

CHAPTER 43

LIBRARY BOARD OF TRUSTEES

Sections:

- 43.1 Establishment of the Public Library.
- 43.2 Board of Trustees.
- 43.3 Finance.
- 43.4 Annual Report.

SEC. 43.1 ESTABLISHMENT OF THE PUBLIC LIBRARY. The formation and establishment of a free public library in and for the city open to the use of all its inhabitants under proper regulations, is confirmed.

SEC. 43.2 BOARD OF TRUSTEES. A Board of Trustees shall be established. The board shall consist of nine (9) trustees.

1. Appointment.
 - a. Authority. The Mayor, with approval of the Council, shall appoint eight (8) library board resident trustees, and, with approval of the county supervisors, shall appoint one (1) library board nonresident trustee.
 - b. Vacancies. The Mayor, with approval of the City Council, shall appoint a city resident to any vacant position originally held by a resident trustee. The Mayor, with approval of the board of county supervisors, shall appoint a resident of the county who is not a resident of the City of Waverly to any vacant position originally held by a nonresident trustee.
2. Term.
 - a. Length. All appointments to the board shall be for a term of six (6) years, except to fill vacancies. A trustee appointed to fill a vacancy shall fill out the unexpired term for which the appointment is made.
 - b. Date. Each term shall commence on July 1st.
 - c. Staggered Terms. Appointments of one-third (1/3) of the trustees shall be made every two years in order to stagger the terms of the trustees.

- d. Vacancies. The board may declare the office of a trustee vacant provided one (1) of the following is applicable:
 - (1) Resident trustee. If a resident trustee has transferred from the city.
 - (2) Nonresident trustee. If a nonresident trustee has transferred from the county or has transferred inside the city.
- 3. Qualifications.
 - a. General. The resident trustees must be eligible electors, and residents of the city. The nonresident trustee must be an eligible elector for county elections and a resident of the county who is not a resident of the city.
 - b. Other Office. No person while serving on the board shall serve on the City Council or county board of supervisors, or be an employee of the city.
- 4. Compensation. The trustees shall serve without compensation.
- 5. Duties and Powers. The board shall have the following duties and powers.
 - a. Board Officers. The board shall elect one of their members as president of the board, and one as secretary and shall elect such other officers as the board may deem necessary.
 - b. Meetings.
 - (1) Regular and special. The board shall hold regular meetings and other meetings deemed necessary and called by board resolution or the president.
 - (2) Public. All meetings of the board or of committees of the board shall be open to the public and comply with Chapter 21 of the current Code of Iowa, as amended.
 - c. Supervision. The board shall have charge, control and supervision of the public library, its appurtenances and fixtures, and rooms containing the same, directing and controlling all the affairs of such library.

- d. Personnel.
 - (1) Employment. To employ a Library Director, such assistants and employees as may be necessary for the proper management of the library, and fix their compensation.
 - (2) Removal. To remove such Library Director, assistants, or employees by a vote of two-thirds (2/3) of such board for incompetency, inattention to the duties of such employment or other just cause.
- e. Outside use. To authorize the use of such library by nonresidents of the city and to fix the charges therefore.
- f. Rules. To make and adopt, amend, modify, or repeal bylaws, rules, and regulations, not inconsistent with law, for the care, use, government, and management of such library and the business of said board, fixing and enforcing penalties for the violation thereof.
- g. Funding.
 - (1) Purchasing. To select and make purchases of materials, equipment, furniture, fixtures, and building and office supplies for such library. Library materials and equipment are those items defined in Chapter 702 of the current Code of Iowa, as amended.
 - (2) Control. To have exclusive control of the expenditures of all taxes levied for library purposes as provided by law, and of the expenditures of all moneys available by gift or otherwise for the erection of library buildings, and of all other moneys belonging to the library.
 - (3) Gifts. To accept and control the expenditure of all gifts, devises, and bequests to the library.

SEC. 43.3 FINANCE. All moneys received and set apart for the maintenance of the library shall be deposited in the city treasury to the credit of the library fund, and shall be kept by the City Treasurer separate and apart of all moneys and paid out upon orders of the Board of Trustees signed by its president and secretary.

SEC. 43.4 ANNUAL REPORT. Immediately after the close of each municipal fiscal year, the board shall adopt and present to the Council pursuant to procedures established by the Council, the following annual reports:

1. Operations. Library use shall be reported along with information on the elements of service including the physical facility, staffing, hours open to the public, and items in the collection, together with such further information as the board may deem important.
2. Finance. The amount of revenue and the amount of expenditures shall be reported along with such further information as the board may deem important.