

CITY OF OAKRIDGE

RES. 15-2020 A RESOLUTION REPEALING AND REPLACING RES. 13-2015 THE CITY OF OAKRIDGE LIBRARY BOARD

WHEREAS, the City of Oakridge Council desires to repeal and replace the previous Library Board resolution; and

WHEREAS, the purpose of the Library Board is to be an advisory body to the Council and to aid City staff by providing oversight and assisting in the preparation of policies and rules for the Library for ratification by the City Council;

NOW, THEREFORE, BE IT RESOLVED by the Oakridge City Council as follows:

SECTION 1: ESTABLISHMENT & MEMBERSHIP: The Oakridge Library Board is hereby established. The board shall consist of seven (7) voting members: six (6) 97463 and 97492 citizens at large with at least four (4) of the citizens residing within Oakridge city limits and one (1) City Councilor who will only vote in the event of a tie. Non-voting member(s): Library Coordinator. No staff member may apply as a voting citizen member if they are assigned to the committee as a non-voting member by the City Administrator or per resolution. The Committee will, at its first meeting in January of each year, or at any point in the year by simple majority vote, elect a Chair, Vice Chair, and a Secretary from voting and non-voting members.

SECTION 2: TERM: The Citizen at large members of the Committee shall be appointed for three (3) year staggered terms. Members may be appointed to a seat for less than three (3) years, if an appointee is filling a vacant seat in which a previous member resigned. The City Councilor representative shall serve for their elected term. Seat appointments will follow the outlined years:

Seats 1 & 2: 01/2018, 01/2021, 01/2024, 01/2027, 01/2030, 01/2033, 01/2036, 01/2039

Seats 3 & 4: 01/2019, 01/2022, 01/2025, 01/2028, 01/2031, 01/2034, 01/2037, 01/2040

Seats 5 & 6: 01/2020, 01/2023, 01/2026, 01/2029, 01/2032, 01/2035, 01/2038, 01/2041

Seat 7: Councilor Elected Term

SECTION 3: QUORUM & RULES: A quorum must be present in order to convene. Four (4) voting members of the Committee shall constitute a quorum. A simple majority vote from voting members shall be required to take any action. The Chair, or in the Chair's absence the Vice Chair, may establish the date and time of the next committee meeting.

SECTION 4: RESPONSIBILITIES: The responsibilities of the Library Board shall be as follows:

1. Formulating recommended rules and policies for the governance of the library for council approval. Oversight of recruitment, training, and retention of volunteers.

2. All requests for expenditures of Library funds requested by the board will be presented to the Library Coordinator for transmission to the proper authority. Expenditures will be made in accordance with the procedures that are in place at the time of the request. All requests that are not budgeted regardless of amount will be reviewed by the City Administrator prior to expenditure. Any request for expenditures beyond the City Administrators authority will be forwarded to the City Council for approval of fund expenditures.
3. Oversight of programs, fundraisers and other activities that will utilize the Library.
4. Other activities, within the scope of the committee, as assigned by City Council.
5. Keep records of minutes for each meeting per ORS. 192.650
6. Providing recommendations to the City Council of long term goals and objectives for the library. Pursuant to ORS 357.520, each public library shall make an annual report to the State Library and to the governing body on a form supplied to the State Library. Annual reports will be completed in the fourth-quarter of the calendar year.
7. Reports or recommendations of the Library Board shall be in writing, considered advisory in nature and shall not be binding on the Mayor or City Council.

SECTION 5: CONDUCT: A member of the Committee may be removed from the Committee by the City Council for misconduct or non-performance of duties at the request of the Committee members via a simple majority vote. A voting member who misses three consecutive meetings without reasonable cause shall be considered non-performing. Absences known in advance should be communicated to the Chairperson as soon as possible.

PASSED BY THE COUNCIL OF THE CITY OF OAKRIDGE THIS 17th, DAY OF SEPT.

APPROVED AND SIGNED BY THE MAYOR OF THE CITY OF OAKRIDGE THIS 21,
DAY OF Sept 2020

Signed: , Mayor

ATTEST:
Signed: , City Recorder

Ayes: 5
Nays: 1