



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 19, 2014
5:00 p.m.

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

1. CALL TO ORDER

2. ROLL CALL:

David Datz, President
Thomas Hubbard, Secretary
David Tuck
Gwendolyn McMullins
Meredith McKenzie

3. ADOPTION OF AGENDA

Opportunity for Board members to delete items, re-order items, continue items or make additions to the agenda pursuant to Government Code Section 54954.2(b).

Recommended Action: The Board of Library Trustees hereby adopts the Agenda as presented.

4. PUBLIC COMMUNICATION

Citizens may address the Board regarding any item of Library business on or not on the agenda. Citizen comments are limited to 3 minutes per item. At the discretion of the President, citizens may be allowed a longer presentation. While all comments are welcome, the Brown Act does not allow the Board to take action on any item not on the agenda. If speaking before the Board, please give your name and address, and state the agenda item and/or issue you wish to address.

5. PERSONNEL APPOINTMENTS/RESIGNATIONS/TERMINATIONS/TRANSFERS

Suzanne Im has been hired as Adult Services Librarian I part-time to replace Carlene Chiu. Her first day will be May 19, 2014

Melanie Holden has resigned her position as Executive Administrative Secretary effective May 30, 2014

6. FINANCIAL REPORTS

a) Altadena Library District for the month of April 2014
(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 28, 2014
- b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR APRIL 2014
- c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR APRIL 2014
- 8. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

9. OLD BUSINESS

- a) PRESENTATION AND REVIEW OF THE REVISED PROPOSED OPERATING BUDGET, FISCAL YEAR 2014-15 **(DISCUSSION/POSSIBLE ACTION)**
 - 1. APPROVAL OF GANN APPROPRIATION LIMIT- FISCAL YEAR 2014-15
- b) APPROVAL OF CWA, INC'S SPACE PLAN AND BUDGET FOR THE DOWNSIZED RENOVATION AND EXPANSION PROJECT SCENARIO # 3 **(DISCUSSION/POSSIBLE ACTION)**
- c) REVIEW OF HUD SEMI-ANNUAL REPORT FOR THE PERIOD OCTOBER 1, 2013 THROUGH MARCH 31, 2014 **(REVIEW AND FILE)**
- d) APPROVAL OF LETTER TO SUPERVISOR MICHAEL ANTONOVICH REGARDING HEAD-IN PARKING ON MARIPOSA **(DISCUSSION/POSSIBLE ACTION)**
- e) REVIEW AND APPROVAL OF PROPOSAL FOR INDEPENDENT AUDITOR SERVICES FROM CHARLES Z FEDAK & COMPANY FOR FISCAL YEAR ENDING JUNE 30, 2016 **(DISCUSSION/POSSIBLE ACTION)**
- f) REVIEW AND APPROVAL OF THE BOARD OF LIBRARY TRUSTEES OF THE ALTADENA LIBRARY DISTRICT COUNTY OF LOS ANGELES, STATE OF CALIFORNIA RESOLUTION NO. 201403 PROPOSING A PER PARCEL TAX AND CALLING FOR AN ELECTION FOR VOTER APPROVAL **(DISCUSSION/POSSIBLE ACTION)**
- g) REVIEW AND APPROVAL OF THE BOARD OF LIBRARY TRUSTEES OF THE ALTADENA LIBRARY DISTRICT COUNTY OF LOS ANGELES, STATE OF CALIFORNIA RESOLUTION NO. 201405 REQUESTING THAT THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES CONSOLIDATE A PER PARCEL TAX ELECTION TO BE HELD ON NOVEMBER 4, 2014 WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE DATE PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE. **(DISCUSSION/POSSIBLE ACTION)**

- h) REVIEW AND APPROVAL OF THE BOARD OF LIBRARY TRUSTEES OF THE ALTADENA LIBRARY DISTRICT COUNTY OF LOS ANGELES, STATE OF CALIFORNIA RESOLUTION NO. 201406 REQUESTING THAT THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES REQUESTING THAT THE BOARD OF SUPRERVISORS OF THE COUNTY OF LOS ANGELES PROVIDE FOR A SPECIAL TAX ELECTION TO BE HELD IN THE ALTADENA LIBRARY DISTRICT
10. NEW BUSINESS
- a) APPROVAL OF RESOLUTION NO. 201404 OF THE ALTADENA LIBRARY DISTRICT TO ASK AUDITOR/CONTROLLER OF LOS ANGELES TO PREPARE NEW TAX ROLL FOR ACCOUNT #57.12 ALTADENA LIBRARY DISTRICT TAX **(DISCUSSION/POSSIBLE ACTION)**
 - b) APPROVAL OF A DONATION FOR UPHOLSTERY OF FURNITURE IN THE READING COURT. **(DISCUSSION/POSSIBLE ACTION)**
 - c) APPROVAL OF A NEW EXTERIOR LIBRARY SIGN ON MARIPOSA **(DISCUSSION/POSSIBLE ACTION)**
 - d) APPROVAL OF A DECISION ON THE WINNER FOR THE NAME THE POCKET PARK CONTEST **(DISCUSSION/POSSIBLE ACTION)**
 - e) PROPOSAL FOR ALD TO ADD THIS LANGUAGE AS A FOOTER FOR ALL LIBRARY DOCUMENTS: "THIS DOCUMENT WAS PRODUCED BY ALTADENA LIBRARY DISTRICT STAFF." **(DISCUSSION/POSSIBLE ACTION)**
 - f) BOOKS 4U GRANT PART II **(DISCUSSION/POSSIBLE ACTION)**
11. CORRESPONDENCE
- a) CLA LEGISLATIVE UPDATE: NEW ASSEMBLY EFFORT TO RESTORE LIBRARY FUNDING: ASSEMBLYMAN GATTO AND COLLEAGUES LEAD EFFORT TO RESTORE LIBRARY FUNDING IN BUDGET **(INFORMATION)**
 - b) CLA LEGISLATIVE UPDATE: GOVERNOR'S BROADBAND PROPOSAL FOR LIBRARIES PASSES SENATE BUDGET SUBCOMMITTEE **(INFORMATION)**
 - c) EMAILS AND REPLIES TO MR. DANIEL HARLOW, ALTADENA CHAMBER OF COMMERCE, IN REGARDS TO ALTADENA BUDGET **(INFORMATION)**
12. REPORTS OF TRUSTEES
- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING. NEXT MEETING SCHEDULED JUNE 3, 2014 7:00 P.M. **(INFORMATION)**
 - b) REPORT BY ART ON MILLIONAIRE'S ROW COMMITTEE. NEXT MEETING SCHEDULED FOR MAY 29, 2014 7:30 P.M. **(INFORMATION)**
 - c) REPORT ON THE LIBRARY PARCEL TAX COMMITTEE MEETING. NEXT MEETING SCHEDULED FOR MAY 28, 2014 7:00 P.M., SENIOR CENTER **(INFORMATION)**
 - d) REPORT ON LIBRARY DIRECTOR RECRUITMENT COMMITTEE. NEXT MEETING JUNE 16, 2014 7:00P **(INFORMATION)**

- e) REPORT ON FRIENDS OF ALTADENA LIBRARY, NEXT MEETING JUNE 2, 2014
(INFORMATION)

13. AGENDA ITEMS FOR FUTURE AGENDAS
This is an opportunity for Board members to request that items be placed on future agendas.

14. ADJOURNMENT

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