

DEPARTMENT: County Counsel/Personnel By: Jeffrey G. Green PHONE: 209/966-3222

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

Adopt this resolution appointing Catherine C. Adams as Acting County Librarian and authorizing out-of-class payment at the annual rate of \$34,240 for the period commencing March 2, 1998 through and including the effective date of appointment of a new County Librarian.

The County Librarian has tendered her resignation effective February 27, 1998. The Personnel Office anticipates at least a two-month recruitment period to fill the vacancy. This temporary appointment of Catherine Adams, Senior Library Assistant, will provide the County with the necessary on-going administrative support for all library operations during this transitional period.

BACKGROUND AND HISTORY OF BOARD ACTIONS: The Board entered into a Memorandum of Understanding the Employees' Association effective October 1, 1995. This MOU permits out-of-class payments for temporary assignments.

Catherine Adams has been with the Mariposa Library since its inception, transferring from Tuolumne County, when operations were established as an independent County department rather than through contract services provided by Tuolumne County. Ms. Adams transferred to Mariposa County from Tuolumne County at the time the transition was made, and she is very knowledgeable in all aspects of library operations. By Resolution 93-137, the Board approved similar out-of-class payment to Ms. Adams to compensate her for her temporary assignment as Acting Librarian prior to the appointment of the first County Librarian to head up the new County department.

Estimated cost, based on an anticipated 3-month vacancy, is \$3,100; this cost will be met by salary savings within the Library department budget.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve this requested out-of-class payment; the County would be in violation of the intent of its MOU with the Employees' Association.

Provide direction for an alternative solution for interim administrative direction for the library until a new County Librarian is appointed.

COSTS: (x) Not Applicable

A. Budgeted current FY \$ _____

B. Total anticipated costs \$ _____

C. Required additional funding \$ _____

D. Internal transfers \$ _____

SOURCE: () 4/5ths Vote Required

A. Unanticipated revenues \$ _____

B. Reserve for contingencies \$ _____

C. Source description: _____

Balance in Reserve for Contingencies, if approved: \$ _____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY:

Res. No.: 98-57 Ord. No. _____

Vote - Ayes: _____ Noes: _____

Absent: _____ Abstained: _____

() Approved () Denied

(x) Minute Order Attached () No Action Necessary

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

Date: _____

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: _____
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

_____ Recommended

_____ Not Recommended

_____ For Policy Determination

_____ Submitted with Comment

_____ Returned for Further Action

Comment: _____

A.O. Initials: _____

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: JEFF GREEN, County Counsel
FROM: MARGIE WILLIAMS, Clerk of the Board *mw*
SUBJECT: Appointment of Acting Librarian; Res. 98-57

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

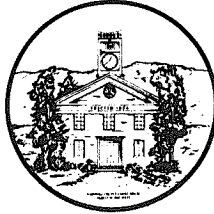
ADOPTED THIS Order on February 24, 1998

ACTION AND VOTE:

Public Presentations: For Non-Timed Agenda Items and for Items Not on the Agenda
- Jeff Green, County Counsel, advised of an off-agenda item to appoint an acting Librarian and authorize out-of-class pay until the appointment of a new Librarian.
(M)Pickard, (S)Stewart, Board waived rules requiring 72 hours agenda noticing to consider this matter to meet the needs to have a line of authority in the Library as the Librarian has tendered her resignation which will be effective prior to the next Board meeting/Ayes: Reilly, Balmain, Stewart, Pickard; Excused: Parker. (M)Pickard, (S)Stewart, Res. 98-57 adopted appointing Catherine Adams as Acting County Librarian and authorizing out-of-class payment at the annual rate of \$34,240 for the period commencing March 2, 1998, through and including the effective date of appointment of a new County Librarian/Ayes: Reilly, Balmain, Stewart, Pickard; Excused: Parker.

cc: Maurie Hoekstra, Librarian
Nancy Kyle, Personnel
Ken Hawkins, Auditor
File

OFFICE OF




JEFFREY G. GREEN
County Counsel
(209) 966-3222

P. O. Box 189
Mariposa, CA 95338
FAX (209) 966-5147

The County Counsel
MARIPOSA COUNTY

February 19, 1998

TO: Board of Supervisors

FROM: Jeffrey G. Green, County Counsel 

RE: Request and Recommendation for Temporary Appointment and
Out-of-Class Payment

Dear Board Members:

Attached for your information is a copy of an off-agenda item which I will present to the Board for consideration at their meeting next Tuesday (2/24/98). Your concurrence with this request is recommended at this time due to the resignation of our current County Librarian effective February 28, 1998.

cc: Janet Hogan, CAO