



AGENDA

Regular Meeting

Board of Library Trustees
Altadena Library District
Community Room – Main Library
March 24, 2014
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
David Tuck
Gwendolyn McMullins
Meredith McKenzie

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. DEDICATION OF THE BARBARA J. PEARSON COMMUNITY ROOM

6. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS

Erica Buss, Librarian II, Branch Services, has accepted a new library position in Oregon. She gave her resignation, effective February 21, 2014.

Carlene Chiu, Librarian I, Adult Services, has been promoted to Librarian II Branch Services, effective date March 1, 2014.

Paula Gaetos, Clerk I in Youth Services, has been given a temporary promotion to part-time Library Associate Communications Coordinator effective March 16 through December 31, 2014.

Library Page, Joanne McCole, has been given a temporary promotion to Clerk I in Youth Services effective March 16 through December 31, 2014.

Volunteer Katherine Lampier will fill the position of temporary Library Page, effective March 16 through December 31, 2014.

7. FINANCIAL REPORTS

- a) Altadena Library District for the month of February 2014
(DISCUSSION/POSSIBLE ACTION)

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

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.

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 FEBRUARY 24, 2014
- b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR FEBRUARY 2014
- c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR FEBRUARY 2014

9. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

10. OLD BUSINESS

- (a) TRUSTEE ELECTION: LA COUNTY NOVEMBER 5, 2013 CONSOLIDATED ELECTIONS INVOICE **(DISCUSSION/POSSIBLE ACTION)**

11. NEW BUSINESS

- a) APPROVAL OF DRAFT OF LETTER OF SUPPORT FROM THE ALTADENA LIBRARY BOARD OF LIBRARY TRUSTEES FOR THE PUBLIC LIBRARY BROADBAND PROPOSAL TO GO BEFORE BUDGET SUBCOMMITTEES IN APRIL
(DISCUSSION/POSSIBLE ACTION)
- b) APPROVAL OF DRAFT OF ALTADENA LIBRARY DISTRICT VOLUNTEER POLICY AND LIBABILITY RELEASE FORM **(DISCUSSION/POSSIBLE ACTION)**
- c) PLAN VOLUNTEER RECOGNITION **(DISCUSSION/POSSIBLE ACTION)**

12. CORRESPONDENCE

NONE

13. REPORTS OF TRUSTEES

- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING. NEXT MEETING SCHEDULED APRIL 1, 2014, 7:00 P.M.
(INFORMATION)
- b) REPORT BY ART ON MILLIONAIRE'S ROW COMMITTEE. NEXT MEETING SCHEDULED FOR APRIL 8, 2014 7:30 P.M. **(INFORMATION)**

- c) REPORT ON THE LIBRARY PARCEL TAX COMMITTEE MEETING. NEXT MEETING SCHEDULED FOR MARCH 25, 2014 7:30 P.M. **(INFORMATION)**
 - d) REPORT ON LIBRARY DIRECTOR RECRUITMENT COMMITTEE. NEXT MEETING SCHEDULED FOR APRIL 21, 2014. 7:30 P.M. **(INFORMATION)**
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.