

## POULSBO DISTRIBUTION SCHEDULE

### RESOLUTION NO. 2012-09

### SUBJECT: Library Advisory Board

#### CONFORM AS TO DATES & SIGNATURES

- (X) Filed with the City Clerk: 07/25/2012
- (X) Passed by the City Council: 08/01/2012
- (X) Signature of Mayor
- (X) Signature of City Clerk
- ( ) Publication: N/A
- (X) Effective: 08/01/2012

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Jill A. Boltz  
City Clerk

August 3, 2012  
Date

## **RESOLUTION NO. 2012-09**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POULSBO,  
WASHINGTON, ESTABLISHING THE LIBRARY ADVISORY BOARD AS A  
CITIZENS ADVISORY BOARD

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**WHEREAS**, the City Council adopted Ordinance No. 2012-12, on August 1, 2012, repealing Section 2.72 Public Library from the Poulsbo Municipal Code, in order to allow its re-formation by Council resolution, with the goal and intention being to give more flexibility to the Council to assign and provide direction to boards formed by the City Council; and

**WHEREAS**, the City Council determines to establish the Poulsbo Library Advisory Board by this Resolution; and

**WHEREAS**, the City Council adopted Resolution No. 2012-08 on August 1, 2012 establishing general rules governing citizen advisory boards; and

**WHEREAS**, the City of Poulsbo was annexed to the Kitsap Regional Library District in 2010; and

**WHEREAS**, the City of Poulsbo and the Kitsap Regional Library ("KRL") have entered into a Memorandum of Agreement, dated January 1, 2011, in which the City made library facilities available to the KRL and, in exchange, the KRL agreed to supply library services to Poulsbo citizens; and

**WHEREAS**, since the annexation to the KRL, the functions of the City's library board have been reduced, such that the City Council believes an annual regular meeting will be sufficient to accomplish the scope of work and tasks delegated to the library board as described below;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Poulsbo as follows:

### **SECTION 1. Formation.**

The Poulsbo Library Advisory Board is hereby established, subject to general provisions in Resolution No. 2012-08, pertaining to general rules applicable to citizen advisory boards, and this Resolution, including any amendments thereto.

### **SECTION 2. Scope of work and task description.**

The powers and duties of the board shall be as follows:

A. Library Facilities. The board shall advise the Mayor, City Council, and staff concerning the maintenance and operations of the Poulsbo Library facility as described in the Memorandum of Agreement between the City and Kitsap Regional Library.

B. Budget Recommendation. The board shall provide a budget recommendation to coincide with City staff's preliminary budget preparations based upon the City's obligations as set forth in the Memorandum of Agreement between the City and the Kitsap Regional Library. The budget recommendation should, at minimum, take into account the provision of utilities, structural maintenance of library facilities, and capital facility needs. The board is encouraged to submit its budget recommendation as a joint recommendation with the Friends of the Library and Library staff.

C. Liaison. The board shall act as a liaison between the City and the Kitsap Regional Library and shall facilitate discussion of issues of interest or concern relating to the provision of library services between the City and Kitsap Regional Library staff.

D. All other matters referred. The board shall provide recommendations on all matters as may, from time to time, be referred to the board by the City Council or Mayor.

**SECTION 3. Term of board.**

This board shall constitute a standing advisory board, subject to further city council resolution. No sunset provision is established.

**SECTION 4. Membership.**

The board shall consist of three members. All members of the board shall be appointed by the Mayor and subject to confirmation by the city council.

**SECTION 5. Residency or other special member requirements.**

Members of the board shall reside within the city of Poulsbo.

**SECTION 6. Terms of office.**

A. The terms of office shall be five years, except that the initial appointments shall be staggered from one to three years so that no more than one member shall have their term expire in any one year.

**SECTION 7. Meetings.**

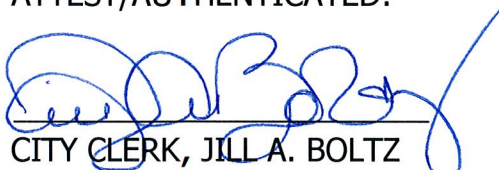
The board shall conduct a regular meeting annually, to occur on the [e.g., second Tuesday of the month of July], at [e.g., 6:00 p.m.] at Poulsbo City Hall. The board may, from time to time, provide for special meetings in accordance with Chapter 42.30 RCW. All meetings shall be open to the public, in accordance with Chapter 42.30 RCW, the Open Public Meetings Act.

**RESOLVED** this 1<sup>st</sup> day of August, 2012.

APPROVED:

  
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MAYOR, REBECCA ERICKSON

ATTEST/AUTHENTICATED:

  
\_\_\_\_\_  
CITY CLERK, JILL A. BOLTZ

FILED WITH THE CITY CLERK: 07/27/2012  
PASSED BY THE CITY COUNCIL: 08/01/2012  
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