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

The Committee shall consist of individuals who reside in San Francisco, use the facilities and services of the San Francisco Public Library ("Library") System, and are library cardholders in good standing. District and at-large Appointments to the Committee by the Board of Supervisors shall not consist of any individuals who are currently members of the Library Commission or full-time employees of the Library. In addition, District and at-large appointments to the Committee by the Board of Supervisors shall not consist of any individuals who are currently members of the Council for Neighborhood Libraries or any advisory body created by the initiative of a member of the Library Commission or the City Librarian. Council for Neighborhood Libraries Appointments to the Committee by the City Librarian may, at the City Librarian's sole discretion, include members of the Library Commission, Council for Neighborhood Libraries, Library advisory groups or Library employees. In making appointments, members of the Board of Supervisors shall take into consideration City policy that the members of all boards, commissions and committees represent the diversity of race, religion, color, ancestry, age, sex, sexual orientation, gender identity, disability and place of birth of the people of the City and County.
(c) **Term of Office.** Members shall serve a term of two years. The first one-year term for all members shall begin upon the date the Clerk of the Board of Supervisors certifies that all members of the Committee have been appointed following the adoption of this Ordinance. Future terms of office shall begin on that date of each successive year. Members shall conduct the first meeting of the Committee within thirty days of the appointment of a quorum of the members.

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

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

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

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

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

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

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

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

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

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

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