



**AGENDA**

**Regular Meeting**

Board of Library Trustees  
Altadena Library District  
Community Room – Main Library  
**September 23, 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

1. **Leanne Norden, Library Page in Youth Services will be going to college and has resigned effective August 15, 2013 and Joanne McCole was hired as her replacement effective August 15, 2013.**

2. **Ashley Rosenberg, Librarian 1 in Youth Services resigned, effective 8/15/2013 and Jeffrey Whalen was hired as a Temp Part-time YA Librarian.**

3. **Employee recognition for Outstanding Service as Passport Facility Services Agents.**

**Kathy Lancaster  
Melloney Collier  
Antonia Aguilar  
Ly Ear  
Deborah Gueringer  
Victoria Escobar**

6. FINANCIAL REPORTS

- a) Altadena Library District for the month of August 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 AUGUST 26, 2013.
  - b) STATISTICAL REPORTS – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, COLLECTIONS, BRANCH STATISTICS FOR AUGUST 2013
  - c) DEPARTMENTAL MONTHLY REPORTS – ADULT SERVICES, CHILDREN'S SERVICES, CIRCULATION, TECHNICAL SERVICES, BRANCH SERVICES FOR AUGUST 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) APPROVAL OF ALTADENA LIBRARY DISTRICT'S PARTICIPATION IN JUMPSTART'S READ FOR THE RECORD CAMPAIGN ON OCTOBER 3, 2013. THIS YEAR'S BOOK IS *OTIS* BY LOREN LONG.  
**(DISCUSSION POSSIBLE ACTION)**
  - (b) REPORT ON MEETING WITH RICHARD MOON, MEMBER ALTADENA TOWN COUNCIL, CENSUS TRACT 4611 REGARDING ALTADENA LIBRARY DISTRICT HEAD-IN PARKING ON MARIPOSA STREET – DATZ AND LA CASELLA **(DISCUSSION POSSIBLE ACTION)**
10. **NEW BUSINESS**
- (a) OVERVIEW OF PARCEL TAX CAMPAIGN BY FRIENDS OF THE LIBRARY – PARCEL TAX CONSULTANT WENDY SOLTES **(INFORMATION)**
  - (b) REVIEW AND AUTHORIZE THE USE OF \$6500 FROM ABX1 26 REDEVELOPMENT REVENUE AND APPROVE THE PURCHASE OF INNOVATIVE INTERFACES, INC. ECOMMERCE SYSTEM TO ENABLE THE ONLINE PAYMENT OF MATERIALS FINES AND FEES; AND APPROVE AN ALTADENA LIBRARY DISTRICT REVISED FINES AND FEES SCHEDULE, EFFECTIVE JANUARY 1, 2014 INCLUDING AN ADDITIONAL \$1.00 FEE PER E-COMMERCE TRANSACTION TO DEFRAY THE LIBRARY'S COSTS FOR THIS SERVICE **(DISCUSSION POSSIBLE ACTION)**

- (c) ADOPTION OF RESOLUTION NO. 201303 OF THE GOVERNING BODY OF THE ALTADENA LIBRARY DISTRICT AUTHORIZING A DELEGATE TO VOTE ON BEHALF OF THE DISTRICT, AT THE LAFCO SPECIAL DISTRICT'S SELECTION MEETING ON MONDAY OCTOBER 7, 2013  
**(DISCUSSION/POSSIBLE ACTION)**

11. CORRESPONDENCE

- a) LETTER FROM SDRMA REGARDING NO PAID WORKERS' COMPENSATION CLAIMS IN 2012-13 **(INFORMATION)**
- b) LETTER FROM SDRMA REGARDING NO PAID PROPERTY/LIABILITY CLAIMS IN 2012-13 **(INFORMATION)**
- c) LEGISLATIVE UPDATE: LEGISLATURE CONCLUDES 2013 SESSION **(INFORMATION)**

12. REPORTS OF TRUSTEES

- a) REPORT BY ALTADENA LIBRARY FOUNDATION ON CAPITAL CAMPAIGN FUNDRAISING. NEXT MEETING SCHEDULED FOR OCTOBER 14, 2013, 7:00 P.M. **(INFORMATION)**
- b) REPORT BY ART ON MILLIONAIRE'S ROW COMMITTEE. NEXT MEETING SCHEDULED FOR OCTOBER 8, 2013 7:30P **(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.