

CAMANCHE, IOWA CODE OF ORDINANCES

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**CODIFIED BY: EAST CENTRAL INTERGOVERNMENTAL ASSOCIATION
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TITLE V HUMAN DEVELOPMENT - EDUCATION AND CULTURE

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5-1-1 ESTABLISHED. There is established a free public library for the use of residents of the city, to be known as the Camanche Public Library.

(Ord. 214, Passed 1963)

5-1-2 BOARD OF TRUSTEES--APPOINTMENT. The mayor, with the approval of the council, shall appoint five persons to constitute a board of library trustees, referred to as the board. The mayor shall appoint bona fide citizens and residents of the city who are age eighteen or over.

(Ord. 404, Passed 1980)

5-1-3 BOARD OF TRUSTEES--TERMS OF OFFICE. The originally appointed trustees shall cast lots at their first meeting to determine their respective terms of office, and shall report the results to the council. One trustee shall hold office for two years, two for four years, and two for six years, from the first day of July following their appointment. All subsequent appointments shall be for six years, except to fill vacancies.

(Ord. 214, Passed 1963)

5-1-4 BOARD OF TRUSTEES--VACANCIES. The position of any trustee shall be vacant if said trustee moves permanently from the city or if said trustee is absent without due explanation from three consecutive regular meetings of the board, except in case of sickness, or if said trustee is removed for cause by the mayor with the approval of the council. The mayor, with the approval of the council, shall fill any vacancy by appointment of a new trustee to fill the unexpired term.

(Ord. 404, Passed 1980)

5-1-5 BOARD OF TRUSTEES--QUORUM. All action by the board shall require a majority vote of the whole number of members appointed to the board. The removal of a librarian, assistant, or employee, however, shall require a two-thirds vote of the board as provided in 5-1-7.

(Ord. 214, Passed 1963)

5-1-6 BOARD OF TRUSTEES--COMPENSATION. Trustees shall receive no compensation for their services.

(Ord. 214, Passed 1963)

5-1-7 BOARD OF TRUSTEES--POWERS AND DUTIES. The board shall have and exercise the following powers and duties:

1. To meet and elect from its members a president, a secretary and such other officers as it deems necessary;
2. To have charge, control and supervision of the library, its appurtenances, fixtures and rooms;
3. To direct and control all the affairs of the library;
4. To employ a librarian, assistants, and other employees necessary for the proper management of the library, and to fix their salaries;
5. To remove, by a two-thirds vote of the board, the librarian, assistants, or employees for misdemeanor, incompetency, or inattention to duty;
6. To select and purchase all items considered necessary for the operation of the library;
7. To authorize the use of the library by nonresidents of the city and to fix charges for this privilege;
8. To make and adopt, amend, modify, or repeal bylaws, rules and regulations for the care, use, government and management of the library and the business of the board, and to fix and enforce penalties for violations. Copies of such bylaws, rules and regulations shall be posted in the library where they can be seen by the public;
9. To control exclusively the expenditure of all portions of the municipal general fund allocated for library purposes by the council, and all money available by gift or otherwise for the erection of library buildings, and of all other money belonging to the library fund, including fines and rentals collected under the rules of the board;
10. To make and extend to the council, on or before the seventh day of January in each year, an estimate of the amount necessary for improvements, operation and maintenance of the library for the coming fiscal year, the amount expended for like purposes for the next two preceding years, and the amount of income expected for the next fiscal year from sources other than taxation;
11. To accept gifts, in the name of the library, of real property, personal property, or mixed property, and devises and bequests, including trust funds; to execute deeds and bills of sale for the conveyance of such property; and to expend the funds received from such gifts for the improvement of the library;

12. To enforce the performance of conditions on gifts, donations, devises, and bequests accepted by the city by action against the council;

13. To keep a record of its proceedings.

(Ord. 214, Passed 1963)

(Ord. 404, Passed 1980)

5-1-8 GIFTS OT CITY. All gifts, donations, devises and bequests that may be made to the city for the purpose of establishing, increasing, or improving the library shall be administered by the board of library trustees.

(Ord. 214, Passed 1963)

5-1-9 CONTRACT OF LEASE--BOARD ACTION. The board may contract with any other city, town, school corporation, township, county or with the trustees of a county library district for the use of the library by their respective residents, and may enter into leases with any such bodies not to exceed twenty years, with or without an option to purchase, and such leases may cover a library building and site, with or without books, furniture and equipment.

(Ord. 214, Passed 1963)

5-1-10 CONTRACT OR LEASE--TERMINATION. Such a contract or lease may be terminated at any time by mutual consent of the contracting parties or by compliance with termination provisions in the contract or lease. It also may be terminated by a majority vote of the electors represented by either of the contracting parties. Such a termination proposition shall be submitted to the electors by the governing body of a contracting party on a written petition of not less than five percent in number of the electors who voted for governor of the territory of the party at the last general election. The petition must be presented to the governing body not less than forty days before the election. The proposition may be submitted at any election provided by law that is held in the territory of the party who is seeking to terminate the contract.

(Ord. 214, Passed 1963)

5-1-11 NONRESIDENT USE OF THE LIBRARY. The board may authorize the use of the library by nonresidents of the city in any one or more of the following ways:

1. By lending library books to the nonresidents on the same conditions as to residents of the City;

2. By establishing depositories of library books to be loaned to nonresidents;

3. By establishing a traveling library so that books may be loaned to nonresidents;

4. By establishing branch libraries for lending books to nonresidents.

(Ord. 214, Passed 1963)

5-1-12 **MONEYS CREDITIED TO LIBRARY FUND.** All money allocated by the council from the municipal general fund for the maintenance of the library shall be deposited with the city treasurer to the credit of the library fund. This money shall remain in the general fund but a separate account shall be made and any money so allocated to the library fund shall be paid out only on orders of the board, signed by its president and secretary.

(Ord. 404, Passed 1980)

5-1-13 **BOARD OF TRUSTEES--ANNUAL REPORT.** The board shall make a report to the council immediately after the close of the municipal fiscal year. This report shall contain statements of the condition of the library, the number of books added, the number circulated, the number lost or not returned, the amount of fines collected, the amount of money expended for maintenance of the library during the year, and any further information required by the council.

(Ord. 214, Passed 1963)

5-1-14 **RECOVERY OF LIBRARY BOOKS.** If any book or other property of the library is retained by any person beyond the period provided by the rules and regulations of the board and is not returned upon request of the librarian, the mayor, upon the written request of the board, may issue an order to the chief of police to obtain the book or other property and to collect any fine set by the board for such retention or for damage to the book or property. This order shall be sufficient authority for any policeman to take lawful possession of the book or property, collect the fine, and return the book or property and the fine to the librarian.

(Ord. 214, Passed 1963)