



*Honoring the past, cultivating the present, empowering the future*

## MINUTES

### Special Meeting

Board of Library Trustees – Altadena Library District  
Community Room – Main Library - **March 29, 2018** – 6:04 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

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=5>

#### 2) ROLL CALL:

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=12>

- a) Ira Bershatsky
- b) Betsy Kahn
- c) Gwendolyn McMullins
- d) John McDonald, President - **Absent**
- e) Armando Zambrano

#### 3) ADOPTION OF AGENDA

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=57>

- a) 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)

#### Public Comment:

Rene Amy

Dale Gronemeier

**MOTION by: Trustee McMullins to Adopt the Agenda**

**Second by: Trustee Bershatsky**

**Aye: Trustee McMullins, Trustee Bershatsky, Trustee Zambrano, Trustee Kahn**

**No:**

**Abstain:**

#### 4) PUBLIC COMMUNICATION

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=552>

- a) Individuals may address the Board regarding any item of Library business on or not on the agenda. Comments are limited to 3 minutes per item. At the discretion of the Board President, individuals 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 state the agenda item and/or issue you wish to address.

#### Public Comment:

Mark Mariscal

Jennifer Lee

Rene Amy

Dale Gronemeier

Skip Hickambottom

Anne Chomyn

Dean Lee

#### 5) PERSONNEL APPOINTMENTS / RESIGNATIONS / TERMINATIONS / TRANSFERS

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=1488>

- a) **HIRES/PROMOTIONS:**
- b) **APPOINTMENTS:**
- c) **RESIGNATIONS AND TERMINATIONS:** Adriana Muro - Library Associate - February 8, 2018
- d) **TRANSFERS AND PROMOTIONS:** Amanda Toledo - Library Clerk I to Library Associate - February 28, 2018

Ryan Roy reported.

6) FINANCIAL REPORTS

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=1548>

- a) Financial reports for January 2018 (INFORMATION/ACTION) (10 Minutes) Page #  
**Recommended Action:** The Board of Library Trustees hereby receives and files the Financial Reports.

Ryan Roy reported.

**MOTION by McMullins to receive and file the financial reports.**

**Second by: Trustee Kahn**

**Aye: Trustee McMullins, Trustee Bershatsky, Trustee Zambrano, Trustee Kahn**

**No:**

**Abstain:**

7) CONSENT CALENDAR (5 Minutes)

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=1640>

- a) 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:

- i) Approval of minutes – Regular meeting held March 7, 2018,
- ii) Statistical Reports – YTD – February 2018 ,
- iii) Departmental Monthly Reports – February 2018,
- iv) Human Resources Update – Written Report by HRNETWORK – February 2018
- v) District Director's Report – February 2018,

**MOTION by Kahn to remove item i**

**Second by: Trustee McMullins**

**Aye: Trustee McMullins, Trustee Bershatsky, Trustee Zambrano, Trustee Kahn**

**No:**

**Abstain:**

**Public Comment:**

Mark Mariscal

Rene Amy

**MOTION by McMullins to approve the remainder of the consent calendar without item i.**

**Second by: Trustee Kahn**

**Aye: Trustee McMullins, Trustee Bershatsky, Trustee Zambrano, Trustee Kahn**

**No:**

**Abstain:**

8) CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=1992>

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

**Public Comment: Mark Mariscal**

**MOTION by McMullins to correct the minutes to add Trustee Kahn's Vote.**

**Second by: Trustee Bershatsky**

**Aye: Trustee McMullins, Trustee Bershatsky, Trustee Zambrano, Trustee Kahn**

**No:**

**Abstain:**

**Motion by Trustee McMullins to approve the minutes with the correction**

**Second by: Trustee Zambrano**

**Aye: Trustee McMullins, Trustee Bershatsky, Trustee Zambrano, Trustee Kahn**

**No:**

**Abstain:**

9) NEW BUSINESS

10) OLD BUSINESS

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=2365>

- a) Update from Ad hoc Committee for Bylaws Review (INFORMATION/ACTION) (5 Minutes),  
**Public Comment: Skip Hickambottom**

**Trustee McMullins provided an update and invited the public and staff to attend the meeting.**

- b) Update on Budget Memo & Midyear Budget Adjustment (INFORMATION/ACTION)  
<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=2773>

**Public Comment: Mark Mariscal**  
The Board went into recess at 6:58 p.m.  
The Board went into session at 7:06 p.m.

**Public Comment: Rene Amy**  
Mark Mariscal

**Motion by Trustee Bershatsky to approve the budget amendment**  
**Second by: Trustee McMullins**  
**Aye: Trustee McMullins, Trustee Bershatsky, Trustee Zambrano, Trustee Kahn**  
**No:**  
**Abstain:**

- c) Consideration of Purchase of Gondola Shelving per Midyear Budget Adjustment (INFORMATION/ACTION)  
<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=3863>  
**Public Comment: Rene Amy, Mark Mariscal**

**Deferred to next meeting**

- d) Update on Project Plan for Bob Lucas Branch Library Upgrades (INFORMATION/ACTION)  
<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=4230>  
e) Update on Salary Comparison and Wage Scale Revisions by HRNetwork, (INFORMATION/ACTION)  
<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=4346>

**Public Comment: Mark Mariscal**

- f) Compensation Adjustment for Acting District Director (INFORMATION ONLY)

**Public Comment: Dale Gronemeier**

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=4814>

- g) RFP Process for a New Auditor (INFORMATION/ACTION)  
<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=5010>

- h) Additional legal counsel (INFORMATION/ACTION)  
<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=5070>

**Public Comment: Dale Gronemeier, Rene Amy, Mark Mariscal**

The Board went into Recess at 7:50 p.m.  
The Board went into session at 7:56 p.m.

**Motion by: Trustee Bershatsky to delegate Acting District Director Ryan Roy to draft an RFP for legal counsel.**

**Second by: Trustee McMullins**

**Aye: Trustee McMullins, Trustee Bershatsky, Trustee Zambrano, Trustee Kahn**

**No:**

**Abstain:**

- i) Quote for Adding Volunteers to Worker's Compensation Coverage – SDRMA (INFORMATION/ACTION)  
<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=6030>

**Public Comment: Rene Amy**

**Public Comment- Karen Gibson**

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=6425>

11) CORRESPONDENCE, Page #

12) REPORTS OF SUPPORT GROUPS (5 minutes)

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=6555>

- a) Altadena Library Foundation
- b) Friends of the Altadena Library

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=6702> Public Comment  
Marge Nichols

13) REPORTS OF TRUSTEES

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=6939>

Trustee Bershatsky  
Trustee McMullins  
Trustee Zambrano

Public Comment: Dale Gronemeier

14) CLOSED SESSION The Board went into closed session at 8:21 p.m.

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=7277>

The Board of Trustees will recess into closed session pursuant to the Ralph M. Brown Act (Government Code Section 54960 et seq.) for purposes of the discussing and taking action on the following items:

- a) PENDING LITIGATION  
Pursuant to Government Code Section 54956.9  
TITLE: Melloney Collier vs. Altadena Library District, Case No. BC682812

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=7289>

15) RECESS BACK INTO OPEN SESSION

The board came out of closed session at 9:01 p.m.

16) PUBLIC REPORT OF ANY REPORTABLE ACTION FROM CLOSED SESSION. (Section 54960 et seq.)

No Action was taken by the board.

17) AGENDA ITEMS FOR FUTURE AGENDAS

<https://youtu.be/9aQdB8Czazg?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=7373>

- a) This is an opportunity for Board members to request that items be placed on future agendas.  
Christmas tree lane association –

18) ADJOURNMENT

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

**Motion by:** Trustee Kahn to adjourn the meeting.

**Second by:** Trustee McMullins

**Aye:** Trustee Bershatsky, Trustee Kahn, Trustee Zambrano, Trustee McMullins

**No:**

**Abstain:**

**Meeting adjourned at 9:05 p.m.**