

1 [Establishing a Library Citizens Advisory Committee.]

2 **Ordinance amending Chapter 5 of the San Francisco Administrative Code by adding**
3 **Article 25, Section 5.250, to establish the Library Citizens Advisory Committee as an**
4 **advisory committee to the Board of Supervisors.**

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6 Note: **This entire section is new.**
7 Board amendment additions are double underlined.
8 Board amendment deletions are ~~strike through normal~~.

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10 Be it ordained by the People of the City and County of San Francisco:

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12 Section 1. The San Francisco Administrative Code is hereby amended by adding
13 Article 25, Section 5.250, to read as follows:

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15 **ARTICLE XXV: LIBRARY CITIZENS ADVISORY COMMITTEE**

16
17 **SEC. 5.250. LIBRARY CITIZENS ADVISORY COMMITTEE.**

18
19 **(a) Establishment of Committee.** There is hereby established a Library Citizens
20 Advisory Committee ("Committee").

21 **(b) Committee Membership.** The Committee shall consist of eleven (11) voting
22 members. Each member of the Board of Supervisors shall appoint one member to the
23 Committee and may give preference to individuals residing in his or her respective
24 Supervisorial District. All appointments shall be completed within 60 days after enactment of

1 this Ordinance and thereafter, as provided in subparagraph (c). Each Committee member
2 shall serve at the pleasure of the appointing member of the Board of Supervisors.

3 The Committee shall consist of individuals who reside in San Francisco, use the
4 facilities and services of the San Francisco Public Library (“Library”) System, and are library
5 cardholders in good standing. The Committee shall not consist of any individuals who are
6 currently members of the Library Commission or full-time employees of the Library. In
7 addition, the Committee shall not consist of any individuals who are currently members of the
8 Council for Neighborhood Libraries or any advisory body created by the initiative of a member
9 of the Library Commission or the City Librarian. In making appointments, members of the
10 Board of Supervisors shall take into consideration City policy that the members of all boards,
11 commissions and committees represent the diversity of race, religion, color, ancestry, age,
12 sex, sexual orientation, gender identity, disability and place of birth of the people of the City
13 and County.

14 **(c) Term of Office.** Members shall serve a term of two years. The first one year
15 term for all members shall begin upon the date the Clerk of the Board of Supervisors certifies
16 that all members of the Committee have been appointed following the adoption of this
17 Ordinance. Future terms of office shall begin on that date of each successive year. Members
18 shall conduct the first meeting of the Committee within thirty days of the appointment of a
19 quorum of the members.

20 In the event a vacancy in Committee membership occurs, the successor to the vacant
21 position shall be appointed to complete the unexpired term of the office vacated in the same
22 manner used to select the previous occupant of that position, consistent with subparagraph
23 (b).

24 **(d) Removal of Members.** Any member whom the Committee certifies to have
25 missed three regularly scheduled meetings of the Committee in any six month period without

1 prior authorization of the Committee shall be deemed to have resigned from the Committee
2 effective on the date of the written certification from the Committee.

3 **(e) Compensation.** Members of the Committee shall not be compensated, nor
4 shall they be reimbursed for expenses.

5 **(f) Purposes and Duties of Committee.** The purposes and duties of the
6 Committee are to publicly discuss and make recommendations to the Board of Supervisors
7 regarding:

8 (1) The expenditure of Library bond monies;

9 (2) The implementation and prioritization of Library plans and programs; and

10 (3) The efficiency and scope of Library operations and services to the public.

11 **(g) Reporting Requirements.** The Committee shall take minutes of its regular and
12 special meetings and shall submit copies of Committee-approved minutes to the Board of
13 Supervisors on a monthly basis. Where the Committee identifies areas that it concludes may
14 require changes or improvements, the Committee shall recommend appropriate action to be
15 taken by the Board of Supervisors. The Committee shall submit to the Board of Supervisors
16 and to the Library Commission a written report, by June 30 of each year, summarizing its
17 findings and recommendations.

18 **(h) Officers.** At the initial meeting of the Committee, the Committee members shall
19 select such officers as it deems necessary.

20 **(i) Staff Support.** The Clerk of the Board of Supervisors shall provide staff support
21 and resources for the Committee.

22 **(j) Meetings.** The Committee shall meet at least quarterly. All meetings of the
23 Committee, except as provided by applicable laws, shall be open to the public.

24 **(k) Establishment of Rules and Regulations.** The Committee, which qualifies as
25 a Policy Body under San Francisco Administrative Code Chapter 67 (the "Sunshine

1 Ordinance”), shall establish rules and regulations for its own organization and procedure that
2 are consistent with the Sunshine Ordinance and other laws governing the conduct of public
3 meetings.

4 **(I) Sunset Clause.** The provisions of this ordinance and the operation of the
5 Committee shall expire on March 1, 2007, unless otherwise extended by resolution.

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7 APPROVED AS TO FORM:
8 DENNIS J. HERRERA, City Attorney

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10 By: _____
11 ADINE K. VARAH
12 Deputy City Attorney

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