

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2024-32

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA
AMENDING TITLE 2 “ADMINISTRATION” OF THE SITKA GENERAL CODE
BY UPDATING CHAPTER 2.35 “LIBRARY COMMISSION”**

1. CLASSIFICATION. This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code (SGC).

2. SEVERABILITY. If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstance shall not be affected.

3. PURPOSE. The purpose of this ordinance is to update the Library Commission Code by updating the frequency of meetings and the duties of the commission.

4. ENACTMENT. NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that the Sitka General Code Title 2, entitled “Administration”, Chapter 2.35, entitled “Library Commission”, at Sections 2.35.070 entitled “Organization” and 2.35.080 entitled “Duties” be amended to read as follows (deleted language stricken, new language underlined):

**Title 2
ADMINISTRATION**

Chapters:

2.35 Library Commission

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**Chapter 2.35
LIBRARY COMMISSION**

Sections:

* * *

2.35.070 Organization.
2.35.080 Duties.

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2.35.070 Organization.

The board shall organize by electing a chairman and secretary who shall hold their offices for such time as the board by resolution may prescribe.

~~A. The board shall adopt by laws for the conduct of its business; provided, that four members of the board shall constitute a quorum for the transaction of business, and four affirmative votes shall be necessary to carry any questions;~~

AB. Board meetings shall be held in the city and borough at least once each quarter month; ~~unless otherwise changed by a vote of the board;~~

BC. Permanent records or minutes shall record the votes of every member on each question and copies of the minutes shall be delivered to all members of the assembly and to the municipal administrator;

CD. All meetings shall be open to the public except that the following may be discussed in executive session (however, no member of the assembly or the municipal administrator wishing to attend shall be excluded from an executive session):

1. Matters, the immediate knowledge of which would adversely affect the finances of the municipality;
2. Subjects that tend to prejudice the reputation and character of any person; provided the person may request a public discussion;
3. Matters which by law, municipal charter or ordinance are required to be confidential.

2.35.080 Duties.

The board of library commissioners shall:

~~A. Have general supervision and care of the municipal library and the buildings and grounds thereof and power to do everything necessary for the proper maintenance and operation thereof within the limits of appropriations authorized by the assembly;~~

~~B. On or before March 1st of each year, submit to the municipal administrator a detailed and itemized estimate of probable revenues from sources other than taxation and a detailed and itemized budget for the next fiscal year;~~

AC. Make recommendations to ~~Subject to the approval of the assembly,~~ on make rules and regulations for the administration and ~~control~~ of the municipal library;

~~D. Make recommendations to the municipal administrator on the appointment of the library staff.~~

B. Advise the library director on the operation of the library;

C. Review the annual budget and operations;

D. Acts as a planning body for activities and special projects;


E. Work with the Friends of the Sitka Public Library;

F. Assist the municipal library to communicate with the public.

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5. EFFECTIVE DATE. This ordinance shall become effective the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska, this 14th day of January, 2025.



Steven Eisenbeisz, Mayor

ATTEST:



Sara Peterson, MMC
Municipal Clerk

1st reading: 12/30/2024

2nd and final reading: 1/14/2025

Sponsors: Saline / Pike