

CLEVELAND PUBLIC LIBRARY

Board Meeting

February 16, 2023

RESOLUTION TO APPROVE LIBRARY BOARD PROCEDURES

WHEREAS, The Library Board is continually endeavoring to improve the effectiveness of its work in order to have a better library system; and

WHEREAS, The Board currently has a number of new members; and

WHEREAS, The members of the Board suggest the adoption of new procedures that would enhance even further the responsiveness and effectiveness of the Board; now therefore be it

RESOLVED, That the following procedures and standards of conduct, many of which are already incorporated in the Trustees' adopted *Policy Manual* dated January 1976, be approved and established as the accepted guidelines (in conjunction with the *Policy Manual* dated January 1976) for Board procedure:

1. Library Trustees shall work harmoniously with other Board members without either trying to dominate the Board or neglect his or her share of the work;
2. Library Trustees shall vote and act in the Board meetings impartially for the good of the library;
3. Library Trustees shall accept the will of the majority vote in all cases and give wholehearted support to the resulting policy;
4. Library Trustees shall represent the Board and the Library to the public in such a way as to promote both interest and support;
5. Library Trustees shall refrain from participating in any manner in their official capacity as Library Trustees in making any sale, lease or contract in which they have any personal or financial interest, directly or indirectly, except as permitted by law;
6. Library Trustees shall refer complaints to the proper Library authorities and abstain from individual action;

EXHIBIT 19

7. Library Trustees shall endeavor to participate in state and national library organizations so as to broaden their understanding of the job of the Library Trustee;
8. Library Trustees shall conduct all contact with administration and staff through the office of the Director of the Library;
9. Library Trustees shall coordinate staff and Fiscal Officer contacts through the office of the Director of the Library;
10. Library Trustees shall coordinate initiated contacts with media and agencies (private and public) with the Board President (or Vice President, in absence of President); and
11. Library Trustees shall attend seventy percent (70%) of the regular meetings of the Board.