



Agenda Date: 9/11/2007
Agenda Placement: 6G

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Janet McCoy - Director
Library
REPORT BY: Janet McCoy, Library Director, 253-4208
SUBJECT: Yountville Library Hours Increase

RECOMMENDATION

Library Director requests approval to increase the open hours of the Yountville Library on Fridays beginning September 14, 2007.

EXECUTIVE SUMMARY

The Yountville Library is currently open from 1:00-5:30 p.m. on Fridays. The duties of employee who works those Friday afternoon hours can be rearranged to enable her to work the full day in the Yountville Library, which would allow the library to be open from 10:00-1:00 and 2:00-5:30. This would add 2 additional hours of service per week at no additional cost.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Library
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Yountville Library's hours can be increased at no additional cost.
Is the general fund affected?	No
Future fiscal impact:	Continuing the increased hours in future years would be dependent on funding being available in the library budget.
Consequences if not approved:	Yountville Library hours would remain at 17.5 hours per week.

Additional Information:

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

The Yountville Library is currently open three days per week for a total of 17.5 hours per week. The current hours are Tuesdays from 10:00 a.m.-1:00 p.m. and 2:00 p.m.-5:30 p.m., Fridays from 1:00 p.m.-5:30 p.m. and Saturdays from 10:00 a.m.-1:00 p.m. and 1:30 p.m.-5:00 p.m. The Town of Yountville contributes the cost of one full day of service per week to the library, which is \$16,210 for fiscal year 2007/08.

By rearranging the duties of the employee who works in Napa on Friday mornings and who then goes to Yountville to work at the Yountville Library on Friday afternoons, it is possible to assign her to work in Yountville all day. This would enable the Yountville Library to be open two additional hours per week, for a total of 19.5 hours per week, with no additional cost. On Fridays, the Yountville Library would be open 10:00 a.m. to 1:00 p.m. and 2:00 p.m. to 5:30 p.m.

The increased hours would begin on September 14, 2007.

Interim Town Manager Bob Tiernan supports this proposal.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi