

ORDINANCE NO. 668

AN ORDINANCE AMENDING ORDINANCE NUMBER 550 OF THE CITY OF SHERWOOD KNOWN AS THE "CITY OF SHERWOOD LIBRARY ORDINANCE", IN CERTAIN RESPECTS WITH REGARD TO THE OPERATION OF THE SHERWOOD PUBLIC LIBRARY BOARD, ACCOUNTING PROCEDURES FOR LIBRARY FUNDS.

The City of Sherwood does ordain as follows:

Section 1. Section 3 of the Ordinance 550 be and the same is amended to read as follows:

Section 3. Library Board. The mayor of the City of Sherwood is hereby empowered to appoint, subject to confirmation by the City Council, a city library board of five members whose terms shall run from July 1 of the year of their appointment to June 30, four years later. Not more than two member of said board may reside outside the corporate limits of the City of Sherwood.

At the expiration of the term of any member of the library board, the Mayor, subject to confirmation by the City Council, shall appoint a new member for a term of four years. If a vacancy occurs for any reason other than expiration of term, the mayor, subject to confirmation of the Council, shall appoint a new member to serve for the unexpired term. Not more than one elective officer of the City of Sherwood shall serve at one time as a member of the public library board.

No member of any public library board or of the City Council shall have any financial interest either directly or indirectly in any contract to which the library board is a party nor shall any such person receive a salary or any payment for material or for services rendered the board.

The library board shall meet, organize and select a chairman from its membership. The librarian shall serve as secretary to the board, but the librarian shall not be a member of the board. The library board may employ such assistance as it deems necessary subject to the availability of funds wherewith to pay for such services.

Section 2. Section 4 of Ordinance 550 be and the same is amended to read as follows:

Section 4. Fees, Fines, Receipts and Gifts of Money. The City Recorder or City Treasurer shall have custody of all moneys the title of which is vested by gift in the library unless otherwise provided by the terms of the gift.

All other fees, fines or other receipts shall be deposited in the custody of the City Recorder or Treasurer.

The treasurer shall keep proper accounting records of all funds coming to the treasurer's custody and such funds shall be disbursed only under direction of the library board for the uses and purposes for which said funds were given.

Section 3. Section 5 of Ordinance 550 be and the same is amended to read as follows:

Section 5. Budgeted Funds. The city public library board shall file on or before March 1 of each year a budget containing an estimate of the amount necessary for the operation of the library for the ensuing fiscal year. The board shall not incur any indebtedness to exceed the amount of money as budgeted for the library fund or available therein for expenditure. No money appropriated for the public library shall be used for the purchase of any real property or the erection of any buildings, but this shall not prohibit expenditures for the maintenance, repair, and betterment of buildings already erected.

Section 4. Section 6 of Ordinance 550 be and the same is amended to read as follows:

Section 6. Audit and Approval of Claims. At least once each month the public library board shall meet, examine, and audit all accounts, demands and claims against the public library; and such claims as it finds to be correct, valid, and payable out of the library funds it shall cause to be marked "approved", signed by the chairman and secretary of such board, and filed with the city recorder with a supporting voucher. Claims against the library fund shall be reviewed by the city recorder as to compliance with budgetary requirements and thereafter audited and paid in the same manner as claims against other funds of the city; provided, that no warrant shall be drawn nor any money paid chargeable to the library fund without the approval of the public library board.

Section 5. Section 8 of Ordinance 550 be and the same is hereby repealed.

PASSED: By the Council, by unanimous vote of all Council members present, after being read by caption three times this 21 day of June, 1976.

Polly Blankenbaker
Recorder - City of Sherwood

APPROVED: By the Mayor, this 21 day of June, 1976.

Jack O. Harper
Mayor - City of Sherwood