

**CITY OF SHERWOOD  
ORDINANCE 2003-1142**

**AN ORDINANCE ESTABLISHING A LIBRARY BOARD,  
TO BE KNOWN AS THE SHERWOOD LIBRARY ADVISORY  
BOARD, DESIGNATING THE PURPOSES AND RESPONSIBILITIES  
OF THE BOARD, PROVIDING FOR APPOINTMENT OF BOARD  
MEMBERS AND BASIC RULES OF ORDER, AND ESTABLISHING  
AN EFFECTIVE DATE;  
REPEALING ORDINANCE NO. 550, ORDINANCE NO. 88-889  
AND ORDINANCE NO. 2000-1089.**

**WHEREAS**, the City Council finds that there is a need to develop and coordinate short-term and long-range objectives, strategies, and projects for the purposes of maintaining and operating a public library system within the City; and

**WHEREAS**, in furtherance of maintaining and operating a public library system the City Council finds that there is a need to develop and promote library programs; and

**NOW, THEREFORE, THE CITY OF SHERWOOD DOES ORDAIN AS FOLLOWS:**

**Section 1. Board Established.**

- a. Library Advisory Board, hereinafter referred to as the "Board", is hereby established for the purposes of advising the city Council and the City Administration on library policies and planning, and shall have the duties and responsibilities described in this Ordinance.

**Section 2. Membership.**

- a. The Board shall consist of nine (9) voting members who shall be appointed by the Mayor and with the consent of the City Council. Board members serve at the pleasure of the City Council and may be removed by the Council in its sole discretion.
- b. Eight (8) of the Board members shall be and remain during their terms, residents of the City of Sherwood. One (1) member may be a non-resident of Sherwood, but must be a resident of both Washington County and the Sherwood Public Library service area as currently designated.

- c. Members of the Board shall serve without compensation except for reimbursement for duly authorized expenses.
- d. The Mayor, with the consent of the City Council shall appoint a Council representative to the Board. The Council representative shall be a non-voting member. The City Council shall also appoint a high school representative as one of the nine voting members of the board. The term of office of the high school representative shall be for two years.

### **Section 3. Terms of Office.**

- a. The terms of office of board members shall be four years and members may be reappointed to serve two or more consecutive terms. Appointments to the board shall become effective on the date of the board's first regular meeting of each calendar year.
- b. The nonvoting Council representative to the Board shall be appointed for a term coincident with the length of his or her term on the City Council.
- c. Upon resignation, permanent disqualification, or removal of any Board member by the City Council, a successor shall be appointed by the Mayor, with the consent of the City Council, to fill the remainder of that member's unexpired term. Board members missing three consecutive regular meetings, without the prior consent of the Board, shall be disqualified and removed from office.

### **Section 4. Rules of Order.**

- a. The Board shall elect a Chairperson, Vice-Chairperson, Secretary and any other officers from among its members at the Board's first regular meeting in each calendar year.
- b. Five (5) members of the board shall constitute a quorum for the conduct of business.
- c. The Board shall act by a majority vote of the members present at a meeting, excluding members present but abstaining.
- d. The Board shall hold at least six (6) meetings per calendar year and may hold such other meetings as are necessary to perform its functions.

- e. Before any meeting of the Board, public notice shall be given as required by law and common practice. Minutes shall be taken of each meeting and filed with the City Recorder.
- f. The Board may adopt rules of procedure to regulate the conduct of meetings. In the absence of such rules, proceedings of the Board shall be conducted in accordance with the current edition of Robert's Rules of Order.

**Section 5. Staff Assistance.** The Library Staff may be assigned from time to time by the Library Director or the City Manager, to advise and assist the Board. However, the Board shall not preempt any departmental or administrative prerogative as established by the City Charter, City Code of Ordinances, or the City Council.

**Section 6. Duties and Responsibilities.** The Board shall:

- a. Evaluate community needs and resources on a regular basis and incorporate relevant findings into a statement of purpose guiding the provision of library services to the City.
- b. Establish long-range plans, goals, and objectives for the library and the improvement and maintenance of the library building.
- c. Regularly review and advise the City Council and City Administration on specific programs and policies relative to library goals and objectives.
- d. Promote public participation and awareness programs designed to increase the use of the City library.
- e. Undertake additional responsibilities relative to the City library system as may be designated by the City Council or requested by the City Administration.
- f. Advise on library rules, regulations, and other matters relative to the City library.

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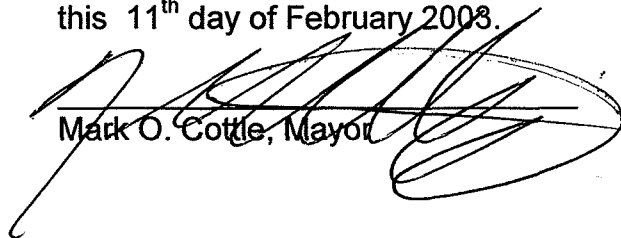
**Section 7. Separate Construction.** In the event any subsection, subdivision, phrase, clause, sentence or work in this Ordinance is for any reason held invalid or

unconstitutional by a court of competent jurisdiction, such holding shall not invalidate the remainder of this Ordinance, but shall be confined to the subsection, subdivision, phrase, clause, sentence, or work held invalid or unconstitutional.

**Section 8. Repeal.** City Ordinance No. 550, as amended, Ordinance No. 88-889 and Ordinance No. 2000-1089 are hereby repealed in their entirety, however Board members duly appointed shall continue to serve their terms uninterrupted.

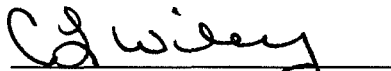
**Section 9. Effective Date.** This ordinance shall become effective on the 30<sup>th</sup> day after its enactment by the City Council and approval by the Mayor.

Duly passed by the City Council  
this 11<sup>th</sup> day of February 2008.



Mark O. Cottle, Mayor

ATTEST:



C.L. Wiley, City Recorder

	<u>AYE</u>	<u>NAY</u>
Weislogel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Heironimus	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Durrell	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mays	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fox	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cottle	<input checked="" type="checkbox"/>	<input type="checkbox"/>