

## ORDINANCE NO. 756

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARPINTERIA, CALIFORNIA, ADDING CHAPTER 2.37 TO THE CARPINTERIA MUNICIPAL CODE ESTABLISHING THE CARPINTERIA COMMUNITY LIBRARY ADVISORY COMMISSION

**WHEREAS**, on June 14, 2021 the City Council adopted Ordinance No 747, establishing a Municipal Library, Library Board of Trustees, and the Library Division of the Parks, Recreation and Public Facilities Department.; and,

**WHEREAS**, on October 11, 2021 the City Council adopted Resolution No 6074, establishing a Library Advisory Commission, this Ordinance No. 756 will serve to supersede Resolution No 6074,; and,

**WHEREAS**, the purpose of the Library Advisory Commission is to be the voice of the community to provide advice and feedback to the Library Board of Trustees and the City Librarian.

**NOW THEREFORE**, The City Council of the City of Carpinteria does ordain as follows:

#### SECTION 1. INCORPORATION OF RECITALS

The above recitals are true and correct and are incorporated herein, and are each relied upon independently by the City Council for its adoption of this Ordinance.

#### SECTION 2. ADDITION OF CHAPTER 2.37 TO THE CMC

Chapter 2.37, entitled "Library Advisory Commission," is hereby added to Title 2, "Administration and Personnel," of the CMC to read as follows:

#### Chapter 2.37 – LIBRARY ADVISORY COMMISSION

##### 2.37.010 – Established ---Membership.

The Carpinteria Community Library Advisory Commission ("Commission") shall be composed of five Members representative of the Library service area with an option to expand as needed. Members will be appointed to two-year terms. All Members of the Commission shall be appointed through nomination by the President of the Library Board of Trustees ("Board") and consent of the Board, and shall serve at the pleasure of the Board. The Commission shall invite liaison representatives from the Friends of the Montecito Library, Friends of the Carpinteria Library, and a representative from the office of the County Board of Supervisors First District to attend regular meetings.

Should additional libraries be added to the Carpinteria Library System in the future, additional voting Members may be added to the Commission.

The Board President and Board shall also, through its nomination and appointment process, seek to ensure a Commission that is representative of the Library service area population demographic; library user groups, including underrepresented user groups; and person(s) knowledgeable in library management and operations.

**2.37.020 – Purpose.**

- A. The Commission is intended to be a conduit between the community, Board, and the City Librarian, to provide advice and feedback. The Commission will review programs and services and make necessary recommendations as they pertain to the provision of these programs and services with the goals of increasing citizen participation and helping to develop consensus for recommendations to the Board.
- B. These guidelines establish the rules and procedures that govern the Commission in order to ensure uniformity and transparency of procedures, fairness to the public and interested parties, and compliance with legal requirements in matters heard by the Commission. The Commission will be supported by the City Librarian and Carpinteria Community Library (“Library”) staff.

**2.37.030 - Organization—Terms.**

The Commission shall appoint, following nomination and approval, a Chair and Vice-Chair of the Commission. The Chair and Vice-Chair shall be so appointed at the first Commission meeting following the start of each new two-year term. The City Librarian, or his or her designee, shall serve as the staff liaison to the Commission.

The term of all members of the Commission shall expire pursuant to Section 2.24.010 of this code.

**2.37.040 - Meetings—Compensation**

- A. Three Members of the Commission shall constitute a quorum. A quorum shall be determined consistent with the Carpinteria Municipal Code (CMC) provisions for City Council meetings. Quorum minimums shall be expanded consistent with the CMC should the Commission’s membership be expanded.
- B. The Commission shall schedule and hold meetings as needed, with a goal of holding a minimum of one regular Commission meeting each month. Commission meetings will be held at the Library Community Room. Special meetings may be called at any time by the Parks, Recreation and Public Facilities Director, as long as

appropriate notice is given. If a holiday falls on a normal meeting date, the meeting will be held on the same day the following week or at the discretion of the Director. Dates, times, and locations of meetings shall be posted in the usual manner in accordance with the Brown Act

C. Compensation for commissioners shall be set by resolution of the City Council.

### **2.37.050 – Duties and Responsibilities.**

The Commission shall have the duties and responsibilities specified below, acting in an advisory capacity to the Board and City Librarian in matters pertaining to the management, administration, operation, development, improvement and maintenance of the Library, including but not limited to:

- A. Assigning recommendation to the Board and City Librarian about the Library's vision, mission and values;
- B. Participating in short- and long-range Library strategic planning, as well as setting goals and objectives;
- C. Developing a recommendation to the Board about policies and procedures necessary to provide Library services;
- D. Making recommendations on the delivery of high-quality Library programs, facilities and equipment, activities, services and policies;
- E. Submitting an annual report on the condition of the Library for consideration by the Board and transmittal to the State Library Board on or before August 31 of each year, pursuant to Education Code 18927;
- F. Receiving input from service area residents, key partners (such as Friends of the Library), and stakeholders concerning the Library and making recommendations on these as needed;
- G. Engaging the community in public outreach about Library programs and services;
- H. Ensuring that Library programs and services are provided in an equitable manner through working cooperatively with the City Librarian and Board;
- I. Providing guidance on fundraising efforts and grants sought by the City Librarian on behalf of the Library;
- J. Reviewing the budget in order to make recommendations to the Board;
- K. Assisting in succession planning for new Commission members (Members) by identifying and motivating others to apply and serve when openings occur; and

L. Performing such other duties as may be requested from time to time by the Board, or as may be required by law."

**SECTION 3. EFFECTIVE DATE**

This Ordinance shall take effect and be in force and effect thirty days from and after its passage; and before the expiration of fifteen days of its passage shall be published once with the names of the members of the City Council voting for and against the same in the Coastal View, a newspaper of general circulation, published in the City of Carpinteria, County of Santa Barbara adoption pursuant to California Government Code section 36937.

**SECTION 4. SEVERABILITY**

If any section, subsection, sentence, clause, phrase or word of this Ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed and adopted this Ordinance, and each and all provisions hereof, irrespective of the fact that one or more provisions may be declared invalid.

**SECTION 5. CEQA EXEMPTION**

The City Council finds that this Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines §15060(c)(3) (this activity is not a "project" as defined in §15378).

**SECTION 6. CERTIFICATION**

The City Clerk shall certify to the passage and adoption of this Ordinance.

**PASSED, APPROVED AND ADOPTED** on June 13, 2022, by the following vote:

**AYES:** COUNCILMEMBER(S): Alarcon, Carty, Lee, Clark

**NOES:** COUNCILMEMBER(S): None

**ABSENT:** COUNCILMEMBER(S): Nomura

**ABSTAIN:** COUNCILMEMBER(S): None

*at Clark, Vice Mayor for*  
Mayor, City of Carpinteria  
*Wade Nomura,*  
*Mayor*

ATTEST:



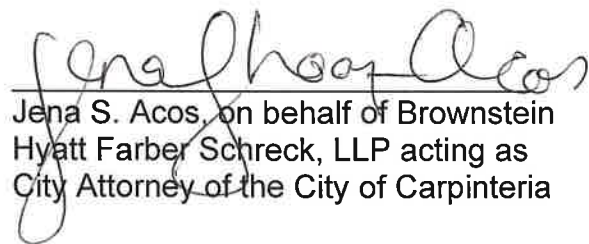
Brian C. Barrett, CMC, City Clerk  
City of Carpinteria

I hereby certify that the foregoing ordinance was adopted after second reading at a regular meeting of the City Council of the City of Carpinteria held on June 13, 2022.



Brian C. Barrett, CMC, City Clerk  
City of Carpinteria

APPROVED AS TO FORM:



Jena S. Acos, on behalf of Brownstein  
Hyatt Farber Schreck, LLP acting as  
City Attorney of the City of Carpinteria

