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## Chapter 2.24

### COUNTY MUSEUM

#### Sections:

- 2.24.010 Short title.
- 2.24.020 Definitions.
- 2.24.030 Purpose.
- 2.24.040 Advisory committee--Establishment.
- 2.24.050 Advisory committee--Composition.
- 2.24.060 Advisory committee--Terms.
- 2.24.070 Advisory committee--Meetings.
- 2.24.080 Advisory committee--Action.
- 2.24.090 Advisory committee--Compensation and expenses.
- 2.24.100 Director--Appointment.
- 2.24.110 Museum department--Establishment.
- 2.24.120 Volunteer service policies development.
- 2.24.130 License for use of facilities.
- 2.24.140 Sale of goods and services.
- 2.24.150 Revenue--Appropriation.

2.24.010 Short title. The ordinance codified in this chapter together with any ordinances that amend the ordinance codified in this chapter shall be referred to as the county museum ordinance. (Ord. 83-1-1 §1.1, 1983)

2.24.020 Definitions. Unless the context clearly indicates otherwise, the following definitions apply to words and phrases used in this chapter :

A. "Committee" means the county museum advisory committee established by this chapter.

B. "Department" means the county museum department established by this chapter.

C. "Director" means the county museum director.

D. "Museum" means the county museum. (Ord. 83-1-1 §1.2, 1983; Ord 97-1-4, §8, 1997)

2.24.030 Purpose. The ordinance codified in this chapter is adopted pursuant to ORS 203.035 to accomplish the following purposes:

A. Establish and provide the administrative structure for the county museum department.

B. Provide for the establishment of policies and procedures for efficient operation and use of the county museum.

C. Provide for establishment of goals and objectives for development of the county museum.

D. Promote the use of volunteer services and labor at the county museum.

E. Promote the preservation, study, interpretation and exhibition of objects and specimens of educational and cultural value to the citizens of the county.

F. Promote and protect the general public health, safety, convenience and welfare.

It is declared the foregoing are public purposes and shall be regarded as performing essential governmental functions of concern to the county. (Ord. 83-1-1 §1.3, 1983)

2.24.040 Advisory committee--Establishment. The county museum advisory committee is established to serve as an advisory body with the authority to assist and advise the board and the director on matters concerning the management and operation of the county museum. The committee shall have the authority and duty to perform the following functions and activities with regard to the museum:

A. Make recommendations to the board and the director on goals and objectives for development of the museum.

B. Assist the director in the preparation of the department budget.

C. Review and recommend adoption of policies for the operation of the department and the museum. (Ord. 83-1-1 §2.1, 1983)

2.24.050 Advisory committee--Composition. The committee shall be composed of five voting members. All members shall be appointed by the board and shall serve at the pleasure of the board. The director shall serve as official recording secretary for the committee and shall be responsible for compliance with all requirements of ORS Chapter 192 concerning records and meetings of the committee. (Ord. 83-4-1 §I (part), 1983; Ord. 83-1-1 §2.2, 1983; Ord. 98-8-1 §1, 1998)

2.24.060 Advisory committee--Terms. Upon the effective date of the ordinance codified in this section, the board shall enter an order appointing committee members to the following terms:

A. Two members shall be appointed for terms that shall expire on June 30, 1985;

B. Two members shall be appointed for terms that shall expire on June 30, 1986;

C. Three members shall be appointed for a term that shall expire on June 30, 1984.

Thereafter each member shall be appointed for a term of three years. At the expiration of a member's term, the board shall reappoint such member or appoint a new member. If a committee member is removed by the board or resigns from the committee, any replacement member shall serve for the remainder of the term of the member being replaced. (Ord. 83-4-1 §I (part), 1983; Ord. 83-1-1 §2.3, 1983)

2.24.070 Advisory committee--Meetings. The committee shall hold an organizational meeting during July of each year. At the organizational meeting the committee shall elect a chairperson from among its members. The committee shall meet

at the call of the chairperson or any three members as necessary to perform the duties required by this chapter. The director shall assist the chairperson in scheduling meetings. The chairperson shall reside at all meetings of the committee and shall conduct the meetings in accordance with procedural rules established by the committee. (Ord. 83-1-1 §2.4, 1983)

2.24.080 Advisory committee--Action. Three voting members shall constitute a quorum. No decision shall be made by the committee unless a quorum is present. A majority of the members present at a meeting must vote in favor of any proposed decision or action of the committee before it may be implemented. (Ord. 83-1-1 §2.5, 1983)

2.24.090 Advisory committee--Compensation and expenses. The members of the committee shall receive no compensation for services provided as members, except for reimbursement of actual and necessary travel and other expenses incurred in the performance of their duties. Requests for reimbursement of expenses must be submitted to and approved by the director. (Ord. 83-1-1 §2.6, 1983)

2.24.100 Director--Appointment. The county museum director shall be appointed by order of the board to administer the provisions of this chapter. The director shall serve at the pleasure of the board and receive such salary and other compensation as the board shall direct. The director shall have the authority and duty to:

- A. Establish policies and procedures for efficient operation and use of the museum.
- B. Establish goals and objectives for development of the museum.
- C. Supervise the department and employ persons in the department.
- D. Prepare a budget for operation of the department.
- E. Receive and accept donations to the museum on behalf of the county.
- F. Execute bailment agreements on behalf of the county for objects that are loaned to the county for exhibition at the museum so long as no monetary consideration is involved
- G. Advise the board and the committee on all matters pertaining to this chapter and the operation of the museum.
- H. Coordinate museum operations with activities at the county fairgrounds.
- I. Sign licenses on behalf of the county and determine rental fees for such licenses subject to Section 2.24.130 of this chapter.
- J. Acquire objects or specimens for the museum's collections by purchase or donation. All accessions shall be subject to policies adopted in accordance with this chapter. If objects or specimens are acquired by purchase, the director shall have the authority to execute contracts on behalf of the county so long as the purchase price does not exceed ten thousand dollars. All purchase contracts shall be filed in the county journal and purchases shall be reported to the board in writing within ten days after the purchase contract is executed.
- K. Sell or otherwise dispose of objects or specimens from the collections of the museum subject to the policies that are adopted in accordance with this chapter. The director shall have the authority to execute contracts on behalf of the county for the sale or disposal of objects or specimens. (Ord. 83-10-1 §1, 1983; Ord. 83-1-1 §3.1, 1983)

2.24.110 Museum department--Establishment. The county museum department is established to operate and maintain the museum. The director shall serve as the head of the department. (Ord. 83-1-1 §3.2, 1983)

2.24.120 Volunteer service policies development. The director shall develop policies that will promote and encourage the efficient use of the services of volunteers and volunteer organizations for museum activities. (Ord. 83-1-1 §3.3, 1983)

2.24.130 License for use of facilities. The director shall have the authority to enter into written license agreements on behalf of the county with persons, firms, corporations, partnerships, or associations for the use of rooms or other facilities at the county museum. Such licenses shall be consistent with the purposes set forth in this chapter and policies that are adopted in accordance with this chapter. The licenses may provide for payment of a rental fee to the county by the licensee. The director shall report to the board in writing on all licenses signed by the director. Such report shall be made on a regular basis, at least monthly. (Ord. 83-10-1 §2, 1983; Ord. 83-1-1 §3.4, 1983)

2.24.140 Sale of goods and services. The department shall have the authority to sell books, goods, and services at the museum. All such sales shall be consistent with the purposes set forth in this chapter and policies that are adopted in accordance with this chapter. (Ord. 83-10-1 §3, 1983; Ord. 83-1-1 §3.5, 1983)

2.24.150 Revenue--Appropriation. All revenue generated by license fees, sales of goods, books, objects, specimens and services, and donations shall be appropriated annually to the department budget. (Ord. 83-10-1 §4, 1983; Ord. 83-1-1 §3.6, 1983)