



Napa County

Board Agenda Letter

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Board of Supervisors

Agenda Date: 12/17/2024

File ID #: 24-1998

TO: Board of Supervisors
FROM: Anthony Halstead - Director of Library Services and Community Outreach
REPORT BY: Michelle Carreon - Supervising Staff Services Analyst
SUBJECT: Amendment No. 1 to Agreement 240052B with Midwest Tape

RECOMMENDATION

Approve and authorize Amendment No. 1 to Agreement 240052B with Midwest Tape for a new annual maximum compensation of \$160,000 with a corresponding Budget Amendment to allow additional spending for Hoopla digital services to align with patron demand (Fiscal Impact, \$40,000 Expense; Library Fund; Not Budgeted, Discretionary)

[4/5 Vote Required]

BACKGROUND

On July 18, 2023 the board approved Agreement No. 240052B with Midwest Tape with the annual maximum of \$120,000 for Hoopla services. Hoopla is a web and mobile library media streaming platform that streams audio books, comics, e-books, movies, music, and TV. Patrons of the library are able to utilize Hoopla services to access its collection of digital media. Since board approval, Hoopla's popularity has grown, with over 5,000 items checking out on this platform each month, and the library would like to increase the contract maximum to accommodate this popular service.

Requested action:

1. Approve and authorize Amendment No. 1 to Agreement 240052B with Midwest Tape to add \$40,000 to the annual maximum for Hoopla services as patron use continues to increase and to extend the term for an additional year.
2. Approval of Budget Adjustment for the following:
 - a. Fund 2020 Library Fund - Increase Library Supplies/Databases expense by \$40,000 (Sub-division 2020000, account 53640) and;

b. Fund 2020 Library Fund - Decrease Communications/Telephone expense by \$40,000 (Sub-division 2020000, account 52800).

[4/5 vote required]

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Where is it budgeted?	Appropriations for the Midwest Tape contract are in the Library General Operations budget (2020000, account 53640). Amendment No. 1 would be adding \$40,000 additional funds to the contract annual maximum from 2020000, account 52800.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	No net increase in library appropriation as the cost is offset by savings in another expense account.
Is the general fund affected?	No
Future fiscal impact:	All costs associated with this agreement will be budgeted in the Library's General Operations budget for future fiscal years.
Consequences if not approved:	If this agreement is not approved, the Library will have to put a cap on patrons' total number of Hoopla checkouts per month allowable.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.