

**Title 17  
PUBLIC LIBRARY**

**Sections:**

- 17.01.010**      **Established-Library Management.**
- 17.01.020**      **Board-Established -Terms of Office.**
- 17.01.030**      **Board-Removal -Vacancies.**
- 17.01.040**      **Board-Members to Serve Without Compensation**
- 17.01.050**      **Board-Chairman -Duties.**
- 17.01.060**      **Board-Space for Meetings, Equipment.**
- 17.01.070**      **Board-Secretary-Other Employees.**
- 17.01.080**      **Board-Meetings -Absence.**
- 17.01.090**      **Board-Meetings-Agenda -Powers.**
- 17.01.100**      **Board-Appointment of Librarian and Other Personnel.**
- 17.01.110**      **Board to Adopt Rules for Library Use-Use of Library to be Free.**
- 17.01.120**      **Board-Annual Reports.**
- 17.01.130**      **Unlawful Acts -Penalty.**

- 17.01.010**      **Established-Library Management.**

The Payson City Library is hereby established and shall be managed and operated by the Payson City Council and a library board which shall be established as hereinafter provided.

- 17.01.020**      **Board-Established-Terms of Office.**

There is hereby created and established a library board of directors of Payson City, which shall consist of six directors, residents of the city. The directors shall be appointed by the city council for three year terms or until their successors are appointed. Initially, appointments shall be made for one, two, and three year terms. Annually thereafter, the city council shall, before the first day of January of each year, appoint for three year terms directors to take the place of retiring officers. Directors shall not serve more than two full terms in succession.

- 17.01.030**      **Board-Removal-Vacancies.**

Any member of the board may be removed for misconduct or neglect of duty by the city council.

Vacancies in the board of directors, occasioned by removals, resignations, or otherwise, shall be filled for the unexpired term in the same manner as original appointments.

- 17.01.040**      **Board-Members to Serve Without Compensation.**

Directors shall serve without compensation, but their actual and necessary expenses incurred in the performance of their official duties may be paid from library funds.

- 17.01.050**      **Board-Chairman-Duties.**

Following their appointment, the directors shall meet and elect a chairman and such other officers, as they deem necessary, for one year terms. The chairman shall present the agenda as hereinafter provided, of all material pertaining to the library to be considered at each and every meeting of the board.

- 17.01.060**      **Board-Space for Meetings, Equipment.**

The city council shall establish and furnish suitable space for the meetings and the carrying on of the business and functions of the library and board.

- 17.01.070**      **Board-Secretary-Other Employees.**

The city council shall appoint a secretary to the library board and such other employees as may be necessary to carry on the duties and functions thereof.

- 17.01.080**      **Board-Meetings-Absence.**

The board shall meet in regular meetings on the second Monday of each month or at a time designated by the board. Special meetings may be convened at any time as determined by the city council or the chairman of the board upon giving notice to all members of the board and the city council. At least seven members of the board must attend said meeting in response to said notice, and a certified copy of the minutes of each special board meeting shall be furnished all members of the board and the city council. Absence of a member of the board from three regular meetings in any four months period shall have the effect of vacating the office of the member unless such absence is authorized or approved by board action.

- 17.01.090**      **Board Meetings-Agenda-Powers.**

The agenda for each meeting of the board shall be prepared by the chairman and said agenda may cover all matters pertaining to the operation of the Payson City Library, which require attention or administrative action thereon. The board shall have the power in respect to all matters of policy and operation of the library to have read into the minutes of the board meetings, board decisions, and recommendations on any such matters; and shall have the power to add matters to the aforesaid agenda of the board which have not been submitted for their consideration as hereinabove provided. The powers of the board are advisory and shall extend to all phases of the library operation.

It shall be unlawful for any person to mark, tear, or in any manner injure, deface, mutilate or destroy any book, pamphlet or other property of the library. It shall be unlawful for any person to fail to return any book, pamphlet or other property to the library within five days after the receipt of a notice from the librarian thereof, demanding the return of said property to the library. Any person violating any provision of this section, upon conviction, shall be fined in any sum not exceeding fifty (\$50.00) dollars or imprisoned in the county jail for not more than thirty days.

**17.01.100 Board-Appointment of Librarian and Other Personnel.**

The library board of directors shall appoint a competent person as librarian to have immediate charge of the library with such duties and compensation for his services as it shall fix and determine. The librarian shall act as the executive officer of the library board. The board shall appoint, upon the recommendation of the librarian, other personnel as needed.

**17.01.110 Board-Annual Reports.**

The library board of directors shall make an annual report to the city council of the condition and operation of the library, including a financial statement. The directors shall also provide for the keeping of such records as shall be required by the Utah State Library Commission in its request for an annual report from the public libraries, and shall submit such annual report to the commission.

**17.01.120 Board to Adopt Rules for Library Use-Use of Library to be Free.**

The library board of directors shall make and adopt rules and regulations not inconsistent with law, for the governing of the library. Subject to such rules and regulations, the library shall be free to the use of the inhabitants of the city. The board may exclude from the use of the library any and all persons who shall willfully violate such rules. The board may extend the privileges and use of the library to persons residing outside the city on such terms and conditions as it may prescribe by its regulations.

**17.01.130 Unlawful Acts-Penalty.**