

CHAPTER 32: BOARDS AND COMMISSIONS

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LIBRARY BOARD

§ 32.01 PURPOSE.

(A) The purpose of the Library Board is to serve in an advisory capacity to the City Council and the Library Director concerning policies and matters related to the library services for the city. The Board's role shall be advisory with respect to policy recommendations, and the Board shall have no administrative duties or authority.

(B) It also has the cultural identity of an American institution, known simply as the Public Library, and as such it shares a universal mission with other municipal and county libraries concerning preservation requirements and service obligations that are of social and cultural significance.

(C) The provision of equal and impartial service to all potential and actual users of the Public Library necessarily means the development of collections which reflect racial and ethnic diversity in the community, as well as eliminating barriers to access for those who are economically or educationally disadvantaged.

(D) Public library initiatives at the national level guide local public library development; however, local public library service objectives will reflect local community values, and standards for service delivery will be accomplished by the most cost-efficient means for providing library service.
(`97 Code § 2-91) (Ord. 1993-B, passed 1-11-94)

§ 32.02 COMPOSITION; APPOINTMENT; TERMS OF MEMBERS.

(A) The Library Board shall consist of seven members appointed by the City Council. Persons appointed to serve on the Board shall serve for a period of two years with staggered two-year terms. Four members shall be appointed during even-numbered years and three members shall be appointed during odd-numbered years for the two year terms. It shall be customary that no member shall be recommended for reappointment after having served two full terms or four years. However, the terms of appointment may be extended by the City Council, on a case-by-case basis, as the City Council deems necessary and prudent. A member who misses two consecutive meetings without valid reason will be considered inactive and may be replaced.

(B) Members of the Library Board of the city may be removed for just cause. The City Council will make interim appointments to fill such vacancies.
(`97 Code, § 2-92) (Ord. 1993-B, passed 1-11-94; Am. Ord. 1994-D, passed 5-10-94; Am. Ord. 1998-F, passed 10-27-98)

§ 32.03 QUALIFICATIONS OF MEMBERS.

Only persons with exceptional interest in the public library will be considered for appointment to the Library Board.
(`97 Code, § 2-93) (Ord. 1993-B, passed 1-11-94)

§ 32.04 COMPENSATION.

The members of the Library Board shall serve without compensation.
(`97 Code, § 2-94) (Ord. 1993-B, passed 1-11-94)

§ 32.05 OFFICERS.

(A) *Generally.* The Library Board shall elect a Chairperson, Vice-Chairperson and Secretary at the annual meeting of the Board which is to be held in June.

(B) *Chairperson.*

(1) The Chairperson shall preside at all meetings, appoint special committees as needed and authorize calls for any specially-called meetings;

(2) Special committees for the study and investigation of special problems may be appointed by the Chairperson and such are to serve until the completion of the work for which they were appointed. All committees must make a progress report to the Board at each meeting;

(3) The Chairperson shall ensure representation of the Board to the City Council and the administrative staff; and

(4) The Chairperson shall serve as spokesperson of the Board to the media.

(C) *Vice-Chairperson.* The Vice-Chairperson assumes the duties of Chairperson in the absence of the Chairperson.

(D) *Secretary.* The Secretary shall keep a true and accurate account of all Board meeting proceedings and shall have custody of the minutes of the Board. The Secretary shall distribute a typed copy of the minutes to the Board members for approval. A copy shall be given to the City Secretary and a copy kept for the library.

(E) *Librarian.* The librarian shall be held responsible for the care of the building and equipment, for the efficiency of the library's service to the public and for the operation of the library under the financial conditions set forth in the annual budget. The librarian shall report to all meetings of the Board, preferably in person.

(`97 Code, § 2-95) (Ord. 1993-B, passed 1-11-94)

§ 32.06 MEETINGS; QUORUM.

(A) Meetings shall be held not less than once a month. The day and time of these meetings will be decided by the Library Board each year immediately after election of officers for the Board.

(B) The quorum will consist of a majority of the members, (for example, at least four members of a six-person Board).

(`97 Code, § 2-96) (Ord. 1993-B, passed 1-11-94)

§ 32.07 GENERAL POWERS AND DUTIES.

As an advisory board to the City Council, the Board's duties shall include, but not be limited to the following:

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(A) Act in an advisory capacity to the City Council in all matters pertaining to the library programs;

(B) Recommend to the City Council policies and programs for the advancement within the city;

(C) Assist in interpreting the policies and functions of the library to the public;

(D) Assist in interpreting the policies and functions of the library to the public;

(E) Review the annual budget for the library prior to submission of the budget to the City Council;

(F) Make recommendations to the City Council, City Secretary/Manager and Library Director concerning operating policy of the library, long-range capital improvement planning and policy and the purchase of books, journals, publications and other materials; and

(G) Stimulate and coordinate citizen interest in and support for the library by:

(1) Assisting support groups such as Friends of the Cockrell Hill Public Library;

(2) Holding public hearings about library service needs; and

(3) Organizing public campaigns for the library;

(`97 Code, § 2-97) (Ord. 1993-B, passed 1-11-94)

§ 32.08 RULES, REGULATIONS, BYLAWS.

(A) The Library Board shall have the power to make rules, regulations and bylaws for its own government which shall conform as nearly as possible with those governing the City Council and the same shall be subject to approval by the Council. The bylaws shall include, among other items, provisions for:

(1) Regular and special meetings are open to the public;

(2) Record of its proceedings to be open for inspection by the public; and

(3) Reporting to the City Council, the public and be placed on the agenda for City Council meetings.

(B) This subchapter shall be and is declared to be cumulative of all other ordinances of the city, and this division shall not operate to repeal or affect any of such ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this division, in which event the conflicting provisions, if any, in such other ordinance or ordinances are repealed.

(C) If any section, subsection, sentence, clause or phrase of this subchapter is for any reason held to be unconstitutional, the holding shall not affect the validity of the remaining portions of this subchapter.

(D) All of the regulations provided in this subchapter are declared to be governmental and for the health, safety and welfare of the general public. Any member of the City Council or any city official or employee charged with the enforcement of this subchapter, acting for the city in discharge of his or her duties, shall not thereby render himself or herself personally liable; and he or she is relieved from all personal liability for any damage that might accrue to persons or property as a result of any act required or permitted in the discharge of their duties.

(`97 Code, § 2-98) (Ord. 1993-B, passed 1-11-94)

