



Board Agenda Item 36

DATE: March 1, 2016

TO: Board of Supervisors

SUBMITTED BY: Laurel C. Prysiazny, County Librarian

SUBJECT: Salary Resolution Amendment

RECOMMENDED ACTION(S):

Approve the Salary Resolution Amendment for the Fresno Public Library Organization 7511 as reflected on Appendix "E", adding (1) Library Development Program Coordinator and place in partial combination with existing Staff Analyst, Library Facilities Coordinator, and Accountant positions (no additional positions added) effective 3/14/2016.

There is no net county cost associated with the recommended action. Approval of the recommended action does not increase the total permanent position allocations and will allow the Department to provide greater flexibility within the organizational structure without increasing the number of positions. The proposed amendment to the Salary Resolution will add the position of Library Development Program Coordinator in partial combination with the Staff Analyst, Library Facilities Coordinator, and Accountant positions.

ALTERNATIVE ACTION(S):

If the recommended action is not approved, staffing for the department will remain unchanged and the department will be unable to maximize grant and donor funding opportunities.

FISCAL IMPACT:

There is no net county cost associated with the recommended action. The increase in flexibility within the Library organizational structure allows the department to recruit the Library Development Program Coordinator. The total costs will be offset with partial costs associated with Staff Analyst III and the additional costs (\$6,472) from salary savings in the Adopted 2015-16 Budget Organization 7511. It is estimated the recommended action will cost an additional \$6,472 for salary and benefits. Sufficient appropriations and revenues will be included in subsequent requested budgets.

DISCUSSION:

The recommended action will add the position of Library Development Program Coordinator in partial combination with the Staff Analyst, Library Facilities Coordinator, and Accountant positions. Adding the Library Development Program Coordinator to this group will allow for greater flexibility in filling current and future vacancies to meet Library needs without increasing the total number of positions. Currently, donor-base maintenance, development, and relationship-building are being neglected, which are necessary to achieving the development goals of the Department. As such, opportunities for grant research and applications, as well as donor cultivation, are being lost.

The duties of the Library Development Program Coordinator require a highly trained individual dedicated to the development process in order to achieve the goals of donor-funded, community-based special projects. The necessary skill set and experience warrant a salary in Band F to be competitive in the national marketplace. It is the Department's goal to increase the Library's prominence in the community as an organization worthy of support. To do so, the Library must be more proactive in researching and applying for appropriate grants and establishing, developing, and maintaining relationships with current and potential donors and donor agencies. The Library Development Program Coordinator will be responsible for the oversight and coordination of all aspects of donor relations for the Library and they will be expected to advise and work closely with the Library

Foundation Board and the Friends of the Library chapters.

This change will allow the Library to better meet service needs by recruiting and hiring an individual with the special knowledge and skills.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Salary Resolution Appendix "E"

CAO ANALYST:

Lance Tullis