



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 7/22/2014

Agenda Placement: 7L

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Leanne Link for Nancy Watt - County Executive Officer
County Executive Office
REPORT BY: Nadine Willoughby, Administrative Support Technician - 253-4595
SUBJECT: Appointment to the Napa County Library Commission

RECOMMENDATION

County Executive Officer requests the appointment of Scott J. Owens, Jr. to represent the Town of Yountville on the Napa County Library Commission with the term of office to commence immediately and expire on January 31, 2015.

EXECUTIVE SUMMARY

There is one (1) opening representing the Town of Yountville on the Napa County Library Commission due to the resignation of Linda Kenchelian on March 24, 2014. The Town of Yountville posted the opening April 4, 2014 and extended the recruitment to May 16, 2014. The Town of Yountville received one application from Scott J. Owens, Jr. The Town Council met on June 17, 2014 and unanimously recommended Scott Owens to serve on the Napa County Library Commission with the term of office to commence immediately and expire January 31, 2015.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

There is one (1) opening representing the Town of Yountville on the Napa County Library Commission due to the resignation of Linda Kenchelian on March 24, 2014. The Town of Yountville posted the opening April 4, 2014 and extended the recruitment to May 16, 2014. During this recruitment, the Town of Yountville received one (1) application from Scott J. Owens, Jr. The Town Council met on June 17, 2014 and made a motion to recommend the appointment of Mr. Owens with the term of office to commence immediately and expire January 31, 2015. In January 2015, the Town of Yountville member on the Library Commission will be reappointed to a full three-year term with the new expiration date of January 31, 2018. The Town of Yountville prefers to reappoint the incumbent member in January 2015 to the next full term to expire January 31, 2018 to avoid the need to call a special meeting of the Town Council to conduct a second round of applicant interviews.

On April 16, 2013 the Board of Supervisors approved Resolution 2013-30 amending the bylaws of the Napa City-County Library Commission. To remain consistent with the name change of the Napa County Library, the Director of Library Services requested the commission's name also be changed to Napa County Library Commission. The resolution amended the terms of all Library Commissioners for an additional six (6) months after their term ends in order for future terms of office to begin February 1. The cities of American Canyon, Napa, Calistoga and Town of Yountville were notified of the commission's name change and changes to the terms of office for all current Napa County Library Commissioners on May 15, 2013. In addition, the job description of Library Commissioner was amended to include a conflict of interest provision and requirement of AB1234 ethics training.

The Napa County Library Commission functions as an advisory commission to the Napa County Board of Supervisors on matters pertaining to the Library. The Commission consists of eight (8) members; three (3) to be appointed by the County Board of Supervisors, two (2) appointed by the Napa City Council, one (1) appointed by the American Canyon City Council, one (1) appointed by the Calistoga City Council, and one (1) appointed by the Yountville Town Council. A member whose appointment has expired may continue to serve until a new appointment is made by the appropriate authority.

By taking this action today, the Napa County Library Commission will have a complete panel of commission members.

SUPPORTING DOCUMENTS

- A . Scott J. Owens Jr. Application
- B . Town of Yountville June 17 2014 Minute Order Action

CEO Recommendation: Approve

Reviewed By: Helene Franchi