



# TOWN OF CHAPEL HILL

Town Hall  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514

## Legislation Text

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File #: [18-0458], Version: 1

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### **Rename the Library Board of Trustees to the Chapel Hill Public Library Advisory Board as Recommended by the Board and Clarify its Responsibilities.**

**Staff:**

Susan Brown, Director

**Department:**

Chapel Hill Public Library

**Overview:** In order to better reflect their role as an Advisory Board to the Library and to Council, the Library Board of Trustees is recommending that Council approve their name change to Chapel Hill Public Library Advisory Board. The term "Board of Trustees," generally implies that the body has more of an executive function, managing operations, staff, and resources, rather than an advisory role. This name change will provide clear and consistent communication about the function of this important stakeholder group. Additionally, the Board is recommending a revision of their duties as outlined in the ordinance. This revision more accurately reflects the Board's responsibilities and along with the name change, provides clear communication about the function of the Board. One other change is proposed to delete unnecessary and outdated language.



**Recommendation(s):**

That Council enact this ordinance, amending the Town Code of Ordinances to re-name the Library Board of Trustees to the Chapel Hill Public Library Advisory Board and revising the duties of that Board.



**Attachments:**

- Ordinance

**AN ORDINANCE AMENDING THE TOWN CODE OF ORDINANCES TO RENAME THE LIBRARY BOARD OF TRUSTEES TO THE CHAPEL HILL PUBLIC LIBRARY ADVISORY BOARD AND REVISE THE DUTIES OF THAT BOARD (2018-05-23/O-2)**

WHEREAS, Chapel Hill Public Library Board of Trustees membership voted unanimously on February 12, 2018 to request its name be changed to the Chapel Hill Public Library Advisory Board; and

WHEREAS, Chapel Hill Public Library Board of Trustees voted unanimously on May 14, 2018 to recommend revised duties for the Board;

WHEREAS, this name change and revised duties reflect both Chapel Hill Public Library's function as a municipal library and the Board's function within the Town's network of Advisory Boards and Commissions.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Town of Chapel Hill as follows:

Section 1. Chapter 2, Article IX of the Town of Chapel Hill Code of Ordinances is hereby revised to read as follows:

"ARTICLE IX. - CHAPEL HILL PUBLIC LIBRARY ADVISORY BOARD OF TRUSTEES

Sec. 2-140 - Created; named.

There is hereby created a Chapel Hill Public Library Advisory Board of Trustees for the Town of Chapel Hill.

Sec. 2-141. - Membership; terms.

<[https://library.municode.com/nc/chapel\\_hill/codes/code\\_of\\_ordinances?nodeId=CO\\_CH2AD\\_ARTIXLIBOTR\\_S2-141METE](https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances?nodeId=CO_CH2AD_ARTIXLIBOTR_S2-141METE)>

The Chapel Hill Public Library Advisory Board of Trustees shall consist of nine (9) appointed members as hereinafter provided. Their terms of office shall be four (4) years or until their successors are appointed and qualified.

The terms of all members shall expire on June 30."

Sec. 2-142. - Appointment; vacancies.

Eight (8) members shall be appointed by the mayor and council. One (1) member shall be a resident of Orange County appointed by the Orange County Board of Commissioners. Vacancies shall be filled in the same manner as original appointments.

Sec. 2-143. - Meetings; chairman.

<[https://library.municode.com/nc/chapel\\_hill/codes/code\\_of\\_ordinances?nodeId=CO\\_CH2AD\\_ARTIXLIBOTR\\_S2-143MECH](https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances?nodeId=CO_CH2AD_ARTIXLIBOTR_S2-143MECH)>

The Chapel Hill Public Library Advisory Board of Trustees shall regularly hold meetings at such times and places as it shall determine. It shall select from its membership a member to serve as chairman and such other officers as it deems appropriate to serve for a term of two (2) years."

Sec. 2-144. - Duties. <[https://library.municode.com/nc/chapel\\_hill/codes/code\\_of\\_ordinances?nodeId=CO\\_CH2AD\\_ARTIXLIBOTR\\_S2-144DU](https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances?nodeId=CO_CH2AD_ARTIXLIBOTR_S2-144DU)>

[Duties of the Chapel Hill Public Library Advisory Board of Trustees shall be the following:]

~~(a)~~ Advise the council, town manager, and library director concerning all matters relating to the operation of a public library system for the town, taking into consideration the needs and attitudes of library users and staff. Those matters may include but are not limited to:

~~(a)(b)~~ Advise the council, town manager, and library director as to the use and daily operation of library services and facilities, especially requests for specific materials to be added to or removed from the collection.

~~(b)(c)~~ Work cooperatively with the ~~f~~Friends of the Library and the Library Foundation in support of the library.

~~(c)(d)~~ Make recommendations to the council concerning the construction and improvement of buildings and other structures for the library system.

~~(d)(e)~~ Advise the council, town manager, and library director concerning the annual budget of the library system, including the library's schedule of fines and fees regarding overdue and lost materials and borrowing privileges and associated fees for those outside the Chapel Hill service area

~~(f)~~ Monitor gift and memorial donations and endowments of the library, and advise the council on the expenditure of these funds.

~~(g)~~ Recommend a schedule of fines and charges for the late return of, failure to return, damage to, and loss of library materials, and take other measures to protect and regulate the use of such materials.

~~(h)~~ Advise the council on the extension of privileges to and use of the library by nonresidents of the town and any fees associated therewith.

~~(e)(i)~~ Advise the town manager concerning the appointment of the library director.

~~(j)~~ Make an annual report on the operations of the library to the council and make an annual report to the department of cultural resources as required in N.C.G.S. 125-5. "

Section 2. References to the Library Board of Trustees in any Town Council manuals or documents shall be revised to refer to the Chapel Hill Public Library Advisory Board.

Section 3. This ordinance shall become effective upon enactment.

This the 23rd day of May, 2018.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By enacting the ordinance, the Council amends the Town Code of Ordinances to re-name the Library Board of Trustees to the Chapel Hill Public Library Advisory Board and clarifies its responsibilities.