



ALTADENA LIBRARY DISTRICT

Honoring the past, cultivating the present, empowering the future

Minutes

Regular Meeting

Board of Library Trustees
Altadena Library District
Community Room – Main Library

August 26, 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 at 5:02 p.m.

2. ROLL CALL:

Present: David Datz, President
Thomas Hubbard, Secretary
Dale E. LaCasella (excused absence)
David Tuck
Gwendolyn McMullins

Staff: Barbara J. Pearson, District Director
Tina Wallin, Finance Director
Laureen McCoy
Cassandra Stearns

Guests: Linda Bates
Mary Landau, CTLA
Lucinda Haagenson, CTLA

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).

It was moved (Hubbard) Second (McMullins) to adopt the Agenda.

ADOPTED

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 July 2013 (**DISCUSSION/POSSIBLE ACTION**)

Recommended action: That the Board of Library Trustees approve the July 2013 Financial Reports.

PASSED

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 22, 2013.
- b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR JULY 2013
- c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR JULY 2013

It was Moved (McMullins), Second (Hubbard) to Adopt the Consent Calendar

PASSED

- 8. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR
Items removed from the Consent Calendar will be discussed individually at this time.

NONE

- 9. OLD BUSINESS

- a) APPROVAL OF REVISED LETTER REGARDING ALD ELECTION COSTS FROM ALD BOARD OF LIBRARY TRUSTEES TO MICHAEL ANTONOVICH, SUPERVISOR, FIFTH DISTRICT, LOS ANGELES COUNTY BOARD OF SUPERVISORS, DATED AUGUST 26, 2013, **(DISCUSSION/POSSIBLE ACTION)**

- 1. Copy of letter dated July 26, 2013 to Supervisor Michael Antonovich regarding ALD Billed Election Costs for 1993-2007
- 2. Revised letter dated August 26, 2013 to Supervisor Michael Antonovich regarding ALD Billed Election Costs

David Datz stated that the revised letter corrects the record to clearly state that elections were held in 1979 and 1981 not in 1993 and 1997

It was moved (Tuck) Second (Hubbard) to accept revised letter dated August 26, 2013 to Supervisor Michael Antonovich

PASSED

- b) REPORT ON PROPERTY TAX **(RECEIVE AND FILE)**

Tina reported by on whether or not we were earning 1% and yes we are earning the 1% if not more and found our tax rate area online. For FY 2011-12 we were earned 1.094%; an increase from the previous year and for FY 2012-13 1.099%. After pulling audited financial statements and financial reports, Tina stated she was able to verify that we earn slightly more than the 1% and anywhere from 1.5 and 1.7% each year.

It was moved (Tuck) Second (McMullins) to Receive and File report on Property Tax

PASSED

- c) COPY OF ELECTION NOTICE FOR ALL QUALIFIED VOTERS IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA THAT AN ELECTION WILL BE HELD ON TUESDAY

NOVEMBER 5, 2013 FOR THE PUPOSE OF ELECTING OFFICERS TO THE DISTRICTS NOTED.
(INFORMATION)

10. NEW BUSINESS

- a) REVIEW AND APPROVAL OF REQUEST FROM CHRISTMAS TREE LANE ASSOCIATION TO USE LIBRARY PARKING LOT ON SATURDAY, DECEMBER 14, 2013 FOR THEIR CHRISTMAS TREE LIGHTING CEREMONY AND WINTER FESTIVAL **(DISCUSSION/POSSIBLE ACTION)**

Lucinda Hagenson stated that CTLA has not made a profit on their event, but they would like to still pay the library and would like to propose a flat fee payment of \$300

David Datz suggested that the terms and conditions of the contract with CTLA read that CTLA will donate \$300 to the Friends of the Library.

It was moved (Hubbard) Second (McMullins) to accept the Agreement with CTLA as amended

PASSED

- b) 2013 CHILDREN AND TEEN SUMMER READING CLUB FINAL REPORT **(RECEIVE AND FILE)**

Cassandra Stearns reported that it was another successful year; registration was up a bit from last year. We had a variety of programs and gave away a grand prize to Raging Waters. Everyone had a great time; everyone read lots of books and the bookmark contest was a big success.

- c) APPROVAL OF ALTADENA LIBRARY DISTRICT ANNUAL REPORT TO THE PUBLIC, FY 2012/13 **(DISCUSSION/POSSIBLE ACTION)**

It was moved (McMullins) Second (Hubbard) to approve the Annual Report with two changes

PASSED

- d) APPROVAL OF LETTER OF OPPOSITION TO SENATE BILL 594 FROM THE ALTADENA LIBRARY BOARD OF LIBRARY TRUSTEES TO SENATOR JERRY HILL DATED 8/26/2013 **(DISCUSSION/POSSIBLE ACTION)**

It was moved (Hubbard) Second (McMullins) to approve and send letter of opposition to Senate Bill 594 to Senator Hill.

PASSED

- e) LETTER DATED 8/20/13 TO THE ALTADENA TOWN COUNCIL REGARDING HEAD-IN PARKING ON MARIPOSA **(INFORMATION)**

11. CORRESPONDENCE

- a) LEGISLATIVE UPDATE: LEGISLATURE RETURNS FROM RECESS **(INFORMATION)**
- b) LEAGUE OF WOMEN VOTERS, PASADENA AREA, INVITATION TO HOST CANDIDATE FORUMS **(DISCUSSION/POSSIBLE ACTION)**
- c) COPY OF CORRESPONDENCE TO MARGARET DONNELLAN TODD, COUNTY LIBRARIAN, LOS ANGELES COUNTY PUBLIC LIBRARY FROM SUPERVISOR MICHAEL ATONOVICH REGARDING THE ALTADENA LIBRARY DISTRICT

12. REPORTS OF TRUSTEES

- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING. NEXT MEETING SCHEDULED FOR SEPTEMBER 9, 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. ADJOURNMENT

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

It was moved (McMullins) Second (Hubbard) to Adjourn at 5:52p