

## **TITLE II POLICY AND ADMINISTRATION**

### **CHAPTER 16 CITY OF CAMANCHE HISTORICAL BOARD**

- 2-16-1 Historical Board Created
- 2-16-2 Board Organization
- 2-16-3 Duties of the Board
- 2-16-4 Reports
- 2-16-5 Rules
- 2-16-6 Gifts

2-16-1 HISTORICAL BOARD CREATED. The City of Camanche Historical Board is created to advise the Council on the planning and operation of a museum. It shall also:

1. Kindle and keep alive an active interest in state and local history,
2. Promote interest in local history by historical markers, programs, observations and pageants of early pioneer history,
3. Discover, collect, and preserve books, pamphlets, messages, genealogies, portraits, paintings, relics, manuscripts, letters, journals, surveys, field notes, and any and all articles, and materials which may establish or illustrate the history of this City,
4. Secure, preserve and publish the recollections and reminiscences of those who have taken part in or witnessed the growth of our community,
5. Collect and preserve the materials of local history,
6. Promote the presentation and display of historical relics,
7. Cooperate as fully as possible with other organizations whose objects are substantially the same as this Board.
8. Upon nomination by the President of the Historical Society, the Board is authorized to approve or disapprove the appointment of the Director of Archives, and said Historical Board is authorized to cooperate with the Director of Archives in trading, selling or donating duplicate or unneeded items under the control of the Historical Society.

(Ord. 385, Passed 1980)

(Ord. 558, Passed 1987)

(Ord. 561, Passed 1987)

2-16-2 BOARD ORGANIZATION. The Board shall consist of seven members, all citizens of the City, appointed by the Mayor with the approval of the City Council. The originally appointed Board Members shall cast lots at their first meeting to determine their respective terms of office, and shall report the results to the City Council. Three members shall hold office for three years and four for two years from the first day of July following their appointments. All

subsequent appointments shall be for two years except to fill vacancies. Vacancies shall be filled in the same manner as original appointments. Members shall serve without compensation.

(Ord. 702, Passed 2009)

(Ord. 385, Passed 1980)

(Ord. 739, Passed May 17, 2016)

2-16-3 DUTIES OF THE BOARD. The Board shall have charge, control and supervision over the museum, its appurtenances, fixtures and rooms containing the same. In addition to its duties to plan and operate a museum, the Board shall have authority over the properties and personnel devoted to the museum, subject to the limitations of expenditures for salaries and supplies, contracts and capital outlays set forth in the annual budget provided by the Council for the museum operations; and it shall cooperate with the Mayor in the allotment of time of City employees for museum purposes. The chairperson shall order supplies by the procedures established by Council for all departments of the City, and payments will be made by checks written by the City Clerk for invoices submitted and approved by the Board.

(Ord. 385, Passed 1980)

2-16-4 REPORTS. The Board shall make written reports to the Council of its activities from time to time as it deems advisable or upon Council request. Its revenues and expenditures shall be reported monthly by the Clerk in the manner of other departmental expenditures, and a copy shall be provided to each member of the Board and in the clerk's report to the Council.

(Ord. 385, Passed 1980)

2-16-5 RULES. The Board shall have power to make rules and regulations for the use of the museum, subject to the approval of the rules by the Council. Such rules shall be either posted at the museum and/or otherwise publicized in a manner to provide adequate notice to the public.

(Ord. 385, Passed 1980)

2-16-6 GIFTS. All gifts, donations, devises and bequests that may be made to the City for the purpose of establishing, increasing, or improving the museum shall be administered by the Board. The Board, in conjunction with the Director of Archives of the Historical Society, has the right to trade, sell or donate duplicate or unneeded items.

(Ord. 385, Passed 1980)

(Ord. 558, Passed 1987)