City of Calistoga Staff Report

TO:

Honorable Mayor and City Council

FROM:

Susan Sneddon, City Clerk

DATE:

September 15, 2009

SUBJECT: Consideration of a Resolution rescinding an appointment to the Napa City-County

Library Commission and directing the City Clerk to advertise for applicants to fill

the vacancy.

APPROVAL FOR FORWARDING:

ames C McCann Exped by Jorie Goldbeck)

ISSUE: Consideration of a Resolution rescinding an appointment to the Napa City-County Library Commission (Library Commission) and directing the City Clerk to advertise for applicants to fill the vacancy.

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RECOMMENDATION: Adopt Resolution.

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BACKGROUND/DISCUSSION: On December 16, 2008 Jennifer Kerns was appointed to fill a vacancy as the City's representative to the Library Commission, and on May 19, 2009 Ms. Kerns was re-appointed to a three-year term on the Library Commission. Napa County Library Director Kreimeier recently reported to City staff that Ms. Kerns has only attended three of the eight regularly scheduled Library Commission meetings since her initial appointment. Ms. Kreimeier reported that the eight meetings that Ms. Kerns missed are unexcused absences. The Library Commission By-Laws state that each member is expected to attend meetings regularly, and if three consecutive meetings are missed they may assume that the member is no longer interested in a commitment to the Commission.

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Napa County Library Director Kreimeier reported that Ms. Kerns has not replied to multiple phone messages and mailed requests. City staff has also been unsuccessful in obtaining a response to numerous contact efforts. To date Ms. Kerns has not submitted a resignation letter therefore staff recommends that Ms. Kerns be removed from the Library Commission and that the City Clerk be directed to advertise for a vacancy.

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FISCAL IMPACT: None.

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ATTACHMENTS:

1. Draft Resolution

RESOLUTION 2009-____

RESOLUTION OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA CONFIRMING RESCINDING THE APPOINTMENT OF JENNIFER KERNS TO THE NAPA CITY-COUNTY LIBRARY COMMISSION

1 2	WHEREAS, on December 16, 2008 the Calistoga City Council appointed Jennifer Kerns to fill a vacancy as the City's representative to the Napa City-County
3	Library Commission, and on May 19, 2009 Ms. Kerns was re-appointed to a three-year
4	term on the Napa City-County Library Commission; and
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6	WHEREAS, the City has been informed by the Napa County Library Director that
7	Jennifer Kerns has only attended three of the eight regularly scheduled Napa City-
8	County Library Commission meetings; and .
9 10	WHEREAS, the Napa City-County Library Commission By-Laws stated that
[1	each member is expected to attend meetings regularly, and if three consecutive
12	meetings are missed they may assume that the member is no longer interested in a
13	commitment to the Commission; and
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15	NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of
6	Calistoga hereby rescind the appointment of Jennifer Kerns to the Napa City-County
17	Library Commission and direct the City Clerk to advertise for applicants to fill the
18 19	vacancy.
20	PASSED AND ADOPTED by the City Council of the City of Calistoga this 15 th
21	day of September 2009, by the following vote:
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24	AYES:
25	NOES:
26	ABSTAIN/ABSENT:
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29	MICHAEL DUNSFORD, Vice Mayor
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31	ATTEST:
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34	SUSAN SNEDDON, City Clerk
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