

Palo Alto Municipal Code

Chapter 2.24

LIBRARY ADVISORY COMMISSION*

Sections:

- 2.24.010 Membership.
- 2.24.030 Term of office.
- 2.24.040 Officers.
- 2.24.050 Purpose and duties.
- 2.24.060 Meetings.

* Editor's Note: Former Chapter 2.24, Board of Compensation Referees, previously codified at this point, was repealed in its entirety by Ordinance No. 4122.

2.24.010 Membership.

There is created a library advisory commission composed of five members who shall be appointed by and shall serve at the pleasure of the city council, but who shall not be councilmembers, officers or employees of the city of Palo Alto. Each member of the commission shall have a demonstrated interest in public library matters. All members of the commission shall at all times be residents of Palo Alto. All members of the commission shall take an oath of office before commencing their service on the commission.

(Ord. 5190 § 1, 2013; Ord. 4529 § 2 (part), 1998)

2.24.030 Term of office.

Terms of office on the Library Advisory Commission shall be three years. Commission appointments shall be staggered so that two (2) members are appointed in 2013 and every three years thereafter, and three (3) members are appointed in 2014 and every three years thereafter. Effective January 1, 2016, terms of office due to expire on April 30 of each year shall be extended to expire on May 31 of the same year, and thereafter terms of office shall commence on the first day of June. If a successor is unavailable, a member may remain in office until his or her successor is appointed.

(Ord. 5354 § 6, 2015; Ord. 5208 § 17, 2013; Ord. 5190 § 2, 2013; Ord. 4529 § 2 (part), 1998)

2.24.040 Officers.

Each year, at the first regular meeting of the library advisory commission, the commission shall nominate and elect one of its members as the chairperson. The chairperson shall hold office for one year or until his or her successor is elected, unless his or her term as a member of the commission expires earlier.

(Ord. 5190 § 3, 2013; Ord. 4529 § 2 (part), 1998)

2.24.050 Purpose and duties.

(a) The purpose of the library advisory commission shall be to advise the city council on matters relating to the Palo Alto City Library, excluding daily administrative operations.

(b) The commission shall have the following duties:

(1) Advise the city council on planning and policy matters pertaining to:

(A) The goals of and the services provided by the Palo Alto City Library.

(B) The future delivery of services by the Palo Alto City Library.

(C) The City Manager's recommendations pertaining to the disposition of major gifts of money, personal property and real property to the city to be used for library purposes.

(D) The construction and renovation of capital facilities of the Palo Alto City Library.

(E) Joint action projects with other public or private information entities, including libraries.

(2) Review state legislative proposals that may affect the operation of the Palo Alto City Library.

(3) Review the city manager's proposed budget for capital improvements and operations relating to the Palo Alto City Library, and thereafter forward any comments to one or more of the applicable committees of the city council.

(4) Provide advice upon such other matters as the city council may from time to time assign.

(5) Receive community input concerning the Palo Alto City Library.

(6) Review and comment on fund-raising efforts on behalf of the Palo Alto City Library.

The library advisory commission shall not have the power or authority to cause the expenditure of city funds or to bind the city to any written or implied contract.

(Ord. 4529 § 2 (part), 1998)

2.24.060 Meetings.

(a) The library advisory commission shall establish a regular time, date and place of meeting and shall ordinarily hold meetings bi-monthly.

(b) Three of the five members shall constitute a quorum.

(c) The commission may establish rules and procedures governing the conduct of its meetings in accordance with Robert's Rules of Order.

(d) The commission shall be subject to the Ralph M. Brown Act, California Government Code Section 54950, et seq.

(Ord. 5190 § 4, 2013; Ord. 4529 § 2 (part), 1998)

EXPLORE

- Government Home
- Boards and Commissions Home
- Architectural Review Board
- Citizen Advisory Committee for the F/TTP and Wireless Master Plans
- Citizen Corps Council
- Director's Hearing
- Historic Resources Board
- Human Relations Commission
- Library Advisory Commission
- Parks and Recreation Commission
- Planning and Transportation Commission
- Public Art Commission
- Storm Water Management Oversight Committee
- Utilities Advisory Commission
- Past Committees, Task Forces, and Working Groups
- Board Member and Commissioner Resources

 [Phonebook](#)



Library Advisory Commission

The City continuously accepts applications for Boards and Commissions. Apply for the [Library Advisory Commission](#)

The purpose of the Library Advisory Commission is to advise the City Council on matters relating to the Palo Alto City Library, excluding daily administrative operations. Its duties are:

The purpose of the Library Advisory Commission is to advise the City Council on matters relating to the Palo Alto City Library, excluding daily administrative operations. Its duties are:

- to advise the City Council on planning and policy matters;
- to review state legislative proposals that may affect the operation of the library;
- to review the City Manager's proposed budget for capital improvements and operations relating to the library and forward comments to one or more applicable committees of the City Council;
- to provide advice upon such other matters as the City Council may from time to time assign;
- to receive community input concerning the library; and
- to review and comment on fund-raising efforts on behalf of the library.

The Commission is a five member body appointed by the City Council. Terms of Commissioners are for three years. See Palo Alto Municipal Code Chapters 2.16 and 2.24. In order to be notified of vacancies and appointment procedures, you may contact the City Clerk's Office at 329-2571.

Meetings are held bi-monthly on the fourth Thursday of the month at 7:00 p.m. at 250 Hamilton Avenue. Please check the Schedule of City Meetings for exact dates, times and location.

To communicate with the Library Advisory Commission members, write to: Library Advisory Commission, P.O. Box 10250, Palo Alto, CA 94303 or send an email to: Library_Commission@CityofPaloAlto.org

Commission Members

- Chair: Brigham Wilson
- Vice Chair: Amy Murphy
- Staff Liaison: Monique le Conge Ziesenthenne [650-329-2403](tel:650-329-2403)
- Council Liaison: Council Member Alison Cormack

