



**AGENDA**

**Regular Meeting**

Board of Library Trustees  
Altadena Library District  
Community Room – Main Library  
**August 25, 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  
David Tuck  
Gwendolyn McMullins  
Meredith McKenzie, Secretary

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

Termination of Amber Mullins, Accounts Payable Library Associate effective July 2, 2014  
Appointment of Pora Custodia, Accounts Payable Library Associate effective July 21, 2014

6. FINANCIAL REPORTS

- a) Altadena Library District for the month of July 2014  
**(DISCUSSION/POSSIBLE ACTION)**
- b) Friends of the Altadena Library Final Report for FY 2013-14  
**(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 JULY 28, 2014
  - b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR JULY 2014
  - c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, YOUTH SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR JULY 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
10. NEW BUSINESS
- a) 2014 ADULT, CHILDREN AND TEEN and SUMMER READING CLUB FINAL REPORT **(INFORMATION)**
  - b) REPORT ON RECRUITMENT COMMITTEE FOR NEW DISTRICT DIRECTOR (MEREDITH MCKENZIE) **(DISCUSSION/POSSIBLE ACTION)**
  - c) MEASURE LETTER DESIGNATION & APPROVAL OF ENCLOSURE PROOFS FOR THE NOVEMBER 4, 2014 GENERAL ELECTION **(DISCUSSION/POSSIBLE ACTION)**
  - d) @ALTADENA NEWSLETTER MAILING UPDATE **(INFORMATION)**
11. CORRESPONDENCE
- a) CERTIFICATION OF POPULATION FIGURES FOR 2014-15 **(INFORMATION/POSSIBLE ACTION)**
  - b) NOTICE OF CONGRESSWOMAN JUDY CHU'S ANNUAL JOB HUNTERS BOOT CAMP **(INFORMATION)**
  - c) CLLS' 30<sup>TH</sup> ANNIVERSARY PROCLAMATION OF SEPTEMBER AS LITERACY AWARENESS MONTH **(INFORMATION)**
  - d) CLA LEGISLATIVE UPDATE - SENATE RULES COMMITTEE CONFIRMS GREG LUCAS AS STATE LIBRARIAN **(INFORMATION)**
12. REPORTS OF TRUSTEES
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.