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 5:00 p.m.

2. ROLL CALL:

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

   Staff:  Barbara J. Pearson  
           Pauli Dutton  
           Roberta Lauderdale  
           Erica Buss  
           Cassandra Stearns

   Guests:  Paul Kaymark, Auditor, Charles Fedak, LLC  
            Maureen Ward, President, Christmas Tree Lane Association  
            Glen Hori, Third President, Publicity Chair CTLA  
            Linda Lane-White, Newsletter Editor, CTLA

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 (McMullins), to Adopt the Agenda as presented.

   It was Moved (Datz), Second (Tuck) to Amend the Agenda by addressing Item No. 10a after Item 4, Public Communication.

   PASSED

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.

   On behalf of the California Library Literacy Services and California Library Association Literacy Section, Roberta Lauderdale, Literacy Coordinator, presented a Special Recognition Certificate to Barbara J. Pearson in appreciation of exceptional leadership and commitment in advocating for literacy in the community.

5. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS

   Information only.
6. FINANCIAL REPORTS
   a) Altadena Library District for month of October 2010

   It was Moved (Hubbard), Second (Tuck) to accept the October 2010 Financial Reports.
   PASSED

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.

   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
   e) CONSIDERATION AND APPROVAL OF PROPOSED BOARD MEETING SCHEDULE
      FOR 2011

   It was Moved (Datz), Second (Hubbard) to Approve the Consent Calendar as presented.
   PASSED

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

      Received for file.

   b) REVIEW AND APPROVAL OF SPEAKERS BUREAU LETTER AND BROCHURE
      (DRAFTS)

      It was Moved (Hubbard), Second (McMullins) to Approve the Speakers Bureau letter and Brochure.
      PASSED
c) CHRISTMAS TREE LANE ASSOCIATION’S WINTER FESTIVAL – CLARIFICATION OF USE OF LIBRARY PARKING LOT AND FACILITY

Presentation by Christmas Tree Lane Association members on the December 11, 2010 event. The Association will provide insurance, layout, event details, and signage.

d) ACCEPTANCE OF CALIFORNIA LIBRARY LITERACY SERVICES (CLLS) GRANT IN THE AMOUNT OF $17,148 AND AUTHORIZATION TO SUBMIT CLAIM FOR PAYMENT

It was Moved (McMullins), Second (Hubbard), to Accept and Authorize submitting the CLLS Grant claim for payment.

PASSED

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

Addressed after Item 4 above.

Presentation by Paul Kaymark from Charles Fedak, LLC.

It was Moved (Datz), Second (Hubbard) to Approve the Altadena Library District Annual Audit for Fiscal Year Ending June 30, 2010, conducted by Independent Certified Auditor Charles Fedak, LLC.

PASSED

b) BOOK DEPOSITS FOR LOCAL ORGANIZATIONS – ALF BOARD MEMBER PRAKASH SHRIVASTAVA

It was Moved (Datz), Second (Hubbard) to table this item to the January 2011 meeting.

PASSED

c) IMPLICATIONS OF PROPOSITION 26 FOR DISTRICT’S FEES AND FINES

It was Moved (McMullins), Second (Hubbard) to table this item to the March 2011 meeting.

PASSED
d) COMMUNITY COMMUNICATION OF BOARD MEETING AND AGENDA BY SENDING NOTICE TO LIBRARY’S ENTIRE EMAIL LIST – TRUSTEE DATZ

It was Moved (Hubbard), Second (Datz) to notify the Library’s entire email list of the Board Meeting by transmitting the Agenda.

PASSED

11. CORRESPONDENCE

a) STATE OF CALIFORNIA, ANNUAL CERTIFICATION TO RECEIVE FUNDS FROM THE PUBLIC LIBRARY FUND, FY 2010-11 (PLF)

Information only.

b) NEWS FROM THE CAPITOL – NOVEMBER ELECTION RESULTS

Information only.

12. REPORTS OF TRUSTEES

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

Brief presentation by Foundation Member LaCasella.

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

Brief presentation by Committee Chair LaCasella.

c) OTHER

None.

13. AGENDA ITEMS FOR FUTURE AGENDAS
This is an opportunity for Board members to request that items be placed on future agendas.

a) BOOK DEPOSITS FOR LOCAL ORGANIZATIONS – ALF BOARD MEMBER PRAKASH SHRIVASTAVA – January 2011 meeting

b) IMPLICATIONS OF PROPOSITION 26 FOR DISTRICT’S FEES AND FINES - March 2011 meeting

14. ADJOURNMENT

It was Moved (Dat)z, Second (Tuck) to adjourn at 6:35 p.m.