



### City of Largo Agenda Item 7

**Meeting Date**  
**06/05/18**

**Presenter:** Henry Schubert, City Manager

**Department:** AD – Administration

**TITLE:**

**RESOLUTION NO. 2210 - AMENDING THE NAME OF THE LIBRARY ADVISORY BOARD AND PROCEDURES FOR REMOVAL OF BOARD MEMBERS AND DUTIES AND RESPONSIBILITIES**

In response to a City Commission discussion and direction at the March 13, 2018 Work Session, the resolution establishing the Library Advisory Board was modified to change the group's name to the Library Advocacy Board, amend the procedures for removal of board members, and amend the duties and responsibilities. In recent years, the board mainly advised the Library Director on policy matters and the annual budget, in contrast to its original intent to advise the City Commission. There is a strong interest among board members to maintain contact with the City Commission on department matters and to be ambassadors and advocates for library services. The City Commission will continue to appoint City residents to the board and when needed, will ask for input about the department and Citywide projects.

The name change reflects the City Commission's desire for the Board to advocate for both the community and the department in a matter that will benefit all. This Resolution was brought to the City Commission at the May 15, 2018 Regular Meeting and was postponed in order to amend the language to make it consistent with the other board resolutions.

**Budgeted Amount:** \$0.00      **Budget Page No(s):** NA      **Available Amount:** \$0.00      **Expenditure Amount:** \$0.00

**Additional Budgetary Information:** Not applicable

**Funding Source(s):** NA      **Sufficient Funds Available:**  Yes  No      **Budget Amendment Required:**  Yes  No      **Source:** N/A

**City Attorney Reviewed:**  Yes  No  N/A      **Advisory Board Recommendation:**  For  Against  N/A      **Consistent With:**  Yes  No  N/A      **Not Applicable**

**Potential Motion/ Direction Requested:** I MOVE TO APPROVE/DISAPPROVE RESOLUTION NO. 2210.

**Staff Contact:** Henry Schubert      727-586-7454      hschuber@largo.com

**Attachments:** Resolution No. 2210

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5 RESOLUTION NO. 2210  
6

7 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF  
8 LARGO, FLORIDA, AMENDING RESOLUTION NO. 1919, AS  
9 AMENDED, BY CHANGING THE NAME OF THE LIBRARY ADVISORY  
10 BOARD TO THE LIBRARY ADVOCACY BOARD; AMENDING THE  
11 PROCEDURES FOR REMOVAL OF BOARD MEMBERS; AMENDING  
12 THE DUTIES AND RESPONSIBILITIES OF THE BOARD; AND  
13 PROVIDING FOR AN EFFECTIVE DATE  
14

15 WHEREAS, the City Commission of the City of Largo, Florida, by Resolution No. 1919, as  
16 amended by Resolution No. 2037 and 2136, established the Library Advisory Board; and  
17

18 WHEREAS, the City Commission desires to change the name of the Library Advisory Board to  
19 the Library Advocacy Board; and  
20

21 WHEREAS, the City Commission desires to amend the procedures for the removal of Board  
22 members; and  
23

24 WHEREAS, the City Commission desires to amend the duties and responsibilities of the Board.  
25

26 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LARGO:  
27

28 **SECTION 1.** Legislative Policy 1, as it relates to the Library Advisory Board, as adopted by Resolution  
29 No. 1919, and as amended by Resolution No. 2037 and 2136, is hereby amended to read as follows:  
30

31 **LIBRARY ADVISORY ADVOCACY BOARD**  
32

33 **Establishment and Terms of Office:**  
34

35 ~~The Library Advisory Board shall be comprised of seven (7) residents of the City of Largo to be~~  
36 ~~appointed by the mayor and city commission. Existing terms of the members of the Library~~  
37 ~~Advisory Board as of the date of passage and adoption of this Resolution shall continue in force.~~  
38 ~~Thereafter, The mayor and each commissioner shall each appoint one (1) member of the Board~~  
39 ~~with initial terms as follows:~~  
40

- 41 ~~1. Upon the expiration of the terms of the two (2) current board members whose terms~~  
42 ~~expire in November 2015, the Mayor and Commissioner — Seat #3 shall each appoint~~  
43 ~~one (1) member to the board for a term to expire in November 2016, when the~~  
44 ~~current term of the mayor or commissioner who appointed the member expires.~~
- 45 ~~2. Upon the expiration of the term current board members whose term expires in~~  
46 ~~November 2016, Commissioner — Seat #4 shall appoint one (1) member to the board~~  
47 ~~for a term to expire in November 2018, when the current term of the commissioner~~  
48 ~~who appointed the member expires.~~
- 49 ~~3. Upon the expiration of the term of the current board members whose terms expire in~~  
50 ~~November 2017, Commissioner — Seat #5 and Commissioner — Seat #6 shall each~~  
51 ~~appoint one (1) member to the board for a term to expire in November 2018, when~~  
52 ~~the current term of the commissioner who appointed the member expires.~~
- 53 ~~4. Commissioner — Seat #1 and Commissioner — Seat #2 shall each appoint one (1)~~  
54 ~~new member to the board for a term to expire in November 2018, when the current~~  
55 ~~term of the commissioner who appointed the member expires.~~  
56

57 ~~After the expiration of the initial terms stated above, The Library Advocacy Board shall be~~  
58 ~~comprised of seven (7) residents of the City of Largo to be appointed by the mayor and city~~  
59 ~~commissioners. The mayor and each commissioner shall appoint one (1) member to the Board~~

60 for a term of four (4) years to run concurrently with the term of office of the mayor or  
61 commissioner who appointed the member. In the event of vacancy for whatever cause, a  
62 replacement shall be appointed by the mayor or commissioner who appointed the predecessor  
63 member to the vacant position, and who shall serve under the same terms and conditions as the  
64 predecessor member for the remainder of the predecessor's term. In addition to the voting Board  
65 members, there shall be a non-voting staff liaison to act as consultant, coordinator and recording  
66 secretary designated by the Library Director. The staff liaison shall be responsible for providing  
67 the Board with all information and documents necessary to perform its duties.  
68

69 The Board shall select a Chair and Vice-Chair annually and shall establish rules of procedure as  
70 the Board may deem appropriate to carry out its purpose and responsibilities. A quorum of four  
71 (4) voting members shall be sufficient to conduct business. Board members absent without prior  
72 notice for more than three (3) ~~two (2) or more~~ consecutive meetings or for a majority of the  
73 meetings in a single appointment year (the one year period measured from the date of the  
74 member's appointment) shall be considered automatically removed and subject to replacement  
75 as previously provided. Each Board member shall serve at the pleasure of the City Commission.  
76 The City Commission may remove any Board member at any time without cause.  
77

78 The time, place and frequency of meetings shall be determined by the Board, provided that all  
79 meetings take place after 5:00 pm and in a City facility. All members and all meetings of the  
80 Board shall comply with the Florida Sunshine/Public Records Law. Copies of meeting agendas  
81 and minutes shall be provided to the City Commission and made available to other City advisory  
82 boards. Communication with other advisory boards is encouraged to facilitate a broader  
83 perspective when making recommendations to the City Commission on matters of City-wide  
84 concern.  
85

86 **Responsibilities and Duties:**  
87

88 ~~The Board shall advise and make recommendations to the City Commission on the following~~  
89 ~~issues:~~

- 90
- 91 a) ~~All matters of policy pertaining to the management and services of the Largo Public~~  
92 ~~Library, including the annual Budget and Capital Improvement Program.~~
  - 93 b) ~~Undertake special projects and studies as the City Commission may direct.~~
- 94 The Board shall advocate on behalf of the Largo Public Library and the community regarding  
95 Library services and policies.  
96

97 The Board shall undertake special projects and studies as the City Commission may direct. It will  
98 advise and make recommendations to the Library Director on matters of policy pertaining to the  
99 management and services of the Largo Public Library, including the annual budget and capital  
100 improvement program.  
101

102 **SECTION 2.** This resolution shall take effect immediately upon its adoption.  
103

104 PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018.  
105

106  
107  
108 ATTEST:

CITY OF LARGO, FLORIDA

\_\_\_\_\_  
Mayor

109  
110  
111 \_\_\_\_\_  
112 City Clerk

REVIEWED AND APPROVED:

\_\_\_\_\_  
City Attorney