

**City of Aztec
ORDINANCE 2020-505**

An Ordinance Amending Chapter 19 - Public Library

WHEREAS, it has been over 12 years since Chapter 19 has been updated; and

WHEREAS, the Library Director has reviewed Chapter 19 and has seen the need to completely update the chapter as the previous version is relatively obsolete.

NOW, THEREFORE, BE IT ORDAINED by the governing body of the City of Aztec has amended Chapter 19 of the Aztec City Code (as attached).

PASSED, APPROVED, SIGNED AND ADOPTED THIS _____ day of _____ 2020. By the Aztec City Commission, City of Aztec, New Mexico.

Mayor Victor C. Snover

ATTEST:

Karla Sayler, City Clerk CMC

APPROVE AS TO FORM:

City Attorney

Advertised Date of Final Adoption: _____

Effective Date of Ordinance: _____

**Chapter 19
PUBLIC LIBRARY**

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Chapter 19 PUBLIC LIBRARY

ARTICLE I. IN GENERAL

Sec. 19-1. Library Established.

There is established a free public library, originally known as the Altrurian Public Library, now known as the Aztec Public Library.

(Code 2007, 19-1)

Sec. 19-2. Library Purpose.

First established as the Altrurian Library in 1909, the present-day Aztec Public Library serves the Community as a center for literacy, technology, community development, cultural vitality and democratic participation.

(Code 2007, 19-2)

Sec. 19-3. Advisory Board.

Establishment and responsibilities of the Library Advisory Board are in [Chapter 2, Article V, Division 5](#).

(Code 2007, 19-3)

Sec. 19-4. Administration.

Establishment and responsibilities of the Library Director are established in [Chapter 2, Article III, Division 11](#).

(Code 2007, 19-4)

Sec. 19-5. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

(Code 2007, 19-5)

Aztec Family Center

The Aztec Boys and Girls Club, San Juan College East, Vista Nueva Alternative School, Aztec Public Library, and all the parking, landscaped and access areas dedicated to the Family Center located on the corner of South Ash Street and Llano Street, Aztec.

Computer Network

The provided connectivity to the Regional Library System Database, and access to the internet and Aztec City network.

Cyber Café

This space is an open room with public access to computers and personal laptop computer use. This area can accommodate up to 32 people including seventeen computer terminals, twelve Ethernet data ports, and Wi-Fi connectivity. No food or drink is allowed in this area, Exceptions must be approved by the Library Director.

Library

Any nonprofit corporation of public institution, library, gallery, museum, exhibit, traveling library, collection, exhibition or other similar educational, scientific, artistic, historical, charitable or like association open to the public.

Library book, item or equipment

Any book, newspaper, magazine, pamphlet, manuscript, map, print, chart, picture, portrait, photograph, painting, engraving, statue coin, model, electronic or copy equipment or any other equipment, apparatus, specimen, film document, file card, apparatus or other work of art, literature or object of historical significance or of curiosity whether owned by the library or in the care, custody or control of the library by reason of loan, bailment, trust or deposit with the library and shall include any furniture, audio visual equipment or other like equipment customarily used or owned by the library.

Meeting Room A

This room may be reserved by small sized group (10 people maximum). This room comes equipped with a dry erase board (dry erase markers are not provided). This room can also accommodate one large table and 8 chairs. It also has an Ethernet data port for internet access or web casting (Webinar). Wi-fi is also available. Refreshments maybe served here.

Meeting Room B

This room can seat 10-25 people using up to four tables and 24 chairs. A galley kitchen with sink, microwave and refrigerator is also available. This room comes equipped with a dry erase board (dry erase markers are not provided), a digital overhead projection unit, screen and an Ethernet data port for internet access or web casting (Webinar). Wi-fi is also available. Refreshments may be served here.

Meeting Room C

This room seats up to 50 people or eight tables and 48 chairs. A galley kitchen with sink, microwave and refrigerator is also available. This room comes equipped with a dry erase board (dry erase markers are not provided), a digital overhead projection unit, screen and an Ethernet data port for internet access or web casting (Webinar). Wi-fi is also available. Refreshments may be served here.

Tech Lab

This space is also an open room that has nine computers and can accommodate seating for up to 20 people. Wi-Fi connectivity is also available. No food or drink is allowed in this area, exceptions must be approved by the Library Director.

Sec. 19-6. Library Fees.

Fees for library room rentals and equipment use is established in [Chapter 16 Fee Schedule](#).

Sec. 19-7 to 19-30. Reserved.

ARTICLE II. USE OF FACILITY

Sec. 19-31. Penalty for Violation.

Any person convicted of a willful violation of this article shall be subject to fine or punishment as provided in [Sections 1-8](#).

(Code 2007, 19-31)

Sec. 19-32. Persons Permitted Use of Public Libraries.

The public library is open to the general public, but checkout of materials from the library will be allowed only to current San Juan County Regional Library card holders.

(Code 2007, 19-32)

Sec. 19-33. Liability of Parent or Guardian for Acts of Minor.

The parent or guardian of a minor who willfully and maliciously commits any act within the scope of this article shall be liable for all damages caused by such minor. The refusal, without just cause or reasonable excuse, of the parent or guardian of such minor to pay for any damage done to or retention of library property as provided in this article shall be a violation of this article.

(Code 2007, 19-33)

Sec. 19-34. Retention, Removal and Destruction of Property, Items or Equipment.

Any person who shall do any of the following acts shall be guilty of a violation of this article:

1. Willfully or intentionally fail to return to a public library any library book, item or equipment belonging to such library within 15 days after the library director has given such person notice in writing, as provided in this article, that the time for which such library book, item or equipment may be kept under library regulations has expired; or
2. Willfully or intentionally remove from the premises of the library any library book, item or equipment without charging it in accordance with the regulations of the library; or
3. Willfully or wantonly damage, mar, deface, cut, tear, disfigure, soil, obliterate, break, mutilate or otherwise destroy or injure any library book, item or equipment, whether upon the library premises or upon loan; or
4. Willfully misuse in any way, any of the library electronic resources

(Code 2007, 19-34)

Sec. 19-35. Notice.

Notice required by the library director under this article may be given by personal service or by mailing of a registered or certified letter, return receipt requested, to the last known address of such person on file with the library. Such notice shall refer to this article and shall contain a demand that the property be returned.

(Code 2007, 19-35)

Sec. 19-36. Violation of Rules.

1. It shall be unlawful and a violation of this article for any person to willfully disobey any rule or regulation promulgated by the public library board for use of the public library by the public, provided, that:
 - (1) Any such rule or regulation shall have been formulated, approved and adopted by and filed with the city commission;
 - (2) A copy of such rule or regulation shall have been filed with the city clerk for inspection by the public during reasonable business hours; and
 - (3) Such rule or regulation is prominently posted at the entrance of the public library in large type so as to be readily visible to all persons entering the public library for purposes of the use thereof.
2. The public library board shall have authority to exclude any person who willfully violates library rules and regulations.
(Code 2007, 19-36)

Sec. 19-37. Parking Areas and Building Approaches.

Parking areas and building approach areas shall be a shared security responsibility by the various parties considered as part of the Aztec Family Center.
(Code 2007, 19-37)