



**AGENDA**  
**Regular Meeting**  
Board of Library Trustees  
Altadena Library District  
Community Room – Main Library

**January 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 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  
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)**

- a) Doreen Barnes appointed part-time Clerk I in Children's Services.
- b) Naomi Dickinson resigned her position as Clerk I in Circulation Services.
- c) Daniel Orta appointed Clerk I in Circulation Services.
- d) Circulation Services currently interviewing to fill one part-time Page position.
- e) AmeriCorps volunteers – Jean Watson and Rene Johnson.

6. FINANCIAL REPORTS

- a) Altadena Library District for month of November and December 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 November 24, 2008
  - b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR NOVEMBER AND DECEMBER 2008
  - c) DEPARTMENTAL MONTHLY REPORTS - ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR NOVEMBER AND DECEMBER 2008
  - d) CONSIDERATION AND APPROVAL OF UPDATED BOARD CALENDAR FOR FY 2008/09 **(DISCUSSION/ACTION)**
  - e) CONSIDERATION AND APPROVAL OF PROPOSED LIBRARY HOLIDAYS AND CLOSURES FOR 2009 **(DISCUSSION/ACTION)**
  - f) CONSIDERATION AND APPROVAL OF PROPOSED BOARD MEETING SCHEDULE FOR 2009 **(DISCUSSION/ACTION)**
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) FINAL PRESENTATION OF MASTER FACILITY PLAN - CWA, INC, AIA **(DISCUSSION/ACTION)**
10. NEW BUSINESS
- a) MID-YEAR BUDGET REVIEW AND APPROVAL OF REVISED BUDGET FY 2008/09 **(DISCUSSION/ACTION)**
  - b) REPORT ON SERVICE TO HOMESCHOOLING FAMILIES **(RECEIVE AND FILE)**
  - c) CONSIDERATION AND APPROVAL OF TEEN VIDEO GAME RENTAL COLLECTION **(DISCUSSION/ACTION)**
  - d) CONSIDERATION OF ENTERING MONTH TO MONTH CONTRACT WITH PACIFIC TELEMANAGEMENT SERVICE (PTS) TO RETAIN PUBLIC PAY PHONE **(DISCUSSION/ACTION)**
  - e) AWARD OF GREAT STORIES CLUB GRANT FROM THE AMERICAN LIBRARY ASSOCIATION **(DISCUSSION/ACTION)**

- f) INITIATION OF GRANT SOLICITATION – LETTERS OF INQUIRY FOR A PROPOSED EARLY CHILDHOOD LITERACY PROGRAM **(DISCUSSION/ACTION)**
- g) ELECTION OF OFFICERS BY BALLOT **(DISCUSSION/ACTION)**  
\*\*Note: Supervisor Antonovich will recommend Shirlee Smith's appointment to the Board of Supervisors at their next meeting scheduled for 1/27/09.

11. CORRESPONDENCE

- a) THE BOEING COMPANY MATCHING GIFT PROGRAM **(INFORMATION)**
- b) NEWS FROM THE CAPITOL DATED 1/1/09 – GOVERNOR RELEASES 2009-10 BUDGET **(INFORMATION)**
- c) CALTAC MEMBERSHIP – RECEIPT OF MEMBERSHIP CARD AND INFORMATION TO BE MAILED DIRECTLY TO EACH BOARD MEMBER **(INFORMATION)**
- d) CONSIDERATION OF ATTENDANCE AT CLA LIBRARY LEGISLATIVE DAY, SACRAMENTO, JANUARY 30 AND/OR FEBRUARY 6, 2009 **(DISCUSSION/ACTION)**
- e) NEWS FROM THE CAPITOL DATED 1/15/09 – GOVERNOR PRESENTS SCALED-BACK "STATE OF THE STATE" ADDRESS IN LIGHT OF STATE BUDGET PROBLEMS **(INFORMATION)**
- f) DONATION FROM MR. AND MRS. JAMES WILSON IN THE AMOUNT OF \$4,000 **(INFORMATION)**
- g) THE WALL STREET JOURNAL ARTICLE – FOLKS ARE FLOCKING TO THE LIBRARY, A COZY PLACE TO LOOK FOR A JOB **(INFORMATION)**

12. REPORTS OF TRUSTEES

- a) CALIFORNIA LIBRARY LAWS 2008 – DISTRIBUTION **(REFERENCE MATERIAL FOR TRUSTEE MANUAL)**
- b) SPECIAL DISTRICT ELECTIONS IN ODD YEARS – TRUSTEE TUCK **(DISCUSSION/ACTION)**
- c) CONSIDERATION OF ATTENDANCE AT THE CALTAC 2009 WORKSHOP – TRUSTEE TUCK **(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. ADJOURNMENT

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