



# MARIPOSA COUNTY

Library · (209) 966-2140



## RESOLUTION - ACTION REQUESTED 2013-72

MEETING: March 5, 2013

TO: The Board of Supervisors

FROM: Janet Chase Williams, County Librarian

RE: Approve Promotion of Employee from Librarian II to Senior Librarian

### RECOMMENDATION AND JUSTIFICATION:

Authorize the promotion of a Library Assistant II to a Senior Library Assistant effective March 1, 2013, at the Mariposa County Library and approve Budget Action transferring funds within the Library budget to cover the promotion (\$15,053). The Library is allocated three Senior Library Assistant positions and the incumbent has been under filling one of these positions as a Library Assistant II. The incumbent is now qualified to promote into the Senior Library Assistant position and will have the ability to assist the County Librarian in various administrative functions.

There are sufficient funds to accommodate the promotion in the Contracts line item for the remainder of this fiscal year.

### BACKGROUND AND HISTORY OF BOARD ACTIONS:

Current policy requires that promotions are approved by the Board of Supervisors.

### ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The employee will not be promoted and the Senior Library Assistant position will continue to be under filled at the Library Assistant II level.

### FINANCIAL IMPACT:

**Transfer from account 001-0606-731-0434 (Contracts) in the amount of \$4,000.00; and Transfer to account 001-0606-731-0180 (Senior Library Assistant) in the amount of \$15,053.00; and Transfer from account 001-0606-731-0192 (Library Assistant II) in the amount of \$11,053.00**

03/05/13 001-0606-731-0180 · Senior Library Assistant \$15,053.00

03/05/13 001-0606-731-0434 · Contracts (\$4,000.00)

03/05/13 001-0606-731-0192 · Library Assistant II (\$11,053.00)

**Total: \$0.00**

### ATTACHMENTS:

Library Budget Action (XLS)

### CAO RECOMMENDATION

Requested Action Recommended

  
Rick Benson, County Administrator 12/28/2013

**RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]**

**MOVER:** Merlin Jones, District II Supervisor

**SECONDER:** John Carrier, District V Supervisor

**AYES:** Janet Bibby, John Carrier, Merlin Jones

**EXCUSED:** Lee Stetson, Kevin Cann

**BUDGET ACTION FORM**

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0606-731	0434	Contracts			\$4,000
001	0606-731	0180	Senior Library Assistant		\$15,053	
001	0606-731	0192	Library Assistant II			\$11,053
001	0104-414	1090	GENERAL CONTINGENCY			
				<b>TOTAL</b>	\$15,053	\$15,053

TRANSFER BETWEEN FUNDS						
				<b>TOTALS</b>	\$0	\$0

ACTION REQUESTED: (Check all that apply)

( ) Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget , or appropriating Reserve for Contingencies;

( X ) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

JUSTIFICATION: Promotion of an employee from Library Assistant II to Senior Library Assistant.

DEPT HEAD SIGNATURE Mary B. Johnson DATE 3-5-13

APPROVED BY RES NO. 13-72 CLERK Rene La Roche DATE 3-5-13

**LIBRARY**

<b>AUDITOR'S USE ONLY</b> BA #
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