



MINUTES
Regular Meeting
Board of Library Trustees
Altadena Library District
Community Room – Main Library
August 23, 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 p.m.

2. ROLL CALL:

Present: Dale E. LaCasella, President
David Datz, Secretary
David Tuck
Thomas Hubbard

Guest: Gwendolyn McMullins, newly selected Board member
Linda Bates

Staff: Barbara J. Pearson Laureen McCoy
Susan Olmstead-Bowen Cassandra Stearns
Erica Buss Roberta Lauderdale

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), Second (Tuck) 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.

a) **Sheriff's response to the 911 call from the Library on Saturday, August 21, 2010. A young male from a neighborhood group home entered the library around 8:37a (on security video) and proceeded to trash the magazine collection. The police also cuffed the homeless man that sleeps here on the library's fire escape and then let him go. Laureen McCoy was informed by the Sergeant on duty that this was a very serious matter in total breach of security and that the library should be more aware of security.**

Trustee Hubbard offered that he will get details from Laureen McCoy and then he will discuss this with the Sheriff's Department.

Discussion ensued relative to security; no damage occurred. The Finance/HR Director has submitted the incident to the library's liability insurance carrier.

5. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS

Information only; no action.

6. FINANCIAL REPORTS

- a) Altadena Library District for month of July 2010

Received 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

- (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

It was Moved (Datz), Second (Tuck), 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.

None.

9. OLD BUSINESS

- a) RENOVATION & EXPANSION PROJECT – COMMUNITY MEETING WITH CWA, INC. – SEPTEMBER 18, 2010, 10a-4p

It was suggested to hold the community meeting on either October 2 or October 9, 2010 instead of September 18, 2010; from 10a to 1p.

Director Pearson will report back on the changes for the community meeting.

- b) UPDATE ON FEDERAL APPROPRIATIONS OF \$400,000 - NEED FOR TECHNICAL AMENDMENT

Brief presentation by Director Pearson.

Money is being held in an account for the Library until a technical amendment is submitted. The library's original budget was submitted to HUD for design services; the technical language in the original grant proposal was changed and implies construction costs rather than design services costs. With the HUD grant only 20% is available for design services unless specifically stated that the entire grant is for design services. Congressman Schiff is willing to submit a technical amendment to change the title in an appropriation bill, but it is not clear which appropriation bill it will be attached to and timing is unclear also. No guarantee it will be eliminated but Congressman Schiff's office is not giving up.

- c) CAPITAL CAMPAIGN FEASIBILITY STUDY REFLECTED IN HUD APPLICATION BUDGET SUBMITTED FOR CONGRESSIONAL APPROPRIATION

Discussion ensued that the feasibility study is on hold until the Federal Appropriations technical amendment is approved.

- d) AWARD OF FAMILY PLACE TRAINING GRANT BY STATE LIBRARY

Discussion ensued.

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

It was Moved (Tuck), Second (Datz) to Approve the Request to the Friends for Purchases for FY2010/11

PASSED

- b) REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT **ANNUAL REPORT TO THE PUBLIC, FY 2009/10**

It was Moved (Datz), Second (Hubbard) to Approve the Altadena Library District Annual Report to the Public, FY 2009/10

PASSED

- c) 2010 CHILDREN AND TEEN SUMMER READING CLUBS – FINAL REPORT

Brief presentation by Librarian Cassandra Stearns.

- d) SDRMA NOTICE OF DIRECTOR VACANCY

It was the consensus of the Board nominations would not be submitted at this time.

11. CORRESPONDENCE

None.

12. REPORTS OF TRUSTEES

- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING

President La Casella reported that the Foundation is planning a wine tasting event to be held here at the Library; tentatively planned for the end of October. This event will include a library tour and possibly a silent auction.

- b) REPORT BY ART ON MILLIONAIRES' ROW COMMITTEE –NEXT MEETING SCHEDULED FOR SEPTEMBER 21, 2010

Brief discussion ensued; September 21st meeting at 6:30pm in Director Pearson's office.

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 at 5:30pm**

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

15. ADJOURNMENT OF CLOSED SESSION at 5:45pm

16. RETURN TO REGULAR MEETING - REPORTABLE ITEMS FROM CLOSED SESSION at 5:50pm

Brief report by Secretary Datz of performance evaluation of Director Pearson.

17. ADJOURNMENT

It was Moved (Hubbard), Second (Tuck) to adjourn the regular meeting at 5:55pm

PASSED