

Agenda Item 9D



DATE: February 5, 2026

TO: Library Board, Pima County Public Library
Pima County Board of Supervisors
Pima County Administration
Friends of the Pima County Public Library, Board of Directors
Friends of the Arivaca Library, Board of Directors
Friends of the Esmond Station Library, Board of Directors
Friends of the Kirk-Bear Canyon Library, Board of Directors
Friends of the Oro Valley Public Library, Board of Directors
Friends of the Pima-Green Valley Library, Board of Directors
Pima Library Foundation, Board of Directors

FROM: Tess Mayer
County Librarian, Finance and Facilities

SUBJECT: Facilities and Finance – December 2025 & January 2026

Facilities – Sharla Ronstadt, Library Services Manager

Since July 1, 2025, the Library Facilities team has received 1,794 service requests, in addition to the 176 that were transferred over from FY25 and not completed, totaling 1,970. These service requests come from branches and library units for various facilities-related work with over seven different entities that help oversee our locations' facilities' needs (Pima County, City of Tucson, South Tucson, TUSD, and other property management companies). As of January 20th, there have been 1,717 completed or canceled since July, indicating a 96% completion rate for this fiscal year so far. Facilities projects take longer, so this completion rate is expected at this time of the year, and we anticipate the rate will increase as longer projects get completed. The Facilities Team is continuing to work on projects and clarify processes, in addition to managing our day-to-day facilities requests. Currently, two branches are closed for expansion renovations, with a third Wheeler Taft Abbott Sr Library closed from November 20th, 2025– March 15th, 2026 for a short four-month period for flooring and furniture replacements and other updates. Please see the detailed notes below for more information on each closure and the associated renovation or project work at these locations. Some of our other smaller projects, with Renovations and Interiors department do not require library closure and focus more on painting, updating furniture and workstations, and equipment and infrastructure. We continue to work with the Facilities department to address larger maintenance projects, including parking lots, HVAC, Boilers, and roofs, as per their recommendations.

Facilities Projects

Richard Elías-Mission Library – CLOSED for Expansion– Construction is ongoing. We closed this location to the public on March 8, 2024, with an estimated date to reopen scheduled for Spring 2026. In the interim service will be provided by locations around the area at; Valencia Library, Southwest Library, El Rio Library, and supplemented with community outreach and Bookmobile visits. We are estimating that staff will be given access to the building in March 2026 to start adding collections and preparing for staff

Himmel Park Library –Closed for Expansion– The expansion project is in the contractor phase with the contractor having taken over the building. The proposed construction will result in the transfer of building ownership from the City of Tucson to Pima County and will add approximately 3,500-5,000 square feet to the current footprint. This location is tentatively scheduled to be under construction for 1-1.5 years. In the interim service will be provided by locations around the area at Martha Cooper Library, Joel D. Valdez Main Library, and Woods Memorial Library.

Wheeler Taft Abbott Sr. Library – Closed from November 20, 2025- Sunday March 15, 2026. Re-open to public on Monday March 16, 2026. This short 4-month closure will be scheduled to replace carpeting and old furniture in public and staff areas. Designs and quotes have been approved, and bids completed. We are scheduling tasks to prepare for this short closing. Wednesday November 19th, 2025, will be the last day open for the public and while this location is closed customers will be directed to other libraries in the area for services during this short closure.

Finance – Kristin Powell, Administrative Services Manager

Throughout December and early January our Deputy Director and I, along with our director and other library staff, continued to work with the Procurement Department on securing our new contract with Ingram Library Services for purchase of [the majority of] new books for the collection. We're relieved to report the new contract is now live; it was approved by the Board of Supervisors on January 20, 2026. The library also executed a new contract with ProQuest [Clarivate] for our Newspaper Subscriptions in Microform, and we worked with ITD Purchasing to exercise our renewal option with OrangeBoy.

Partly because of additional book purchasing via PCard, our 2 Accounting staff who are PCard holders processed 25% of the County's total PCard transactions in December! The other factor was the volume of Purchase Requests we received and processed in December remained high, supporting holiday- and winter-themed events at branches. Accounting staff are looking forward to welcoming a new Deputy Director, hopefully soon!

Grants, Gifts & Admin. – Beth Matthias-Loghry, Library Services Manager

This month report summarizes recent developments and key performance metrics for the Pima County Public Library as of January 2026, focusing on the Southwest Books of the Year program and Juvenile Detention Center (JDC) library services.

Southwest Books of the Year 2026: The Southwest Books of the Year program is currently in the pre-publication phase, providing an exclusive courtesy list to allow for early seasonal inventory planning and ordering. The official 2026 Annual Brochure is scheduled for public release at Libraries around the state in February 2026 and will feature detailed reviews of the selected "Top Picks". Top Picks are defined as titles selected by two or more subject specialists as the best of the regional literary landscape. High-profile releases with significant national buzz for the upcoming season include Amity by Nathan Harris, Shadow of the Solstice by Anne Hillerman, and Weepers by Peter Mendelsund. The collection also features deep dives into regional history and nature, such as Thomas Swetnam's The Jemez Mountains, and visual feasts like Victoria Sambunaris's Transformation of Landscape. This initiative remains possible through the support of the Arizona State Library, Archives and Public Records with federal funds from the Institute of Museum and Library Services.

Juvenile Detention Center Program: The JDC library outpost at 600 Pod in at the Pima County Juvenile Court and Detention Center reports a highly productive 2025, with a total of 8,317 circulated and 196 specific book requests filled. Throughout the past year, staff conducted 213 youth library orientations and issued 119 new library cards to youth and employees. Additionally, youth engagement with the collection was evidenced by the submission of original book reviews. Looking ahead to early 2026, the library is introducing a small collection of non-circulating, hard-cover World Book encyclopedias. Because security protocols prohibit youth from checking out hard-cover books to their units, these resources are for in-library use only, providing a vital way for youth to satisfy curiosity and research niche interests. Furthermore, the new Book Mail program has been launched, using form letters to encourage incarcerated youth to share their reading journeys and engage with their families.

The following programs are scheduled for the current month (Special thanks to the Foundation for supporting the JDC Library Program):

- **January 7** Crafting and Art with Nathalie
- **January 14** Crafting and Art with Caitlyn
- **January 21** Miniature Horses
- **January 21** Readers' Theater with Vanya

- **January 2:** Self-confidence and careers with Cesar

Library Presenter Solicitation and Procurement: In preparation for a new Library Presenter solicitation scheduled for release in February, staff are proactively reaching out to current successful presenters to ensure their BidNet records and commodity codes are up to date. Since the transition to a new Enterprise System (a little over a year ago), all solicitations are applied for, recorded, and updated within the BidNet system to ensure a consistent and streamlined procurement process.

Human Resources – Vanessa Valencia, Administrative Services Manager

Human Resource Update Content from January 12, 2026

Job Entry Date	Job Title	# Of Candidates
12/14/2025	Library Technical Assistant	4
12/14/2025	Librarian I	1
12/14/2025	Part Time Librarian	1
12/15/2026	Community Engagement Manager	2
12/28/2025	Library Technical Assistant	1
12/28/2025	Community Engagement Manager	1
12/29/2025	Administrative Specialist I	2
12/29/2025	Community Engagement Manager	1
12/29/2025	Library Pages	7
1/12/2026	Communication Specialist	1
1/12/2026	Library Pages	4
1/26/2026	Library Technical Assistant PT	1

VACANCY SUMMARY		
COUNT	TITLE	STATUS
1	1080 - Deputy Director Library	Recruitment In Process
1	5287 - Librarian III	Recruitment In Process
2	5481 - Librarian II	Pending
1	5575 - Training and Education Coordinator I - Department	Pending
4	5654 - Librarian I	Recruitment In Process
1	5754 - Administrative Specialist I	Pending
4	5697 - Librarian	Recruitment In Process
1	5739 - Library Technical Assistant Supervisor	Pending
8	5824 - Library Associate	Recruitment In Process
2	5914 - Library Technical Assistant	Pending

Security – Deputy Director of Finance & Facilities**Incidents: 12/1/25 – 1/23/26**

December 1, 2025 through January 23, 2026						
Location	Incidents	New Suspensions	Special Duty Officer assisted?	Called Police (911)?	Called EMT?	
Administration - 4th Floor	0	0	0	0	0	0
Caviglia-Arivaca Library	0	0	0	0	0	0
Dewhirst-Catalina Library	1	1	0	0	0	0
Dusenberry-River Library	0	0	0	0	0	0
Eckstrom-Columbus Library	18	7	5	0	1	
El Rio Library	2	1	0	0	0	
Flowing Wells Library	8	4	0	0	0	
Frank De La Cruz-El Pueblo	0	0	0	0	0	
Himmel Park Library	0	0	0	0	0	
Joel Valdez Main Library	16	4	6	0	2	
Joyner-Green Valley Library	0	0	0	0	0	
Kirk-Bear Canyon Library	0	0	0	0	0	
Martha Cooper Library	8	1	0	0	0	
Miller-Golf Links Library	6	1	0	0	0	
Murphy-Wilmot Library	9	2	0	2	1	
Nanini Library	4	0	0	0	0	
Oro Valley Library	2	0	0	1	0	
Quincie Douglas Library	3	2	0	0	0	
Richard Elias-Mission Library	0	0	0	0	0	
Sahuarita Library	1	0	0	0	0	
Salazar-Ajo Library	0	0	0	0	0	
Sam Lena-South Tucson Library	10	2	0	2	1	
Santa Rosa Library	6	1	0	0	0	
Southwest Library	0	0	0	0	0	
Valencia Library	1	0	0	0	0	
W. Anne Gibson-Esmond Station	0	0	0	0	0	
Wheeler Taft Abbott Library	0	0	0	0	0	
Woods Memorial Library	19	5	16	0	2	
Total	114	31	27	5	7	