



Honoring the past, cultivating the present, empowering the future

AGENDA

Regular Meeting

Board of Library Trustees – Altadena Library District

Community Room – Main Library

October 24, 2016 – 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 Administration 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 Tuck
Gwendolyn McMullins
Adalila Zelada-Garcia, Secretary
John McDonald
Ira Bershatsky

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
HIRES/PROMOTIONS:**

Resignation of Cassandra Stearns, Senior Librarian Children's Services, on 9/10/2016
Hiring of Estella Terrazas, Collection Development Manager, on 9/12/2016
Hiring of Kylynn Chaney, Temporary Administrative Assistant, on 9/26/2016

6. **FINANCIAL REPORTS**

a) Financial reports for September 2016 (**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 October 4, 2016
- b) Approval of minutes – Special meeting held October 5, 2016
- c) Statistical Reports – September 2016
- d) Departmental Monthly Report – September 2016

8. **CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR**
Items removed from the Consent Calendar will be discussed individually at this time.
9. **DIRECTOR'S REPORT**
 - a) Facilities Update – Facilities Committee
 - b) Human Resources Outsourcing Update (Progress)
 - c) Professional Development Day – Report of Exit Survey Results
 - d) Community Conversations - Update
10. **OLD BUSINESS**
 - a) Approval of Final Operating Plan FY 2016/17 (**DISCUSSION / POSSIBLE ACTION**)
11. **NEW BUSINESS**
 - a) Presentation of Suggested Use of HUD Funds (**DISCUSSION/ POSSIBLE ACTION**)
 - b) Approval of LACCD Master Agreement Contract to Purchase Library Book stacks
 - c) Review of Project Management Proposal (**DISCUSSION/ POSSIBLE ACTION**)
 - d) Board of Library Trustees Meetings Calendar for 2017 (**DISCUSSION/ POSSIBLE ACTION**)
 - e) Holidays and Closures for 2017 (**DISCUSSION/ POSSIBLE ACTION**)
12. **ELECTION OF OFFICERS BY BALLOT (DISCUSSION / ACTION)**
13. **CORRESPONDENCE & PRESS**
 - a) Press Clippings (**INFORMATION**)
14. **REPORTS OF SUPPORT GROUPS**
 - a) Altadena Library Foundation
 - b) Friends of the Altadena Library
15. **REPORTS OF TRUSTEES**
16. **CLOSED SESSION**

The Board of Trustees will recess into closed session pursuant to the Ralph M. Brown Act (Government Code Section 54956.9) for conference with legal counsel – anticipated litigation Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Two separate potential legal cases involving employment claims of two employees where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency.

17. **RECESS BACK INTO OPEN SESSION**
18. **PUBLIC REPORT OF ANY REPORTABLE ACTION FROM CLOSED SESSION.**
19. **AGENDA ITEMS FOR FUTURE AGENDAS**
This is an opportunity for Board members to request that items be placed on future agendas.
20. **ADJOURNMENT**
Recommended Action: There being no further business to come before the Board, the meeting is adjourned.



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Minutes

Rescheduled Regular Meeting

Board of Library Trustees – Altadena Library District

Community Room – Main Library

October 4, 2016 – 5:04 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 Administration 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 Tuck -Absent

Gwendolyn McMullins - Present

Adalila Zelada-Garcia, Secretary - Present

John McDonald- Present

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.

Moved by McMullins, Seconded by McDonald. Adopted

4. **PRESENTATION OF RECOGNITION GIFT TO TRUSTEE MCKENZIE**

Trustee Zelada-Garcia presented Meredith McKenzie with a painting of the Library and thanked her for her years of service to the Library.

5. **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.

Lynn Griffith – a 40 year resident of Altadena, expressed that she is ‘thrilled’ about the changes taking place at the Library, she mentioned that she appreciates better and more efficient use of the space in the Library, the opportunity to self-checkout materials, and that she enjoys the conservation garden and second Saturday events. She is excited for the upcoming ‘Community Conversations’ and believes that the Library should serve as a center for the Community.

6. **PERSONNEL APPOINTMENTS / RESIGNATIONS / TERMINATIONS / TRANSFERS**

HIRES/PROMOTIONS:

Carrie Wilson, Teen Librarian, resigned 8/25/2016

Edward William, Literacy Coordinator, resigned 8/26/2016

Andrea Banuelos, Library Clerk, resigned 8/31/2016

Kiri Lahey, Library Page, resigned 8/31/2016

Kelly Ray, Library Clerk I, temporary part-time hired on 8/29/2016

Finance Director Wallin reported the personnel appointments and resignations. Trustee Zelada-Garcia asked whether staff participated in exit interviews, Director Kittay reported that HR Network conducted exit interviews. Trustee McMullins asked which of the employees who resigned had the longest tenure, and Finance Director Wallin confirmed that it was either Carrie or Kiri who had been with the Library the longest.

7. **FINANCIAL REPORTS**

- a) Financial reports for Year End 2015/2016 (**DISCUSSION/POSSIBLE ACTION**)
- b) Financial reports for July 2016 (**DISCUSSION/POSSIBLE ACTION**)
- c) Financial reports for August 2016 (**DISCUSSION/POSSIBLE ACTION**)

Finance Director Wallin reported that the reports were unaudited reports and that the audited reports would be received in November 2016.

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

8. **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 22, 2016
- b) Statistical Reports – August 2016
- c) Departmental Monthly Report – August 2016

Moved by McDonald, Seconded by McMullins, Approved.

9. **CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR**

Items removed from the Consent Calendar will be discussed individually at this time.

10. **DIRECTOR'S REPORT**

- a) Facilities Update
- b) Human Resources Outsourcing Update (Progress)
- c) Professional Development Day
- d) Community Conversations
- e) Board Training from the California Special Districts Association (Kylynn Chaney)
 - **Director Kittay provided a facilities update, mentioning a complimentary visit from A.R.C.H. and discussing a facilities assessment and review of systems to guide decisions to forecast expenditures for the next 10 years, And the cost of maintaining facilities. She mentioned that the Library is currently looking at the HUD grant monies and the best way to use the funds before expiration in September of 2017. She mentioned that HUD will be reimbursing for some of the work that the Library has already done. She also mentioned that the outside of the Collection Development office was cleaned up, shelving was removed and that the Friends of the Library has been provided with extra space on the lower level of the Library. She asked for suggestions regarding the trees surrounding the property and Trustee Zelada-Garcia suggested possibly contacting the Tree People, a non-profit organization. She also mentioned that there was a benefactor donation to the Library to restore the 'Lady' statue in the reading court.**
 - **For the Human Resources update, Director Kittay mentioned that a Teen Librarian and Page have been hired. She also mentioned that Leadership has been meeting and discussing with staff the best possible use of staff space as it relates to the needs of the public. Director Kittay mentioned that HR Network will be attending the monthly 'all-staff' meetings and is currently reviewing and updating the operating procedure and staff manuals.**
 - **Director Kittay provided an overview of the upcoming Professional Development Day, mentioning that the Library was going to have guest speaker Miguel Figueroa from ALA attend, and invited the Trustees to attend as well to hear Miguel discuss the future of Libraries in the 21st century.**
 - **Director Kittay provided an introduction to the Community Conversations Project in which the Library would host Community Conversations using the Harwood Institute & Libraries Transforming Communities Method. She mentioned that this would help the district with decision making, future planning and future partnerships as well as funding. Brian Biery will be the consultant on the project, and Mindy and Brain will be attending the Harwood training in October. She mentioned that Pasadena Public Library is also conducting this program, and that there might be an opportunity for partnerships with Pasadena as well.**
 - **Director Kittay mentioned that the Library would have to make adjustments to the Library budget due to the Friends of the Library yearly donation going from approximately \$40,000 to \$20,000, in part due to legal and accounting fees in their effort to regain their non-profit status back.**

- **Administrative Assistant Kylynn Chaney presented a list of upcoming training programs offered by the California Special Districts Association, which include conferences and webinars to assist Library staff and Library Board of Trustees members.**
- **Director Kittay Presented a power-point presentation for the 2016-2017 operating plan which highlighted the goals that staff agreed upon and the progress that has been made so far.**

11. **OLD BUSINESS**

a) Review of Final Operating Plan FY 2016/17 (**DISCUSSION / INFORMATION**)
Trustee McDonald made a motion to defer this item to the October Board Meeting, which was seconded by Trustee McMullins.

12. **NEW BUSINESS**

a) Presentation of Job Description for Librarian II (Teen Librarian) and Librarian II (Children and Family Services Librarian) (**INFORMATION/POSSIBLE ACTION**)
Trustee McDonald made a motion that the job descriptions be approved, with the note that they be reviewed for the exempt/non-exempt status by HR Network and be modified as needed, if necessary.
Moved by McDonald, Seconded by McMullins, Approved.

b) Board Member Interviews (**INFORMATION/POSSIBLE ACTION**)

- Rene Amy
- Ira Bershatsky
- Cynthia Carmona
- Roger Fennell
- Evan Hilgemann
- ~~Lorraine Kiewiet~~
- Stephan Taylor
- Armando Zambrano

Trustees McMullins, Zelada-Garcia, and McDonald conducted six interviews, and voted by ballot to choose the new Trustee. Ira Bershatsky was selected to be the new member of the Library Board of Trustees.

Trustee McDonald reported that the District do some research as to whether or not the Board can select an 'alternate' Trustee that could sit in on the Board for Board Members who were not able to attend select Board Meetings.

It was decided that Ira would be sworn in during the next meeting.

13. **ELECTION OF OFFICERS BY BALLOT (DISCUSSION / ACTION)**

It was moved by McDonald and seconded by McMullins to defer this item to the October Board Meeting.

14. **CORRESPONDENCE & PRESS**

- a) Press Clippings (**INFORMATION**)
- b) Card from California State Librarian Greg Lucas
- c) President's Special Acknowledgement Award – Special District Risk Management Authority

15. **REPORTS OF SUPPORT GROUPS**

- a) Altadena Library Foundation **None**
- b) Friends of the Altadena Library
Ira reported the eagle scout that built the shelving for the Library provided a refund check to the friends for funds that he did not use for the Project.

16. **REPORTS OF TRUSTEES**

Trustee McMullins reported that she attended the open house at the Branch and she mentioned that Mindy has been working very hard at the Library and that the changes and improvements are very noticeable, and thanked the staff for all their hard work.

Trustee McDonald reported that he attended the special all-staff meeting in September to answer staff questions regarding the Personnel sub-committee.

17. **AGENDA ITEMS FOR FUTURE AGENDAS**

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

Review of Final Operating Plan for FY 2016/17

Possible appointment of alternate Library Board of Trustees Member

Election of Officers by Ballot

21. **ADJOURNMENT**
Recommended Action: There being no further business to come before the Board, the meeting is adjourned.
Meeting adjourned at 7:13pm



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MINUTES

Special Meeting

Board of Library Trustees – Altadena Library District

Community Room – Main Library

October 5, 2016 – 5:30 p.m.

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1. **CALL TO ORDER**

2. **ROLL CALL:**

David Tuck (Absent)
Gwendolyn McMullins
Adalila Zelada-Garcia, Secretary
John McDonald

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. **Swearing in of New Board Member Ira Bershatsky**

6. **CLOSED SESSION**

The Board of Trustees will recess into closed session pursuant to the Ralph M. Brown Act (Government Code Section 54956.9) for conference with legal counsel – anticipated litigation Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Two separate potential legal cases involving employment claims of two employees where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency.

The Board went into closed executive session at 5:35pm. The Board adjourned from executive closed session at 6:45pm.

7. **RECESS BACK INTO OPEN SESSION**

8. **PUBLIC REPORT OF ANY REPORTABLE ACTION FROM CLOSED SESSION.**

John McDonald made a motion to authorize legal counsel to issue a rejection letter for a claim/demand. Gwen McMullins seconded the motion. Approved.

9. **ADJOURNMENT**

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

Moved by John McDonald, Seconded by Ira Bershatsky, Adjourned at 6:50pm

Statistics for FY 2016/17													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Circulation - Main*													
FY15/16	17,903	16,499	16,371	17,671	16,623	15,024	16,073	16,335	17,705	16,435	15,519	17,498	50,773
FY16/17	17,367	17,252	16,008										50,627
% Change	-3%	5%	-2%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	0%
Self-Check													
	4175	4142	3679							2,296	2535	4,040	
Circulation - Branch													
FY15/16	1,281	933	955	994	939	942	999	995	1,106	1,059	1103	1,112	3,169
FY16/17	1,291	1,182	1,166										3,639
% Change	1%	27%	22%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	15%
TOTALS													
FY 15/16	19,184	17,432	17,326	18,665	17,562	15,966	17,072	17,330	18,811	17,494	16,622	18,610	53,942
FY 16/17	18,658	18,434	17,174	0	0	0	0	0	0	0	0	0	54,266
% Change	-3%	6%	-1%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	1%
Visitors - Main													
OLD COUNTER DOUBLED ITS NUMBERS!													
FY15/16	14,500	9,568	8,947	13,670	9,725	9,119	9,660	12,022	11,362	14,406	16,626	16,126	33,015
FY16/17	14,895	14,372	13,159										42,426
% Change	3%	50%	47%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	29%
Visitors - Branch													
FY15/16	4,028	3,460	4,253	3,927	3,300	3,541	3,313	3,377	3,925	3,397	3,537	3,531	11,741
FY16/17	3,383	3,589	4,062										11,034
% Change	-16%	4%	-4%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-6%
TOTAL VISITORS													
	18,278	17,961	17,221	-	-	-	-	-	-	-	-	-	53,460
Days Open - Main													
FY15/16	26	26	25	27	22	24	24	24	27	26	25	26	77
FY16/17	25	27	25										77
% Change	-4%	4%	0%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	0%
Days Open - Branch													
FY15/16	23	21	21	21	18	21	19	20	23	21	21	22	65
FY16/17	20	23	21										64
% Change	-13%	10%	0%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-2%
Registrations - Main													
FY15/16	208	189	191	188	141	126	161	140	177	164	187	274	588
FY16/17	223	202	234										659
% Change	7%	7%	23%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	12%
Registration - Branch													
FY15/16	18	20	23	19	13	16	6	18	17	26	33	19	61
FY16/17	17	27	27										71
% Change	-6%	35%	17%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	16%
Registration - Total													
FY15/16	226	209	214	207	154	142	167	158	194	190	220	293	649
FY16/17	240	229	261	0	0	0	0	0	0	0	0	0	730
% Change	6%	10%	22%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	12%
Reserves - Main													
FY15/16	175	224	187	238	248	201	221	234	274	389	330	375	586
FY16/17	312	316	396										1,024
% Change	78%	41%	112%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	75%
ILL Lent (Main)													
FY15/16	32	39	40	51	35	42	46	48	46	42	48	48	111
FY16/17	48	10	40										98
% Change	50%	-74%	0%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-12%
ILL Borrowed (Main)													
FY15/16	28	22	32	25	28	15	27	19	28	22	23	23	82
FY16/17	24	23	42										89
% Change	-14%	5%	31%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	9%
Inter Library Loan - Branch													
FY15/16	5	0	3	8	6		6	7	4	5	7	7	8
FY16/17	5	1	5										11
% Change	0%		67%	-100%	-100%		-100%	-100%	-100%	-100%	-100%	-100%	38%

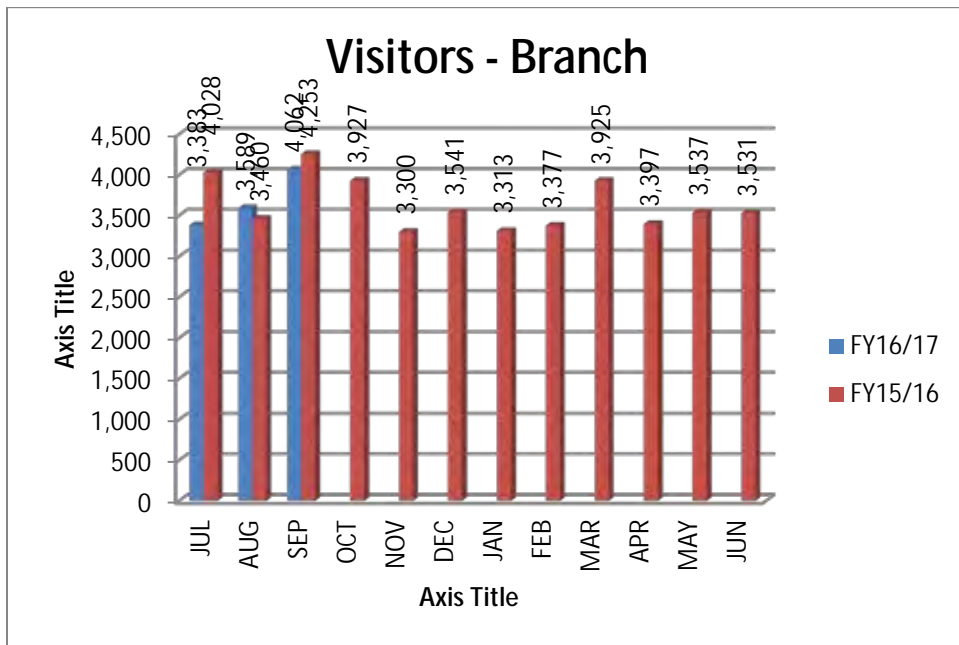
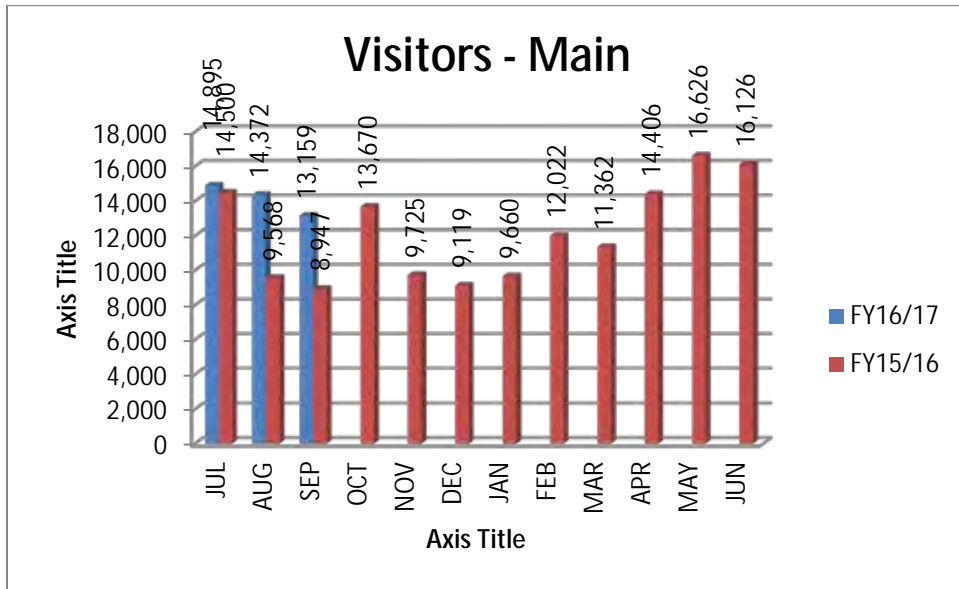
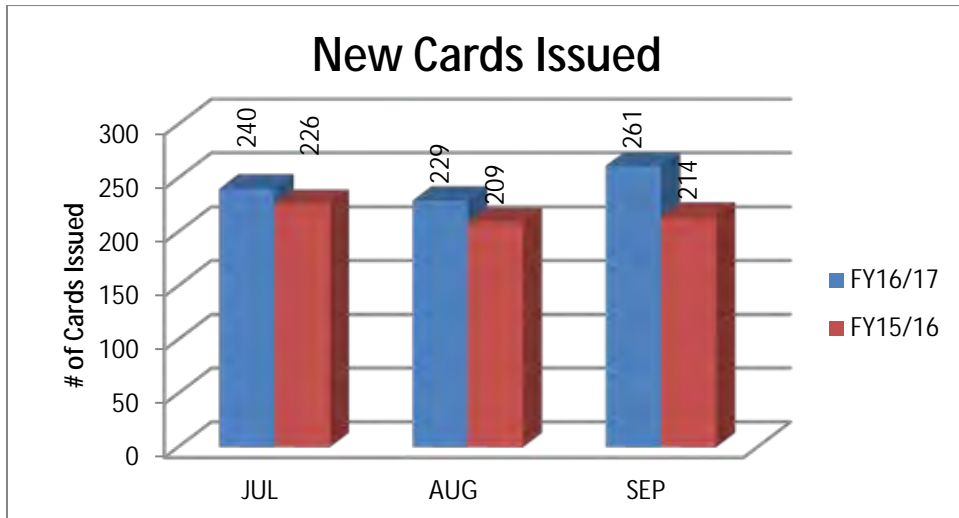
	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>TOTAL</u>
Community Room Events (Non-Library)													
FY15/16	8	11	14	11	9	6	6	9	8	5	8	9	33
FY16/17	6	10	7										23
% Change	-25%	-9%	-50%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-30%
Community Room Attendance (Non-Library)													
FY15/16	67	85	197	178	226	48	102	132	77	70	139	119	349
FY16/17	75	134	81										290
% Change	12%	58%	-59%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-17%
Adult Reference Questions													
FY15/16	475	430	287	260	212	195	104	196	210	130	158	145	1,192
FY16/17	114	119	107										340
% Change	-76%	-72%	-63%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-71%
Children's Services Reference Questions													
FY15/16	1052	567	569	611	446	422	582	601	735	679	550	917	2,188
FY16/17	749	568	548										1,865
% Change	-29%	0%	-4%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-15%
Branch Services Reference Questions													
FY15/16	75	66	88	74	57	67	52	63	81	68	67	41	229
FY16/17	58	74	61										193
% Change	-23%	12%	-31%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-16%
Adult Public Computer Usage													
FY15/16	2,313	2,167	1,979	2,218	1,703	576	1,779	1,803	2,003	1,585	1,900	1,915	6,459
FY16/17	2,213	2,221	3,928										8,362
% Change	-4%	2%	98%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	29%
Children's Services Public Computer Usage													
FY15/16	605	671	549	306	467	236	141	234	488	520	488	829	1,825
FY16/17	742	840	555										2,137
% Change	23%	25%	1%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	17%
Branch Services Public Computer Usage													
FY15/16	729	681	726	801	608	662	544	541	652	621	751	775	2,136
FY16/17	627	763	883										2,273
% Change	-14%	12%	22%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	6%
Main PC Usage Wireless													
FY15/16	2,658	2,760	2,841	2,976	2,751	2,765	2,873	3,257	3,725	4,004	5,376	4,939	8,259
FY16/17	4,888	5,023	4,918										14,829
%Change	84%	82%	73%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	80%
Branch PC Usage Wireless													
FY15/16	1,297	1,252	1,401	1,441	1,341	1,461	1,295	1,385	1,186	1,373	1,452	1,394	3,950
FY16/17	1,146	1,178	1,145										3,469
% Change	-12%	-6%	-18%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-12%

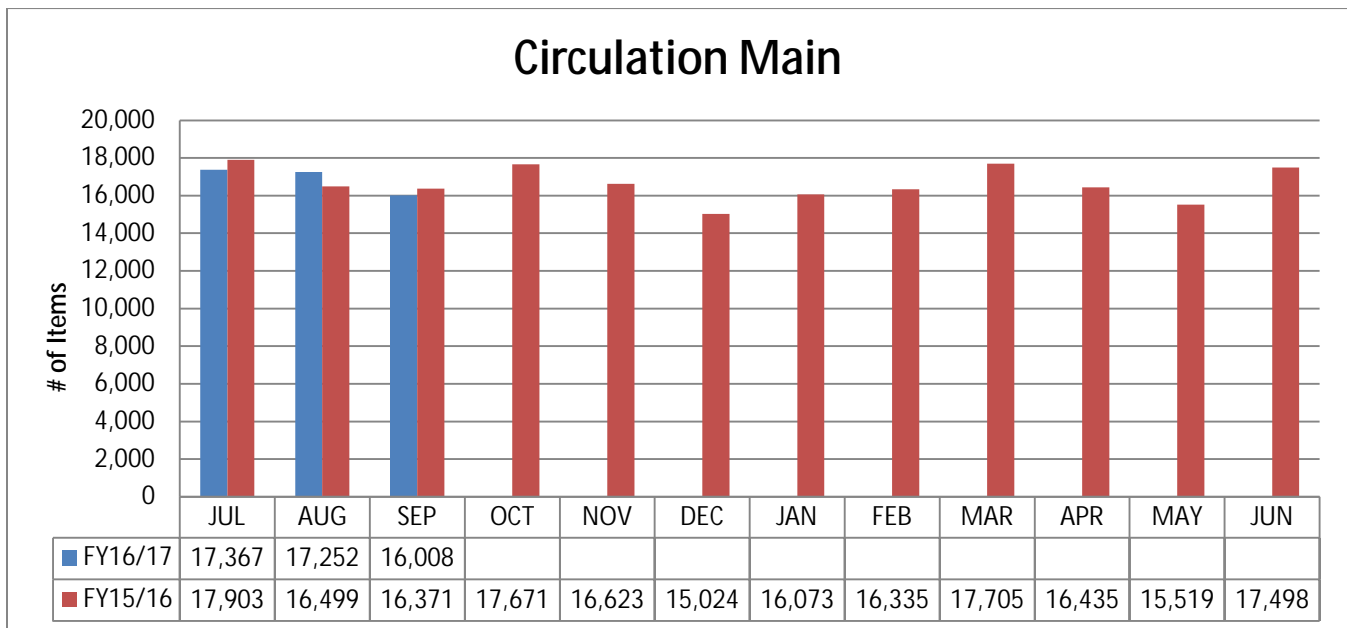
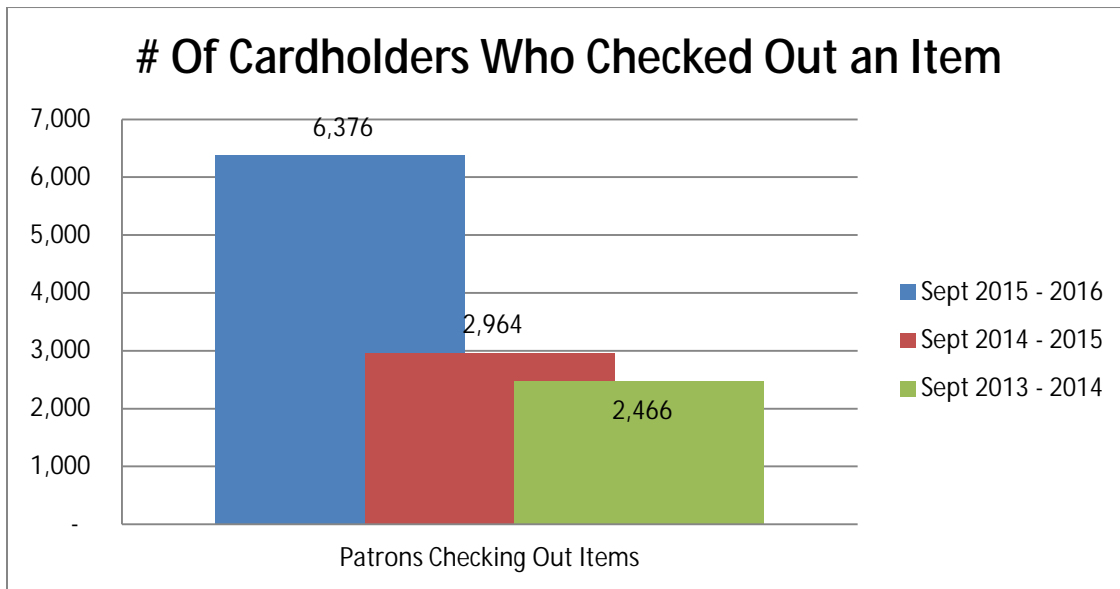
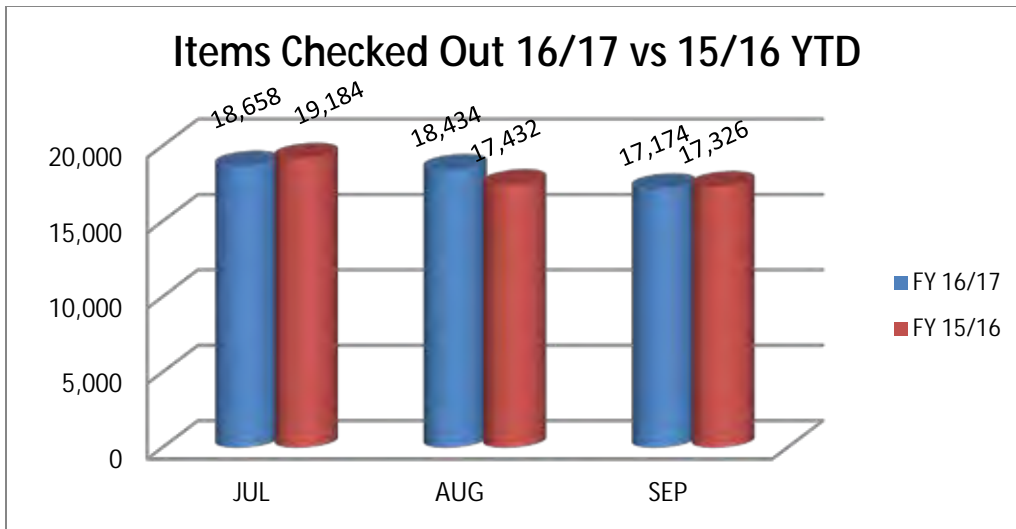
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Adult/YA Total Items Owned													
FY15/16	129,494	118,169	108,800	107,990	108,761	109,840	110,206	109,888	108,615	108,071	108,293	108,577	
FY16/17	109,140	109,751	111,139										
% Change	-16%	-7%	2%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%
Adult/YA Total Items Added													
FY15/16	1227	756	966	700	774	837	447	879	917	761	671	962	2,949
FY16/17	499	699	853										2,051
% Change	-59%	-8%	-12%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-30%
Children's Total Items Owned													
FY15/16	32,197	30,965	31,209	31,466	31,437	31,628	31,732	31,749	31,992	32,123	32,187	32,237	
FY16/17	32,516	32,648	32,889										
% Change	1%	5%	5%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%
Children's Total Items Added													
FY15/16	335	72	525	283	109	413	221	71	295	111	178	180	932
FY16/17	330	86	218										634
% Change	-1%	19%	-58%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-32%
Branch Services Collection Owned													
FY15/16	18,861	18,523	18,613	18,724	18,859	18,959	19,018	19,256	19,208	19,446	19,321	19,282	
FY16/17	19,570	20,004	20,272										
% Change	4%	8%	9%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%
Branch Services Items Added													
FY15/16	168	100	114	85	80	50	37	98	74	95	59	142	382
FY16/17	115	295	116										526
% Change	-32%	195%	2%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	38%
Adult Programs													
FY15/16	5	2	2	10	5	2	2	7	7	8	4	9	9
FY16/17	5	5	8										18
% Change	0%	150%	300%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	100%
Adult Programs - Attendance													
FY15/16	176	104	33	390	514	145	128	275	235	392	943	469	313
FY16/17	141	115	151										407
% Change	-20%	11%	358%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	30%
Young Adult Programs													
FY15/16	7	1	6	9	6	2	4	3	3	6	5	12	14
FY16/17	10	1	1										12
% Change	43%	0%	-83%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-14%
Young Adult Program Attendance													
FY15/16	152	13	136	117	65	45	109	41	58	85	65	192	301
FY16/17	162	5	4										171
% Change	7%	-62%	-97%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-43%
Children's Services Programs Offered													
FY15/16	21	8	17	23	19	12	14	17	25	23	15	18	46
FY16/17	18	1	19										38
% Change	-14%	-88%	12%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-17%
Children's Services Program Attendance													
FY15/16	1,097	418	527	781	401	389	428	472	554	507	368	820	2,042
FY16/17	740	5	475										1,220
% Change	-33%	-99%	-10%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-40%
Branch Services Programs Offered													
FY15/16	8	2	2	2	2	3	2	2	2	2	2	4	12
FY16/17	5	0	0										5
% Change	-38%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-58%
Branch Services Program Attendance													
FY15/16	205	32	44	35	40	54	52	44	42	33	26	209	281
FY16/17	142	0	0										142
% Change	-31%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-49%

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Children's Services Class Visits													
FY15/16	12	9	12	12	11	7	10	9	8	10	11	11	33
FY16/17	10	8	7										25
% Change	-17%	-11%	-42%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-24%
Children's Services Classroom Visits Attendance													
FY15/16	235	145	206	193	166	117	131	201	12	151	210	210	586
FY16/17	158	104	109										371
% Change	-33%	-28%	-47%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-37%
Branch Services Class Visits													
FY15/16	0	0	0	0	0	0	0	0	3	2	0	1	0
FY16/17	0	0	0	0	0	0	0	0	3	2	0	1	6
% Change			n/a						0%	0%		100%	
Branch Services Class Visits - Attendance													
FY15/16	0	0	0	0	0	0	0	0	78	56	0	20	0
FY16/17	0	0	0	0	0	0	0	0	78	56	0	20	154
% Change			n/a						0%	0%		0%	
Branch Services - Literacy Tutor Sessions Offered													
FY15/16	61	58	72	58	38	44	40	53	60	55	63	54	191
FY16/17	32	55	62										149
% Change	-48%	-5%	-14%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-22%
Branch Services Literacy Tutor Sessions Attendance													
FY15/16	204	176	210	185	147	138	98	133	219	200	192	164	590
FY16/17	126	140	202										468
% Change	-38%	-20%	-4%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-21%
Branch Services Literacy Tutor Hours offered													
FY15/16	78.75	91.75	100.75	52.5	51.25	38.75	44	80	82.75	81.5	89	57.75	271
FY16/17	27.5	27	75.5										130
% Change	-65%	-71%	-25%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-52%
Branch Services Literacy - Volunteer Hours													
FY15/16	83.75	95	20	7.5	20	15	12	15	12	8	6	12.75	199
FY16/17	11.25	30.5	21.5										63
% Change	-87%	-68%	8%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-68%
Adult Volunteers													
FY15/16	1	1	1	1	1	1	3	3	1	2	10	1	3
FY16/17	3	4	1										8
% Change	200%	300%	0%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	167%
Adult Volunteer Hours													
FY15/16	25.45	44.5	22.5	31	17	24	36	76	48.5	38	113	27.5	92
FY16/17	38	67	13										118
% Change	49%	51%	-42%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	28%
Young Adult Volunteers													
FY15/16	11	7	16	12	10	9	12	13	16	15	18	16	34
FY16/17	11	0	0										11
% Change	0%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-68%
Young Adult Volunteer Hours													
FY15/16	60.25	28	117.75	91.5	46.25	31.75	50	36	78.25	75.25	96.5	176	206
FY16/17	52.25	0	0										52
% Change	-13%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-75%
Children's Services Volunteers													
FY15/16	5	2	2	4	3	0	0	0	0	0	0	0	9
FY16/17	0	0	0										0
% Change	-100%	-100%	-100%	-100%	-100%								-100%
Children's Services Volunteer Hours													
FY15/16	20.75	7	5	22.25	8.25	0	0	0	0	0	0	0	33
FY16/17	0	0	0										0
% Change	-100%	-100%	-100%	-100%	-100%								-100%
Branch Volunteer Hours													
FY15/16													0
FY16/17	26												26
% Change													

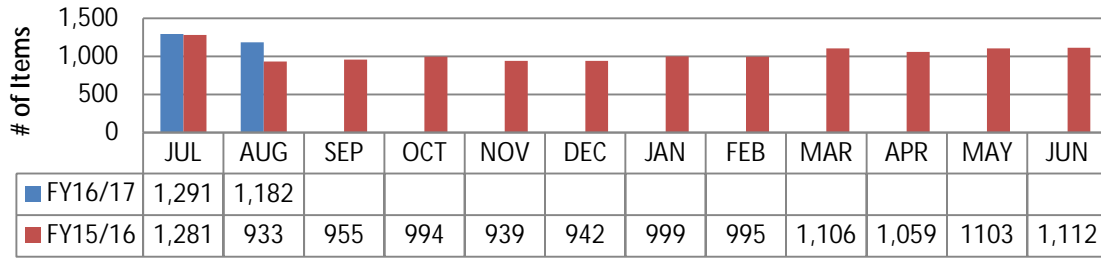
	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>TOTAL</u>
Ebsco Databases													
FY15/16													0
FY16/17													0
% Change													
Novelist													
FY15/16													0
FY16/17			5										5
% Change													
BrainFuse -Tutor Service													
FY15/16	16	53	109	114	161	108	116	183	67	150	217	127	178
FY16/17	76	104	287										467
% Change	375%	96%	163%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	162%
Flipster (Searches)													
FY15/16													0
FY16/17	125	94	80										299
% Change													
Tumblebooks													
FY15/16	20		97	27	19	14		6	2	30	0	2	117
FY16/17	79	1	10										90
% Change	295%		-90%	-100%	-100%	-100%		-100%	-100%	-100%		-100%	-23%
Passports													
FY15/16	178	171	167	190	147	122	206	204	248	258	221	237	516
FY16/17	209	208	179										596
% Change	17%	22%	7%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	16%
Passport Photos													
FY15/16	123	121	102	124	117	94	117	159	192	197	158	168	346
FY16/17	156	166	119										441
% Change	27%	37%	17%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	27%
Notary Service													
FY15/16	3	0	12	17	8	7	8	1	7	5	8	1	15
FY16/17	8	10	4										22
% Change	167%		-67%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	47%
*includes downloadables													

Statistical Graphs for the Month of September 2016

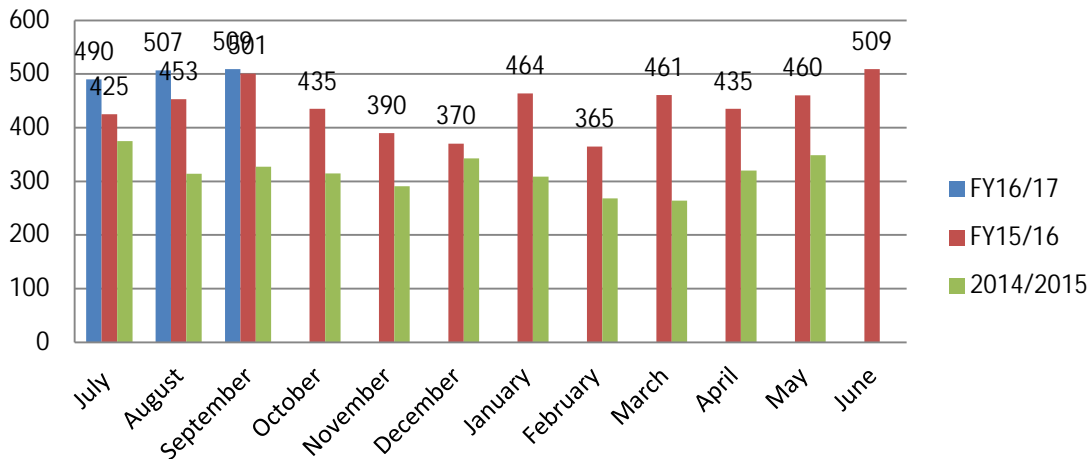




Circulation Branch



eBook Circulation



CIRCULATION (CHECKOUT) STATISTICS						
ALL LOCATIONS						
P TYPE	Sep 16		Change vs		Actual #	
	PERCENT	QTY	Aug 16	Sep 15	Aug 16	Sep 15
Adult	79.9%	13317	-7.9%	0.1%	14467	13306
Juvenile	13.3%	2211	-9.4%	-5.1%	2441	2331
Staff	4.2%	700	13.1%	-4.6%	619	734
Volunteer	0.0%	0	0.0%	-100.0%	0	95
Trustee	0.0%	1	-66.7%	0.0%	3	0
Teacher Loan	2.0%	326	11.3%	2.5%	293	318
Teen	0.7%	110	5.8%	32.5%	104	83
Total	100.0%	16665	-7.0%	-1.2%	17927	16867

CIRCULATION (CHECKOUT) STATISTICS						
Main Library						
	Sep 16		Change vs		Actual #	
P TYPE	PERCENT	QTY	Aug 16	Sep 15	Aug 16	Sep 15
Adult	79.9%	12386	-8.5%	-1.3%	13541	12553
Juvenile	13.3%	2069	-10.1%	-5.3%	2301	2185
Staff	4.2%	656	16.7%	-6.6%	562	702
Volunteer	0.0%	0	0.0%	-100.0%	0	92
Trustee	0.0%	1	-66.7%	0.0%	3	0
Teacher Loan	2.1%	322	9.9%	1.3%	293	318
Teen	0.4%	65	44.4%	4.8%	45	62
Total	100.0%	15499	-7.4%	-2.6%	16745	15912

CIRCULATION (CHECKOUT) STATISTICS						
Branch Library						
	Sep 16		Change vs		Actual #	
P TYPE	PERCENT	QTY	Aug 16	Sep 15	Aug 16	Sep 15
Adult	79.8%	931	0.5%	24.0%	926	751
Juvenile	12.2%	142	1.4%	-2.7%	140	146
Staff	3.8%	44	-22.8%	37.5%	57	32
Volunteer	0.0%	0	0.0%	-100.0%	0	3
Teacher Loan	0.3%	4	0.0%	0.0%	0	0
Teen	3.9%	45	-23.7%	114.3%	59	21
Total	100.0%	1166	-1.4%	22.4%	1182	953

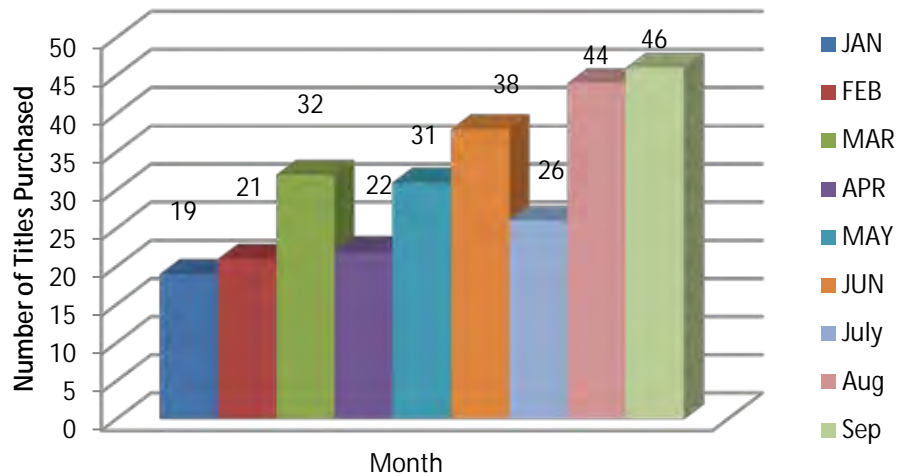
CIRCULATION (CHECKOUT) STATISTICS						
ALL LOCATIONS						
	Sep 16		Change vs		Actual #	
I TYPE	PERCENT	QTY	Aug 16	Sep 15	Aug 16	Sep 15
Book	64.6%	10760	-6.6%	-8.4%	11516	11749
Sound Disc	7.8%	1303	-11.7%	-12.7%	1476	1492
DVD	22.4%	3730	-8.7%	21.9%	4086	3059
Kit	0.4%	69	-1.4%	109.1%	70	33
Serial	1.2%	208	-35.0%	-13.3%	320	240
YA Video Games	0.7%	121	30.1%	101.7%	93	60
Mature Video Games	0.4%	63	61.5%	687.5%	39	8
Chromebooks	2.5%	411	25.7%	81.9%	327	226
Total	100.0%	16665	-7.0%	-1.2%	17927	16867

PATRONS THAT HAVE ITEMS (October 13, 16)

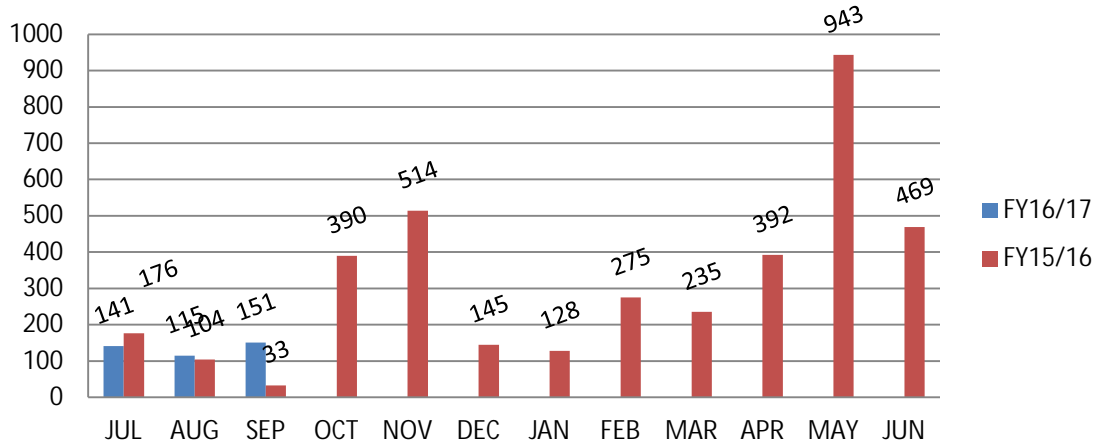
Patron Type	Patrons	Patrons w/items	% w/items	# items	Avg/Patron
Adult		1504		6592	
Juvenile		419		1546	
Staff		33		381	
Trustee		0		0	
Foster Patrons		11		37	
Teacher Loan		40		408	
Teen		22		70	
TOTAL	22,665	2,029	8.95%	9,034	4.45

District Population	53,183
% w/Cards less than 3 years old (used & not used)	42.62%
Items in the Collection	104,271
% of Items Checked Out	8.66%

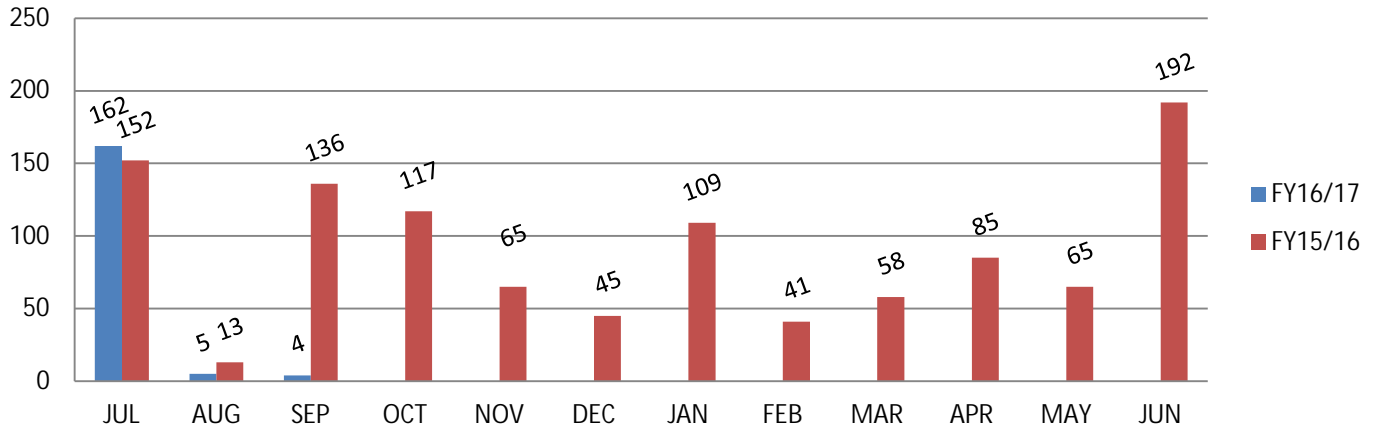
Patron Initiated Purchases 2016



Adult Program Attendance



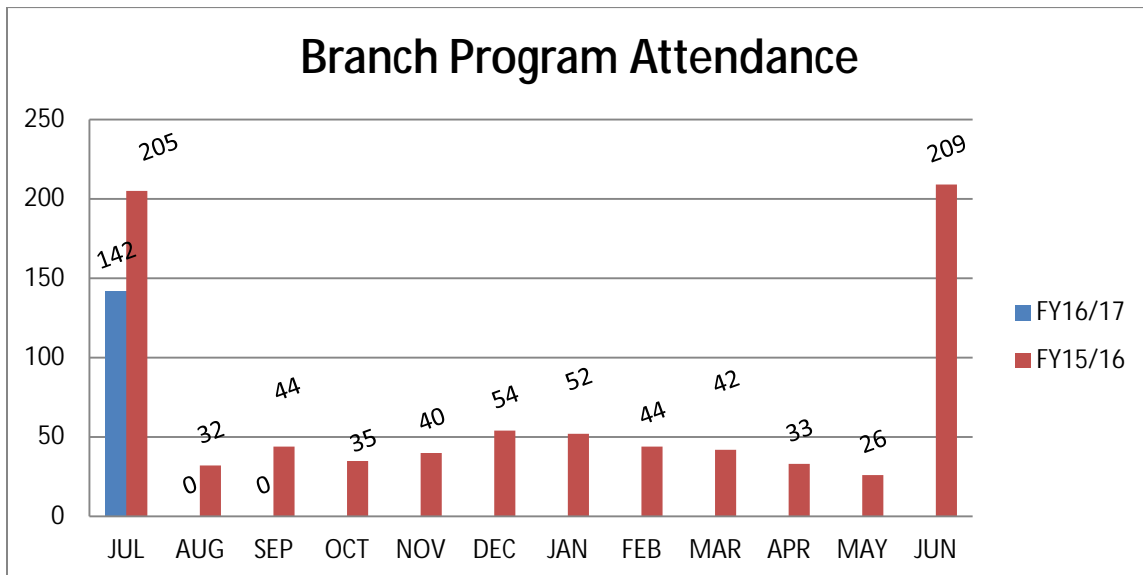
Young Adult Program Attendance

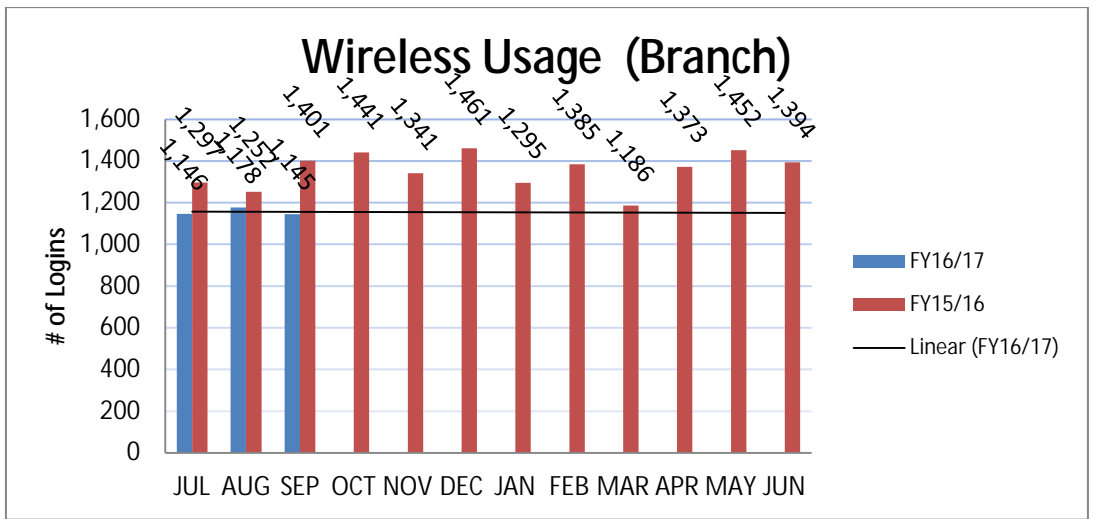
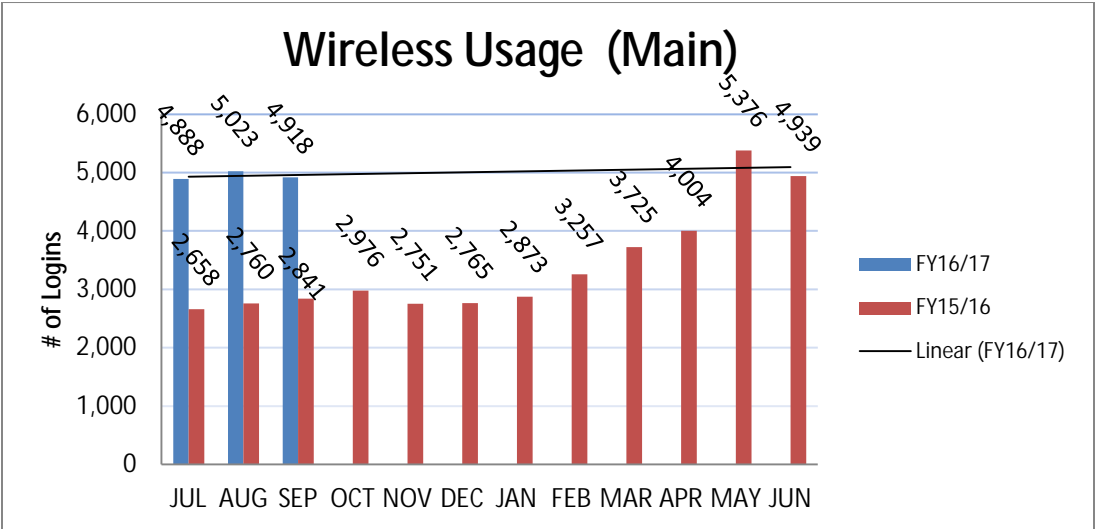
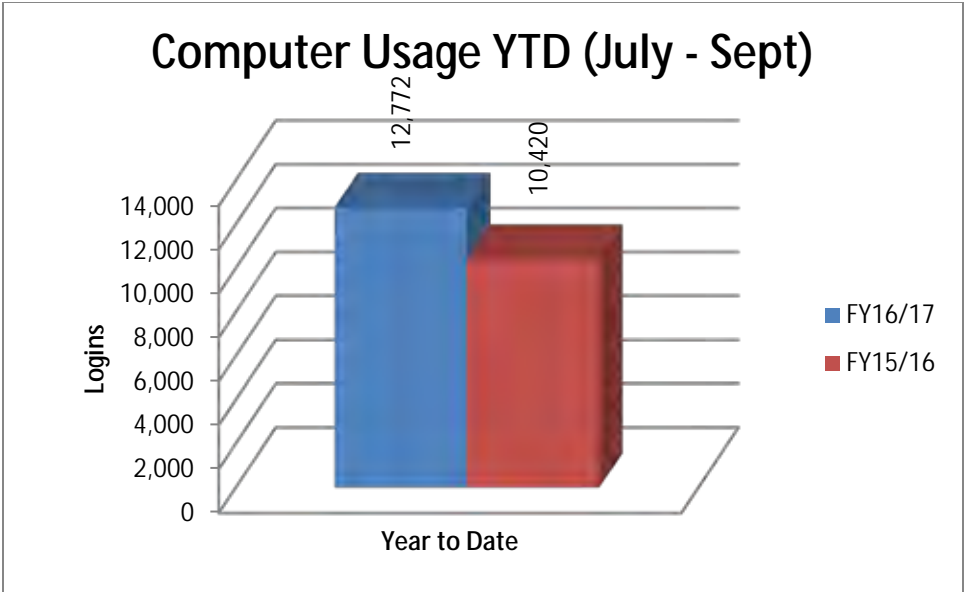


Childrens Program Attendance

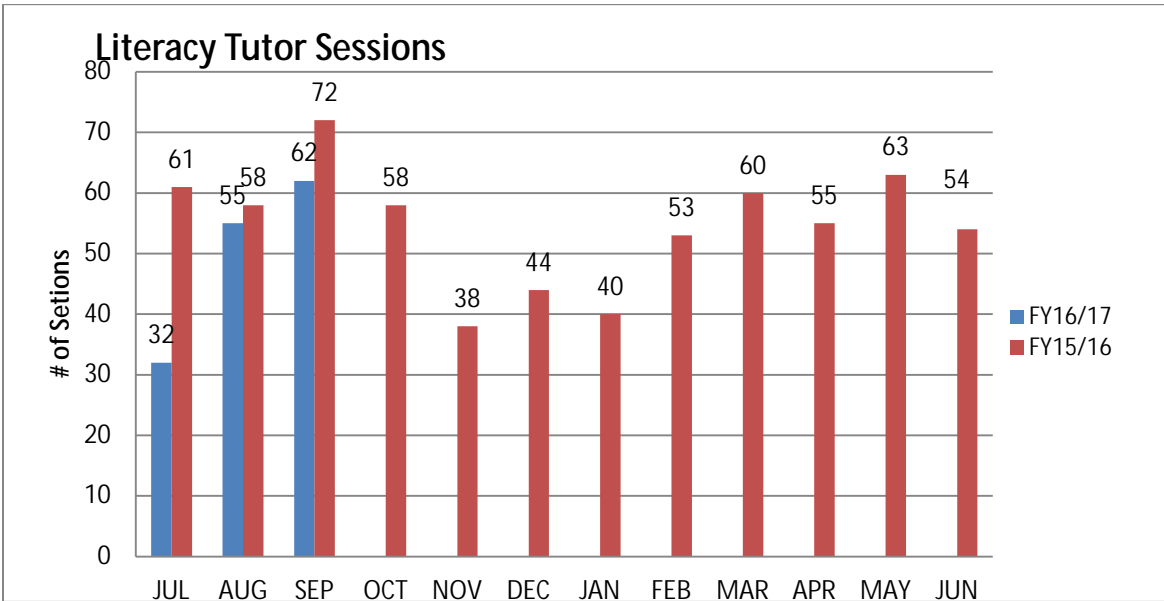
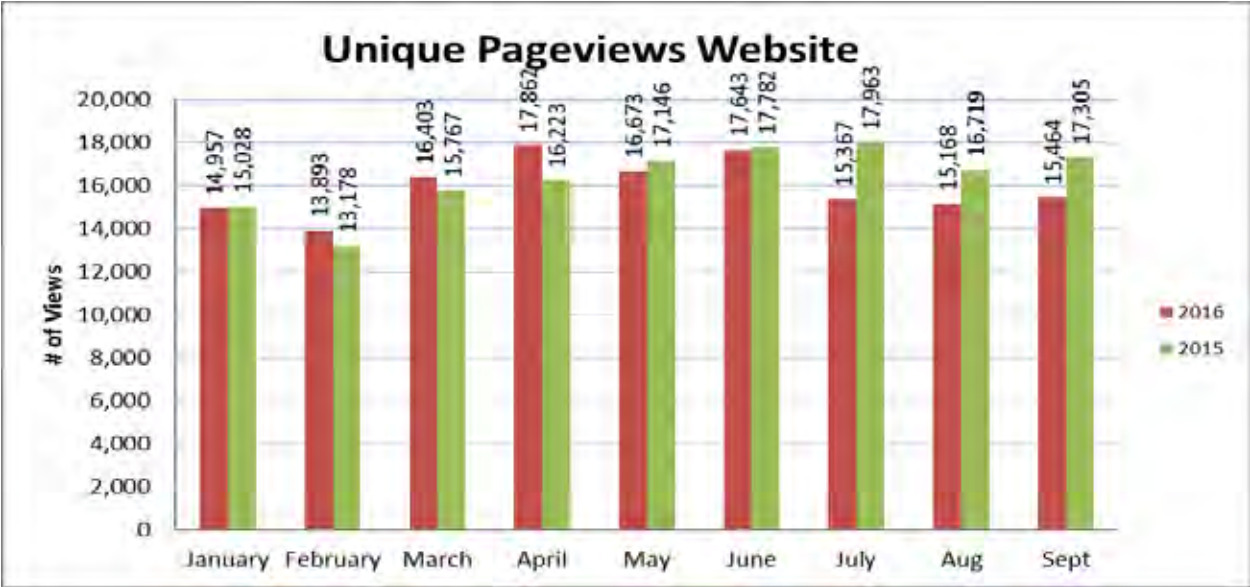
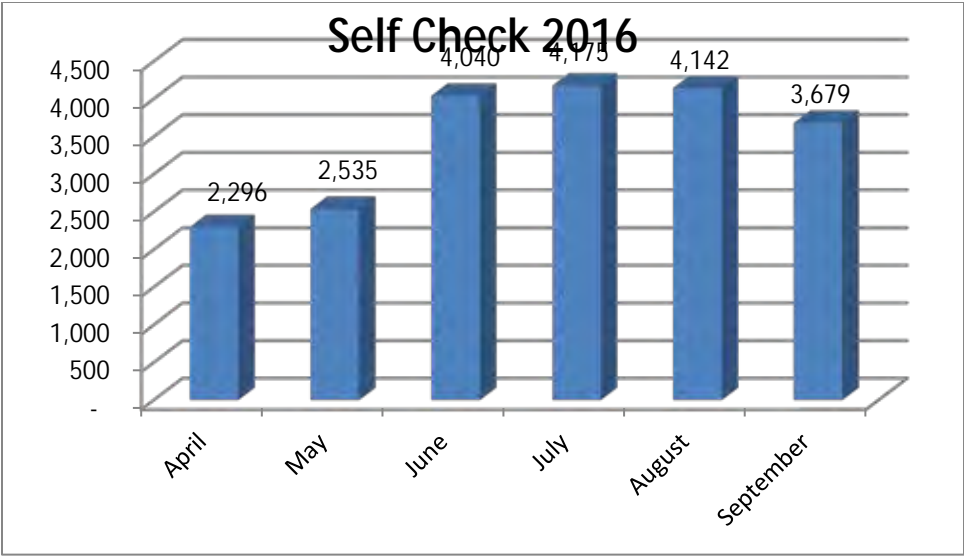


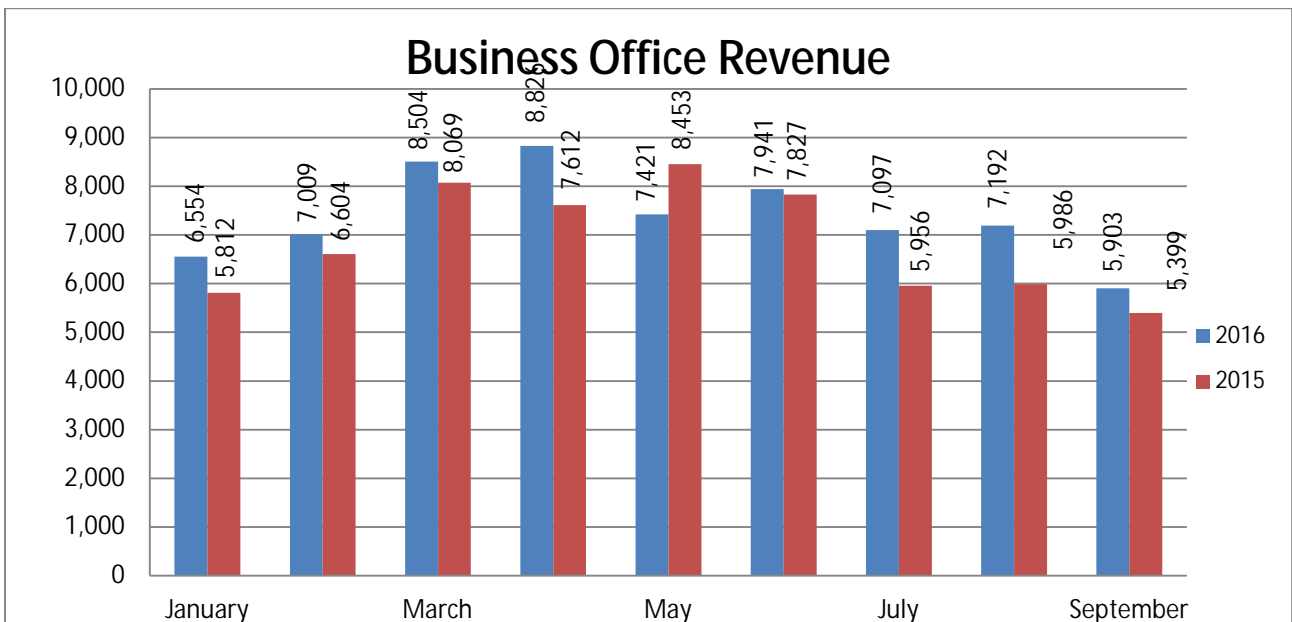
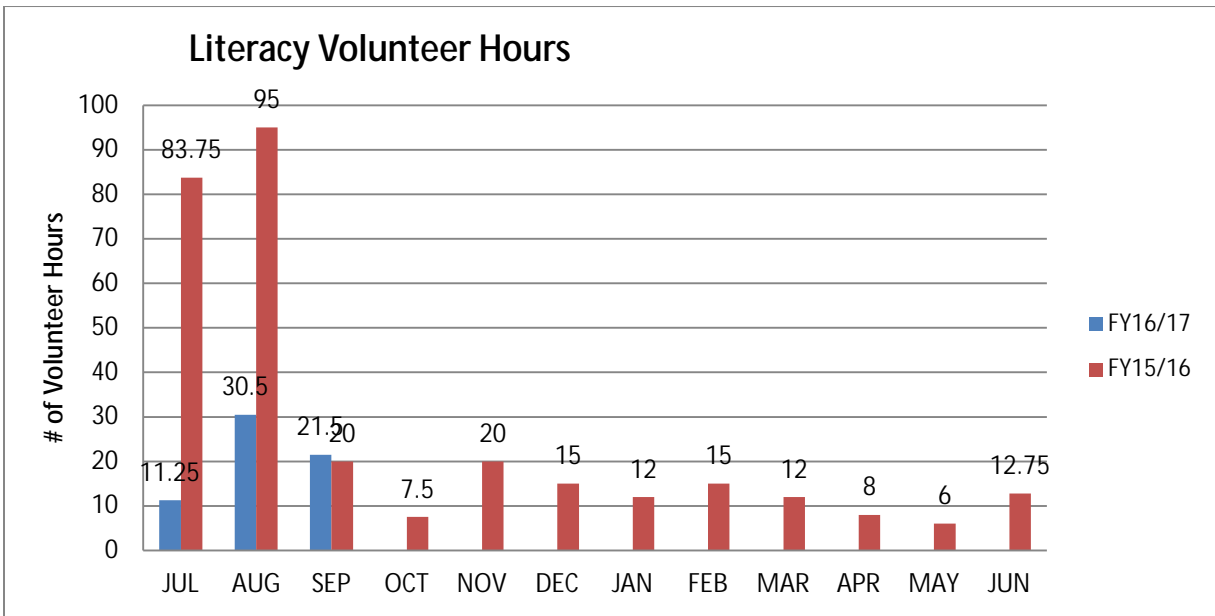
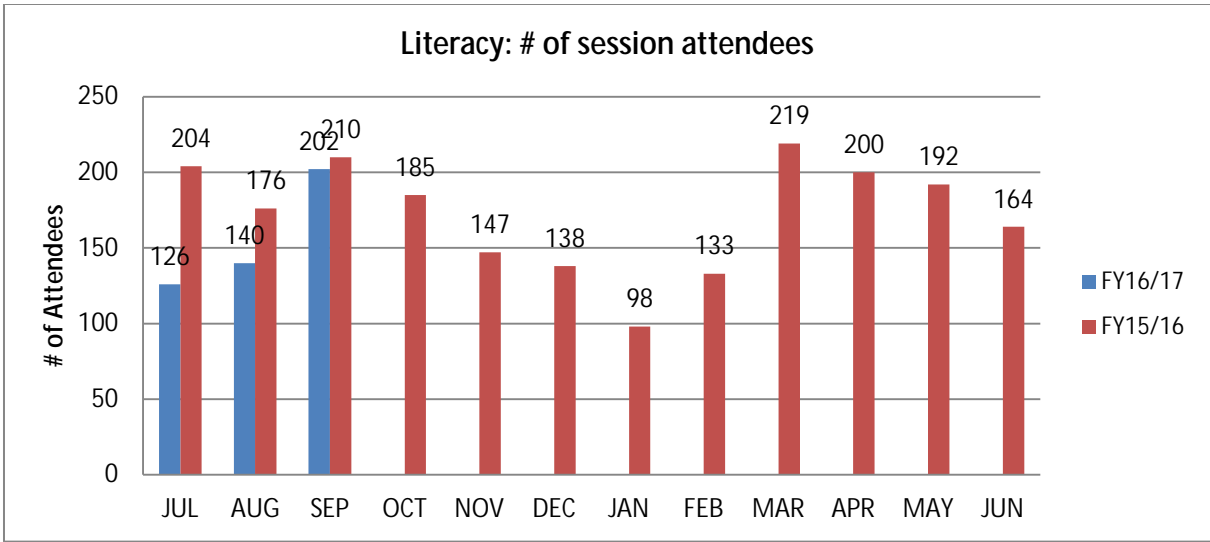
Branch Program Attendance





The number of never before wireless connections is 552 for September (Branch and Main)





Newsletter Title	Recipients	Sent	Unique Opens
This Week @ Your Altadena Library - SECOND SATURDAY RETURNS TOMORROW NIGHT WITH UPSTREAM!	10,461	6 days ago	16.88% 1,766 opened
CONNECT* Altadena Library District October 2016 Newsletter	10,484	12 days ago	18.03% 1,890 opened

161 New Subscribers Last 30d



Power Card

Our Altadena Libraries. ReadOn

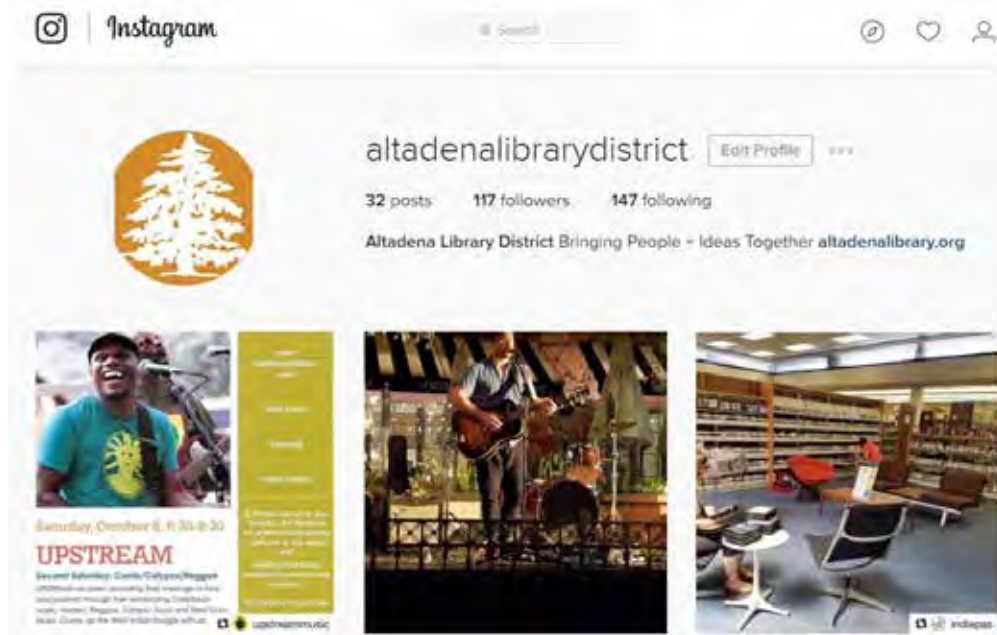
AltadenaLibrary
@AltadenaLibrary

TWEETS 62 FOLLOWING 90 FOLLOWERS 50

Tweets Tweets & replies Media

AltadenaLibrary @AltadenaLibrary · 46s

Celebrating Frida Kahlo, Saturday 10/15 2pm! altadenalibrary.org/featured-story ...



Instagram

altadenalibrarydistrict

32 posts · 117 followers · 147 following

Altadena Library District Bringing People + Ideas Together altadenalibrary.org

Facebook Stats	10/9/2016	9/18/2016	8/14/2016	7/10/16	6/5/16	5/8/16	4/10/16	3/6/16	1/10/16
Page Visits	66	31	45	56	17	47	35	54	29
Weekly Total Reach	3566	4730	2304	3,720	2,460	6,066	2,880	1,800	1,692
People Engaged	191	197	195	169	191	324	331	137	36
Total Page Likes	997	978	969	945	911	872	865	845	807

BRANCH & LITERACY SEPTEMBER 2016 REPORT

BRANCH

Branch staff and I were thrilled to host an open house on September 1st. Staff members, board members, and foundation members visited and saw our new space. The center 6 desktops have been removed opening up the area. Patrons are happily using our new desktops set at the side of the entrance and laptops and chromebooks that allow them to sit anywhere. We also said goodbye to Andrea, our Library Clerk. Our visitors got to say farewell to her and rediscover the Branch.



We had a fun kaleidoscope craft on September 29th and a Fun Flick Friday showing of The Jungle Book on September 30th. The kaleidoscope craft was very successful with 30 kids and their parents in attendance.

I have been working with staff from Huntington Hospital staff to set up flu shots to be administered at the Branch in October this month. We have been coordinating logistics and marketing. I am very excited to be offering this essential health item to our community.



We made 2 displays for banned book week. Thanks to Kelly and Michelle for their help. Here is our wonderful Library Clerk, Kelly modeling in front of the awesome displays. It piqued patron's interest about banned books and I heard one patron asking why Dr. Seuss was banned.

Since we got our AWE machine, there has been an incredible increase in usage! Usage has increased from 72 sessions to 363 this month! Total time of engagement has increased from 1,167 minutes to 6,040 minutes! We have only had the AWE machine for 2 months!

LITERACY

Michelle, Modesta, and I have been managing the Literacy Program. We have added 2 new ESL students to Modesta's class and 2 more learners and 1 more tutor to the Literacy Program. I have been learning a lot about our literacy program. Literacy print files have been organized, print files have been digitally archived, and the literacy collection area have been reorganized for space maximization.

I have completed my first literacy assessment with a new learner, helped a new tutor navigate and conduct the online tutor training using one of our computers, and have been gathering and collecting the monthly statistics. Recently, I reconnected a tutor and learner that had lost touch after the learner had taken a vacation and returned. Tutors and learners have returned from their vacations resulting in an increase in literacy hours.

With Kelly's help and instruction (and Modesta and I coordinating), we hope to provide bilingual computer classes to the students next month. Preparations are being made currently.

Submitted by Carlene Chiu, Librarian II – Branch Services

September 2016 Monthly Report – Adult Services

September 1. Helen helped Carlene with the Branch Open House—she shopped for refreshments and prepared a Thai-Inspired Salad for the party.

September 3. Read to Cedar (the dog). 6 attended

September 12. New employee Estella Terraza’s first day. She is the new *Collection Development Manager*.

September 12-17. Outside the Lines Week – various Inspiration Stations set up all week – 45 took part in them..

September 13. Special All-staff meeting at 6 pm.

September 13. No Guilt Book Club discussed the books: **(1) *Once Upon a River*** by Bonnie Jo Campbell and **(2) *The West Without Water: What Past Floods, Droughts, and other climatic clues tell us about tomorrow*** by B. Lynn Ingram. 13 attended.

September 16. Girl Scouts in our parking lot during the afternoon. They were involved in a movement called PARK(ing) Day. This is an annual worldwide event where artists, designers and citizens transform metered parking spots into temporary public parks and other spaces for people to enjoy. PARK(ing) Day is a non-commercial project, intended to promote creativity, civic engagement, critical thinking, unscripted social interactions, generosity and play. 25 people attended. (for more information, see websites: <http://parkingday.org/> & <https://www.facebook.com/mindykittay/videos/10210469036465627/?fallback=1>)

September 17. Coffee and Conversation with Mindy. 2 people attended.

September 17. Happy signs were created. 21 creative artists took part. The signs are posted on the doors and windows at the library entrances. More signs were made on Sept 20 (Ten attendees this time)

September 20. Standardized Testing (with Ashley Sim). 4 people attended.

September 22. Helen listened to a webinar about new Cookbooks.

September 24. *The new Sewing Class started.* It meets for 6 Saturdays. 10 people joined.



September 27. Kres Mersky program: A series of One Acts. A staged presentation of Kres’ collection of one-acts and monologues. 25 attended.

Art in the Library in the Reading court by Eon Jung, graphic artist/UX Designer. (Right: “People come. People Go.” Above, left: also by Eon Jung.



Book Displays. (1) **National Honey Month**, featuring books with the word “honey” in the title. Also, books about bees and the making of honey, as well as what plants to have in the garden to attract bees (*The bee-friendly garden: design an abundant, flower-filled yard that nurtures bees and supports biodiversity*). One



handout: 5 Things you didn't know about honey. Did you know it takes about 60,000 bees, collectively traveling up to 55,000 miles and visiting more than 2 million flowers, to gather enough nectar to make one pound of honey? And, honey makes an excellent cough medicine, can treat wounds, diluted with warm water is a scalp treatment for seborrheic dermatitis, helps boost your energy, and reduces allergy symptoms. Pretty amazing stuff. Welcome bees to your garden.

(2) **National Library Card Sign-up Month**. Books with the word “Library” in the title. The display sign showed both designs of the library card. (3) **Best Sellers on the Wall**. Weekly display of the newest Best Sellers.

(4) **First Annual Fair in America 375th Anniversary (September 30, 1641)**. It started in New Amsterdam (now New York and New Jersey as a cattle fair and a hog fair, and that “whosoever hath any things to sell or buy can regulate himself accordingly.” [*Laws and ordinances of New Netherland, 1638-1674* by *Edmund Bailey O'Callaghan* 1641]



(5) **Banned Books Week**. Mikayla and Ashley created a fabulous banner/poster for this event. (2 patrons wanted to know if they could have it when the display finished.) Estella pulled banned books from the shelves. Mikayla & Ashley created a crime scene outline on the floor. Banned/challenged books were randomly placed in the stacks with paper covers to indicate they had once been challenged.



(6) **Anniversary of “The Tonight Show” September 27, 1954**. The 1st host was Steve Allen (1954-57). He was followed by Jack Paar (1957-62), Johnny Carson (1962-92), Jay Leno (1992-2009), Conan O’Brian (briefly), Leno returning in 2010 and Jimmy Fallon in 2014.



(7) Pam featured a display of **World Music** in the Media Center.

A Iso---A patron shared his sentiments of two **interlibrary loan books** we borrowed from other libraries for him: *The English Breakfast: The Biography of a National Meal with Recipes* by Kaori O’Connor and *The Raj at Table: A Culinary History*

of the British in India by David Burton. He said he was glad we could get them for him, because he had considered buying them, but after seeing them he found they weren't exactly what he was looking for, and he would have spent money needlessly. He couldn't purchase them locally, and would have had to order them online. Even though they weren't what he was hoping for, he pointed out that in *The English Breakfast* some of the chapters showed the actual page numbers from the original text, so they must have been scanned directly into the manuscript. He was fascinated by the experience of having seen how they were published.

Random Reference Question: I need a *Consumer Reports* review on Commercial Gate Motor Openers for 2-gates. We went to the Reference shelf, and Guess what? They don't review gate openers. We couldn't find one in the Yearly book, nor in the monthly index. It wasn't under gates, motors, or fences. Out of desperation, Sue googled it and found out some pretty amazing things about heavy duty gate openers, such as there are solar-powered gates, and that lots of things can go wrong with them. Some gates will sense whether there is an object in the way, such as a car, human or other, and they are supposed to stop. The patron said two gates can cost \$1400 or more per gate. She, naturally, wants one that is top of the line and works, if she's going to pay that much for them. She asked about Rimco brand, but Sue couldn't find anything on that manufacturer in regards to gate openers. "Mighty Mule" kept coming up, with reviews, but no Rimco. Finally, it turns out that it was really called Himco. The patron had already left by this time, but before she left, she was given some ideas of keyword terms for searching the internet on her own computer at home.

Youth Services September Highlights

Programs & Services

September was a busy month! School and story times were back in session. Our display case was filled with beautiful snow globes and the owner; a 7 year old girl, shared it with us for the month of September. We display a different collection every month and kids receive a free book when they share their collection with the library.



Read to Cedar the Tail Waggin Tutor

Even though Cedar visited the library on a holiday weekend, 14 people showed up to read to him!



National Hispanic Heritage Month

We honored Hispanic Heritage Month (Sep 15 - Oct 15) by creating a book display of different Latin American countries and people. During this month we recognize the contributions made and the important presence of Hispanic and Latino Americans to the United States and celebrate their heritage and culture.



It's time to fall into a good book!

We welcomed fall by transforming our department and encouraging young readers to fall into a good book!



Fun Craft Fridays

52 kids created a fall craft during the month of September.



Banned Books Week

We celebrated Banned Books Week (Sep 25 – Oct 1) by displaying material that's been banned or challenged at some point or time and it was very popular. We always get the question of "Why?" The answers vary it's always fun to see people's reactions when you tell them "Why"



Class Visits

Finally, we had 7 class visits to and from the library serving 109 students during this month

BOARD OF LIBRARY TRUSTEES DIRECTORS UPDATE

DEPARTMENT: District Director
PREPARED BY: Mindy Kittay

MEETING DATE: October 24, 2016
LOCATION: Community Room

The writer Sidney Sheldon said, "Libraries store the energy that fuels the imagination. They open up windows to the world and inspire us to explore and achieve, and contribute to improving our quality of life."



Upstream @ The first Second Saturday of the Season!

STATISTICS:



This graph, from our Door Counter Program, shows the influx starting at 5pm - we estimate at least 350 people were present for Second Saturday in October!

Our fiscal year annual statistics were submitted to the California State Library. The Public Library Association statistics are due on a calendar year and those will be completed in January of 2017.

Other Highlights: (all compared to last year at this time)

- Circulation at the Branch was up 22% and Main was down 2%.
- New library card registrations were up 23% at main and 17% at the branch
- Holds on our items were up 112%
- Computer usage in Adults was up 98%, Children's 1% and Branch 22%.
- Passports issued was up 7%, photos up 17%

**SPECIAL EVENTS:
Banned Book Week & Halloween**

Ashley, Kylynn and Mikayla made these amazing posters for our **Banned Book Display**



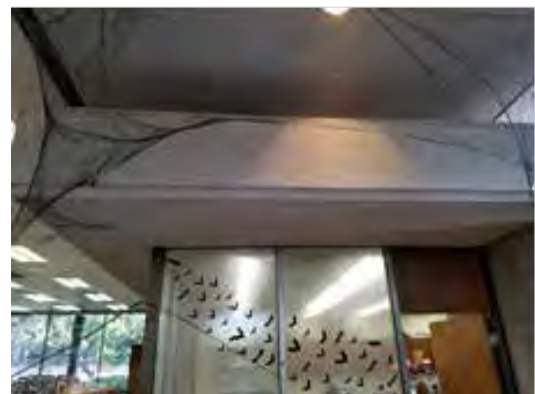
Such creativity and imagination from the whole team to create some amazing displays and activities for the public during Banned Book Week and now heading into Halloween.

Second Saturday with Upstream: Thank you once again for booking Upstream for your Concert at the Altadena Library! We had so much fun! Thank you so very much! Please extend our thanks to your entire TEAM! We had a great time and appreciate everything you did for us and more!

We look forward to working with you again.
Warm Regards, Denise Cogan, Upstream Music



Staff has been creating some fabulous displays and decorations in the library these past months!



Some other great programs we have had recently and partnerships have been:



Kres Mersky, Local Altadena Writer and Actress presented a number of short pieces



Miriam Quezada presented a celebrating of the life of Frida Kahlo including art work, a lecture and a film, to a packed room!



The League of Women Voters visited with their booth to encourage patrons to register to vote

TECHNOLOGY

- The new phones are HERE! And VOIP should be up and running right on schedule!
- The children's room received some colorful new technology supplies!



FACILITIES:

This month we continue to focus on a number of facilities issues and challenges:

- The restoration of Lady, a sculpture by Nishan Toor, has been completed. We are awaiting a proposal for a stand for her.



- Both Bathrooms at Main have been spruced up by Felipe! They are now repainted and the panels have been cleaned up as well.
- Lighting for the flag pole is completed.
- New metal signs were supplied by FOAL and installed to demarcate where donations should go.
- We are awaiting bids for the restoration of the Rinsom chairs which are original from the 60's and are quite valuable. They are starting to deteriorate due to the incorrect endcaps on the legs. They will be cleaned and re-glued and tightened and new leather seat covers will be supplied.
- We are also working on bids for new shelving, carpet, electrical upgrades and management of the whole project.



ALL STAFF MEETING:

- The October All Staff Meeting was not held as **Professional Development Day** was the following Monday. The highly successful day included a speaker from the future of libraries, an ALA initiative. Miguel Figueroa spoke about the future of libraries and then lead a hands-on exercise with staff working in teams. There were a number of fun events such as the Amazing Race, Library Edition, the Journey of the Book skit, lots of technology classes and we ended the day at the bowling alley. We had family members and Ira, our newest Board Member join us for the fun and games! The results of the exit survey are in the Board Package.
- The new Teen Librarian will start on October 24th and interviews for the Children and Family Services Librarian will be held on the 25th of October. We had two outside Librarians join us for the panel when interviewing for the Teen Librarian and we will have two different Librarians attending the interviews for the Children and Family Services Librarian.



“I was out walking last night, catching Pokémon with my teenage daughter. It’s become quite a competition in our house and a way for us “old people” – the parents - to spend some precious time with our kids outdoors. One of the best places in town to fill our bags with balls and potions is the beautiful park behind our public library.

The sun set while we walked and caught and battled and interacted with fellow “trainers.” I looked up and realized that while darkness was settling in all around us, a metaphor came to life. I saw a light in the dark. Our library. Knowledge illuminated.”

Alyssa Louro

.....

“I just wanted to say, I have been coming to this library since 1962 when I first moved to Altadena. This library always has a lot of good books to read. The people who work here are all so pleasant and helpful. I like the way it feels, warm and friendly. In this 2016, it is getting better and better. Thanks for everything you are doing. Keep up the good work.”

Valerie C. Brotherton



MEMORANDUM

DATE: October 17, 2016

TO: All Staff

FROM: Leadership Team Committee for the Operating Plan: Mindy Kittay, Ryan Roy, Tina Wallin (absent), Christopher Kellermeyer, Laureen McCoy, Carlene Chiu, Helen Milner, Sebastian Zelepin, Mikayla Arevalo, Estella Terrazas and Klynn Chaney.

Leadership Meeting Notes 10-14-16

Change to Date of all-staff Meeting

- Moving the all-staff meeting to the 4th Monday of every month to coincide with the Regularly scheduled Board of Trustees meetings so that HR Network can attend both meetings, as well as be on-site for the day.
- This starts with the November 28th meeting. There will be no All Staff meeting in December unless something comes up that necessitates it.
- The Agenda for the next meeting currently includes an update on Shelving, and another interactive presentation by HRNETwork.
- Mindy noted that this would be on a temporary basis, possibly 3-6 months.

Professional Development Day Overview –

- Mindy noted that most of the surveys were completed and turned in. It was requested that leadership remind their departments to turn in the survey if they had not done so.
- Mindy and Ryan ask that any staff that would like to participate in the planning for the 2017 professional development day contact Ryan so that the planning can begin. It was discussed that there possibly be an off-site event for that day.

Shelving/Carpeting (Mini-Remodel Project)

Mindy mentioned to leadership that she is currently working with the Board for approval to use the remainder of the HUD funds (which will expire in Fall 2017) for replacement of shelving throughout the main Library, and that this project would take place possibly April-May and that the Library would close for approximately 4-6 weeks.

Mindy asked leadership to begin to consider what projects they might want to complete during that time, and that opportunities might exist for staff to visit other Libraries / organizations, shadow at local schools/libraries/institutions, or take adult education classes.

- It was also noted that during this time Second Saturday would be held outdoors.
- The Branch hours would be extended and possibly the days as well.

Operating Plan presentation to Board

- The Operating Plan was presented at the September Board Meeting with a PowerPoint created by Ryan, and presented by Mindy. The Board asked that they have time to review the Operating Plan and approve it during the October Board Meeting.
- Mindy mentioned that it was unclear as to whether the Board needed to approve and vote on the Operating Plan or if they were to just be updated quarterly.

Meeting Room Policies

Ryan, Kylynn, and Mindy will be meeting to work on updating the Meeting/Community Room Policy and invited other leadership members as well. Mindy noted that there were some changes that need to be made to the current policy and that it will go to the Board for approval. Some of the changes she noted were:

- No outside group/individual reservations would be allowed on Saturdays. As we offer more and more programs for the public it has become increasingly difficult to find availability in our own community room. We must focus on using our community room for the whole community instead of for closed meetings.
- It was suggested that we have the same policy for Monday and Tuesday evenings.
- Administration would be researching the fees relative to other meeting spaces in the area to determine a new fee structure.
- The policies for beer/wine would need to be reviewed.

It was noted that the Programming Committee needed to meet to determine a tentative schedule for programs for 2017 and that we should consider marking out Monday and Tuesday evenings and Saturdays and then opening them up for the public to use if they are not scheduled for library or open programs within two months of the date.

Carlene-

- Carlene and Modesta have been marketing the Flu Shots at the branch.

Laureen-

- Noted she begun to work in Adult Services, at the desk and was working with Estella on a project.

Ryan-

- Ryan mentioned that the new page, Melissa, had started and that she was currently in training. He also mentioned the Mikayla will be helping at the Branch on Thursdays while Kelly is teaching ESL computer classes. He also mentioned that he would be working to set up 3D printers for Evan who would be working

with adults on Saturday who were interested in 3D printing. It was also noted that there might be a staff activity 3D printing class in the future.

- Ryan also updated leadership on the progress of moving the Children's office downstairs. Once the desks are cleaned out, Christopher will move the equipment and Felipe will move the furniture. Lucy will be moving downstairs sometime in Early November.

Christopher-

- Christopher mentioned that the new VOIP phone system might possibly be ahead of schedule. The phones are currently in the process of being installed, and they are working internally. There will be training before the 'go-live' date.

Mikayla-

- Working on a project with Debbie for the week of Halloween and has asked staff to complete the Candy IQ test.

Estella-

- Working on statistics for the California State Library as well as for shelving.

The leadership team discussed the first three chapters of the book, *Leadership and Self-Deception*.

It was decided that the next two Leadership meetings will be held on:
October 28th at 10am; and
November 18th at 10am.



MEMORANDUM

DATE: October 4, 2016

TO: All Staff

FROM: Leadership Team Committee for the Operating Plan: Mindy Kittay, Ryan Roy, Tina Wallin, Christopher Kellermeyer, Laureen McCoy, Carlene Chiu, Helen Milner, Sebastian Zelepin, Mikayla Arevalo, Estella Terrazas.

RE: Leadership Meeting 9/23/16

- The leadership team discussed intranet usage
 - How do we encourage staff to check the intranet throughout the day.
 - Christopher showed us new features available on the intranet such as “mentions” and “hashtags”.
- Community room set up when maintenance is not at the library – we are having some difficulties with all the programs we offer, having the room set up and ready for each program. Part of this is due to the fact that our facilities staff is mostly part-time. Plan of action:
 - Establish a point of contact for programs in the calendar
 - Put as much information as possible so anyone can look at the Facility Calendar and know the general outline of the event
 - Information that is relevant to the event description in the calendar:
 - Contact information for presenter (phone number and email address)
 - Library point of contact
 - Who will be setting up
 - A Maintenance and Programming Committee meeting may be ideal to work out steps for notifying maintenance of setup responsibilities.
- Reorganizing spaces in the library. This was put on the White Board by Carrie after her teens requested a quiet study space. We also are having difficulties providing a quiet study space for adults and enough meeting space for all ages.
 - Possibly changing the children’s office into a private space that can be scheduled by the public or employees
 - Possible issues:
 - Noise from children’s area

- Adults in children's area
- Room gets very warm when the door is closed
- Check the ventilation in that room

RE: Leadership Meeting – 9/30

Update on moving Children's office downstairs

- to create a public study room- Ryan spoke to Lucy who presented concerns regarding adults in the children's area, as well as the office not being insulated/ventilated.
- Mindy & Ryan confirmed that an HVAC person will be repairing the A/C which should help the problem.
- Leadership discussed the concerns presented, and decided that problems will be addressed as they arise, and that the project would be moving forward.
- The desks will be cleaned out and Christopher will begin to move the computers/phones. Then Felipe will move the desks/furniture.

ROUNDTABLE

Mindy

- Updated leadership regarding the Teen Librarian position (hired), and will be interviewing for the Children's Librarian position soon.

Ryan

- Interviewing for Page positions, also working on PDD and Board Meeting presentations.

Christopher

- Provided an update on VOIP/JIVE, the Library should have HD phones by the end of November. Also spoke about the Intranet and Office 2016.

Mikayla

- Update on cleaning storage room with Lucy. Mindy thanked Mikayla and other staff who had helped to create the Banned Books Display.

Tina

- Thanked Estella for helping prepare the 'Journey of the Book' skit for Professional Development Day.

Estella

- Updated leadership that she had begun to look at the statistics re: materials and that there were 704 picture books which had not circulated and would be reviewed for removal from the collection in order to provide room for more current and relevant materials.

Carlene

- Spoke about the craft she held at the branch and her banned books display.



**Professional Development Day
Exit Survey Results**

1 = Not at All Satisfied, 2 = Somewhat Satisfied, 3 = Satisfied, 4 = Very Satisfied, 5 = Completely Satisfied	1	2	3	4	5
Your overall satisfaction with the day?				7	10
The objectives of the training were clearly defined?			1	7	9
Participation and interaction were encouraged?				4	13
The topics covered were relevant?			1	6	10
Content and Training will be useful in my work?		1	1	5	10
Keynote Speaker: Miguel Figueroa			1	4	12
Journey of the Book			3	5	7
The Amazing Race			1	4	12
Technology Sessions			1	6	8

Your overall satisfaction with the day?

41% of participants rated 4, Very Satisfied

59% of participants rated 5, Completely Satisfied

The objectives of the training were clearly defined?

6% of participants rated 3, Satisfied

41% of participants rated 4, Very Satisfied

53% of participants rated 5, Completely Satisfied

Participation and interaction were encouraged?

24% of participants rated 4, Very Satisfied

76% of participants rated 5, Completely Satisfied

The topics covered were relevant?

6% of participants rated 3, Satisfied

35% of participants rated 4, Very Satisfied

59% of participants rated 5, Completely Satisfied

Content and Training will be useful in my work?

6% of participants rated 2, Somewhat Satisfied

6% of participants rated 3, Satisfied

29% of participants rated 4, Very Satisfied

59% of participants rated 5, Completely Satisfied

Keynote Speaker: Miguel Figueroa

6% of participants rated 3, Satisfied

24% of participants rated 4, Very Satisfied

70% of participants rated 5, Completely Satisfied

Journey of the Book

20% of participants rated 3, Satisfied

33% of participants rated 4, Very Satisfied

47% of participants rated 5, Completely Satisfied

The Amazing Race

6% of participants rated 3, Satisfied

24% of participants rated 4, Very Satisfied

70% of participants rated 5, Completely Satisfied

Technology Sessions

7% of participants rated 3, Satisfied

40% of participants rated 4, Very Satisfied

53% of participants rated 5, Completely Satisfied

Were you inspired today? Why/How?

- “By Mr. Figueroa’s presentation. Thinking with trends, outside the box, nothing is too big to dream about. The innovate worksheet/group session was challenging and fun.”
- “Yes! Miguel’s presentation was really insightful and helped to inspire and a great way to start thinking about the possibilities of the future. I was also inspired by how (surprisingly) well all of the staff was able to work together on the various activities of the day.”
- “Yes, it inspired me to go out and try new things I don’t usually do.”
- “The keynote speaker was able to prepare and stimulate the staff’s creative faculties. Ideas flowed freely – unique + novel ideas.”
- “Yes. Just enough talk and interaction between the speaker(s) and staff to keep from being bored. Speakers knew their material & did not have to read from notes (most of the time) or PowerPoint. Speakers were informative & inspiring. Activity got us thinking about possibilities- it was refreshing to hear ideas by other teams more inspired + creative than me on the spur of the moment.”
- “Yes! I loved the sense of comradery, congeniality and teamwork that set the tone for the day.”
- “The presentation and on innovation.”
- “Yes, Inspiration comes by learning about the library’s potential & knowing that we can work as a team to shape our communities future. Also, getting great discussions with coworkers.”
- “I think Miguel gave me a lot to think about and be inspired about. The brainstorming exercise afterwards with my team was very rewarding and I have lots of ideas that I would like to try, not just what we came up with but the other teams had great ideas as well.”
- “Because the information was helpful, I learned new stuff.”

- “Nothing really new to hear. The amazing race was very fun. I enjoyed the keynote speaker.”
- “Everything Ryan touched was superlative, from humor to usefulness. He’s my hero.”
- “The Amazing Race was the most fun, which is important because it let us have fun as a team. A good bonding experience.”
- “Figuroa was an excellent speaker. He knew his stuff. I like how he didn’t talk about the need to change but how to change. He gave good examples and illustrated trends. This makes everything more tangible.”
- “Miguel Figuroa’s talk gave me a few new ideas about programming and partnership with the Community. Also, his activity enabled staff to work together in a creative way. Technology talks also provided some alternative thoughts about how to provide better access to information to the public, and to staff.”
- “I found the day to be inspiring and engaging. I especially enjoyed the keynote speaker. I felt inspired to research and explore potential programming that will engage, excite, and empower the community.”
- “The keynote speaker really opened my eyes about Libraries and technology in the 21st century.”

What would you do different or how could the day be improved?

- “Hold it outside the building. Everyone was even more joyful after leaving the building.”
- “In the future I would say that the day be somewhat more spaced out. It can be a little stressful to have a jam-packed day and full schedule with activities taking place back to back.”
- “More seminars playing throughout the day.”
- “The technology sessions were back to back, and are better dispersed throughout.”
- “Made to order breakfast burritos.”
- “More group interactions, maybe where people switch groups for different activities, so that everyone has a chance to participate with each other.”
- “More hands on for the technology training – so longer sessions in front of a computer or my smart phone so I could try as we went along.”
- “Encourage what we learned more, more interaction.”
- “I would have liked to see more sessions on learning more about our databases, ebooks & other services we offer to patrons. Microsoft 2016..”

- “Probably add 10 min. breaks during the middle of the 2 hour sessions.”
- “The skit was fun, but not as informative as the rest of the events, maybe it was informative for some.”
- “A section on “getting to know” staff would be nice.”
- “Overall format of schedule good-learning mixed in with play and nourishment! Perhaps require attendance for all staff and also staff who are present must attend at least two tech talks. It seemed a lot of people were at their desks.”
- “Being new, I would have loved to learn more about the staff and the roles they play at the Library. I enjoyed the amazing race and getting to know and work with my team.”

Is there anything we covered that you would like to learn more about?

- “Trends, resilience, community assessment.”
- “I will be looking into the website that Miguel provided and would love to learn more about the trends and what we can do to provide for the future of our Library.”
- “I would like to learn more about movie making.”
- “ALA’s categorized system, which I will; it is located on the ALA website. Many projects and spawn from this.”
- “Making the movie - wowie zowie. What fun!”
- “Phone apps! I loved Mindy’s Presentation. It made me very curious about what other cool apps might be out there!”
- “Coffee bar (yes what I mentioned) and open spaces.”
- “I would like to learn more about technology in the library like the projector in the community the videogame collection, as well as, upcoming library programs & volunteer recruitment.”
- “Yes I would like to take a class on 3D printing for sure and the video editing.”
- “I would want to learn more about technology.”
- “Movie editing (although not likely to be useful in my job).”
- “Movie app final cut pro”
- “More about what the MAC computers we have can do and how to best utilize them. More relevant training in technology that would be applicable in helping patrons directly.”

- “I already bookmarked Miguel’s website, so will do more research. Might eventually need Ryan’s help with movie making! ☺”
- “I would love to know if there are more opportunities to attend ALA lectures, workshops, or training.”

Additional Comments?

- “Thanks for all the hard work and thought that went into the day. Our gift bags were much appreciated!”
- “I would like if there were a 3D printing class.”
- “This was absolutely fantastic, and never have I had this sort of experience in any previous employment. Thanks.”
- “And good food! Enjoyed the bowling. Superbad team (gutterball girls – had the best team!) Not the best score, just the best group.”
- “I had a blast!”
- “Thank you so much for the professional development training. I learned so much, I got to meet new co-workers as well as connect on a quality level with the team players.”
- “I loved seeing everyone having a great time, laughing, and working together finding clues for the amazing race and the friendly comradery of bowling was wonderful as well. This year it seemed as though everyone was participating and enjoying the opportunity to be creative and think outside the box.”
- “The day was largely better than last year which was largely a waste of time. Breakfast was so-so, but lunch was spectacular.”
- “Ryan is a good mic, he’s energetic and fun. Thanks for the headphones!”
- “The baby pics got everyone interacting and was fun to look at during the breaks. One can see the hard work, coordination and organization that staff put in to pull the day off. It was nice seeing the staff members shine and work as a team. Also seeing staff skills and talents as they taught the mini workshops.”
- “Ending the day with an outside activity was good morale booster.”

MASTER AGREEMENT

CONTRACT NO.: 40310

SUPPLIER: J.K. Miklin, Inc. d/b/a Yamada Enterprises
16552 Burke Lane
Huntington Beach, CA 92647

CONTACT: Linda Braverman
linda@yamadaenterprises.com

Phone: (714) 843-9882
Fax: (714) 843-9202

PROJECT NO.: 40J.5J55.05 (Bid No. FE-0158-14-D)

BID CATEGORIES: 4

CSI DIVISION: 10 56 00



THIS MASTER AGREEMENT BETWEEN DISTRICT AND SUPPLIER FOR THE PURCHASE OF SHELVING EQUIPMENT ("Master Agreement") is entered into on this 15th day of May, 2014 by and between the LOS ANGELES COMMUNITY COLLEGE DISTRICT, a community college district organized under the laws of the State of California ("District") and J.K. Miklin, Inc. d/b/a Yamada Enterprises the undersigned Supplier ("Supplier").

ARTICLE 1 DEFINITIONS

Capitalized terms used in the Contract Documents shall have the meanings assigned to them in the General Conditions. Capitalized terms not defined in the General Conditions shall have the meanings assigned to them in, or if none is assigned as reasonably understood to apply to them by the context of, the portion of the Contract Documents where such terms are used.

ARTICLE 2 GOODS

2.1 COMPLIANT GOODS. Supplier agrees to provide, on the terms set forth in the Contract Documents, the Goods described in Exhibit "C" hereto in strict accordance with the requirements of this Master Agreement and the other Contract Documents, including, without limitation, the Technical Specifications attached hereto as Exhibit "B".

2.2 WARRANTY. Supplier warrants that all Goods, when delivered, will be new and in good working order – no Samples, demo, rebuilt, remanufactured or used units. The Supplier warrants all Goods delivered to be free from defects in materials and workmanship for minimum period of one (1) year from the date the Goods are put into service by the District. Any Goods found to be defective within the first ninety (90) days of service shall, at the District's option, be returned for a full refund or exchange at no cost to the District. Goods found to be defective after the first ninety (90) days of service may be either repaired or replaced at the District's option. The warranty must include all costs of repair, including transportation costs, during the warranty period.

ARTICLE 3 TERM

The Term of this Master Agreement is Five (5) years from the date of approval of this Master Agreement by the Board of Trustees of the Los Angeles Community College District or until the earlier of either of the following occurrences: (1) purchases are made under this Master Agreement equal to the Maximum Contract Value set forth in Section 4.3, below; or (2) termination of this Master Agreement by District in accordance with the provisions of Article 12 of the General Conditions.

ARTICLE 4 COMPENSATION

4.1 PURCHASE PRICE

4.1.1 Purchase Price Amount. Supplier's compensation for performance in accordance with the Contract Documents is the Purchase Price, which is comprised of the unit price for the Goods as set forth in the Supplier's Bid on the Bid Form attached hereto as Exhibit "C", plus Applicable Sales Taxes.

4.1.2 All-Inclusive Price. Without limitation to the foregoing, the Purchase Price includes compensation for all sales taxes, costs of shipment, delivery and set-up of the Goods to the Destination at the college specified on the Order, and as such are deemed free of any "destination in" charges to District, and all similar charges (including, without limitation, charges for delivery, shipping, drayage, express, storage, parcel post, packing, cartage, insurance, license fees, permits, and bonds).

4.1.3 Exclusive Compensation. The Purchase Price constitutes the Supplier's sole, exclusive and full compensation for the performance by Supplier of its obligations under the Contract Documents and is deemed to cover all Losses to the Supplier arising out of or related to the performance of such obligations, the acts of the elements or any unforeseen difficulties or obstructions upon the Supplier's performance, all risks (including, without limitation, cost and market price escalation, from any cause whatsoever) connected with the manufacture, shipment, delivery and storage of the Goods and any and all expenses incurred due to Delay.

4.1.4 Applicable Sales Taxes. Applicable Sales Taxes shall be computed on the basis of the sales tax percentage imposed by Applicable Laws on the sale of Goods multiplied times the unit price in Exhibit "C" attached hereto. Unless otherwise required by Applicable Laws, Applicable Sales Taxes as a part of the Purchase Price for Goods covered by an Order shall be computed as of the date of Receipt of Order applicable to such Order.

4.2 NOT USED

4.3 MAXIMUM CONTRACT VALUE

District shall not purchase nor be entitled to purchase from Supplier, and Supplier shall not provide or be required to sell, Goods in quantities that exceed the Maximum Contract Value of **one million dollars (\$1,000,000)** dollars.

Supplier is obligated to furnish for the Purchase Price, if, as and when Order(s) is/are placed by District in accordance with this Master Agreement, Goods from each Bid Category in quantities up to but not exceeding the Maximum Contract Value stated above. Except as otherwise provided in Section 4.2, above, District makes no promise or representation that it will purchase Goods in any particular quantity under this Master Agreement, including, without limitation, quantities approximating or equaling the Maximum Contract Value set forth above. Goods purchased that are later returned or rejected or that constitute Defective Work shall be included in the calculation of the dollar value of Goods purchased for purposes of determining whether the Maximum Contract Value has been reached.

4.4 ORDERING AND CANCELLATION

4.4.1 Content of Order. Supplier's obligations with respect to Goods covered by an Order shall commence upon Receipt of an Order setting forth the following: (1) a reference to this Master Agreement; (2) a description of the Goods ordered; (3) a statement of the quantity of the Goods ordered; (3) the Delivery Date; (4) the name and address of the District placing the Order; and (5) the Destination.

4.4.2 Order Authorizations. The District's Purchasing Agent is the sole person or entity authorized on behalf of the District to issue Orders for purchases of Goods under this Master Agreement. The Purchasing Agent's authority is limited to issuing Orders for purchases of Goods, including, without limitation, issuing Supplementary Ordering Instructions and such other authority as is expressly conferred upon the Purchasing Agent under the terms of the Contract Documents. All other rights and obligations of the District relating to purchases of Goods, including, without limitation, payment of compensation to Supplier and ordering of Changes to Work, are rights and obligations that are to be exercised or performed by the District only and not by the Purchasing Agent. Orders for Goods under the Master Agreement shall only be permitted if made, and shall not be honored by Supplier unless requested, pursuant to an Order issued by the Purchasing Agent to the Supplier. Purchases by the District or Designated Districts and Agencies of Goods under this Master Agreement by any other means is prohibited.

4.4.3 Separate Destinations. A separate Order shall be issued for each Lot of Goods ordered by District for delivery to a different Destination.

4.4.4 Supplier Proposals. With respect to any Order placed by District, the District will not be bound by any provisions contained in any of Supplier's proposals, purchase orders, acknowledgements, counter-offers, invoices, acceptances or other documents prepared by Supplier (whether or not attached, referenced or incorporated in the terms of the Order) that contain terms or conditions that in any way differ from or are an addition to the terms and conditions of the Order and this Master Agreement and District's failure to object to such different or additional provisions will not be deemed an acceptance of such different or additional terms and conditions nor a waiver of the terms and conditions set forth in the Order and this Master Agreement.

4.4.5 Cancellation Without Charge. The District shall have the right to cancel an Order, without incurring any responsibility or liability to Supplier, in the following circumstances: (1) District shall have the right to cancel any Order, or portion of an Order, of Goods, at no cost to the District and without any charge or cancellation fee of any kind, provided that the District gives written notice to the Supplier of such cancellation within one (1) Working Day of Receipt of Order by the Supplier; and (2) District shall have the right, at no cost to the District and without any charge or cancellation fee of any kind, in the event of a termination of an Order due to Supplier default pursuant to Section 12 of the General Conditions, to cancel the Order directly affected by such default as well as any other outstanding Order that involves the purchase of Goods that, because of their relationship to the Goods covered by the terminated Order, are rendered substantially less useful or valuable to the District as a result of the such termination.

4.4.6 Cancellation with Charge. Orders cancelled by District for reasons other than those stated in Paragraph 4.4.5, above, shall be subject to a restocking charge by Supplier in the amount of Not to Exceed, Twenty five percent (25%) of the Purchase Price for such Goods. The foregoing cancellation and restocking charge is the Supplier's sole and exclusive compensation for such cancellation.

4.5 OTHER DESIGNATED DISTRICTS AND AGENCIES

Districts or Agencies that qualify under Public Contract Code Section 20652 for purchases of Goods under this Master Agreement (Designated Districts and Agencies"), shall have the same rights as the Los Angeles Community College District to request performance of Work during the Term of this Master Agreement, without the necessity of further competitive bidding or other competition; provided, however, that any such requests must be made through the Purchasing Agent, who is the sole person or entity authorized to issue Orders under the terms of this Master Agreement. The Vendor agrees to perform the Work and Changes to the Work as ordered and

requested by the Designated Districts and Agencies on and under the same terms and conditions as are available to District under the Contract Documents; provided however, that: (1) each such Order and request shall be deemed financially separate; (2) the Designated District or Agency making such Order or request shall be solely and separately responsible to Supplier for its financial and other commitments under the Contract Documents; and (3) no fiduciary responsibility, contractual obligation nor performance liability shall exist between the District and any of the Designated Districts or Agencies or between or among any of the Designated Districts and Agencies. Orders by Designated Districts and Agencies shall be complied with by the Supplier in accordance with the Supplier's obligations under this Master Agreement and the other Contract Documents. In addition, Supplier agrees to comply with such other customary contracting requirements of any Designated Districts and Agencies (including, without limitation, execution of any affidavits, certifications, bond requirements or other required documentation) that are consistent with the contracting rules, regulations or practices adopted and approved by the governing board or council for such Designated District or Agency.

4.6 TRADE-IN PROGRAMS

Pursuant to Education Code Section 81454 the governing board of any community college district may dispose of personal property belonging to the district for the purpose of replacement by providing in the notice calling for bids for furnishing new materials, articles, or supplies that each bidder shall agree in his bid to purchase the property being replaced and to remove it from the school grounds and shall state in his bid the amount which he will deduct from the price bid for furnishing new materials, articles, or supplies as the purchase price for the personal property being purchased from the district.

4.6.1 Discounts. Although discounts offered for trade-in will not be considered in the Award of the Master Agreement, District shall be entitled to receive trade-in discounts from the Purchase Price that are then offered by Supplier. In the event that more than one discount is offered, District will be entitled to the most favorable discount offered

4.6.2 Offer. Provided the Supplier offers a trade-in program the Supplier, at the time of the Bid, shall include the trade-in program details available to the District. The District may, at its discretion, choose to exercise the trade-in option offered by the Supplier.

ARTICLE 5 TIME

5.1 DELIVERY DATE

5.1.1 Delivery Schedule. Unless otherwise mutually agreed between the District and Supplier, the Delivery Date set forth in an Order shall not be earlier than, but may be any time after, one (1) Day from the date of Receipt of Order.

5.1.2 Delivery Date Changes. A Delivery Date may be changed at any time by Supplementary Ordering Instructions and Supplier shall comply therewith. Provided that a change in Delivery Date is communicated to Supplier no later than forty two (42) Days after actual receipt by District of a Notice of Delivery from Supplier, Supplier shall comply with such changes in Delivery Date without additional charge. If Notice of Delivery is not provided by Supplier as required by the Contract Documents, then any additional costs incurred by Supplier in order to comply with any change in Delivery Date shall be at Supplier's Own Expense.

5.1.3 No Early Delivery. No Goods shall be delivered prior to the Delivery Date applicable to such Goods and any Goods delivered early may be rejected by the District or placed in storage, either by District or by Supplier at the District's request, at the Supplier's Own Expense.

5.2 DELAY IN DELIVERY

5.2.1 Time of Essence. Time is of the essence to the Completed Delivery of the Goods. District shall have the right to refuse to accept and pay for a tender of Goods delivered after the Delivery Date.

5.2.2 District Options. The District and the Supplier acknowledge and agree that if the Supplier fails to achieve Completed Delivery of a Lot of Goods on the Delivery Date specified in the Order that the District will suffer substantial Losses which are both extremely difficult and impracticable to ascertain. In recognition thereof, it is agreed that if the Supplier fails to achieve Completed Delivery on the Delivery Date (as adjusted for extensions permitted by the General Conditions) designated in a Order for Completed Delivery of a Lot of Goods, that the District shall have the right, exercised in its sole discretion, to accept tender by Supplier in accordance with Paragraph 5.2.3, below, of Leased Goods, in which case Supplier will not be assessed liquidated damages for any period of time that District is in possession of Leased Goods tendered by Supplier in accordance with the requirements of Paragraph 5.2.3, below. District shall have the right to exercise the foregoing rights with respect to all or any portion of the Goods or with respect to all or any portion of a period of time for which a delivery of Goods is delayed beyond the Delivery Date.

5.2.3 Leased Goods. The District shall have the right, in the exercise of its sole discretion, to accept tender by Supplier of temporary replacement Leased Goods for the whole or any portion of period of time for which the District. Leased Goods are provided, placed and removed at the Supplier's Own Expense. Tender of Leased Goods by the Supplier means delivery, at the Destination designated by the District in its Order, of Leased Goods that are equivalent in all material respects to the Goods identified in the applicable Order and that are wholly suitable for use by the District as a replacement for the Goods. Supplier is solely responsible for the delivery, placement and removal of Leased Goods and for any repairs to Existing Improvements caused by the move in, placement or removal of the Leased Goods. Supplier remains solely responsible for any Loss caused to Leased Goods while they are in use by the District, other than a Loss that Supplier demonstrates was caused by abuse or neglect on the part of the District, District Consultants or Separate Contractors.

5.2.4 Other Remedies. District shall have the right to refuse to accept and pay for a tender of Goods delivered after the Delivery Date and to refuse tender of Leased Goods. The District's exercise of its rights to refuse to accept and pay for any Goods shall not limit any right or remedy of the District in the event of any other default by the Supplier (including, without limitation, failure to provide timely Notice of Shipment or Notice of Delivery) other than a failure to meet a Delivery Date..

5.3 DELAY TO SUPPLIER

Supplier's sole and exclusive right in the event of an Excusable Delay consists of an extension of time to the applicable Delivery Date. The Supplier agrees to accept such extension of time as its sole and exclusive right and remedy for Delay, regardless of cause (including, without limitation, any act or omission by the District constituting negligence or breach of contract) in lieu of any and all other rights to recovery of Losses for Delay.

ARTICLE 6 PAYMENT

6.1 APPLICATIONS FOR PAYMENT

6.1.1 General. Applications for Payment for Goods covered by an Order shall be submitted by Supplier to the College Project Manager, following Completed Delivery and issuance of Notice of Completed Delivery for the Goods described in the Order. Separate Applications for Payment shall be submitted for each Order. Unless otherwise authorized by the District in writing, Applications for Payment shall be permitted only after Completed Delivery of the entire Order and not for portions of an Order. Based upon Applications for Payment and other supporting documentation submitted by the Supplier in accordance with the Contract Documents, and upon Certificates for Payment issued in accordance with the Contract Documents, the District shall make payments of undisputed sums to the Supplier as provided in Sections 6.2 and 6.3, below, and elsewhere in the Contract Documents.

6.1.2 Content of Application. Each Application for Payment shall specify with respect to the Goods covered by such Application the following:

- .1 A description of the Goods covered by the Order;
- .2 The dates of (1) Completed Delivery, and (2) issuance of the Notice of Completed Delivery;
- .3 The (1) quantity of such Goods included in the current Application for Payment; and (2) the total quantity of Goods ordered under the Master Agreement (calculated by adding the quantity of Goods for which payment is requested in the current Application for Payment to the quantities of all other Goods included in all Orders previously issued to the Supplier);
- .4 The Purchase Price for such Goods permitted by this Master Agreement; and,
- .5 Applicable Sales Taxes paid or payable by Supplier on account of the transaction covered by the Order.

6.1.3 Submission of Applications. Applications for Payment shall be properly prepared and submitted by Supplier to the College Project Manager, on or before the fifth (5th) Day of the month following the month in which the Notice of Completed Delivery is issued for the Goods covered by the Order.

6.2 PAYMENT AMOUNT

6.2.1 Payment Amount. Subject to the provisions of the Contract Documents, the amount of each payment to Supplier for Goods covered by an Order shall be computed as follows:

- .1 Take the sum properly allocable to the Purchase Price for the Goods as determined in accordance with Subparagraph 6.1.2.4, above;
- .2 Not used
- .3 Subtract amounts, if any, for which the Certification of Payment has been withheld or nullified a Certification for Payment as provided in Section 8.4 of the General Conditions or other provisions of the Contract Documents.

6.3 TIME FOR PAYMENT

6.3.1 Payment. Payment on behalf of District of sums to the Supplier that are undisputed by the District placing the Order shall be made not later than thirty (30) Days after receipt of a properly prepared and submitted Application for Payment requesting payment and issuance of a Certification for Payment in accordance with the requirements of the Contract Documents.

6.3.2 Not a Condition of Performance. Payment is not a condition precedent to the Supplier's obligation to deliver and otherwise perform its obligations under the Contract Documents.

6.3.3 Not Acceptance. Certification for Payment, payment, or partial or entire use of Goods shall not constitute acceptance of Goods that is not in accordance with the Contract Documents.

6.3.4 No Late Payment Fees. Late payments by District shall not be subject to any late charges, penalties or interest charges.

6.4 REJECTION OF APPLICATION FOR PAYMENT

Any Application for Payment determined to be disputed, improper or unsuitable for payment shall be returned to the Supplier as soon as reasonably practicable, accompanied by a written statement of the reasons why the Application for Payment was rejected. Failure to either timely reject an Application for Payment or specify any grounds for rejection shall not constitute a waiver of any rights by the District. Application for Payments that are rejected shall be corrected and resubmitted within seven (7) Days after receipt by the Supplier of the statement of reasons for the rejection.

6.5 DISCOUNTS

Although discounts offered for prompt payment, if not requested by District as part of the Bidding Documents issued by the District, will not be considered in the Award of the Master Agreement, District shall be entitled to receive all prompt payment discounts from the Purchase Price that are then offered by Supplier to other customers or stated on the Supplier's invoice if the payment is made within the discount period set forth in the offer. In the event that more than one discount is offered, District will be entitled to the most favorable discount offered.

6.6 REPORTS AND REVIEWS

6.6.1 Quarterly Sales Reports. The Supplier shall provide to the College Project Manager quarterly statements, which shall include: an aggregate sales report of (1) the total quantities and dollar sales of Goods covered by all Applications for Payments submitted under the Master Agreement; (2) the quantities and dollar sales of Goods in Clause (1) further segregated by Product Type; (3) the quantities and dollar sales of Goods in Clause (2) further segregated by Destination; (4) the total quantity of Goods remaining to be purchased in order for LACCD to meet its obligation with respect to the Guaranteed Minimum Quantity of Goods that are required to be purchased; and (5) the difference between the total of the Purchase Price(s) of all Goods purchased and the Maximum Purchase Amount.

6.6.2 Quarterly Performance Reports. The Supplier will submit quarterly performance reports, which shall include:

- .1 a customer satisfaction survey, in such form as directed by District
- .2 a list of Delivery Dates and actual dates of Completed Delivery and final completion, segregated by Order, Product Type and Destination
- .3 a summary of warranty claims received and Supplier's response, segregated by Destination; and
- .4 a summary of any outstanding and unresolved Claims.

6.6.3 Quarterly Performance Reviews. Supplier shall participate in quarterly business meetings to review Supplier's performance and to establish a best practices approach to customer satisfaction that satisfies the requirements of the Contract Documents and the needs of the District and its users. Supplier shall designate at least two (2) representatives of its executive and managerial staff and two (2) representatives of each Manufacturer to participate in such meetings. Such meeting shall be held at the Los Angeles Community District, 770 Wilshire Boulevard, 3rd Floor, Los Angeles, CA 90017, or such other location within Los Angeles County as may be designated by LACCD.

ARTICLE 7 BONDS

Supplier is not required to provide a Performance Bond in connection with its performance of this Master Agreement.

**ARTICLE 8
TERMINATION OR SUSPENSION**

8.1 TERMINATION

The Master Agreement may be terminated by District as provided in Article 12 of the General Conditions. In addition, and without terminating the Master Agreement, separate Orders may be terminated by District as provided in Article 12 of the General Conditions.

8.2 SUSPENSION

Supplier's performance under the Master Agreement may be suspended by District as provided in Article 12 of the General Conditions. In addition, and without terminating the Master Agreement, separate Orders may be suspended by District as provided in Article 12 of the General Conditions.

**ARTICLE 9
ENUMERATION OF CONTRACT DOCUMENTS**

9.1 List of Contract Documents

The Contract Documents (as that term is defined in the General Conditions), except for Orders, issued after execution of this Master Agreement, include, without limitation, the following:

9.1.1 Master Agreement. The Master Agreement is this executed Master Agreement between District and Supplier for the Purchase of Shelving Equipment, including the following Exhibits attached hereto and incorporated herein by this reference:

- .1 Exhibit "A" Mandatory Performance & Service Requirements
- .2 Exhibit "B" Delivery Locations
- .3 Exhibit "C" Technical Specifications
- .4 Exhibit "D" Bid Form
- .5 Exhibit "E" Bid Sheet
- .6 Exhibit "F" Acknowledgement of Addenda
- .7 Exhibit "G" Evaluation Criteria

9.1.2 General Conditions. The General Conditions are the General Conditions of the Master Agreement between District and Supplier for the Purchase of Shelving Equipment.

9.1.3 Addenda. The Addenda, if any, are as follows:

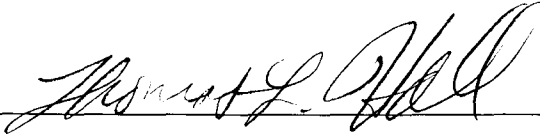
Number	Title	Pages
1	Addendum No.1 To The Bid Package for Shelving Equipment (Bid # FE-0158-14-D)	2

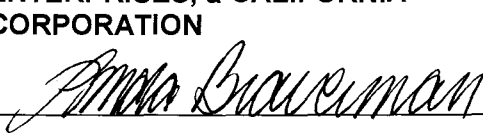
Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

WHEREFORE, this Master Agreement is entered into as of the day and year first written above.

LOS ANGELES COMMUNITY COLLEGE DISTRICT

J.K. MIKLIN, INC. D/B/A YAMADA
ENTERPRISES, a CALIFORNIA
CORPORATION

By: 

By: 

Title: Director FP&D

Title: President

October 12, 2016

Ms. Mindy Kittay
 Library Director
 Altadena Library District
 600 E. Mariposa St.
 Altadena, CA 91001

Re: Altadena Public Library, Alta Dena, CA
 Miscellaneous Capital Improvements

Dear Mindy,

I would like to thank you for this opportunity to assist the Altadena Public Library (Owner) with miscellaneous capital improvement projects as requested.

We propose the following limited scope of project management services:

Altadena Public Library Miscellaneous Capital Improvements (16.27)

1. *ARCH will assist in developing the scope of work of capital improvement projects.*
2. *ARCH will solicit competitive proposals for all scopes of work requested (as appropriate) and negotiate contracts for review by Owner's counsel.*
3. *ARCH will oversee the performance of work by vendors for conformance with contract(s).*
4. *ARCH will provide a review of requests for changes to work or vendor services.*
5. *ARCH will develop and maintain budgets for improvement project(s).*
6. *ARCH will provide progress payment reviews and make recommendations on vendor invoice pay requests.*
7. *ARCH will provide management support as requested by Owner.*
8. *ARCH will attend punch list meetings to confirm the scope(s) of work have been successfully completed.*
9. *ARCH will review and collect all close-out documentation and provide to Owner.*

The fee for the services outlined above will be billed at an hourly rate as listed below, plus the cost of reimbursable expenses. Reimbursable expenses include travel, reproductions and mailing. Payments will be made on a monthly basis due within thirty (30) days of the invoiced date. The duration of Services has not been defined. Services performed are subject to hourly rates for the calendar year of the performance of such services.

2016 hourly rates are:

Senior Project Manager	\$175
Project Manager	\$150
Communications Manager	\$100

This proposal for professional services agreement includes a limit of liability and indemnity provisions. The total liability of ARCH Consultants, Ltd. to the Owner arising out of this agreement shall not exceed the amount of total compensation actually paid pursuant to this agreement. The Owner hereby indemnifies and holds harmless ARCH Consultants and its employees, agents and representatives from and against any and all claims, demands, suits and damages that arise out of or result from, in whole or in part, wrongful acts or omissions of the Owner, its employees, agents, representatives, independent contractors, material suppliers, and design professionals.

Please do not hesitate to contact me if you have any questions or require additional information. If this proposal is acceptable, please sign below and send original to our office. We look forward to working with you.

Sincerely,

Justin Sager
Project Manager

Cc: Frank Muraca, President, ARCH Consultants, Ltd.

Name *Title* *Date*



Board of Library Trustees

Meetings are held the fourth Monday of the Month*
(unless otherwise noted)

Location: Altadena Library District Barbara J. Pearson Community Room
Time: 5:00 p.m. (unless otherwise noted)

Agendas are posted 72 hours prior to the meetings.

Meeting Dates for 2017

January 23, 2017

February 27, 2017

March 27, 2017

April 24, 2017

May 22, 2017

June 26, 2017

July 24, 2017

August 28, 2017

September 25, 2017

October 23, 2017

November 27, 2017

No Meeting in December

Subject to approval by the Board of Trustees on October 24, 2016



HOLIDAYS AND CLOSURES FOR 2017

New Year's Day observed	Monday	January 2
Martin Luther King Jr. Day	Monday	January 16
Presidents' Day	Monday	February 20
Memorial Day	Monday	May 29
Independence Day	Tuesday	July 4
Labor Day	Monday	September 4
Columbus/Indigenous Peoples Day (Professional Development Day)	Monday	October 9
Veterans Day observed	Friday	November 10
Thanksgiving Day	Thursday	November 23
Day After Thanksgiving	Friday	November 24
Flexible Holiday	Friday	December 22
Christmas Eve Holiday (In lieu of Christmas Eve which occurs on a Sunday)	Saturday	December 23
Christmas Day Holiday	Monday	December 25

Early Closure

Thanksgiving Eve	Wednesday 5pm	November 22
Christmas Tree Lane Lighting	Saturday 4pm	December 9

* Personnel Policies and Rules, Section 9.1.1

CALENDAR

-CONTINUED FROM PAGE 25

SUNDAY

All Saints Church
132 N. Euclid Ave., Pasadena
(626) 796-1172
allsaints-pas.org
All Saints' Rector-elect Mike Kinman preaches for the first time at 7:30, 9 and 11:15 a.m. followed by the annual homecoming festivities featuring food for purchase, fun and music. Call (626) 583-2765 or email Amanda Perez at aperez@allsaints-pas.org for information.

AM 870 Titans of Talk Radio Townhall 2016
Pasadena Convention Center
300 E. Green St., Pasadena
(805) 987-0400
visitpasadena.com
The town hall features radio hosts Mark Levin, Dennis Prager, Ben Shapiro, Michael Medved, Larry Elder and Mike Gallagher, with moderator Hugh Hewitt and co-hosts Brian Whitman and Elisha Krauss at 5 p.m. The discussion explores the future of America, including the presidential election, ISIS, national security and political parties. Tickets are \$25 to \$150.

A Noise Within
3352 E. Foothill Blvd., Pasadena
(626) 356-3100
anoisewithin.org
The company presents its production of Jean Genet's "The Maids," the story of two housemaids who construct elaborate role-playing rituals focusing on the murder of their mistress when she is away in a response to a lifetime of abuse. The play, loosely based on two actual sisters who brutally murdered their employer and her daughter in France in 1933, opens at 2 p.m. Sunday and continues through Nov. 12. Tickets are \$44 and up.

The Barkley
1400 Huntington Drive, South Pasadena
(626) 799-0758
thebarkleyrestaurant.com
The Richard Glaser Quartet performs classic jazz from 7 to 11 p.m. every Sunday. No cover.

Kidspace Children's Museum
480 N. Arroyo Blvd., Pasadena
(626) 449-9144
kidspacemuseum.org
Bluegrass band The Hollow Trees performs at 1 p.m. Admission is free with Kidspace admission of \$13 for adults and children, free for kids younger than one year.

Langham Huntington, Pasadena
1401 S. Oak Knoll Ave., Pasadena
(626) 585-6218
langhamhotels.com/pasadena
The hotel hosts Imagine Tea, designed for kids, as guests enjoy a specialty tea menu and desserts while junior members of the Academy of Magical Arts perform magic close-up. Kids are invited to attend dressed as whichever animal or character appeals to their imagination. Crafts and a photo booth are included. Seatings are at 10 a.m. and 1:30 p.m. Tickets are \$48 for adults, \$36 for children ages 4 to 12. Call for reservations.

Levitt Pavilion Summer Concert Series
Memorial Park
Corner of Raymond Avenue and Walnut Street, Pasadena
(626) 683-3230
levittpavilionpasadena.org
The annual free summer concert series features jazz with Laila Al-Saadi and Jimmy Vivino at 7 p.m. The series continues through Sept. 24.

Norton Simon Museum
411 W. Colorado Blvd., Pasadena
(626) 449-6840
nortonsimon.org
An Afternoon Salon, "Saints and Philosophers," discusses Goya, Rubens and Monet and the inspiration and influences behind the three great artists from 1 to 2 p.m., free with museum

admission of \$12 for adults, \$9 for seniors and free for members, students and those 18 and younger.

Restoration Concert
South Pasadena Library Community Room
1115 El Centro St., South Pasadena
(626) 799-6333
southpasadenaca.gov/library
Pianist Robert Thies performs works by Beethoven, Schubert, Brahms, Rachmaninoff, Debussy and Ravel at 4 p.m. Admission is \$20 at the door.

MONDAY

Electoral Process Discussion
Private residence, Pasadena
brownlargo@aol.com
Those who have questions about their local, state and federal government can learn how to effectively use their political power in the electoral process in an information session on the workings of the government led by Glendale Community College history professor Peggy Renner from 7 to 8:30 p.m. at a private Pasadena location. Free. Email to RSVP and to receive the location.

Intuitive Movement Jam
Farnsworth Park
568 Mount Curve Ave., Altadena
imjam.net
The Intuitive Movement Jam is a free-form eclectic dance event offering the chance to dance to your own muse without judgment, alcohol or small talk from 7 to 9 p.m. Mondays at Farnsworth Park. No experience is needed and there are no steps to learn. The first visit is free with a printout of the website home page; admission is \$10 thereafter.

Pasadena Arts Council Gold Crown and AxS Awards
Descanso Gardens
1418 Descanso Drive, La Cañada Flintridge
(626) 793-8171
pasadenaartscouncil.org
The event honors Gold Crown recipients Bill and Brenda Galloway and Los Angeles County Supervisor Michael D. Antonovich for their outstanding philanthropy and community service. The AxS Award celebrates the importance of the arts and the sciences to the tenor of the times, this year presented to the Institute for Figuring, dedicated to the poetic and aesthetic dimensions of science, mathematics and engineering. In addition, the Council's Young Artist Awards go to Sofia Saenz, Ara Avila, Derek Rooks-Taylor and Estela Zarala. The event runs from 6 to 9 p.m., open to the public. Tickets are \$150.

Pasadena Public Library, Central Branch
285 E. Walnut St., Pasadena
(626) 744-4066
cityofpasadena.net/library
Dr. Merry Pawlowski, emeritus professor of English at Cal State Bakerfield discusses "The Day of the Locust" by Nathaniel West at 3 p.m. Email creeder@cityofpasadena.net to sign up.

Pasadena Public Library, La Pintoresca Branch
1355 N. Raymond Ave., Pasadena
(626) 744-7268
cityofpasadena.net/library
Kids 6 to 12 are invited to the Lego Club to make fun projects with Lego parts provided at 4 p.m.

Pasadena Senior Center
85 E. Holly St., Pasadena
(626) 795-4331
pasadenaseniorcenter.org
An LA Opera community educator discusses Verdi's "Macbeth" at 1 p.m.

Wroman's Bookstore
695 E. Colorado Blvd., Pasadena
(626) 449-5320
wromansbookstore.com

Jacqueline Woodson discusses and signs "Another Brooklyn" at 7 p.m.

TUESDAY

Altadena Library
600 E. Mariposa St., Altadena
(626) 798-0833
altadenalibrary.org
Former Caltech admissions officer Ashley Sim discusses standardized testing for college-bound teens from a college admissions point of view, which tests should be taken and when, how colleges evaluate them, and what the current trends in testing are, starting at 7 p.m.

Cancer Support Community
76 E. Del Mar Blvd., 2nd Floor, Pasadena
(626) 796-1083
cscpasadena.org
A presentation dealing with advance directives for cancer patients, addressing a person's personal, emotional and spiritual needs as well as medical wishes, runs from 6:30 to 8 p.m. Admission is free, but call for reservations.

Pasadena Public Library, Santa Catalina Branch
999 E. Washington Blvd., Pasadena
(626) 744-7272
cityofpasadena.net/library
Teens can attend Undertale Fest starting at 3:30 p.m.

Wroman's Bookstore
695 E. Colorado Blvd., Pasadena
(626) 449-5320
wromansbookstore.com
Poet Dana Gioia reads from and signs "99 Poems: New & Selected" at 7 p.m.

WEDNESDAY

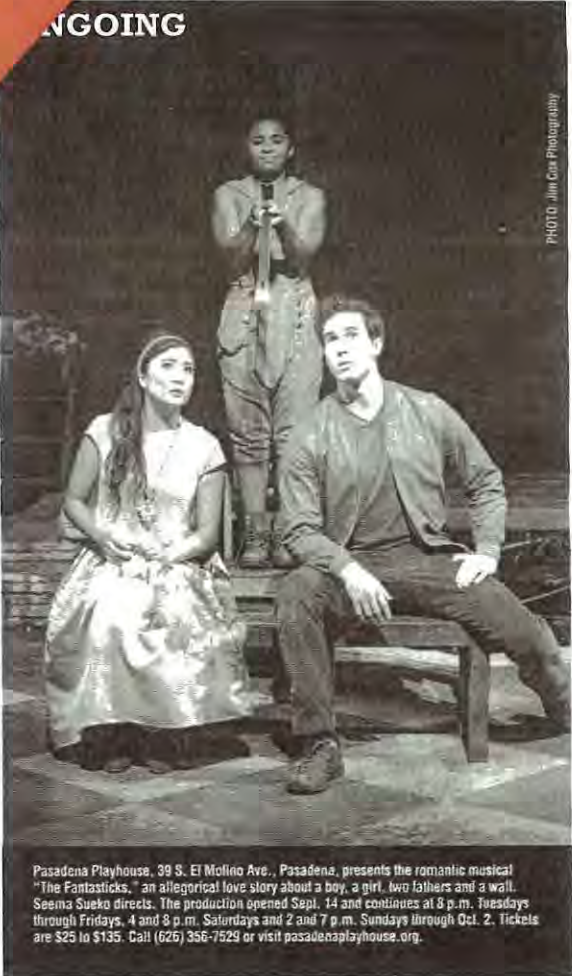
Crowell Public Library
1890 Huntington Drive, San Marino
(626) 300-0777
crowellpubliclibrary.org
The library's Meet the Authors series features Tammy Kaehler, author of the Kate Reilly mystery series discussing the latest in the series, "Red Flags" at 7 p.m.

Pasadena Public Library, Central Branch
285 E. Walnut St., Pasadena
(626) 744-4066
cityofpasadena.net/library
Free films start at 1 p.m. Wednesdays. September films feature famous movie couples. Wednesday's film is "Mrs. Parkington." The Mother/Daughter Book Club meets to discuss "Rules" by Cynthia Lord. Call and press option 4 to sign up.

Pasadena Senior Center
85 E. Holly St., Pasadena
(626) 795-4331
pasadenaseniorcenter.org
Free citizenship classes are from 6 to 7:30 p.m. Wednesdays through Nov. 9.

Taste of Pasadena and SIP-tember Finale
Rose Bowl Stadium
1001 Rose Bowl Drive, Pasadena
pasadena-chamber.org
The Taste of Pasadena and SIP-tember Finale features food samples from 24 Pasadena restaurants and caterers, tastings of cocktails from four finalists of the SIP-tember Cocktail Bracket Challenge, the chance for guests to vote for their favorite cocktails from among the four finalists and live music by Dance Syndicate from 6 to 9 p.m. Tickets are \$30 in advance, \$50 at the door. Visit the website for advance tickets.

Wroman's Bookstore
695 E. Colorado Blvd., Pasadena
(626) 449-5320
wromansbookstore.com
Ian Brown discusses and signs "Sixty: A Diary of My Sixty-First Year: The Beginning of the End or the End of the Beginning?" at 7 p.m.



Pasadena Playhouse, 39 S. El Molino Ave., Pasadena, presents the romantic musical "The Fantasticks," an allegorical love story about a boy, a girl, two fathers and a wall. Seema Sueko directs. The production opened Sept. 14 and continues at 8 p.m. Tuesdays through Fridays, 4 and 8 p.m. Saturdays and 2 and 7 p.m. Sundays through Oct. 2. Tickets are \$25 to \$135. Call (626) 356-7529 or visit pasadenaplayhouse.org.



Rose Bowl Stadium Tours, 1001 Rose Bowl Drive, Pasadena, offer behind-the-scenes visits to the facility. Tours are from 10:30 a.m. to 12:30 p.m. the last Friday of the month. Cost is \$17.50 for adults, \$14.50 for children, seniors and military members. Call (626) 275-2714 or visit rosebowlstadium.com.

Re-Instituting the Rotary Lunch Invitation Card



When a good business person meets a good prospective client, a card will be offered. It shows that you have a legitimate enterprise. It also makes it easy for the prospect to contact you.

When you meet someone who might be a great Rotary prospect, what do you do?

We will be printing a card that you will

be able to carry with you that will make this easy.

- On one side it will have an invitation for the holder to be our guest for lunch. It has our name (the Rotary Club of Altadena), the Altadena Town and Country Club address, and the time we meet for lunch (Thursdays at 12:10 to 1:30).
- On the other side, you will be able to put your name and email or phone number. Remember, when you invite a guest to

check out becoming a member, that person is a *guest of the club*. This means that the Rotary Club will buy your guest's lunch. We do this for up to three meals.

So don't be shy. We will make sure everyone has a small supply of these cards. The next time you meet someone who would be a great addition to our club, you will be prepared to show him/her that you are part of a terrific enterprise and make it easy for that person to find us. ○

This Week

Continued from p. 1

ditional, which won *Christianity Today's* Best Book Award and *Leadership Journal's* 2010 Golden Canon Award.

His most recent book, *In Search of Deep Faith: A Pilgrimage into the Beauty, Goodness, and Heart of Christianity*, has been praised by church leaders as "a Pilgrims Progress for the 21st century." It received top recognition as *Christianity Today's* "Best of the Best" book for its 2013 Leadership Journal awards. This is one of only two books Dr. Campbell has read in the last two years.

Belcher and his wife Michelle – along with their four children, Jordan, Jonathan, Lindsay, and Meghan – reside in Pasadena. Jordan attends Maranatha.

Facts about Providence from a 2015 survey: It had 66 students (all undergrad), student/faculty ratio was 10:1. ○



The public library is a center of public happiness first, of public education next.

John Cotton Dana.
A Library Primer. 1896

The Latest and Greatest Video Games are *Now Available* at the Altadena Library. If you have an Xbox One, PlayStation 4, or Wii U – and you are suffering from a shortage of gaming awesomeness – the Altadena Library has your back. We're ordering the latest greatest games for all the major consoles. Think about it: why rent your favorite new video games when you can check them out at the Altadena Library for free?

We have recently consolidated our video game collection into one location in the library: the north end of the DVD shelves, close to the windows. AND...not only are we

Attention Console Gamers

ordering more games, but you – the local gamers – can help pick which ones we buy.

That's right! If there's a new game that you're dying to play, just send the name of the game and the gaming system you would like it for (e.g., Xbox One, PS4) to the following email address: ref@altadenalibrary.org, – subject line, "PIP." That's our secret code for, "Hey – I know great games, and this is definitely one you should put in your collection." Once the game arrives, we'll put it on hold for you and send you an email that it's here! So, if you're a local gamer and you want to boost your trophies and/or achievement rank, be sure to stop by and check out our amazing collection. Its awesomeness is rising every day! ○

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Assemblymember Chris Holden to Read to Young Children at Altadena Library

October 5, 2016

Assemblymember Chris Holden, representing the 41st District, will be reading to young children at the Altadena Library (600 East Mariposa Street, Altadena CA) on Thursday, October 13 at 11 am. All are invited to this free event. This special guest appearance is part of First 5 California's Official Reading Tour of Talk, Read, Sing. It changes everything® campaign.

Parents and caregivers are invited along with their young children to this engaging event to learn and to discuss how important it is to talk, read and sing with children beginning at birth. The first three years of life are particularly critical for mental stimulation. Talking, reading, and singing with young children helps billions of neurons make stronger, critical connections inside the brain. "The importance of reading and other types of verbal engagement, particularly during early years, can set our children on a life trajectory for success," said George Halvorson, Chair, First 5 Commission.

Assemblymember Holden brings a lifetime of experience in public service and business garnered during his many years on the Pasadena City Council and the Burbank-Glendale-Pasadena Airport Authority to the legislature. He was first elected to the California State Assembly in 2012, and was overwhelmingly re-elected in 2014 from a district that stretches from Pasadena in the West to Upland in the East and includes the communities of Altadena, Claremont, La Verne, Monrovia, Rancho Cucamonga, San Dimas, Sierra Madre, and South Pasadena.

As the father of five, Assemblymember Holden is an avid supporter of the importance of reading to young children. He participated in Read Across America last year and enjoyed reading and talking to preschool students.

First 5 California funds programs that educate parents, grandparents, caregivers, and teachers about the critical role they play during a child's first five years. Visit First5California.com for more information.

Filed Under: [Community News](#), [In This Edition](#)

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Hollywood is Coming to the SGV. Learning From Our Celebrity Dancers

Free Dance Seminar

Learn the dancing techniques of Hip Hop, Jazz, Funk, Contemporary and Broadway Musical Theater from the dancers of Jennifer Lopez, Rihanna, Beyoncé, Janet Jackson, Lady Gaga and Britney Spears just to name a few. Adults, teens and youths of all ages, and all levels, beginners, intermediate and advanced are welcomed to enjoy this opportunity of a lifetime.

The event will take place Saturday, Nov. 19 from 12 p.m. - 4 p.m. at AP Dance LA located at 5427 Rosemead

Blvd., San Gabriel CA 91776.

Spaces are limited so call ASAP to register at (.310) 890-3348 or email at Mroberts11@aol.com

Michael Roberts has spent his time speaking to help educate in the prevention of teen alcoholism, teen drug addiction and teen suicide. He put together his Got Teen Talent competitions to help build confidence within our youths, and now he has brought in top elite, professional, best of the best dancers to share with our San Ga-

briel Valley residents.

Michael's message of success, learning success, educating success, his teachings of success and what it takes to be successful has been heard throughout everything he does. He has become the face of determination, motivation, inspiration and making the most out of nothing. Being a successful entrepreneur for decades - he shares

Check it out at MichaelRobertsThePathChosen.com

The Huntington Orchid Show Is at the Library Oct 21-23

Come Join the San Gabriel Valley Orchid Hobbyists

The Huntington International Orchid Show will be held at the Huntington Library Oct. 21,22,23 2016. The show will be joined by the San Gabriel Valley Orchid Hobbyists. The show

is held on Friday, Saturday, and Sunday from 10 a.m. to 5 p.m. You can enter the Huntington at 1151 Oxford Road, San Marino, 91108. Come out and enjoy the beautiful displays!

The First Salastina Concert of the Season Starts!

The first Salastina Concert of the season will feature Cesar Franck's violin sonata at the Pasadena Conservatory of Music, 100 N. Hill Ave. The first concert is on Oct. 8, at 8 p.m. and tickets are at the door \$40 and \$10 for students.

Trunk or Treat Event

On the night of Halloween, the Church of the Good Shepherd, United Methodist (400 W. Duarte Rd. Arcadia, CA 91007) will hold its annual Trunk or Treat event from 6:30 p.m. -

8 p.m. in the church parking lot. Children and adults of all ages are welcome to this free and fun event where there will be rows of decorated car trunks passing out treats!

Nathaniel **Khoe** D.D.S., Inc. Cosmetic Dentistry



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(626) 305-1321

(626) 408-2056 for 24 Hour Emergency Service

7 Things You Must Know Before Putting Your Home Up for Sale

A new report has been released which reveals 7 costly mistakes homeowners make when selling their home, and a 9 Step System that can help you sell your home fast and for the most amount of money. This industry report shows traditional ways of selling homes have become increasingly less effective

in today's market.

Three quarters of homesellers don't get what they want for their homes and become disillusioned and - worse - financially disadvantaged when they put their home on the market. As this report uncovers, most homesellers make 7 costly mistakes worth thousands of dollars. Fortunately

each of these mistakes is entirely preventable. Industry insiders have prepared a free special report entitled "The 9 Step System to Get Your Home Sold Fast and For Top Dollar".

To request your FREE copy, call the 24 hour recorded message toll-free at 888-300-4632, ext 1000.

PAID ADVERTISEMENT

Saturday, October 8, 6:30-8:30

UPSTREAM

Second Saturday: Caribbean Music Reggae, Calypso, Soca and Steel Drums

UPSTREAM has been spreading their message of love and positivity through their exhilarating Caribbean Music, namely, Reggae, Calypso, Soca and Steel Drum Music. Come, do the West Indian boogie with us!

This concert is sponsored by Los Angeles County Supervisor Michael D. Antonovich.

www.upstreammusic.com



El Patron serving up your favorites, the Altadena Ale & Wine House pouring craft ales & fine wines and Sweeter than Honey providing mouth-watering desserts. All available for purchase

600 E. Mariposa Altadena | 626 798 0833 www.AltadenaLibrary.org



CITY OF PASADENA E-WASTE COLLECTION EVENT at the ROSE BOWL on DEC 10th, 2016 9 am to 3 pm at Parking Lot 1



RECYCLE YOUR OBSOLETE ELECTRONICS

Televisions • Computer Monitors • Keyboards • Printers • Laptops • Docking Stations • Cell and Telephones • DVDs/VCRs • Radios • Copiers • Printers • Scanners • Cable TV Equipment • Microwave Ovens • Fax Machines • Printer Cartridges • Shredders • Computer Mice • Televisions • Flat Screens • VCRs • DVD Players • PDAs • Cassette Players • Tape Drives • Stereos • Household Batteries. Many of these products have parts that can be recycled.

DOCUMENT SHREDDING Document shredding is limited to a maximum of five legal-size boxes of documents for shredding.



Altadena Women's Network
10-17-2016

"There is no power greater than a community discovering what it cares about." ~ Margaret Wheatley

~~~ Vote by Mail ballots have arrived. All Saints Church has published a helpful chart showing the recommendations of some faith organizations, LWV, the CA Chamber of Commerce and the LA Times.

[http://www.allsaints-pas.org/modules/toc/uploads/files/tid33\\_ballot\\_props\\_all\\_saints\\_comparison\\_nov\\_2016\\_rev\\_3\\_42556622\\_672c\\_7374\\_u1.pdf](http://www.allsaints-pas.org/modules/toc/uploads/files/tid33_ballot_props_all_saints_comparison_nov_2016_rev_3_42556622_672c_7374_u1.pdf)

~~~ Richard Marshalian from the LA County Department of Regional Planning sends word that a new "rumor control" document has been posted to dispel some of the misinformation being circulated regarding our Community Standards District. You can find the page here:

<http://planning.lacounty.gov/altadena/rumors> The final CSD hearing will take place at 9 a.m. on Wednesday, October 26. For those unable to go down to Los Angeles that morning, you can head over to Eaton Canyon Nature Center and make public comment there.
<http://planning.lacounty.gov/altadena/meetings>

~~~ The Pasadena Unified School District (PUSD) will celebrate "Lights On! After School" October 17-21, with events that highlight the opportunities that local after school programs provide for students and families. Lights On! After School is a national celebration that recognizes the value of after school programs that serve children during out of school time.

The week long events kick off on Monday, October 17 at 3 p.m. at Eliot Arts Magnet Academy, 2184 North Lake Avenue. PUSD, local officials, community members, and business owners will join students and families in the celebration.

✧ ~~~ On Monday, October 17, head on down to Mijares Mexican Restaurant at 145 Palmetto Drive in Pasadena from 3 p.m. to closing and support the fundraising efforts of the Altadena Library Foundation. A percentage of the ✧

proceeds will benefit the Foundation's efforts to support the capital needs of our library. Many thanks to Altadena resident and restaurant co-owner Alice Recendez for helping make this fundraiser happen.

~~~ Full Circle Thrift Shop, combination thrift shop and Anabaptist resource center, is housed at 2245 Lake Avenue.

They are gearing up for the grand opening, but they are open for business now Monday through Saturday from noon to 5 p.m.

<https://www.facebook.com/FullCircleThrift/>

~~~ El Patron is collecting blankets for the homeless. Please bring a brand new or clean and in good condition blanket the next time you go to have a meal. Or just drop by. Either way, you'll be helping keep someone warm this winter.

~~~ The Great California Shakeout takes place on Thursday, October 20 at 10:20 a.m. Read more about how you can participate in this state-wide earthquake drill here: <http://www.shakeout.org/california/>

~~~ If you're a school teacher or administrator, grab your school ID and head over to Meredith M on Thursday, October 20 between 3 and 7 p.m. for 25% off your purchase of \$25 or more in Meredith M merchandise.

~~~ Eliot Arts Magnet invites the community to a ribbon-cutting ceremony and afternoon tea to celebrate the reopening of their library on Friday, October 21, 3 p.m., 2184 N. Lake Avenue. Please bring a new or used book to share your love of reading with our Eliot students. RSVP:  [\(626\)396-3600 ext.70001](tel:(626)396-3600) by October 19.

✱ ~~~ Poetry: The People's Art with Victoria Chang and Blas Falconer will be held at the Altadena Library on Saturday, October 22. Open mic at 1 p.m., followed by readings and a Q&A with the guest poets. ✱

<http://www.altadenalibrary.org/featured-story/2016/09/19/poetry-peoples-art-victoria-chang-and-blas-falconer>

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- [Best of Pasadena](#)
 - [2016 Rules and Methodology](#)
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Reading Between the Lines

Altadena Library staff members express long-simmering unhappiness with management

By [Rebecca Kuzins](#) 09/22/2016

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Staff members of the Altadena Library District, who say their morale has plummeted since Mindy Kittay took over as district director, have been engaged in a yearlong battle with the district board of trustees for changes in personnel procedures.

Staff members maintain that Kittay, who took over in November 2014, is dismissive and demeaning, refuses to take their views into consideration, and from the first week on the job made rapid-fire changes without getting to know the district culture and fully informing the staff.

Several staff members — who requested anonymity — say Kittay's leadership style has resulted in the resignations of some of the district's 32 employees and a member of the district's volunteer Friends of the Library group.

"We're dealing with a level of stress we've never dealt with before," said a source. "[Kittay] has a whirlwind in her head and that's how she runs the library."

Kittay maintains that the Altadena Library District is no different from other districts throughout the country that have "a tremendous amount of keeping up with changes as libraries evolve. It's a struggle all over the United States," she said. "We're changing our focus from an internal-focused library to be externally and community focused."

In more traditional libraries, Kittay added, the librarians knew what was best for the patrons. But now the library is reaching out to the community to find out how the facility can work more effectively.

She is backed by the board of trustees, an elected group of five members who run the library. The board feels staff morale problems are being addressed. The board made some changes over the past several months, including outsourcing the district's human resources functions, requiring Kittay to consult with board members before implementing changes, and obtaining board support for professional development activities to aid the director in leadership and development and the staff in management training

"Change is difficult for a lot of people," said Trustee Gwendolyn McMullins. Kittay, she added, "has reached out to the community and tried to put changes in place. ... This woman is working overtime to ensure the community understands."

The staff morale problem was addressed last September, when the library's human resources department hired psychologist Luann Martenson to conduct a survey that measured the staff's unhappiness with Kittay. After the survey was completed, Martenson was supposed to work with staff to address the problems and undertake a plan of action.

But trustees said the survey was flawed and did not act on it. Instead, staff members conducted their own survey in which Kittay drew low marks. For example, in response to the statement "the director shares information about changes and procedures with staff before they occur," 88 percent of the respondents said no. Sixty-seven percent of respondents said "the director's actions, comments and/or form of communication have caused me stress and frustration on many occasions."

In April the board was scheduled to have a closed-door meeting with staff to discuss the morale problems. About 20 staffers wanted to attend. But about five minutes before the meeting, Trustee Meredith McKenzie cited two government codes that did not require all of the staff to attend and she said the board would meet with only two staff members.

"We felt betrayed by the board," a staff member said.

The staff members attending the meeting suggested Kittay be placed on probation and that the district follow up with Martenson. But the board rejected these proposals.

During the May 23 board meeting, Claire Elaine Newman resigned from the Friends of the Library. "I am here tonight to state that I strongly support the concerns raised by the staff, she said. "Indeed, as a member of the Friends board, I have also experienced and witnessed the same brusque treatment, and the same strange lack of awareness of how reasonable people committed to a common goal come to decisions and prepare for major changes."

In a letter to staff dated June 1, Trustees John McDonald and McKenzie listed four areas where personnel policies would change. For one thing, the board would review all of the new initiatives Kittay plans to undertake. The board would also support professional development activities to aid the director in leadership and development and the staff in management training. Kittay was to obtain bids to hire an outside human resources third party vendor. This was meant to give staff an avenue outside of the board and library administration to address concerns. The agency HRNETWORK was hired this summer. And finally the board would have at least two follow-up sessions to deal with staff morale.

Trustees McDonald and Adalila Zelada-Garcia were scheduled to meet with staff to clarify these items.

Despite these actions, many staff members are still unhappy. They say that when they take their grievances to HRNETWORK, the agency reports these problems to Kittay, and they fear she will retaliate against them. But Kittay says it is important that she learn about employee grievances. "How do you think you can effect change without telling about it?" she said.

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Kenny Sara and the Sounds of New Orleans – Second Saturday Concert at the Altadena Library

From STAFF REPORTS

Published : Wednesday, October 12, 2016 | 11:36 AM

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L-R Mark Justin Keyboard-bass vocals, Kenny Sara-Drums Lead Vocals, Doug Macaskill - Guitar-Vocals, Robert Kyle Saxes - Vocals

Back due to popular demand, Kenny Sara and the Sounds of New Orleans returns for the Altadena Library's season of Second Saturday concerts on Saturday, November 12 from 6:30 to 8:30 pm. Kenny Sara will surely entertain you with his New Orleans style Jazz with that marching-brass-band sound along with other styles and favorites.

"Kenny is the real New Orleans deal. Kenny has got a sound that will sweep you up and carry out right into the bayou," says Grace Le of OC Weekly. "Kenny and his band were a fixture in Downtown Disney's Ralph Brennan's Jazz Kitchen for more than a decade." Kenny has played with greats such as Herbie Hancock, Wayne Shorter, Woody Allen, Della Reese, Bo Diddley, Taj Mahal, "Papa" John Creach, Bernie Maupin, and Henry Butler.

Kenny's shows and tours include The Playboy Jazz Festival, the US Air Jambalaya Festival, The Portland Blues Festival, The Chicago Blues Festival, The JVC Jazz Festival, The Los Angeles Jazz Festival and The "Papa" John Creach Northwestern Tour. Kenny's TV credits are extensive including Everybody Loves Raymond, Charles in Charge and the Rosie O'Donnell Show, Bones to name a few.

Kenny was born and raised in New Orleans and has made his home, with his wife Debbie, in Altadena since 1979. "I wanted to pursue a music career that allowed me to challenge all aspects of my musical abilities." Kenny came to Southern California to pursue recording records and work. His company, KKaremusic, has recorded 5 CDs that can be purchased on his website: www.kkaremusic.com.

At the Altadena Library, during Second Saturday performances, you can listen to great music as you sip beer and wine from The Ale House; savor grilled eats from El Patron; and sample delectable desserts from Sweeter Than Honey. Altadena Library also hosts a monthly art show which you can view while dancing the night away.

For more information, call (626) 798-1833 or visit the library online at www.AltadenaLibrary.org.



Young Dempsey at the Altadena Library Second Saturday Concert Featuring Doo Wop to Country

From STAFF REPORTS

Published : Tuesday, October 11, 2016 | 12:03 PM



The Altadena Library's Second Saturday concert season features Young Dempsey on Saturday December 3 from 6:30 to 8:30 pm. Sprinkle in music from the 50s to 80s with dancing and you get that explosive concoction known as Young Dempsey. Based in Los Angeles, Young Dempsey is a band of "dudes" – Drewin Young, Josh Jones, Mac Lake and Marc Doten – that bring back that hot-rod nostalgic doo wop and country sound. These genres of music reach all ages and walks-of-life. The audience is guaranteed a fiery sound where everyone can't help but dance the night away.

During Second Saturday performances at the Altadena Library you can listen to great music as you sip beer and wine from The Ale House; savor grilled eats from El Patron; and sample delectable desserts from Sweeter Than Honey. Altadena Library also hosts a monthly art show which you can view while dancing the night away.

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Mindy Kittay

From: Upstream Music (via Twitter) <notify@twitter.com>
Sent: Saturday, October 8, 2016 9:49 AM
To: Mindy Kittay
Subject: Upstream Music (@upstreammusic) mentioned you in conversation on Twitter!



Upstream Music
mentioned you.

Reply



Upstream Music
@upstreammusic

Oct 08

Today! 10/8 6:30-8:30pm @AltadenaLibrary
all ages free concert
#foodwinebeerdessertsforsale #reggae
#calypso #steeldrums #soca #dancing #

----- Forwarded message -----

From: **Upstream Music** <notification+kpijp71d@facebookmail.com>

Date: Sun, Oct 9, 2016 at 2:21 AM

Subject: [Caribbean Party at the Library] Many thanks to all of our friends, family and...

To: Caribbean Party at the Library <mindykittav@gmail.com>



Facebook

Upstream Music posted in Caribbean Party at the Library.



Upstream Music

October 9 at 2:21am

Many thanks to all of our friends, family and fans for coming out to support us tonight! We had a great time and hope you did as well! Thanks for all of the love and support! Please feel free to post your pictures and videos on our Upstream Music page.



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Comment



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 Where else can you get this much daily news and information about Pasadena? | 103,721 monthly readers | 21,410 email subscribers | 53,000 Social Media followers

Assemblymember Chris Holden to Read to Young Children at Altadena Library

Published : Monday, October 3, 2016 | 1:59 PM

Like 0 Tweet 0 +1 0 Share 0 49K+ Share



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Assemblymember Holden brings a lifetime of experience in public service and business garnered during his many years on the Pasadena City Council and the Burbank-Glendale-Pasadena Airport Authority to the legislature. He was first elected to the California State Assembly in 2012, and was overwhelmingly re-elected in 2014 from a district that stretches from Pasadena in the West to Upland in the East and includes the communities of Altadena, Claremont, La Verne, Monrovia, Rancho Cucamonga, San Dimas, Sierra Madre, and South Pasadena.

As the father of five, Assemblymember Holden is an avid supporter of the importance of reading to young children. He participated in Read Across America last year and enjoyed reading and talking to preschool students.

First 5 California funds programs that educate parents, grandparents, caregivers, and teachers about the critical role they play during a child's first five years. Visit First5California.com for more information.



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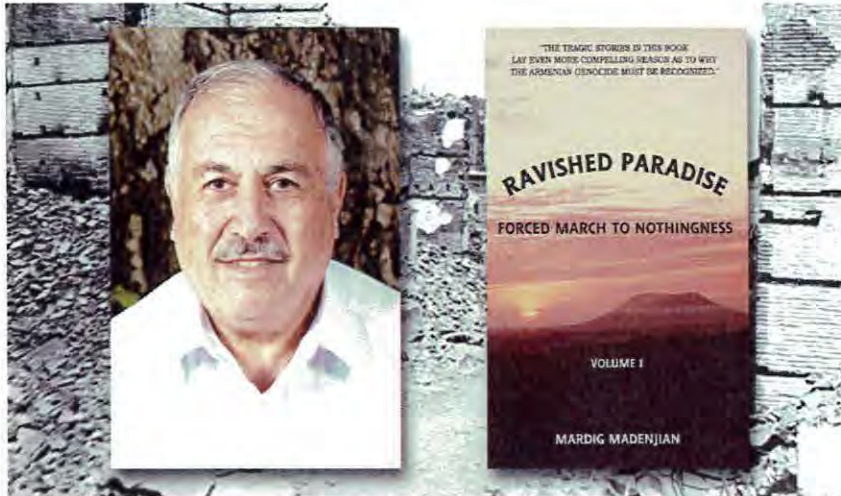
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Altadena Library Author Presentation: Ravished Paradise by Mardig Madenjian

From STAFF REPORTS

Published : Monday, September 19, 2016 | 4:15 PM

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Join Altadena Library for an engaging author discussion of Mardig Madenjian's book, *Ravished Paradise*, about the Armenian Genocide on November 5 from 3:00 p.m. to 5:00 p.m. in the Altadena Library's community room. *Ravished Paradise* won the Hollywood Book Festival's 2016 History Book Award and received much praise in the literary world. Kirkus Reviews reports: "In this ambitious work of narrative history, a son of survivors of a genocide revisits the past that they could not."

Madenjian (*The Heroic Battles on White Mountain*, 2015) grew up in the United States and worked as an editor at an Armenian-English newspaper. He writes that he was never able to get his parents to candidly discuss the Armenian Genocide of 1915. Following their deaths, he began writing about his heritage. This book, *Ravished Paradise*, is the first in a planned trilogy.

The story begins in the fourteenth century, when the last Latin king of the Armenian Kingdom of Cilicia surrenders to Muslim Mameluk forces. In the unrest that follows, some Christians acquiesce to Muslim rule and others resist. A group of faithful Christian families, led by an aging soldier named Bados, settle a new village in Chongaria, later called Chepni, located in present-day central Turkey. Madenjian descends from these founding families.

By reimagining his ancestors' lives, Madenjian puts indelible characters into the often faceless tales of atrocities committed against the Armenian people throughout centuries of Ottoman rule. The culmination of the conflict came during World War I, when the Ottoman Empire began to dissolve and authorities sought to exterminate the remaining Armenian people. Madenjian describes this genocide largely through the perspectives of his own parents, then just children, who lived through the Chepni massacre.

Altadena Library is located at 600 E. Mariposa St., Altadena.

For more information, visit the Altadena Library in person or visit the library online at www.AltadenaLibrary.org.



Altadena Library Presents Poetry: The People's Art

From STAFF REPORTS

Published : Monday, September 19, 2016 | 4:18 PM

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Poets Victoria Chang and Blas Falconer

Poetry Reading, Open Mic and Q&A featuring multi-award winning poets Victoria Chang and Blas Falconer. Saturday, October 22 from 1:00 p.m. to 2:30 p.m. at the Altadena Library. Open mic at 1:00 p.m., followed by readings and a Q&A with guest poets.

Spoken poetry is a little like jazz improvisation as poets improvise new color and meaning into the text that the reader won't find on the written page. – Saeed Jones

This promises to be an electrical combination of two well-loved master poets. One critic describes Victoria Chang's work as "rueful wit and sense of irony undercut any sense of self-righteousness." Latino poet, editor, and memoirist, Blas Falconer's work is described as "stunning, lyrical, fierce, and elegant." As Falconer puts it, "poetry offers the potential to say what cannot be said in life."

Victoria Chang's fourth book of poems, *Barbie Chang*, is forthcoming from Copper Canyon Press in 2018. Her most recent book, *The Boss*, was published by McSweeney's and won the PEN Center USA Literary Award and a California Book Award. Other books are *Salvinia Molesta* and *Circle*. Her poems have appeared in many places such as *Poetry*, *American Poetry Review*, *Paris Review*, *Best American Poetry*. She has also published a picture book, *Is Mommy?*, by Beach Lane Books/Simon & Schuster and it was a *New York Times* Notable Book. She lives in Southern California and teaches at Chapman University.

Blas Falconer is the author of two poetry collections, *The Foundling Wheel* and *A Question of Gravity and Light*, and a coeditor of two essay collections, *The Other Latin@: Writing Against a Singular Identity* and *Mentor and Muse: Essays from Poets to Poets*. His awards include an NEA Fellowship, the Maureen Egen Writers Exchange, and a Tennessee Individual Artist Grant, and his poems have appeared in various literary journals, including *Poetry*, *Poetry Northwest*, and *Prairie Schooner*. He is the poetry editor for *The Los Angeles Review* and teaches in the low-residency MFA at Murray State University. His third full-length poetry collection, *Forgive the Body This Failure* (Four Way Books), is forthcoming in 2018.

Altadena Library is located at 600 E. Mariposa St., Altadena.

For more information, visit the Altadena Library in person or visit the library online at www.AltadenaLibrary.org.

Altadena Women's Network
9-26-2016

"There is no power greater than a community discovering what it cares about." ~
Margaret Wheatley

~~~ Sincere thanks to the 31 women who responded to last week's donation appeal, and to the 17 women who donated earlier this past summer for my two publications, Wired Women and Altadena Women's Network, which together are reaching 1,689 subscribers. Your contributions help underwrite my computer maintenance and security expenses, as well as the service that delivers this e-newsletter to your inbox each week. I truly appreciate your reader support. Thank you very, very much!

~~~ Each year Altadena's Poet Laureate spearheads the Altadena Poetry Review project. This year poets chosen to be published in the Altadena Poetry Review will read their work at the publication party to be held on Saturday, April 29, from 2-4 p.m. If you are a poet and would like some of your poems to be considered for the 2017 publication, email your submissions (or your questions) directly to Elline Lipkin at [AltadenaPoetryReview2017@gmail.com](mailto:AltadenaPoetryReview2017@gmail.com). Submissions are due by October 22, 2016.

<http://www.altadenalibrary.org/blog/mkittay/2016/09/19/altadena-poetry-review-time-submit-your-poetry>

~~~ PUSD's State of the Schools is Tuesday, September 27, 5:30 - 8 p.m., McKinley School Gymnasium, 325 S. Oak Knoll Ave. Can't come? Watch the live stream: [gopUSD.com/stateofschools](http://gopUSD.com/stateofschools) Please check back at [goPUSD.com/StateOfSchools](http://goPUSD.com/StateOfSchools) for more information as it is updated.

~~~ ACONA meets on September 27 from 7-8:30 p.m. at the Altadena Community Center. This time there are five speakers so there won't be much time to go in-depth on any of the meeting's topics -- public safety; traffic, lighting and road maintenance; and the Altadena to Pasadena water pipeline construction. But it will be good to hear directly from some of the County's decision-makers on all of these important matters, so plan to come.

~~~ On September 28 at 10 a.m. Huntington Library presents a book discussion facilitated by Judith Palarz who will facilitate a discussion of *The Turner House* by Angela Flournoy. This is a powerful debut novel about an African American family in the struggling city of Detroit. To register online, go to <http://www.brownpapertickets.com/event/2586193>

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**Upstreammusic**  
Reggae  
Pasadena, CA

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**Venue Address** (Get Directions)  
Altadena Library  
600 East Mariposa St Altadena, CA  
91001 626-798-0833

**Date and Time**  
Saturday, October 8th at 6:30pm  
Add to my Calendar

**Ticket Details**  
N/A - Purchase Tickets

**Age Limit**  
All Ages

**Details**  
Please come and join upstream for an evening full with West Indian music and Culture!  
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# Upstreammusic Reggae / Caribbean / SOCA Pasadena, CA



Upstreammusic

## Featured Songs

Take Five In Four(Live)

4:28

Jump To Da Rythm (Live)

4:40

To Da Maxx (Soca Mix)

4:38

Streaming Dub

5:15

Style

5:11

[All Music »](#)

## Upcoming Shows

Fri

Oct 07

Murietta Lobster Festival

4:30 PM in Murrieta, CA

- [Share Show](#)
- [Add to Calendar](#)
- [Buy Tickets](#)
- [More Info](#)

Sat

Oct 08

Altadena Library

6:30 PM in Altadena, CA

- [Share Show](#)
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Altadena Women's Network  
10-3-2016

"There is no power greater than a community discovering what it cares about." ~ Margaret Wheatley

\*\*\* There's lots of great community-wide information in our Altadena Library's new newsletter, Connect. We love the history bits on page 3 and learning about all the ways in which Altadena Library is reaching out to the community to help us all be better connected to each other and to our town. [http://www.altadenalibrary.org/sites/altadenalibrary.org/files/2016\\_Oct\\_Connect\\_NL\\_web%20%28002%29.pdf](http://www.altadenalibrary.org/sites/altadenalibrary.org/files/2016_Oct_Connect_NL_web%20%28002%29.pdf) For those interested, the Library's operating plan for the remainder of this calendar year is here: <http://www.altadenalibrary.org/blog/wroy/2016/09/26/final-report-1516-annual-operating-plan>

\*\*\* In-N-Out Cover to Cover Reading Program begins at the Altadena Library Monday, October 3, at 10:00 a.m. and runs through Saturday, November 14. Children age 4-12 check out and read five library books and receive a certificate for a free hamburger or cheeseburger from In-N-Out Burger!

\*\*\* Altadena Library District's Board of Trustees will meet on Tuesday, October 4 at 5:00 p.m. in the Community Room.

\*\*\* Christ the Shepherd Lutheran Church sends word that their big fish fry and bake sale is coming up on Saturday, October 8 from 11 a.m. to 3 p.m. In addition to the fish, ribs and sides, and the delicious baked goods, there will be a rummage sale and fair-trade craft items for sale. 185 W. Altadena Drive.

\*\*\* Second Saturdays return to the Altadena Library this Saturday, October 8. Delicious food will be available for sale at 6:30 p.m. and the free concert, featuring the ever-popular Upstream, begins at 7 p.m. <http://www.altadenalibrary.org/program/second-saturday-altadena-library-upstream>.

SATURDAY, SEPTEMBER 17, 2016

# ALTADENA NOW

HOME TOWN LIFE GOVERNMENT LAW ENFORCEMENT ARTS & CULTURE BUSINESS EDUCATION ENVIRONMENT FAITH EV

outside the lines

Altadena Now is published daily and will host archives of Timothy Rutt's Altadena blog and his later Altadena Point sites.

Altadena Now encourages solicitation of events information, news items, announcements, photographs and videos.

Please email to: Editor@Altadena-Now.com

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### Archives



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Monday, September 12, 2016

# OUTSIDE THE LINES

## Get Outside the Lines with the Altadena Library District

When was the last time you walked into your local library? In recent years, libraries have changed into dynamic centers for engagement to accommodate the growing needs of their local communities. The Altadena Library invites the community to experience the library in a whole new way. Altadena Library District has a whole slew of special activities slated for this week. Opportunities to be creative and experience your library in a new light.

"We are excited to be a part of Outside the Lines, a global initiative designed to reintroduce libraries to their local communities," noted Mindy Kittay, Director. "From September 11-17, 2016, organizations just like ours will host events and campaign worldwide. This special week is designed to get people thinking – and talking – about libraries in a whole new way. "We hope to see you at the Altadena Library soon!"

### Special Event Details

All week long the Library has special Inspiration Stations where you can create, inspire and engage with your neighbors.

[Read More »](#)

Monday, August 31, 2015

### Altadena Calendar of Events

| September, 2016 |    |    |    |    |
|-----------------|----|----|----|----|
| S               | M  | T  | W  | T  |
|                 |    |    |    |    |
| 18              | 19 | 20 | 21 | 22 |
| 25              | 26 | 27 | 28 | 29 |

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~~~ Last concert of the season in Farnsworth Park on Saturday, September 10 at 7 p.m. Come hear The Rising in a tribute to Bruce Springsteen. Bench seats, beer & food for sale. 568 E Mt. Curve Avenue. [626-798-6335](tel:626-798-6335). [altadenasheriffs.org](http://altadenasheriffs.org)

~~~ She's back! Janet Klein and the Parlor Boys return to Coffee Gallery Backstage on Saturday, September 10 at 7 p.m.

~~~ "Outside the Lines" is a week-long celebration of the creativity and innovation happening in library. Here in Altadena Becky Skoglund and Mindy Kittay will be hosting two Inspiration Station Pop-up Booths at the Altadena Library as a part of the "Outside The Lines" celebration where they will be creating "Happy Window Signs." These "Happy Window Signs" have been designed specifically for this library event. The signs are (re)purposed paper election signs, cut into smaller pieces, and painted with chalkboard paint so the messages can be written on both sides and hung in a window. Saturday, September 17 from 10:30 a.m.-2:30 p.m. and Tuesday, September 20 from 5-6:30 p.m. "Outside the Lines" demonstrates how libraries are dynamic centers for engagement with the communities they serve.

~~~ If you haven't been to the Altadena Farmer's Market yet, check it out on September 7 when they'll again add their music and arts fair to the mix.

~~~ "How to Survive and Thrive with a Mentally Ill Loved One" is a lecture series presented by The National Alliance on Mental Illness San Gabriel Valley and Pacific Clinics for six Tuesdays from 7-9 p.m., September 13 to October 18. Dr. Michael DiPaolo and guest speakers bring the latest evidence-based information to the series, which is free to the public. It will be at Wilson Auditorium, 2471 E. Walnut Street in Pasadena, at the northwest corner of Altadena Drive and Walnut, next to the Red Cross Donation Center. Sept. 13, "The Balancing Act: Understanding and Treating Bipolar Disorder", Dr. DiPaolo; Sept. 20, "Moving Toward Recovery: Understanding and Treating Schizophrenia", Dr. DiPaolo; Sept. 27 "Obsessive Compulsive Disorder: Beyond a

Get Outside the Lines with the Altadena Library District

From STAFF REPORTS
Published : Monday, September 12, 2016 | 12:55 PM

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When was the last time you walked into your local library? In recent years, libraries have changed into dynamic centers for engagement to accommodate the growing needs of their local communities. The Altadena Library invites the community to experience the library in a whole new way. Altadena Library District has a whole slew of special activities slated for this week. Opportunities to be creative and experience your library in a new light.



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Special Event Details

All week long the Library has special **Inspiration Stations** where you can create, inspire and engage with your neighbors.

Friday September 16 at pm, the local Girl Scout Troop will be creating a living room/reading area in our parking lot.

Saturday, September 17 from 10:30 to 2:30, Altadena Library will be welcoming Becky Skoglund, a local artist, to help everyone create Happy Window Signs. These signs, created with chalk board paint, can be recreated over and over with new messages to hang in your window. Want to spread happiness, joy and inspiration and bring awareness to the library? Join us and make your own special sign.

Saturday, September 17 at 10:30 the Director will host a special Coffee and Conversation in the Reading Court. This is your opportunity to get the inside scoop on future initiatives such as Community Conversations and the 50th Anniversary of the Main Library.

For more information, visit the Altadena Library in person or visit the library online at www.AltadenaLibrary.org.

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SATURDAY, SEPTEMBER 17, 2016

ALTADENA NOW



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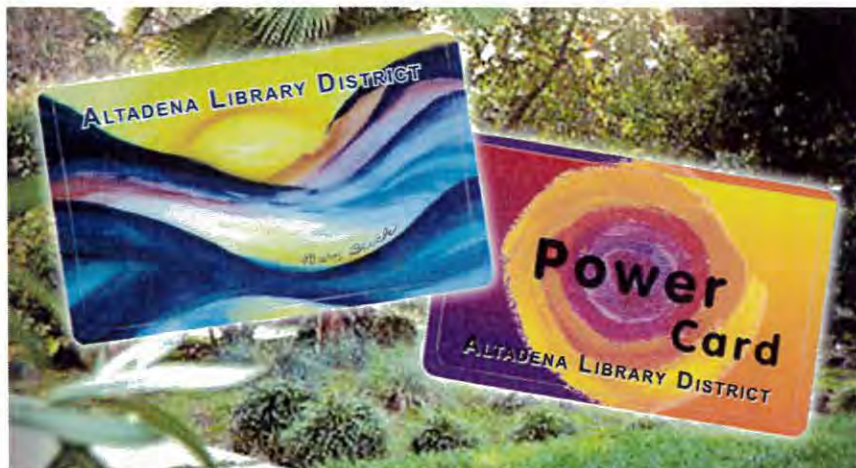
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Thursday, September 1, 2016



The Altadena Library Card – Your Access to Inspiration, Information, Education and Entertainment

Today's libraries are about more than books. They are creative educational spaces for learners from birth to high school and beyond. September is Library Card Sign-up Month, a time when the Altadena Library joins with the American Library Association and public libraries nationwide to make sure that every student has the most important school supply of all – a free library card.

Librarians provide important resources to families whose children are at the earliest stages of development, by teaching parents and caregivers the components of early literacy which help children develop the basic tools for school readiness. As of 2010, libraries in the United States offered more than 2.3 million children's programs, which account for nearly two thirds of all library programming.

Older students can access high-speed Internet, digital tools and the opportunity to work with trained professionals on how to use them. Libraries also provide equity of access to digital tools and media, which has become increasingly important in high-poverty areas where students are less likely to have a computer or internet access in the home.

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Tuesday, August 25, 2015

Altadena Calendar of Events

| September 2016 | | | | |
|----------------|----|----|----|----|
| S | M | T | W | T |
| | | | | |
| 14 | 15 | 16 | 17 | 18 |
| 25 | 26 | 27 | 28 | 29 |

For a full calendar, click on the link below.



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SATURDAY, SEPTEMBER 17, 2016

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Wednesday, September 14, 2016



Altadena Library Celebrates Frida Kahlo

Join Altadena Library on Saturday October 15 from 2:00 p.m. to 4:30 pm as it celebrates the life of Frida Kahlo – one of the most important 20th century artist of the Americas – with an exhibition and movie inspired by her life and work.

The presenter is the wonderful Miriam Quezada. Behind Frida Kahlo portraits lie the many faces of this extraordinary artist, who painted her pain, her solitude, the returning to her Mexican origin, her political activism reflecting her commitment to social justice and her surrealism reflected in her paintings incorporated all of her natural surroundings.

For more information, visit the Altadena Library in person or visit the library online at www.AltadenaLibrary.org.

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Wednesday, September 14, 2016

Altadena Calendar of Events

| September, 2016 | | | | |
|-----------------|----|----|----|----|
| S | M | T | W | T |
| | | | | |
| 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | 29 |

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Worlds Beyond Words

Altadena's experiential library is focused on education, employment, entrepreneurship, empowerment and engagement

By Mindy Kittay 10/20/2016

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Across our country libraries are looking at new ways to adapt to the rapidly evolving information needs of their 21st-century patrons. The Altadena Library is working hard to transform our resources and services for the good of our community and is dedicated to providing new services that help our patrons connect more deeply and meaningfully with the library.

The Altadena Library is providing experiences that will help you think about our world and our community in new ways. We want to give you opportunities to connect with an idea and play with it, to do something, learn something and make something happen. We want to deepen our connection with the community and address issues that matter to you by aligning our services with your needs. The Altadena Library is dedicated to being a positive agent for change in this community.

This fall and winter, the Altadena Library will begin efforts to turn outward by engaging members of our community in conversations about Altadena. What are your aspirations and concerns? How can community members and groups work together to address problems and improve the way our community operates? We want to hear your thoughts and will do this by getting out of the library and going out into our community to meet you where you work, worship, gather, learn and play.

The library has always been a hub for self-education for people of all ages and we are constantly looking at new ways to do this in the most progressive ways possible. Our high-speed Internet service allows us to add resources that provide community members with access to research, homework help and other online tools. We provide platforms where you can share your writing and artwork with the world. We are sharing the knowledge we gained creating our Water Conservation Demonstration Garden through a continuing series of open seminars, and we're rearranging our space in the library and providing places for collaboration, conversation and innovation for all ages.

Experiences, as much as books, are essential to enrichment. As an experiential library, we are introducing new activities focused on education, employment, entrepreneurship, empowerment and engagement that open the door to creativity and invite participants to experience in areas as diverse as cooking, art, dance and more. We are still the place that people visit to borrow books, CDs and DVDs and we will continue to do all of that while also serving as a vigorous and engaged community center.

We are also a place where on a weekend night you can join us for fun and meet your neighbors in a relaxed setting. Our Second Saturday music events kicked off on Oct. 8 with a performance by Upstream playing Caribbean music for hundreds of people. We have lined up eight more concerts in 2016-17 and have other entertaining and enlightening presentations planned throughout the year.

In October, we are hosting meetings for our book and Lego clubs, celebrating Mexican painter Frida Kahlo and the women's liberation movement, as well as having movie screenings, art exhibits, poetry readings, craft workshops and much more.

Stop by the Altadena Library at 800 E. Mariposa St. or the Bob Lucas Branch at 2650 N. Lincoln Ave. or visit us at altadenalibrary.org for more information and updates.

The strength of the Altadena Library comes from the wisdom of our community to incorporate diverse views into a plan that ensures that this library will always be relevant while honoring and respecting its rich history. We believe that our role is "Bringing People + Ideas Together," and in what we do for and with people.

Noted Altadenan and author Bob Lucas, for whom our branch on Lincoln is named, called libraries, "the door to the world and personal freedom."

At the Altadena Library, we believe that truer words have never been said. Join us as we become a 21st-century library.

Mindy Kittay is the director of the Altadena Library District.