

**MT. SHASTA LIBRARY TAX ADVISORY COMMITTEE
SPECIAL MEETING AGENDA
MT. SHASTA LIBRARY
515 East Alma Street
Thursday, December 15, 2011; 2:30 p.m.**

"The mission of the Mt. Shasta Community Action Plan is to maintain the character and resources of our 'small town' community while striking an appropriate balance between economic development and preservation of our quality of life".

1. Call to Order

2. Roll Call

3. Review and Approval of Minutes: November 17, 2011 Special Meeting Draft Minutes

4. Public Comment: This is an opportunity for members of the public to address the Committee on items on the agenda. The public will have an opportunity to comment on any agenda item during Committee discussion of that item. The Committee reserves the right to limit the length of individual comments. If you desire a written response, please provide your mailing address.

9. 5. Discussion and Possible Action RE: Overview of Operating Expenses for the Mt. Shasta Library (Chair Bauer (This Item Is Continued From the November 17, 2011 Special Meeting))

The Committee will be provided with expense information from the Friends of the Library and the City of Mt. Shasta to assist in estimating the annual costs for operation of the Mt. Shasta Library.

6. Discussion and Possible Action RE: Request Temporary Funding From the City of Mt. Shasta to Cover Expenses Prior to Receipt of Sales Tax Revenues By the City (This Item Is Continued From the November 17, 2011 Special Meeting)

The Committee will determine the amount of funds needed for temporary operation of the Mt. Shasta Library Branch in anticipation of receiving the sales tax revenues from the State Board of Equalization. The Committee intends on making a request of the City Council for temporary funding to pay expenses for the Mt. Shasta Library Branch.

7. Discussion and Possible Action RE: Review of Job Descriptions for Use In Determining Job Skills for A Mt. Shasta Library Position (This Item Is Continued From the November 17, 2011 Special Meeting)

The Committee will be provided with Job Descriptions for some Librarian positions for use in determining the skill set needed for staffing of the Mt. Shasta Library Branch.

8. Discussion and Possible Action RE: Managing and Staffing the Branch Library and Possible Recruitment Strategies (This Item Is Continued From the November 17, 2011 Special Meeting)

Based on the information reviewed for ongoing costs and the skill set required for running the Library, the Committee will consider staffing recruitment strategies.

9. Discussion and Possible Action RE: Reconsideration of the Time, Day and Location for Regular Meetings of the Committee

The Committee will hold Discussion to Determine Whether to Amend the Regular Meeting Time, Day and Location.

10. Future Agenda Items/Comments by Committee Members: At this time, members of the Committee may ask questions of staff, request that reports be made at a later date, or ask to place an item on the agenda, on any subject within the Committee's jurisdiction. In addition, the members may take this opportunity to make comments on any topic which is not on this agenda, provided however, that no deliberation may be conducted, and no decision may be made on such topics.

11. Date of Next Meeting

12. Adjourn

Availability of Public Records: All public records related to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at City Hall located at 305 North Mt. Shasta Blvd., Mt. Shasta, CA at the same time the public records are distributed or made available to the members of the legislative body. Agenda related writings or documents provided to a majority of the legislative body after distribution of the Agenda packet will be available for public review within a separate binder at City Hall at the same time as they are made available to the members of the legislative body.

The City of Mt. Shasta does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. In compliance with the Americans with Disabilities Act, persons requiring accommodations for a disability at a public meeting should notify the City Clerk or Deputy City Clerk at least 48 hours prior to the meeting at (530) 926-7510 in order to allow the City sufficient time to make reasonable arrangements to accommodate participation in this meeting.