



# CITY OF SANTA BARBARA

## COUNCIL AGENDA REPORT

**AGENDA DATE:** February 14, 2017  
**TO:** Mayor and Councilmembers  
**FROM:** Library Administration, Library Department  
**SUBJECT:** Management Position Changes At Library Department

### **RECOMMENDATION:**

That Council adopt, by reading of title only, A Resolution of the Council of the City of Santa Barbara Amending Resolution No. 16-045, The Position and Salary Control Resolution For Fiscal Year 2017, Affecting The Library Department Effective February 14, 2017.

### **DISCUSSION:**

The Library Department recommends reclassifying both of the Library Services Manager positions to: Assistant Library Director and Senior Librarian. Filling the Library Services Manager positions has historically been difficult and maintaining staff in the position has also proven to be a challenge.

The Assistant Library Director would work in partnership with the Library Director to administer and manage all aspects of Library service. This position would provide oversight of major operational areas including public services, collection and information technology and would act as a lead member of the Library's Executive Management Team. The Assistant Library Director would also direct and coordinate policies, services and innovations; evaluate programs and make recommendations; represent the Library in civic and community venues; and ensure that services and programs meet the rapidly evolving needs of our diverse community.

The Senior Librarian would work under the Assistant Library Director. Downgrading the second Library Services Manager position would create a fourth Senior Librarian and would help alleviate the supervisory shortfall within the Library Department. The position would oversee the branch libraries that are in the Santa Barbara Public Library System.

### **BUDGET/FINANCIAL INFORMATION:**

Based upon a salary study conducted by the Human Resources Department, staff recommends that the new position of Assistant Library Director be created at a salary range of \$109,873.14 to \$133,551.60 annually, commensurate with the applicant's

qualifications. This salary range represents an increase of \$12,678.90 over the Library Services Manager position (\$99,441.94 to \$120,872.70 annually).

The Senior Librarian, an existing job classification, has a salary range of \$74,462.70 to \$90,509.90 annually, a savings of \$30,362.80 annually when compared to the Library Services Manager position.

The net result of both recommended position changes is a savings of \$17,584.02 to the General Fund on an ongoing basis.

**PREPARED BY:** Jessica Cadiente, Library Director

**SUBMITTED BY:** Jessica Cadiente, Library Director

**APPROVED BY:** City Administrator's Office