



ALTADENA LIBRARY DISTRICT

Honoring the past, cultivating the present, empowering the future

AGENDA Regular Meeting

Board of Library Trustees
Altadena Library District
Community Room – Main Library
May 18, 2015
5:00 p.m.

PUBLIC REQUESTS FOR DOCUMENTS: The District provides a public inspection copy of all materials included in the agenda packet distributed to the Board members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to the Administrative Secretary who will arrange for the documents to be copied at a charge of 15¢ per page. Request forms are available at the District Administration offices.

1. **CALL TO ORDER**

2. **ROLL CALL:**

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

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) RESIGNATION OF LY EAR, LIBRARY CLERK II, EFFECTIVE APRIL 11, 2015
- b) HIRING OF EDWARD WILLIAM, LIBRARY ASSOCIATE/LITERACY COORDINATOR, EFFECTIVE APRIL 15, 2015
- c) HIRING OF SEBASTIAN ZELEPIN, LIBRARY CLERK IN CIRCULATION, EFFECTIVE APRIL 27, 2015

6. **FINANCIAL REPORTS**

- a) ALTADENA LIBRARY DISTRICT FOR THE MONTH OF APRIL 2015
(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 APRIL 27, 2015

- b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR APRIL 2015
 - c) DEPARTMENTAL MONTHLY REPORT – ADULT SERVICES, YOUTH SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR APRIL 2015
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**
10. **OLD BUSINESS**
- a) PRELIMINARY BUDGET DISCUSSION FOR FY 15/16 (**DISCUSSION/POSSIBLE ACTION**)
11. **NEW BUSINESS**
- a) REVIEW AND APPROVAL OF COPY/PRINT/SCANNING SERVICES FEE SCHEDULE (**DISCUSSION/POSSIBLE ACTION**)
 - b) REVIEW AND APPROVAL OF ALTADENA LIBRARY DISTRICT USE OF THE ALTADENA LIBRARY FOUNDATION TAX ID FOR DONATIONS AND PROJECT GRANTS (**DISCUSSION/POSSIBLE ACTION**)
12. **CORRESPONDENCE & PRESS**
- a) PASADENA WEEKLY SUMMER 2015 PRESS (**INFORMATION ONLY**)
 - b) ALTADENA NOW SUMMER 2015 PRESS (**INFORMATION ONLY**)
 - c) PASADENA NOW SECOND SATURDAY JUNE 2015 PRESS (**INFORMATION ONLY**)
13. **REPORTS OF TRUSTEES**
14. **AGENDA ITEMS FOR FUTURE AGENDAS**
This is an opportunity for Board members to request that items be placed on future agendas.
15. **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) CONTINUATION OF LIBRARY DIRECTOR REVIEW AND PRESENTATION OF LIBRARY DIRECTOR OBJECTIVES (**DISCUSSION/ACTION**)
16. **ADJOURNMENT OF CLOSED SESSION**
17. **RETURN TO REGULAR MEETING – REPORTABLE ITEMS FROM CLOSED SESSION**
18. **ADJOURNMENT**
Recommended Action: There being no further business to come before the Board, the meeting is adjourned.