

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

December 17, 2024

FROM

MELANIE OROSCO, County Librarian, County Library

SUBJECT

Revision of Library Staff Training Day

RECOMMENDATION(S)

Adopt **Resolution No. 2024-181** moving the closure date of County Library branches and offices from the last Friday of April to the third Friday of August each year for staff training. (Presenter: Melanie Orosco, County Librarian, 387-2220)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Improve County Government Operations.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). Operational costs have been included in the County Library's 2024-25 budget.

BACKGROUND INFORMATION

On March 26, 2013 (Item No. 18), the Board of Supervisors (Board) passed Resolution No. 2013-47, establishing the last Friday of April of each year as a staff training day, to ensure that all County Library employees maintain a high level of customer service. The County Library is requesting to move the closure date to the third Friday of August, in order to provide updates and training that fall in line with the July to June fiscal year. Only 10 of the 32 library branches are open to the public on Fridays, so the inconvenience of the closure would be very minor. Library employees receive training in the areas of customer service, library policies, current/emerging technologies as well as updates on upcoming goals and projects.

County Code Section 11.0401 requires that changes in County office hours be approved by Board of Supervisors by resolution.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Daniella Hernandez, Deputy County Counsel, 387-3121) on November 7, 2024; Finance (Elias Duenas, Administrative Analyst, 387-4052) on November 20, 2024; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on November 25, 2024.

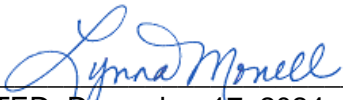
**Revision of Library Staff Training Day
December 17, 2024**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: December 17, 2024



cc: File - Library w/attachments
MBA 12/27/2024