

# Dixon Public Library District

## POLICY AND PROCEDURE HANDBOOK

**POLICY TITLE: Powers and Duties of the Library Commission**  
**POLICY NUMBER: 7005**

**7005.2** The powers and duties of the Library Commission, as established by the provisions of California Education Code section 18449, encompass the following:

**7005.2.1** Establish and enact such policies and procedures that promote the provision of free library services within the Library District area.

**7005.2.2** Establish and promote the mission and goals of the Library District.

**7005.2.3** Enter into contracts for the Library District, except that real property transactions and contracts for building construction, acquisition, lease or rental shall be made by the Governing Board of Library Trustees.

**7005.2.4** Review, manage and control the Library District's assets.

**7005.2.5** Review the proposed budget prepared by the District Librarian and make recommendations for its adoption by the Governing Board of Library Trustees.

**7005.2.6** Select and appoint a District Librarian who meets the established qualifications and who shall perform the duties as defined by the Library Commission;  
evaluate the District Librarian's performance on an annual basis.

**7005.2.7** Develop, monitor and evaluate the Library District's long-term, strategic or other needs assessment plans and initiatives.

**7005.2.8** Support the Library District's participation in resource sharing and networking on regional, state and national levels.

**7005.2.9** Provide a public forum at the Library Commission meetings for the community to express its views regarding goals, services and operations of the Dixon Public Library District.

Adopted 04/17/2006