

## **CFFU ACTION PLAN WORKSHEET 2009**

**Position/Activity/Chair/Committee:**

**Librarian**

**Name:**

**Jim Kelley  
Russ Heckley**

**Description/Purpose:**

The librarian maintains the CFFU lending library as a benefit of membership. The librarian should add to and replace titles of books and videos in the collection that reflect current publications related to fly-fishing and conservation. The library should provide to the membership the best fly fishing and conservation reference library in the Sacramento area with the most current and up-to-date books and videos available.

**Tasks and Activities:**

1. Provide for the storage and lending of all books and videos at every monthly meeting of the general membership.
2. Maintain a complete and accurate inventory and system for lending of the books and videos.
3. Maintain the inventory and repair books or videos as needed.
4. Add to the inventory by recommending for purchase new books and videos to the First Vice-President.
5. Provide a complete and accurate inventory, with estimated values for all books and videos in the CFFU library to the treasurer on a yearly basis.
6. Actively pursue past due books and videos. If necessary, solicit the assistance of the First Vice-President.
7. Solicit donations from members for additions to the library.
8. Cooperate with the Coachman Chairperson or the general membership to have a monthly article written for the newsletter on the review of a book or video.
9. Publish delinquent book list in monthly newsletter.

<b>Resource Requirements</b>		<b>Cost</b>
1.	Book purchases	
2.	Video purchases	
3.	Supplies	
4.	Total	250
5.		