



# City of Homer

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## Memorandum 19-031

TO: MAYOR CASTNER AND CITY COUNCIL

FROM: PORT & HARBOR ADVISORY COMMISSION

THRU: RACHEL TUSSEY, DEPUTY CITY CLERK

DATE: MARCH 5, 2019

SUBJECT: LIBRARY ADVISORY BOARD BYLAW AMENDMENTS

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At the December 4, 2018 and March 5, 2019 regular meeting, the Library Advisory Board reviewed bylaw amendment recommendations from the City Clerk's Office and made their own additional changes. Excerpts from their meeting minutes are as follows:

### **Regular Meeting Minutes from December 4, 2018:**

- C. LAB Bylaw Amendments
  - i. DRAFT 2019 Bylaws

Vice Chair Kuszmaul opened the floor for discussion; she noted that this is the first reading of the bylaw amendments and that the board will be voting on the final approval at the February 5, 2019 meeting.

Boardmember Massion inquired to Library Director Dixon if she had made any of the proposed amendments. Ms. Dixon stated that she had reviewed them but not included any of her own changes. Boardmember Finn posed a question regarding honorary members, who else that would include besides the student representative. Ms. Tussey provided examples from other commissions to clarify who honorary members are. Vice Chair Kuszmaul suggested appointing the Friends of the Homer Library president as an honorary member; the board voiced support of the idea.

Vice Chair Kuszmaul proposed an amendment to Article IV, Section 1, to move the regular meeting date in November to another day that doesn't coincide with the General Election. There was discussion on other days that may work and the pros/cons of holding it on Election Day and using the upstairs Conference Room. The board mutually agreed that the schedule works the way it is now.

Ms. Dixon pointed out an unclear phrase in Article VII, Section 1(b), and asked what the bylaws mean by an "initial quorum". There was brief discussion on using more clarifying language to describe what an initial quorum means.

KUSZMAUL/MASSION MOVED TO AMEND ARTICLE VII, SECTION 1(B), TO CLARIFY THE STATEMENT "THERE MUST BE AN INITIAL QUORUM PRESENT."

There was no further discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

KUSZMAUL/MASSION MOVED TO HOLD THE FINAL READING ON THE PROPOSED LAB BYLAW AMENDMENTS AT THE NEXT REGULAR MEETING.

Boardmember Finn commented on Article III, Section 1 regarding the residential requirements for boardmembers, clarifying that they do not hold seats for people outside city limits. Ms. Tussey provided explanation on the meaning of the section and that its inclusion in the bylaws is to read what is already in code. There was discussion on member eligibility and the reasons why there aren't seats exclusively held for non-resident members on a City advisory board. The discussion posed the question: where is this rule established and is it something that the LAB can change/can we have designated chairs for non-city members only? Ms. Tussey agreed to research the question and follow up with the board via email later in the week.

Boardmember Finn referenced Article V, Section 1, asking for better definition of a committee since she and other boardmembers will often work on tasks individually. Ms. Tussey provided an example of when a sub-committee needs to be appointed by City Council (significant project involving a hired consultant to produce a final report), versus when it does not (smaller projects/research tasks).

There was no further discussion.

VOTE. NON OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**Regular Meeting Minutes from March 5, 2019:**

- A. LAB Bylaw Amendments
  - i. DRAFT 2019 Library Advisory Board Bylaws

Chair Peterson deferred to Deputy City Clerk Tussey to provide a recap of the amendments made at the last meeting and any additional changes recommended by the City Clerk's Office. Ms. Tussey reviewed the bylaws section-by-section with the boardmembers and held discussion/answered questions on the proposed amendments.

FAIR/MASSION MOVED TO APPROVE THE AMENDED LIBRARY ADVISORY BOARD BYLAWS, AND RECOMMEND TO CITY COUNCIL TO APPROVE THE AMENDED BYLAWS BY WAY OF RESOLUTION.

There was no further discussion.

VOTE: YES: MASSION, KUSZMAUL, PETERSON, FAIR, FINN, SCHMIDT

Motion carried.

**RECOMMENDATION**

Approve Resolution 19-016 that amends the Library Advisory Board Bylaws.