

TITLE 2 ADMINISTRATION AND PERSONNEL

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CHAPTER 2.38. SIOUX CITY PUBLIC MUSEUM BOARD OF TRUSTEES

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2.38.010 Board Created.

There is created a seven-member board of trustees for the purpose of governing the operations of the Sioux City Public Museum, consistent with the terms and provisions of this chapter, to be known as the Sioux City Public Museum Board of Trustees.

(Ord. 97/U-5636; S-43675, 1982)

2.38.020 Appointment and Qualifications.

The board shall be appointed by a majority vote of the city council. To be eligible to be appointed a member of the board, the appointee must be a qualified resident elector of Sioux City, Iowa. Before assuming the duties of the office, each board member shall file with the city clerk an oath for the faithful performance of his duties, and a disclosure of his ownership or control or prior ownership or control within the preceding two years of any interest, direct or indirect, in any property included or planned to be included in an urban renewal project.

(Ord. S-43675, 1982)

2.38.030 Terms of Office. Repealed by 2011-0080

This section has been repealed.

2.38.040 Organization of the Board.

As soon as possible after the appointment of the initial members, the board shall organize for the transaction of business; elect a chairman from its own; appoint a secretary; and adopt bylaws and regulations to govern the proceedings of the board. Four members of the board shall constitute a quorum for the transaction of business. All actions of the board shall be either by resolution or motion and the affirmative vote of at least four members shall be necessary for the passage of either action.

(Ord. S-43675, 1982)

2.38.050 Meetings and Minutes.

The board shall hold at least six public meetings during each calendar year. Minutes of each meeting shall be kept and all resolutions and minutes shall be open to public inspection.

(Ord. S-43675, 1982)

2.38.060 Powers of the Board.

The Sioux City Public Museum Board of Trustees shall have and exercise the following powers:

1. To make and enforce policy and regulations for the control, operation, supervision and maintenance of the public museum;
2. To buy, sell, lease or exchange any property of the public museum consistent with the goals and functions of the public museum under such terms and conditions as the board shall determine, providing that no lease for a period in excess of one year shall be valid unless approved by the city council;
3. To employ such persons as shall be necessary to operate and maintain the museum subject to the following limitations:
 - a. Appointment of such persons shall be consistent with the city's position classification and personnel manuals and limited to positions authorized in the budget as finally approved by the city council.
 - b. All wages and benefits of the museum's employees shall be established by the city council except that the board shall fix the compensation of the director within the compensation range established by the city council for that position;
4. To apply for and accept grants or subsidies from any other unit of government;
5. To make such recommendations concerning the procurement of insurance as is felt necessary for the protection of the museum;
6. To promote or co-promote activities and events held at the museum;
7. To select and make purchases of artifacts or other objects of historical or scientific significance, in the original and in replicas or copies; to acquire books, periodicals, papers and journals on the subject of historical or scientific interest for the museum;
8. To receive, reject, hold and/or dispose of all gifts, donations, devises, and bequests that may be made to the city for the purpose of establishing, increasing or improving such museum, but

when any such gift, donation, devise or bequest is conditioned upon any act of the city, the city council must first determine whether such condition can or shall be complied with;

9. To have exclusive control of the expenditures of the museum revenues and funds allotted for the museum in accordance with the budget as finally approved by the city council;
10. To determine rates and conditions for services rendered to users of the Sioux City Public Museum;
11. To regulate and control advertising in buildings and on premises of the Sioux City Public Museum and to advertise the services offered by the museum.

(Ord. 97/U-5636; 84/T-2512; S-43675, 1982)

2.38.070 Responsibilities of the Board.

It shall be the responsibility of the Sioux City Public Museum Board of Trustees to:

1. Publish and make known to the public the schedules of fares and charges for all services offered by the Sioux City Public Museum, the schedule of operations, and the rules and regulations governing the public use of the museum;
2. Prepare and deliver to the city council an annual report covering program activities and financial status within sixty days of the end of the fiscal period;
3. Deposit all moneys received with the city treasurer to be credited to the museum, and make all disbursements utilized in the claim and warrant procedures of the city;
4. Utilize the city's personnel department and follow the city's policies and procedures in the personnel administration of all museum employees;
5. Make all purchases of materials, supplies and equipment through and in accordance with the resolutions and regulations governing the operation of the purchasing department of the city with the exception of items listed in subsection 6. of Section 2.38.060;
6. File with the city clerk for public inspection copies of minutes of all board meetings and resolutions duly passed by the board within fourteen days of the meeting at which such action was taken;
7. Employ a competent person as director of the museum who shall be responsible for the operation and administration of the museum;
8. To submit to the city council for approval a budget for the expenditure of museum revenues and municipal funds allotted for the museum; the approved budget will be the working document for administration of the museum;
9. To utilize the central staff and auxiliary services of the city administration and refrain from duplicating them or from establishing incompatible procedures, as more particularly set forth in "Standard Operating Procedures for all City Council Appointed Boards, Commissions and Committees" adopted by the city council and incorporated herein by reference;
10. To expend revenues received consistent with the provisions of any outstanding bond issues.

(Ord. 2011-0080; 97/U-5636; S-43675, 1982)

2.38.080 Limitations on the Powers of the Board.

The following shall be limitations on the powers of the Sioux City Public Museum Board of Trustees:

1. All property, whether real or personal, shall be acquired in the name of the city.
2. The purchase or sale of property to any relative of any member of the Sioux City Public Museum Board of Trustees or any executive employee of the board is prohibited.

(Ord. 97/U-5636; S-43675, 1982)

2.38.090 Removal of Trustees.

Trustees may be removed by a majority vote of the city council for good cause shown as determined by the city council of the city.

(Ord. S-43675, 1982)

2.38.100 Penalty for Violations.

Any person, firm or corporation violating any of the provisions of this chapter shall be guilty of a misdemeanor and shall be punished as provided by law.

(Ord. S-43675, 1982)