

VILLAGE OF VINTON
ORDINANCE NO. 2015-6-16-2 _____

AN ORDINANCE CREATING WITHIN THE FRAMEWORK OF THE GOVERNMENTAL ORGANIZATION OF THE VILLAGE OF VINTON A LIBRARY DEPARTMENT, FUNCTIONING ACCORDING TO THE LAWS OF THE STATE OF TEXAS, VILLAGE OF VINTON AND THE PROVISION OF THIS ORDINANCE, AND PROVIDING FOR A SEVERABILITY CLAUSE

WHEREAS, the City Council of the Village of Vinton, Texas has investigated and determined that it would be advantageous and beneficial to the citizens of the Village of Vinton, Texas to create within the framework of the governmental organization of the Village of Vinton a Library Department functioning according to the laws of the State of Texas and the Village of Vinton.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL FOR THE VILLAGE OF VINTON THAT:

- I. Findings Incorporated: The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.
- II. Creation of Department: A Department is hereby created within the framework of the governmental organization of the Village of Vinton which shall be known as the Library Department and it shall function according to the laws of the State of Texas, Village of Vinton and the provisions of this enactment.
- III. Gifts and Donations: The Village of Vinton hereby accepts all gifts and donations of books and equipment heretofore made for the Vinton Public Library, with grateful thanks to the donors both of books and time, and it is ordained that such books and equipment together with such additions as may be made from time to time, shall constitute and for the books and equipment of the Village of Vinton Library.
- IV. Board of Trustees: There is hereby created the Board of Trustees, Vinton Public Library and such Board shall administer and supervise the operation of the Vinton Public Library and any branches thereof as may hereafter established by the Council, under the supervision and control of the City Administrator. Such Board may formulate such rules and regulations, as it shall deem necessary for the orderly use of any library facilities and governing the performance of the duties of the library employees and personnel.
- V. Members Terms of Trustees: The Board of Trustees shall consist of seven (7) members, to be appointed by City Council for the term of two years; provided, however, that of the first seven (7) appointments made under this ordinance, four (4) shall be appointed for two (2) years and three (3) shall be appointed for one (1) year; and thereafter four (4) shall be appointed during even

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numbered years and three (3) shall be appointed during odd numbered years for said two (2) year terms. The initial terms under this enactment shall commence to run from the date of enactment of this ordinance. A member who misses three (3) consecutive meetings will be considered inactive and may be replaced.

VI. Board of Trustee Power: The Board of Trustees shall have no power to obligate the Village of Vinton in any manner as any division of the city government. The Board of Trustees shall enact a set of By-Laws for the Board.

VII. Severability: If any provisions, exceptions, section, subsection, paragraph, sentence, clause or phrase of this ordinance or the application of same to any person or set of circumstances, shall for any reason be held unconstitutional, void or invalid, such invalidity shall not affect the validity of the remaining provisions of this ordinance or their application to other persons or sets of circumstances and to this end, all provisions of this ordinance are declared to be severable.

VIII. Effective Date: That this Ordinance was duly enacted with all requisites and formalities incident thereto the enactment of ordinances, and such is evidenced by the below signatures.

PASSED APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE VILLAGE OF VINTON, TEXAS on this the 16 day of June, 2015.



MADELEINE PRAINO
Mayor

ATTEST:



JESSICA GARZA
Village Administrator

APPROVED:



SHANE ENGLISH
Village Attorney

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SAMPLE BY-LAWS
Public Library Board
ARTICLE I
NAME

As authorized by the Village of Vinton, and City Ordinance No. 2015-6-16-2. This body shall be known as the Vinton Public Library Board.

ARTICLE II
MEETINGS

Section 1.

The regular meeting of the Library Board shall be held at a time designated by the Board in the library or such other place the Board may determine.

Section 2.

Special meetings may be called by the Chair or at the call of any two members of the Board, provided that notice thereof be given to all Board members.

Section 3.

A majority of the members shall constitute a quorum at all meetings of the Board.

Section 4.

All questions presented for a vote of the Library Board shall be decided by a simple majority of the quorum, including the vote of the Chair.

Section 5.

Any member of the Board who misses three consecutive meetings without good cause shall be deemed to have resigned, and the Board will recommend to City Council that a replacement be appointed for the balance of the unexpired term.

Section 6.

Robert's Rules of Order, Newly Revised shall govern in the parliamentary procedure of the Board, in all cases to which they are applicable and in which they are not inconsistent with these by-laws.

ARTICLE III
OFFICERS

Section 1.

The officers of the Board shall be a Chairperson, a Vice-Chairperson, and a Secretary.

Section 2.

Officers shall be elected and take office at the first regular meeting after new Board members have been appointed and sworn in.

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Section 3.

Vacancies in office shall be handled as follows:

- (a) In the event of resignation or incapacity of the Chair, the Vice-Chair shall become the Chair for the unexpired portion of the term.
- (b) Vacancies in officers other than the Chair shall be filled for the unexpired term by special election of the board.

Section 4.

Duties of the officers shall be as follows:

- (a) Chair:
 - (i) Preside at all meetings.
 - (ii) Represent the Library Board at public functions.
 - (iii) Appoint special committees.
 - (iv) Assist Library Director in establishing the agenda for each meeting. Agenda items requested by any Board member will be included.
- (b) Vice-Chair:
 - (i) Assist the Chair in directing the affairs of the Board and act in the Chair's absence.
- (c) Secretary:
 - (i) Be responsible for the accuracy of the minutes of the Board meeting and bring any corrections to the attention of the Board at its next meeting. The Secretary shall sign the approved minutes and file in Record Book.

ARTICLE IV
COMMITTEES

Section 1.

Committees may be appointed for special purposes by the Chair and with the consent of the majority of the Board. All committees will have at least one Library Board member serving on them. These committees are automatically dissolved upon completion of the assignment.

ARTICLE V
LIBRARIAN

Section 1.

The Library Director shall be an ex-officio member of the Board.

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ARTICLE VI
POWERS AND DUTIES OF BOARD MEMBERS

Section 1.

Board members shall:

- (a) Abide by applicable ordinances of the Village of Vinton.
- (b) Act in an advisory capacity of the City Council, City Administrator, and Library Director.
- (c) Recommend policies to govern the operation and program of the library.
- (d) Assist in planning and give guidance for expansion of library facilities.
- (e) Assist in interpreting the policies and functions of the Library Department to the public.
- (f) Encourage in every possible way the development and advancement of the public library.

ARTICLE VII
AMENDMENTS

Section 1.

These by-laws may be amended by a majority vote at any regular meeting, provided all members have been notified of the proposed amendments at least ten days prior to such meeting. Such amendment would then be subject to approval by City Council.

Adopted by the Board of Trustees of the _____ Library on the
_____ day of _____.