

ORDINANCE NO. 9885 (NEW SERIES)

AN ORDINANCE AMENDING ARTICLE XII-A OF THE SAN DIEGO COUNTY
ADMINISTRATIVE CODE RELATED TO THE COUNTY LIBRARIAN

The Board of Supervisors of the County of San Diego ordains as follows:

Section 1. Article XII-A of the San Diego County Administrative code is amended to read as follows:

ARTICLE XII-A COUNTY LIBRARIAN

SEC. 175. COUNTY LIBRARY

SEC. 175.1. RECOGNITION OF DEPARTMENT.

There is in the County a County Library, a free library created pursuant to Education Code section 19101, hereinafter in this Article referred to as the Department. The Department shall be under the supervision of the Chief Administrative Officer. The Mission of the County Library is to provide resources to meet the informational, recreational, and cultural needs of each branch library community, and to actively promote reading and lifelong learning.

SEC. 175.2. RECOGNITION OF LIBRARY DIRECTOR.

(a) There is in the County and in the Department the position of Director, County Library, hereinafter in this Article referred to as Director. The Director shall ex officio be the County Librarian. The Director shall be a certificated Librarian. Such position shall be in the Executive Management of the County and shall be filled by appointment by the Chief Administrative Officer in accordance with the County Charter, the Rules of Unclassified Service, and County ordinances.

(b) Notwithstanding subdivision (a) of this section, the Director shall be a certificated Librarian in possession of a Master of Library Science degree from an accredited program, unless the Chief Administrative Officer determines that the Director is qualified and competent to perform the duties without such certification.

SEC. 175.3. DUTIES OF THE DIRECTOR.

The Director shall be subject to the jurisdiction of the Board of Supervisors and shall be subject to the general supervision of the Chief Administrative Officer. The Director shall exercise general supervision over all functions of the Department and shall enforce such rules and regulations as prescribed by the Board, pursuant to Section 706 of the Charter.

SEC. 175.4. DIRECTOR TO APPOINT PERSONNEL.

The Director shall appoint and employ such personnel as may be necessary to properly conduct the business of the Department. All appointments and employments made by the Director shall

be in accordance with the provisions of the County Charter, the Rules of the Civil Service Commission, and County ordinances.

SEC. 175.5. DIRECTOR TO PREPARE BUDGET AND SUPERVISE EXPENDITURES.

The Director shall prepare and file the required annual itemized estimates of expenditures and revenues for the Department in accordance with State law and any applicable County regulations, including this Code. The Director shall supervise the expenditures of all funds allotted to the Department.

SEC. 175.6. FUNCTIONS OF THE DEPARTMENT.

(a) Programs and Services

The Department is responsible for the delivery of programs and services to support lifelong learning, literacy, culture, and free and open access to information.

(b) Library Materials Collections

The Department is responsible for the selection, classification, archiving, and free loan and circulation of the Library's materials to the residents of the County, and by agreement to residents of the State of California. These collections are at the core of the Department's commitment to the freedom to read, view, and inform.

(c) Information Technology

The Department is responsible for the selection and application of state-of-the-art information technologies that support the Department's Mission.

(d) Community Relations

The Department will publicize, market, and promote the Library's collection, programs, and services to assure access and support community development.

(e) Facilities

The Department is responsible for the capital planning management, maintenance, and operations of all Library facilities, motor vehicles, and mobile libraries.

(f) Staffing

The Department shall train, support, and manage a dynamic workforce and staff development plan to allow staff to grow professionally, and maximize efficiency and effectiveness, while delivering excellent and responsive customer service.

SEC. 175.7 ENTREPRENEURIAL ACTIVITIES.

The Board of Supervisors may authorize the County Librarian to engage in the sale of items related to the operation of a Library so as to facilitate the public use of the library facilities.

Sales must be restricted to those enhancing the operation of the Library and related to the purposes for which the Library was established.

PASSED, APPROVED, AND ADOPTED THIS 25th day of September, 2007.