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BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF TILLAMOOK COUNTY, OREGON

COUNTY COURT JOURNAL

JUNE WAGNER  
COUNTY CLERK

By *[Signature]*  
DEPUTY

In the Matter of Providing for )	
a Tillamook County Library )	Ordinance No. 17
Board and Assigning Responsi- )	
bilities to the Library Board )	
_____ )	

The Tillamook County Board of Commissioners ordains as follows:

Section 1. Title.

This Ordinance shall be known as the Tillamook County Library Board Ordinance.

Section 2. Purpose.

The purpose of this Ordinance is to update a Resolution adopted on February 21, 1962 by the Tillamook County Court establishing a free public library known as the Tillamook County Public Library, and establishing a Library Board to be known as the Tillamook County Library Board. The Oregon Revised Statutes provide, at ORS 357.490, for the Tillamook County Board of Commissioners to determine, by ordinance or resolution, the Library Board's responsibility for certain library functions. It is the purpose of this Ordinance to specifically delegate certain responsibilities to the Tillamook County Library Board.

Section 3. Definitions.

(1) "Board" means the Tillamook County Library Board.

(2) "Board of Commissioners" means the Tillamook County Board of Commissioners.

(3) "Librarian" means the administrative head of the Tillamook County Public Library, appointed pursuant to this Ordinance.

(4) "Library" means the Tillamook County Public Library System.

Section 4. Creation of Library Board.

There shall be a Tillamook County Library Board, appointed by the Board of Commissioners, whose members serve in a volunteer capacity at the pleasure of the Board of Commissioners. The Library Board shall have the duties and responsibilities provided in this Ordinance. There shall be seven members of the Board, with each member serving a four-year term. Members shall not serve for more than two consecutive full terms, in addition to a partial term to fill a vacant position.

Section 5. Duties of the Library Board.

The Library Board shall have the following duties:

A. Selection of the Librarian.

The Library Board shall act as an advisory board to the Board of Commissioners in the matter of the hiring of a Librarian. At the time of a vacancy in the position of Librarian, the Board of Commissioners and Board shall meet and mutually decide on a procedure for the selection of a new Librarian. The final decision shall be made by the Board

of Commissioners.

The Librarian shall report to the Board on matters of library policy and procedures and shall keep the Board informed of the progress of the Library. With regard to the personnel administration of the Library staff, the Librarian shall report to and be responsible to the Tillamook County Administrative Assistant, or, if there is no person in that position, to the Board of Commissioners.

The Librarian shall serve at the pleasure of the Board of Commissioners, but the Board of Commissioners shall consult with the Board before acting to relieve the Librarian of his or her duties. The Board of Commissioners shall set the salary of the Librarian.

B. Library Policies and Procedures.

The Library Board shall be responsible for the development of library policies and procedures. Library policies and procedures relate generally to determination of the content and quantity of the library collections, the delivery of library services and programs, adequacy of library facilities, and long range planning. Any policies and procedures shall be made in writing and adopted by a majority vote of the Board. All written policies and procedures shall be forwarded to the Board of Commissioners for their information.

C. Library Finances.

The Board shall be responsible for the administration of gift memorials and other funds and property donated to the

Library. The Board shall also assist the Librarian in the preparation and submittal of an annual budget.

The Board of Commissioners shall be responsible for the purchase, control or disposal of real and personal property necessary for the purposes of the Library out of budgeted funds. The Board of Commissioners shall also enter into any contracts necessary for the administration of the Library. The Board shall give a recommendation to the Board of Commissioners on these matters.

D. General Matters.

In all other areas not specifically mentioned in this Ordinance, the Board shall act as an advisory board to the Board of Commissioners on all matters related to the Library. The Board shall make an annual report to the Board of Commissioners as to the state of the Library. The report shall be both by a written report and by a visit at a regular meeting of the Board of Commissioners.

E. Bylaws.

The Board shall adopt bylaws which are consistent with this Ordinance and govern the conduct of the Board. The bylaws shall provide for the amendment of the bylaws by a vote of the Board.

DATE of First Reading: October 27, 1982.

DATE of Second Reading: November 10, 1982.

ADOPTED this 10<sup>th</sup> day of November, 1982.

APPROVED AS TO FORM

Lynn Rosik  
Lynn Rosik, County Counsel

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