



Sunnyvale

## Board and Commission Study Issue Form

The Study Issues process is designed to assist City Council with setting priorities for the coming calendar year. Board and commission members have two roles in this process:

1. To advise Council regarding the identification of policy issues to study, within their relevant area of authority;
2. To advise Council on those issues Council has decided to study.

The study issues process should focus on considering a new or revised ordinance, new or expanded service delivery program, changes to existing Council Policy, or amendments to the General Plan. The Study Issues Form is designed to focus board and commissioner members' ideas on potential policy study issues, and provide the opportunity for staff feedback and guidance in a transparent process. *Board members or commissioners may only fill out a form for study issue ideas within their purview.*

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**Date Submitted to Staff Liaison:**

**Board/ Commission:**

**Submitted by:**

**Study Issue Working Title:**

1. What are the key elements of the issue? What precipitated this study?

2. Staff Summary of Scope and/or Comments: [Staff Use Only]

## BLT Study Issue

### Staff Summary of Scope and/or Comments:

The Sunnyvale Library has this information already for our library, but will need to consult the State Library annual statistics and survey neighboring Bay Area libraries to gather information for this comp study. Whereas some of this study could be done by library staff (running statistics and reports for Sunnyvale), it would be a much heavier lift to survey Bay Area Libraries and make these comparisons. Unfortunately, most of this information is not available on each library's website, so there would need to be significant communication to libraries to gather this information and then translate the data into reports. It's valuable information to have to see where we line up with neighboring libraries. It would also be helpful to determine the per capita spending, show spending for the last 3-5 years to show the trend of e-material growth, and [where available] pull statistics for the number of DEAI materials libraries have. I would limit this to public libraries so there is an apples-to-apples comparison and would survey the 42 member libraries that are part of the Pacific Library Partnership geographic area. Having this information will also prove helpful for when library customers ask for special collections or specific languages that Sunnyvale does not have. Our Reference staff would have information about who carries what at their fingertips.

In order to complete a comprehensive study like this, I would estimate we would need approximately \$20,000 for a consultant.