



ALTADENA LIBRARY DISTRICT

AGENDA

Regular Meeting

Board of Library Trustees
Altadena Library District
Community Room – Main Library

November 22, 2010

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

1. CALL TO ORDER

2. ROLL CALL:

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

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)

Jean Watson – hired to work in Literacy Services (SSASCSE Program) July 2, 2010 to June 30, 2011.

6. FINANCIAL REPORTS

- a) Altadena Library District for month of October 2010
(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 October 25, 2010
 - 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
 - d) CONSIDERATION AND APPROVAL OF PROPOSED LIBRARY HOLIDAYS AND CLOSURES FOR 2011 **DISCUSSION/ACTION**
 - e) CONSIDERATION AND APPROVAL OF PROPOSED BOARD MEETING SCHEDULE FOR 2011 **(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) SUMMARY OF DISTRICT'S PARTICIPATION IN THE OCTOBER 7, 2010 **READ FOR THE RECORD** EVENT **(RECEIVE AND FILE)**
 - b) REVIEW AND APPROVAL OF SPEAKERS BUREAU LETTER AND BROCHURE (DRAFTS) **(DISCUSSION/ACTION)**
 - c) CHRISTMAS TREE LANE ASSOCIATION'S WINTER FESTIVAL – CLARIFICATION OF USE OF LIBRARY PARKING LOT AND FACILITY **(DISCUSSION/ACTION)**
 - d) ACCEPTANCE OF CALIFORNIA LIBRARY LITERACY SERVICES (CLLS) GRANT IN THE AMOUNT OF \$17,148 AND AUTHORIZATION TO SUBMIT CLAIM FOR PAYMENT **(DISCUSSION/ACTION)**
10. NEW BUSINESS
- a) REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT ANNUAL AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2010, CONDUCTED BY INDEPENDENT CERTIFIED AUDITOR CHARLES FEDAK, LLC **(DISCUSSION/ACTION)**
 - b) BOOK DEPOSITS FOR LOCAL ORGANIZATIONS – ALF BOARD MEMBER PRAKASH SHRIVSTAVA **(DISCUSSION/ACTION)**

- c) IMPLICATIONS OF PROPOSITION 26 FOR DISTRICT'S FEES AND FINES
(DISCUSSION/ACTION)
 - d) COMMUNITY COMMUNICATION OF BOARD MEETING AND AGENDA BY SENDING NOTICE TO LIBRARY'S ENTIRE EMAIL LIST – TRUSTEE DATZ
(DISCUSSION/ACTION)
11. CORRESPONDENCE
- a) STATE OF CALIFORNIA, ANNUAL CERTIFICATION TO RECEIVE FUNDS FROM THE PUBLIC LIBRARY FUND, FY 2010-11 (PLF) **(INFORMATION)**
 - b) NEWS FROM THE CAPITOL – NOVEMBER ELECTION RESULTS **(INFORMATION)**
12. REPORTS OF TRUSTEES
- a) REPORT ON THE ALTADENA LIBRARY FOUNDATION - CAPITAL CAMPAIGN FUNDRAISING COMMITTEE **(INFORMATION)**
 - b) REPORT ON AMAZING ALTADENA COMMITTEE/DISTRICT/FRIENDS/FOUNDATION ARTS & CRAFTS FAIR **(INFORMATION)**
 - c) OTHER
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.