**Appendix C: Lincoln County Library District (LCLD) Organizational Governance Structure**

The LCLD was established to provide library services district-wide. Currently, this is accomplished through inter-governmental agreements with 5 cities: 2 members and three partners, to provide library service to everyone within the LCLD boundaries.

**Member Libraries (incorporated Siletz and Waldport residents vote and pay tax into the LCLD):**

Siletz

Waldport

* City-District Agreement
* Tax Revenue Distribution
* Annual Service Plan & Evaluation Process
* Statistical Reports
* Financial Accountability
  + Budgets
  + Audits

**LCLD Board of Directors**

5 citizens elected by voters

District Director

**Partner Libraries (incorporated Lincoln City, Newport, and Toledo residents do not vote or pay tax into the LCLD):**

Lincoln City

Newport

Toledo

Courier Drivers

Cataloger

**MAJOR ROLES AND RESPONSIBILITIES:**

***Library District Board of Directors***

* Operates according to the governing ORS statutes
* Oversees distribution of approved tax-payer funds that ensure the provision of public library services in the Lincoln County Library District
* Sets the District budget each year
* Oversees Agreements with cities
* Sets District policies
* Develops and implements District strategic plans
* Hires District Director and staff

***District Director***

* Provides expertise, leadership and coordination
* Advises District Board regarding policy, resource allocation and strategic planning
* Prepares and manages District budget
* Administers District operations
* Monitors and evaluates District activities
* Supervises and evaluates District staff
* Serves as District Board Secretary

***Cities***

* Adopts local library policies
* Hires local library director
* Prepares/adopts annual public library budget in coordination with the library director
* Fiscally supports local public library
* Provides and maintains the public library building
* Oversees compliance with the requirements of the LCLD Agreement
* Supports and advocates for libraries and LCLD

***Library Boards***

* Serves as library policy advisors
* Supports and advocates for libraries and LCLD
* Carries out duties as stated in Oregon State law/City ordinance and School District policy regarding library boards
* Monitors compliance with the requirements of the LCLD Agreement

***Local Library Director***

* Provides expertise, leadership and coordination
* Advises library board regarding policy, resource allocation and strategic planning
* Prepares and manages library budget
* Administers local library operations
* Monitors and evaluates library performance
* Hires and supervises library staff
* Oversees coordination with local library support groups
* Ensures compliance with the requirements of the LCLD Agreement
* Collaborates with the LCLD to provide the best public library service to the residents of the District
* Supports and advocates for libraries and the LCLD