

## Library Tax Advisory Committee Regular Meeting Agenda

Mt. Shasta Library – 515 East Alma Street  
Thursday, April 18, 2024; 2:00 p.m.

“Our mission is to maintain the character of our “small town” community while striking an appropriate balance between economic development and preservation of our quality of life. We help create a dynamic and vital City by providing quality, cost-effective municipal services and by forming partnerships with residents and organizations in the constant pursuit of excellence.”

Page	Item
	1. Call to Order and Roll Call
	2. Consent Agenda: Approval of Minutes: October 19, 2023 Regular Meeting
	3. Discussion Regarding Noll & Tam Meeting and Public Outreach
	4. Report by Friends of the Library Update on Library Operations and Library Management Plan
	5. Report by City on Year to Date Financials
	6. Adjourn: The next regular meeting is scheduled for July 2024  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 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

**MT. SHASTA LIBRARY TAX ADVISORY COMMITTEE**  
**DRAFT MINUTES**  
**October 19, 2023**

**1. Call to Order and Roll Call**

The meeting was called to order by Chairman Dennis Johnson at 2:03 PM.

Present: Chairman Dennis Johnson, Ted Marconi, Cheryl Bauer, Dean Whetstine, and Eleanor Mauro

Also Present: Todd Juhasz, City Manager; Muriel Terrell, City Finance Director; Evelyn Callas, Friends of the Library Secretary

**2. Consent Agenda:** Approval of Minutes: Regular Meeting April 20, 2023

The minutes were approved as read.

**3. Financial Statement**

Muriel Terrell reported on current fund balances and stated that the budget for 2023-2024 will need to be amended to reflect changes in library management.

**4. Library Expansion Update and Ad Hoc Committee Plans**

Although we were not awarded a California State Library Building Forward grant, our application will be considered in the next round of funding. The ad hoc committee has decided to move forward with plans for library expansion and will engage the firm Noll & Tam to carry out a scoping session to help identify the needs and desires of the community pertaining to the expansion. After this planning phase is completed we can consider other financial pathways to supplement our existing funds.

**5. Library Operations Report**

A report was submitted by Evelyn Callas, Secretary of The Board of the Friends of the Mt. Shasta Library.

**6. Proposals for Permanent Operations**

No responses were received to the RFP for a Library manager. After discussing the problems associated with having an independent contractor manage the library—in particular, the lack of accountability or control over the contractor's actions—the committee decided that this is not the best mode of operations. The Friends of the Library are willing to consider entering into an agreement with the city to manage the library and to hire employees. Several committee members recommended that LTAC

play a stronger role in helping the FOL (Friends of the Library). Dean agreed to begin attending FOL meetings. The group discussed the multiple responsibilities involved in managing the Mt. Shasta Library; which include those of a librarian, and also those of a business manager.

Committee members concurred that it must be established that the FOL Board has the authority to recruit and hire a Library manager. Ted Marconi proposed the following motion:

“LTAC recommends that the City Council enter into an agreement with the Friends of the Mount Shasta Library to manage the library and hire appropriate staff, with the financial support of the City.”

The motion was approved by the committee. The proposal will be presented to the FOL Board members at their meeting on October 19. If approved, the measure would then be presented to the City Council.

The meeting was adjourned at 3:39 by Dennis Johnson.

The next regularly scheduled meeting is on April 18, 2024.

Submitted by Eleanor Mauro, Secretary