



AGENDA
Regular Meeting
Board of Library Trustees
Altadena Library District
Community Room – Main Library
February 28, 2011
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:

David Datz, President
Thomas H. Hubbard, Secretary
Dale E. LaCasella
David Tuck
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)

6. FINANCIAL REPORTS

- a) Altadena Library District for month of January 2011
(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 January 24, 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

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) SPEAKERS BUREAU PROGRAM – INTRODUCTION OF NEW COMMUNITY OUTREACH PROGRAM, LIST ATTACHED (**INFORMATION**)

10. NEW BUSINESS

- a) STATEMENT OF FACTS – ROSTER OF PUBLIC AGENCIES FILING (GOV. CODE SEC 53051) TO SECRETARY OF STATE, STATE OF CALIFORNIA (**RECEIVE AND FILE**)
- b) REPORT ON REPLACEMENT OF BRANCH LIBRARY MAIN ELECTRICAL WIRE (**RECEIVE AND FILE**)
- c) ATTENDANCE AT MARCH 12, 2011 CALTAC WORKSHOP IN LIBRARY LEADERSHIP AT THE MONROVIA LIBRARY, AT A COST OF \$18 EACH (**DISCUSSION/ACTION**)
- d) 2010/2011 ANNUAL STATEMENT OF ECONOMIC INTERESTS - FORM 700 – DUE BY MARCH 21, 2011 (**DISCUSSION/ACTION**)
- e) SITE VISIT BY PASADENA COMMUNITY FOUNDATION REPRESENTATIVES AT BRANCH LIBRARY ON MARCH 14, 2011 AT 3 P.M. REGARDING GRANT REQUEST (**INFORMATION**)
- f) REQUEST FOR APPROVAL TO CLOSE LIBRARY ON THURSDAY MAY 12, 2011 FROM 10 A.M. TO 2 P.M. FOR STAFF DEVELOPMENT WORKSHOP (**DISCUSSION/ACTION**)
- g) IMPLEMENTATION OF NEW FINANCIAL AND ACCOUNTING SOFTWARE, QUICKBOOKS (**INFORMATION**)
- h) BOOK DEPOSITS FOR LOCAL ORGANIZATIONS – ALF BOARD MEMBER PRAKASH SHRIVASTAVA tabled from November 2010 meeting (**DISCUSSION/ACTION**)
- i) CHANGING FINANCIAL INSTITUTIONS – TOM HUBBARD (**DISCUSSION/ACTION**)

11. CORRESPONDENCE

- a) CLA LOBBYIST UPDATE DATED FEBRUARY 18, 2011 – LIBRARY BUDGET DEVELOPMENT – BUDGET COMMITTEES VOTE ON LIBRARY ISSUES: ASSEMBLY PROPOSED ONLY MINIMAL CUTS; THE SENATE RECOMMENDS ELIMINATION OF ALL FUNDS **(DISCUSSION/ACTION)**
- b) SDRMA NOTIFICATION OF NOMINATIONS – 2011 ELECTION, SDRMA BOARD OF DIRECTORS **(DISCUSSION/ACTION)**
- c) PUBLIC LIBRARY FUND ALLOCATIONS FOR FY2010/11 **(INFORMATION)**
- d) LETTER REGARDING ELIMINATION OF FUNDING FOR PUBLIC LIBRARIES AND LITERACY IN CALIFORNIA SIGNED BY DAVID DATZ, ON BEHALF OF THE ALTADENA BOARD OF LIBRARY TRUSTEES; LIST ATTACHED **(DISCUSSION/INFORMATION)**

12. REPORTS OF TRUSTEES

- a) REPORT ON THE ALTADENA LIBRARY FOUNDATION -CAPITAL CAMPAIGN FUNDRAISING COMMITTEE **(DISCUSSION/POSSIBLE ACTION)**
- b) REPORT ON ART ON MILLIONAIRE’S ROW SCHEDULED FOR JUNE 11, 2011 **(DISCUSSION/POSSIBLE ACTION)**
- 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.