

The duties of each of these committees shall be such as are associated with its name and related policies or shall be committed to it by action of the President with the advice and consent of the Board.

The duties of the Personnel, Policy, and Public Relations committee will also include the evaluation of the City Librarian, the formulation of goals, and the recommendation to the Board of such goals and/or evaluation.

Special committees for the study and investigation of special problems may be appointed by the President; such committees to serve until completion of the work for which they were established.

Article 5.            RECORDS OF THE BOARD

1. All records of Library Board actions shall be kept in the Main Library and any other locations designated by the Board of Trustees. All such records shall be open to public inspection at all reasonable times.
2. Accounting records shall be kept where feasible and as designated by the Board of Trustees.

Article 6.            CITY LIBRARIAN

1. The City Librarian shall serve at the pleasure of the Board of Trustees.
2. The City Librarian shall be considered the executive officer of the Board and shall have sole charge of the administration of the library under the direction and review of the Board.
3. The City Librarian shall attend all Board and committee meetings, except where his salary, performance, or continued employment are under discussion.
4. The City Librarian shall be held responsible for carrying out the policies of the Board, for recommending needed policies for Board action, and acting as technical advisor to the Board.
5. The City Librarian shall appoint members of the staff in accordance with Decatur Civil Service Commission regulations.
6. The City Librarian shall be responsible for the care of library property and the general management of library services, for suggesting plans for extending the library services, and preparing reports showing the library's current progress and future needs.