



STAFF REPORT

TOWN COUNCIL MEETING OF FEBRUARY 14, 2017

To: Honorable Mayor and Members of the Town Council

From: Joan L. Phillipe, Town Manager

Subject: Mayor's Appointment of Library Board

Date: February 8, 2017

RECOMMENDATION ACTION: By motion, confirm mayor's appointments to the library board.

ISSUE STATEMENT AND DISCUSSION:

The next step in the process of implementing the Loomis Municipal Library is for the mayor to appoint a five-member library board of trustees. California Education Code Sections 18910-18927 set forth the manner by which the board is to be appointed and the duties of the board. Those sections are attached for your reference.

EC §18910 provides that the mayor appoint the five members with the consent of the council. The terms of office are three years; however, the first appointed board per ED§18911 establishes the terms of the first board by drawing lots for one member to serve until the end of the current fiscal year, two at the end of one year thereafter and two at the end of two years thereafter. From that point forward, all members serve three year terms. Vacancies are filled in the same manner as the original appointments are made.

The board is to meet at least once a month at a time so designated by them through an adopted resolution. It will appoint one member to serve as president for a one-year term and will serve as the body to make and enforce the rules, regulations and bylaws necessary to manage the library.

The following individuals are being proposed by the mayor for appointment to the board: Elizabeth Stewart-Black, Mayor's representative; James Durfee; Cathy Crosthwaite; Joanne Ligamari; and Jenny Knisley.

He is also proposing five members be appointed as advisory, non-voting members to include Ann Baker, Carol Pepper-Kittredge, Kathleen Jibson, Juanita Garcia and Roger Carroll.

FINANCIAL IMPLICATIONS: None with the recommended action.

**EDUCATION CODE
SECTION 18910-18927**

18910. The public library shall be managed by a board of library trustees, consisting of five members, to be appointed by the mayor, president of the board of trustees, or other executive head of the municipality, with the consent of the legislative body of the municipality.

18911. The trustees shall hold office for three years. The members of the first board appointed shall so classify themselves by lot that one of their number shall go out of office at the end of the current fiscal year, two at the end of one year thereafter, and two at the end of two years thereafter. The legislative body of the municipality may, by ordinance, provide for the compensation of such trustees; provided that the respective compensation for such trustees shall not exceed fifty dollars (\$50) per month.

18912. Men and women are equally eligible to appointment as trustees.

18913. Vacancies shall be filled by appointment for the unexpired term in the same manner as the original appointments are made.

18914. Boards of library trustees shall meet at least once a month at such times and places as they may fix by resolution.

18915. Special meetings may be called at any time by three trustees, by written notice served upon each member at least three hours before the time specified for the proposed meeting.

18916. A majority of the board shall constitute a quorum for the transaction of business.

18917. The board shall appoint one of its number president, who shall serve for one year and until his successor is appointed, and in his absence shall select a president pro tem.

18918. The board shall cause a proper record of its proceedings to be kept.

18919. The board of library trustees may make and enforce all rules, regulations, and bylaws necessary for the administration, government, and protection of the libraries under its management, and all property belonging thereto.

18920. The board of library trustees may administer any trust declared or created for the library, and receive by gift, devise, or bequest and hold in trust or otherwise, property situated in this state or elsewhere, and where not otherwise provided, dispose of the property for the benefit of the library.

18921. The board of library trustees may prescribe the duties and powers of the librarian, secretary, and other officers and employees of the library; determine the number of and appoint all officers and employees, and fix their compensation. The officers and employees shall hold their offices or positions at the pleasure of the board.

18922. The board of library trustees may purchase necessary books, journals, publications, and other personal property.

18923. The board of library trustees may purchase real property, and erect or rent and equip, such buildings or rooms, as may be necessary, when in its judgment a suitable building, or portion thereof, has not been provided by the legislative body of the municipality for the library.

18924. The board of library trustees may request the appropriate state officials to furnish the library with copies of any and all reports, laws, and other publications of the state not otherwise disposed of by law.

18925. The board of library trustees may borrow books from, lend books to, and exchange books with other libraries, and may allow nonresidents to borrow books upon such conditions as the board may prescribe.

18926. The board of library trustees may do and perform any and all other acts and things necessary or proper to carry out the provisions of this chapter.

18927. The board of library trustees, or if there is no board of trustees, then the administrative head of the library shall, on or before August 31st, in each year, report to the legislative body of the municipality and to the State Librarian on the condition of the library, for the year ending the 30th day of June preceding. The reports shall, in addition to other matters deemed expedient by the board of trustees or administrative head of the library, contain such statistical and other information as is deemed desirable by the State Librarian. For this purpose the State Librarian may send to the several boards of trustees or administrative heads of the library instructions or question blanks so as to obtain the material for a comparative study of library conditions in the state.