



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

**April 25, 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 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)**

None.

6. FINANCIAL REPORTS

- a) Altadena Library District for month of March 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 March 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

None

10. NEW BUSINESS

- a) DISCUSSION OF RECRUITMENT AND TIMELINE FOR THE FINANCE DIRECTOR POSITION (**DISCUSSION/ACTION**)
- b) REVIEW OF PRELIMINARY PROPOSED BUDGET FOR FY2011/12 (**DISCUSSION/ACTION**)
- c) REQUEST FOR STAFF TO ASSEMBLE A NEW TRUSTEE MANUAL ON CD – PRESIDENT DATZ (**DISCUSSION/ACTION**)
- d) DISCUSSION OF 20<sup>th</sup> ANNIVERSARY CELEBRATION OF THE RE-OPENING OF THE BRANCH LIBRARY IN OCTOBER 1981(**DISCUSSION/ACTION**)
- e) VOLUNTEER RECOGNITION – SIXTY-SEVEN ADULT/YOUNG ADULT VOLUNTEERS WERE RECOGNIZED FOR THEIR SERVICE (**INFORMATION**)

11. CORRESPONDENCE

- a) THANK YOU LETTER TO CONGRESSMAN ADAM SCHIFF RE HUD APPROPRIATION IN THE AMOUNT OF \$400,000 (**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.