



AGENDA

Regular Meeting

Board of Library Trustees
Altadena Library District
Community Room – Main Library
November 25, 2013
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

None

6. FINANCIAL REPORTS

- a) Altadena Library District for the month of October 2013
(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 OCTOBER 28, 2013.
 - b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR OCTOBER 2013
 - c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, CHILDREN’S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR OCTOBER 2013
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) EAGLE SCOUT PROJECT UPDATE, EAGLE SCOUT ROBBIE SNODGRASS **(DISCUSSION/POSSIBLE ACTION)**
 - (b) PRESENTATION OF FINAL REPORT ON STRATEGIC PLANNING PROCESS AND DRAFT ALTADENA LIBRARY DISTRICT STRATEGIC PLAN, FY 2014/15 TO 2018/19 FOR REVIEW AND CONSIDERATION – LINDA DEMMERS, STRATEGIC PLANNING CONSULTANT **(DISCUSSION/POSSIBLE ACTION)**
 - (c) 2013 ALTADENA LIBRARY DISTRICT ELECTION RESULTS **(INFORMATION)**
 - (d) 3RD PARTY ELECTION COSTS FROM MARTIN & CHAPMAN CO, A PRIVATE FIRM APPROVED BY THE STATE THAT CONDUCTS ELECTIONS FOR NUMEROUS CITIES, AND SPECIAL DISTRICTS - QUOTE IS BASED ON THE NUMBER OF REGISTERED VOTERS AND PAV’S (PERMANENT ABSENTEE VOTERS) **(DISCUSSION/POSSIBLE ACTION)**
 - (e) ACCEPTANCE OF CLLS GRANT AWARD IN THE AMOUNT OF \$4,298.00 FOR FY2013/14 AND AUTHORIZATION TO EXPEND FUNDS IN ACCORDANCE WITH GRANT REGULATIONS **(DISCUSSION/POSSIBLE ACTION)**
10. NEW BUSINESS
- (a) REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2013 CONDUCTED BY INDEPENDENT CERTIFIED AUDITOR, CHARLES FEDAK, LLC **(DISCUSSION/POSSIBLE ACTION)**
 - (b) 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 PROFRAM FROM NOVEMBER 30 THROUGH DECEMBER 13, 2013 **(DISCUSSION/POSSIBLE ACTION)**
11. CORRESPONDENCE
- NONE**
12. REPORTS OF TRUSTEES

- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING. NEXT MEETING SCHEDULED DECEMBER 9, 2013, 7:00 P.M. **(INFORMATION)**
 - b) REPORT BY ART ON MILLIONAIRE'S ROW COMMITTEE. NEXT MEETING SCHEDULED FOR DECEMBER 10, 2013 7:30P **(INFORMATION)**
13. PRESENTATION OF CERTIFICATE OF APPRECIATION AND GAVEL TO LEAVING OFFICE TRUSTEE DALE LACASELLA
14. AGENDA ITEMS FOR FUTURE AGENDAS
This is an opportunity for Board members to request that items be placed on future agendas.
15. ADJOURNMENT

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