



**AGENDA**  
**Regular Meeting**  
Board of Library Trustees  
Altadena Library District  
Community Room – Main Library  
**April 28, 2008**  
5:00 p.m. – 6:00 p.m.

**LET'S TALK ABOUT LIBRARIES – COMMUNITY MEETING**  
7:00 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 10¢ per page. Request forms are available at the Board meeting and at the District administration offices.

1. CALL TO ORDER

2. ROLL CALL:

Dale E. LaCasella, President  
David Datz, Secretary  
David Tuck  
Thomas Hubbard  
Katharine Harrington

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)**

a) Appointment of Heather Firchow, Librarian I, Adult/YA Services effective March 31, 2008.

6. FINANCIAL REPORTS

a) Altadena Library District for month of March 2008  
**(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 March 24, 2008
- 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) APPROVAL OF RESOLUTION 2801 AND RESOLUTION 2802 AUTHORIZING THE DISTRICT TO APPLY FOR MEMBERSHIP IN SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) AND APPLY TO THE STATE OF CALIFORNIA TO SELF-INSURE WORKERS' COMPENSATION LIABILITIES, AND APPROVAL OF SDRMA JOINT POWERS AGREEMENT **(DISCUSSION/ACTION)**
- b) COST/BENEFIT ANALYSIS OF DISTRICT'S CONVERSION TO SOLAR ENERGY – R. HOUSLEY **(DISCUSSION/POSSIBLE ACTION) (DISCUSSION/ACTION)**

**10. NEW BUSINESS**

- a) APPROVAL OF CERTIFICATE OF AUTHORITY AND ADDENDUM TO THE STATE OF CALIFORNIA PURCHASE CARD PROGRAM MASTER SERVICES AGREEMENT (DGS MSA 5-06-99-01) **(DISCUSSION/ACTION)**
- b) INTRODUCTION OF PROPOSED PRELIMINARY BUDGET AND DATES SUGGESTED FOR SPECIAL MEETING TO REVIEW THE BUDGET **(DISCUSSION/ACTION)**
- c) DISPOSITION OF SURPLUS LIBRARY FURNITURE AND EQUIPMENT, INVENTORY LIST DATED 4/11/08 (EDUCATION CODE, ARTICLE 3, SEC. 19461) **(DISCUSSION/ACTION)**
- d) REVIEW OF RESPONSES TO RFP FOR INDEPENDENT CERTIFIED PUBLIC ACCOUNTANT SERVICES TO AUDIT THE ALTADENA LIBRARY DISTRICT FOR A THREE YEAR PERIOD BEGINNING FY 2007/08; AND AWARD OF CONTRACT TO CHARLES Z. FEDAK & COMPANY IN THE AMOUNT OF \$28,200 TO COVER THE PERIOD JULY 2007/08 THROUGH JUNE 2009/10 **(DISCUSSION/ACTION)**

11. CORRESPONDENCE

- a) PASADENA STAR NEWS – LARRY WILSON EDITORIAL DATED 3/26/08: *LIBRARY DESERVES RESPECT* **(INFORMATION)**
- b) PASADENA STAR NEWS – OPINION DATED 4/14/08: *LIBRARY BEING REVAMPED* **(INFORMATION)**
- c) PASADENA STAR NEWS – OPINION DATED 4/16/08: *LIBRARY REMODEL* **(INFORMATION)**
- d) PASADENA STAR NEWS –LARRY WILSON EDITORIAL DATED 4/20/08– MENTION OF APRIL 28<sup>TH</sup> COMMUNITY MEETING **(INFORMATION)**
- e) LETTER FROM DAVID COVELL DATED 4/15/08 RE EDITORIAL IN THE PASADENA STAR NEWS –PERCEIVED DESIGN CHANGES TO THE BUILDING **(INFORMATION)**

12. REPORTS OF TRUSTEES

- a) LIBRARY LEGISLATIVE DAY – REPORT BY TRUSTEE DATZ **(INFORMATION)**
- b) CAMPAIGN BUTTONS-COMMUNITY MEETINGS – TRUSTEE DATZ **(DISCUSSION/ACTION)**

13. AGENDA ITEMS FOR FUTURE AGENDAS

This is an opportunity for Board members to request that items be placed on future agendas.

14. RECESS AT 6:00 P.M.

15. RECONVENE at 7:00 P.M. – **LET’S TALK ABOUT LIBRARIES** – COMMUNITY MEETING

- I. WELCOME – DALE E. LaCASELLA, PRESIDENT, LIBRARY BOARD OF TRUSTEES
- II. INTRODUCTIONS – BARBARA J. PEARSON, DISTRICT DIRECTOR
- III. NEEDS ASSESSMENT PROCESS –LINDA DEMMERS, CWA PLANNING CONSULTANT
- IV. STRATEGIC PLAN – JAN SANDERS, STRATEGIC PLANNING CONSULTANT
- V. CURRENT LIBRARY TRENDS – LINDA DEMMERS
- VI. VIRTUAL TOUR OF NEW LIBRARIES – LINDA DEMMERS
- VII. OVERVIEW OF ARCHITECTURAL PLANNING PROCESS, TIMELINE, PARTICIPATION, AND DESIGN CAMPS – JIM NARDINI, PRINCIPAL, CWA

16. COMMUNITY MEETING

17. ADJOURNMENT

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