



AGENDA
Special Meeting
Board of Library Trustees
Altadena Library District
Director's office – Main Library
December 10, 2007
4:00 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, Secretary
David Datz
David Tuck
Tom 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. 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:

6. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

Items removed from the Consent Calendar will be discussed individually at this time.

7. OLD BUSINESS
 - a) CONSIDERATION AND APPROVAL OF PROPOSED SCHEDULE FOR 2008 TRUSTEE MEETINGS **(DISCUSSION/ACTION)**
 - b) CONSIDERATION AND APPROVAL OF LIBRARY HOLIDAYS AND CLOSURES FOR 2008 **(DISCUSSION/ACTION)**
8. NEW BUSINESS
 - a) INSTALLATION OF NEWLY ELECTED BOARD MEMBERS – OATH OF OFFICE **(ACTION)**
 - b) ESTABLISHMENT OF AUDIT COMMITTEE AS STANDING COMMITTEE IN ACCORDANCE WITH GASB114 (DISCUSSION/ACTION)
 - c) ESTABLISHMENT OF RFP RESPONSES REVIEW COMMITTEE AND SPECIAL MEETING DATES (DISCUSSION/ACTION)
 - d) DISTRIBUTION OF TRUSTEE MANUALS, BUDGET, AND FIVE YEAR CAPITAL IMPROVEMENT PLAN FOR ADA REMEDIATION PROJECTS FY2007/11 - TO NEW TRUSTEES **(INFORMATION)**
 - e) DISTRIBUTION OF 2007 CALIFORNIA LIBRARY LAWS TO ALL TRUSTEES **(INFORMATION)**
 - f) RESOLUTION 2705 ESTABLISHING AUTHORIZED SIGNATURES **(DISCUSSION/ACTION)**
9. CORRESPONDENCE
 - a) OFFICIAL CANVASS CERTIFICATE AND THE OFFICIAL STATEMENT OF VOTES CAST BY PRECINCT FOR THE ALTADENA LIBRARY DISTRICT ELECTION CONSOLIDATED WITH THE CONSOLIDATED ELECTIONS HELD ON NOVEMBER 6, 2007 **(DISCUSSION/ACTION)**
 - b) FRIENDS OF THE ALTADENA LIBRARY MEMBERSHIP APPLICATION **(DISCUSSION/ACTION)**
10. REPORTS OF TRUSTEES
11. AGENDA ITEMS FOR FUTURE AGENDAS
This is an opportunity for Board members to request that items be placed on future agendas.
12. ADJOURNMENT

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