



Bringing People + Ideas Together

AGENDA

Regular Meeting

Board of Library Trustees – Altadena Library District

Community Room – Main Library

April 25, 2016 – 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 Administration 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:**

Meredith McKenzie, President
David Tuck
Gwendolyn McMullins
Adalila Zelada-Garcia, Secretary
John McDonald

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**

- a) TERMINATION OF PROBATIONARY EMPLOYEE LAURA MIERA, ACCOUNTS PAYABLE CLERK

6. **FINANCIAL REPORTS**

- a) FINANCIAL REPORTS FOR THE MONTH OF MARCH 2016
(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 FEBRUARY 22, 2015
- b) STATISTICAL REPORTS – FEBRUARY 2016
- c) DEPARTMENTAL MONTHLY REPORT – FEBRUARY 2016
- d) APPROVAL OF MINUTES – REGULAR MEETING HELD MARCH 28, 2015
- e) STATISTICAL REPORTS – MARCH 2016
- f) DEPARTMENTAL MONTHLY REPORT – MARCH 2016

8. **CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR**
Items removed from the Consent Calendar will be discussed individually at this time.
9. **DIRECTOR'S REPORT**
 - a) OPERATING PLAN COLLABORATION
(DISCUSSION / POSSIBLE ACTION)
10. **OLD BUSINESS**
 - a) APPROVAL OF PROPOSAL FOR COMMUNITY ROOM UPGRADE PROJECT
(DISCUSSION / POSSIBLE ACTION)
 - b) APPROVAL OF PROPOSAL FOR ERATE INFRASTRUCTURE UPGRADE PROJECT
(DISCUSSION / POSSIBLE ACTION)
 - c) ALL BOARDS RETREAT (TENTATIVE DATES)
(DISCUSSION / POSSIBLE ACTION)
11. **NEW BUSINESS**
 - a) FY16-17 BUDGET DISCUSSION IN PREPARATION FOR PRELIMINARY PROPOSED OPERATING BUDGET (DISCUSSION / POSSIBLE ACTION)
 - b) DISCUSSION AND CREATION OF A SUB-COMMITTEE TO ADDRESS SB415
This bill prohibits a local government, beginning January 1, 2018, from holding an election on any date other than a statewide election date if doing so in the past has resulted in turnout that is at least 25 percent below the average turnout in that jurisdiction in the last four statewide general elections, as specified. (DISCUSSION / POSSIBLE ACTION)
 - c) ABOVE AND BEYOND AWARD – 1ST QUARTER 2016
(INFORMATION)
12. **CORRESPONDENCE & PRESS**
 - a) PRESS CLIPPINGS (INFORMATION)
13. **REPORTS OF SUPPORT GROUPS**
 - a) ALTADENA LIBRARY FOUNDATION
 - b) FRIENDS OF THE ALTADENA LIBRARY
14. **REPORTS OF TRUSTEES**
15. **AGENDA ITEMS FOR FUTURE AGENDAS**
This is an opportunity for Board members to request that items be placed on future agendas.
16. **ADJOURN TO CLOSED SESSION**
The Board of Trustees may move into a closed session pursuant to applicable law, including the Brown Act (Government Code Section 54960, et. seq.) for the purposes of discussing matters covered under Government Code Section 54957 (Personnel) and Government Code Section 54956.9 (Potential Litigation)
 - a) DISCUSSION OF PERSONNEL MATTERS (DISCUSSION / POSSIBLE ACTION)
 - b) ANNUAL REVIEW FOR DISTRICT DIRECTOR (DISCUSSION / POSSIBLE ACTION)
17. **ADJOURNMENT OF CLOSED SESSION**
18. **RETURN TO REGULAR MEETING – REPORTABLE ITEMS FROM CLOSED SESSION**
19. **ADJOURNMENT**
Recommended Action: There being no further business to come before the Board, the meeting is adjourned.

6A

9:14 AM
 04/20/16
 Accrual Basis

Altadena Library District
Balance Sheet
 As of March 31, 2016

	Mar 31, 16
ASSETS	
Current Assets	
Checking/Savings	
Cash & Cash Equivalents	
1010.00 · Cash in County Treasury	
1010.20 · Asset Replacement Reserve	143,939.00
1010.10 · Trustee Election Reserve	122,122.95
1010.00 · Cash in County Treasury - Other	1,866,735.51
Total 1010.00 · Cash in County Treasury	2,132,797.46
1021 · Cash in Checking Chase Gen Fund	126,384.63
1026 · Cash in Savings PF - Chase Bank	3,376.64
1041 · Cash in Savings - Chase Bank	25,116.92
1045 · Cash HUD Fund - Chase Bank	2.04
1075 · SCLC Deposit Account	1,160.00
1080 · Petty Cash	777.00
Total Cash & Cash Equivalents	2,289,614.69
Total Checking/Savings	2,289,614.69
Other Current Assets	
1400 · Property Taxes Receivable	-36,918.87
1076 · Prepaid Items & Deposits	800.00
Total Other Current Assets	-36,118.87
Total Current Assets	2,253,495.82
Fixed Assets	
Non-Depreciable Assets	
1500 · Land	77,280.28
1510 · Artwork	102,500.00
Total Non-Depreciable Assets	179,780.28
Depreciable Assets	
1550 · Structures & Improvements	1,180,735.18
1700 · Furniture, Fixtures & Equipment	683,740.71
1800 · Accum Depr (S & I)	-1,002,725.14
1900 · Accum Depr (FF & E)	-612,732.21
Total Depreciable Assets	249,018.54
Total Fixed Assets	428,798.82
TOTAL ASSETS	<u>2,682,294.64</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	95,053.68
Total Accounts Payable	95,053.68
Other Current Liabilities	
2012 · Accrued Vacation Payable	66,564.65
2064 · Deferred Compensation - CalPERS	0.32
2090 · Misc Short Term Payable	-3,000.00
Total Other Current Liabilities	63,564.97
Total Current Liabilities	158,618.65

Altadena Library District
Balance Sheet
As of March 31, 2016

	Mar 31, 16
Long Term Liabilities	
2030 · GASB 45 OPEB Liability	189,067.52
Total Long Term Liabilities	189,067.52
Total Liabilities	347,686.17
Equity	
3300 · Retained Earnings	2,824,670.25
Net Income	-490,061.78
Total Equity	2,334,608.47
TOTAL LIABILITIES & EQUITY	<u>2,682,294.64</u>

Altadena Library District Profit & Loss Budget vs. Actual July 2015 through March 2016

	Mar 16	Jul '15 - Mar 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
PROPERTY TAXES	8,116.92	1,648,891.32	2,893,665.00	-1,244,773.68	56.98%
INTEREST INCOME	932.15	2,718.51	7,000.00	-4,281.49	38.84%
FINES & FEES	14,052.81	82,511.82	101,916.00	-19,404.18	80.96%
DONATIONS AND GRANTS	3,000.00	98,910.00	99,175.00	-265.00	99.73%
MISCELLANEOUS INCOME	425.00	3,886.69	141,000.00	-137,113.31	2.76%
Total Income	26,526.88	1,836,918.34	3,242,756.00	-1,405,837.66	56.65%
Gross Profit	26,526.88	1,836,918.34	3,242,756.00	-1,405,837.66	56.65%
Expense					
SALARIES, WAGES & BENEFITS	193,548.98	1,595,990.48	2,218,566.00	-622,575.52	71.94%
LIBRARY MATERIALS	18,387.48	209,415.71	333,411.00	-123,995.29	62.81%
PROGRAMS	5,735.43	52,926.99	72,000.00	-19,073.01	73.51%
OPERATING EXPENSES	19,086.86	219,601.07	278,324.00	-58,722.93	78.9%
PROFESSIONAL & TECHNICAL	17,013.87	111,470.37	134,619.00	-23,148.63	82.8%
FACILITIES, GROUNDS & MAINTENAN	48,517.14	66,493.93	48,704.00	17,789.93	136.53%
CAPITAL	16,118.22	43,182.32	131,000.00	-87,817.68	32.96%
MISCELLANEOUS EXPENSE	95.49	27,899.25	26,132.00	1,767.25	106.76%
Total Expense	318,503.47	2,326,980.12	3,242,756.00	-915,775.88	71.76%
Net Ordinary Income	-291,976.59	-490,061.78	0.00	-490,061.78	100.0%
Net Income	-291,976.59	-490,061.78	0.00	-490,061.78	100.0%

Altadena Library District
Profit & Loss Budget vs. Actual
 July 2015 through March 2016

 % of Year: 75%

Ordinary Income/Expense

Income

PROPERTY TAXES

	Mar 16	Jul '15 - Mar 16	Budget	\$ Over Budget	% of Budget
4010 · Current Secured	0.00	1,077,269.56	1,968,654.00	-891,384.44	54.72%
4020 · Current Unsecured	4,298.04	60,975.74	70,000.00	-9,024.26	87.11%
4030 · Prior Year	1,492.59	20,909.69	10,000.00	10,909.69	209.1%
4050 · Homeowners Exemption	0.00	7,055.79	7,500.00	-444.21	94.08%
4060 · Per Parcel Benefit Assessment	0.00	426,505.60	762,617.00	-336,111.40	55.93%
4070 · SB 813 Supplemental Roll	2,326.92	29,599.72	28,000.00	1,599.72	105.71%
4080 · Penalties, Interest & Costs	-0.63	10,742.78	15,000.00	-4,257.22	71.62%
4090 · RDA ABx126 Income	0.00	15,832.44	31,894.00	-16,061.56	49.64%

Total PROPERTY TAXES

8,116.92 1,648,891.32 2,893,665.00 -1,244,773.68 56.98%

INTEREST INCOME

4210 · Chase Bank	1.93	9.32	50.00	-40.68	18.64%
4220 · County Deposits	930.22	2,709.19	6,950.00	-4,240.81	38.98%

Total INTEREST INCOME

932.15 2,718.51 7,000.00 -4,281.49 38.84%

FINES & FEES

4305 · Fines	3,708.81	23,954.80	33,000.00	-9,045.20	72.59%
4310 · Printer & Copy Machine	749.00	5,320.02	8,500.00	-3,179.98	62.59%
4330 · Video Game Rentals	0.00	416.00	416.00	0.00	100.0%
4340 · Passport Services Fees	9,595.00	52,821.00	60,000.00	-7,179.00	88.04%

Total FINES & FEES

14,052.81 82,511.82 101,916.00 -19,404.18 80.96%

DONATIONS AND GRANTS

4710 · Friends of the Library	0.00	40,000.00	40,000.00	0.00	100.0%
4730 · Undesignated	0.00	235.00	500.00	-265.00	47.0%
4735 · Designated	3,000.00	6,510.00	3,510.00	3,000.00	185.47%
4740 · CA Library Literacy Services	0.00	25,165.00	25,165.00	0.00	100.0%
4750 · Cal State Library	0.00	27,000.00	30,000.00	-3,000.00	90.0%

Total DONATIONS AND GRANTS

3,000.00 98,910.00 99,175.00 -265.00 99.73%

MISCELLANEOUS INCOME

4910 · Miscellaneous Income	425.00	3,886.69	10,000.00	-6,113.31	38.87%
4940 · Transfer in from Reserves	0.00	0.00	131,000.00	-131,000.00	0.0%

Total MISCELLANEOUS INCOME

425.00 3,886.69 141,000.00 -137,113.31 2.76%

Total Income

26,526.88 1,836,918.34 3,242,756.00 -1,405,837.66 56.65%

Gross Profit

26,526.88 1,836,918.34 3,242,756.00 -1,405,837.66 56.65%

Expense

SALARIES, WAGES & BENEFITS

SALARIES & WAGES

5010 · Salaried	96,408.14	911,443.98	1,249,167.00	-337,723.02	72.96%
5020 · Hourly	24,871.31	190,484.89	274,881.00	-84,396.11	69.3%

Total SALARIES & WAGES

121,279.45 1,101,928.87 1,524,048.00 -422,119.13 72.3%

BENEFITS

5120 · Soc Security & Medicare, Salary	7,226.24	68,614.55	94,720.00	-26,105.45	72.44%
5121 · Soc Security & Medicare, Hourly	1,873.68	14,405.28	17,898.00	-3,492.72	80.49%
5210 · PERS Retirement	14,104.64	125,660.73	166,527.00	-40,866.27	75.46%
5220 · Health Insurance	32,285.10	149,054.45	222,000.00	-72,945.55	67.14%
5222 · OPEB Contribution	12,700.00	101,600.00	140,000.00	-38,400.00	72.57%
5230 · Dental Insurance	2,550.42	11,972.98	14,435.00	-2,462.02	82.94%
5240 · Vision Insurance	828.72	4,141.51	5,348.00	-1,206.49	77.44%
5250 · SUI, Salaried	86.90	3,563.56	14,350.00	-10,786.44	24.83%

Altadena Library District
Profit & Loss Budget vs. Actual
July 2015 through March 2016

% of Year: 75%

	Mar 16	Jul '15 - Mar 16	Budget	\$ Over Budget	% of Budget
5251 · SUI, Hourly	616.79	3,118.46	2,711.00	407.46	115.03%
5260 · Life Insurance	-2.96	1,143.04	1,642.00	-498.96	69.61%
5310 · Workers' Compensation	0.00	10,787.05	14,887.00	-4,099.95	72.46%
Total BENEFITS	72,269.53	494,061.61	694,518.00	-200,456.39	71.14%
Total SALARIES, WAGES & BENEFITS	193,548.98	1,595,990.48	2,218,566.00	-622,575.52	71.94%
LIBRARY MATERIALS					
6110 · Cataloging Expenses	1,381.99	14,671.25	19,604.00	-4,932.75	74.84%
6115 · Electronic Databases & Subscrip	0.00	10,956.18	11,000.00	-43.82	99.6%
6120 · Books	9,744.45	91,735.59	198,944.00	-107,208.41	46.11%
6125 · Audio CD	1,528.61	19,524.26	19,253.00	271.26	101.41%
6130 · DVD's & Videogames	1,850.65	14,403.85	25,110.00	-10,706.15	57.36%
6135 · Processing of Materials	3,336.90	34,582.88	31,500.00	3,082.88	109.79%
6140 · Periodicals	544.88	12,428.30	13,000.00	-571.70	95.6%
6150 · Downloadables	0.00	11,113.40	15,000.00	-3,886.60	74.09%
Total LIBRARY MATERIALS	18,387.48	209,415.71	333,411.00	-123,995.29	62.81%
PROGRAMS					
6200 · Youth Services	964.48	7,938.97	8,000.00	-61.03	99.24%
6210 · Teen Services	2,067.92	27,169.92	33,000.00	-5,830.08	82.33%
6220 · Adult Services	1,882.65	13,936.06	25,000.00	-11,063.94	55.74%
6230 · Bob Lucas Branch Services	388.74	1,099.23	1,500.00	-400.77	73.28%
6240 · Literacy Services	431.64	2,782.81	4,500.00	-1,717.19	61.84%
Total PROGRAMS	5,735.43	52,926.99	72,000.00	-19,073.01	73.51%
OPERATING EXPENSES					
6430 · Insurance-Gen, Prop, Liab, Eq	0.00	29,381.49	31,000.00	-1,618.51	94.78%
6620 · Membership Dues & Subscriptions	165.00	13,519.84	15,000.00	-1,480.16	90.13%
6625 · Training & Education	-150.00	4,938.00	8,000.00	-3,062.00	61.73%
6626 · Recruitment, Gifts and Memorial	19.50	2,212.23	6,500.00	-4,287.77	34.03%
6627 · Advertising / Marketing	750.00	8,616.56	8,000.00	616.56	107.71%
6710 · Meetings & Travel	334.40	5,647.67	5,000.00	647.67	112.95%
6730 · Mileage & Parking Reimbursement	117.74	596.74	2,500.00	-1,903.26	23.87%
6740 · Postage & Delivery	586.66	4,755.29	7,500.00	-2,744.71	63.4%
6745 · Banking & Service Fees	129.30	1,599.34	2,000.00	-400.66	79.97%
6746 · Payroll Fees	1,390.19	10,108.68	9,000.00	1,108.68	112.32%
6750 · Printing & Reproduction	1,500.96	9,348.97	3,000.00	6,348.97	311.63%
6755 · Equipment, Furniture, Fixtures	1,004.35	5,047.84	5,000.00	47.84	100.96%
6765 · Janitorial Supplies	1,050.94	10,597.97	14,500.00	-3,902.03	73.09%
6770 · Operating Supplies	3,500.52	19,931.40	40,000.00	-20,068.60	49.83%
6780 · Operating Software	1,993.95	34,344.90	33,000.00	1,344.90	104.08%
6785 · Computer Supplies	116.27	650.22	9,800.00	-9,149.78	6.64%
6790 · Hardware (Computers / Tech)	677.94	5,066.72	5,000.00	66.72	101.33%
6920 · Electricity	1,970.68	32,242.21	42,000.00	-9,757.79	76.77%
6930 · Natural Gas	436.67	3,955.18	5,500.00	-1,544.82	71.91%
6940 · Water & Sewage	415.70	3,060.43	5,600.00	-2,539.57	54.65%
6950 · Refuse	423.89	3,815.01	4,500.00	-684.99	84.78%
6960 · Products for Resale	0.00	229.86	500.00	-270.14	45.97%
6970 · Equipment Lease & Rental	2,652.20	9,934.52	15,424.00	-5,489.48	64.41%
Total OPERATING EXPENSES	19,086.86	219,601.07	278,324.00	-58,722.93	78.9%
PROFESSIONAL & TECHNICAL					
7125 · Audit and Financial Consulting	850.00	8,362.50	14,000.00	-5,637.50	59.73%
7130 · Legal Fees	468.70	4,257.31	3,000.00	1,257.31	141.91%
7135 · Technology Consulting	917.50	9,991.89	9,000.00	991.89	111.02%

Altadena Library District
Profit & Loss Budget vs. Actual
 July 2015 through March 2016

 % of Year: 75%

	Mar 16	Jul '15 - Mar 16	Budget	\$ Over Budget	% of Budget
7140 · Architectural & Engineering	0.00	3,327.50	9,000.00	-5,672.50	36.97%
7145 · Collection Agency	161.10	796.55	1,800.00	-1,003.45	44.25%
7155 · Consultants - Other	1,912.50	26,985.00	12,000.00	14,985.00	224.88%
7170 · Telecommunications	2,616.65	20,770.29	21,306.00	-535.71	97.49%
7175 · Internet Service	0.00	4,549.54	6,575.00	-2,025.46	69.2%
7180 · Technology Equipment	7,588.21	23,943.56	41,000.00	-17,056.44	58.4%
7185 · Technology Maintenance Fees	2,499.21	8,486.23	8,938.00	-451.77	94.95%
7190 · Website Development	0.00	0.00	8,000.00	-8,000.00	0.0%
Total PROFESSIONAL & TECHNICAL	17,013.87	111,470.37	134,619.00	-23,148.63	82.8%
FACILITIES, GROUNDS & MAINTENAN					
7205 · Maintenance Contracts	0.00	4,561.32	8,000.00	-3,438.68	57.02%
7210 · Building Maint & Repairs	23,879.09	36,968.52	36,204.00	764.52	102.11%
7220 · Landscape	24,638.05	24,964.09	4,500.00	20,464.09	554.76%
Total FACILITIES, GROUNDS & MAINTENAN	48,517.14	66,493.93	48,704.00	17,789.93	136.53%
CAPITAL					
7310 · Equipment, Furniture & Fixtures	16,118.22	43,182.32	95,000.00	-51,817.68	45.46%
7320 · Structures & Improvements	0.00	0.00	36,000.00	-36,000.00	0.0%
Total CAPITAL	16,118.22	43,182.32	131,000.00	-87,817.68	32.96%
MISCELLANEOUS EXPENSE					
7510 · Miscellaneous Expense	95.49	485.66	2,000.00	-1,514.34	24.28%
7520 · Refunds/Parcel	0.00	0.00	1,000.00	-1,000.00	0.0%
7530 · Direct Assessments/Admin Costs	0.00	27,413.59	23,132.00	4,281.59	118.51%
7540 · Trustee Election	0.00	0.00	0.00	0.00	0.0%
Total MISCELLANEOUS EXPENSE	95.49	27,899.25	26,132.00	1,767.25	106.76%
Total Expense	318,503.47	2,326,980.12	3,242,756.00	-915,775.88	71.76%
Net Ordinary Income	-291,976.59	-490,061.78	0.00	-490,061.78	100.0%
Net Income	-291,976.59	-490,061.78	0.00	-490,061.78	100.0%

**Altadena Library District
Donations & Grants
July 2015 through March 2016**

9:25 AM
04/20/16
Accrual Basis

Type	Date	Name	Memo	Amount	Balance
DONATIONS AND GRANTS					
4710 - Friends of the Library					
Deposit	10/16/2015	Friends of The Library	OCT-2015 - FY15-16 Donatin from FOL	45,000.00	45,000.00
Bill	10/19/2015	Friends of The Library	101915 - Refund overpayment of Donation	-5,000.00	40,000.00
Total 4710 - Friends of the Library					
4730 - Undesignated					
Deposit	08/11/2015		AUG-2015 - Cash Donation from patron, Lisa Hoseu	50.00	50.00
Deposit	08/12/2015		AUG-2015 - Donation from A. Vijayaraghavan	25.00	75.00
Deposit	11/04/2015		NOV-2015 - Donation check from COPLA	100.00	175.00
Deposit	01/11/2016		JAN-2016 - Donation from Patron Paul and Cara Barker	50.00	225.00
Deposit	01/21/2016		JAN-2016 - Donation from anonymous patron	10.00	235.00
Total 4730 - Undesignated					
4735 - Designated					
General Journal	07/01/2015		JUL-2015 - Reclassify Grant income for FY15-16	3,000.00	3,000.00
Deposit	07/28/2015		JUL-2015 - Donation for Adult programming	10.00	3,010.00
Deposit	09/25/2015		SEP-2015 - From ALF for Latino American Heritage Programming	500.00	3,510.00
Deposit	03/30/2016		MAR-2016 - Water Conservation Grant	3,000.00	6,510.00
Total 4735 - Designated					
4740 - CA Library Literacy Services					
Deposit	08/12/2015		AUG-2015 - Grant from CLLS, 1st Installment	18,000.00	18,000.00
Deposit	12/10/2015		DEC-2015	7,165.00	25,165.00
Total 4740 - CA Library Literacy Services					
4750 - Cal State Library					
Deposit	11/18/2015		NOV-2015 - DIY Grant Funds, 1st Payment (Invoice ID 40-8501)	13,500.00	13,500.00
Deposit	12/30/2015		DEC-2015 - DIY Grant	13,500.00	27,000.00
Total 4750 - Cal State Library					
Total DONATIONS AND GRANTS					
				98,910.00	98,910.00
TOTAL				98,910.00	98,910.00

**ALTADENA LIBRARY DISTRICT
MONTHLY INVESTMENT
REPORT**

Summary of Cash and Investments as of March 31, 2016

ACCOUNT	AGENT	YIELD	MAR-2016
Pooled Funds at County of Los Angeles	LA County	0.88%	\$2,132,735.51
General Fund – Business Select Checking	Chase Bank	0.00%	\$126,384.63
Savings Public Fund – High Yield Savings	Chase Bank	0.15%	\$3,376.64
General Savings – High Yield Savings	Chase Bank	0.15%	\$25,116.92
HUD Account - Business Select Checking	Chase Bank	0.00%	\$2.04
SCLC Deposit Account	SCLC	0.00%	\$1,160.00
Petty Cash	District Office	0.00%	\$777.00
Total Cash and Investments			\$2,289,614.69

We hereby certify that the investments are in compliance with Altadena Library District Policy, and California Government Code Section 53646(b)(1); and that the Altadena Library District has the ability to meet its budgeted expenditures for the next six (6) months.

7D



Honoring the past, cultivating the present, empowering the future

MINUTES

Regular Meeting

Board of Library Trustees – Altadena Library District

Community Room – Main Library

March 28, 2016 – 5:06 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 Administration 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:**

- Meredith McKenzie, President - **Present**
- David Tuck - **Present**
- Gwendolyn McMullins, Secretary – **Absent/ Excused**
- Adalila Zelada-Garcia- **Absent**
- John McDonald- **Absent / Excused**

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.

President McKenzie noted that due to having only two trustees present, there was no quorum, therefore no matter could be voted on by the Board. The Agenda would be presented, however no matter could be voted on or 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.

President McKenzie had one form and called Mr. Alan Read from the Public to speak. Mr. Read mentioned that he has been a resident and patron of the Library for 35 years, and recently came into the Library and witnessed all of the changes that have been taking place. He expressed his concern of these changes, as well as a concern for the reduction in the size of the collection, the new space and areas, as well as the feeling of lack of communication from the District regarding these changes. He had a number of questions regarding the decision making process for the changes in the Library. President McKenzie addressed this patrons concern, stating that the District was carrying out a Strategic Plan that has been in place for a number of years. She addressed the needs of the efficient use of space in the Library as well as the needs of the community including younger patrons and students, which she noted are high users of the Library. She stated that the information and decision making for all of the Library's development is and has been discussed in Board Meetings that the public is welcome to attend, as well as contact the Board and Library Staff for Information. She also introduced Director Kittay to speak on behalf of the Library staff. Director Kittay informed Mr. Read that he and other members of the Community are always welcome to contact her should they have any questions or concerns. President McKenzie thanked the patron for his comments and concern for the Library.

5. **PERSONNEL APPOINTMENTS / RESIGNATIONS / TERMINATIONS / TRANSFERS**

NONE TO REPORT

6. **FINANCIAL REPORTS**

**FINANCIAL REPORTS FOR THE MONTH OF FEBRUARY 2016
(DISCUSSION/POSSIBLE ACTION)**

Finance Director Wallin noted that the year is 67% complete and that the County interest went up from .7% to .8%. She mentioned that there were no increases to the property liability or worker's compensation rates. She also noted that the District purchased new first aid kits with Cintas which included CPR and First Aid training that will be provided to 8 staff members. She updated the Board on the Staff completing the active shooter and dealing with difficult patrons training, as well as her attendance in March to a HR boot camp conference, which was partially funded from a scholarship.

Trustee Tuck inquired about how the District is comparing to other districts that attended the conference, to which Wallin reported there was only one another Library District that attended the conference.

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 FEBRUARY 22, 2015
- b) STATISTICAL REPORTS – FEBRUARY 2016
- c) DEPARTMENTAL MONTHLY REPORT – FEBRUARY 2016

Deferred to next month's meeting due to lack of quorum.

8. **CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR**

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

Does not apply.

9. **DIRECTOR'S REPORT**

Director Kittay went over some of the statistics including the increases in circulation, visitors, holds, wireless usage, and program attendance. She also passed around some photos of the Library that were found while cleaning, from the time of the Library opening. Director Kittay provided an update to the Board on the status of the HUD grant, including that she spoke to HUD and that the district would be receiving reimbursement for the lighting upgrades, as well as new shelving in the future, and will be working on getting the outdoor Bridges renovated and possibly covered with HUD grant funds.

- a) CONNECT*

Director Kittay presented the Connect handout that has been put out to the public to provide information regarding the changes and updates to the Library.

- b) LATINO CULTURAL FESTIVAL – CELEBRATING ROOTS

Director Kittay provided an update regarding the upcoming Latino Festival including presenting the flyer and the draft artwork that the District is using to promote the event.

10. OLD BUSINESS

- a) REVISED HOLIDAYS AND CLOSURES CALENDAR FOR 2016
(DISCUSSION / POSSIBLE ACTION)

Director Kittay as well as President McKenzie noted that the calendar was provided for information only and that no action was needed, since the Board voted and approved an additional holiday at the February board meeting.

Director Kittay added that the additional holiday for 2016 would be December 23.

- b) ALL BOARDS RETREAT, JUNE 10TH AND JUNE 11TH (TENTATIVE)
(DISCUSSION / POSSIBLE ACTION)

President McKenzie and Director Kittay noted that this was for information. President McKenzie asked Director Kittay to send a survey out to the Board, Friends, and Foundation members to assess whether the June dates were feasible to have a majority attendance. Director Kittay noted that she would like to have a planning meeting in April to go over the notes from last year's Boards retreat and plan for the next meeting.

11. NEW BUSINESS

- a) GARDEN PRESENTATION BY JANUARY NORDMAN (INFORMATION)

President McKenzie introduced Nina Jazmadarian from the Foothill Municipal Water district and thanked her for her role in obtaining a \$3,000 rebate for the District for turf removal. January Nordman presented a PowerPoint presentation of the garden project and the techniques used as well as the other organizations involved and the programming surrounding the project. She also noted that the garden would have a grand opening in the future once complete.

President McKenzie noted that she was involved in obtaining a grant from the County for the project and thanked everyone involved.

- b) APPROVAL OF PROPOSAL FOR COMMUNITY ROOM TECHNOLOGY UPGRADE
(DISCUSSION / POSSIBLE ACTION)
- c) APPROVAL OF PROPOSAL FOR ERATE INFRASTRUCTURE UPGRADE PROJECT
(DISCUSSION / POSSIBLE ACTION)

Director Kittay noted that due to scheduling and time restraints, she would like to conduct an e-mail vote to the Board regarding both projects that need approval.

12. CORRESPONDENCE & PRESS

- a) PRESS CLIPPINGS (INFORMATION)

13. REPORTS OF SUPPORT GROUPS

- a) ALTADENA LIBRARY FOUNDATION

Trish Pengra spoke on behalf of the foundation, noting that the foundation was working on an annual report.

- b) FRIENDS OF THE ALTADENA LIBRARY

Ira spoke on behalf of the friends noting that they were working on progress for the 501(c)(3) and that they were working with a new person for tax returns and noted that the book sale would be may 20-22.

14. REPORTS OF TRUSTEES

President mckenzie noted that the district received new photos for the trustees and that library staff was welcome to direct the public to the trustees.

Trustee tuck noted that he was pleased to see the progress on the new garden.

15. **AGENDA ITEMS FOR FUTURE AGENDAS**

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

16. **ADJOURNMENT – ADJOURNED AT 6:20 P.M.**

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

7E

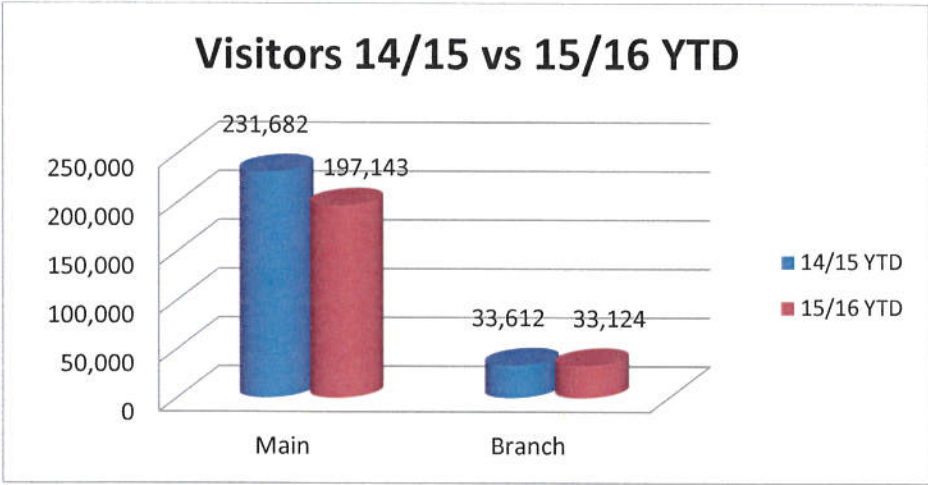
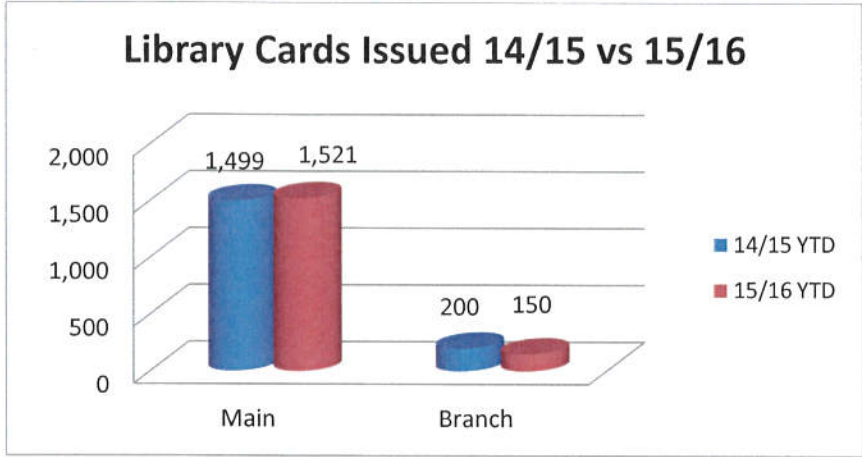
Statistics for FY 2015/16

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Circulation - Main*													
FY14/15	18,536	16,820	17,033	16,680	14,988	15,362	16,214	14,795	15,417	15,321	15,263	17,533	145,845
FY15/16	17,903	16,499	16,371	17,671	16,623	15,024	16,073	16,335	17,705				150,204
% Change	-3%	-2%	-4%	6%	11%	-2%	-1%	10%	15%	-100%	-100%	-100%	3%
Circulation - Branch													
FY14/15	1,522	1,030	1,039	1,321	894	1,034	956	1,044	1,052	1,097	860	1,046	9,892
FY15/16	1,281	933	955	984	939	942	999	995	1,106				9,144
% Change	-16%	-9%	-8%	-25%	5%	-9%	4%	-5%	5%	-100%	-100%	-100%	-8%
TOTAL 14/15	20,058	17,850	18,072	18,001	15,882	16,396	17,170	15,839	16,469	16,418	16,123	18,579	155,737
TOTAL 15/16	19,184	17,432	17,326	18,665	17,562	15,968	17,072	17,330	18,811	0	0	0	159,348
% Change	-4%	-2%	-4%	4%	11%	-3%	-1%	9%	14%	-100%	-100%	-100%	2%
Visitors - Main													
FY14/15	30,484	27,710	27,969	28,623	26,411	19,412	25,288	23,507	22,278	19,122	26,762	27,642	231,682
FY15/16	29,000	19,135	17,894	27,340	19,450	18,238	19,319	24,043	22,724				197,143
% Change	-5%	-31%	-36%	-4%	-26%	-6%	-24%	2%	2%	-100%	-100%	-100%	-15%
Visitors - Branch													
FY14/15	4,124	3,659	3,815	4,665	3,103	3,161	3,533	3,448	4,104	4,163	3,435	3,707	33,612
FY15/16	4,028	3,460	4,253	3,927	3,300	3,541	3,313	3,377	3,925				33,124
% Change	-2%	-5%	11%	-16%	6%	12%	-6%	-2%	-4%	-100%	-100%	-100%	-1%
Days Open - Main													
FY14/15	27	25	25	27	22	25	25	23	26	26	26	26	225
FY15/16	26	26	25	27	22	24	24	24	27				225
% Change	-4%	4%	0%	0%	0%	-4%	-4%	4%	4%	-100%	-100%	-100%	0%
Days Open - Branch													
FY14/15	22	21	20	23	17	21	20	19	22	21	21	22	185
FY15/16	23	21	21	21	18	21	19	20	23				187
% Change	5%	0%	5%	-9%	6%	0%	-5%	5%	5%	-100%	-100%	-100%	1%
Registrations - Main													
FY14/15	214	192	216	188	109	114	169	151	146	159	155	207	1,499
FY15/16	208	189	191	188	141	126	161	140	177				1,521
% Change	-3%	-2%	-12%	0%	29%	11%	-5%	-7%	21%	-100%	-100%	-100%	1%
Registration - Branch													
FY14/15	25	21	19	27	13	13	26	21	35	17	16	21	200
FY15/16	18	20	23	19	13	16	6	18	17				150
% Change	-28%	-5%	21%	-30%	0%	23%	-77%	-14%	-51%	-100%	-100%	-100%	-25%
Reserves - Main													
FY14/15	107	85	111	115	121	110	136	109	138	154	134	159	1,032
FY15/16	175	224	187	238	248	201	221	234	274				2,002
% Change	64%	164%	68%	107%	105%	83%	63%	115%	99%	-100%	-100%	-100%	94%
ILL Lent (Main)													
FY14/15	73	51	50	61	43	36	63	63	44	57	52	43	484
FY15/16	32	39	40	51	35	42	46	48	46				379
% Change	-56%	-24%	-20%	-16%	-19%	17%	-27%	-24%	5%	-100%	-100%	-100%	-22%
ILL Borrowed (Main)													
FY14/15	15	20	18	23	8	11	18	12	12	13	20	25	137
FY15/16	28	22	32	25	28	15	27	19	28				224
% Change	87%	10%	78%	9%	250%	36%	50%	58%	133%	-100%	-100%	-100%	64%
Inter Library Loan - Branch													
FY14/15	8	10	5	12	5	6	5	4	4	3	5	7	59
FY15/16	5	0	3	8	6	6	6	7	4				39
% Change	-38%	-100%	-40%	-33%	20%	-100%	20%	75%	0%	-100%	-100%	-100%	-34%

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Community Room Events (Non-Library)													
FY14/15	0	4	9	8	8	6	12	8	16	9	7	6	71
FY15/16	8	11	14	11	9	6	6	9	8	-100%	-100%	-100%	82
% Change		175%	56%	38%	13%	0%	-50%	13%	-50%	-100%	-100%	-100%	15%
Community Room Attendance (Non-Library)													
FY14/15	0	27	101	111	84	120	130	90	275	90	122	67	938
FY15/16	67	85	197	178	226	48	102	132	77	-100%	-100%	-100%	1,112
% Change		215%	95%	60%	169%	-60%	-22%	47%	-72%	-100%	-100%	-100%	19%
Community Room Events (Library Programs)													
FY14/15	1	12	15	24	13	17	21	16	18	20	19	13	137
FY15/16	28	9	18	38	19	17	21	33	29	-100%	-100%	-100%	212
% Change		-25%	20%	58%	46%	0%	0%	106%	61%	-100%	-100%	-100%	55%
Community Room Attendance (Library Programs)													
FY14/15	57	432	173	821	411	596	713	659	140	735	644	948	4,002
FY15/16	1425	535	696	1300	980	579	665	788	847	0	0	0	7,815
% Change		2400%	302%	58%	138%	-3%	-7%	20%	505%	-100%	-100%	-100%	95%
Adult Reference Questions													
FY14/15	3,198	3,590	3,641	2,631	2,110	2,320	461	302	355	430	455	555	18,608
FY15/16	475	430	287	260	212	195	104	196	210	-100%	-100%	-100%	2,369
% Change		-85%	-92%	-90%	-90%	-92%	-77%	-35%	-41%	-100%	-100%	-100%	-87%
Children's Services Reference Questions													
FY14/15	1133	629	810	983	648	616	736	613	650	717	575	903	6,818
FY15/16	1052	567	569	611	446	422	582	601	735	-100%	-100%	-100%	5,585
% Change		-7%	-30%	-38%	-31%	-31%	-21%	-2%	13%	-100%	-100%	-100%	-18%
Branch Services Reference Questions													
FY14/15	252	331	255	372	242	273	43	51	56	59	44	57	1,875
FY15/16	75	66	88	74	57	67	52	63	81	-100%	-100%	-100%	623
% Change		-80%	-65%	-80%	-76%	-75%	21%	24%	45%	-100%	-100%	-100%	-67%
Adult Public Computer Usage													
FY14/15	2,642	2,527	2,855	2,847	2,082	2,334	2,244	1,973	2,043	2,255	1,913	2,260	21,547
FY15/16	2,313	2,167	1,979	2,218	1,703	576	1,779	1,803	2,003	-100%	-100%	-100%	16,541
% Change		-12%	-31%	-22%	-18%	-75%	-21%	-9%	-2%	-100%	-100%	-100%	-23%
Young Adult Public Computer Usage													
FY14/15	159	304	253	219	181	202	164	133	147	230	132	210	1,762
FY15/16	128	123	72	312	65	24	43	89	126	-100%	-100%	-100%	982
% Change		-19%	-72%	42%	-64%	-88%	-74%	-33%	-14%	-100%	-100%	-100%	-44%
Children's Services Public Computer Usage													
FY14/15	710	647	736	889	555	674	556	522	630	596	596	756	5,919
FY15/16	605	671	549	306	467	236	141	234	488	-100%	-100%	-100%	3,697
% Change		-15%	-25%	-66%	-16%	-65%	-75%	-55%	-23%	-100%	-100%	-100%	-38%
Branch Services Public Computer Usage													
FY14/15	867	857	832	901	611	610	621	673	671	777	617	720	6,643
FY15/16	729	681	726	801	608	662	544	541	652	-100%	-100%	-100%	5,944
% Change		-16%	-13%	-11%	0%	9%	-12%	-20%	-3%	-100%	-100%	-100%	-11%
Main PC Usage Wireless													
FY14/15	2,404	2,316	2,745	2,726	2,111	2,300	2,255	2,064	2,315	2,314	2,325	2,476	21,236
FY15/16	2,658	2,760	2,841	2,976	2,751	2,765	2,873	3,257	3,725	-100%	-100%	-100%	26,606
% Change		11%	3%	9%	30%	20%	27%	58%	61%	-100%	-100%	-100%	25%
Branch PC Usage Wireless													
FY14/15	1,092	1,041	1,017	1,271	1,215	1,284	1,393	1,257	1,246	1,375	1,347	1,169	10,816
FY15/16	1,297	1,252	1,401	1,441	1,341	1,461	1,295	1,385	1,186	-100%	-100%	-100%	12,059
% Change		19%	38%	13%	10%	14%	-7%	10%	-5%	-100%	-100%	-100%	11%

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Adult/YA Total Items Owned													
FY14/15	136,286	136,873	137,848	133,178	137,705	137,578	137,251	135,661	134,830	134,218	133,198	130,973	
FY15/16	129,494	118,169	108,800	107,990	108,761	109,840	110,206	109,888	108,615	-100%	-100%	-100%	
% Change	-5%	-14%	-21%	-19%	-21%	-20%	-20%	-19%	-19%	-100%	-100%	-100%	
Adult/YA Total Items Added													
FY14/15	678	616	710	731	473	641	735	559	596	625	576	666	5,739
FY15/16	1227	756	966	700	774	837	447	879	917	-100%	-100%	-100%	7,503
% Change	81%	23%	36%	-4%	64%	31%	-39%	57%	54%	-100%	-100%	-100%	31%
Children's Total Items Owned													
FY14/15	32,478	32,446	32,700	32,853	32,913	32,938	32,825	32,705	32,480	32,339	32,422	32,259	
FY15/16	32,197	30,965	31,209	31,466	31,437	31,628	31,732	31,749	31,992	-100%	-100%	-100%	
% Change	-1%	-5%	-5%	-4%	-4%	-4%	-3%	-3%	-2%	-100%	-100%	-100%	
Children's Total Items Added													
FY14/15	34	195	393	266	190	54	309	184	257	201	93	142	1,882
FY15/16	335	72	525	283	109	413	221	71	295	-100%	-100%	-100%	2,324
% Change	885%	-63%	34%	6%	-43%	665%	-28%	-61%	15%	-100%	-100%	-100%	23%
Branch Services Collection Owned													
FY14/15	17,321	17,276	17,626	17,893	17,811	17,759	17,759	17,986	18,198	18,199	18,188	18,363	
FY15/16	18,861	18,523	18,613	18,724	18,859	18,959	19,018	19,256	19,208	-100%	-100%	-100%	
% Change	9%	7%	6%	5%	6%	7%	7%	7%	6%	-100%	-100%	-100%	
Branch Services Items Added													
FY14/15	35	79	129	72	87	89	45	185	49	58	44	117	770
FY15/16	168	100	114	85	80	50	37	98	74	-100%	-100%	-100%	806
% Change	380%	27%	-12%	18%	-8%	-44%	-18%	-47%	51%	-100%	-100%	-100%	5%
Adult Programs													
FY14/15	3	2	3	4	3	2	2	4	5	2	7	5	28
FY15/16	5	2	2	10	5	2	2	7	7	-100%	-100%	-100%	42
% Change	67%	0%	-33%	150%	67%	0%	0%	75%	40%	-100%	-100%	-100%	50%
Adult Programs - Attendance													
FY14/15	33	41	101	173	66	175	34	110	138	109	129	386	871
FY15/16	176	104	33	390	514	145	128	275	235	-100%	-100%	-100%	2,000
% Change	433%	154%	-67%	125%	679%	-17%	276%	150%	70%	-100%	-100%	-100%	130%
Young Adult Programs													
FY14/15	4	2	5	5	4	4	5	4	5	7	4	4	38
FY15/16	7	1	6	9	6	2	4	3	3	-100%	-100%	-100%	41
% Change	75%	-50%	20%	80%	50%	-50%	-20%	-25%	-40%	-100%	-100%	-100%	8%
Young Adult Program Attendance													
FY14/15	117	53	57	55	60	55	122	64	70	111	84	90	653
FY15/16	152	13	136	117	65	45	109	41	58	-100%	-100%	-100%	736
% Change	30%	-75%	139%	113%	8%	-18%	-11%	-36%	-17%	-100%	-100%	-100%	13%
Children's Services Programs Offered													
FY14/15	19	12	12	20	14	11	14	25	19	19	13	10	146
FY15/16	21	8	17	23	19	12	14	17	25	-100%	-100%	-100%	156
% Change	11%	-33%	42%	15%	36%	9%	0%	-32%	32%	-100%	-100%	-100%	7%
Children's Services Program Attendance													
FY14/15	1,148	447	336	746	611	366	532	595	533	515	431	456	5,314
FY15/16	1,097	418	527	781	401	389	428	472	554	-100%	-100%	-100%	5,067
% Change	-4%	-6%	57%	5%	-34%	6%	-20%	-21%	4%	-100%	-100%	-100%	-5%
Branch Services Programs Offered													
FY14/15	6	1	2	2	5	3	2	2	2	2	2	2	25
FY15/16	8	2	2	2	2	3	2	2	2	-100%	-100%	-100%	25
% Change	33%	100%	0%	0%	-60%	0%	0%	0%	0%	-100%	-100%	-100%	0%
Branch Services Program Attendance													
FY14/15	345	8	28	43	143	58	35	58	36	37	40	60	754
FY15/16	205	32	44	35	40	54	52	44	42	-100%	-100%	-100%	548
% Change	-41%	300%	57%	-19%	-72%	-7%	49%	-24%	17%	-100%	-100%	-100%	-27%

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Branch Young Adult Volunteer Hours													
FY14/15													0
FY15/16	32												32
% Change													
Ebsco Databases													
FY14/15	495	656	605	598	595	3,156	3,156	91	145	136	3,156	8,955	9,497
FY15/16	7,545	7,796	6,639	7,750	6,869	9,146	3,011	3,148	3,289	-100%	-100%	-100%	55,193
% Change	1424%	1088%	997%	1196%	1054%	190%	-5%	3359%	2168%	-100%	-100%	-100%	481%
Novelist													
FY14/15							6,135	5,495	5,469				17,099
FY15/16													0
% Change													
BrainFuse -Tutor Service													
FY14/15	167	243	117	132	13	106	70	37	156	234	150	227	1,041
FY15/16	16	53	109	114	161	108	116	183	67	-100%	-100%	-100%	927
% Change	-90%	-78%	-7%	-14%	1138%	2%	66%	395%	-57%	-100%	-100%	-100%	-11%
Tumblebooks													
FY14/15	20		97	27	19	14		6	2				0
FY15/16													185
% Change													
Passports													
FY14/15	138	113	106	107	85	78	173	194	237	240	259	237	1,231
FY15/16	178	171	167	190	147	122	206	204	248	-100%	-100%	-100%	1,633
% Change	29%	51%	58%	78%	73%	56%	19%	5%	5%	-100%	-100%	-100%	33%
Passport Photos													
FY14/15	110	100	90	95	69	62	111	127	162	126	159	146	926
FY15/16	123	121	102	124	117	94	117	159	192	-100%	-100%	-100%	1,149
% Change	12%	21%	13%	31%	70%	52%	5%	25%	19%	-100%	-100%	-100%	24%
Notary Service													
FY14/15	6	7	12	4	4	6	7	7	8	8	10	15	61
FY15/16	3	0	12	17	8	7	8	1	7	-100%	-100%	-100%	63
% Change	-50%	-100%	0%	325%	100%	17%	14%	-86%	-13%	-100%	-100%	-100%	3%



We believe that the people counter at main has not been working correctly for over a year and have installed a new one. Starting in April of 2016 we should have correct numbers.

Cardholders as of 4/5/2016 (this includes any card, no matter the age, used within the last 3 years + any card less than 3 years old that has not been used to check out items)	22,917	C/O Items in past 3 years	C/O Items in past 2 years	C/O Items in past 12 months
Population of District	53,177	12,489	9,937	7,024
% of Population w/Card	43%			
% of Population w/ck out in 3 years	23%			
% of Population w/ck out in 2 years	19%			
% of Pop w/ck out in past 12 months	13%			

Age of Collection 4/2016

Based on Publication Date

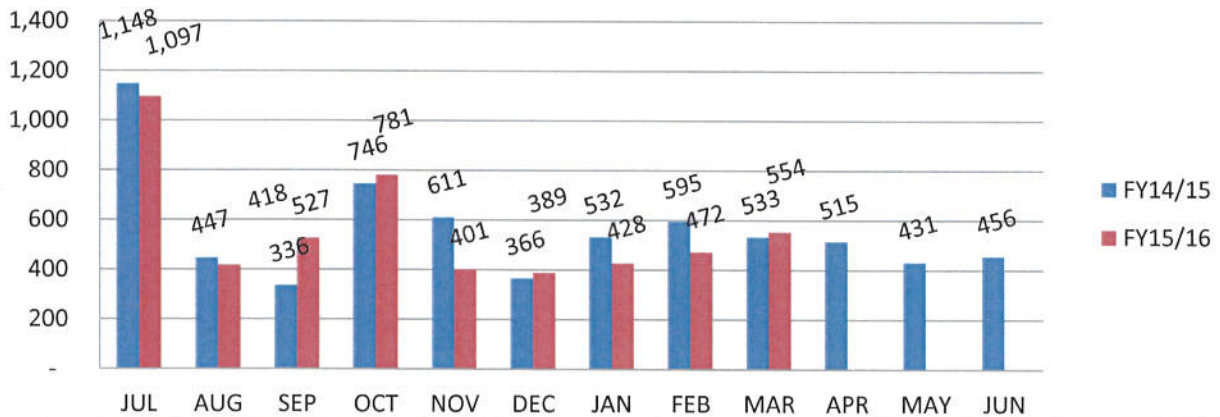


Age of Collection 2016

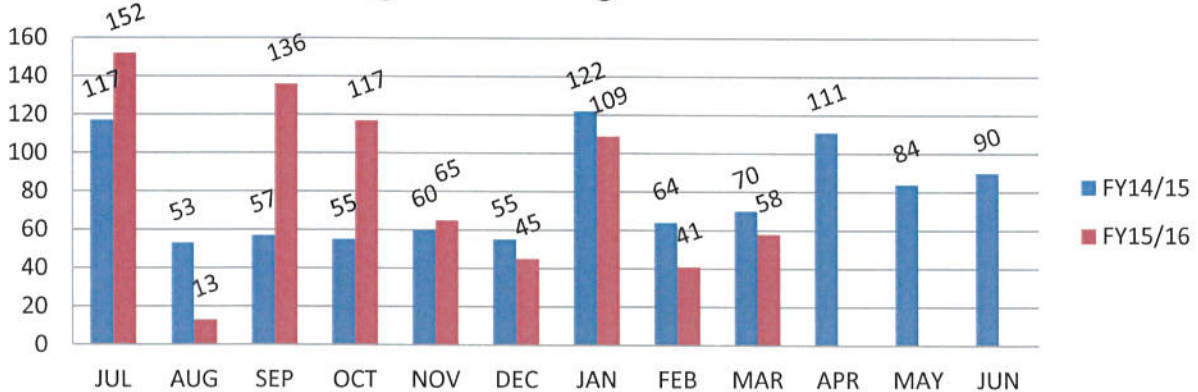
	12/31/15	3/3/2016	4/5/2016
2016	66 0.07%	513 0.51%	1,001 1.01%
2015-2014	11,678 11.59%	12,242 12.21%	12,524 12.68%
2013-2009	26,296 26.11%	25,982 25.91%	25,667 25.98%
2008-2004	20,233 20.09%	19,924 19.87%	19,439 19.68%
older than 2004	42,931 42.62%	41,599 41.49%	40,165 40.65%
Total	101,204 100.47%	100,260 100.00%	98,796 100.00%

13,525 items are less than 3 years old - 13.69% of the collection
 25.98% of the collection is between 8 and 4 years old.
 60.33% of the collection, 59,604 items are over 9 years old and of those 40.65% are over 13 years old.

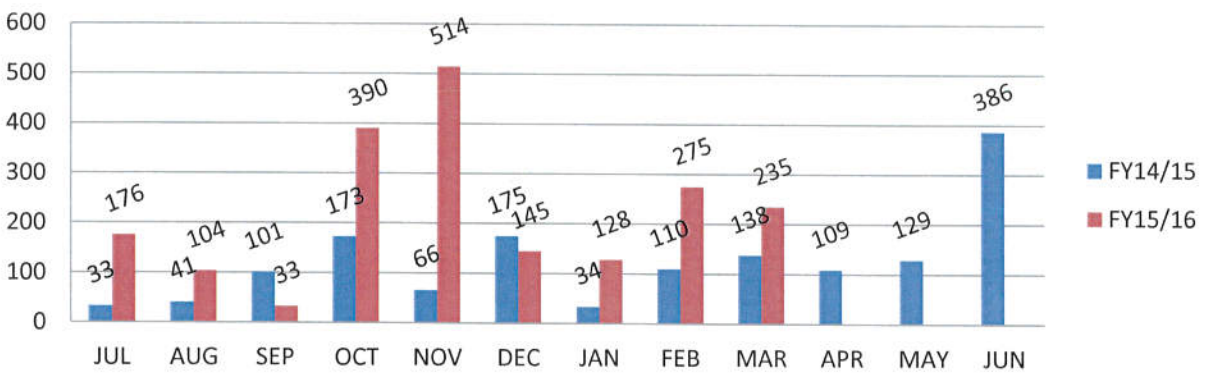
Childrens Program Attendance



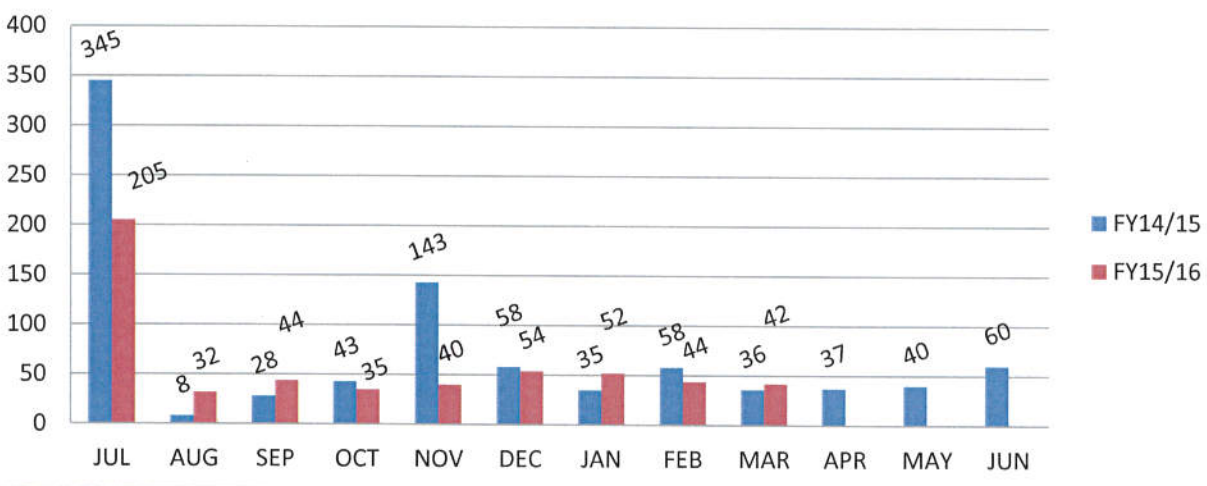
Young Adult Program Attendance



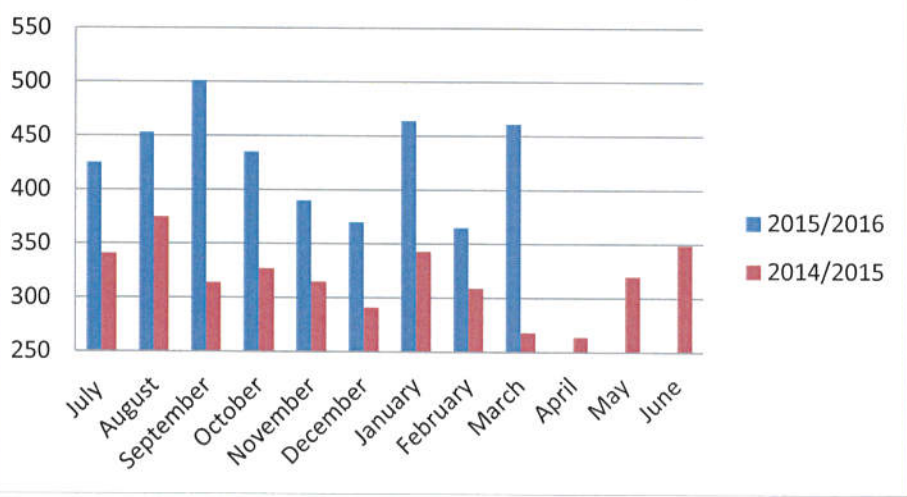
Adult Program Attendance



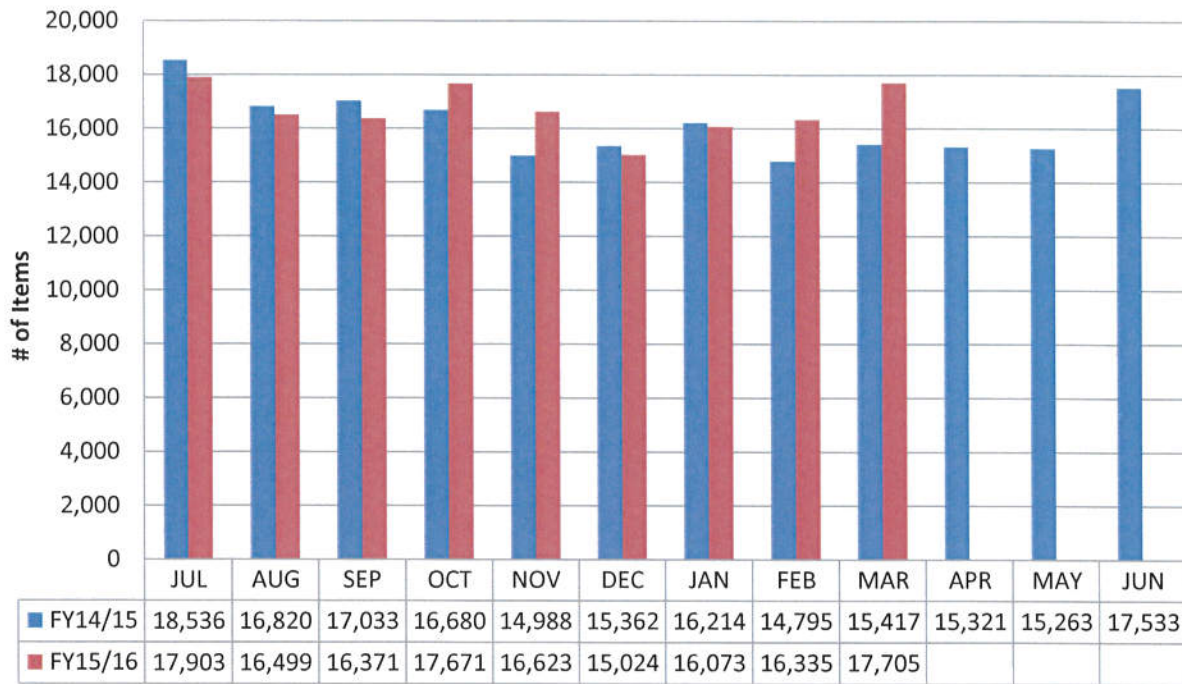
Branch Program Attendance



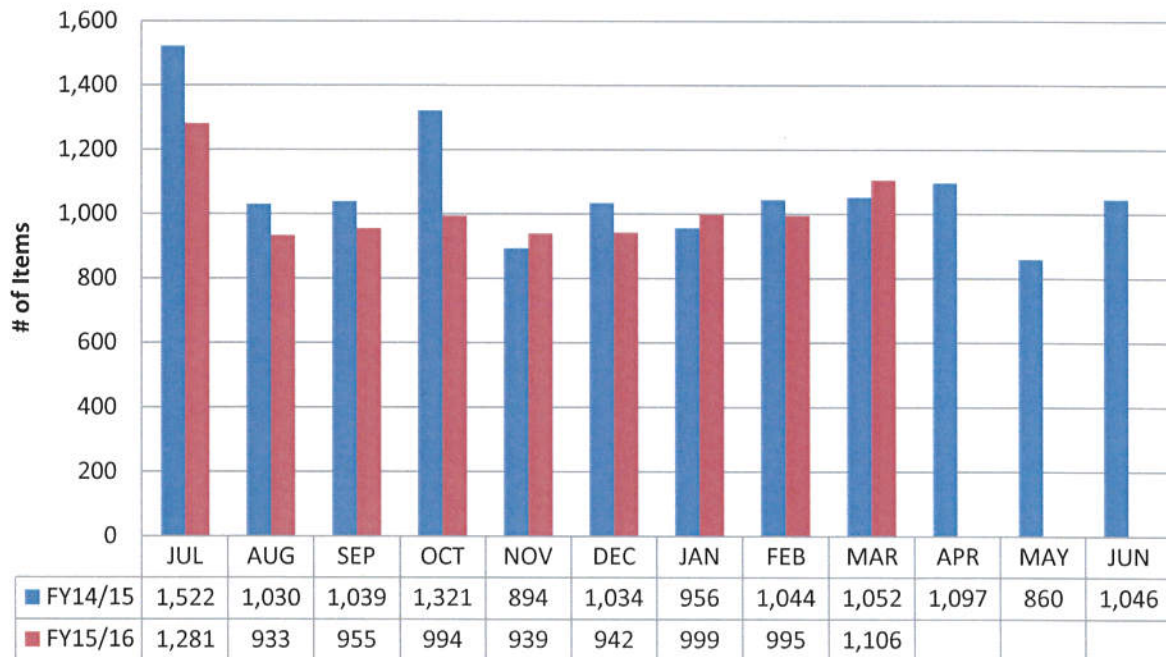
eBook Circulation 14/15-15/16



Circulation Main 15/16 vs 14/15



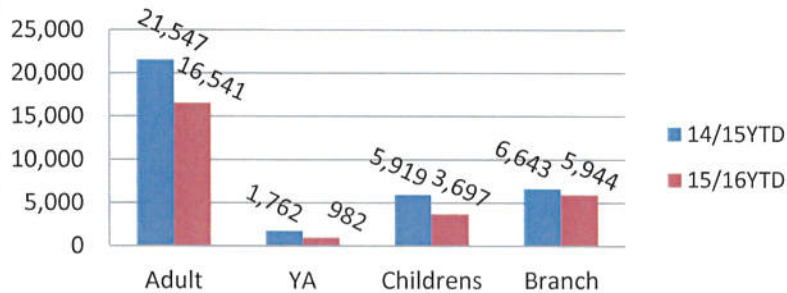
Circulation Branch 15/16 vs 14/15

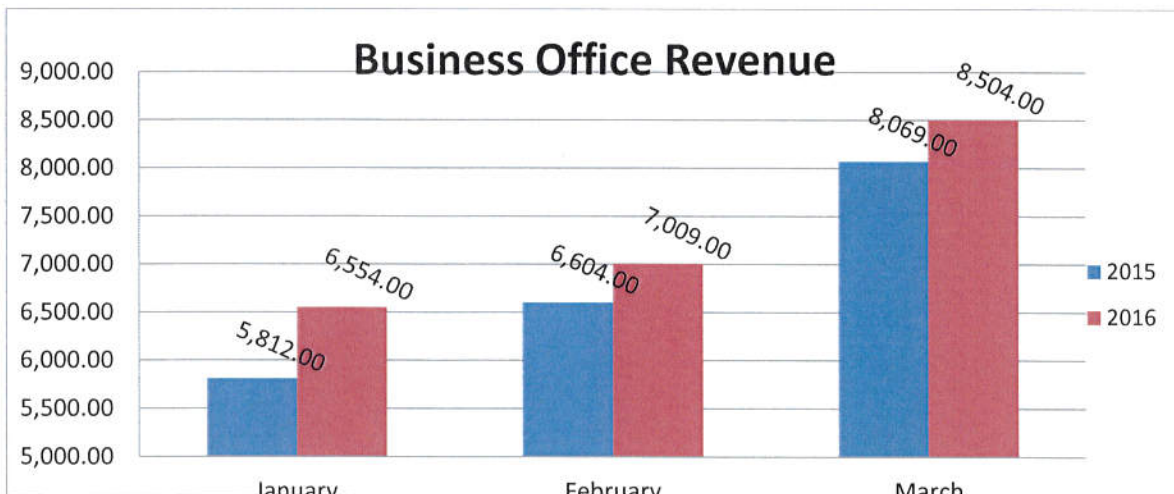
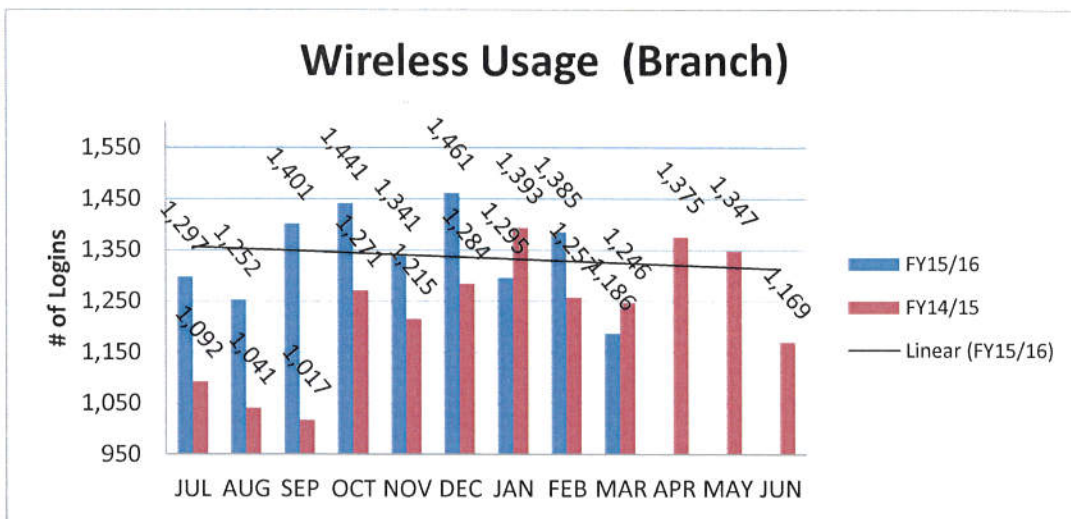
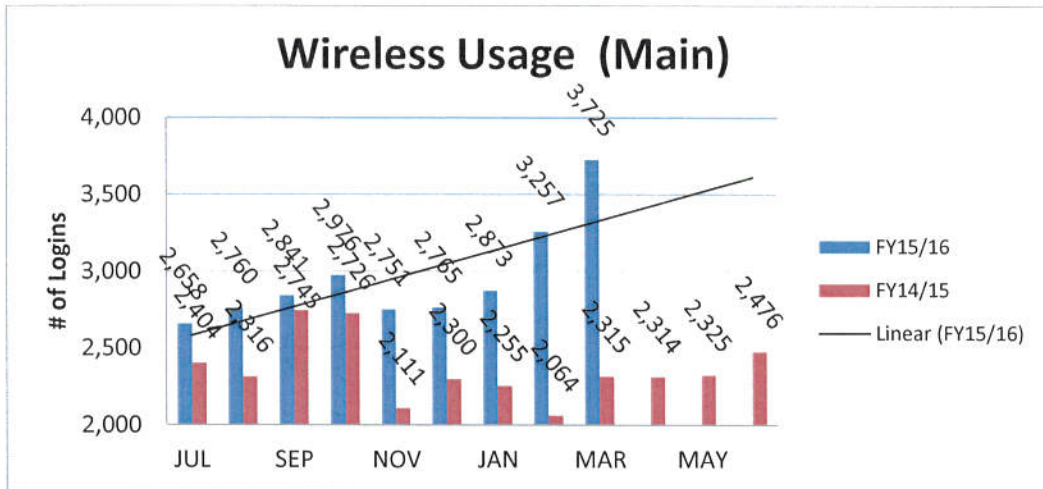


CIRCULATION (CHECKOUT) STATISTICS						
Main Library						
P TYPE	Mar 16		Change vs		Actual #	
	PERCENT	QTY	Feb 16	Mar 15	Feb 16	Mar 15
Adult	83.7%	14441	7.6%	19.7%	13420	12062
Juvenile	11.0%	1900	10.0%	-5.1%	1727	2003
Staff	3.3%	571	10.9%	0.7%	515	567
Volunteer	0.0%	0	0.0%	-100.0%	0	155
Trustee	0.0%	0	-100.0%	0.0%	4	0
Foster Patrons	0.0%	0	0.0%	-100.0%	0	44
Teacher Loan	1.6%	275	12.7%	15.1%	244	239
Teen	0.3%	57	-5.0%	-27.8%	60	79
Total	100.0%	17244	8.0%	13.8%	15970	15149

CIRCULATION (CHECKOUT) STATISTICS						
ALL LOCATIONS						
I TYPE	Mar 16		Change vs		Actual #	
	PERCENT	QTY	Feb 16	Mar 15	Feb 16	Mar 15
Book	64.9%	11902	9.2%	5.0%	10900	11338
Cassette	0.0%	0	0.0%	-100.0%	0	2
Sound Disc	9.4%	1718	-1.8%	54.5%	1750	1112
CD-ROM	0.0%	0	0.0%	-100.0%	0	1
DVD	22.3%	4088	8.0%	32.0%	3785	3096
Kit	0.4%	69	30.2%	-15.9%	53	82
Serial	1.3%	241	16.4%	-16.0%	207	287
Videocassette	0.0%	0	0.0%	-100.0%	0	3
Playaway	0.0%	0	0.0%	-100.0%	0	5
Library Basket	0.0%	0	0.0%	-100.0%	0	24
YA Video Games	0.4%	67	-11.8%	204.5%	76	22
Mature Video Games	0.1%	13	-35.0%	160.0%	20	5
Chromebooks	1.4%	252	44.8%	12.5%	174	224
Total	100.0%	18350	8.2%	13.3%	16965	16201

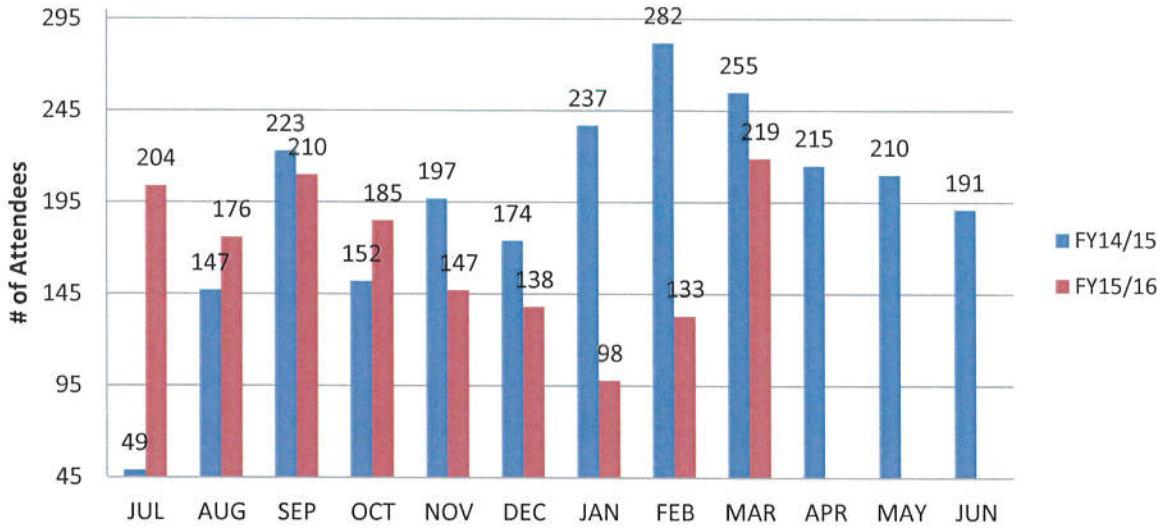
Computer Usage 14/15 vs 15/16 YTD



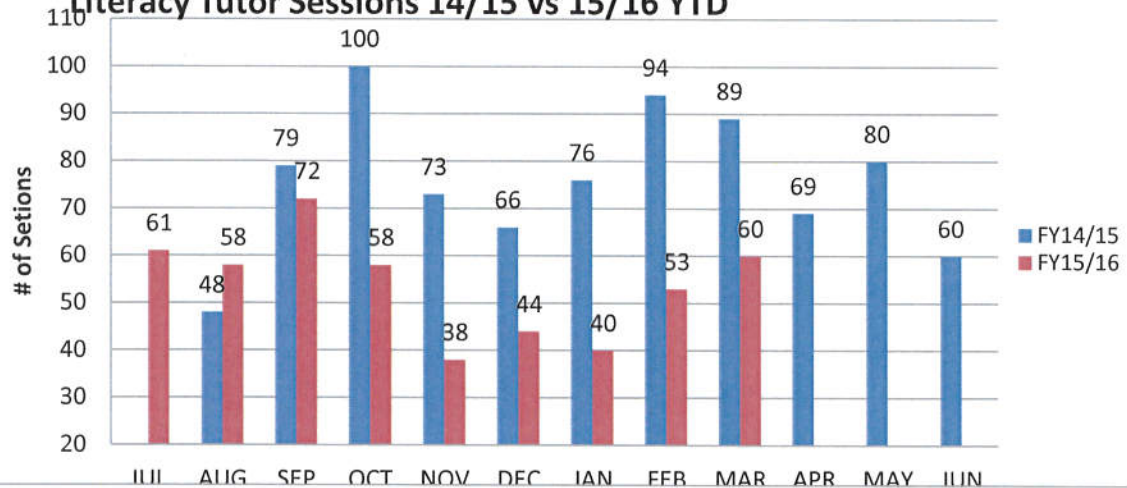


	2016 Revenue	2015 Revenue	\$ Change	% Change
January	6,554.00	5,812.00	742.00	13%
February	7,009.00	6,604.00	405.00	6%
March	8,504.00	8,069.00	435.00	5%

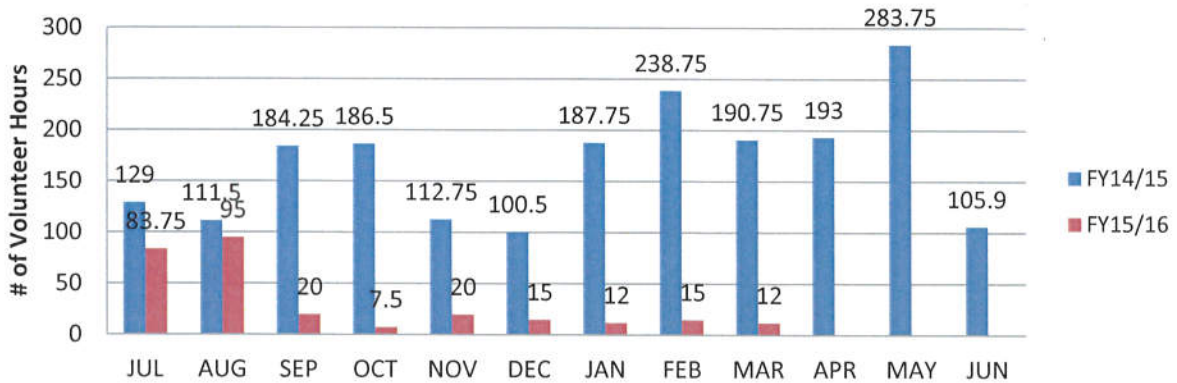
Literacy: # of session attendees 14/15 vs 15/16 YTD

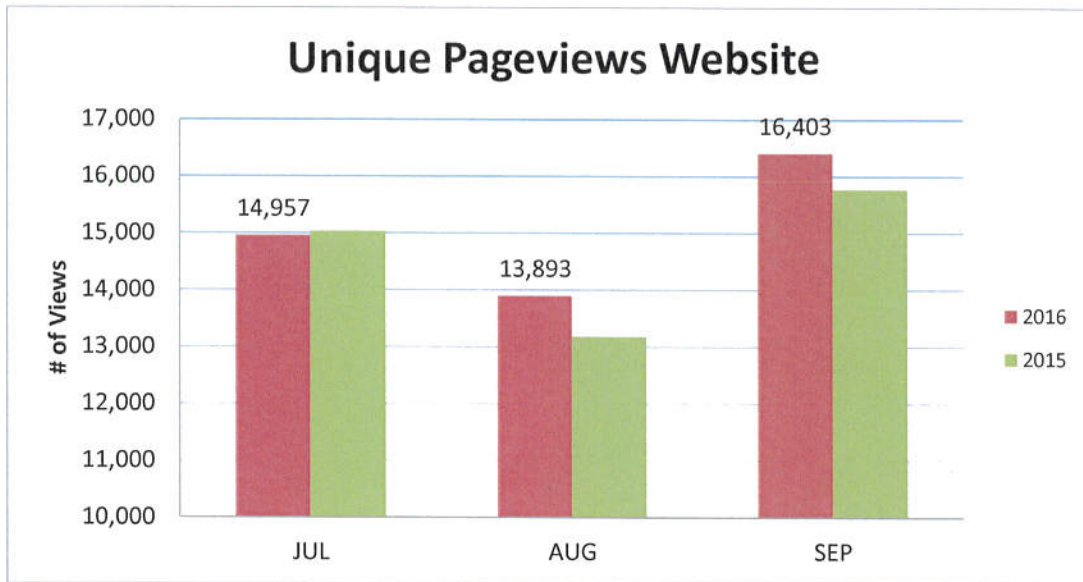


Literacy Tutor Sessions 14/15 vs 15/16 YTD



Literacy Volunteer Hours 14/15 vs 15/16 YTD





We had 150 new subscribers to our email list over the past 30 days (April 2016).
 We had 664 new subscribers to our email list over the past 30 days (March 2016).

Newsletter Title	Recipients	Sent	Unique Opens
This Week @ Your Altadena Library - The Art and Delight of Water Harvesting w/Leigh Adams	11,375	3 days ago	16.02% 1,822 opened
This Week @ Your Altadena Library - Second Saturday @ the Library with Verdugo Swing Society	10,823	10 days ago	14.39% 1,557 opened
CONNECT* Our Brand New Newsletter - April 2016 Edition	10,830	13 days ago	12.56% 1,360 opened

Facebook Stats

	4/10/16	3/6/16	1/10/16
Page Visits	35	54	29
Weekly Total Reach	2,880	1,800	1,692
People Engaged	331	137	36
Total Page Likes	865	845	807

7F

**BOARD OF LIBRARY TRUSTEES
DIRECTORS UPDATE**

DEPARTMENT: District Director **MEETING DATE:** April 28, 2016

PREPARED BY: Mindy Kittay **LOCATION:** Community Room

ONE POINT OF SERVICE:

As a follow-up to the implementation of One-Point-of-Service (OPOS), the administrative team met with all Adult Services and Circulation staff on 4/12/16 and then with the Pages on 4/13/16, to discuss the challenges and successes of the recent transition to this new service model. Staff expressed a number of concerns about the current workflow of OPOS, including the size of the central desk being too small for a comfortable workflow; the inability of the reference librarians to provide adequate service due to the volume of circulation (both check-ins and check-outs) occurring at the desk; and having insufficient staffing for roaming and manning the "welcome perch," which affects the overall burden on the central desk.

In response to these concerns, the following steps are being taken:

1. Addition of more staff hours:
 - a. Job advertisements have been posted for Library Clerk 1 and Library Page, both of which will have hours to contribute to the OPOS schedule. In addition, Page positions will increase in weekly hours from 16 to 19. Cumulatively, this will add roughly 20 weekly hours to the roaming and welcome perch aspects of the OPOS schedule.
2. Custom-built book drop:
 - a. Not having an interior book drop is causing a lot of backup and extra work for OPOS staff. Our draftsman is behind schedule because he has been ill and in the hospital and then had a death in the family. He has been asked to put a rush on the drawing so that a carpenter can build it as soon as possible. Once the book drop has been made, it will be placed near the entrance and the welcome perch. Patrons will drop their materials into the book drop and once an hour the pages will empty the book drop, check the items in (using a workstation in the circulation office), pre-sort the materials onto carts in the circulation office and then shelve directly from those carts. This will reduce the time spent handling returned items and help us focus on customers at the central information desk and at the perches.
3. Self-checkout machines:
 - a. In addition to the two self-checkout machines in the adult side of the library, we purchased a third machine for the Children's area. This will cut down on the numbers of patrons who cross over from the Children's area to checkout their books at the central desk. And the children love to check out their own books!

4. Custom-built central OPOS desk:

Given the input from staff that the Information Desk is too cramped, we have asked our draftsman to provide us with options for creating a desk that will provide enough space to accommodate both the Adult Services Staff and the Circulation Staff, as well as all of the technology and accoutrements that are necessary to operate efficiently.

5. Reference perch:

In response to the Adult Services staff who feel like they are spending all of their time doing circulation work (and that customers are confused as to who to ask for reference assistance), we have purchased another perch to be used by Adult Services while we monitor flow and usage and determine if we need an enlarged custom-built central desk. This appears, for the time being, to be the best way to provide our customers with the circulation help that they need while still offering a clearly-designated area to ask reference questions.

The goal of this model is to fulfill a proactive strategy of customer service that involves having library staff approach patrons rather than waiting for patrons to approach library staff; to have staff out and readily available to the public, rather than behind the barrier of various desks; and to create a service presence that is conducive to directly engaging our patrons and meeting their needs on the spot with positive, friendly, efficient service to all who visit the library. Once the steps outlined above have been completed, the tangible effect of the OPOS model can be fully realized.

I believe that because I did not follow the implementation plan that the team created, and moved the project forward without a trial run, I caused unnecessary hardship and stress on staff. For this I am deeply sorry and offer my apologies to staff, administration and the Board. As you can see from the above we are working hard to remedy this misstep.

STATISTICS: (These increase are based on the same time last year)

- In March at the main library circulation was up 15% and 5% at the Branch and the prior month main was up 10%.
- New library cards at main were up 21%.
- Holds on our materials were up 99% and for the year to date they are up 94%.
- Wireless at main was up 61% and the prior month 58% and 25% year to date.
- Adult program attendance was up 70%, children's was up 4% and YA is up 13% for the year and Branch was up 17%.
- Volunteering in the library is alive and well... Adult volunteer time was up 246% and YA 440%!
- Business Office: Passports are up 33% year to date, passport photos are up 24% year to date and notary's (Thanks Melloney Collier), up 3% year to date.

NEW SPACES: *Media Lounge Area:* The music CD's (and soon the Books on CD), will be located next to the Reading Court on the West side. They are so much more visible and accessible here that we expect that their already high circulation will go even higher. We have ordered 11 more pull out draws and will be expanding the music collection even more!



Teen Center: More updates to the Teen Area! We have added the entry display shelves, computers will be up next week (the rolling/nesting tables are already here), and soon we will have the drawings out for bid for the wall with built in seating and storage and the media storage center that will go on the West wall.



Collection Development Office: After over 10 years (or so I am told), of the roof leaking into the CD Office we have finally been able to repair it. Once that was completed we removed the carpet that had been soaked numerous times every year and have replaced it with a new laminate floor. Collection Development staff selected some new furniture, including up/down desks so that staff can stand and work

comfortably when they want and we will be purchasing additional work tables, storage units and office chairs when the new desks arrive.



TECHNOLOGY: DOOR COUNTER & WIFI

The new door counter technology was installed and starting in April we will be able to accurately assess our usage by day, hour and entrance which will enable us to better staff. Below you will see a sample of one type of reporting that we can receive. This is a picture of Thursday April 14, entrances into the Library. By adding the red and the blue number together we can know the total number of people entering the library that hour – for example, between 9 and 10am 38 people entered, our busiest hour was between 10am and 11am with 69 entrances (which coincides with Story Time), and our slowest was between 5 and 6pm with 14.



We now have 1g Wifi Access at the BRANCH! And our Wifi usage continues to grow and grow. Last month we had 90 unique Wifi hits, what this means is that 90 brand new (to Altadena Library Wifi) devices (not necessarily people) came in and used the Wifi last month. This is a lot!

New desktops are being deployed as we remove the old ones and not only are they beautiful and full of lots of new programs in demand by our users but our users love them!



We have also added an additional perch for welcoming, assisting in the use of the new Self-Check machines, taking in returned books and just generally assisting as we all adjust to the new flow of the space.

OUTREACH:

I attended the **Public Library Association Conference** in Denver the first week of April and presented as a part of the Full Day Preconference, "So You Want to Be a Director?" It was an amazing conference and I have brought back lots of information and ideas to share with staff and the Board. The major focus of the conference was "Make it Extraordinary" and lots of the programs and presentations were about outreach into our communities. I attended and brought back ideas and information from:

- Extraordinarily Engaged: How Three Libraries are Transforming Their Communities
- Aspen Institute's "Rising to the Challenge: Re-Envisioning Public Libraries" in Action
- Designing Spaces for People, Not Collections
- Hospitality: The Essential Ingredient
- Creating Alternative Library Facilities.

All of which were informative and inspiring – I am looking forward to sharing all of these inspiring ideas!

LATINO AMERICANS: 500 YEARS OF HISTORY GRANT – GRAND FINALE – CELEBRATING ROOTS:

We are almost done with the creation of the day and are excited about marketing and finalizing all the details. ***We would like to ask all Board Members for help on this very special day. We will need lots of hands on board to welcome, direct and speak with our visitors.*** We have posters and flyers in both Spanish and English and could use help getting those out into the Community. In about a week we will have a Program Guide to distribute as well. Hugo Arteaga is donating his services to create the Program. Thanks to Hugo and others we sold all the advertising in less than one week. We do have some additions to the day: Assembly Member Chris Holden will be providing the opening remarks and the Altadena Ale and Wine House is providing the funding to add a Rumba Flamenco band who will be playing outside during the day in-between the indoor performances.



**Altadena
Libraries**

600 East Mariposa Street in Altadena | 626 798-0833
www.AltadenaLibrary.org | MKittay@AltadenaLibrary.org

Latino Cultural Festival

May 14
Noon to 8pm
FREE

FAMILY FRIENDLY

Mezzo-soprano
Suzanna Guzman
- master of
ceremonies

LIVE MUSIC

José-Luis Orozco
Quetzal band
members
Tremoloco

CULTURAL PERFORMANCES

Ballet Folkórico
students

BOOTHS DANCE

ARTS & CRAFTS
FOOD & DRINK
STORYTELLERS
& MORE!

WATER CONSERVATION DEMONSTRATION GARDEN:

We have confirmed a date for the Grand Opening of the garden, Saturday, July 9 at 10am. Supervisor Mike Antonovich will be speaking. Please mark your calendar.

GRANTS:

We were informed that the California State Library's Library Services and Technology Act "Pitch an Idea" grant proposal for the [i]cell Save Water Interactive Kiosk was accepted and we will be finalizing our Grant Application. In about two weeks we will find out if we received full funding, additional funding or reduced funding.

OPERATING PLAN (2016/2017):

On April 14, the Leadership Team met to again work on updating the current Operating Plan for the 2016/2017 year. There are lots of good and new ideas being posted on the wall in Ryan's office. ***I would like to propose that we have a joint brainstorming session with the Board during the all Staff Meeting on Friday June 3^d. We would extend the meeting from 8am – 10am and provide breakfast. This would provide an opportunity for Staff, Administration and the Board to work together to formulate the Operating Plan goals for next year.***

I was so impressed with all the activity and all you have to offer. The library is a very energetic place!! It has a real spirit.

Looking forward to more.

Jackie (Monte Cedro Resident and New Altadena Library Volunteer)

Submitted on Thursday, April 7, 2016 - 9:58am Submitted by anonymous user: [99.9.57.225] Submitted values are:

Name: Al xxx

Phone Number: 626 798 xxxx

Email: al.xxxx@att.net

Question/Comment:

Yesterday, I did successfully download and install the Microsoft Office 365 suite on my MAC. Since you said I was the first, I had expected some bumps but this part went smoothly. This is not a rigorous not exhaustive test, obviously, but my few moments in EXCELL confirmed its functioning.

Thanks to all who helped me yesterday.

Al

Thanks for the update, Al. We're very pleased to hear that the install went smoothly. If we can help you with anything else, please let us know.

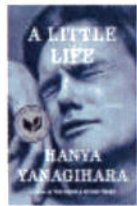
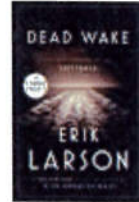
Altadena Library Reference Team

Adult Services Report March 2016

The Tea at 2 program on the afternoon of March 2 was highly popular with a full house! Patrons are asking for more presentations like this!

Pajama Day March 2, to celebrate Dr Seuss' birthday. Several staff members, including Mindy, wore pajamas to work. Most notable was Mikayla with her red and white striped PJ's and tall Dr. Seuss hat. (you can see a picture of her in the April newsletter).

The Book Club met on March 7th and was led by Sue. The books: Dead Wake: the Last Crossing of the Lusitania by Erik Larson—most of the evening's discussion was focused on this book. It was a very popular pick, as most members had read it. Memoirs of the crew, passengers and political events of the time frame (WWI, 1915) had members of the book club fascinated in accounts leading up to the sinking of the great ship. The



author utilized telegrams, war logs, love letters, and survivor depositions to provide the intriguing details. The 2nd book, A Little Life: a Novel by Hanya Yanagihara was not as well read. Only two book club members had read the entire book, and a 3rd member said it was too depressing to go more than a few pages into it. An Amazon reviewer depicted it as *"a gentle book with not one false step in its characterization of a young man, Jude, trying to live fully, deeply, morally while haunted and debased by childhood sexual abuse. Sometimes I read in short spurts too disturbed to continue and too teary to see the page and at other times I read late into the night unable to tear myself away..."*

Staff Training-- the morning of March 4th. A video on The Active Shooter was shown. A policeman from the local Sheriff's station gave a short presentation about shooters and answered questions from the staff. This followed with a training session on Dealing with Difficult Customers. The library had a late opening of Noon to accommodate this training.

The Joy of Designing with Nature, a Theodore Payne program with Lisa Novick, on March 5th. An unexpected small turnout, but informative and useful information. (Sue attended the program.) Lisa talked about how she turned her yard into a vibrant native habitat. While showing slides of her garden, she discussed the ins and outs of designing a native plant garden, and how to combine plants and trees—what varieties to look for, how far apart they should be planted, whether to add large rocks, and which plants should be planted in shade or sunny spots. Lisa also shared resources for plants and other information.

Second Saturday—on March 12th featured Petrella, First Lady of Country Soul. Around 100 people attended this musical excitement. El Patron served tacos and other scrumptious food, Sweeter Than Honey provided a profound selection of cupcakes & brownies, and The Ale House offered beer, ales and wine.

Healing with Laughter program with Sebastien Gendry was March 22, with 30 people attending.

Eight Adult Desktop Computers were removed from the library Friday, March 25th and the Laptop Computers (19) were made available for patrons to check out for use in the library. The patron must have an Altadena library card--it must be in good standing (no

fines, etc) and the patron must present a government-issued driver's license, ID or passport to staff, which stays in the locked computer case while the laptop is in their possession.

The Circulation Desk was removed (March 18) and the birth of the **OPOS Desk** (One Point of Service) and **Self-Check** came into being—this combines Circulation and Reference departments into one, with staff from both departments cross-trained to help in all capacities: helping Patrons learn how to use the new self-check machines, checking in/out of Children's, YA and Adult material (books, DVDs, audio books, music cd's, games, graphic novels, Laptop computers, Chromebooks, etc), taking fines, Friends' bookstore purchases, helping patrons with reference questions, computer, printer, and faxes, re-shelving DVDs, transferring returned material to carts for Pages, putting items (any item—books, DVDs, games and almost anything else patrons want) on hold, renewing material by phone or in person, answering phone calls, and I may be missing a few besides these. The new OPOS function never stops—it's constantly as busy as a bunch of little bees.



Mindy provided a beautiful selection of flowers to brighten up a display table and Mary Falkingham continues to provide a free bouquet once a month.



The Computer Class finished with three students. Some of the things they learned were: templates are available in Microsoft Word (resumé, letter & memo templates are very popular), how to search on the internet, how to copy articles on the internet and paste to a Word document, then edit it to reduce the size for printing. Setting up new emails in Gmail, how to send emails to each other with simple messages, and also sending a message with attachments. What is the difference in sending emails to various people in the To, CC, and BCC fields. The students were given green pencils (to keep) with shamrocks on them during the week of the 17th. They had a great time learning new things, and making new friends, especially with the email exercises where they sent emails to each other.

Collection Management: further review and work with the collection has led to more discarding in the 800's and 900's and the 92's (biographies). **Shifting** the adult collection continues. The 000's through the 600's mostly are in their permanent shelving units now.

Patrons of all ages are enjoying the spacious, **new YA area**, utilizing the cute small tables, pull-down plugs, comfortable furniture, and privacy.



Displays

Women's History Month: biographies of notable women & some not so notable, but still important, including: La Popessa (the story of Sister Mary Pascalina: Iron lady of the Vatican during Pope Pius XII), George Sand (author), Valerie Plame Wilson (former US CIA operations officer & wife of former Ambassador **Joseph C. Wilson**), Abigail Adams (wife of President John Adams & mother of John Quincy Adams), Hattie Mc Daniel (American



actress, singer-songwriter, & comedian), Dorothy Hodgkin (Nobel Prize winner in Chemistry, for her work with Vitamin B-12)

Cookbooks



Anita Bruckner (British award-winning novelist and art historian)

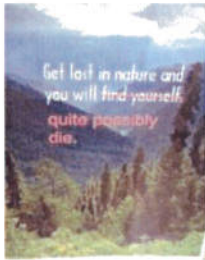
Saint Patrick's Day (books about Saint Patrick or as part of the title)

Hunger Games

The Easter Egg, books about eggs or with the word "egg" in the title. Handouts included an article about the history of the Easter egg, and coloring pages of eggs, bunnies and spring flowers.



Hot New Audio Titles



←Nature Disaster Prepare books

And,.....The display case showcased children and adult student work from the Creative Arts Group in Sierra Madre.

Branch Report

March 2016

Carlene Chiu – Librarian II, Branch Services



Spring is in the air the flowers our lilies are blooming!!

We had a bulletin board display for Women's History month and a shelf display of Dr. Seuss books to celebrate Dr. Seuss birthday created by Michelle.

We had 3 class visits serving 78 students and their teachers from Odyssey Charter School! Kids walked over to the library for a special field trip! Kids loved the story time and perusing the books. We helped the kids select books to take back to their class to enjoy!



What a captive audience!

We had a children's craft program on 3/24/16 in which many kids painted sun catchers and made Easter baskets out of paper.

Hard at work making paper baskets!



Showing off their sun catchers!



We had a fun flick showing of the Good Dinosaur which brought in a nice family and a group of people. Everyone was excited to see the movie.

I attended Professional Staff Development committee meeting to brainstorm ideas. Through Carrie, I also met with Ean Moore briefly to discuss possible STEM programming ideas at the Branch. We are currently weeding books at the Branch and it is an ongoing work in progress. I was able to identify gaps in the collection such as the need for more holiday books which I ordered.

I helped one of our former computer class students, a woman named Lucille, fire up her kindle and showed her how to use it – connect to wifi, download apps, download e-books, etc. It was great being able to get Lucille to get her kindle out of its box!

Literacy Department Report

March 2016

-Edward William, Literacy Coordinator

-Modesta Nava, ESL Instructor

Literacy Marketing Materials

One of the most difficult challenges within a literacy program is creating marketing and promotional materials that attract new learners to Let's Read, Altadena!'s literacy program. This is because many learners cannot read in brochures and other advertisements that are meant for them. This month, the literacy department created initial marketing materials such as brochures and bookmarks that advertise to attract new learners and tutors into the program. We had to be careful with our language, such as simple wording and letting people know they can direct family members who struggle with low literacy to our program. These marketing materials will be used in-house (the library) as well as placed in neighboring areas (community partners). These marketing materials are part of an advertising push which will hopefully bring in new tutors and learners over the Spring and Summer this year.

Support from the California Library Literacy Services

California Library Literacy Services, our state funded program for Let's Read, Altadena! has a new state coordinator for the program; Lisa Dale. She is replacing long time state director Carla Lehn who recently retired. Lisa contacted us in March to learn more about our program, and is continuing to contact other programs in the state. She mentioned that she will continue to seek funding opportunities through the state, particularly ESL funding.

Youth Services Department Report March 2016

Programs & Services

Storytimes: 10 storytimes were offered during the month of March which attracted 287 attendees.

Read to Cedar the Tail Waggin Tutor

5 eager young readers visited the library and read to Cedar our furry new friend from Therapy Dogs International. Open to all ages and reading abilities, Cedar will be visiting the library the first Saturday of the month through July.



Family Place: Stay and Play Series

The annual Family Place: Stay and Play workshop series was offered in March. Five sessions were offered to 195 attendees. The weekly topics included: Early Literacy, Movement and Play, Baby Sign Language, Nutrition, and Dental Health. Community partners included Young and Healthy and Community Health Alliance of Pasadena (CHAP).

Fun Flick Friday

16 kids and parents stopped in for this month's screening of *The Peanuts Movie*.

Make and Take Craft Days

51 kids made a variety of crafts throughout the month.

AWE Early Learning Stations

The Senior Librarian Cassandra Stearns applied for a grant which allowed the District to purchase 2 more AWE Early Learning Stations at a considerable discount. The bilingual Early Learning station features 40 pre-loaded educational games for preschoolers. The brightly colored keyboard, tiny mouse and headphones make them easy for children to use. Our AWE station receives constant use, but now wait times have been reduced! A second station was added to the Main library and a station will be added at the Bob Lucas Branch library.

Class Visits

8 class visits took place in February serving 120 students.

YOUTH SERVICES—TEEN DEPARTMENT REPORT
MARCH 2016

Teen Program Highlights

This March, thirteen Teen Advisory Members met to work on the life-size Jenga set, work on bookmarks for the bookmark contest, and created a special deck for a stronger Apples to Apples game set. We welcomed two new members, Jaxson Coker, an avid reader, and Lila Nunez, also an avid reader and artist.

Another highlight this month was Anime Club, which attracted over 20 teens who enjoyed five episodes of the 2006 anime series *Death Note*.

Two dozen teens gathered for games on March 25, enjoying playing several rousing rounds of Battlefront on the Playstation 4 as well as Super Smash Brothers on the Wii. Several teens played Apples to Apples with our special deck created by the volunteers and several other played Jenga (with the regular set—the life-sized set is still about 35 pieces away from completion!)



**YOUTH SERVICES—TEEN DEPARTMENT REPORT
MARCH 2016**

Special 3D Printing Training:

I coordinated and attended 2 3D printing trainings—one was heavily focused on setting up the machines and installing and getting acclimated with the necessary software. The second was for involved staff, instructors and volunteers involved in the project.



The 3D Printers—dubbed “Megatron,” “Hal 9000,” and “Wall-E.”

Youth Services Volunteers and PCC Library Tech Student Volunteers:

Teen volunteers contributed nearly 50 hours of their time to the library and community, working on program set-up, particularly for our game day, shelving and shifting books in the new YA area as well (thank you Maud!) as the Juvenile graphic novels, which are always in need of shelving and TLC (thank you Christian and Harrison!).

Our wonderful library tech volunteer Ann Elias continues to be a wonderful asset to this library, assisting with programs like 3D printing, creating displays, and helping weed the YA Fiction collection. She has become very knowledgeable about the CREW process of weeding and has gotten familiarized with Young Adult fiction. Dina Zanrosso continues to be a fantastic storytime aide, assisting with set-up and take down, making transitions run smoothly (because 25 children all wanting a storytime prop at the same time can be, well, chaotic!) and often brings in special themed stickers for the children.

14 Teen volunteers contributed—49.25 hours

2 Library Tech volunteers contributed—29 hours

TOTAL VOLUNTEER HOURS: 78.25

--Carrie Wilson, Teen Librarian

Technology Monthly Report

March 2016

Altadena Library's technology steams ahead this month. With board approval last month of the community room project and ERate CAT 2 infrastructure upgrade, the Library has signed on the dotted line, and the community room renovation began; the expected completion date falls at the end of April. The ERate CAT 2 begins in the next fiscal year (July). ERate CAT1 VOIP will also be underway at that time.

The VOIP integration will upgrade the phones on the staff side, provide a more robust handling of incoming calls, ring and hunt groups, expand upon the capabilities of our auto attendant, give the Library access to advanced call reporting, establish a modality for a future public conference room, and cost the district \$60 less per month than the current phone system. With the infrastructure upgraded, and riding on the 1 GB up and down Cenic internet services, the Library public and staff will reap benefits from these changes for years. Speaking of internet services, the Bob Lucas Branch Library now sails along at 1 GB up and down—in time for our new services.

The Bob Lucas Branch will be upgraded this coming month with three new Dell desktops; by the end of the month, 7 Lenovo laptops replace the existing desktops, making ample room to roam/freeing up needed space. The full fleet of 19 Lenovo laptops launched for public use at the Main library. Two of the aforementioned Dell desktops see public use at the Main library, and 10 more will trickle out to the public area as replacements of the aging Dell desktops. The new Desktops feature Windows 10, 3D printing software, apps, administrator access, secure sessions, the latest Office 2016 Standard Edition, and other gems—the same as the Lenovo laptops plus CD/DVD burning. Dell laptops were purchased for the teen area, expected deployment—by the end of April. These deployments may put a strain on the wifi system as utilization continues to climb; it will be closely monitored, and more nodes will be added to limp us to the CAT 2 upgrade in July if necessary.

Comprise's SmartALEC bring your own device (BYOD) print solution is on hold until all old desktops retire, and the SAM 8.5 server is retired.

The TechLogic CirciT self-checkout solution deployment completed on schedule, by April 1st. The system utilization surges forward, and staff work to familiarize patrons with the new checkout flow.

The Microsoft Office 365 Pro Plus release occurred without issue. Outreach to the public about the free services moves along, and the Library has already received kudos and gratitude for the software/service.

Sensource People Counters configuration and installations finished. The units monitor inbound and outbound traffic of the front, rear, and community room doors; also, the counters monitor the security gate traffic, and provide administration with traffic metrics, assisting the scheduling of employees for peak hours.

The telephone renewal and notice system is being evaluated to determine its viability.

Alternative summer reading program platforms are being evaluated.



LIBRARY BOARD OF TRUSTEES

STAFF REPORT

DEPARTMENT: Finance/HR

MEETING DATE: April 25, 2016

PREPARED BY: Tina Wallin, Finance/HR Director

LOCATION: Community Room

TITLE: FY16/17 Budget Discussion in Preparation for Preliminary Proposed Operating Budget

BACKGROUND:

The Altadena Library District Board of Library Trustees conducts a review of the Preliminary Proposed Operating Budget for the upcoming fiscal year in a forum that encourages frank and detailed discussions of the factors and decision-making processes that the Altadena Library staff performs during the annual process. This allows the Board of Library Trustees to advise staff of their constituents needs and desires for the future service levels and goals for the Altadena Library District during the upcoming budget cycle.

Staff is rescheduling submission of the Preliminary Proposed Operating Budget to the May board and is presenting the Board with four (4) budget scenarios. Staff is requesting the Board's guidance in determining the best scenario for the FY16/17 budget.

PROPOSED BUDGET OPTIONS:

The Finance Committee met and discussed the attached (4) budget scenarios, which are summarized below.

The major factor that contributes to operating expenses is the District's expenses for Salaries, Medical benefits, Retirement contributions, and OPEB Contributions, which makes up 70% of the operating budget. Each year the District's contribution to CalPERS increases. The additional revenues earned cover the increased cost which leaves little room for salary increases, let alone increases for library services and materials. Staff believes that in order to provide salary increases, the District needs to again consider increasing the CalPERS Contribution Policy. The Board approved a change in the Employee Contribution for the 15/16FY, increasing the employees contribution (of the 7% Employer Paid Member Contribution) from 3% to 5%. Staff is requesting the Board increase the employee's contribution from 5% to 7% for the 16/17FY budget.

1) Scenario One – No Salary Increases:

- **Revenue:**
 - A conservative 3% estimate increase to property taxes revenue
 - Revenue increase to County Interest
 - Revenue increase to Passport Services
 - Revenue decrease to Miscellaneous Income
 - Revenue decrease from Reserves
- **Expenses:**
 - 3% decrease to Salaries and Benefits
 - i. Due to vacant positions not being filled
 - ii. Adding a part-time Clerk I and Page position for FY16/17

- 21% decrease to Library Materials
 - i. \$100K was allocated to the Book budget from Election Reserves
- 38% decrease to Library Programs
 - i. In 15/16 a YA grant was received which increased the budget
- 10% decrease to Operating Expenses
 - i. Reduced Memberships, Recruitment/Gifts/Memorials, Mileage/Parking Reimbursements, Operating Supplies, Operating Software
- 59% increase to Professional & Technical
 - i. Increased Legal Fees, Tech Consulting, Consultants-Other, Telecommunications, Technology & Maintenance Fees
- 5% increase to Facilities, Grounds & Maintenance
 - i. Increased to Landscape
- 19% decrease to Facilities, Grounds & Maintenance
 - i. Fewer Capital projects for FY16/17
- No Change to Miscellaneous Expenses

2) Scenario Two – 2% Salary Increase:

- **Revenue:** Same as Scenario One
- **Expenses:**
 - i. 1.5% reduction in Salaries and Benefits
 - ii. 2% Salary Increase to All Staff
 - iii. 2% CalPERS Contribution Increase to benefited Staff (this reduces the Districts contribution to 0%)
 - iv. All Other expenses categories are the same as Scenario One

3) Scenario Three – 3% Salary Increase:

- **Revenue:** Same as Scenario One
- **Expenses:**
 - i. .81% reduction in Salaries and Benefits
 - ii. 3% Salary Increase to All Staff
 - iii. 2% CalPERS Contribution Increase to benefited Staff (this reduces the Districts contribution to 0%)
 - iv. All Other expenses categories are the same as Scenario One

4) Scenario Four – 4% Salary Increase:

- **Revenue:** Same as Scenario One
- **Expenses:**
 - i. No change in Salaries and Benefits
 - ii. 4% Salary Increase to All Staff
 - iii. 2% CalPERS Contribution Increase to benefited Staff (this reduces the Districts contribution to 0%)
 - iv. All Other expenses categories are the same as Scenario One

RECOMMENDATION

Staff recommends that the Board review the scenarios and provide staff with direction regarding which scenario(s) to present with the Proposed Operating Budget, Fiscal Year 2016/17 at the May 23, 2016 Board of Library Trustees regular meeting.



Preliminary Proposed Budget Options
FY2016-17

	15/16 Adopted Budget	16/17 Estimate Estimated Revenue for 16/17 (3%)	2% Sal / 2% CalPERS Estimated Revenue for 16/17 (3%)	3% Sal / 2% CalPERS Estimated Revenue for 16/17 (3%)	4% Sal / 2% CalPERS Estimated Revenue for 16/17 (3%)	Notes
PROPERTY TAXES						
4010 - Current Secured	1,968,654.00	2,027,714	2,027,714	2,027,714	2,027,714	Property Tax
4020 - Current Unsecured	70,000.00	72,100	72,100	72,100	72,100	Property Tax
4030 - Prior Year	10,000.00	10,300	10,300	10,300	10,300	Property Tax
4050 - Homeowners Exemption	7,500.00	7,725	7,725	7,725	7,725	Property Tax
4060 - Per Parcel Benefit Assessment	762,617.00	777,869	777,869	777,869	777,869	Parcel Tax
4070 - SB 813 Supplemental Roll	28,000.00	28,840	28,840	28,840	28,840	Property Tax
4080 - Penalties, Interest & Costs	15,000.00	15,450	15,450	15,450	15,450	Property Tax
4090 - RDA ABX126 Income	31,894.00	26,500	26,500	26,500	26,500	Redevelopment Agency Dissolution Tax Proceeds
Total PROPERTY TAXES	2,893,665.00	2,966,498	2,966,498	2,966,498	2,966,498	91%
INTEREST INCOME						
4210 - Chase Bank	50.00	20	20	20	20	Interest Earned from Chase Bank
4220 - County Deposits	6,950.00	10,000	10,000	10,000	10,000	Interest Earned from LA County Account
Total INTEREST INCOME	7,000.00	10,020	10,020	10,020	10,020	0%
FINES & FEES						
4305 - Fines	33,000.00	33,000	33,000	33,000	33,000	Book fines, DVD/Video fines, Chrombook fines, ILL Fee, replacement cards, notary
4310 - Printer & Copy Machine	8,500.00	8,500	8,500	8,500	8,500	Copy and Printing fee
4330 - Video Game Rentals	415.00	-	-	-	-	N/A
4340 - Passport Services Fees	60,000.00	75,000	75,000	75,000	75,000	Passport services and photos
Total FINES & FEES	101,915.00	116,500	116,500	116,500	116,500	4%
DONATIONS AND GRANTS						
4710 - Friends of the Library	40,000.00	40,000	40,000	40,000	40,000	Donation from FOL
4730 - Undesignated	500.00	500	500	500	500	Donations made without designation
4735 - Designated	3,510.00	500	500	500	500	Donation made with designation
4740 - CA Library Literacy Services	25,165.00	25,165	25,165	25,165	25,165	Grant Funds for Literacy
4750 - Cal State Library	30,000.00	-	-	-	-	
Total DONATIONS AND GRANTS	99,175.00	66,165	66,165	66,165	66,165	2%
MISCELLANEOUS INCOME						
4910 - Miscellaneous Income	10,000.00	5,000	5,000	5,000	5,000	Commissions, Credit Card rewards program
4940 - Transfer in from Reserves	131,000.00	105,000	105,000	105,000	105,000	Reserve Funds for Capital Projects
Total MISCELLANEOUS INCOME	141,000.00	110,000	110,000	110,000	110,000	3%
Total Income	3,242,756.00	3,269,183	3,269,183	3,269,183	3,269,183	100%
EXPENSE						
SALARIES, WAGES & BENEFITS						
SALARIES & WAGES						
5010 - Salaries	1,249,167.00	1,289,616	1,289,616	1,301,765	1,314,365	Salary for FT Salaried positions
5020 - Hourly	274,881.00	202,331	208,643	210,683.85	212,693.13	Salary for PT Hourly positions
Total SALARIES & WAGES	1,524,048.00	1,466,120	1,498,258	1,512,448	1,527,058	
BENEFITS						
5120 - Soc Security & Medicare, Salary	94,720.00	96,680	98,656	99,585	100,549	Employer paid SS and medicare for salaried positions
5121 - Soc Security & Medicare, Hourly	17,898.00	15,478	15,961	16,117	16,271	Employer paid SS and medicare for hourly positions
5210 - PERS Retirement	166,527.00	175,269	177,361	178,359	179,382	Employer contribution to CalPERS Retirement (Active and Retired)
5220 - Health Insurance	222,000.00	204,000	204,000	204,000	204,000	Employer paid health coverage costs
5222 - OPEB Contribution	140,000.00	140,000	140,000	140,000	140,000	Other Post Employment Benefits Contribution to Trust Fund
5230 - Dental Insurance	14,435.00	14,435	14,435	14,435	14,435	Employer paid Dental coverage



Preliminary Proposed Budget Options
FY2016-17

	15/16 Adopted Budget	16/17 Estimate Estimated Revenue for 16/17 (3%)	2% Sal / 2% CAIPERS Estimated Revenue for 16/17 (3%)	3% Sal / 2% CAIPERS Estimated Revenue for 16/17 (3%)	4% Sal / 2% CAIPERS Estimated Revenue for 16/17 (3%)	Notes
		%	%	%	%	
5240 - Vision Insurance	5,348.00	4,308	4,308	4,308	4,308	Employer paid Vision coverage
5250 - SUJ, Salaried	14,350.00	14,947	14,947	15,087	15,087	Employer paid SUJ for salaried employees
5251 - SUJ, Hourly	2,711.00	1,943	2,418	2,442	2,442	Employer paid SUJ for hourly employees
5260 - Life Insurance	1,642.00	1,710	1,710	1,710	1,710	Employer paid Life Insurance coverage
5310 - Workers' Compensation	14,887.00	15,000	16,000	17,000	18,000	Workers Compensation Insurance cost
Total BENEFITS	694,518.00	683,771	689,796	693,043	696,184	
Total SALARIES, WAGES & BENEFITS	2,218,566.00	2,149,890	2,188,054	2,205,491.52	2,223,242.08	68%
LIBRARY MATERIALS						
6110 - Cataloging Expenses	19,604.00	19,604.00	19,604.00	19,604.00	19,604.00	OCLC Online Cataloging services
6115 - Electronic Databases & Subscrip	11,000.00	15,000.00	15,000.00	15,000.00	15,000.00	Online Databases available to the public: Reading House, Brainfuse, Novelist, Tumblebooks, Ebsco
6120 - Books	198,944.00	98,944.00	98,944.00	98,944.00	98,944.00	All printed Books
6125 - Audio CD	19,253.00	19,253.00	19,253.00	19,253.00	19,253.00	Books on CD
6130 - DVD's & Videogames	25,110.00	25,110.00	25,110.00	25,110.00	25,110.00	DVD's and Videogames
6135 - Processing of Materials	31,500.00	50,000.00	50,000.00	50,000.00	50,000.00	Processing of all materials
6140 - Periodicals	13,000.00	12,500.00	12,500.00	12,500.00	12,500.00	Magazine subscriptions
6150 - Downloadables	15,000.00	20,000.00	20,000.00	20,000.00	20,000.00	OverDrive Platform, Electronic Books - Ebooks and Audio ebooks
Total LIBRARY MATERIALS	393,411.00	260,411	260,411	260,411	260,411	8%
PROGRAMS						
6200 - Youth Services	8,000.00	10,000.00	10,000.00	10,000.00	10,000.00	Performer costs, supplies and snacks for programs
6210 - Teen Services	33,000.00	5,000.00	5,000.00	5,000.00	5,000.00	Performer costs, supplies and snacks for programs
6220 - Adult Services	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Performers, supplies, second Saturday expenses, inspiration stations and snacks for programs
6230 - Bob Lucas Branch Services	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	Performer costs, supplies and snacks for programs
6240 - Literacy Services	4,500.00	3,000.00	3,000.00	3,000.00	3,000.00	Performer costs, supplies and snacks for programs
Total PROGRAMS	72,000.00	44,500	44,500	44,500	44,500	1%
OPERATING EXPENSES						
6430 - Insurance-Gen, Prop, Liab, Eq	31,000.00	31,000.00	31,000.00	31,000.00	31,000.00	General Liability, Property and Earthquake Insurance
6620 - Membership Dues & Subscriptions	15,000.00	12,000.00	12,000.00	12,000.00	12,000.00	MPLC, Movie License, LAFSCO, CLA, ALA, CSDA
6625 - Training & Education	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	Conference fees, training classes, workshops, presenter fees for Professional Development Day
6626 - Recruitment, Gifts and Memorial	6,500.00	5,000.00	5,000.00	5,000.00	5,000.00	Employee recruitment costs, gifts for staff/board/retirees, in memory gifts
6627 - Advertising / Marketing	8,000.00	30,000.00	30,000.00	30,000.00	30,000.00	Community outreach, 50th Anniversary Event, local advertisements (online and print), Marketing and newsletter
6710 - Meetings & Travel	5,000.00	6,000.00	6,000.00	6,000.00	6,000.00	Travel (air, ground), food for luncheons and meetings
6730 - Mileage & Parking Reimbursement	2,500.00	1,000.00	1,000.00	1,000.00	1,000.00	Staff mileage and parking reimbursements
6740 - Postage & Delivery	7,500.00	8,500.00	8,500.00	8,500.00	8,500.00	Postage for meter and passport mail
6745 - Banking & Service Fees	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	Chase bank fees for check scanner, Paypal fees (credit card charges)
6746 - Payroll Fees	9,000.00	13,000.00	13,000.00	13,000.00	13,000.00	Payroll Administration and HR Essential fees
6750 - Printing & Reproduction	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	Printing costs associated with Multi Function Machines
6755 - Equipment, Furniture, Fixtures	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	Office furniture, display shelving, etc of items costing less than \$500
6765 - Janitorial Supplies	14,500.00	14,500.00	14,500.00	14,500.00	14,500.00	Supplies from Cintas and Mission Linen
6770 - Operating Supplies	40,000.00	30,000.00	30,000.00	30,000.00	30,000.00	General office supplies - Paper, pens, staples, labels, etc
6780 - Operating Software	33,000.00	5,000.00	5,000.00	5,000.00	5,000.00	Microsoft Upgrade for Staff Computers
6785 - Computer Supplies	9,800.00	0.00	0.00	0.00	0.00	N/A
6790 - Hardware (Computers / Tech)	5,000.00	8,000.00	8,000.00	8,000.00	8,000.00	Computer and Technology Hardware supplies (Hardware from Vendors: Comprise, Ubiquiti, SenSource, Ace Electric)
6920 - Electricity	42,000.00	42,000.00	42,000.00	42,000.00	42,000.00	Electrical costs from Main and Branch
6930 - Natural Gas	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	Natural gas costs from Main and Branch
6940 - Water & Sewage	5,600.00	5,600.00	5,600.00	5,600.00	5,600.00	Water costs from Main and Branch



Preliminary Proposed Budget Options
FY2016-17

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		%	%	%	%	
6950 - Refuse	4,500.00	4,500.00	4,500	4,500	4,500	
6960 - Products for Resale	500.00	500.00	500	500	500	Trash services (Athens) for Main and Branch
6970 - Equipment Lease & Rental	15,424.00	15,424.00	15,424	15,424	15,424	USB drives, CS's, Earbuds
Total OPERATING EXPENSES	278,324.00	255,524	255,524	255,524	255,524	Lease/Rental of Multifunction Machines and Mail meter
		8%	8%	8%	8%	
PROFESSIONAL & TECHNICAL						
7125 - Audit and Financial Consulting	14,000.00	14,000.00	14,000	14,000	14,000	Audit Service, Actuary Reports, and Accounting Consulting Service
7130 - Legal Fees	3,000.00	10,000.00	10,000	10,000	10,000	Legal Consultation
7135 - Technology Consulting	9,000.00	20,000.00	20,000	20,000	20,000	VOIP, Vector Consulting, Erate
7140 - Architectural & Engineering	9,000.00	9,000.00	9,000	9,000	9,000	Architectural and engineering plans for interior renovation
7145 - Collection Agency	1,800.00	1,800.00	1,800	1,800	1,800	Unique Management, Collection of overdue fines exceeding \$50
7155 - Consultants - Other	12,000.00	30,000.00	30,000	30,000	30,000	Outreach, 50th Anniversary, Marketing, Community meetings and polling
7170 - Telecommunications	21,306.00	25,000.00	25,000	25,000	25,000	AT&T and VOIP
7175 - Internet Service	6,575.00	6,575.00	6,575	6,575	6,575	Califa DSL
7180 - Technology Equipment	41,000.00	56,000.00	56,000	56,000	56,000	Computers, Video Display Unit, DVR System
7185 - Technology & Maintenance Fees	8,938.00	52,800.00	52,800	52,800	52,800	Annual Fees for Innovative System, TechSoup, Comprise, Evanced, Technologic, Google, etc
7190 - Website Development	8,000.00	20,000.00	20,000	20,000	20,000	Website consultant and User Testing
Total PROFESSIONAL & TECHNICAL	134,619.00	245,175	245,175	245,175	245,175	7%
FACILITIES, GROUNDS & MAINTENAN						
7205 - Maintenance Contracts	8,000.00	8,000.00	8,000	8,000	8,000	Alarm, Elevator
7210 - Building Maint & Repairs	36,204.00	40,000.00	40,000	40,000	40,000	HVAC, Electrical, Plumbing, Pest Control, Carpet
7220 - Landscape	4,500.00	15,000.00	15,000	15,000	15,000	Landscape maintenance and supplies
Total FACILITIES, GROUNDS & MAINTENAN	48,704.00	63,000	63,000	63,000	63,000	2%
CAPITAL						
7310 - Equipment, Furniture & Fixtures	95,000.00	59,550.00	40,000	30,000	20,000	New Furniture, signage, etc.
7320 - Structures & Improvements	36,000.00	165,000.00	146,387	138,949	131,199	Bridge repairs and other major facility repairs
Total CAPITAL	131,000.00	224,550	186,387	168,949	151,199	5%
MISCELLANEOUS EXPENSE						
7510 - Miscellaneous Expense	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
7520 - Refunds/Parcel	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	
7530 - Direct Assessments/Admin Costs	23,132.00	23,132.00	23,132	23,132.00	23,132.00	LA County Fee for Property Tax / Parcel Admin cost
Total MISCELLANEOUS EXPENSE	26,132.00	26,132	26,132	26,132.00	26,132.00	1%
Total Expense	3,242,756.00	3,269,182	3,269,183	3,269,182.52	3,269,183.08	100%
		3,269,183	3,269,183	3,269,183	3,269,183	Rev
		3,269,182	3,269,183	3,269,183	3,269,183	Exp
		0	0	0	0	Diff



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Elect the BEST Candidate for Arcadia City Council on April 12th



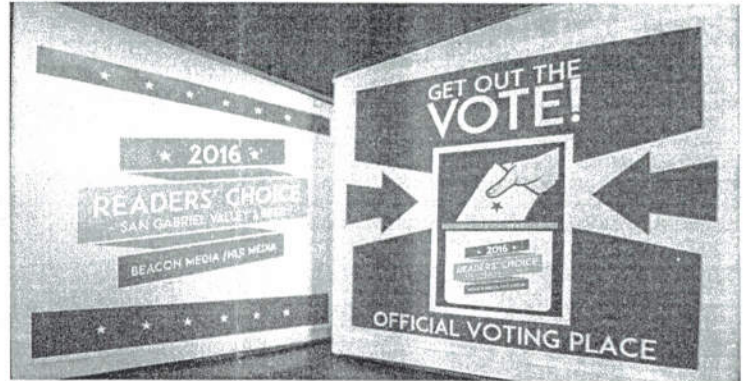
Dr. Sheng Chang

- ✓ Support the new zoning guidelines recommended by the Zoning Review Committee and amended by the City Council.
- ✓ Re-establish the harmonious and compatible neighborhoods in the community of Homes of Arcadia.
- ✓ Maintain the values of the properties and homes in Arcadia.
- ✓ Ensure the safety of the residents in Arcadia.
- ✓ Cut waste and unnecessary expenses and ensure balanced budget.
- ✓ Promote the intercultural understanding.
- ✓ Establish high speed low cost city-wide internet services.

Please return your vote by mail by April 12.

Paid for by Elect Dr. Sheng Chang for Arcadia City Council, ID # 1387959

2016 Readers' Choice Ballots in this Issue!



Find the official voting box near you!

- Photo by Terry Miller

Vote for Your Favorite

In this week's edition you will find the Readers' Choice Ballot (see page 2) which is our annual survey for you, the reader, to give a "tip of the hat" to your favorite business(s) and win fabulous prizes just for filling out the questionnaire.

Vote for your favorite restaurant, auto mechanic, or whatever category is on our ballot and be eligible to win one of several really cool prizes.

Once voting ends, the ballots are collected, mailed in and counted, we will publish the winners in our biggest paper of the year, the annual Readers' Choice Awards.

Please take a moment to fill out the questionnaire in the paper or online to be eligible.

If your business would like a "Ballot box" for your customers to drop off ballots, we would be delighted to make sure you get one like the one pictured above.

Rep. Chu Hosts 7th Annual Congressional Women of the Year Awards Ceremony

The award, now in its seventh year, will be given out at a ceremony at 10 a.m. at the San Gabriel Masonic Temple on April 16.

- The 2016 Honorees are:
- Laura Tellez Gagliano (Alhambra) - Ed.D superintendent Alhambra Unified School District.
 - Denise Houlemard Jones (Altadena/Pasadena) - Community activist.
 - Alice Wang (Arcadia) - Arcadia library commissioner.
 - Nancy Mintie (Claremont) - Executive director,

Uncommon Good.

- Doris Blum (Glendora) - Former board member, Glendora Unified School District.
- Maria Elena Yepes (Monterey Park) - Director, Learning Assistance Center at East Los Angeles College.
- Dorothy Edwards (Pasadena) - Homeless advocate.
- Sheri Bonner (Pasadena) - President and CEO, Planned Parenthood Pasadena and San Gabriel Valley.
- Carolin Eng (Rosemead/San Gabriel) - Chief operation officer, Herald

Christian Health Center.

- Linda Sun (San Marino) - CPA managing partner, Sun Accountancy Corp.
- Sylvia Ramos (Sierra Madre) - Realtor Ramos & Ramos Real Estate Group, Century21 Village.
- Linda Hess (South Pasadena) - Founder, Urban Harvester.
- Helen Chen Marston (Temple City) - Real estate professional.
- Hilda Kennedy (Upland) - Founder/president, AmPac Tri State Certified Development Company.

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17506 Colima Road #100, Rowland Heights, CA 91748



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The term ** APY refers to Annual Percentage Yield. Rates are subject to change without further notice. Early withdrawal penalties may apply.

Altadena Libraries

SECOND SATURDAY WITH VERDUGO SWING SOCIETY
Saturday, April 9 @ 6:30 pm

The Verdugo Swing Society has been bringing back Big Band memories since 1986.

Originally formed by members of the Glendale College Jazz band we now have local musicians from Aerospace to Academia. In 1988 VSS was named the official band of the City of Glendale and has played a concert and dance series for the city every summer since. Come see a trombone slide and bass walk!

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Altadena Public Library Presents Free 3D Printing Workshop for Teens

March 23, 2016

Beginning Friday, April 1st at 4 p.m. at the Main Library.

Teens are encouraged to register for our first free workshop to learn the basics of 3-D printing. Experience is not required. This workshop is designed for beginners, but more advanced users are welcomed as well. Registration begins March 7th and closes March 25th. Attendance on April 1st is mandatory to participate in April 2nd and April 8th workshops. To sign up, call Altadena Library Youth Services Department at 626- 798-0833 x 108 or email Carrie Wilson cwilson@altadenalibrary.org Class sizes are limited to 20 attendees. The workshops are for teens ages 12-19.

At our first workshop, teens will be introduced to 3D printing technology. Altadena Library has just acquired a 5th generation Makerbot and 2 Makerbot minis, and workshop participants will be able to select and print designs from Thingiverse, where 3D designs are shared with the community. Participants will learn to design their own 3D objects with 123D Design, which is a 3D creation and editing tool which suitable for beginners.

This workshop is taught by Evan Hilgemann, who is a recent transplant to Altadena from the Midwest where he was born and raised. He currently works as a mechanical engineer at the Jet Propulsion Laboratory where his job relies heavily on 3D printing for prototyping tasks and increasingly spacecraft structural design. Evan is drawn to his field by the inherent sense of exploration and adventure, and he enjoys sharing the thrill of space exploration with the community.

These workshops were made possible through our \$30,000 award from the Pitch an Idea grant, which is awarded annually and supported in whole or in part by a California State Library grant supported by the U.S. Institute of Museum and Library Services Technology Act, administered in California by the State Librarian."

The Altadena Library is located at 600 East Mariposa Street, Altadena, CA 91001. For more information please call (626) 798-0833. For a schedule visit web at www.altadenalibrary.org.

Filed Under: Community News

3d printer education

Discover how 3D printing jumpstarts Education in this free download



Leo Tavares Celebrates 100th Birthday



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- Education News
- Health & Lifestyle
- Opinion
- News in Brief
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Monrovia Station Beer and Music Fest
Station Square Park
1601 S. Myrtle Ave., Monrovia
beerfests.com/events/monrovia-station-beer-music-fest
Sample more than 30 craft beers from top breweries, purchase food from local vendors and catch music by Go Betty Go and the Delgado Brothers from 2 to 6 p.m., with VIP entry from 1 to 2 p.m. Tickets are \$20 to \$60, available on the website.

Norton Simon Museum
411 W. Colorado Blvd., Pasadena
(626) 449-6840
nortonsimon.org
A guided tour visits from works by the Nabis, a group of Post-Impressionist, avant-garde artists in 1890s France, from 1 to 2 p.m., A lecture, "Dematerializing the Art Object" by Norton Simon Curatorial Associate Tom Norris examines the ways that artists have expanded the definition of art by calling attention to its boundaries, from 4 to 5 p.m. Both are free with museum admission of \$12 for adults, \$9 for seniors and free for members, students and those 18 and younger.

Pasadena Public Library, Alhambra Branch
1130 S. Marengo Ave., Pasadena
(626) 744-7260
cityofpasadena.net/library
Author Peter Dreier, the E.P. Clapp Distinguished Professor of Politics and chair of the Urban and Environmental Policy Department at Occidental College and member of various local boards, discusses his work and signs copies of his book, "The 100 Greatest Americans of the 20th Century: A Social Justice Hall of Fame," at 2 p.m.

Pasadena Public Library, Central Branch
285 E. Walnut St., Pasadena
(626) 744-4066
cityofpasadena.net/library
Celebrate the 150th birthday of Beatrix Potter as Dale Schafer, member of the Beatrix Potter Society presents "Beatrix Potter: Artist, Storyteller and Countrywoman," featuring stories from her collection and as guests share favorite tales with other Potter fans, starting at 10:30 a.m. Refreshments are included.

Pasadena Public Library, Santa Catalina Branch
999 E. Washington Blvd., Pasadena
(626) 744-7272
cityofpasadena.net/library
The Perkins Alley Poets group meets for a poetry writing and critique workshop facilitated by Carl Stilwell at 3 p.m.

Wroman's Bookstore
695 E. Colorado Blvd., Pasadena
(626) 449-5320
wromansbookstore.com
Stephanie Campisi presents and signs "The Ugly Dumpling" at 10:30 a.m. Robin Reul discusses and signs "My Kind of Crazy" at 4 p.m.

SUNDAY

All Saints Church
132 N. Euclid Ave., Pasadena
(626) 796-1172
allsaints-pas.org
Poet Kim Rosen speaks at the Rector's Forum in a presentation titled "Saved by a Poem: How Words Melt Walls" at 10:15 a.m.

The Barkley
1400 Huntington Drive, South Pasadena
(626) 799-0758
thebarkleyrestaurant.com
The Richard Glaser Quartet performs classic jazz from 7 to 11 p.m. every Sunday. No cover.

Caltech-Occidental Symphony
Caltech's Ramo Auditorium
332 S. Michigan Ave., Pasadena

(626) 395-3295
events.caltech.edu
The concert features Student Concerto Competition winners, with piano soloist Karlming Chen and cello soloist Shahar Amitay, conducted by Allen Robert Gross. The program includes works by Weber, Prokofiev and Elgar starting at 3:30 p.m. Free.

Center for the Arts, Eagle Rock
2225 Colorado Blvd., Eagle Rock
(323) 561-3044
cfaer.org
Celebrate Earth Day with an interactive children's concert by the band Cuiacani, an all-ages printmaking workshop with the Los Angeles Printmaking Society (LAPS), homemade treats and the opening of the LAPS exhibition "California's Future?" The concert and printmaking workshops run from 2 to 5 p.m. and the exhibition opening is from 6 to 8 p.m., continuing through May 15. Tickets are \$8 and \$10, free for children younger than 5.

Crowell Public Library
1890 Huntington Drive, San Marino
(626) 300-0777
crowellpubliclibrary.org
An LA Opera community educator discusses Puccini's "La Boheme" at 2 p.m.

The Huntington Library, Art Collections and Botanical Gardens
1151 Oxford Road, San Marino
(626) 405-2100
huntington.org
The Southern California Gardener Series presents "Wildcrafted Cuisine: Flavors of the Local Landscape," featuring professional forager Pascal Baudar discussing a contemporary culinary approach to local ingredients, drawn from his book, "The New Wildcrafted Cuisine," starting at 2 p.m., free with Huntington admission of \$25 for adults, \$21 for students and seniors, \$10 for youth age 4 to 11, free for members and children younger than 4.

Occidental College Glee Club Pop Concert
Occidental College Herrick Chapel
1800 Campus Road, Eagle Rock
(323) 259-1333
oxy.edu
The Glee Club performs music of change and social protest, including "People Get Ready" and "A Change is Gonna Come," plus the premiere of Clarence Treat's "Freedom" and pop tunes including Justin Timberlake's "Mirrors" and "I Want You Back" by the Jackson Five at 4 pm. Admission is \$15.

Parson's Nose Theater
Lineage Performing Arts Center
89 S. Fair Oaks Ave., Pasadena
(626) 403-7667
personsnose.com
The company's season closes with "As You Were: Stories and Songs for GIs in WWII." The production consists of American works that critic Alexander Woolcott compiled in a book for the troops during the war, including stories that are funny, touching and inspiring. Works include adaptations of "The Duke and the Dauphin Come Aboard" by Mark Twain, "Address Unknown" by Kathrine Kressman Taylor and "The Skylight Room" by O. Henry, among others. The production opens at 3 p.m. Sunday and continues at 7 p.m. Saturdays and 3 p.m. Sundays through May 8. Tickets are on a "pay what you will" basis of \$5 to \$25.

Pasadena Museum of California Art
490 E. Union St., Pasadena
(626) 568-3665
pmcaonline.org
Three exhibitions go on view Sunday: "Kat Hutter and Roger Lee: Another California Day" is a mixed media installation featuring paintings by Hutter and ceramics by Lee inspired by the rugged beauty of the state. "Claire Falkenstein: Beyond Sculpture" is the first comprehensive

museum exhibition of the artist, featuring printmaking, jewelry, glass, films, painting and other works. "Brett Weston: Significant Details" is the first museum exhibition focusing on the late photographer's close-up photography. All three continue through Sept. 11. In addition, a walk-through of Falkenstein's exhibition starts at 3 p.m. Admission is free with museum admission of \$7 for adults, \$5 for seniors and students, free for members and children younger than 12.

MONDAY

Intuitive Movement Jam
Farnsworth Park
568 Mount Curve Ave., Altadena
imjam.net
The Intuitive Movement Jam is a free-form, eclectic dance event offering the chance to dance to your own muse without judgment, alcohol or small talk from 7 to 9 p.m. Mondays at Farnsworth Park, 568 Mount Curve Ave., Altadena. No experience is needed and there are no steps to learn. The first visit is free with a printout of the website home page; admission is \$10 thereafter.

Pasadena Senior Center
85 E. Holly St., Pasadena
(626) 795-4331
pasadenaseniorecenter.org
An LA Opera community educator discusses Puccini's "La Bohème" at 1 p.m.

Wroman's Bookstore
695 E. Colorado Blvd., Pasadena
(626) 449-5320
wromansbookstore.com
Author Caroline Paul and illustrator Wendy MacNaughton discuss and sign "The Gutsy Girl: Escapades for Your Life of Epic Adventure" at 7 p.m.

TUESDAY

Abril Bookstore
415 E. Broadway, Glendale
(818) 243-4112
abrilbooks.com
Professor Lerna Ekmeçioğlu of the Massachusetts Institute of Technology presents her new book, "Recovering Armenia: The Limits of Belonging in Post-Genocide Turkey" at 7:30 p.m.

Altadena Library
600 E. Mariposa St., Altadena
(626) 798-0833
altadenalibrary.org
Local artist, educator and water conservationist Leigh Adams discusses "The Art and Delight of Water Harvesting," exploring water capturing techniques for the home garden at 7 p.m.

Pasadena Public Library, Hastings Branch
3325 E. Orange Grove Blvd., Pasadena
(626) 744-7262
cityofpasadena.net/library
Huntington Hospital Nurses offer free screenings for blood pressure and blood sugar, referrals and health education from 2:30 to 4:30 p.m. Kids can practice reading skills and enjoy literacy activities with students from La Salle High School from 3 to 4:30 p.m.

Sidney D. Gamble Lecture Series
Neighborhood Church
301 N. Orange Grove Blvd., Pasadena
(626) 793-3334
gamblehouse.org

Friends of the Gamble House present "From Blooms to Bloomers: School for Lady Gardeners," by landscape historian Libby Valencia, discussing the schools in the Progressive Era that educated women and girls for horticultural careers, especially the Pennsylvania School of Horticulture for Women, later incorporated into Temple University, starting at 7 p.m. Tickets are \$30 general, \$25 for Friends of the Gamble

ONGOING

The Altadena Senior Center, 560 E. Mariposa St., Altadena, offers free, in-person tax preparation ending today. Call (626) 798-0505 for an appointment and visit facebook.com/pages/altadena-seniorecenter/165032263522657 for information.

The Baseball Reliquary Exhibition, "Making It Personal: The Baseball Art of Greg Jęzewski and Pat Riot," features paintings, assemblages, mixed-media works and baseball card collages, on view through May 30 during the hours of 10 a.m. to 9 p.m. Mondays through Thursdays and 10 a.m. to 6 p.m. Fridays and Saturdays at the Arcadia Public Library, 20 W. Duarte Road, Arcadia. Call (626) 791-7647 or visit baseballreliquary.org.

Colonnade Art Gallery, 2421 E. Colorado Blvd., Pasadena, presents the exhibition "California Springs: Beautiful Flowers and Gardens," featuring paintings, which opened April 9 and continues through April 27. Call (626) 239-3153 or visit colartgallery.com.

The Intuitive Movement Jam at Farnsworth Park, 568 Mount Curve Ave., Altadena, is a rocking, free-form, eclectic dance event offering the chance to dance to your own muse without judgment, alcohol or small talk from 7 to 9 p.m. Mondays. No experience is needed and there are no steps to learn. The first visit is free with a printout of the website home page at imjam.net; admission is \$10 thereafter.

Norton Simon Museum, 411 W. Colorado Blvd., Pasadena, presents the exhibition "Du-

House members.

Taste of South Pasadena
Mission Street and Fair Oaks Avenue, South Pasadena
southpasadenarotary.org
The South Pasadena Rotary Club's annual Taste of South Pasadena invites guests to sample fare from local restaurants while enjoying live music, raffles and family fun from 6 to 9 p.m. Tickets are \$20 for a VIP adult wine tasting from 5 to 7 p.m. at Canoe House, adult food tasting only tickets are \$35, combo food and wine tasting tickets are \$55 and food tasting youth tickets age 7 and up are \$15, available on the website.

Wroman's Bookstore
695 E. Colorado Blvd., Pasadena
(626) 449-5320
wromansbookstore.com
Alison Stewart discusses and signs "Junk: Digging through America's Love Affair with Stuff" at 7 p.m.

WEDNESDAY

Alex Theatre
216 N. Brand Blvd., Glendale
(818) 243-2539
alextheatre.org
A special 4/20 show features comedian Doug Benson and friends for a special live taping of his "Getting Doug with High" show at 8 p.m. Tickets are \$30.

Cottage Co-Op Nursery School Parenting Discussion
Pasadena City College Voshon Forum
1570 E. Colorado Blvd., Pasadena
cottagecoop.org
Parenting expert Dr. Tina Payne Bryson discusses "The Yes Brain and the Importance of Play," focusing on how play is essential for optimal development in children, starting at 7 p.m. Tickets are \$25, available on the website.

champ to Pop," featuring works of Marcel Duchamp (1887 — 1968), whose paintings influenced some of the 20th century's greatest artists. "Duchamp to Pop" is drawn from the museum's collections and archives from two Duchamp exhibitions, "New Painting of Common Objects" from 1962 and "Marcel Duchamp Retrospective" from 1963, illustrating the artist's considerable influence on pop art and artists Andy Warhol, Jim Dine, Ed Ruscha and others. It went on view March 4 and continues through Aug. 29. Call (626) 449-6840 or visit nortonsimon.org.

Rose Bowl Stadium Tours, 1001 Rose Bowl Drive, Pasadena, offers behind-the-scenes visits to the facility. Tours are from 10:30 a.m. to 12:30 p.m. the last Friday of the month. Cost is \$17.50 for adults, \$14.50 for children, seniors and military members. Call (626) 275-2714 or visit rosebowlstadium.com.

Sierra Madre Playhouse, 87 W. Sierra Madre Blvd., Pasadena, offers behind-the-scenes visits to the classic "Charlotte's Web," based on the book by E.B. White, adapted by Joseph Robinette. It opened March 12 and continues at 2:30 p.m. Saturday and Sunday, closing Sunday. Tickets are \$22 general, \$20 for seniors, \$15 for youth. Call (626) 355-4318 or visit sierramadrepayhouse.org.

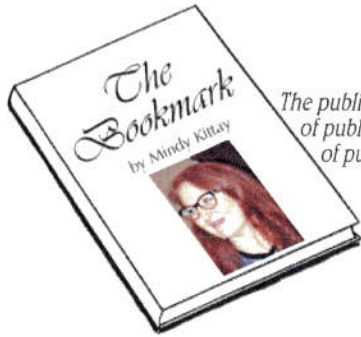
Unity of Pasadena Church, 3053 E. Del Mar Blvd., Pasadena, offers a free 30-minute guided meditation from noon to 12:30 p.m. every Thursday. Call (626) 577-4207 or visit unityofpasadena.org.

Crowell Public Library
1890 Huntington Drive, San Marino
(626) 300-0777
crowellpubliclibrary.org
The library's Meet the Authors series presents Steven G. Jackson discussing his debut novel, "The Zeus Payload," the story of a young tech genius who is approached by CIA agents to create a cyber weapon that can infiltrate any computer system without being detected, starting at 7 p.m.

Norton Simon Museum
411 W. Colorado Blvd., Pasadena
(626) 449-6840
nortonsimon.org
The film "Charade" (1963) is a comedic thriller starring Cary Grant and Audrey Hepburn, screens from 2 to 3:45 p.m., free with museum admission of \$12 for adults, \$9 for seniors and free for members, students and those 18 and younger.

Pasadena Public Library, Central Branch
285 E. Walnut St., Pasadena
(626) 744-4066
cityofpasadena.net/library
Free films start at 1 p.m. Wednesdays. Wednesday's film is "Saving Grace." The Mother/Daughter Book Club for girls 11 and up and their mothers discusses "Flying the Dragon" by Natalie Dias Lorenzi at 7 p.m. Call and press option 4 to sign up.

Wroman's Bookstore
695 E. Colorado Blvd., Pasadena
(626) 449-5320
wromansbookstore.com
Ron Koertge discusses and signs "Vampire Planet" and Kim Dower discusses and signs "Last Train to the Missing Planet" at 7 p.m. ■



The public library is a center
of public happiness first,
of public education next.

John Cotton Dana,
A Library Primer, 1896

What's in Your Wallet?

Wallets and purses are filled with cards: ID cards, insurance cards, credit cards, membership cards. And if you're really lucky, there's a very special card hiding in there — a card that can unlock ideas and open minds ... A card that can dig and discover, inform and inspire ... A card that is key to unlocking potential. You know the one I'm talking about.

Let's follow Bob for a moment. Bob visits the library twice a week. On Tuesday he relaxes in the magazine lounge. He reads *Newsweek* and *Outdoors* until it's time for the presentation to start: "Top Waterfall Hikes in the San Gabriel Valley" with author Laura Randall. He loves these kinds of opportunities to learn new things. Afterward, he checks out a couple of

movies some music CDs and places a hold on some of the newer titles, knowing he will be notified when they have arrived and will be awaiting his return visit to pick them up.

On Saturday he returns his DVDs, picks up his holds, and browses the book stacks for a fascinating weekend read. While in the library, he explores the displays and shelves of books. His imagination blooms. He loses track of time.

At closing, something strange happens. The doors remain open. The staff members move furniture. A crowd forms around the Reading Court. Folks from the Altadena Ale & Wine House set up a table next to the main desk, and cooks from El Patron fire up a grill out on the patio.

Suddenly, the lights go dim and the music begins. And then Bob realizes: it's Second Saturday at Altadena Library! Music is bumping, people are dancing, the crowd is clapping.

From behind, someone taps Bob on the shoulder. "You dropped this," a woman says. She is holding Bob's library card. "Thanks," he says, taking the card. He looks down at it and sees a swirl of colors: blues and purples against a circle of yellow, like a sunrise over the ocean. And suddenly it hits him ... the vast and wonderful potential of this amazing little card. This little card that unlocks the door to a world of information, education, inspiration, creativity and potential. The most valuable card in his wallet. ... ○

Program

Continued from p.2

You might be asking yourself, what are the requirements of an anesthetic. Well, our speaker answered that question too! To be considered an anesthetic it must cause amnesia, muscle relaxation, and alleviate the stress response in patients. He then talked briefly about the history of *regional anesthesia* mentioning that cocaine was the first drug used because it causes numbness to wherever it is applied. *Regional anesthesia* means that pain is blocked from a part of the body by using local anesthetics. Some examples of this type of anesthesia would be topical, nerve blocks, and epidurals used in child birth.

Fennell ended his talk by answering a few questions, one of which was: What was the most significant medical advance-

ment during his career. He answered by saying that kedamine, which was discovered in 1962 was the most significant advancement during his career. He told us all the story of working in the burn ward as a resident, and he remembered the patients going through excruciating pain every time their bandages were changed. When they began administering kedamine in the 1970s the burn wards became quiet because kedamine puts the patient into a trance-like state while providing pain relief, sedation, and memory loss.

He ended by stating that the anesthesiologist's job is to take away stress from their patients because pain is what you perceive, but stress is what you feel.

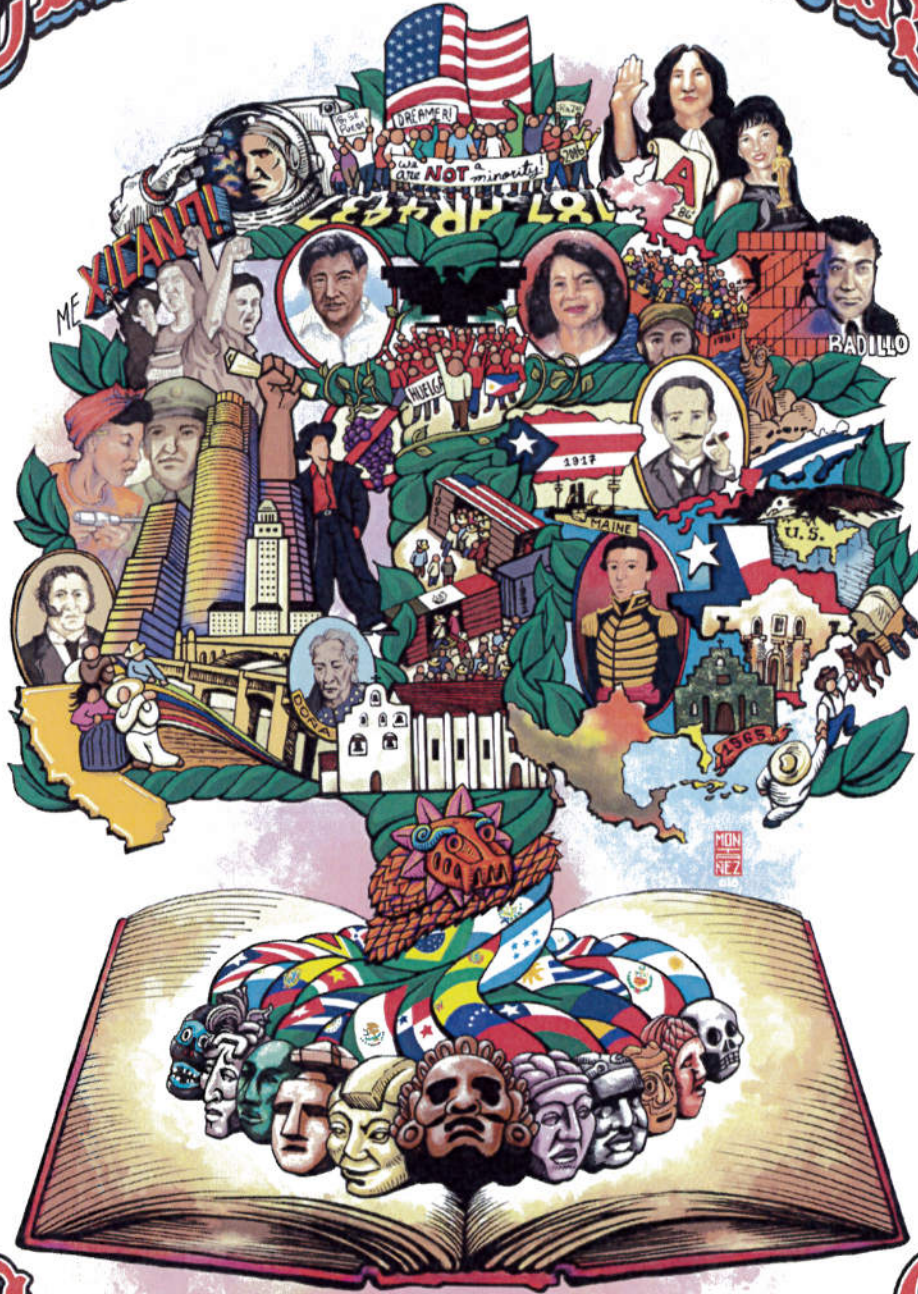
Charles Wilson ○

Combined New and Current Board Meeting/Vote scheduled for May 03 at 6p

Both the new board (Charlie Wilson's) and current board (Steve C.'s) need to vote on/confirm the Committee Chairs, Secretary, Treasurer, and President Elect, etc. positions for Wilson's term as president of the club (July 01 2016 - June 30 2017).

To make sure this occurs in a timely manner, Wilson has asked that the members of both BODs attend the next Altadena Rotary Board Meeting, scheduled for Tuesday, May 3, 2016 at 6p at the Altadena Library (Mindy Kittay's office). ○

CELEBRANDO RAÍCES



CELEBRATING ROOTS

Latino Cultural Festival May 14 • Noon to 8pm • FREE

Altadena Public Library Presents Award Winning Children's Theatre Group - CHROMA

From STAFF REPORTS

Published : Monday, April 18, 2016 | 12:22 PM

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On Tuesday, June 7th at 4:30 p.m. in the Community Room of the Main library, the Altadena Library District will present a performance from award winning children's theatre group, CHROMA.

CHROMA creates Musical Adventures for Kids of all Ages. Winners of the 2014 Encore! Producers' Award at the Hollywood Fringe Festival, they have an ongoing series at the Pasadena Conservatory of Music. In their latest show CRITTERS, Olive's search for the elusive rainbow butterfly has unexpected consequences. It features musical excerpts from Johann Strauss, Phillip Glass, Henry Mancini, Pink Floyd, Igor Stravinsky, and Erik Satie performed by an ensemble of cello, viola, violin and soprano.

Director Mindy Kittay said, "We are very excited to have this opportunity to bring CHROMA and their creative and innovative performance to our community here in Altadena."

The Altadena Library is located at 600 East Mariposa Street, Altadena. For more information please call (626) 798-0833. For a schedule of events, visit the library on the web at www.altadenalibrary.org.

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Altadena Women's Network
4-18-2016

"There is no power greater than a community discovering what it cares about." ~ Margaret Wheatley

~~~~ Congratulations to Altadena resident and Cal State LA Professor, Cheryl Koos, who has been named an American Council on Education Fellow. <http://www.altadena-now.com/main/artsandculture/altadena-resident-and-cal-state-la-professor-cheryl-koos-named-american-council-on-education-fellow/>

~~~~ Leigh Adams is everywhere! She is consulting on the water harvesting garden at the Mariposa Main Branch of the Altadena Library and the new garden (with hugels) on Mendocino for Waldorf's new high school in the old Armstrong home, and the water conserving garden at New Horizon School. If you missed the celebration of her garden at the Arboretum, the Crescent Farm, read more here: <http://www.pasadenastarnews.com/lifestyle/20160411/crescent-farm-growing-into-proving-ground-for-drought-defying-strategies>

~~~~ Altadena Library is seeking an organized, enthusiastic part-time volunteer recruitment coordinator for our Main Library. The volunteer recruiter/coordinator will develop and implement effective methods to recruit and retain sufficient numbers of volunteers to meet operational, fundraising, educational and programming needs for the Library District. Among the responsibilities for this volunteer position will be recruiting individuals and organizations; implementing and coordinating training requirements; and developing volunteer recognition programs. For a full description visit <http://www.altadenalibrary.org/blog/mkittay/2016/04/11/volunteer-coordinator-position>.

~~~~ Deputy Dan Paige posted on Next Door and his words bear repeating. "Vehicle burglaries and vehicle thefts are the most common reported crimes in Altadena. The difference between a burglary and a theft is whether or not your vehicle is locked. A theft occurs when you leave your vehicle unlocked, and a thief steals property from inside of

- [2015 Results](#)
- [Arroyo](#)

GET YOUR OWN...

By [John Sollenberger](#) 04/07/2016

[Like it? Tweet it! SHARE IT!](#)

GROOVE ON

Teen Karaoke night invites kids to sing their favorite songs by themselves or in a duet with friends at 7 p.m. tonight at the Pasadena Public Library Hastings Branch, 3325 E. Orange Grove Blvd., Pasadena. Call (626) 744-7262 or visit cityofpasadena.net/library.

SWING THING

The Altadena Library's free Second Saturday Series features music by the Verdugo Swing Society at 6:30 p.m. Saturday at 600 E. Mariposa St., Altadena. Free. Desserts from Sweeter Than Honey, beverages from the Altadena Ale & Wine House and food from El Patron will be available for purchase. Call (626) 798-0833 or visit altadenalibrary.org.

LA CULTURAL HISTORY

Edmond Clinton III discusses the new biography "Clifton's and Clifford Clinton: A Cafeteria and a Crusader," the story of how his grandfather Clifford Clinton opened a restaurant in 1931, his attempts to fight vice and corruption in LA and the powerful enemies he made, at 7 p.m. Monday at Crowell Public Library, 1890 Huntington Drive, San Marino. Call (626) 300-0777 or visit crowellpubliclibrary.org.

HOT NEWS

Robert Haw, navigation engineer on solar system exploration missions at JPL, discusses climate change — rising seas, ocean acidification, floods, droughts, the changing balance among plants and animals, and the harmful consequences of human behavior — at noon Tuesday at the Pasadena Senior Center, 85 E. Holly St., Pasadena. Free. Call (626) 795-4331 or visit pasadenaseniorcenter.org.

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Elline Lipkin Named Altadena Library Poet Laureate

From STAFF REPORTS

Published : Friday, April 8, 2016 | 9:26 PM

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The Altadena Library is pleased to announce the new Poet Laureate for the Altadena Library District, 2016-2018: Dr. Elline Lipkin. Her official inauguration will be on Saturday, April 30 at 1:00 p.m. at the 14th annual "Poetry and Cookies Reading Event" to be held at the Altadena Senior Center.

This free literary event also marks the launch of the Altadena Poetry Review: Anthology 2016 (formerly the Poetry & Cookies Anthology). The 2016 Anthology showcases 134 poems by 86 distinguished poets from Altadena, Pasadena, and the greater LA area. Poets published in the book, including Dr. Lipkin, will read their poems at this special event. The Anthology, and many books by the published poets, will be on display and will be for sale.

When told she was the Laureate Committee's choice to be the library's next poet laureate, Dr. Lipkin replied, "I am so grateful for this wonderful opportunity. Still, Thelma Reyna [the current Poet Laureate] is a hard act to follow. She accomplished so much during her tenure. I look forward to meeting and working with other local poets and our wonderful community and making poetry more present in our lives."



Dr. Elline Lipkin. Photo courtesy Altadena Library District.

Mindy Kittay, Director of the Altadena Library District, has glowing compliments for Lipkin. "How fortunate we are to have Elline represent the library as its new poet laureate. Her poetry, credentials and service are outstanding. Our present laureate Thelma and other past laureates have also been fantastic. I believe talent flocks to our library and community!"

Dr. Lipkin has had experience in the literary world as a poet, academic, and nonfiction writer. Her first book of poetry, *The Errant Thread*, was chosen by Eavan Boland for the Kore Press First Book Award. Her second book, *Girls' Studies*, explores contemporary girlhood in America and was published by Seal Press. She is currently at work on a second manuscript of poetry.

She has written about contemporary American girlhood in *Difficult Dialogues about Twentieth Century Girls*, being a feminist bride in *Fashion Talks: Undressing the Power of Style*, on female friendship and feminist mothering for *Ms. magazine*, *Salon.com*, and contributed a remembrance of studying with Philip Levine, to the anthology, *Coming Close: 40 Essays on Philip Levine*.

Her poetry has been published in a range of contemporary journals and she has been a resident at Yaddo, the Virginia Center for the Creative Arts, and the Dorland Mountain Arts Colony. She has also been a Pushcart Prize nominee, an invited participant at a National Endowment for the Humanities seminar, and a presenter at the Modern Language Association conference.

Lipkin holds an MFA in Poetry from Columbia University; a PhD in Creative Writing and Literature from the University of Houston; and is currently a Research Scholar with UCLA's Center for the Study of Women. She also teaches poetry for Writing Workshops Los Angeles, as well as privately; works as an editor on a range of writing projects; and writes semi-regularly for the *Ms. Magazine* blog and *Girl w/Pen*.

Despite her busy schedule, Lipkin also finds time to be a volunteer with the nonprofit WriteGirl in Los Angeles, a frequent user of the Altadena Library; and she is also an active participant with the MOMS Club of Altadena. Lipkin has lived in the Los Angeles area for eight years, migrating from Berkeley, where she taught College Writing, Gender Studies, and Comparative Literature at UC-Berkeley. She lives in Altadena with her family and a garden overflowing with citrus.

This year, for the first time, the annual "Poetry & Cookies Reading Event" will be in two sessions, due to the record number of poets published this year. The first reading event will be from 1:00-2:30, then from 3:30-5:00. The public may attend one or both free sessions. Half of the poets will read at each of the events. Each session will be 1 1/2 hours long, with a 1-hour break in between.

For more information, please see the library's listing of this program at <http://www.altadenalibrary.org/program/poetry-and-cookies-altadena-senior-center-0>.

The Junior League of Pasadena, Inc. cordially invites you to

Simply Speaking

benefit luncheon and silent auction
honoring Maggiori Rose
Co-Founder and CEO, Rockbox

SATURDAY, APRIL 30, 2016 11:00 am

San Gabriel Country Club

Tickets to the event are \$125
Preferred seating is available for \$175
Tickets available at
www.jlps Pasadena.org/entore

simply speaking