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# News & Announcements: Public information materials on the levy

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| **Title** | Public information materials on the levy |
| **Date** | 4/16/2012 |
| **Body** | The Communications Office wants to make sure you know where to find general information on the Library Levy now that it has been approved for the Aug. 7, 2012 primary election. |

It is important you become familiar with levy package in order to answer basic questions and know where you can direct patrons to for more information.

**Information for staff on the levy**

A wealth of background on levy is available for you on infoNET. You should find answers to many of your questions there. Be sure to read the memo Employee Political Activity to make sure you understand what you can and cannot say about the levy as a city of Seattle employee during work time.

**The basic levy package – basic talking points**

- What will the levy do? The levy will increase Library resources in four areas: hours, books and materials, computers and online services and building maintenance.

- How long does the levy run and what does it cost? The levy runs for seven years and totals about $122 million. It would cost the median homeowner about $52 a year.

- When will the levy be on the ballot? The levy will be on the Aug. 7, 2012 primary election ballot.

**Levy information for the public and where to find it**

**Fact sheet**

The Library will have copies of a one-page fact sheet available at every branch and at Central Library public

service desks and Welcome Desks this week. If you run out, please contact Annie Vasquez at 3-9095 annie.vasquez@spl.org.

**White notebook with levy proposal**

One copy of the full 51-page Library Levy proposal as presented to the City Council has been delivered to every branch and Central Library public service desks and Welcome Desks in white, three-ring binder notebooks. Branch staff - please make sure you know where this binder is at your location. These were delivered to the attention of assistant managers and they should be in a visible location for the public and staff to access. A small stack of printed copies were also included for each location for patrons who request a copy, particularly patrons without access to a computer. If you run out, please contact Annie Vasquez at 3-9095 annie.vasquez@spl.org

**Plexiglass holders with levy information**

Each branch and the Central Library should have received Plexiglass holders containing specific information about how the levy impacts their location on one side, and financial levy information on the other side. Please contact Jennifer Cargal at 3-3683, or Jennifer.cargal@spl.org, if you need additional holders with levy information.

**PDF of complete levy proposal on website**

The Library levy proposal as presented to the City Council on March 23, 2012 is available on spl.org in a PDF format.

**Web links to specific levy information:**

Levy overview

Map with links to each branch and Central Library

Library hours

Library collections

Library computers and online resources

Library maintenance

Cost of the levy and the financial overview

**If a reporter calls or a patron has a question about the levy you cannot answer**

Direct them to Andra Addison in the Communications Office: 386-4103; andra.addison@spl.org.

**If you have additional questions or suggestions for Levy materials for the public**

Please contact Andra Addison in the Communications Office: 386-4103; andra.addison@spl.org.

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**Expires**

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