

ARTICLE 31
County Library

§ C-31.00. County Library; Board of Trustees; appointments; term.

The Tompkins County Public Library is a distinct and separate corporation chartered by the Board of Regents pursuant to the Education Law of the State of New York. The management and operation of the Library is vested in a Board of Trustees, consisting of not less than five and not more than 15 members appointed by the Tompkins County Legislature for staggered three-year terms. The Board shall hold regular meetings, at least quarterly.

The Board of Trustees shall have the authority to draft bylaws for approval by the Tompkins County Legislature, elect officers from its membership, and establish committees. Updated copies of bylaws shall be kept on file in the office of the Clerk of the Tompkins County Legislature.

§ C-31.01. Board of Trustees; powers and duties.

Except as otherwise provided in this Charter, the Board of Trustees shall have all the powers and perform all the duties now or hereafter conferred or imposed by the Education Law upon a Library Board of Trustees. The County, by budgetary appropriations, furnishes funds for the equipment, maintenance, and operation of the Library. To promote sound fiscal management and review of Library operations and to establish proper accountability by the Library of funds received from the County, the following provisions shall serve as guidelines:

- (a) The Library shall request a budget appropriation in such manner and at such times as required by the County;
- (b) The Library may purchase directly from suppliers equipment, supplies, and furniture within the amounts appropriated therefor, shall establish and maintain accounting procedures in the manner prescribed by the New York State Department of Audit and Control, and shall disburse all funds;
- (c) The Library Director shall be appointed by and shall be accountable to the Trustees;
- (d) The Trustees shall keep the County fully informed concerning Library matters, including monthly financial reports, minutes of Trustees meetings, Director's reports, and such other information as the County may request;
- (e) The County owns the land and the building thereon housing the Library. The County is responsible for the preservation and maintenance of the building and the grounds;
- (f) All Library personnel are employees of the Library. The hiring of such employees, their supervision, and the terms and conditions, including the duration of their employment and the establishment of positions and grade scales, is within the control of the Trustees, subject to the applicable provisions of the Civil Service Law and other applicable law.

§ C-31.01.02. Financial administration.

The Board of Trustees may establish a bank account or accounts in the name of the County Library, and deposit therein moneys received or collected by the County Library, including

moneys appropriated by the Tompkins County Legislature, and moneys received from fees, fines, rentals, and all other sources. The Board of Trustees of the County Library may, subject to the requirements of Education Law of New York State, authorize the Treasurer to pay all proper bills and accounts of the County Library, including salaries and wages from funds in its custody.

The Treasurer shall execute a bond or official undertaking to the Board of Trustees of the County Library in such sum and with such sureties as the Board of Trustees shall require. Insurance for the Library, including officers and directors coverage, shall be covered under the County's blanket insurance program. Library finances shall be subject to audit by the County Department of Finance.