

Proposed Ordinance  
of the  
City of Minneapolis

By Benson

**Amending Chapter 17 of the Minneapolis City Charter relating to Library Board by adding a new Section 17 pertaining to the authority of the Library Board to establish positions in the unclassified service (Charter Amendment No. \_\_\_\_).**

The City Council of The City of Minneapolis do ordain as follows:

Section 1. That Chapter 17 of the Minneapolis City Charter be amended by adding thereto a new Section 17 to read as follows:

Section 17. (a) *Authority to Establish Unclassified Positions in Library Board Service.* The library board has the authority to establish positions by ordinance in the unclassified service of the library board, notwithstanding any contrary provisions of the Minneapolis city charter, civil service rule, general law or special law.

(b) *Library Board to Establish Positions by Ordinance.* The library board may establish unclassified positions that meet the following criteria:

(1) the person occupying the position must report to the director of the library or a library division director;

(2) the person occupying the position must be part of the director's management team;

(3) the duties of the position must involve significant discretion and substantial involvement in the development, interpretation, or implementation of library board or department policy;

(4) the duties of the position must not primarily require technical expertise where continuity in the position would be significant; and

The library board must adopt findings on whether the criteria in this section are met before an unclassified position is established. The library board shall establish the terms and conditions of employment for all unclassified positions.

(c) *Changes or Amendments to Established Unclassified Positions.* The library board must follow the process for establishing unclassified positions if the library board:

(1) changes or alters the terms and conditions of employment for previously established unclassified positions;

(2) establishes additional unclassified positions, even if the new positions are identical to an existing or a previously existing unclassified position; or

(3) transfers an unclassified position from one library board department to another library board department.

No library board employees or officials other than the library board may establish, add, modify, transfer or eliminate any unclassified position.

(d) *Unclassified Positions Reported to Library Board.* Notwithstanding any charter provision, civil service rule, special law, general law, or any previous city practice or procedures to the contrary, all unclassified positions in the library board service shall be recorded by the director of the library. The director of the library shall report on a semi-annual basis to the library board on each unclassified position, what department each unclassified position is in, the incumbent employees in the unclassified positions, and all vacancies of unclassified positions.