

Chapter 35
LIBRARY

Sections:

010. Library Established.

Section 5.35.010 Library Established.

There shall be, in the community of Cold Bay, a library owned and operated by the City of Cold Bay.

Section 5.35.020 Library Board.

- A. There is created a Library Board, consisting of three members appointed by the mayor with the consent of the city council. Members shall be residents of the City of Cold Bay as defined by Title 9, Section 9.66.090(B) and may be members of the city council.
- B. Members shall serve for a term of 3 years, staggered such that no more than one term shall expire in one year. Each member's term shall continue, in any event, until a successor is appointed and qualified.
- C. Members of the library commission shall receive no compensation for their service on the commission.
- D. In addition to other duties as the mayor may assign them, the library commission shall:
 - 1. Make recommendations to the mayor on the appointment of library staff;
 - 2. Provide for the acceptance of gifts, endowments, grants, and donations to the library;
 - 3. Advise the library staff on the protection and preservation of historical documents and donations;
 - 4. Submit with the assistance of the librarian an annual report;
 - 5. Assist library staff in making library acquisitions; and
 - 6. Work with library staff to create policies and procedures for public use of and the preservation of the library space, resources, and materials.

Section 5.35.030 Library Financials.

- A. The library board is responsible for assisting city staff in drafting an annual budget for the department.
- B. The library board shall provide to the city council financial reports monthly.
- C. The library board shall submit purchase requests to city staff for all expenditures. Purchase requests and expenditure processes shall follow the city's purchasing process as outlined in Title 3.

Section 5.35.040 Library Staff.

- A. The librarian, under the supervision of the mayor/library board, shall direct the services and perform all administrative tasks necessary for efficient and economical operation of the library.
- B. Library staff is empowered with the ability to make decisions about the misuse of library resources and act accordingly to protect library resources, including restricting access to patrons, as necessary. Decisions may be appealed to the library board. Library board decisions may be appealed to the city council.

Section 5.35.050 Failure to Return Library Property.

- A. No person shall willfully keep any library materials beyond their due date, as established by library policies and procedures. Material kept out of the library beyond the due date shall qualify as overdue.
- B. A violation of this section is punishable by:
 - 1. Assessing against the borrower a time-accrued fine, as established by the library's policies and procedures;
 - 2. If it is established that the material is unreturnable or a substantial time has passed, as designated by the library's policies and procedures, assessing against the borrower the replacement cost of borrowed materials, including the cost of the item and the cost of shipping;

3. Potential revocation of the borrower's privilege to remove materials from the library for a period of time not to exceed one year, as established by the library's policies and procedures.
4. Prosecution as a criminal violation punishable by a fine of not more than \$300.00.
5. Any combination of the above.