



Memorandum

Date: 7/18/2023
Meeting of: City Council

File No. AM No. 23-108
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Lisa Maher	425-556-2427
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DEPARTMENT STAFF:

Executive	Cheryl Xanthos	City Clerk
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TITLE:

Approval of an Ordinance Updating the Library Board of Trustees in the Redmond Municipal Code

- a. Ordinance No. 3127: An Ordinance of the City of Redmond, Washington, Amending Redmond Municipal Code 4.35, Library Board of Trustees, to Change Term Limits and Providing for the Development of Rules of Procedure

OVERVIEW STATEMENT:

The Library Board of Trustees desires to change their term limits from five years to three years. This will allow more people to be able to participate as board members. The current members will be able to finish out their five-year terms and any subsequent term will be for three years. Also, the Library Board of Trustees will adopt a rules of procedure document to provide for the day, time and location of their regular meetings and other meeting procedures.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Any changes to the code must be approved by the Council through the adoption of an ordinance.
- **Council Request:**
Councilmember Stuart, as a former member of the Library Board of Trustees, requested that staff look into changing the term limits to align with the general board code term limits.
- **Other Key Facts:**
N/A

OUTCOMES:

This will allow more people to be able to serve on the Library Board of Trustees, as there has been an increase in applications and interest in the board. Developing a rules of procedure document will allow meetings to be advertised as regular meetings not special meetings, per state law.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
The Library Board of Trustees discussed and voted in approval to recommend making the change.
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
N/A

Approved in current biennial budget: ☐ Yes ☐ No ☒ N/A

Budget Offer Number:
N/A

Budget Priority:
N/A

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A
If yes, explain:
N/A

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/11/2023	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

The Library Board of Trustees will continue to have a five-year term.

ATTACHMENTS:

Attachment A: Ordinance