



ALTADENA LIBRARY DISTRICT

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

October 22, 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 at 5:01 p.m.

2. ROLL CALL:

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

Staff: Barbara J. Pearson, District Director
Tina Wallin, Finance Director
Pauli Dutton
Laureen McCoy

Guests: Paul J. Kaymark, Auditors, Charles Z. Fedak & Company, CPA's
Prakash Shrivastava

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).

MOVE TO AMEND AGENDA BY MOVING ITEM 10d REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT ANNUAL AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2012, CONDUCTED BY INDEPENDENT CERTIFIED AUDITOR CHARLES FEDAK, LLC. TO JUST BEFORE ITEM 5.

It was Moved (LaCasella), Second (Hubbard) to Adopt the Agenda as Amended.

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.

None

10d **REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT ANNUAL AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2012, CONDUCTED BY INDEPENDENT CERTIFIED AUDITOR CHARLES FEDAK, LLC. (DISCUSSION/ACTION)**

It was Moved (LaCasella), Second (Hubbard) to Approve the Auditor's Report

PASSED

5. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS

(a) None.

6. FINANCIAL REPORTS

- a) Altadena Library District for month of September 2012
(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.

It was Moved (Hubbard), Second (McMullins) to Adopt the Consent Calendar

PASSED

- a) APPROVAL OF MINUTES – REGULAR MEETING HELD SEPTEMBER 24, 2012
- 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.

None.

9. OLD BUSINESS

None

10. NEW BUSINESS

- a) LETTER TO DR. BERNARDEAN BROADUS, CHAIR LAND USE COMMITTEE, ALTADENA TOWN COUNCIL REGARDING THE LIBRARY INSTALLING HEAD-IN PARKING IN FRONT OF THE LIBRARY ON MARIPOSA STREET **(INFORMATION)**
- b) REVIEW AND APPROVAL OF ESTABLISHING A CALIFORNIA EMPLOYERS RETIREE BENEFIT TRUST (CERBT) TO FUND THE CALPERS OTHER POST EMPLOYMENT BENEFIT (OPEB) LIABILITY **(DISCUSSION/ACTION)**

It was Moved by (Tuck), Second (McMullins) to Accept the Staff Recommendation

APPROVED

- c) CONSIDERATION OF PARTNERING WITH THE ALTADENA SHERIFF'S DEPARTMENT FOR THEIR HOLIDAY FOOD AND TOY DRIVE FOR NEEDY FAMILIES IN ALTADENA BY ESTABLISHING A LIBRARY FOOD/TOYS FOR FINES PROGRAM FROM NOVEMBER 26 THROUGH DECEMBER 8, 2012 **(DISCUSSION/ACTION)**

It was Moved by (Tuck), Second (McMullins) to Partner with the Altadena Sheriff's Department for their Holiday Food and Toy Drive from November 26 through December 8, 2012.

APPROVED

- d) REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT ANNUAL AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2012, CONDUCTED BY INDEPENDENT CERTIFIED AUDITOR CHARLES FEDAK, LLC. **(DISCUSSION/ACTION)**

Item moved to follow item 4

11. CORRESPONDENCE

- a) NONE

12. REPORTS OF TRUSTEES

- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING. NEXT MEETING SCHEDULED FOR NOVEMBER 12, 2012, 7P.M., AT SHARON SAND'S HOUSE **(INFORMATION)**

Dale LaCasella reported that the Library Foundation is now an approved non-profit, which means the Foundation is able to apply for grants on its own and solicit donations.

- b) REPORT BY ART ON MILLIONAIRES' ROW COMMITTEE – NEXT MEETING SCHEDULED FOR OCTOBER 9, 2012, 6:30 P.M. **(INFORMATION)**

Dale LaCasella reported that the AOMR committee has had two very successful meetings, and the dates for the Salon and Arts festival are Friday June 7th and Saturday June 8th, 2013. There are new people on the committee, and more expertise. The committee is considering requesting a grant from the Pasadena Community Foundation to close off at least half of Mariposa and have a much larger festival.

- c) OTHER

13. AGENDA ITEMS FOR FUTURE AGENDAS

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

14. ADJOURNMENT

It was Moved (McMullins) Second (LaCasella) to adjourn the meeting at 5:45 p.m.

PASSED.