

Chapter 2

AUTHORITY AND ADMINISTRATION

SECTION 1: AUTHORITY

The Library Board has authority for the library as established by state statute and by the City of Ralston's Municipal Code. All actions of the Library Board are under the supervision of the City's Governing Body. (Ralston Municipal Code, Chapter 2, Article 1. Commissions and Boards, Section 2-101, and Chapter 3, Departments, Section 3 -501-509)

Reviewed: April 18, 2013

SECTION 2: CONTRACTS

No provision contained in this manual is intended to supersede any provision covered under any contract. Should any conflict arise between provisions found in this manual and any contract negotiated between the Baright Public Library and any contracting agent, the contract will prevail.

Reviewed: April, 2013

SECTION 3: ADMINISTRATION

The Library is a department of the City of Ralston. The Library Director is authorized and directed to administer these policies and has the right to establish any detailed provisions necessary to ensure implementation of these policies. In situations where there is a conflict between these policies and applicable state and federal statutes, the provisions of the statutes will apply. (Nebraska Statute 19-1825 et. seq.)

Reviewed: April 18, 2013

SECTION 4: LIBRARY ORGANIZATIONAL STRUCTURE - TRUSTEES

The five members of the library board of trustees are "appointed by the majority vote of the Governing Body, upon nomination by the Mayor." Chapter 2, Article 1, Section 101.

Trustees follow the policies and responsibilities as outlined in the Nebraska State Statutes and the *Nebraska Trustee Handbook*.

Any Trustee having three unexcused absences in a calendar year is subject to dismissal from the board.

Officers are elected in November of each year and include President, Vice President, and Secretary.

Trustees may serve no more than two consecutive terms.

Trustees are subject to an annual written evaluation performed by the Library Director and members of the Board.

Revised: April 18, 2013

SECTION 5: PERSONNEL AND FINANCIAL RECORDS

Personnel records are kept on file in the City Clerk's office of the City of Ralston.

Library claims are submitted to the City Finance Director for payment upon the approval of the City Council.

The Library follows the accounting practices established by the City of Ralston.

All fees, fines, and other forms of payment are submitted to the City Finance Director for deposit into the Library's account. Grants and donations made payable to the Library are deposited in the Library's accounts held by the City.

Reviewed: April 18, 2013

SECTION 6: DESCRIPTION OF COMMUNITY

An understanding of the community is essential to the strategic planning process and to materials selection for that community.

According to the 2010 Census, the City's population was 5943; the 2017 estimate was 7,438. The 2017 estimates report that 91.2% of the residents are high school graduates or have higher education; 32% have a bachelor's or higher degree.

The per capita income in 2017 dollars is \$ 32,090; median household income is \$ 55,837, slightly above the Nebraska median of \$50,695.

Females represent 51.9% of residents. Children under 5 years are 5.3% of the population; under 18 years, 20.6%; age 65 and older, 17.2%

The population reporting as a white person is 91.2%; 1.3% , black; American Indian and Alaska Native persons, 0.3%; Asian, 2.3%; Hispanic or Latino, 11.3%; white persons not Hispanic, 82.0%.

The predominant language spoken in homes is English; 8.5% reported another language was spoken in the home

Homeownership is 58.0%, and 30.5% of the 3,292 housing units are multi-unit structures. There are 3,215 households with 2.48 persons per household.

Ralston, a small community of 1.64 square miles surrounded by Omaha on three sides and Sarpy County on the south, is primarily contained between 72nd Street (on the east); 84th Street (on the west); L Street (on the north); and Harrison Street (on the south). Ralston also includes Fair View Heights (bordered by 84th Street, Monroe Street, 90th Street, and Harrison Street), and the Woodbine area (bordered by Harrison Street, Y Street, 90th , and 96th Streets) (See Appendix D.).

The service area of the Baright Public Library is all of Douglas County with the home service area being the City of Ralston and the Ralston School District. In 1994, through the Inter-local Cooperation Agreement of the State of Nebraska, Douglas County agreed to cooperate in the funding of all Douglas County public libraries to make them available to all Douglas County residents whether they live in a city's limits or in unincorporated districts. The formula for this tax is on file in the Douglas County offices and the Baright Public Library (See Appendix E.).

Within the city limits of Ralston, there are 2 public elementary schools (Seymour and Wildewood), one parochial school (St. Gerald's Elementary), one middle school (Ralston Middle School), and one high school (Ralston High School). The School District includes the City of Ralston plus a portion of Omaha and Turtle Creek (an unincorporated subdivision that is bounded by 102nd Street, south of Q Street.; 108th Street, north of Q Street; Q Street to F Street and F Street to 60th Street on the east); and Harrison Street on the south. The elementary schools of Karen Western, Meadows, Mockingbird, and Blumfield are included in the school district but are outside the city limits of Ralston (See Appendix F.).

The community has close ties with local churches and their active congregations -- Trinity United Methodist, Messiah Lutheran Church, St. Gerald's Catholic Church, the Ralston United Church of Christ, and the First Church of the Nazarene. Civic Groups include the Chamber of Commerce, the Downtown Business Group, Oak Hills Pool, Optimists, Ralston Archives Museum, Ralston Legion, Ralston Area Baseball/ Softball Associations, Ralston Senior Center, Ralston Alumni, Ralston Community Foundation, Wiebe-Ralston Foundation, Boy/Girl Scout groups, etc.

Ralston is an All-Nebraska City and, with the 1980 Census, became a City of the First Class.

In 2011, Ralston voters approved the construction of an ice arena and event center. The City accepted the keys to the Ralston Arena on October 15, 2012. The Ralston Arena is a department of the City of Ralston and managed by Spectra Venue Management.

Approved: June 21, 2007

Revised: July 15, 2010; April 18, 2013; April 16, 2015 (whole chapter 2); June 20, 2019