

AN ORDINANCE OF THE CITY OF MESQUITE, TEXAS,  
AMENDING CHAPTER 2, MESQUITE CITY CODE BY  
ADDING SECTIONS 2-28, THROUGH 2-31, BOTH  
INCLUSIVE, TO PROVIDE FOR THE ESTABLISHMENT  
OF A MUNICIPAL LIBRARY ADVISORY BOARD;  
DEFINING THE POWERS AND DUTIES OF THE BOARD;  
ESTABLISHING PROCEDURES AND PROVIDING FOR  
SUBCOMMITTEES; AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF  
THE CITY OF MESQUITE, TEXAS:

SECTION 1. Chapter 2 of the Code of the City of Mesquite  
is hereby amended by adding Section 2-28 to read as follows:

SECTION 2-28 - ESTABLISHMENT OF MUNICIPAL LIBRARY BOARD

A Municipal Library Advisory Board consisting of seven  
(7) active members and two (2) alternate members is  
hereby established as follows:

- A. Members shall be qualified voters of the City of  
Mesquite.
- B. Members shall be appointed by the City Council for  
two (2) year terms except that the initial appoint-  
ment shall be for one year for four (4) members to  
create staggered terms with two year appointments  
thereafter. In the event of a vacancy, the City  
Council shall appoint a member to serve for the  
unexpired term.
- C. Members shall serve without compensation, but shall  
not continuously serve for a period in excess of  
six (6) years.
- D. If a replacement has not qualified upon the expira-  
tion of a member's term, then that member shall  
continue his membership until replaced.
- E. A majority of the voting membership shall constitute  
a quorum. Should an active member be unable to  
attend a regular or special meeting, an alternate  
shall serve in an active member's place for that  
meeting. Alternate members shall not vote unless  
said member is in the place of an active member.

- F. The term of any member, including alternate members, who has not attended more than eighty (80) per cent of the regularly scheduled meetings, without prior approval of the Chairman in the event of inability to attend, in any six (6) month period shall automatically expire. Written notice of the vacancy shall be given to the City Council by the Secretary-Recorder in order that the Council may make another appointment.
- G. Board members shall annually elect a Chairman, Vice-Chairman and Secretary-Recorder.

Chairman - The Chairman shall preside over meetings, and shall be entitled to vote upon each issue. In the event a question over procedure arises, Robert's Rules of Order shall prevail.

Vice-Chairman - The Vice-Chairman shall assist the Chairman in directing the affairs of the Advisory Board. In the absence of the Chairman, the Vice-Chairman shall assume all duties of the Chairman.

Secretary-Recorder - The Secretary-Recorder shall keep the minutes of all meetings and in the Secretary-Recorder's absence the Chairman shall designate another member to act as Secretary-Recorder.

The Secretary-Recorder may accept the assistance of City personnel in taking and transcribing minutes, when available, but shall sign same officially before presenting same to the Board for approval.

- H. The Library Director shall be an ex officio member of the Advisory Board, with the right to attend all meetings and participate in discussions but without the right to vote.

SECTION 2.1 The Municipal Library Advisory Board shall have the following powers and perform the following duties:

SECTION 2-29 - SAME - POWERS AND DUTIES

- A. It shall act only in an advisory capacity to the City staff and to the City Council in all matters pertaining to the Library, shall acquaint itself with and make a continuous study and review of the Library services of the City; and shall advise with the staff and City Council from time to time, as to the present and future maintenance, operation, planning, acquisition, development, enlargement, and use policies of the City Library Services.

- B. The Advisory Board's authority shall not extend to the direction, supervision, employment, or termination of employees of the Library Department. No supervisory power of the Board is created.
- C. It shall recommend to the City Council suggested programs on the development of library facilities, programs and financial support.
- D. It shall advise the chief librarian on problems of development of library facilities, programs and improved library services.
- E. It shall recommend the adoption of standards on areas, facilities, program and financial support.
- F. The members of the Board shall study and review the master planning guide for libraries and become familiar with such plan and its relation to existing and proposed facilities and shall become aware of any revision or updating thereof.
- G. It shall advise the chief librarian on the development of long-range capital improvement programs and, when in its opinion the need exists for additional library facilities, it shall make appropriate recommendations to the City Council.
- H. It shall follow the rules and regulations as may be prescribed by the City Council for the conduct of its business.
- I. It shall recommend to the City Council rules and regulations governing the administration of the library program and the use of library facilities.
- J. It shall make any other recommendations to the City Council regarding library matters that it considers available.
- K. It may solicit for the City gifts, revenues, bequests or endowments of money or property as donations or grants from persons, firms or corporations, subject to the approval and acceptance by the City Council.
- L. It may from time to time recommend to the City Council amendments or changes to this article.
- M. The Board, through its Chairman, shall make both an oral and written report annually to the City Council concerning its activities during the past year and its proposals for the coming year.

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N. Publications.

(a) Annual Report. The Library Board shall publish and present annually to the City Council and interested citizens, a report on the manner in which the library program has been conducted. This report shall be presented after the completion of each fiscal year. Preparation of the report shall be by the chief librarian, under the direction of the Library Board.

- O. It shall review the budget but shall not be authorized to add, delete or change in any way the budget as prepared by the Library staff.
- P. The Board shall not have the power to obligate the City for any funds or expenditures or incur any debt on behalf of the City.
- Q. All powers and duties prescribed and delegated herein are delegated to the Board as a unit and all action hereunder shall be of the Board acting as a whole. No action of an individual member is authorized except through the Board.

SECTION 3. The procedures of the Municipal Library Board are as set out below:

SECTION 2-30 - SAME - PROCEDURE

A. Meetings

- (1) Regular meetings. The Library Board shall meet on the first Tuesday of each month in the Library unless another time, date and place are designated by the Chairman and all members are notified at least one day in advance.
- (2) Special meetings. Special meetings may be called by the Chairman or by written request sent to the Secretary by four (4) members of the Board.

SECTION 4. SECTION 2-31 - SAME - SUBCOMMITTEES

- (1) Appointment. The Library Board, by a majority vote of the quorum present at any regular or special meeting, may appoint such members and citizens as they see fit to subcommittees to serve the purposes of the Library Board.

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- (2) Termination. These committees may be dissolved in a like manner.

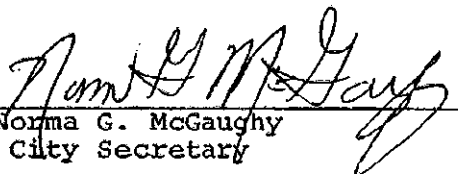
SECTION 5. The fact that a Municipal Library Advisory Board is necessary for the study and review of library services of the City and for its recommendation to the City council regarding the present and future planning and operation of library facilities creates an urgency and an emergency for the preservation of the public health, safety, and welfare and requires that this ordinance shall take effect immediately from and after its passage as the law in such cases provides.

DULY PASSED AND APPROVED by the City Council of the City of Mesquite, Texas, on the 7th day of November, 1977.

  
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J. SMITH  
MAYOR

ATTEST:

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Norma G. McGaughy  
City Secretary

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Elland Archer  
City Attorney

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