

Chapter 22

LIBRARY*

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*Cross reference—Administration, ch. 2.

State law reference—Municipal authority to establish libraries, 27 M.R.S.A. § 101.

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ARTICLE I. IN GENERAL

Sec. 22-1. Library services department.

There shall be a department of library services, the head of which shall be the director of library services, who shall be appointed by the town manager, and shall serve in accordance with section 1.1.3C of the Charter and the town personnel rules and regulations.

(Code 1981, § 4.2.1)

Sec. 22-2. Duties of library services director.

The director of library services shall:

- (1) Be responsible for the direction and supervision of all staff members.
- (2) Submit to the board of trustees regular and annual reports.

(Code 1981, § 4.2.2)

Secs. 22-3—22-25. Reserved.

ARTICLE II. BOARD OF LIBRARY TRUSTEES

Sec. 22-26. Created; composition; terms of members; filling of vacancies.

(a) There shall be a board of library trustees, to consist of seven members and three associate members appointed by the town council. One member and one associate member shall be youth representatives, defined as students in grades 10—12. Members shall be appointed annually to serve terms of three years or until successors are duly appointed, except that the youth representative shall be appointed to serve a term of one year. After the initial appointment, associate members shall be appointed to serve terms of two years or until successors are duly appointed, except that the associate youth representative shall be appointed to serve a term of one year. Any vacancy created on the board shall be filled by appointment by the town council for the remainder of the term.

(b) When a member of the board of library trustees is unable to act because of personal interest, physical incapacity, absence or any other reason satisfactory to the chairperson, the chairperson shall designate an associate member to sit in his stead. An associate member shall attend all meetings of the board and participate in its proceedings, but may vote only when he has been designated by the chairperson to sit for a member.

(Code 1981, § 4.2.3; Ord. of 2-26-91, § 4.2.3; Ord. of 5-15-91, § 4.2.3; Ord. No. 02-141, 7-8-02)

Sec. 22-27. Duties and responsibilities.

The board of library trustees shall:

- (1) Manage and invest the trust funds of the department in accordance with the laws of the state and the instrument which created the trust.

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- (2) Submit an annual report to the town manager concerning the accounting of the trust funds by October 1 of each year.
 - (3) Recommend to the director policies and procedures to promote the efficiency of the library in its service to the community.
 - (4) Coordinate with the school committee an arrangement for the mutual sharing of library facilities for the benefit of the entire community.
 - (5) Cooperate with the town manager in the selection of the director of library services by recommending candidates.
- (Code 1981, § 4.2.3)