



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

March 23, 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
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)

No changes for the month of February.

6. FINANCIAL REPORTS

- a) Altadena Library District for month of February 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 February 23, 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) FINAL PRESENTATION OF MASTER FACILITY PLAN - CWA, AIA, INC.
(DISCUSSION/ACTION)
- b) CAPITAL PROJECT FINANCING AND FUNDRAISING COMMITTEE
(DISCUSSION/ACTION)
- c) ALTADENA LIBRARY DISTRICT'S EMPLOYEE HANDBOOK **(RECEIVE AND FILE)**

10. **NEW BUSINESS**

- a) SELECTION OF AUDIT COMMITTEE TO MEET WITH CHARLES FEDAK, LLC PURSUANT TO GASB STATEMENT ON AUDITING STANDARDS NO. 114
(DISCUSSION/ACTION)
- b) DECLARATION OF LISTED ITEMS AS SURPLUS (EDUCATION CODE, ARTICLE 3, SEC. 19461) AND DISPOSITION IN ACCORDANCE WITH ALTADENA LIBRARY DISTRICT'S GIFT POLICY **(DISCUSSION/ACTION)**
- c) CONSIDERATION OF ATTENDANCE AT CLA LEGISLATIVE DAY IN SACRAMENTO, APRIL 15, 2009; REGISTRATION FEE IS \$25 PLUS FLIGHT AND HOTEL ACCOMMODATION COSTS **(DISCUSSION/ACTION)**

11. CORRESPONDENCE

- a) CALIFORNIA STATE LIBRARY CERTIFICATION OF ALTADENA LIBRARY DISTRICT'S TECHNOLOGY PLAN FOR THE E-RATE PROGRAM JULY-JUNE 2009-2012
(INFORMATION)
- b) NEWS FROM THE CAPITOL DATED FEBRUARY 20, 2009 – NO CUTS TO LIBRARY PROGRAMS **(INFORMATION)**
- c) SUBMISSION OF ALTADENA LIBRARY DISTRICT'S ADDITION AND RENOVATION PROJECT TO THE STATE LIBRARY FOR PUBLIC LIBRARY PROJECTS ELIGIBLE FOR FUNDING IN THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
(DISCUSSION/ACTION)

12. REPORTS OF TRUSTEES

- a) SPECIAL DISTRICT ELECTIONS IN ODD YEARS – TRUSTEE TUCK
(DISCUSSION/ACTION)
- b) ATTENDANCE AT THE CALTAC MARCH 14, 2009 WORKSHOP
(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.