RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes No X)

Digitization Independent Contractor Agreement

Authorize the Chairman of the Board of Supervisors to sign a contract with Ande Schweiker to provide services for the Mariposa County Library Digitization project. The contractor's responsibilities include selecting photographs to be digitized, scanning the photographs, creation of metadata for the images, and handling and storing the photographs according to preservation practices. These tasks will be performed according to the guidelines developed by the project.

Approve an increase in Estimated Revenue and Appropriations to reflect the donation of $3,328.00 from the San Joaquin Valley Library System – Digitization Grant. The San Joaquin Valley Library System has received funding from the California State Library through an LSTA (Library Services and Technology Act) grant to fund a digitization project involving all nine of its member public libraries. This project, called the Time Frames digitization project (formerly the San Joaquin Valley Digitization Project), has provided each library with equipment and training to enable their staff to digitize a portion of their photograph collections. The project will compensate each library for 208 hrs of time spent on the project at $16/hr which equals the amount of $3,328.00

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board of Supervisors has authorized the Chairman to sign other Independent Contractors Agreement.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
The library does not have the staff or funds to start the project.

COSTS: ( ) Not Applicable
A. Budgeted current FY
B. Total anticipated costs $3,328
C. Required additional funding $3,328
D. Internal transfers

SOURCE: ( X) 4/5ths Vote Required
A. Unanticipated revenues $3,328
B. Reserve for contingencies $3,328
C. Source description:
D. Balance in Reserve for Contingencies, if approved: $

SPECIAL INSTRUCTIONS: List the attachments and number the pages consecutively:
Contract Pages 1-6
Attachment A Page 2
Budget Action Form Page 8

CLERK'S USE ONLY
Res. No. 2-92
Ord. No.
Vote - Ayes: Absent:
Noes:
Abstained:
Approved: ( ) Denied
( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date:

ATTEST: MARIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: Deputy

ADMINISTRATIVE OFFICER’S RECOMMENDATION:
This item on agenda is:
Recommended
Not Recommended
For Policy Determination
Submitted with Comment
Returned for Further Action

Comment:

C.A.O. Initials

Action Form Revised 5/92
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: JACQUE MERIAM, County Librarian
FROM: MARGIE WILLIAMS, Clerk of the Board
SUBJECT: Digitization Independent Contractor Agreement
Resolution No. 02-318

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on August 13, 2002.

ACTION AND VOTE:

B) Authorize the Chair to Sign a Contract with Ande Schweiker to Provide Services for the Mariposa County Library Digitization Project; Approve the Budget Action Increasing Estimated Revenue and Appropriations to Accept the Donation of $3,328 from the San Joaquin Valley Library System – Digitization Grant (4/5th's Vote Required)
BOARD ACTION: Discussion was held with Jacque Meriam. (M) Parker, (S) Balmain, Res. 02-318 was adopted approving the Contract, with the budget portion of the request deferred until the Final Budget Hearing/Ayes: Unanimous.

cc: Ken Hawkins, Auditor
    Mary Hodson, Administrative Analyst
    File