



Honoring the past, cultivating the present, empowering the future

AGENDA

Regular Meeting

Board of Library Trustees – Altadena Library District

Community Room – Main Library

June 27, 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) NICOLE FABRY, ACCOUNTS PAYABLE CLERK IN FINANCE

6. **FINANCIAL REPORTS**

a) FINANCIAL REPORTS FOR THE MONTH OF MAY 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 MAY 23, 2015
- b) APPROVAL OF MINUTES – SPECIAL MEETING HELD MAY 31, 2015
- c) STATISTICAL REPORTS – MAY 2016
- d) DEPARTMENTAL MONTHLY REPORT – MAY 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) Update Furniture Drawings
 - b) Grand Opening of the Garden
10. **TEMPORARY PERSONNEL SUB-COMMITTEE REPORT (DISCUSSION)**
11. **OLD BUSINESS**
 - a) DISTRIBUTION OF THE DISTRICTS' ADOPTED OPERATING BUDGET BOOK, FY 2016/2017 **(DISCUSSION/ACTION)**
 - b) REVIEW OF SIGNAGE FOR WATER CONSERVATION GARDEN **(DISCUSSION / POSSIBLE ACTION)**
12. **NEW BUSINESS**
 - a) PRESENTATION OF ELLINE LIPKIN, ALTADENA LIBRARY POET LAUREATE AND PRESENTATION BY PAULI DUTTON OF THE ANNUAL POETRY REVIEW
 - b) PRESENTATION BY CARLENE CHIU, BOB LUCAS BRANCH MANAGER
 - c) REVIEW OF PROGRESS ON OPERATING PLAN FY 2016/17 **(DISCUSSION / INFORMATION)**
 - d) REVIEW OF GANN APPROPRIATION LIMIT FOR FY 2016/17 **(INFORMATION)**
 - e) REVIEW OF PROPOSALS FROM HR FIRMS **(DISCUSSION / POSSIBLE ACTION)**
 - f) REVIEW AND DISCUSSION OF DISTRICT EARTHQUAKE / DIC (DIFFERENCE IN CONDITIONS) POLICY OPTIONS FOR FY 2016/17 **(DISCUSSION / POSSIBLE ACTION)**
 - g) DISTRIBUTION OF ALTADENA LIBRARY DISTRICT SALARY SCHEDULE FOR FY 2016/17 **(DISCUSSION / INFORMATION)**
 - h) FREEDOM OF INFORMATION ACT / FOIA REQUEST FOR DOCUMENTS **(DISCUSSION / POSSIBLE ACTION)**
13. **CORRESPONDENCE & PRESS**
 - a) PRESS CLIPPINGS **(INFORMATION)**
14. **REPORTS OF SUPPORT GROUPS**
 - a) ALTADENA LIBRARY FOUNDATION
 - b) FRIENDS OF THE ALTADENA LIBRARY
15. **REPORTS OF TRUSTEES**
16. **AGENDA ITEMS FOR FUTURE AGENDAS**
This is an opportunity for Board members to request that items be placed on future agendas.
17. **ADJOURNMENT**
Recommended Action: There being no further business to come before the Board, the meeting is adjourned.