



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

January 23, 2012
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. OATH OF OFFICE ADMINISTERED TO REAPPOINTED TRUSTEE MEMBER GWENDOLYN McMULLINS, TERM ENDING DECEMBER 4, 2015 **(ACTION)**
3. ROLL CALL:

Dale E. LaCasella, President
David Datz
David Tuck
Thomas Hubbard
Gwendolyn McMullins

4. **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.

5. **ELECTION OF OFFICERS BY BALLOT (DISCUSSION/ACTION)**
6. **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.
7. **PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS**
8. **FINANCIAL REPORTS**
 - a) Altadena Library District for month of November and December 2011
(DISCUSSION/POSSIBLE ACTION)

Recommended Action: The Board of Library Trustees hereby receives and files the Financial Reports.

9. 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 November 28, 2011
- b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR NOVEMBER AND DECEMBER 2011
- c) DEPARTMENTAL MONTHLY REPORTS - ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR NOVEMBER AND DECEMBER 2011

10. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

Items removed from the Consent Calendar will be discussed individually at this time.

11. OLD BUSINESS

- a) BRANCH LIBRARY ADA RENOVATION PROJECT – UPDATE (**DISCUSSION/ACTION**)

12. NEW BUSINESS

- a) REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT ANNUAL AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2011, CONDUCTED BY INDEPENDENT CERTIFIED AUDITOR CHARLES FEDAK, LLC (**DISCUSSION/ACTION**)
- b) APPROVE AND ADOPT RESOLUTION NO. 20121 – RESOLUTION PERMITTING THE DISTRICT TO REPORT THE VALUE OF EMPLOYER PAID MEMBER CONTRIBUTIONS TO CalPERS AS ADDITIONAL COMPENSATION (**DISCUSSION/ACTION**)
- c) ADOPT RESOLUTION NO. 20122 - ESTABLISHING AUTHORIZED SIGNATURES (**DISCUSSION/ACTION**)
- d) ALTADENA CHAMBER OF COMMERCE CITIZEN OF THE YEAR AND BUSINESS OF THE YEAR AWARD BANQUET TO BE HELD ON FRIDAY, JANUARY 27, 2012, 6 P.M. AT THE ALTADENA COUNTRY CLUB (**DISCUSSION/ACTION**)

13. CORRESPONDENCE

- a) SDRMA RESULTS OF THE 2011 BOARD OF DIRECTORS NOMINATIONS AND ELECTIONS (**INFORMATION**)
- b) LAFCO INDEPENDENT SPECIAL DISTRICT REPRESENTATIVE MR. DONALD DEAR REQUESTING SUPPORT IN HIS RE-ELECTION TO THE COMMISSION (**INFORMATION**)
- c) CLA NEWS FROM THE CAPITOL DATED 12/13/11 –DEPARTMENT OF FINANCE SAYS BUDGET "TRIGGER" WILL BE PULLED (**INFORMATION**)

- d) CLA NEWS FROM THE CAPITOL DATED 1/5/12 – GOVERNOR BROWN RELEASES 2012-13 BUDGET EARLY, DUE TO MIX-UP **(INFORMATION)**
- e) CSDA E-NEWS – NEW REQUIREMENTS FOR AGENCIES WITH WEBSITES – ALTADENA LIBRARY DISTRICT IS IN COMPLIANCE **(INFORMATION)**
- f) CA. STATE LIBRARY – UNDERSTANDING CALIFORNIA'S DEMOGRAPHIC SHIFTS – ALTADENA LIBRARY DISTRICT **(INFORMATION)**
- g) CALTAC WORKSHOP IN LIBRARY LEADERSHIP, MARCH 10, 12, BUENA VISTA BRANCH LIBRARY AT A COST OF \$18 PER PERSON **(DISCUSSION/ACTION)**
- h) APPRECIATION NOTE FROM THE FAMILY OF DR. PEYTON WILLIAMS, JR. **(INFORMATION)**
- i) APPRECIATION LETTER FROM THE STAFF ASSOCIATION **(INFORMATION)**

14 REPORTS OF TRUSTEES

- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING **(INFORMATION)**
 - (1) FEASIBILITY STUDY
 - (2) NEXT FOUNDATION MEETING SCHEDULED FOR FEBRUARY 13, 2012, 6 P.M.
 - (3) WINE AND CHEESE RECEPTION SCHEDULED FOR MARCH 25, 2012, 4 – 6:30 PM
- b) REPORT BY ART ON MILLIONAIRE'S ROW COMMITTEE
 - (1) RECEPTION FOR SALON ARTISTS SCHEDULED FOR JUNE 8, 2012, 7-9 PM
 - (2) FESTIVAL SCHEDULED FOR JUNE 9, 2012, 10 AM – 6 PM
 - (3) NEXT COMMITTEE MEETING SCHEDULED FOR FEBRUARY 14, 2012, 6:30 PM
- c) OTHER

15 AGENDA ITEMS FOR FUTURE AGENDAS

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

16. ADJOURNMENT

Recommended Action: There being no further business to come before the Board, the meeting is adjourned.