



Agenda Item Summary

File ID: 20-0923

B&C-2

Meeting Date: 9/29/2020

PLACEMENT: Board and Committee Appointments

TITLE:

LIBRARY BOARD OF TRUSTEES APPOINTMENTS

EXECUTIVE SUMMARY:

Due to terms expiring and a member resigning, the Board of County Commissioners is asked to make the necessary appointments to the Library Board of Trustees.

DEPARTMENT: Administration

PREPARED BY: **Name:** Donna Gordon

Title: Executive Aide

REQUESTED BY: Staff Liaison - Jennifer Salas, Library Director

PRESET:

PROCEDURES: None

BACKGROUND/RELATED STRATEGIC GOAL:

The Library Board of Trustees shall have the following duties, functions, and responsibilities: to serve in an advisory capacity to the Board of County Commissioners and the County Administrator through the Library Director as follows:

- Should the Library Director position become vacant, the County Administrator will provide the Trustees with the top three candidates being considered, the County Administrator will solicit comments from the Trustees and discuss possible rankings of the candidates prior to making a final determination. The final decision will be the responsibility of the County Administrator with confirmation by the Board of County Commissioners;
- Develop library policy with the advice and counsel of the Library Director, especially concerning library hours, book selection, use of meeting rooms, etc.;
- Make continuing studies of all existing and future needs of the County in respect to public facilities and services;
- Review the financial position of the library system and make reports and submit recommendations regarding sound and feasible budgeting financing;
- Keep constantly aware of public library standards, trends, regulations, and legislation;
- Formulate or recommend actions to raise the quality of service and utilization of financial assistance from State, national, and other sources.

The Library Board of Trustees shall consist of nine members who are residents of the County, appointed at large by the Board of County Commissioners for three years each (after initial appointment). They shall not be public office holders, nor shall they be employed in the County library, nor be related to a library employee. Members may be reappointed upon completion of a full three-year term, in addition to serving the balance of an unexpired term appointment. Members shall be required to attend two-thirds of the regularly scheduled meetings in any 12-month period or they shall be dropped from membership.

The Library Board of Trustees meets on the third Wednesday of each month at 4:00 PM at the Blake Library or various libraries throughout the County. Their agendas are published to the County's web site in a timely manner.

The Administration Staff received a letter of resignation from Karen Moseley who has served on the Library Board of Trustees since January 2020. Per previous Board direction, Administration Staff sent Ms. Moseley a Certificate of Appreciation and a letter thanking her for serving which were signed by the Chairman.

The Administration Staff advised Teena White and Janelle Koren that their terms will expire on September 30, 2020. The incumbents were provided an Application for Appointment to complete and return if so desired.

An Information Release soliciting applicants was emailed via Constant Contact to the Outreach Martin and Local Media email lists which includes local Chambers of Commerce, local businesses, and citizens (well over 2,600 recipients). The Information Release was also posted to the County's web page under News.

The Administration Staff will advise all the applicants of the Commission's decision which will include Sunshine Law information to the appointed individuals. Certificates of appreciation and Chair letters will be sent to any members not re-appointed which will be signed by the Chairman.

ISSUES:

The Board is asked to appoint THREE individuals to the Library Board of Trustees for the following terms:

Two terms to begin October 1, 2020 and end September 30, 2023

One term to begin September 29, 2020 and end September 30, 2022 (to complete Ms. Moseley's term). **Voting sheet attached.**

Andrew M. Bruns
Janelle G. Koren (incumbent)
Michael Sedgwick

Denise Gierhart
Kait Neese Mason
Teena White (incumbent)

LEGAL SUFFICIENCY REVIEW:

To the extent this item contains legal issues, it has been reviewed for legal sufficiency; however, it is primarily a matter of Board policy.

RECOMMENDED ACTION:

RECOMMENDATION

- A. Move that the Board appoint three individuals to the Library Board of Trustees for the following terms: Two terms will begin October 1, 2020 and end September 30, 2023 and one term to begin September 29, 2020 and end September 30, 2022.
- B. Move that the Board authorize the Chairman to sign the Resolution of Appointment and any letters/certificates as necessary.

ALTERNATIVE RECOMMENDATIONS

Direct staff accordingly.

FISCAL IMPACT:

RECOMMENDATION

None

Funding Source	County Funds	Non-County Funds
Subtotal		
Project Total		

ALTERNATIVE RECOMMENDATIONS

None

DOCUMENT(S) REQUIRING ACTION:

- ☐ Budget Transfer / Amendment ☐ Chair Letter ☐ Contract / Agreement
☐ Grant / Application ☐ Notice ☐ Ordinance ☒ Resolution
☐ Other:

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