



AGENDA
Regular Meeting
Board of Library Trustees
Altadena Library District
Community Room – Main Library
August 23, 2010
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, President
David Datz, Secretary
David Tuck
Thomas Hubbard

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)

Effective July 16, 2010:

- Lay off:
Carlene Chui, Library Clerk I, part-time
Daniel Orta, Library Clerk I, part-time
Emma Jean Watson, Library Clerk I, part-time
- Reduction in hours:
Gerardo Avila, Custodian, part-time –from 32 hours/wk to 20 hours/wk
Salomon Chavez, Custodian, part-time – from 28 hours/wk to 20 hours/wk
- Elimination of hours:
Antonia Aguilar, Library Clerk II, part-time in Passport Services – 10 hours
Joel Boucher, On-Call Librarian, part-time – 4 hrs/wk (Sunday-Adult/YA)
Chris Woods, On-Call Librarian, part-time – 4 hrs/wk (Sunday-Children's)
- Children's Services 11 hrs/week On-call
Adult/YA Services – 11 hrs/wk On-Call
- Resignation – Ryan Hudson, Library Clerk I, part-time

6. FINANCIAL REPORTS

- a) Altadena Library District for month of July 2010
(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
(1) Regular meeting held July 26, 2010
(2) Special meeting held August 16, 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) RENOVATION & EXPANSION PROJECT – COMMUNITY MEETING WITH CWA, INC. – SEPTEMBER 18, 2010, 10a-4p **(DISCUSSION/ACTION)**
- b) UPDATE ON FEDERAL APPROPRIATIONS OF \$400,000 - NEED FOR TECHNICAL AMENDMENT **(DISCUSSION/INFORMATION)**
- c) CAPITAL CAMPAIGN FEASIBILITY STUDY REFLECTED IN HUD APPLICATION BUDGET SUBMITTED FOR CONGRESSIONAL APPROPRIATION **(DISCUSSION/ACTION)**
- d) AWARD OF FAMILY PLACE TRAINING GRANT BY STATE LIBRARY **(INFORMATION)**

10. NEW BUSINESS

- a) REVIEW AND APPROVAL OF CONSIDERATION OF PURCHASES FOR FY2010/11 TO BE SUBMITTED TO FRIENDS OF THE ALTADENA LIBRARY AT THEIR REGULAR SEPTEMBER 2010 MEETING **(DISCUSSION/ACTION)**
- b) REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT **ANNUAL REPORT TO THE PUBLIC, FY 2009/10 (DISCUSSION/ACTION)**

- c) 2010 CHILDREN AND TEEN SUMMER READING CLUBS – FINAL REPORT
(RECEIVE AND FILE)
 - d) SDRMA NOTICE OF DIRECTOR VACANCY **(DISCUSSION/ACTION)**
 - 11. CORRESPONDENCE
None.
 - 12. REPORTS OF TRUSTEES
 - a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING **(INFORMATION)**
 - b) REPORT BY ART ON MILLIONAIRES' ROW COMMITTEE –NEXT MEETING SCHEDULED FOR SEPTEMBER 21, 2010 **(INFORMATION)**
 - 13. AGENDA ITEMS FOR FUTURE AGENDAS
This is an opportunity for Board members to request that items be placed on future agendas.
 - a) BRANCH LIBRARY ADA RENOVATION – September, 2010
 - 14. **ADJOURN TO CLOSED SESSION**
The Board of Trustees may move into a closed session pursuant to applicable law, including the Brown Act (Government Code Section 54960, et. seq.) for the purposes of discussing matters covered under Government Code Section 54957 (Personnel) and Government Code Section 54956.9 (Potential Litigation)
 - a) DIRECTOR'S ANNUAL PERFORMANCE EVALUATION **(DISCUSSION/ACTION)**
 - 15. ADJOURNMENT OF CLOSED SESSION
 - 16. RETURN TO REGULAR MEETING - REPORTABLE ITEMS FROM CLOSED SESSION
 - 17. ADJOURNMENT
- Recommended Action:** There being no further business to come before the Board, the meeting is adjourned.