



**AGENDA**  
**Regular Meeting**  
Board of Library Trustees  
Altadena Library District  
Community Room – Main Library  
**July 28, 2008**  
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, 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 Susan Olmstead-Bowen as Finance/HR Director effective July 1, 2008. Interviews of four viable candidates were held on June 24, 2008.
- b) Appointment of Nerida Zuniga and Darnell Henderson as Pages in Circulation Services. Resignation accepted from Guillermo Carcamo as Page in Circulation Services.

6. FINANCIAL REPORTS

- a) Altadena Library District for month of June 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 June 23, 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) ETHICS TRAINING FOR NEW AND RETURNING BOARD MEMBERS – DEADLINE TO RETURN COMPLETED EXAM PLUS REVIEW PACKET - AUGUST 4, 2008  
**(DISCUSSION/ACTION)**

## 10. NEW BUSINESS

- a) APPROVAL OF CALIFORNIA LITERACY SERVICES CONTINUING PROGRAMS APPLICATION 2008/09, SUBMITTED JUNE 30, 2008 **(INFORMATION)**
- b) GRANT APPLICATION IN THE AMOUNT OF \$3,000 SUBMITTED BY CHILDREN'S SERVICES TO TARGET STORES FOR OFF-SITE SUMMER READING OUTREACH PROGRAM TO RUN 6/15/09 THRU 8/31/09 **(INFORMATION)**
- c) RESOLUTION 2805 ESTABLISHING AUTHORIZED SIGNATURES  
**(DISCUSSION/ACTION)**

## 11. CORRESPONDENCE

- a) GRANT AWARD TO LUCY MOLINA IN THE AMOUNT OF \$5,000 – LIBRARY SERVICES AND TECHNOLOGY ACT, LSTA E-1, FY2008/09, WP07, GRANT AWARD #40-7011, PUBLIC LIBRARY STAFF EDUCATION PROGRAM, IMLS #LS-00-08-0005-08 **(INFORMATION)**
- b) LEGISLATIVE UPDATE – NEWS FROM THE CAPITOL DATED 7/2/08 (1) ASSEMBLY EDUCATION COMMITTEE APPROVES LIBRARY CONSTRUCTION BOND MEASURE AND (2) WORK OF THE BUDGET CONFERENCE COMMITTEE STALLS AS LEGISLATIVE LEADERS REACH IMPASSE – NO ACTION YET ON LIBRARY ISSUES  
**(INFORMATION)**

- c) LEGISLATIVE UPDATE – NEWS FROM THE CAPITOL DATED 7/7/08 – PLF AND TBR FUNDING **(INFORMATION)**
  - d) LEGISLATIVE UPDATE DATED 7/9/08 – BUDGET CONFERENCE COMMITTEE WRAPS UP **(INFORMATION)**
  - e) LEGISLATIVE ALERT – PROP 1A **(DISCUSSION/POSSIBLE ACTION)**
12. REPORTS OF TRUSTEES
13. ADJOURN TO CLOSED SESSION  
The Board of Trustees may move into a closed session pursuant to applicable law, including the Brown Act (Government Code Section 54960, et. seq.) for the purposes of discussing matters covered under Government Code Section 54957 (Personnel) and Government Code Section 54956.9 (Potential Litigation)
- a) DIRECTOR’S ANNUAL PERFORMANCE EVALUATION **(DISCUSSION/ACTION)**
14. ADJOURNMENT OF CLOSED SESSION
15. RETURN TO REGULAR MEETING - REPORTABLE ITEMS FROM CLOSED SESSION
16. ADJOURNMENT

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