

An Ordinance of the Haines Borough amending Haines Borough Code Title 2 Chapter 2.98 to reflect the Public Library's designation as a Borough Department.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Chapter 2.98. Chapter 2.98 of the Haines Borough Code is hereby amended as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED
STRIKETHROUGH ITEMS ARE DELETED

Chapter 2.98
PUBLIC LIBRARY

Sections:

~~2.98.010 Haines Borough Public Library~~ **Department established.**

2.98.020 Library director.

2.98.030 Duties and responsibilities of department.

2.98.040 Library advisory board established.

~~2.98.020~~**050** ~~Library board of trustees~~ **Board composition and terms.**

~~2.98.030~~**060** ~~Organization of the board of trustees~~ **Board structure.**

~~2.98.040~~ ~~Board vacancies~~ ~~Filling vacancies~~

~~2.98.050~~ ~~Duties and responsibilities of the board of trustees.~~

~~2.98.010 Haines Borough Public Library~~ **Department established.**

~~The Haines Borough Public Library, including a building owned and staffed by the Haines Borough, and its other assets, is operated and administered in its entirety by a library board of trustees.~~ **There is established a library department which shall manage and operate the borough public library. The department shall have jurisdiction over all equipment, collections, and persons within and using the borough's library facilities.**

2.98.020 Library director.

A. The library director shall be the head of the library department. The library director is appointed by the manager with the approval of both the library board and assembly. The director may be terminated by the manager only for just cause.

B. The library director shall carry out the duties and responsibilities of the public library department under the supervision of the library board and control of the borough manager.

C. The library director shall select personnel to serve as employees of the department, but all such appointments and the number thereof, shall require prior approval by the manager.

D. The library director shall approve departmental expenditures in accordance with sub-section HBC 2.98.030(D) of this code.

2.98.030 Duties and responsibilities of department.

The library department, through the library director, shall have the duty and responsibility:

A. To plan, manage, improve, operate and maintain the library facility;

B. To enforce policies, rules and regulations adopted by the board relating to equipment, collections, and persons within the jurisdiction of the department;

C. To recommend rules and regulations to the board to facilitate the planning, management, operation and maintenance of the borough's library facility;

D. To make recommendations to the board with regard to the annual budget and capital improvement plan of the library department; and

E. To perform related duties, as assigned.

2.98.040 Library advisory board established.

There is established an advisory board known as the library advisory board which shall have the following duties and responsibilities:

A. The board is authorized to adopt policies, rules and regulations regarding the planning, management, operation and maintenance of the borough's public library.

B. The board shall review the performance of the library director on an annual basis and provide the results of that review to the borough manager and review applications for library director, interview candidates with a hiring committee, and make a recommendation for hire to the borough manager.

C. The board shall approve a proposed budget, appropriation request, and capital improvement plan on an annual basis and cause same to be timely delivered to the manager and review, investigate and make recommendations on any further matter referred by the borough assembly or manager.

~~2.98.020~~**050 Library board of trustees Board composition and terms.**

The library board of trustees **library advisory board** shall consist of nine members who shall serve staggered terms of three years. **The board shall organize itself and function according to the provisions of Chapter HBC 2.60. All appointments to the board shall be made according to the provisions of HBC 2.60.030.** Board members shall not receive compensation for services rendered as trustees. The library director shall be an ex officio member of the board. **Members shall serve until their successors have been confirmed by the assembly. There shall be no pay for board membership.**

~~2.98.030~~**060 Organization of the board of trustees. Board structure**

A. The board shall, **by majority vote**, elect from its members a chairperson, a vice-chairperson, a secretary, and a treasurer who shall hold their offices for one year.

1. The chairperson shall preside at board meetings, set meeting agendas, and attest to approved minutes. The chairperson shall vote in the same manner and with the same restrictions as other board members and shall be counted for quorum purposes.

2. In the absence of the chairperson, the vice-chairperson shall assume the chairperson's duties.

B. The board shall operate under the bylaws of the Haines Borough Public Library

~~C. Board meetings shall be held as often as required. Once approved by the board, a copy of the board meeting minutes shall be delivered to the borough clerk for inclusion in the assembly's next meeting packets.~~

B. The library director, or the library director's designee, shall give notice of board meetings to each board member, attend board meetings, assure minutes of the meetings are taken, and serve as staff resource to the board. The library director shall not vote on any matter before the board.

~~2.98.040 Board vacancies—Filling vacancies:~~

~~A member's position on the board shall be deemed vacated if the member fails to attend three consecutive meetings without being excused by the board. All appointments to the board shall be made according to the provisions of HBC 2.60.055.~~

~~2.98.050 Duties and responsibilities of the board of trustees:~~

~~The library board of trustees shall:~~

~~A. Have general responsibility for and authority over all of the physical, fiscal, and human resources of the library (including collections, buildings, grounds and staff), within the limits of funds appropriated by the borough assembly and available from other sources;~~

~~B. Submit to the borough manager a detailed and itemized estimate of probable revenues and expenditures for the next fiscal year~~

~~C. Make rules and regulations for the administration and control of the library;~~


~~D. Have authority to allocate borough appropriated funds for library staffing within the scope of the collective bargaining agreement with the Local 71 Union;~~

~~E. When the position of library director is vacant and has been properly advertised, review all applications received. The library board of trustees shall make a recommendation for hire to the mayor. The mayor manager shall review the board's recommendation for hire and request confirmation by the borough assembly. The library director, serving at the direction of the board of trustees, will have the administrative responsibilities of the operation and maintenance of the library and management of the collection. The board of trustees working through its director shall be responsible for administering the personnel policies of the Haines Borough with respect to its staff.~~

Section 5. Transition from Board of Trustees to Library Advisory Board. Upon adoption of this ordinance, all current members of the library board of trustees are confirmed as members of the Library Advisory Board with terms of office identical to those held while serving as a member of the library board of trustees.

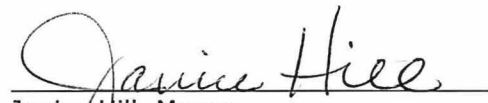
ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS 27th DAY OF JANUARY, 2015.

ATTEST:


Julie Cozzi, MMC, Borough Clerk

Deputy Clerk for J. Cozzi,




Janice Hill, Mayor

Date Introduced: 12/16/14
Date of First Public Hearing: 01/13/15
Date of Second Public Hearing: 01/27/15 - Adopted