



## ALTADENA LIBRARY DISTRICT

### AGENDA

#### Regular Meeting

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

**March 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:**

Dale E. LaCasella  
David Datz  
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)**

6. **FINANCIAL REPORTS**

- a) Altadena Library District for month of February 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 February 28, 2011
- 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) ACCEPTANCE OF U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT GRANT B-10-SP-CA0007 IN THE AMOUNT OF \$400,000 INCLUDING CWA REVISED BUDGET DATED 3-2-11 AND AUTHORIZATION TO EXPEND FUNDS **(DISCUSSION/ACTION)**
- b) CONSIDERATION AND APPROVAL OF CONTRACTING WITH CHASE BANK FOR BANKING SERVICES FOR THE DISTRICT **(DISCUSSION/ACTION)**

## 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 **(DISCUSSION/ACTION)**
- b) REVIEW AND APPROVAL OF REQUEST FROM CHRISTMAS TREE LANE ASSOCIATION TO USE LIBRARY PARKING LOT ON SATURDAY, DECEMBER 10, 2011 FOR THEIR CHRISTMAS TREE LIGHTING CEREMONY AND WINTER FESTIVAL **(DISCUSSION/ACTION)**
- c) REVIEW AND APPROVE AGREEMENT WITH CHARLES Z. FEDAK & COMPANY, FOR PROFESSIONAL AUDITING SERVICES FOR THE FISCAL YEAR ENDING JUNE 30, 2011 IN THE AMOUNT OF \$10,300 **(DISCUSSION/ACTION)**
- d) OVERVIEW OF LITERACY SERVICES **(INFORMATION)**

11. CORRESPONDENCE

- a) CLA LEGISLATIVE UPDATE ACTION ON LIBRARY FUNDING DATED 3/3/11  
**(INFORMATION)**
- b) CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS SEAT C  
**(DISCUSSION/ACTION)**
- c) CLA LEGISLATIVE CALL TO ACTION - LEGISLATURE PASSES "CUTS" BUDGET –  
STILL NEEDS VOTES ON REVENUE PACKAGE, ETC. **(INFORMATION)**

12. REPORTS OF TRUSTEES

- a) REPORT OF ALTADENA LIBRARY FOUNDATION -CAPITAL CAMPAIGN  
FUNDRAISING COMMITTEE **(INFORMATION)**
- b) REPORT ON THE ART ON MILLIONAIRE'S ROW EVENT SCHEDULED FOR JUNE 11,  
2011 **(INFORMATION)**

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.