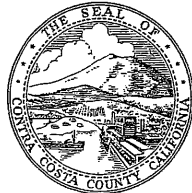


County Library

1750 Oak Park Boulevard
Pleasant Hill, California 94523-4497
(925) 646-6423
FAX (925) 646-6461

Contra Costa County

Anne Cain
County Librarian



July 27, 2006

Susan Caldwell
Administrative Services Officer
Contra Costa County Library
1750 Oak Park Boulevard
Pleasant Hill, California 94523

Dear Susan:

This letter from the Contra Costa County Library Commission is to acknowledge you for your service to the citizens of Contra Costa County. Since February 1999 you have been the manager overseeing budget, personnel and facilities and you have been critical to the success of Contra Costa County Library. You have been the key contact with a number of County departments, including General Services, Human Resources, and County Counsel. You provided the leadership for the Library's Annual Staff Training Day as well as the Fun Run.

Your long list of accomplishments includes the following:

- Numerous budget, finance and operational improvements
 - The completion of the 2004 audit and the implementation of the recommendations
 - Finding a way to accept and sell stock donations
 - User IDs and reconciliation between CARL and the cash registers
 - Separation of Friends and County funds
 - The Shipping study and its implementation

- The renovation and planning of several facilities
 - Ygnacio Valley
 - Pinole
 - El Sobrante memorial rose garden and tile covered benches
 - Proposition 14 applications
 - Library administration areas

The Commission would also like to thank you for your sensitivity, concern, and caring for others and your commitment to library staff who have commented on your many talents. You have been a hard-working, creative and loyal part of the Library's senior management team.

Sincerely,

A handwritten signature in cursive script that reads "Walter Ruehlig".

Walter Ruehlig, Chair
Contra Costa County Library Commission