

## LIBRARY AD HOC COMMITTEE

# CHARTER

## HERONS GLEN RECREATION DISTRICT

The Library Committee is subject to the General Policies which apply to all of Herons Glen Recreation District's committees.

The Library Committee's responsibility is limited to keeping the print and non-print media collections of the HGRD organized and updated. This includes

1. Hardback and paperback books,
2. Magazines and other print periodicals,
3. Electronic media formats that are included in the District's collection
4. Determining the appropriateness of the material to be included in the collection and
5. Weeding and discarding as needed to keeping the collection serviceable.

This committee is required to hold one meeting annually in March for the purpose of creating a budget request for the following fiscal year. This budget request should be turned in to the General Manager prior to the end of April.

This committee should designate a chair to coordinate committee members' schedules and to serve as the committee's link to its liaison.

This committee's liaison is the Executive Assistant to the board of supervisors.