



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

March 22, 2010

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 5:10 p.m.

2. ROLL CALL:

Present: Dale E. LaCasella
David Datz
David Tuck
Thomas Hubbard
Shirlee Smith
Guests: Elizabeth Nelson
Linda Bates
Staff: Barbara J. Pearson
Susan Olmstead-Bowen
Roberta Lauderdale
Jean Watson
Erica Buss
Cassandra Stearns
Pauli Dutton

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), Seconded (Datz) to Adopt the Agenda as presented.

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.

None.

5. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS

a) **Introduction of Jean Watson, appointed Literacy Clerk I, by Literacy Coordinator Roberta Lauderdale.**

6. FINANCIAL REPORTS

- a) Altadena Library District for month of February 2010

Receive for file.

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 February 22, 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

It was Moved (Hubbard), Seconded (Smith) 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) REVIEW AND ADOPTION OF ALTADENA LIBRARY DISTRICT'S MEETING ROOM POLICY AND APPLICATION REVISED MARCH 2010

It was Moved (Tuck), Seconded (Datz) to Adopt the Revised March 2010 Altadena Library District's Meeting Room Policy and Application with changes noted.

- b) REPORT UPDATE ON JOINT LIBRARY SENIOR CENTER PARKING LOT

Director Pearson provided a brief overview of the March 15th meeting with Supervisor Antonovich's office. Presentations will be made to the Altadena Town Council at the April 20th meeting and at a community meeting at the Senior Center with their Board and their Friends Board (date to be determined).

Trustee Smith will communicate with Director Pearson to gather information on this project.

- c) REVIEW AND ADOPTION OF ALTADENA LIBRARY DISTRICT'S ART DISPLAY POLICY REVISED MARCH 2010

It was Moved (Datz), Seconded (Hubbard) to Adopt the Revised March 2010 Altadena Library District's Art Display Policy with changes noted.

PASSED

10. NEW BUSINESS

- a) DECLARATION OF LISTED ITEMS AS SURPLUS (EDUCATION CODE, ARTICLE 3, SEC. 19461) AND DISPOSITION IN ACCORDANCE WITH ALTADENA LIBRARY DISTRICT'S GIFT POLICY

It was Moved (Hubbard), Seconded (Datz) to Approve the Listed Items as Surplus and Disposition in Accordance with Altadena Library District's Gift Policy. Stipulation: notify the Heritage Society to review the items prior to the Friends Used Book Sale event.

PASSED

- b) REVIEW AND APPROVE REQUEST FROM CHRISTMAS TREE LANE ASSOCIATION TO USE LIBRARY PARKING LOT ON SATURDAY, DECEMBER 11, 2010 FOR THEIR CHRISTMAS TREE LIGHTING CEREMONY AND WINTER FESTIVAL

Brief presentation by Ms. Elizabeth Nelson representing the Christmas Tree Lane Association requesting use of the parking lot for the entire day and use of a generator. Also offering a complimentary space to the Friends of the Library and the Altadena Library Foundation (next to each other) and use of the generator power. At this time the organization cannot commit to offering any percentage of proceeds to the Friends/Library due to their own expenses.

It was Moved (Smith), Seconded (Hubbard), to Approve the Request from Christmas Tree Lane Association to use the Library Parking Lot on Saturday, December 11, 2010 for Christmas Tree Lighting Ceremony and Winter Festival.

PASSED

- c) PRESENTATION OF PROCLAMATION TO CAPTAIN ROOSEVELT BLOW AT HIS RETIREMENT CELEBRATION ON MARCH 31, 2010, 11AM-1:30PM AT THE ALTADENA COMMUNITY CENTER

It was Moved (Datz), Seconded (LaCasella) to have Trustee Hubbard present the Proclamation and gift to Captain Roosevelt Blow at his Retirement Celebration. Trustee Smith also agreed to attend the function.

- d) CONSIDERATION OF ATTENDING LEGISLATIVE DAY IN THE DISTRICT, APRIL 16, 2010

Trustee LaCasella and Trustee Tuck indicated interest in participating in the Legislative Day in the District on April 16, 2010. Director Pearson will make the arrangements and communicate with the Trustees.

11. CORRESPONDENCE

- a) UNIQUE MANAGEMENT SERVICES, INC. –MATERIAL RECOVERY SERVICES PROVIDED TO ALTADENA LIBRARY DISTRICT

Information only; no action.

- b) CONGRESSMAN ADAM SCHIFF NEWSLETTER – SCHIFF HOSTS PANEL DISCUSSION ON THE FUTURE OF HAITI AT THE ALTADENA LIBRARY

Information only; no action.

12. REPORTS OF TRUSTEES

- a) REPORT OF ALTADENA LIBRARY FOUNDATION -CAPITAL CAMPAIGN FUNDRAISING COMMITTEE

Brief presentation by Ms. LaCasella, Secretary of the Foundation and Director Pearson regarding fundraising efforts.

- b) REPORT ON THE DISTRICT/FRIENDS ART ON MILLIONAIRES' ROW –AMAZING ALTADENA COMMITTEE

Brief presentation by Ms. LaCasella, Secretary of the Committee.

- c) REPORT ON CALTAC WORKSHOP HELD ON MARCH 13, 2010 AT THE CROWELL LIBRARY

Trustee Datz commented that it was a very informative workshop.

13. AGENDA ITEMS FOR FUTURE AGENDAS

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

- a) **Trustee Datz requested a report from Director Pearson relative to how Altadena Library is prepared to assist the PUSD with library services since they may be eliminating their librarians.**

14. ADJOURNMENT

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