



ALTADENA LIBRARY DISTRICT

AGENDA

Regular Meeting

Board of Library Trustees
Altadena Library District
Community Room – Main Library
October 26, 2009
5:00 p.m.

PUBLIC REQUESTS FOR DOCUMENTS: The District provides a public inspection copy of all materials included in the agenda packet distributed to the Board members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to the Administrative Secretary who will arrange for the documents to be copied at a charge of 15¢ per page. Request forms are available at the District Administration offices.

1. CALL TO ORDER

2. ROLL CALL:

Dale E. LaCasella, President
David Datz, Secretary
David Tuck
Thomas Hubbard
Shirlee Smith

3. ADOPTION OF AGENDA

Opportunity for Board members to delete items, re-order items, continue items or make additions to the agenda pursuant to Government Code Section 54954.2(b).

Recommended Action: The Board of Library Trustees hereby adopts the Agenda as presented.

4. PUBLIC COMMUNICATION

Citizens may address the Board regarding any item of Library business on or not on the agenda. Citizen comments are limited to 3 minutes per item. At the discretion of the President, citizens may be allowed a longer presentation. While all comments are welcome, the Brown Act does not allow the Board to take action on any item not on the agenda. If speaking before the Board, please give your name and address, and state the agenda item and/or issue you wish to address.

5. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS
(INFORMATION)

6. FINANCIAL REPORTS

- a) Altadena Library District for month of September 2009
(DISCUSSION/POSSIBLE ACTION)

Recommended Action: The Board of Library Trustees hereby receives and files the Financial Reports.

7. CONSENT CALENDAR

The Consent Calendar adopting the Recommended Board Action will be enacted with one vote. The Board President will first ask the staff and the Board if there is anyone who wishes to remove an item from the Consent Calendar for discussion and consideration. The matters removed from the Consent Calendar will be considered individually at the end of the Consent agenda under "Items removed from the Consent Calendar". The entire remaining Consent Calendar is then voted upon by roll call under one motion.

Recommended Action: The Board of Library Trustees hereby approves the items and recommended actions in the Consent Calendar listed below:

- a) APPROVAL OF MINUTES -Regular meeting held September 28, 2009
 - b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS
 - c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES
8. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR
Items removed from the Consent Calendar will be discussed individually at this time.
9. OLD BUSINESS
- a) ADOPTION OF RESOLUTION 2904 – A RESOLUTION APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A PURCHASE AND SALE AGREEMENT AND RELATED DOCUMENTS WITH RESPECT TO THE SALE OF THE SELLER'S PROPOSITION 1A RECEIVABLE FROM THE STATE; AND DIRECTING AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH **(DISCUSSION/ACTION)**
 - b) SUMMARY OF DISTRICT'S PARTICIPATION IN NATIONAL CAMPAIGN ENTITLED **READ FOR THE RECORD** HELD OCTOBER 8, 2009 **(RECEIVE AND FILE)**
10. NEW BUSINESS
- a) REVIEW AND APPROVAL OF PARTNERING WITH THE ALTADENA SHERIFF'S DEPARTMENT FOR THEIR HOLIDAY FOOD AND TOY DRIVE FOR NEEDY FAMILIES IN ALTADENA BY ESTABLISHING A LIBRARY FOOD/TOYS FOR FINES PROGRAM FROM NOVEMBER 23 TO DECEMBER 7, 2009 **(DISCUSSION/ACTION)**
 - b) QUARTERLY REVIEW OF CURRENT FY 2009/10 OPERATING BUDGET AND APPROVAL OF ADJUSTMENTS INCLUDING TRANSFER OF ELECTION ALLOCATION OF \$110,000 TO REPLACEMENT AND ELECTION RESERVES **(DISCUSSION/ACTION)**
 - c) REVIEW AND APPROVAL OF DESTRUCTION OF AUDIO RECORDINGS OF BOARD MINUTES IN ACCORDANCE WITH SECTION XII, 1.c. **RECORDS RETENTION – MINUTES OF BOARD MEETINGS, AUDIO RECORDINGS OF BOARD MEETINGS OF THE ALTADENA LIBRARY DISTRICT FINANCIAL POLICIES AND PROCEDURES MANUAL (DISCUSSION/ACTION)**

- d) APPROVAL OF LIBRARY CLOSURE ON SATURDAY, NOVEMBER 7, 2009, FOR THE FRIENDS SPONSORED "AN AFTERNOON WITH ROBERT WAGNER" PROGRAM **(DISCUSSION/ACTION)**
 - e) DISCUSSION OF RESERVED PARKING FOR TRUSTEES ON BOARD MEETING DAYS – TRUSTEE SMITH **(DISCUSSION/ACTION)**
11. CORRESPONDENCE
- a) CSDA, SEPT-DEC 2009 ISSUE, PAGE 26 – LIBRARY DISTRICT LOOKS FORWARD TO MAJOR RENOVATIONS **(INFORMATION)**
 - b) NOTIFICATION OF 2009/10 CLLS CLAIM FOR PAYMENT OF GRANT FOR ADULT LITERACY SERVICES PROGRAMS IN THE AMOUNT OF \$6,311 **(INFORMATION)**
12. REPORTS OF TRUSTEES
- a) REPORT ON THE ALTADENA LIBRARY FOUNDATION – CAPITAL CAMPAIGN FUNDRAISING COMMITTEE - PRESIDENT LaCASELLA AND SECRETARY DATZ **(INFORMATION)**
 - b) REPORT ON THE AMAZING ALTADENA COMMITTEE - DISTRICT/FRIENDS ARTS & CRAFTS FESTIVAL— PRESIDENT LaCASELLA **(INFORMATION)**
 - c) REPORT ON MEETING WITH CWA, INC. RE ARCHITECTURAL SERVICES FOR THE ALTADENA LIBRARY DISTRICT/SENIOR CENTER JOINT-USE PARKING LOT PROJECT – SECRETARY DATZ **(DISCUSSION/INFORMATION)**
13. AGENDA ITEMS FOR FUTURE AGENDAS
This is an opportunity for Board members to request that items be placed on future agendas.
14. ADJOURNMENT

Recommended Action: There being no further business to come before the Board, the meeting is adjourned.