers.

Policy ED-2.2 ***Balance General Plan Goals with the Need for Flexible Zoning***

The City shall build flexibility into the zoning code in order to allow development to adequately respond to market conditions. At the same time, the City shall provide for a balance of land uses to attract residential, commercial, office, and industrial development.

Policy ED-2.3 ***Business Expansion and Attraction***

The City shall facilitate zoning and permit activities related to the expansion of existing businesses and the location of new businesses.

Policy ED-2.4 ***Land Availability Information***

The City shall provide land availability information to prospective businesses through the development and maintenance of a site database system that will be made available to the public.

needs are met, may park credit be received by substituting 5 to 10 acres on non-traditional park land for every one acre of park credit. The actual credit granted is established on a case by case basis by the City based upon its determination of the recreational value provided. This approach gives the City flexibility in meeting future recreational needs and recognizes the role open space plays in providing recreation opportunities.

Non-Credited Pocket Parks.
The City has established a non-credited pocket park category which is designed to provide additional passive recreational and social opportunities for residents. Pocket parks are small 0.25 to 0.50 acre facilities located centrally within a project area. Such parks are sized and positioned to provide for a social gathering spot and provide passive recreation to the immediate neighborhood. Pocket parks will generally be situated along the primary entry axis of a residential area and ringed by local streets with residential units fronting the adjacent road and park to provide a strong entry statement and improve visibility onto the park. Pocket parks when called for in development will be designed and constructed as part of the adjacent subdivision.

Open Space (OS)
The purpose of this designation is to conserve lands that should remain as open space for passive and active recreation uses, resource management, flood control management and public safety. Uses that would typically be appropriate in this land use designation include but are not limited to public parks, playgrounds, and parkways; vista areas, wetlands, wildlife habitats and outdoor nature laboratories; stormwater management facilities; and buffer zones separating urban development and ecologically-sensitive resources. Such land areas are primarily publicly owned, but may include private property. The FAR for nonresidential uses shall not exceed 0.10.

Agricultural (AG)
The purpose of this designation is to conserve lands that should remain as open space because of their value for agricultural production. Uses that would typically be appropriate in this land use designation include but are not limited to agricultural activities and other low intensity open space type uses. The minimum parcel size for this designation is 20 acres. Allowable residential development in areas designated Agriculture includes single family homes, secondary residential units, caretaker / employee housing, and farmworker housing. The FAR shall not exceed 0.05.

Public

Public Facilities (PF)
The purpose of this designation is to provide appropriate locations for private, quasi-public and public buildings and facilities owned by City, County, State, or Federal agencies that serve the general public. Uses include but are not limited to wastewater treatment facilities, water tank, electrical substations, cemeteries, churches, educational facilities, community centers,

libraries, museums, government offices and courts, public safety facilities (e.g., police and fire stations), and similar and compatible uses. The FAR shall not exceed 0.40.

General Plan / Zoning Consistency

Zoning is generally considered to be the primary tool for implementing the general plan. Because of this, state law requires that the zoning ordinance be consistent with the general plan. This means the land uses allowed by the zoning ordinance must be compatible with the goals, policies and land uses specified in the general plan. The consistency of existing city zoning categories with proposed General Plan land use classifications is illustrated in the following consistency matrix (Table 4-2).

Table 4-2. General Plan / Zoning Consistency Matrix

General Plan Land Use Classification	R-1	R-2	R-3	R-E	B-P	C	H-C	L-I	I	O-S	PD	FBZ
Rural Residential	❍										❍	
Country Estates	❍										❍	
Low Density Residential	❍										❍	
Medium Density Residential		❍	❍								❍	
High Density Residential			❍								❍	
Planned Development	●	●	●	●	●	●					❍	
Village	❍	❍	❍	❍	❍	❍				❍	❍	❍
Neighborhood Commercial					●	❍	❍	●			❍	
Community Commercial						❍					❍	
Mixed Use			❍		❍	❍					❍	
Regional Commercial						❍					❍	
Special Use District*					❍	❍	❍					❍
Business and Professional	●				❍	❍					❍	
Light Industrial						●	●	❍	❍		❍	
Industrial						●	●	❍	❍		❍	
Industrial Planned Development					●	●	●	●	●		❍	
Parks and Recreation	●	●	●		●					❍	❍	
Open Space	●	●	●		●					❍	❍	
Agricultural				●						●	❍	
Public Facilities	●	●	●		●			●	❍	●	❍	

● Denotes zoning is consistent with General Plan land use designation, subject to Conditional Use Permit.
❍ Denotes zoning is consistent with General Plan land use designation.
FBZ Form based zoning (see Policy LU-1.13)
* Outside of the C-1 zone of the Airport Land Use Compatibility Plan, residential uses are allowed

urbanism principles and smart growth concepts). Design standards shall be implemented through the application of form-based zoning principles.

The **Circulation Framework** will include the proposed circulation network, system elements, design standards, and system phasing. This framework will address all components of the circulation system, including vehicular traffic, bicycles, pedestrian movement, NEV's, and transit. This component will also address parking and loading standards if different from the standard City requirements.

The Infrastructure / Public Facilities Framework will cover infrastructure requirements (water, sewer, storm drainage, electricity, natural gas, communications) as well as parkland, schools, and other public facilities. For infrastructure, the framework will address the proposed trunk infrastructure system improvements and system phasing necessary to support implementation of the land use plan.

Policy LU-15.2 ***Village Components***

The City shall ensure that each village contains a mix of land use types. The following components will be required in each Village specific plan. The land uses allowed in each component are shown on Table 4-4.

1. **Village Center**. The Village Center is the heart of the village, containing a mix of retail, office, residential, and public uses. The commercial component could include uses such as a supermarket, retail shops, restaurants, service commercial, and entertainment. Office and residential uses can be mixed in with commercial core as a second floor element. Other village serving uses, such as a community center, day care center, fire station, and other similar uses are encouraged to locate in the Village Center.

The overall village should be designed so that the Village Center is the focal point for transit, NEV's, pedestrian, and bicycle travel.

Criteria
▪ The Village Center will be located along or in close proximity to a primary arterial street in the village to maximize access options, visibility, and transit orientation. ▪ The Village Center will be located on only one side of a roadway exceeding four lanes or only one quadrant of any two intersecting roadways when both roadways exceed four lanes. The Village Center shall incorporate design measures emphasizing pedestrian, bicycle, NEV, and public transit movements, convenience, and priority. Special consideration shall be given to sidewalk widths, planter strips, street furniture, automobile travel lane widths, neckdowns, curb radii, pedestrian crossing treatments, traffic calming and other enhancements.

- Each Village Center will have buildings that front directly on wide sidewalks with suitable deciduous trees on a regular spacing that will provide full canopy shade at maturity. Off-street parking is encouraged to be located behind primary buildings. Where off-street parking abuts a public street, landscape and other elements shall be provided to minimize visual impacts to the streetscape, and designated pedestrian access points shall be included to the primary buildings. On street parking (diagonal and/or parallel) is encouraged and may count towards the overall Village Center parking requirement.
- The Village Center will maximize pedestrian connectivity to parks, open space, and other public or quasi-public amenities.
- The Village Center will have a mix of compatible uses including residential, retail, business services, and/or public quasi-public services. The Village Center will allow for a mix in both a horizontal and vertical integration.
- Each Village Center will have unique identifying features such as paving, street furniture/amenities, lighting and materials of construction that are used in a thematic manner throughout the village to create a unique sense of place.
- Each Village shall utilize a form based zoning criteria to direct development within the village. Within the Village Center, these criteria will allow for this mix of compatible uses and allow flexibility to respond to evolving market conditions over the life of the Village Center.
- The Village Center will be located to take advantage of transit opportunities.
- Every Village must have a Village Center. Villages can have more than one Village Center, but at least one center per 10,000 population is required.

Table 4-4. Village Components

	VRR	VCE	VLDR	VMDR	VHDR	VMU	VPR/ VOS/ VAG/ VPF
Village Center					■	■	■
Village Center Neighborhood				■	■		■
Outer Village Neighborhoods			■	■	■		■
Transitional Neighborhoods	■	■	■				■

■ = Allowed land use designation

2. Village Center Neighborhoods. The Village Center Neighborhoods will contain a mix of housing types and densities (primarily VMDR and VHDR), but given the proximity of these neighborhoods to the Village Center, this area will have the highest overall residential density in the village. Professional office uses (VBP designation) are allowed as the bottom floor of mixed use buildings with a residential component.

From a design standpoint, these neighborhoods will focus on pedestrian and bicycle circulation that provides easy access to the Village Center. Roadways in the neighborhoods should have a traditional grid system of streets, creating a formalized structure. The streetscape will include a landscaped parkway adjacent to curbs with landscaping that will provide a street canopy.

Each neighborhood should contain small parks (neighborhood and pocket parks), and small plazas that create neighborhood amenities and a sense of place in the neighborhoods.

Criteria
▪ Village Center neighborhoods will be located to surround the Village Center. ▪ These neighborhoods should typically be within a ¼ mile (walking) distance of the Village Center.

3. Outer Village Neighborhoods. The Outer Village Neighborhoods shall contain a mix of housing types and densities, but residential uses will be dominated by VLDR uses. These neighborhoods will also be used for land uses that will have a higher dependence on automobile traffic, such as schools, community parks, and other institutional and public land uses. Land uses that are to serve both the Village Center Neighborhoods and Outer Village Neighborhoods (such as schools) should be located near the boundary of the two areas.

The design of these neighborhoods can have a more relaxed, informal character. Each neighborhood should be organized around a Neighborhood Center. The Neighborhood Center can be comprised of a neighborhood park, elementary school, and/or public facilities such as fire stations and libraries. When present in a neighborhood, these facilities should be collocated to the extent possible and located near the center of the neighborhood. Pedestrian and bicycle trails shall be designed to connect residential areas into the neighborhood center.

Criteria
▪ The largest area within a village. These areas lie outside and adjacent to the Village Center Neighborhoods.

4. Transitional Neighborhoods. In some cases, villages may be developed on the edge of the planning area adjacent to sensitive areas such as environmentally sensitive areas, agricultural areas, or rural areas. These neighborhoods should reflect lower intensity residential uses that provide a transition to the adjacent sensitive areas.

From a design standpoint, these neighborhoods should be developed as neighborhoods with a distinctly rural flavor.

Criteria

- Neighborhood areas developed adjacent to sensitive areas such as environmentally sensitive areas, agricultural areas, or rural areas.

Policy LU-15.3 ***Village Land Use Mixes***

The City shall ensure that each village area maintains a mix of residential types and densities, and that the residential mix will provide appropriate transitional features that integrate the villages with the surrounding area. The distribution of residential designations within each village shall fall within the ranges specified in Table 4-5.

Table 4-5. Village Residential Mix (% of Gross Residential Acreage)

Village	VRE	VCE	VLDR	VMDR	VHDR
1		47 – 53%	32 – 38%	8 - 12%	4 – 6%
2	--	18 – 22%	65 – 75%	6 - 8%	2 – 4%
3		22 – 28%	50 - 60%	13 – 17%	4 – 6%
4	--	22 – 28%	45 – 55%	18 – 22%	4 – 6%
5	--	--	55 - 65%	27 – 33%	8 – 12%
6	--	8 - 12%	50 – 60%	27 - 33%	8 – 12%
7	4 – 8%	--	38 – 44%	32 - 38%	17 - 21%

NOTE: Within any Village, the percentage of VCE and VLDR may be allowed to *fall below* the minimum percentage, but in no case may these land uses exceed the maximum percentage.

Table 4-5 shows targeted land use percentages. The specific plans will define the exact land uses based on site-specific information (e.g., topography, wetlands, and floodplains).

Policy LU-15.4 ***Village Land Use Design***

The City will look to the village areas as the primary locations within which to apply the Sacramento Area Council of Governments (SACOG) smart growth policies, which include the following.

- Provide a variety of transportation choices
- Offer housing choices and opportunities
- Take advantage of compact development

- Mixed land uses
- Preserve open space and natural beauty through natural resources conservation, and preserve farmland in the surrounding unincorporated areas through design measures designed to avoid land use conflicts
- Encourage distinctive, attractive communities with quality design

Circulation

LU-15.5 ***Connectivity***
New villages shall provide connectivity to other Villages and the developed portions of the City. This connectivity shall be in the form of roadways, transit connections, and bicycle and pedestrian linkages.

LU-15.6 ***Village-Scaled Roads***
Village roadways shall be designed to provide redundant connections to arterials in order to reduce their size, speed, travel times, congestion, and the need for soundwalls.

LU-15.7 ***Roads Support Adjacent Land Use***
Road sizes shall reflect both their transportation and land use function. Road design and speed shall support village and neighborhood residential and commercial activities.

LU-15.8 ***Shared Parking***
Parking for commercial portions of Village Centers shall be shared among uses and have connected driveways, curb cuts, and pedestrian connections.

LU-15.9 ***Alternative Fuels Vehicle Parking***
The City shall prioritize parking within commercial and retail areas for electric vehicles, hybrid vehicles, and alternative fuel vehicles as well as provide electric charging stations.

Infrastructure

LU-15.10 ***Infrastructure Master Plans***
New development will be required to comply with the City's adopted infrastructure master plans and provide fair share contributions towards existing and future improvements necessary to serve the development. If developments vary in intensity and distribution from that assumed in the existing infrastructure master plans, the City master plans will be updated and approved with that development.

LU-15.11 ***Area Infrastructure Master Plans***

Prior to the approval of any village specific plan, an Area Infrastructure Master Plan will be required. These master plans will lay out detailed plans for infrastructure improvements, phasing, and financing.



See also Policy LU-15.14 on joint use of detention facilities.

Community Facilities

LU-15.12 ***Community Center***

Every village will be required to provide one or more community centers based on a ratio of one center for every 10,000 population in that village. At least one community center will be located within the Village Center. Each community center will provide common meeting space and recreational amenities for village residents.

LU-15.13 ***Collocation of Facilities***

Community facilities (such as community centers, schools, parks, libraries, fire stations with community rooms) are viewed as a key aspect of neighborhood identity and development. When proposed in the same area, these uses should be collocated to form a stronger activity node within the neighborhood.

Open Space and Parks

LU-15.14 ***Interconnected / Usable Open Space***

Within each village or specific plan area, a minimum of 40 percent of the gross area will be reserved for open space. This open space will be identified in the required specific plan and secured from future development in a form acceptable to the City.

The open space areas in a Village are defined using the following criteria.

Criteria

The following items CAN be used towards meeting the open space requirement:

- Public parks
- Public and private golf courses
- Natural areas to be permanently retained as open space, such as streams, floodways, wetlands, and other water features
- Land utilized for trails
- Land within buffer areas
- Land within utility corridors
- Land utilized for natural open space

The following land areas CAN NOT be used towards meeting the open space requirement:

- Land owned by individual homeowners. Areas with a public access easement can be counted.
- Required roadway rights-of-way, including roadway medians. Areas in excess of required rights-of-way may be counted.
- Pocket parks

LU-15.15 ***Joint Use of Detention Facilities***

Detention facilities can be utilized in meeting part of a village's park requirements based on the usability of the basin for recreational purposes.

LU-15.16 ***Collocation with Schools***

The City shall promote the collocation of parks with school facilities for the purpose of enhancing available open space and recreation.

LU-15.17 ***Parkland Distribution***

Parks within each village should be distributed proportionally to match the distribution of population within the village. Park sizes and location will typically be in keeping with serving the population within a walking distance of the park (1/4 mile). At least one community park should be placed within walking distance (1/4 mile) of the Village Center Neighborhoods

Policy PFS-8.13 ***Security Along Waterway and Trail***
The City shall implement a variety of public safety measures to address crime-related issues along City-owned trail areas. Public safety measures shall include, but not be limited to, active policing using pedestrian, bicycling, or equestrian patrols. Emergency call boxes or solar-powered telephones shall also be placed in appropriate places along trail corridors to provide prompt access to emergency services.

Policy PFS-8.14 ***Police Response Time***
The City shall strive to maintain an average response time of five minutes or less for priority one calls.

Community Facilities

Goal PFS-9	To ensure that adequate community facilities are provided and are conveniently located in order to meet the needs of residents of the city.

Policy PFS-9.1 ***Adequate School Facilities***
The City shall ensure that in areas of new development, school facilities meeting adopted school district standards will be available.

Policy PFS-9.2 ***Development of New Schools***
The City shall coordinate planning, siting, and construction of new schools with the appropriate school district to ensure that facilities are constructed.

Policy PFS-9.3 ***Expand Library Services***
The City shall continue to expand library services, according to adopted City library standards (0.7 square feet per capita), to meet the educational, informational, and cultural needs of all community residents.

Policy PFS-9.4 ***Funding Mechanism for Libraries***
The City shall provide a funding mechanism for the construction and operation of libraries within the city.

Policy PFS-9.5 ***Siting of Libraries***
The City shall locate libraries near or adjacent to other City facilities, such as schools and parks, wherever possible.

Policy PFS-9.6 ***Community Facilities***
The City shall ensure that community facilities, including a senior / adult services center, gymnasiums, aquatic center, and library, be planned and provided for future residents of the city.

Policy PFS-9.7 ***Developer Fees for School Districts***
The City shall coordinate with the school district that adequate developer fees are collected in accordance with state law.

Policy PFS-9.8 ***Collocation of Schools and Recreational Facilities***

The City shall coordinate with the Western Placer Unified School District to encourage the joint siting of schools with parks and community centers.

Policy PFS-9.9 ***School Funding***

To the extent allowed by State law, the City will require new projects to mitigate impacts on school facilities, which could occur through a combination of new school site dedications and the use of developer fees. The City will also work with school districts, developers, and the public to evaluate alternatives to funding / providing adequate school facilities.

6.3 Implementation Measures

Table 6-1, Public Facilities and Services Implementation Measures, identifies the implementation measures the City should take to implement the goals and policies of this General Plan. The implementation program lists each specific implementation measure, a reference to which General Plan policy it is implementing, who is responsible to implement the program, and the timeframe for implementation.

Table 6-1. Public Facilities and Services Implementation Measures

	Implementation Measure	Policy	Who is Responsible	Timeframe			
				2008-2010	2011-2015	2016-2050	On-going
1.0	The City shall seek grant funding for the extension of reclaimed waterlines.	PFS-3.5	Public Works Dept.		■		
2.0	The City shall prepare a City Drainage Management Plan that will provide for and coordinate the use of detention/retention basins to limit outflow to 90% of pre-project conditions for the 100-year and smaller year events. The Drainage Management Plan shall be completed prior to the construction or revision of a major hydrologic facility.	PFS-4.1	Public Works Dept.		■		
3.0	The City shall incorporate low impact development (LID) alternatives for stormwater quality control into development requirements. LID alternatives may include, but are not limited to, the following: (1) conserving natural areas and reducing imperviousness, (2) runoff storage, (3) hydro-modification (to mimic pre-development runoff volume and flow rate), and (4) public education.	PFS-4.1 PFS-4.2	Public Works Dept.				■
4.0	The City shall actively participate in appropriate forums designed to discuss and solve regional water supply and water quality issues.	PFS-4.5	Planning Dept. Public Works Dept.				■
5.0	The City shall prepare guidelines to promote "green" building techniques such as recycling of construction debris.	PFS-5.3	Public Works Dept.		■		

	Implementation Measure	Policy	Who is Responsible	Timeframe 2008-2010	2011-2015	2016-2050	On-going
6.0	The City will update its plans for fire and police protection services to include the proposed locations of fire and police stations based on future development trends.	PFS-8.1 PFS-8.2	Fire Dept. Police Dept. Planning Dept.		■		
7.0	As part of the project review process, developments must demonstrate appropriate security design features in their projects, such as increased lighting, low-level landscaping and easily identifiable access.	PFS-8.9	Police Dept.				■
8.0	The City shall locate new K-6 schools within reasonable walking distances from residential neighborhoods.	PFS-9.1 PFS-9.2	Planning Dept.				■
9.0	The City shall encourage the school district to locate new K-6 schools on streets meeting the City's LOS standards.	PFS-9.1 PFS-9.2	Planning Dept.				■
10.0	The City shall encourage the school district to locate new K-6 schools where public services such as parks, recreation, and public transportation are available.	PFS-9.1 PFS-9.2	Planning Dept. Public Works Dept.				■
11.0	Wherever possible, the City shall locate school facilities adjacent to other City recreational facilities, to maximize joint use of school buildings, City parks and playgrounds.	PFS-9.1 PFS-9.2	Planning Dept.				■

STAFF REPORT

Item Number 6.C

SUBJECT:	Discontinuation of Hoopla service beginning January 2026 (15 minutes)
SUBMITTED BY:	Kathryn Hunt
DEPARTMENT:	Library
DATE:	November 5, 2025

BACKGROUND/INTRODUCTION:

At the August 6, 2025 Library Advisory Board/Library Advisory Committee Meeting, staff presented a brief presentation on the rise of digital collections, the challenges of digital collections, and the current resources the Library offers.

FINDINGS/ANALYSIS:

A significant part of the Library's review of its digital resources has been the difference in expense and use between Hoopla and Libby. Hoopla, which operates on a pay-per-use model, cost 79% of the Library's expenditures on e-books and related materials while only providing 12% of total digital circulation in FY24. Due to the pay-per-use model, there is no way to increase the ROI of this service.

To ensure the Library remains within its budget, daily spending caps are enforced on Hoopla. Since the August 6th meeting, customer service impacts due to these caps have only increased, resulting in many library patrons having negative experiences with the service.

As such, the Library intends to discontinue the Hoopla service as of January 1, 2026. In doing so, the Library will divert the current investment in Hoopla into the Libby collection, focusing on reducing hold times for Lincoln Public Library patrons. The interim period will be used to communicate with patrons about the transition, as well as build the necessary internal workflows for this change.

After a careful assessment of the trends in digital circulation and the budgetary challenges facing the Library, staff feel that this change will allow us to maximize our resources more effectively and provide a more responsive digital collection to the greatest number of our residents. Several other library systems have conducted similar assessments and have come to the same conclusion, with both Sacramento Public Library and Placer County Library system discontinuing the Hoopla service in this past year.

STAFF REPORT

Item Number 7.A

SUBJECT:	Update to the Material Selection Policy in light of AB 1825, the California Freedom to Read Act (10 minutes)
SUBMITTED BY:	Kathryn Hunt
DEPARTMENT:	Library
DATE:	November 5, 2025

BACKGROUND/INTRODUCTION:

On September 29, 2024, Governor Newsom signed AB1825 into law. This law requires all public library to establish, adopt, and maintain a collection development policy that both guides the selection and deselection of library materials and establishes a process for community members to request reconsideration of library materials. It prohibits public libraries and their governing bodies from removing or limiting access to materials solely due to specific viewpoints, and provides protections for library staff acting within the collection development policy. It does not impact established collection development and management practices, such as standard weeding procedures.

The LAB/LAC discussed AB1825 at the November 2024 meeting. At that time, staff committed to bringing any changes to the text of the policy to the LAB/LAC before formal submission to the State Library.

FINDINGS/ANALYSIS:

AB1825 includes specific language that must be included in every public library's material selection policy, either verbatim or through other language that conveys the same meaning. The best practice is to include the language verbatim. The proposed update to the materials selection policy includes this required language verbatim, as well as additional language directly from AB1825 about what grounds cannot be used to removed items from the library's collection. This secondary language is used to allow any requests for the reconsideration of library materials to be completed as transparently and efficiently as possible.

These changes do not substantively change the Library's existing material selection policy. The inclusion of verbatim language is a best practice and provides the greatest clarity for staff and the public.

The proposed update has been reviewed by both the City Attorney's office and the California State Library and found sufficient to meet the requirements of AB1825.

ATTACHMENTS:
AB1825 Text.pdf

DRAFT Admin Policy Number Material Selection Policy 2025.pdf

LPL Request for Reconsideration Procedures and Form.pdf

STATE OF CALIFORNIA
LEGISLATIVE COUNSEL BUREAU
AUTHENTICATED
ELECTRONIC LEGAL MATERIAL

Assembly Bill No. 1825

CHAPTER 941

An act to add Chapter 10 (commencing with Section 19800) to Part 11 of Division 1 of Title 1 of the Education Code, relating to libraries.

[Approved by Governor September 29, 2024. Filed with Secretary of State September 29, 2024.]

LEGISLATIVE COUNSEL'S DIGEST

AB 1825, Muratsuchi. California Freedom to Read Act.

Existing law establishes a public library system, including school libraries, unified school district and union high school district public libraries, municipal libraries, county free libraries, the California State Library, and library districts. Under existing law, the Legislature declares that the public library is, among other things, a source of information and inspiration to persons of all ages, cultural backgrounds, and economic statuses.

This bill would require every public library jurisdiction, as defined, that directly receives any state funding to establish, adopt, and maintain a written and publicly accessible collection development policy for its libraries by January 1, 2026, as specified. The bill would require the collection development policy to, among other things, (1) guide the selection and deselection of library materials, as defined, and (2) establish a process for community members to share their concerns regarding library materials and request materials be reconsidered for inclusion in the library's collection.

The bill would require the adopted policy to be sent to the State Librarian, and would authorize the State Librarian or their designee to provide technical assistance to public libraries in developing their collection development policy.

The bill would prohibit the governing board or body of a public library, or any body or commission designated to review the procurement, retention, or circulation of, or access to, library materials, from (1) proscribing the circulation or procurement of, or access to, library materials in a public library because of the topic addressed by the library materials or because of the views, ideas, or opinions contained in materials or (2) creating policies or procedures that limit or restrict access to library materials offered by the public library, except as provided. The bill would also prohibit library materials in a public library from being excluded, and access to library materials from being limited, solely on the bases of (1) specified protected characteristics of a subject of the library materials, an author of the materials, the sources of the library materials, or the perceived or intended audience for the library materials, (2) that the materials contain inclusive and diverse perspectives, or (3) that the materials may include sexual content, except as provided. The bill would provide that a person's right to use a public

library and its resources shall not be denied or abridged solely because of personal characteristics, age, background, or views.

The bill would prohibit a librarian, library media specialist, other employee, or contractor at a public library from being subject to termination, demotion, discipline, or retaliation for (1) refusing to remove a library material before it has been reviewed in accordance with the public library's process for reconsideration of library materials or (2) making displays, acquisitions, or programming decisions that the employee believes, in good faith, are in accordance with the bill's provisions.

The bill would provide that these provisions apply to a public library, as defined, including any public library operated on a contractual basis, or operated by a city, including a general law or charter city, county, special district, or joint powers authority, except that these provisions do not apply to any school library, as defined, or any library operated by the governing board of a school district, a county board of education, or the governing body of a charter school. To the extent these provisions impose additional duties on public libraries, the bill would create a state-mandated local program.

The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

The people of the State of California do enact as follows:

SECTION 1. Chapter 10 (commencing with Section 19800) is added to Part 11 of Division 1 of Title 1 of the Education Code, to read:

Chapter 10. California Freedom to Read Act

19800. This chapter shall be known, and may be cited, as the California Freedom to Read Act.

19801. The Legislature finds and declares all of the following:

(a) Libraries are essential for information, education, and enlightenment of all people of the community the library serves.

(b) Libraries provide access to books that offer teachable moments for readers of all ages and expand our understanding of people with different backgrounds, ideas, and beliefs.

(c) A person's right to use a library should not be denied or abridged solely because of personal characteristics, age, background, or views.

(d) Removing and banning books from public libraries are dangerous acts of government censorship and erode our country's commitment to freedom of expression and the right to receive information.

(e) Librarians are professionals trained to not impose their own thoughts and opinions on which ideas are right, but to make knowledge and ideas available so that people have the freedom to choose what to read.

(f) Librarians and library staff receive extensive professional training to develop and curate collections to meet the broad and diverse interests of their communities, which include, but are not limited to, literary value and developmental appropriateness of material.

19802. (a) (1) Every public library jurisdiction that directly receives any state funding, including, but not limited to, state funding pursuant to this part, shall establish, adopt, and maintain a written and publicly accessible collection development policy for its public libraries by January 1, 2026, and shall submit that collection development policy to the State Librarian. The State Librarian or their designee may provide technical assistance to public libraries in developing their collection development policy. The collection development policy, at a minimum, shall do all of the following:

(A) Establish a process for community members to share their concerns regarding library materials and to request that library materials be reconsidered for inclusion in the library's collection.

(B) Guide the selection and deselection of library materials.

(C) Acknowledge that the public library's collection meets the broad and diverse interests of the community and respect both the library's autonomy and their specific community needs.

(D) Establish that the public library serves as a center for voluntary inquiry and the dissemination of information and ideas.

(E) Acknowledge that library materials should be provided for the interest, information, and enlightenment of all people, and should present diverse points of view in the collection as a whole.

(F) Acknowledge the right of the public to receive access to a range of social, political, aesthetic, moral, and other ideas and experiences.

(2) A librarian, library media specialist, other employee, or contractor at a public library shall not be subject to termination, demotion, discipline, or retaliation for either of the following:

(A) Refusing to remove a library material before it has been reviewed in accordance with the public library's process for the reconsideration of library materials established pursuant to subparagraph (A) of paragraph (1).

(B) Making displays, acquisitions, or programming decisions that the employee or contractor believes, in good faith, are in accordance with the requirements of this section.

(b) (1) The governing board or body of a public library, or any body or commission designated to review the procurement, retention, or circulation of, or access to, library materials, shall not proscribe or prohibit the circulation or procurement of, or access to, any library materials in a public library because of the topic addressed by the materials or because of the views, ideas, or opinions contained in those materials.

(2) (A) Library materials in public libraries shall not be excluded, and access to library materials shall not be limited, solely on the bases of any of the following:

(i) The race, nationality, gender identity, sexual orientation, religion, disability, political affiliation, or any other characteristic listed in subdivision (a) of Section 12940 of the Government Code, or the socioeconomic status of a subject of the library materials, an author of the library materials, the source of the library materials, or the perceived or intended audience for the library materials.

(ii) The library materials contain inclusive and diverse perspectives.

(iii) The library materials may include sexual content, unless that content qualifies as obscene under United States Supreme Court precedent.

(B) This paragraph does not apply to library materials excluded, or for which access is limited, pursuant to a library maintenance and deaccession policy.

(3) The governing board or body of a public library, or any body or commission designated to review the procurement, retention, or circulation of, or access to, library materials, shall not create policies or procedures that limit or restrict access to library materials offered by the public library unless the policies or procedures are adopted to preserve the safety or security of the library materials, are time, place, and manner restrictions not based on the content of materials, or are programs that provide for the effective management of the library and its resources to preserve access for all library users.

(c) A person's right to use a public library and its resources shall not be denied or abridged solely because of personal characteristics, age, background, or views.

(d) All people, regardless of personal characteristics, age, background, or views, possess a right to privacy and confidentiality in the materials they borrow from libraries.

(e) This section applies to a public library, as defined in Section 18015, including any public library operated on a contractual basis, or by a city, including a general law or charter city, county, special district, or joint powers authority, except that it does not apply to any school library, as defined in Section 18710, or any library operated by the governing board of a school district, a county board of education, or the governing body of a charter school.

(f) For purposes of this section, the following definitions apply:

(1) "Library materials" includes, but is not limited to, books, periodicals and serials, audio materials, audiovisual materials, instructional materials, maps, databases, government documents, records, photographs, and all other similar materials, whether in tangible or electronic form. "Library materials" does not include hardware, tools, instruments, computers, appliances, or other items that are not for the primary purpose of conveying ideas or information.

(2) “Public library jurisdiction” means a county, city and county, city, or any district that is authorized by law to provide public library services and that operates a public library described in subdivision (e).

SEC. 2. The Legislature finds and declares that ensuring public libraries are free of censorship is a matter of statewide concern and is not a municipal affair as that term is used in Section 5 of Article XI of the California Constitution. Therefore, Section 1 of this act adding Chapter 10 (commencing with Section 19800) to Part 11 of Division 1 of Title 1 of the Education Code applies to all cities, including charter cities.

SEC. 3. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

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CITY OF LINCOLN ADMINSTRATION POLICY	**NUMBER: 89**
PREPARED BY: KATHRYN HUNT	**DATE: NOVEMBER 5, 2025**
SUBJECT: MATERIAL SELECTION POLICY	**AUTHORITY : CITY MANAGER**
	CITY MANAGER: SEAN SCULLY

PURPOSE

The purpose of this administrative policy is to provide information and process for the selection of materials for the library system.

DEFINITION

Library Material: various formats of items needed to provide essential library services to the community.

Community: The primary community the Lincoln Public Library serves is the City of Lincoln, as well as members of partner institutions. The Library secondarily serves the communities of the surrounding area.

GENERAL POLICY

The Lincoln Public Library selects, deselects, organizes, and makes accessible material in a variety of formats for the community. Selection includes new, suggested, donated, and replacement material. Knowing that the library serves people of differing interests, needs, and concerns within the Lincoln community, material selected will:

- Reflect a wide range of interests and viewpoints
- Depict cultural, economic, and social diversity
- Support self-education and supplement formal education
- Support recreational, civic, and cultural pursuits of the community
- Represent current interest and historical significance
- Interest people of differing ages, ethnic groups, and lifestyles

Intellectual freedom and censorship statement

The Lincoln Public Library supports the individual's right to access ideas and information representing all points of view. The Library Board and the City Council endorse the following documents: the Library Bill of Rights, the Freedom to Read and the Freedom to View statements of the American Library Association.

In compliance with California State Law, AB 1825 passing in 2024, the Lincoln Public Library affirms the following statements:

- The collection meets the broad and diverse interests of the community and respects both the library's autonomy and their specific community needs.
- The public library serves as a center for voluntary inquiry and the dissemination of information and ideas.
- Library materials should be provided for the interest, information, and enlightenment of all people, and should present diverse points of view in the collection as a whole.
- The public has the right to receive access to a range of social, political, aesthetic, moral, and other ideas and experiences.

Some material chosen may be offensive, shocking, or irrelevant to some readers but may be meaningful and significant to others. The library, by selecting such material, does not promote or support any particular viewpoint. Material will not be excluded because they may cause concern to some individuals. They will not be excluded solely because they contain views, language, or depictions that may be controversial. Selection of material will not be restricted by the possibility that the material may come into the possession of minors.

In compliance with California State Law, AB 1825, the procurement, retention, circulation of, or access to library materials will not be proscribed or prohibited solely because:

- Of the topic, views, ideas, or opinions contained in the materials
- Of the race, nationality, gender identity, sexual orientation, religion, disability, political affiliation, or any other characteristic listed in subdivision (a) of Section 12940 of the Government Code, or the socioeconomic status of a subject of the library materials, an author of the library materials, the source of the library materials, or the perceived or intended audience for the library materials.
- The library materials contain inclusive and diverse perspectives.
- The library materials may include sexual content, unless that content qualifies as obscene under United States Supreme Court precedent.

All public libraries contain materials that some patrons may find objectionable. Libraries may omit from the collection materials that some patrons feel are important. The library welcomes and solicits patron suggestions, comments and ideas about the collection and its development.

Selection

Under the direction of the Director of Library Services, material is selected by library staff using critical reviewing media, suggestions from patrons, and professional knowledge. Each proposed selection is evaluated on its own merit as whole and in relation to the collection as a whole, using some or all of the following criteria:

- Cost and library budget
- Popular interest or demand by the public
- Current and future relevance to community needs
- Literary quality, artistic value, or importance to its genre
- Availability of the material elsewhere
- Importance of the author or artist
- Sustained interest

- Appropriateness for age
- Availability of the subject in the library
- Currentness of information
- Social significance
- Uniqueness or special features
- Available space

Suggestions
The Lincoln Public Library welcomes input from the public regarding the contents of the collection. Patrons wishing to suggest titles for acquisition may fill out a Suggestion for Purchase form. All suggestions will be considered for acquisition in accord with the selection criteria in this policy.

Gifts
Donations of material or funds to enrich the library collection are welcome, including books published by authors residing in and around the City of Lincoln. Gifts of material will be accepted into the library's collection at the discretion of the Director of Library Services or designee according to the selection criteria listed above. Material received but not used by the library is subject to disposition at the library's discretion. See the Gift and Donation Policy for further information.

Replacements
Material that has been lost or damaged may be replaced using the same criteria as for selection. Other factors considered when deciding on replacements include the

- number of copies in the library or system
- comparable quality of replacement copy
- availability of newer material on the subject
- coverage of subject in that area
- existence of adequate coverage of a field
- other similar material in the collection
- demand for and intrinsic value of a specific title

Deselecting
Weeding is the process of deselecting or removing material from the collection. Staff may weed the collection due to the following:

- Currentness. Item is no longer current, relevant, or accurate
- Surplus. Too many copies of one title or in subject area.
- New edition. Older edition regularly replaced when new edition published.
- Infrequent use. Item has low to no recent circulation.
- Unusable. Item is damaged, missing pages, or worn out.
- Space. Shelving space is no longer available.

Material weeded by the Library will be donated to the Friends of the Lincoln Public Library, recycled, given away, or discarded.

Group Purchasing

When it is beneficial to the community and in line with the Library's objectives, the Library may join with other organizations to create consortium collections. Similarly, the Library may select to provide access to a vendor selected collection. In both cases, the Library assesses the overall value of these collections according to the standard selection criteria. Individual titles that do not meet the selection criteria are not reason to withdraw from these collections if the collections as a whole meet the selection criteria. Purchase requests and requests for reconsideration of individual titles in these collections are handled by the consortium or vendor, as applicable.

Organization
Organization and placement of material within the library is generally based upon assigned classification, subject area, genre, format, and appropriate age groupings. The library primarily uses the Dewey Decimal Classification (DDC) system and Library of Congress subject headings to determine placement. These tools divide material by subject or genre. When these factors are absent or lacking, staff will use professional reviews, publisher information, or information from the material to determine placement.

The library employs labels as organizational aids that make it easier for patrons to locate resources. The library does not employ labels to imply that the content, language, or perspective of a work is inappropriate for some or all users.

Accessibility
The public, regardless of age, has free access to all library material selected and placed in the collection. Placement of material within the library is generally based upon assigned classification and appropriate age groupings. Age groupings are determined by publisher information and professional reviews and opinions.

Some items may be available by request only because of rarity, cost, susceptibility to loss or damage, fragility or format unsuited to heavy use. Items are not made available by request only due to content.

Any restriction of a minor's access to material is the responsibility of the parents or guardians, not library staff. The library cannot act in loco parentis, thus staff cannot restrict access of library material to minors.

Reconsideration
The Lincoln Public Library strives to provide a diverse collection of materials to suit a wide range of views, standards, and opinions held by the members of the Lincoln community. Individual titles, which may be considered controversial or offensive by some, may be selected if their inclusion will contribute to the range of viewpoints in the collection as a whole and to the effectiveness of the Library's ability to serve community members of varied ages, beliefs, backgrounds, and interests.

The Library welcomes feedback and expressions of opinion from community members regarding the materials already selected and placed in the collection. The Library follows a standardized process for addressing requests for reconsideration, as outlined in the Lincoln Public Library Request for Reconsideration Procedure, attached. During the review process, all materials will

remain in the library collection at their cataloged location and will be eligible for replacement under the standard replacement criteria if lost or damaged.

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 18, 1948, by the ALA Council; amended February 2, 1961; January 23, 1980; inclusion of "age" reaffirmed January 23, 1996.

The Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

Administrative Policy # 89

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.
Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated. Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.
No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.
To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values

differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.
The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.
It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.
The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

A Joint Statement by:

American Library Association
Association of American Publishers

Freedom to View Statement

The FREEDOM TO VIEW, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

- To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.
- To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
- To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
- To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
- To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Endorsed January 10, 1990, by the ALA Council

Lincoln Public Library Request for Reconsideration Procedure.

Any Lincoln resident with an active standard Lincoln Public Library account may request that an item in the library's collections be reviewed for appropriateness. A title will be reviewed only once within a three-year period unless the content has undergone major revisions. Each request for reconsideration may only name one item; however, multiple requests for reconsideration may be filed. In order to be able to respond to the request, anonymous requests are not accepted.

Patrons with concerns about the materials in the Library are strongly encouraged to speak with library staff, including the Library Director, before filing a formal written request. Staff are happy to explain the Library's material selection process and why many points of view are reflected in the Library's collection, and to help patrons find the materials that meet their needs.

1. The patron seeking reconsideration of a work receives a copy of the Lincoln Public Library's Materials Selection Policy, Request for Reconsideration Procedures, and Request for Reconsideration Form.
2. The patron seeking reconsideration must read, view, or listen to the entirety of the work before requesting reconsideration of library material.
3. The customer may submit the Request for Reconsideration of Material form at any public service desk. The form must be completed in its entirety. Up to two additional pages may be submitted with the form, if needed to explain the patron's concerns with the material.
4. The Director of Library Services or designee will review the Request, the material in question, and the Library's Material Selection Policy. The Director of Library Services will decide whether to retain, recategorize, or remove the material, and will supply a written response explaining the decision and the rationale.
5. The Library's written decision will be mailed within 30 days of the original request. If extenuating circumstances make it impossible for the request to be mailed within 30 days, the patron making the request will be notified as soon as possible and given an updated timeline.
6. If the customer is not satisfied with the Library's decision, the customer may file a written notice of appeal to the Library Director within 30 days of the decision being mailed. The appeal will be heard by an Administrative Hearings Officer that has been appointed by the Lincoln City Manager.
7. The material under review will remain in its cataloged location and available to the public during the reconsideration process, including any applicable appeal. If lost or damaged, the item will be eligible for replacement under the Library's standard replacement criteria.
8. All requests for reconsideration will be anonymized and reported to the American Library Association's Office of Intellectual Freedom for the purposes of tracking national statistics.

Received by:_____ Date:_____

Request for Reconsideration of Library Material Form

Lincoln Public Library

The Lincoln Public Library strives to provide a diverse collection of materials to suit a wide range of views, standards, and opinions held by the members of the Lincoln community. Some material chosen may be offensive, shocking, or irrelevant to some readers but may be meaningful and significant to others. The library, by selecting such material, does not promote or support any particular viewpoint. The library supports the individual's right to access ideas and information representing all points of view. We welcome patron suggestions, comments, and ideas about the collection and its development. Library patrons may request for an item in the collection to be moved or withdrawn by filling out this form.

About You

Name: _____

Full Address: _____

Phone: _____ E-mail: _____

About the Material

Title: _____

Author: _____ Format (book, DVD, etc): _____

Publisher: _____ Publication Date: _____

Reconsideration Request

Is this request made on behalf of: □ Yourself □ Organization: _____

Action requested: □ Remove from collection □ Move to: _____

□ Other: _____

What brought this material to your attention? _____

Have you read/viewed the material in its entirety? □ Yes □ No

What concerns you about the material? Please be specific and cite pages, if appropriate.

Have you read the Lincoln Public Library Material Selection Policy? □ Yes □ No

Are there materials you suggest to provide more information and/or other viewpoints?

Patron Signature: _____ Date: _____

Decision:_____ Date: _____

STAFF REPORT

Item Number 7.B

SUBJECT: WPUSD Update (5 minutes)

SUBMITTED BY: Kathryn Hunt

DEPARTMENT: Library

DATE: November 5, 2025

BACKGROUND/INTRODUCTION:
Verbal report from a representative of Western Placer Unified School District.

STAFF REPORT

Item Number 7.C

SUBJECT: FOLL Update (5 minutes)

SUBMITTED BY: Kathryn Hunt

DEPARTMENT: Library

DATE: November 5, 2025

BACKGROUND/INTRODUCTION:
Verbal report from a representative of the Friends of the Lincoln Public Library.

STAFF REPORT

Item Number 7.D

SUBJECT: Library Director Update (5 minutes)

SUBMITTED BY: Kathryn Hunt

DEPARTMENT: Library

DATE: November 5, 2025

FINDINGS/ANALYSIS:

Parking:

- Collaboration between the Friends of the Lincoln Public Library and the Jr. Rhino's Leadership has resulted in far less impact to parking this season. Parking complaints have been limited most game day weekends, with patrons about to find parking spots throughout the day.
- The increase in parking spaces provided by the recycling centers continues to alleviate parking issues during regular library hours.

Library Hold Lockers:

Library hold lockers continue to increase in popularity, with 26-32% of all holds are currently being routed to the lockers. The Twelve Bridges Lockers are frequently at capacity, while the use of the Community Center Lockers continues to grow. Two hardware issues have occurred with the lockers, with the vendor providing replacement parts to resolve the issues.

Programs & Events:

- **Family Art Night**: Our third annual Family Art Night was another tremendous success. With support from FOLL, this event increased in size, with additional face painters, artists, and pizza meals provided. Participants could take part in a pizza meal, three art projects, face painting, caricature artists, balloon artists, live art demonstrations, a youth doodle wall, and the judging of our tiny art show. Staff are conservatively estimating an attendance of 850, which exceeds the previous year. Feedback was overwhelmingly positive, with a desire for "more" of everything from our participants.
- Upcoming programs in November include the **Youth Literary Festival** on November 8th and the **Lincoln Book Festival** on November 15th.

Adult & Family Literacy:

Some highlights from our Adult & Family Literary program's annual report to the California State Library:

- • Served 52 learners – 25 continuing learners; 27 new learners
  • Provided 838 one-on-one tutoring sessions and 78 small group sessions for a total of 1,698 learner instructional hours

- 50 volunteers across adult and family literacy volunteered 2,668 hours
- 21 new volunteers recruited, trained, and matched with learners; provided 21 tutor trainings
- Provided 240 books to enrolled adults and their children to build home libraries and 200 books for medium touch learning kits
- 13 community outreach events and visits to partner agencies with eligible learners, to promote literacy services and build community awareness.

More information about this program can be found in the attached September 2025 Library Monthly Report.

ATTACHMENTS:

Library Monthly Reports July August September 2025.pdf

July 2025

at the Lincoln Public Library

LINCOLN PUBLIC LIBRARY

Booker Buddies Travel Widely

This year, the Friends of the Lincoln Public Library and the Lincoln Public Library adopted Booker the Owl as our joint mascot. As part of our Destination: Reading Summer Reading Program, we distributed 1000 small "Booker Buddies" to our community. We invited them to take pictures of their Booker Buddy during their summer adventures, and share them with the library. We received over 250 entries, with Booker Buddies traveling as far as China, London, and Disneyland, as well as staying close to home. This continued engagement helped our families remember to keep reading and learning all summer long.



Major July Activities

Youth Summer Writing Contest

We received 88 entries to our annual Youth Summer Writing Contest from young authors in Placer County. These entries will be reviewed by our Teen Advisory Board for publication in our annual anthology.

TAB Ice Cream Social

Our Teen Advisory Board offered a make-your-own ice cream social in July. Over 250 people attended, with the event selling out in one hour.

Grant Reporting

With support from the Finance Department, staff completed the required reporting for the LSTA Teens Succeed Grant, which funded our teen internships.

Select Upcoming Events

- The Library will be at the WPUSD Back to School Resource Fair on August 2
- The Library returns to regular hours on Monday, August 18.
- All events are on our online calendar: https://calendar.lincolnca.gov/library/

Next Month's Priorities

In August, staff will be focusing on:

- Welcoming TBHS students to the 2026 school year
- Transitioning to regular hours
- Planning fall events like our Family Art Night

Library Service Highlight:

Summer Reading

Summer learning loss can result in some students falling years behind - Summer Reading can help prevent that.

Studies show that students lose critical reading and math skills during summer holidays. Yet, simply reading and engaging in learning activities over the summer can prevent this loss. The Library's annual Summer Reading Program is designed to provide structure and incentive for everyone to keep reading during the summer.

It's not only students who benefit! Pre-readers gain essential foundational literacy skills while being read to, and reading decreases stress and improves mental health for people of all ages.

This year, we had over 1000 readers participate in the program. They completed over 7200 hours of reading and over 4500 learning activities over two months. 1219 reward books were provided by the Friends of the Lincoln Public Library for readers.



July by the numbers

44,201 items borrowed

36,970 were physical items and 7231 were digital

20,776 visits to the Library

Plus, 379 new patrons joined the library!

39 programs and events

Community members attended programs 1270 times

451 items picked up from lockers

58% increase in usage of the new hold lockers over April

August 2025

at the Lincoln Public Library

LINCOLN PUBLIC LIBRARY

Back to School

Students returned to Twelve Bridges High School on August 14th. On August 18th, the Lincoln Public Library returned to its regular hours, which include additional morning hours to support students. All TBHS students receive a limited library account connected to their student ID, unless the family has opted out of the program. Students actively use the library during off periods, flex periods, and at lunch. In addition, staff provided interactive tours to several English classes in the first weeks of school, helping set students up for success.

Major August Activities

WPUSD Back to School Outreach

Library staff attended the first annual Back to School Fair held by WPUSD. Staff created over 50 new library cards and spoke to over 200 community members.

Adult Learners Pass Citizenship Exam

Two learners in the Library's Adult Literacy Program have successfully passed the USA Citizenship Exam. The Adult Literacy Program provided them with essential support for this goal over the last year.

Mother Goose Expands

The Library's popular toddler storytime, Mother Goose on the Loose, has expanded to be offered four Thursdays each month.

Select Upcoming Events

- September is Library Card Sign Up Month. A special edition library card design will be available in the second half of the month.
- All events are on our online calendar: https://calendar.lincolnca.gov/library/

Next Month's Priorities

In September, staff will be focusing on:

- Library Card Sign Up Month
- Supporting TBHS students with additional tours and resources
- Developing fall and winter events

Library Service Highlight:

Community Space

The Library provides essential space for our community members to come together and reach their goals.

With over 40,000 square feet and 100 seats, the Lincoln Public Library offers a safe, welcoming "third space" for our community members. Seating varies from comfortable cushioned chairs for reading to small study rooms with tables and white boards. WiFi is available throughout the Library, as are electrical outlets.

One patron recently thanked staff for the calm, welcoming environment the Library offered. She had used the Library as a home base while she completed her graduate program, which allowed her to accept her dream job in Washington, D.C.. She thanked staff for "providing a wonderful space that let me reach my career goals and move forward."

In addition, the Library offers several community rooms for rent. These are heavily utilized by our partners at WPUSD, individuals, non-profits, and businesses in the area.



Some plushie visitors enjoy library seating.

August by the numbers

42,046 items borrowed

35,037 were physical items and 7009 were digital

22,200 visits to the Library

Plus, 366 new patrons joined the library!

27 programs and events

Community members attended programs 2193 times

657 items picked up from lockers

26% of holds were picked up at the lockers

SEPTEMBER 2025

at the Lincoln Public Library

LINCOLN PUBLIC LIBRARY

National Library Card Sign-Up Month

Each September, libraries across the United States invest extra time and energy highlighting the value of the library accounts for their residents. This year, we celebrated with a special, limited-edition library card that features Booker, the mascot of the Lincoln Public Library and the Friends of the Lincoln Public Library. This card was drawn and designed by seasonal Library Assistant Liz Gainer.



Major September Activities

Community Outreach

Library staff attended the Senior Health Fair, and continued to attend steering committee meetings at WPUSD's Hub Center with other non-profits and community resource groups.

Goodbye to Hannah Dolan

Staff said goodbye to seasonal Library Assistant Hannah, who took full-time employment at another library system.

Adult Learner Passes Citizenship Exam

Another learner in the Library's Adult Literacy Program has successfully passed the USA Citizenship Exam. The Adult Literacy Program provided her with essential support for this goal over the last year.

Select Upcoming Events

- Family Art Night is **Saturday, October 11, from 5-8 PM.** This event, which supports the creativity of our community, brought in hundreds of residents last year.
- In partnership with the Kilaga Spring Library and FOLL , the Library will be bringing Todd Borg to the Kilaga Springs Presentation Hall on **October 25 at 3 PM**.
- All events are on our online calendar: https://calendar.lincolnca.gov/library/

Next Month's Priorities

In October, staff will be focusing on major fall programs like Family Art Night, Todd Borg's author visit, the Youth Literary Festival, and the Lincoln Book Festival. Staff will also complete annual reports for the State on library services and grants.

Library Service Highlight:

Adult and Family Literacy

Each year, dozens of residents achieve their goals with the support of our Adult & Literacy Program.

Funded jointly by the City of Lincoln and the California State Library, the Adult & Family Literacy (AFL) program at the library provides 1:1 support to adults struggling with reading and writing.

Library staff coordinate volunteers to meet weekly with adult learners, who set their own goals - anything from reading a book for fun for the first time to applying for a new job. In the past year, 25 learners continued to make progress, 27 learners joined the program, and over 1200 hour of volunteer time was completed. In addition, three participants completed their citizenship journeys with the support of the program.

This program also supports our Career Online High School program and our Conversation Club for English language learners.



Adult Literacy Learner Jiyeon after taking her Oath of Allegiance and becoming a US Citizen.

September by the numbers

39,329 items borrowed

32,341 were physical items and 6,988 were digital

29,332 visits to the Library

Plus, 629 new patrons joined the library! (includes TBHS students)

29 programs and events

Community members attended programs 665 times

762 items picked up from lockers

32% of holds were picked up at the lockers

STATE OF CALIFORNIA
LEGISLATIVE COUNSEL BUREAU
AUTHENTICATED
ELECTRONIC LEGAL MATERIAL

Assembly Bill No. 1825

CHAPTER 941

An act to add Chapter 10 (commencing with Section 19800) to Part 11 of Division 1 of Title 1 of the Education Code, relating to libraries.

[Approved by Governor September 29, 2024. Filed with Secretary of State September 29, 2024.]

LEGISLATIVE COUNSEL'S DIGEST

AB 1825, Muratsuchi. California Freedom to Read Act.

Existing law establishes a public library system, including school libraries, unified school district and union high school district public libraries, municipal libraries, county free libraries, the California State Library, and library districts. Under existing law, the Legislature declares that the public library is, among other things, a source of information and inspiration to persons of all ages, cultural backgrounds, and economic statuses.

This bill would require every public library jurisdiction, as defined, that directly receives any state funding to establish, adopt, and maintain a written and publicly accessible collection development policy for its libraries by January 1, 2026, as specified. The bill would require the collection development policy to, among other things, (1) guide the selection and deselection of library materials, as defined, and (2) establish a process for community members to share their concerns regarding library materials and request materials be reconsidered for inclusion in the library's collection.

The bill would require the adopted policy to be sent to the State Librarian, and would authorize the State Librarian or their designee to provide technical assistance to public libraries in developing their collection development policy.

The bill would prohibit the governing board or body of a public library, or any body or commission designated to review the procurement, retention, or circulation of, or access to, library materials, from (1) proscribing the circulation or procurement of, or access to, library materials in a public library because of the topic addressed by the library materials or because of the views, ideas, or opinions contained in materials or (2) creating policies or procedures that limit or restrict access to library materials offered by the public library, except as provided. The bill would also prohibit library materials in a public library from being excluded, and access to library materials from being limited, solely on the bases of (1) specified protected characteristics of a subject of the library materials, an author of the materials, the sources of the library materials, or the perceived or intended audience for the library materials, (2) that the materials contain inclusive and diverse perspectives, or (3) that the materials may include sexual content, except as provided. The bill would provide that a person's right to use a public

library and its resources shall not be denied or abridged solely because of personal characteristics, age, background, or views.

The bill would prohibit a librarian, library media specialist, other employee, or contractor at a public library from being subject to termination, demotion, discipline, or retaliation for (1) refusing to remove a library material before it has been reviewed in accordance with the public library's process for reconsideration of library materials or (2) making displays, acquisitions, or programming decisions that the employee believes, in good faith, are in accordance with the bill's provisions.

The bill would provide that these provisions apply to a public library, as defined, including any public library operated on a contractual basis, or operated by a city, including a general law or charter city, county, special district, or joint powers authority, except that these provisions do not apply to any school library, as defined, or any library operated by the governing board of a school district, a county board of education, or the governing body of a charter school. To the extent these provisions impose additional duties on public libraries, the bill would create a state-mandated local program.

The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

The people of the State of California do enact as follows:

SECTION 1. Chapter 10 (commencing with Section 19800) is added to Part 11 of Division 1 of Title 1 of the Education Code, to read:

Chapter 10. California Freedom to Read Act

19800. This chapter shall be known, and may be cited, as the California Freedom to Read Act.

19801. The Legislature finds and declares all of the following:

(a) Libraries are essential for information, education, and enlightenment of all people of the community the library serves.

(b) Libraries provide access to books that offer teachable moments for readers of all ages and expand our understanding of people with different backgrounds, ideas, and beliefs.

(c) A person's right to use a library should not be denied or abridged solely because of personal characteristics, age, background, or views.

(d) Removing and banning books from public libraries are dangerous acts of government censorship and erode our country's commitment to freedom of expression and the right to receive information.

(e) Librarians are professionals trained to not impose their own thoughts and opinions on which ideas are right, but to make knowledge and ideas available so that people have the freedom to choose what to read.

(f) Librarians and library staff receive extensive professional training to develop and curate collections to meet the broad and diverse interests of their communities, which include, but are not limited to, literary value and developmental appropriateness of material.

19802. (a) (1) Every public library jurisdiction that directly receives any state funding, including, but not limited to, state funding pursuant to this part, shall establish, adopt, and maintain a written and publicly accessible collection development policy for its public libraries by January 1, 2026, and shall submit that collection development policy to the State Librarian. The State Librarian or their designee may provide technical assistance to public libraries in developing their collection development policy. The collection development policy, at a minimum, shall do all of the following:

(A) Establish a process for community members to share their concerns regarding library materials and to request that library materials be reconsidered for inclusion in the library's collection.

(B) Guide the selection and deselection of library materials.

(C) Acknowledge that the public library's collection meets the broad and diverse interests of the community and respect both the library's autonomy and their specific community needs.

(D) Establish that the public library serves as a center for voluntary inquiry and the dissemination of information and ideas.

(E) Acknowledge that library materials should be provided for the interest, information, and enlightenment of all people, and should present diverse points of view in the collection as a whole.

(F) Acknowledge the right of the public to receive access to a range of social, political, aesthetic, moral, and other ideas and experiences.

(2) A librarian, library media specialist, other employee, or contractor at a public library shall not be subject to termination, demotion, discipline, or retaliation for either of the following:

(A) Refusing to remove a library material before it has been reviewed in accordance with the public library's process for the reconsideration of library materials established pursuant to subparagraph (A) of paragraph (1).

(B) Making displays, acquisitions, or programming decisions that the employee or contractor believes, in good faith, are in accordance with the requirements of this section.

(b) (1) The governing board or body of a public library, or any body or commission designated to review the procurement, retention, or circulation of, or access to, library materials, shall not proscribe or prohibit the circulation or procurement of, or access to, any library materials in a public library because of the topic addressed by the materials or because of the views, ideas, or opinions contained in those materials.

(2) (A) Library materials in public libraries shall not be excluded, and access to library materials shall not be limited, solely on the bases of any of the following:

(i) The race, nationality, gender identity, sexual orientation, religion, disability, political affiliation, or any other characteristic listed in subdivision (a) of Section 12940 of the Government Code, or the socioeconomic status of a subject of the library materials, an author of the library materials, the source of the library materials, or the perceived or intended audience for the library materials.

(ii) The library materials contain inclusive and diverse perspectives.

(iii) The library materials may include sexual content, unless that content qualifies as obscene under United States Supreme Court precedent.

(B) This paragraph does not apply to library materials excluded, or for which access is limited, pursuant to a library maintenance and deaccession policy.

(3) The governing board or body of a public library, or any body or commission designated to review the procurement, retention, or circulation of, or access to, library materials, shall not create policies or procedures that limit or restrict access to library materials offered by the public library unless the policies or procedures are adopted to preserve the safety or security of the library materials, are time, place, and manner restrictions not based on the content of materials, or are programs that provide for the effective management of the library and its resources to preserve access for all library users.

(c) A person's right to use a public library and its resources shall not be denied or abridged solely because of personal characteristics, age, background, or views.

(d) All people, regardless of personal characteristics, age, background, or views, possess a right to privacy and confidentiality in the materials they borrow from libraries.

(e) This section applies to a public library, as defined in Section 18015, including any public library operated on a contractual basis, or by a city, including a general law or charter city, county, special district, or joint powers authority, except that it does not apply to any school library, as defined in Section 18710, or any library operated by the governing board of a school district, a county board of education, or the governing body of a charter school.

(f) For purposes of this section, the following definitions apply:

(1) "Library materials" includes, but is not limited to, books, periodicals and serials, audio materials, audiovisual materials, instructional materials, maps, databases, government documents, records, photographs, and all other similar materials, whether in tangible or electronic form. "Library materials" does not include hardware, tools, instruments, computers, appliances, or other items that are not for the primary purpose of conveying ideas or information.

(2) “Public library jurisdiction” means a county, city and county, city, or any district that is authorized by law to provide public library services and that operates a public library described in subdivision (e).

SEC. 2. The Legislature finds and declares that ensuring public libraries are free of censorship is a matter of statewide concern and is not a municipal affair as that term is used in Section 5 of Article XI of the California Constitution. Therefore, Section 1 of this act adding Chapter 10 (commencing with Section 19800) to Part 11 of Division 1 of Title 1 of the Education Code applies to all cities, including charter cities.

SEC. 3. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

O