



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

April 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 at 5:00 p.m.

2. ROLL CALL:

Present: David Datz, President
Thomas Hubbard, Secretary
Dale E. LaCasella - **(Absent)**
David Tuck
Gwendolyn McMullins

Staff: Barbara J. Pearson Cassandra Sterns Lucy Molina
Melanie Holden Laureen McCoy Robert Housely, Financial Consultant
Roberta Lauderdale Steve Marsh

Guests: Linda Bates
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).

It was Moved (Hubbard), Second (McMullins) to Adopt the Amended Agenda, which reflects moving Item 6 Financial Reports to follow 9a Old Business.

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.

Prakash Shrivastava from the Altadena Library Foundation suggested that ALD adopt a plan for digital interaction with the community. Explain to the community what we have in place and what we want to have in terms of digital technology. President David Datz asked that this item be agendaized for discussion at the next ALD board meeting in May.

5. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS

- (a) Christopher Woods was hired as a part-time Library Clerk II, effective April 9, 2012
- (b) Carlene W. Chu who is a Library Clerk II transferred from Technical Services to Adult Services as a Part-time Librarian 1, effective April 9, 2012.

6. FINANCIAL REPORTS

- a) Altadena Library District for month of March 2012

It was moved (McMullins) second (Hubbard) to approve financial reports.

APPROVED

Item 6 Financial Reports was presented and discussed respectively after Item 9a Old Business – see 6 above and 9a below for details.

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 as presented with a correction to the spelling of Linda Bates name in the Minutes of March 26, 2012.

PASSED

- a) APPROVAL OF MINUTES - Regular meeting held March 26, 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

- a) Consideration of responses to RFP for Auditing Services and award of independent certified public accountant services contract to Charles Z. Fedak & Co. for a three year period beginning July 2012. **(DISCUSSION/ACTION)**

It was Moved (Tuck) and Second (Hubbard) to hire Charles Z. Fedak & Company as the Library's Auditor for the next three years.

APPROVED

Item 6 – Financial Reports discussed (see 6 above for details).

10. NEW BUSINESS

- a) Request for refund for the Benefit assessment Per Parcel Tax on parcel number 5853 002 019 **(DISCUSSION/ACTION)**

It was Moved by (Tuck) Second (McMullins) to deny the request for refund of the Per Parcel Tax on parcel number 5853 002 019.

DENIED

b) Posting ALD Board actions on Altadena Patch open blog platform.

Datz asked Dan Abendschein with Altadena Patch and Tim Rutt with AltadenaBlog to cover our board meetings. Dan suggested we Blog on the Patch and Hubbard suggested a student video or record ALD board meetings. (DISCUSSION/ACTION)

c) **VOLUNTEER RECOGNITION 2012** – Letter and Certificates are being sent recognizing volunteers for their service in lieu of having a volunteer luncheon **(INFORMATION)**

11. CORRESPONDENCE

a) Letter to Pasadena Community Foundation, Executive Director, Jennifer Fleming DeVoll. **(INFORMATION)**

b) Invitation from the Altadena Senior Center – 30 Year Celebration, Saturday May 5, 2012. Tickets are \$30. **(DISCUSSION/ACTION)**

David Datz will attend event on behalf of the ALD Library Board of Trustees.

12. REPORTS OF TRUSTEES

a) **REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING.**
Next Fundraising meeting scheduled for May 14, 2012, 6:00 P.M. **(INFORMATION)**

b) **REPORT BY ART ON MILLIONAIRE'S ROW COMMITTEE.**
Next meeting scheduled for May 15, 2012, 6:30 P.M. **(INFORMATION)**

c) OTHER

13. AGENDA ITEMS FOR FUTURE AGENDAS

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

None.

14. ADJOURNMENT

It was Moved (McMullins) Second (Tuck) to recess for 10 minutes or until Robert Housely arrives, whichever comes first.

Robert Housely arrived before the 10 minutes had expired and the meeting was reconvened.

It was moved (Hubbard) Second (McMullins) to Adjourn the meeting at 6:05 P.M.