

MEMORANDUM

DATE: November 8, 2005

TO: The Board of Supervisors

FROM: John A. Moorman, Director, Williamsburg Regional Library

SUBJECT: Conversion of Part-Time Permanent Community Partnership Development Director Position to Full-Time Outreach Director Position in the Williamsburg Regional Library

Attached is a resolution converting a part-time permanent Community Development Director position to a full-time permanent Outreach Director position at the Williamsburg Regional Library (WRL), effective December 1, 2005.

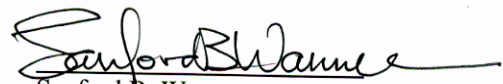
The full-time position will supervise the new Outreach Division which will be responsible for coordinating all WRL activities that take place outside the two library buildings. Those activities include bookmobile operations and any programming or delivery of services by any library area such as our programs in schools, day care centers, or with any of our over ten community partners. The incumbent will also continue to coordinate and evaluate WRL's Community Partnership Program. The WRL Library Board of Trustees has endorsed the position request. The Board feels that it will provide a structure that better supports our many outreach programs.

The cost of converting this position to full-time is approximately \$29,000 including benefits for the remainder of this fiscal year. Funds are available in the WRL budget.

Staff requests that the Board approve the attached resolution.

John A. Moorman

CONCUR:



Sanford B. Wanner

JAM/gb
Conversion.mem

Attachment