



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

January 24, 2011

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 15¢ per page. Request forms are available at the District Administration offices.

1. CALL TO ORDER by President LaCasella at 5:00p

2. ROLL CALL:

Present: Dale E. LaCasella, President
David Datz
David Tuck
Thomas Hubbard
Gwendolyn McMullins

Staff: Barbara J. Pearson, District Director
Susan Olmstead-Bowen
Pauli Dutton
Laureen McCoy
Erica Buss
Roberta Lauderdale

Guest: Don Simkovich

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).

It was Moved (Hubbard), Second (Datz) to adopt the Agenda as presented.

PASSED

4. ELECTION OF OFFICERS BY BALLOT

**Results of Election of Officers: President – Dave Datz
Secretary – Thomas H. Hubbard**

PASSED

5. 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.

Mr. Don Simkovich, writer, introduced himself to the Board.

6. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS

- a) RESIGNATION OF FINANCE/HR DIRECTOR AND RECRUITMENT OF REPLACEMENT
- b) APPOINTMENT OF ROBERT HOUSLEY, INTERIM FINANCE DIRECTOR, EFFECTIVE JANUARY 10, 2011

Director Pearson stated that recruitment will begin soon and a replacement may be hired within two months.

7. FINANCIAL REPORTS

- a) Altadena Library District for month of November and December 2010

Received for file.

8. 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.

- a) APPROVAL OF MINUTES - Regular meeting held November 22, 2010
- b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR NOVEMBER AND DECEMBER 2010
- c) DEPARTMENTAL MONTHLY REPORTS - ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR NOVEMBER AND DECEMBER 2010

It was Moved (Tuck), Second (Hubbard) to Adopt the consent Calendar as presented.

PASSED

9. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

10. OLD BUSINESS

- a) ACCEPTANCE OF CALIFORNIA'S FAMILY PLACE LIBRARY PROGRAM - IMPLEMENTATION LSTA GRANT IN THE AMOUNT OF \$15,000 AND AUTHORIZATION TO SUBMIT CLAIM FOR PAYMENT

It was Moved (McMullins), Second (Hubbard) to Accept the California Family Place Library Program – Implementation LSTA Grant in the Amount of \$15,000 and Authorize Submittal of the Claim for Payment.

PASSED

- b) REVISED COST ESTIMATES FOR RENOVATION AND EXPANSION OF MAIN LIBRARY

Received for file.

11. NEW BUSINESS

- a) ADOPT RESOLUTION 20113 - ADA COMPLIANCE PROJECT AT THE ALTADENA LIBRARY DISTRICT BRANCH LIBRARY, \$23,500 GRANT APPLICATION TO THE PASADENA COMMUNITY FOUNDATION AND AUTHORIZE STAFF TO SUBMIT THE GRANT

It was Moved (Datz), Second (Tuck) to Adopt Resolution 20113 – ADA Compliance Project at the Altadena Library District Branch Library, \$23,500 Grant Application to the Pasadena Community Foundation and Authorize Staff to Submit the Grant.

PASSED

- b) MID-YEAR BUDGET REVIEW AND APPROVAL OF REVISED FY 2010/11 BUDGET
 - (1) ADOPT RESOLUTION 20111 – RESOLUTION FOR EMPLOYER PICK-UP AND ADOPT RESOLUTION 20112 – RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS AND REPORTING THE VALUE OF EMPLOYER PAID MEMBER CONTRIBUTIONS

Presentation by Finance Director. Discussion ensued.

It was Moved (Datz), Second (Tuck) to Decline Adoption of Resolution 20111 – Resolution for Employer Pick-up and Decline Adoption of Resolution 20112 – Resolution for Employer Paid Member Contributions and Reporting the Value of Employer Paid Member Contributions.

	Deny	Adopt
Roll Call:	Tuck	McMullins
	Datz	
	Hubbard	

RESOLUTIONS DENIED.

It was Moved (Datz), Second (Tuck) to Approve the Remainder of the Mid-Year FY 2010/11 Budget; with adjustments excluding the 7% employee paid retirement contribution to CalPERS indicating the Board would look at the request again at budget hearings in May 2011.

PASSED

- c) REQUEST FOR REFUND FOR THE BENEFIT ASSESSMENT PER PARCEL TAX ON PARCEL NUMBERS 5844-018-023 & 5844-018-021 FOR PANKOW DESCENDANTS TRUST

It was Moved (Hubbard), Second (Tuck) to Approve the Request for Refund for the Benefit Assessment Per Parcel Tax on Parcel Numbers 5844-018-023 & 5844-018-021 for Pankow Descendants Trust.

PASSED

- d) REPORT ON MAIN LIBRARY BREAK-INS, DECEMBER 3 AND DECEMBER 13, 2010

Brief discussion ensued.

- e) ALTADENA CHAMBER OF COMMERCE CITIZEN OF THE YEAR AWARD BANQUET TO BE HELD ON FRIDAY, JANUARY 28, 2011, 5 P.M. AT THE ALTADENA COUNTRY CLUB

Trustees LaCasella, Datz, Hubbard and Tuck indicated they will attend the event; Director Pearson will also attend.

- f) ADOPT RESOLUTION 20114 - ESTABLISHING AUTHORIZED SIGNATURES

Friday, February 4 was selected as the date to appear at the Bank to sign the signature card per their procedure.

It was Moved (Gwen), Second (Datz) to Adopt Resolution 20114 – Establishing Authorized Signatures.

PASSED

- g) DAY IN THE DISTRICT – FRIDAY, JANUARY 28 OR FRIDAY, FEBRUARY 4, 2011

Director Pearson will arrange for Trustee LaCasella, Tuck and Hubbard to attend Day in the District on Friday, February 4, 2011.

12. CORRESPONDENCE

- a) NEWS FROM THE CAPITOL, JANUARY 10, 2011 – GOVERNOR RELEASES 2011-12 BUDGET – LIBRARY FUNDING DECIMATED

Information only.

- b) CLA PRESIDENT'S RESPONSE, JANUARY 12, 2011 TO GOVERNOR BROWN'S PROPOSED ELIMINATION OF \$30.4 MILLION IN STATE FUNDING FOR CALIFORNIA PUBLIC LIBRARIES

Brief discussion ensued.

- c) LEGISLATIVE UPDATE – RESPONSE FROM GOVERNOR'S ADMINISTRATION ON LIBRARY CUTS; REPORT ON STATE FUNDS FOR LIBRARIES RECEIVED BY STATE SENATE DISTRICT; REPORT ON STATE FUNDS FOR LIBRARIES RECEIVED BY STATE ASSEMBLY DISTRICT

Director Pearson will prepare a letter on behalf of the Board to send to Senator Liu and Assemblyman Portantino.

13. REPORTS OF TRUSTEES

- a) REPORT ON THE ALTADENA LIBRARY FOUNDATION -CAPITAL CAMPAIGN FUNDRAISING COMMITTEE

Brief report by Foundation member LaCasella.

Trustee Datz announced his resignation from the Foundation Board.

- b) REPORT ON THE AMAZING ALTADENA COMMITTEE - DISTRICT/FRIENDS ARTS & CRAFTS FAIR

Brief report by Committee member LaCasella.

- c) **Trustee Tuck announced the Caltac Workshop scheduled for March 12 at the Monrovia Public Library. Director Pearson stated that this information will be included in the Board's February agenda.**

14. AGENDA ITEMS FOR FUTURE AGENDAS

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

- a) CALTAC Workshop scheduled for March 12, 2011 at the Monrovia Public Library.
(DISCUSSION/ACTION)
- b) March 2011 - BOOK DEPOSITS FOR LOCAL ORGANIZATIONS – ALF BOARD MEMBER PRAKASH SHRIVASTAVA tabled from November 2010 meeting
(DISCUSSION/ACTION)

15. ADJOURNMENT

It was Moved (Tuck), Second (Datz) to adjourn the meeting at 6:35 p.m.