



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
July 22, 2013
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
Dale E. LaCasella,
David Tuck
Gwendolyn McMullins

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

None.

6. FINANCIAL REPORTS

- a) Altadena Library District for the month of June 2013
(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 JUNE 24, 2013.
 - b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR JUNE 2013
 - c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, CHILDREN’S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR JUNE 2013
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) DISTRIBUTION OF THE DISTRICT’S ADOPTED OPERATING BUDGET FY 2013/14 **(RECEIVE AND FILE)**
 - b) DISTRIBUTION OF APPROVED MASTER CALENDAR FOR BOARD OF LIBRARY TRUSTEES FY 2013/14 **(RECEIVE AND FILE)**
 - c) ADOPTION OF RESOLUTION NO. 201303 – A RESOLUTION OF THE GOVERNING BODY OF THE ALTADENA LIBRARY DISTRICT FOR THE ELECTION OF DIRECTOR TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) BOARD OF DIRECTORS, JULY 22, 2013 **(DISCUSSION/POSSIBLE ACTION)**
 - d) **REMINDER:** THE FIRST DAY TO FILE DECLARATIONS OF CANDIDACY FOR NOVEMBER 5, 2013 ELECTION IS JULY 15, 2013, AND THE LAST DAY IS AUGUST 9, 2013. DURING THIS PERIOD, CANDIDATES MAY FILE A CANDIDATE STATEMENT NOT TO EXCEED THE WORD LIMITATION PRESCRIBED BY THE DISTRICT GOVERNING BODY (200 OR 400 WORDS) FOR INCLUSION WITH THE OFFICIAL SAMPLE BALLOT. THE STATEMENT SHALL BE FILED NO LATER THAN THE LAST DAY TO FILE DECLARATIONS OF CANDIDACY. (E.C. § § 10540 AND 13307) **(INFORMATION)**
10. NEW BUSINESS
- a) STATEMENT OF AUDITING STANDARDS (SAS) NO. 114 **(RECEIVE AND FILE)**
 - b) REVIEW AND APPROVAL OF LIBRARY EVENT POLICY, EFFECTIVE AUGUST 1, 2013 **(DISCUSSION/POSSIBLE ACTION)**
 - c) APPROVAL OF TRUSTEES ATTENDANCE AT CALIFORNIA LIBRARY ASSOCIATION(CLA) CONFERENCE, LONG BEACH , CA NOVEMBER 3-5, 2013; EARLY BIRD REGISTRATION, AUGUST 30, 2013 **(DISCUSSION/POSSIBLE ACTION)**
 - d) LOS ANGELES COUNTY CHARGES FOR ALD ELECTIONS EXCEEDS CPI; OVERBILLING OF PRO-RATA COSTS FOR ALD ELECTIONS BY MORE THAN \$32,000 **(DISCUSSION/POSSIBLE ACTION)**
 - e) APPROVAL OF LETTER TO LA COUNTY SUPERVISOR, MICHAEL ANTONOVICH, 5TH DISTRICT REGARDING ALD BILLED ELECTION COSTS FOR 1993 TO 2007. SEE ATTACHED SPREADSHEET **(DISCUSSION/POSSIBLE ACTION)**
 - f) LOS ANGELES COUNTY COLLECTION OF ALD PARCEL TAX REVENUES AND PROPERTY TAXES **(DISCUSSION/POSSIBLE ACTION)**
 - g) REPORT ON EVERY DOOR DIRECT MAIL PROGRAM **(DISCUSSION POSSIBLE ACTION)**

11. CORRESPONDENCE

- a) LEGISLATIVE UPDATE: SENATE ELECTIONS COMMITTEE PASSES SCA 7 - WOLK
(INFORMATION/POSSIBLE ACTION)
- b) CERTIFICATION OF POPULATION FIGURES FOR 2013-14
(INFORMATION/POSSIBLE ACTION)
- c) EMAIL CORRESPONDENCE FROM MONICA HUBBARD RE: LIBRARIES AS PLACEMAKERS AND THINKING "OUTSIDE THE BOX" LIBRARIES INNOVATE TO CONNECT TO COMMUNITIES BY PROJECT FOR PUBLIC SPACES – SEE ATTACHED ARTICLE **(INFORMATION/POSSIBLE ACTION)**

12. REPORTS OF TRUSTEES

- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING. NEXT MEETING SCHEDULED FOR AUGUST 12, 2013, 7:00 P.M.
(INFORMATION)
- b) REPORT BY ART ON MILLIONAIRE'S ROW COMMITTEE. NEXT MEETING SCHEDULED FOR SEPTEMBER 10, 2013 6:30P **(INFORMATION)**

13. AGENDA ITEMS FOR FUTURE AGENDAS

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

14. **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) DIRECTOR'S ANNUAL PERFORMANCE EVALUATION **(DISCUSSION/ACTION)**

15. ADJOURNMENT OF CLOSED SESSION

16. RETURN TO REGULAR MEETING – REPORTABLE ITEMS FROM CLOSED SESSION

17. ADJOURNMENT

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