



Sacramento Public Library Authority

May 28, 2009

Agenda Item 5.1: Employee Agreement Library Director

TO: Sacramento Public Library Authority Board Members

FROM: Phil Batchelor, Interim Library Director

RE: Employee Agreement – Library Director

RECOMMENDED ACTION(S):

1. **Approve** a Contract of Employment for new Library Director for an initial term of five (5) years.
2. **Authorize** the Interim Library Director to sign all documents related to the Contract.

REASON FOR RECOMMENDATION

On September 25, 2008, Anne Marie Gold announced her retirement from the position of Library Director for the Sacramento Public Library, effective December 1, 2008. At that time, an ad hoc committee of the Board was appointed to identify and appoint an Interim Library Director, to identify an executive recruiting firm to assist with identifying potential candidates for the permanent Library Director position, conduct interviews with semi-finalist candidates, and recommend two finalists to be interviewed by the full Authority Board.

The Search Committee of the Board has diligently performed each of these tasks, resulting in the appointment of Interim Library Director Phil Batchelor in November, 2008, and selection of The Hawkins Company with lead recruiter June Garcia as the executive recruiting firm to assist with the Authority's search for a permanent Library Director.

After an extensive nationwide search for candidates who met the minimum qualifications outlined in the Authority Position Description for Library Director, the qualifications delineated in the Joint Exercise of Powers Agreement, and the qualifications for a County Librarian as defined in the California Education Code, four candidates were interviewed by the Search Committee of the Board on May 7, 2009. Two were then selected to interview with the full Authority Board on May 8, 2009.

At the conclusion of those interviews, the Board authorized Mr. Batchelor to negotiate a contract with the first choice candidate, and should terms not be reached, to negotiate a contract with the alternate candidate.

At this time, certain terms have been negotiated and accepted. If approved by the Authority Board, these terms will constitute the terms of the Contract of Employment for the new Library Director. At the May 28, 2009 meeting, the Interim Director will present the written Contract of Employment containing those terms for Board approval.



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ADDITIONAL INFORMATION

Stakeholder Forums

Based on public comment received by the Board, a series of stakeholder forums with lead recruiter June Garcia were offered for interested parties to provide input regarding the desired qualities and attributes of the next Library Director. Forums for members of the public were held at various library locations throughout the County of Sacramento from January 28-30, 2009. In addition, specific sessions were scheduled for the Friends of the Sacramento Public Library and staff from the Sacramento Public Library Foundation. Members of the Foundation's Board of Directors subsequently spoke with Ms. Garcia to offer their insights. Two sessions were also offered for library staff members to meet with Ms. Garcia.

Participation of City Managers and County Executive

Per the Joint Exercise of Powers Agreement, Section 8.b., "...The Governing Board may establish procedures for recruitment and hiring of the Library Director. The procedures shall include the participation of the Sacramento County Executive and the City Manager of each of the Parties." In keeping with this stipulation, Interim Director Phil Batchelor met with each of the parties' city manager and the county executive and/or his designee on multiple occasions to keep them apprised of the progress of the recruitment.

In particular, Mr. Batchelor met with the Executive Management Group along with Bill Hawkins, Principal of the The Hawkins Company on January 15, 2009 to discuss process and timing of the recruitment, and to provide an opportunity for the parties to provide input to the process. Mr. Batchelor again met with the Executive Management Group on April 16, 2009 to update them on the recruitment and identify their desired level of involvement in screening and/or interviewing candidates. On that date, it was decided that each party's city manager and the county executive would review the resumes of the semi-finalist candidates and provide a ranking to Mr. Batchelor, which would then be provided to the Search Committee of the Board for review and consideration when meeting with each semi-finalist.

Resumes and supporting information for the semi-finalist candidates were provided to the Executive Management Group on April 28 by hand-delivery and Federal Express, and rankings were received by close of business on May 4. Rankings and candidate information were then forwarded to the Search Committee of the Board ahead of the semi-finalist interviews on May 7.

On May 7, County Executive Terry Schutten's designee, Rob Leonard (Special Assistant to the County Executive for Intergovernmental Affairs and Economic Development) observed the semi-finalist interviews conducted by Search Committee members Linda Budge, Bonnie Pannell and Jeff Slowey.