



# ALTADENA LIBRARY DISTRICT

**AGENDA**  
**Regular Meeting**  
Board of Library Trustees  
Altadena Library District  
Community Room – Main Library

**July 23, 2012**  
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  
(INFORMATION)

- (a) Library Page, Mirna Hajjali resigned her position effective June 15, 2012 and Mona Hajjali was hired to fill the vacant position effective June 18, 2012.
- (b) Robert Housely, Interim Finance Director is leaving position effective June 30, 2012.
- (c) Tina Wallin is leaving position as Finance Associate effective June 30, 2012, and assuming the position of Finance Director effective July 1, 2012

6. FINANCIAL REPORTS

- a) Altadena Library District for month of June 2012  
(DISCUSSION/POSSIBLE ACTION)

**Recommended Action:** The Board of Library Trustees hereby receives and files the Financial Reports.

7. CONSENT CALENDAR

## Board of Library Trustees Agenda

July 23, 2012

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 25, 2012
  - b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS
  - c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES
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 & CAPITAL IMPROVEMENT PROGRAM BUDGET FY 2012/13 **(RECEIVE AND FILE)**
  - b) DISTRIBUTION OF APPROVED MASTER CALENDAR FOR BOARD OF LIBRARY TRUSTEES FY 2012/13 **(RECEIVE AND FILE)**
  - c) REVIEW OF FEASIBILITY STUDY CONDUCTED BY DMA ASSOCIATES, FOR MAIN LIBRARY RENOVATION AND EXPANSION PROJECT **(DISCUSSION/ACTION)**
  - d) REVIEW AND ADOPTION OF RESOLUTION No. 20124 – TO ASK AUDITOR/CONTROLLER OF LOS ANGELES COUNTY TO PREPARE NEW TAX ROLL FOR ACCOUNT #57.12 ALTADENA LIBRARY DISTRICT TAX **(DISCUSSION/ACTION)**
10. NEW BUSINESS
- a) REPORT ON CALPERS PENSION SIDE-FUND **(DISCUSSION/ACTION)**
  - b) CONSIDERATION AND APPROVAL OF ITEMS FOR PURCHASE BY THE FRIENDS OF THE ALTADENA LIBRARY FOR FISCAL YEAR 2012/13, IN THE AMOUNT OF \$31,000 **(DISCUSSION/ACTION)**
  - c) NOMINATION AND APPOINTMENT OF LIAISON TO THE FRIENDS BOARD **(DISCUSSION/ACTION)**
  - d) ETHICS TRAINING FOR BOARD MEMBERS TO BE COMPLETED BY OCTOBER 1, 2012. TRAINING IS INTERNET ACCESSIBLE AT [www.fppc.ca.gov](http://www.fppc.ca.gov). **(INFORMATION)**
  - e) REPORT ON THE LIBRARY'S ACCEPTANCE AS A PARTICIPANT IN THE INDOOR MAPPING PROJECT WITH GOOGLE MAPS DOC. **(INFORMATION)**
11. CORRESPONDENCE
- a) GOVERNOR SIGNS BUDGET BILL – LEAVES \$4.7 MILLION IN PLACE FOR PUBLIC LIBRARIES **(INFORMATION)**

b) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING. NEXT MEETING SCHEDULED FOR AUGUST 13, 2012, 6 P.M. **(INFORMATION)**

c) OTHER

12. REPORTS OF TRUSTEES

a) REPORT OF ALTADENA LIBRARY FOUNDATION – CAPITAL CAMPAIGN FUNDRAISING **(INFORMATION)**

b) REPORT ON THE ART ON MILLIONAIRE'S ROW COMMITTEE-**(INFORMATION)**

c) OTHER

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.