

FILE NO. 020585

ORDINANCE NO. 94-04

[Establishing a Library Citizens Advisory Committee.]

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

Note: This entire section is new.  
Board amendment additions are double underlined.  
Board amendment deletions are ~~strikethrough-normal~~.

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

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

**ARTICLE XXV: LIBRARY CITIZENS ADVISORY COMMITTEE**

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

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

(b) **Committee Membership.** The Committee shall consist of ~~eleven (11)~~ seventeen (17) voting members. Each member of the Board of Supervisors shall appoint one member to the Committee ~~and may give preference to from~~ and may give preference to individuals residing in his or her respective Supervisorial District. The Board of Supervisors shall appoint an additional three (3) members to the Committee from the community at large, subject to the following requirements: one appointee shall be representative of senior citizens, one appointee shall be representative of New Americans for whom English is a second language and one appointee shall be representative of youth and children who shall be between the ages of thirteen and ~~eighteen~~ twenty three at the time of appointment. The City Librarian shall appoint three (3) members to the Committee, subject to the following

Supervisor Daly  
\*\*Name of Supervisor/Committee/Department\*\*  
BOARD OF SUPERVISORS

1 requirements: one appointee shall represent the interests of the San Francisco Unified  
2 School District and/or public education in San Francisco, one appointee shall represent the  
3 interests of technology, and/or telecommunications services and one appointee shall  
4 represent the interests of user privacy and/or intellectual freedom and/or user privacy and one  
5 appointee shall represent the interests of the disabled community. All appointments shall be  
6 completed. The initial terms of office shall begin, within 60 days after enactment of this  
7 Ordinance and thereafter, as provided in subparagraph (c). Each Committee member shall  
8 serve at the pleasure of their his or her respective appointing member of the Board of  
9 Supervisors authority and the appointing member's that authority's successors.

10 The Committee shall consist of individuals who reside in San Francisco, use the  
11 facilities and services of the San Francisco Public Library ("Library") System, and are library  
12 cardholders in good standing. ~~District and at-large~~ Appointments to the The Committee by  
13 the Board of Supervisors shall not consist of any individuals who are currently members of the  
14 Library Commission or full-time employees of the Library. In addition, ~~District and at-large~~  
15 appointments to the Committee by the Board of Supervisors shall not consist of any  
16 individuals who are currently members of the Council for Neighborhood Libraries or any  
17 advisory body created by the initiative of a member of the Library Commission or the City  
18 Librarian. ~~Council for Neighborhood Libraries~~ Appointments to the Committee by the City  
19 Librarian may, at the City Librarian's sole discretion, include members of the Library  
20 Commission, Council for Neighborhood Libraries, Library advisory groups or Library  
21 employees. In making appointments, members of the Board of Supervisors shall take into  
22 consideration City policy that the members of all boards, commissions and committees  
23 represent the diversity of race, religion, color, ancestry, age, sex, sexual orientation, gender  
24 identity, disability and place of birth of the people of the City and County.

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

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

11           **(d) Removal of Members.** Any member whom the Committee certifies to have  
12 missed three consecutive regularly scheduled meetings of the Committee in ~~any six month~~  
13 ~~period~~ without prior authorization of the Committee shall be deemed to have resigned from the  
14 Committee effective on the date of the written certification from the Committee.

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

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

- 20           (1) The expenditure of Library bond monies;
- 21           (2) The implementation and prioritization of Library plans and programs; and
- 22           (3) The efficiency and scope of Library operations and services to the public.

23           **(g) Reporting Requirements.** The Committee shall take minutes of its regular and  
24 special meetings and shall submit copies of Committee-approved minutes to the Board of  
25 Supervisors on a ~~monthly~~ quarterly basis. Where the Committee identifies areas that it

1 concludes may require changes or improvements, the Committee shall recommend  
2 appropriate action to be taken by the Board of Supervisors. The Committee shall submit to  
3 the Board of Supervisors and to the Library Commission a written report, by June 30 of each  
4 year, summarizing its findings and recommendations.

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

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


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

11 ~~(k) (j) **Establishment of Rules and Regulations.** The Committee, which qualifies as~~  
12 ~~a Policy Body under San Francisco Administrative Code Chapter 67 (the "Sunshine~~  
13 ~~Ordinance"), shall establish rules and regulations for its own organization and procedures that~~  
14 ~~are consistent with the Sunshine Ordinance and other laws governing the conduct of public~~  
15 ~~meetings.~~

16 ~~(h) (k) **Sunset Clause.** The provisions of this ordinance and the operation of the~~  
17 ~~Committee shall expire on March 1, 2007, unless otherwise extended by resolution.~~

18 APPROVED AS TO FORM:  
19 DENNIS J. HERRERA, City Attorney

20  
21 By:

  
22 Catharine Barnes  
23 Deputy City Attorney  
24  
25



# City and County of San Francisco

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

## Tails Ordinance

---

**File Number:** 020585

**Date Passed:** December 10, 2002

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

---

February 10, 2004 Board of Supervisors — SUBSTITUTED

May 11, 2004 Board of Supervisors — PASSED ON FIRST READING

Ayes: 10 - Alioto-Pier, Daly, Dufty, Gonzalez, Hall, Ma, Maxwell, McGoldrick,  
Peskin, Sandoval

Excused: 1 - Ammiano

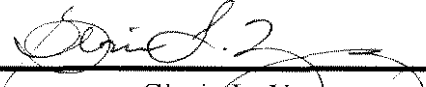
May 18, 2004 Board of Supervisors — FINALLY PASSED

Ayes: 9 - Daly, Dufty, Gonzalez, Hall, Ma, Maxwell, McGoldrick, Peskin,  
Sandoval

Absent: 2 - Alioto-Pier, Ammiano

File No. 020585

I hereby certify that the foregoing Ordinance was FINALLY PASSED on May 18, 2004 by the Board of Supervisors of the City and County of San Francisco.

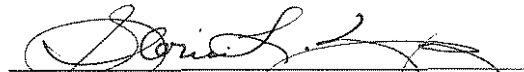
  
\_\_\_\_\_  
Gloria L. Young  
Clerk of the Board

\_\_\_\_\_  
\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
\_\_\_\_\_  
Mayor Gavin Newsom

Date: May 27, 2004

I hereby certify that the foregoing ordinance, not being signed by the Mayor within the time limit as set forth in Section 3.103 of the Charter, became effective without his approval in accordance with the provision of said Section 3.103 of the Charter.

  
\_\_\_\_\_  
Clerk of the Board

File No.  
020585