



Legislation Details (With Board Report)

File #: 23-084 **Name:** Addition of Librarian II - RTC approved
Type: General Agenda Item **Status:** General Government - Consent
File created: 1/24/2023 **In control:** Board of Supervisors
On agenda: 2/7/2023 **Final action:** 2/7/2023

Title: Adopt a resolution to:
a. Amend the Fiscal Year (FY) 2022-23 Library Budget 6110-LIB003 Unit 8141 to allocate one (1) full time equivalent (FTE) Librarian II as indicated in Attachment A;
b. Direct the County Administrative Office to incorporate the position change in the FY 2022-23 Adopted Budget.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Board Report, 2. Att A_Allocate Librarian II, 3. Resolution - Allocate Librarian II, 4. Completed Board Order No. 27, 5. Completed Resolution Item No. 27

Date	Ver.	Action By	Action	Result
2/7/2023	1	Board of Supervisors		

Adopt a resolution to:
a. Amend the Fiscal Year (FY) 2022-23 Library Budget 6110-LIB003 Unit 8141 to allocate one (1) full time equivalent (FTE) Librarian II as indicated in Attachment A;
b. Direct the County Administrative Office to incorporate the position change in the FY 2022-23 Adopted Budget.

RECOMMENDATION:

It is recommended the Board of Supervisors adopt a Resolution to:
a. Amend the Fiscal Year (FY) 2022-23 Library Budget 6110-LIB003 Unit 8141 to allocate one (1) full time equivalent (FTE) Librarian II as indicated in Attachment A;
b. Direct the County Administrative Office to incorporate the position change in the FY 2022-23 Adopted Budget.

SUMMARY/DISCUSSION:

The Library Department is requesting an allocation of a Librarian II.A Request to Classify (RTC)) was submitted to and approved by the Human Resources Department.

This additional Librarian II will be placed in the King City branch, and will enhance staffing in the South County region, where branches are further apart geographically and further away from in-person administrative support. A Librarian II will be able to support professional services in the small branches, and fill in for another branch or work unit manager during a longer term absence or for a position vacancy.

This will also enable the Library Department to complete the move of oversight of Castroville to a Librarian III, and creation of a fourth regional hub branch, as directed by the Board of Supervisors with adoption of the FY 2022-23 budget.

OTHER AGENCY INVOLVEMENT:

This request was supported by the Budget Committee during their meeting on January 25, 2023. The Human Resources Department reviewed and approved the Request to Classify.

FINANCING:

The salary and benefits increase for Monterey County Free Libraries (MCFL); (Department 6110 Budget Unit 8141) for the remainder of FY 2022-23 is approximately \$55,000 or \$133,000 annually.

The additional costs will be absorbed within the Library's operational budget through savings in other lines, including ongoing unfilled positions in other classifications. The Department can tap into the Library Fund Balance to cover emergency contingencies or one-time major facilities projects. Library Fund Balance is currently at \$6.3 million.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of this action will allow Monterey County Free Libraries to increase and improve services to the communities it serves.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: _____
Jacqueline C. Bleisch, Administrative Services Officer, (831) 883-7569

Approved by: _____
Hillary A. Theyer, Library Director, (831)883-7566

Attachments:
Attachment A
Resolution