



ALTADENA LIBRARY DISTRICT

Honoring the past, cultivating the present, empowering the future

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

February 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 at 5:02 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	Pauli Dutton
	Tina Wallin, Finance Director	Robert Lauderdale
	Cassandra Stearns	Sue Colasurdo
	Carlene Chiu	Erica Buss
	Laureen McCoy	Steve Marsh

Guests: Jim Nardini, CWA/AIA
Marina Varnyan, CWA/AIA

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 (LaCasella), Second (Hubbard) to move item 11a Presentation of revised Architectural plan options for main library renovation and expansion project to follow after item 5a on the agenda.

It was moved (Hubbard) Second (McMullins) to adopt the Agenda as amended.

PASSED

4. ELECTION OF OFFICERS BY BALLOT (DISCUSSION/ACTION)

It was Moved (Hubbard) Second (McMullins) to nominate David Datz for President

PASSED UNANIMOUSLY

It was Moved (LaCasella), Second (Tuck) to nominate Tom Hubbard for Secretary

PASSED 4 TO 1

5. 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

Item 11a was presented according to the Amended Agenda. See item 11a below for the details.

6. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS

- a) **Maria Gomez, Children's page resigned effective January 15, 2013, and Leanne Norden has been hired as the new Library Page effective February 1, 2013.**

7. FINANCIAL REPORTS

- a) Altadena Library District for the month of January 2013 **(DISCUSSION/POSSIBLE ACTION)**

Approved unanimously

8. 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 –REGULAR MEETING HELD JANUARY 28, 2013, AND SPECIAL MEETING HELD JANUARY 3, 2013
- b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR JANUARY 2013
- c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR JANUARY 2013

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

PASSED

9. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

None.

10. OLD BUSINESS

- a) REVIEW DRAFT OF STRATEGIC PLAN ADVISORY COMMITTEE INVITATION AND PROPOSED LIST OF PARTICIPANTS **(DISCUSSION/ACTION)**

David Datz and Gwen McMullins provided lists of additional participants. David suggested adding members of the Altadena Chamber of Commerce and members of the faith community to the list. David Datz asked if Timothy Rutt of the Patch could be objective about reporting on the strategic plan process if he were a member of the advisory committee.

- b) FOLLOW-UP ON MEETING WITH ALTADENA TOWN COUNCIL'S LAND USE COMMITTEE. MEETING IS SCHEDULED FOR MARCH 7, 2013 AT 5:30P AT THE LIBRARY **(INFORMATION)**

11. NEW BUSINESS

- a) CWA, INC. PRESENTATION OF REVISED ARCHITECTURAL PLAN OPTIONS FOR MAIN LIBRARY RENOVATION AND EXPANSION PROJECT **(DISCUSSION/ACTION)**

CWA presented 3 different plans for the downsized main library renovation and expansion project; comparing and contrasting the differences and similarities of each plan. David Datz suggested that the Board wait to see the collection comparison before deciding on a specific plan.

- b) ANNUAL REVIEW AND REAFFIRMATION OF THE ALTADENA LIBRARY DISTRICT INVESTMENT POLICY ADOPTED MARCH 26, 2007**(DISCUSSION/ACTION)**

It was moved by (Hubbard), Second (Tuck) to approve the current investment policy adopted by the Board March 26, 2007.

PASSED

- c) NOTIFICATION OF NOMINATIONS - 2013 ELECTION SDRMA BOARD OF DIRECTORS **(DISCUSSION/ACTION)**

The Board declined to nominate anyone.

- d) STATEMENT OF ECONOMIC INTEREST FORM 700 FILING FOR 2012. RETURN TO MELANIE TO FORWARD TO LA COUNTY BY MARCH 24, 2013. IF YOU RECEIVE A REQUEST FROM THE COUNTY FOR ELECTRONIC FILING, LET MELANIE KNOW AND COPY THE SIGNED FORM 700 FOR ADMIN FILES BEFORE YOU FILE IT WITH THE COUNTY. **(INFORMATION)**

- e) REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT OPERATING BUDGET, FISCAL YEAR 2012/13 WITH ADJUSTMENTS

The Board approved the Operating Budget with adjustments as presented.

- f) REVIEW AND APPROVAL OF THE 2013 LIBRARY WEBSITE DESIGN AND IMPLEMENTATION **(DISCUSSION/ACTION)**

The Board complimented Eric Buss, project Director, on the new website design.

- g) REQUEST BY PRAKASH SHRIVASTAVA, ALTADENA LIBRARY FOUNDATION BOARD MEMBER FOR TRUSTEES' PROCLAMATION ON LIBRARY AS CENTER FOR ARTS AND CULTURE **(DISCUSSION/ACTION)**

It was Moved (LaCasella), Second (McMullins) to table this item until the March meeting

PASSED

12. CORRESPONDENCE

- a) LEGISLATIVE UPDATE: SUPPORT LETTERS REQUESTED FOR SCA 7-WOLK **(INFORMATION)**

A copy of the letter sent by the Board to Senator Wolk was included in the Board packet.

13. REPORTS OF TRUSTEES

- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING. NEXT MEETING SCHEDULED FOR MARCH 11, 2013, 7 P.M. **(INFORMATION)**

Dale reported that the ALF Wine and Cheese event was rescheduled to April 28, 2013, from 2p-5:30pm Dion Neutra; the Architect will be the guest speaker. He will possibly speak about mid-century modern architecture and possibly Boyd Georgi who his father knew. Dion has been to the library, and is very excited about the event.

- a) REPORT BY ART ON MILLIONAIRE'S ROW COMMITTEE –NEXT MEETING SCHEDULED FOR MARCH 12, 2013, 6:30 P.M. (INFORMATION)

Dale reported that the art committee continues to meet. The vendor committee has several commitments; one from Martin Sausages who will sell sausages, crab cakes and pulled pork sandwiches, the Coffee Gallery, Bird Pick herb and tea who will sell herbs, hot and iced teas and Memory Lane Cuisine who sells pralines, pies and cookies that are gluten free. The committee sent an invitation to Bills Chicken, El Patron, Carmelo's Ice Cream, the new owner of Amy's, and we are trying to get a pizza vendor. The music committee has 3 musical performers signed up to perform, and looking for more. We revised our donated art project. It is now called "I Dreamed a Dream." We have art materials that each artist must use at least half of in their donated piece.

Dave Tuck reported that he attended the Founder's Day at Huntington Library. They are creating another vault for books and they showed a video on how to convert original books to digital, without taking the book apart, using a machine that turns the pages of the book.

David Datz reported that he is going to be in another play here at the library in the community room. There will be one performance. The play is entitled: *Boys in the Back Room*, and takes place during the late 1930's to early 1940's. The play will take place May 5th or May 19th and there will be a wine and cheese event. All the proceeds will go to the Friends minus a few minor expenses. If the play is published, the original performers and the location of the play will noted in the published version of the play. Tickets for the event will probably be \$20.

14. AGENDA ITEMS FOR FUTURE AGENDAS

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

NONE

15. ADJOURNMENT

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

It was moved (LaCasella) Second (Hubbard) to adjourn the meeting at 6:30p.