
Examples of Ordinances in Optional Municipal Code Cities

AGREEMENT BETWEEN CITY OF CAMAS AND CAMAS PUBLIC LIBRARY BOARD OF TRUSTEES

Due to the difficulty in reconciling Washington State law regarding public libraries (*RCW* 27.12) with provisions of the Optional Municipal Code (*RCW* 35A), especially with respect to the role of public library trustees, the City of Camas and the Camas Public Library Board of Trustees agree that the following policies shall be adopted to ensure efficient governance of the Camas Public Library.

1. **Appointment and Removal of Library Trustees**

Library trustees shall be appointed and removed in accordance with Camas Municipal Code Section 2.44.020. Trustees shall be appointed by the mayor with the consent of the council and shall be removed only by vote of the council.

2. **Selection of Library Materials**

The library director, with assistance of designated staff members, shall be responsible for selection of library materials in accordance with policies set forth by the library board of trustees. These policies shall include the American Library Association's Library Bill of rights with its current Interpretations and the Freedom to Read Statement.

The board of trustees shall hear citizen requests for reconsideration of library materials in accordance with its established policy and procedures. The board's decision in such matters shall be considered final.

3. **Establishment of Policies for Library Use and Service**

The library board of trustees shall adopt such policies, rules, and regulations as are necessary to ensure the provision of service to library patrons and the efficient operation of the library.

4. **Labor Agreements and Personnel Policy**

The city administrator shall negotiate labor agreements and salary schedules for library personnel, these agreements to be integrated with the citywide pay plan, personnel policies and collective bargaining contracts. The board of trustees shall be consulted at the time of contract negotiations or when policies affecting library personnel or operations are to be changed in order that their concerns may be considered.

5. **Library Director (Recruitment, Selection, Evaluation)**

In case of a vacancy in the position of library director, the city administrator, with advice from the library board of trustees, shall coordinate the recruitment process to ensure a timely search and adherence to standard personnel practices. In accordance with *RCW* 27.04.030, candidates for the position of library director shall hold a master's degree in library science from an institution accredited by the American Library Association and shall hold or be eligible to acquire a State of Washington librarian's certificate.

Authority to appoint or dismiss the library director shall rest with the board of trustees, with advice from the city administrator. The library director shall report to the board of trustees, and the board shall conduct an annual evaluation of the director's performance. The city administrator shall participate in any decision regarding an adverse personnel action related to the library director.

6. **Budget and Finances**

Library appropriations and expenditures shall conform with the requirements of state law and the Camas City Code. The city council shall have final authority to review and approve the library budget. The library budget proposal shall be developed by the library director and reviewed by the library board within a resource estimate provided by the mayor/city administrator.

Approved by Camas Public Library Board of Trustees, May, 1990

Approved by the Council of the City of Camas, September 10, 1990