

## VI. ANNEXATION TO THE RURAL LIBRARY DISTRICT

### A. General Purpose:

1. Annexation is the method by which an incorporated city may become part of the rural library district as provided by RCW 27.12.360.

### B. Method (to be followed in numerical order):

1. Board approval of annexation is required.
2. An ordinance must be passed by the city council stating an intention to annex to the library district.
3. Approval of the ordinance must be made by the Library Board of Trustees.
4. A resolution by the County Commissioners must be made approving a special election.
5. The issue is placed on ballot by the municipality.
6. Approval of the ballot issue by the majority of the voters within the city limits.

### C. Responsibilities of the City Government:

1. To provide a suitable space for the operation of a library.
2. To pay the cost of providing heating, lighting, furniture, water, garbage, janitorial services, janitorial supplies, insurance and other items as negotiated per contract.
3. To maintain the grounds and the premises and to keep the same in good repair at the city's expense.

### D. Responsibilities of the Library District:

1. To provide rotating collections of library materials on a monthly basis.
2. To pay the salaries of the branch manager and substitute.
3. To set the wages of the branch manager and substitute.
4. To hire and discharge the branch manager and substitute.
5. In the case of the City of Colfax, a building/janitorial fee will be computed and assessed to determine annual contract fees.