



Honoring the past, cultivating the present, empowering the future

MINUTES

Regular Meeting

Board of Library Trustees – Altadena Library District
Community Room – Main Library - **May 21, 2018** – 5:02 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/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=11>

2) ROLL CALL: <https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=13>

- a) Ira Bershatsky
- b) Betsy Kahn, President
- c) Gwendolyn McMullins, Secretary
- d) Armando Zambrano – **Absent, Excused**

3) SWEARING-IN OF NEW BOARD MEMBER

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=39>

Terry Andrues was Sworn in and Took the Oath of Office.

4) ADOPTION OF AGENDA

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=150>

- 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

Moved by Trustee McMullins to Adopt the Agenda

Second by Trustee Bershatsky

Aye: Trustee Andrues, Trustee Bershatsky, Trustee Kahn, Trustee McMullins

No: 0

Abstain: 0

5) PUBLIC COMMUNICATION

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=312>

- 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.

Rene Amy, Mark Mariscal, Heather Firchow

6) PERSONNEL APPOINTMENTS / RESIGNATIONS / TERMINATIONS / TRANSFERS

None to Report

7) FINANCIAL REPORTS

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=888>

- a) **Financial reports for March 2017 (INFORMATION/ACTION) (10 Minutes)** Page #
Recommended Action: The Board of Library Trustees hereby receives and files the Financial Reports.

Public Comment: Mark Mariscal, Rene Amy

Moved by Trustee Bershatsky to Receive and File the Financial Reports

Second by Trustee Andrues

Aye: Trustee Andrues, Trustee Bershatsky, Trustee Kahn, Trustee McMullins

No: 0

Abstain: 0

8) CONSENT CALENDAR (5 Minutes)

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=1336>

- 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 April 23, 2018, Page #
- ii) Approval of Minutes – Special meeting held May 1, 2018, Page #
- iii) Approval of Minutes – Special meeting held May 7, 2018, Page #
- iv) Statistical Reports – YTD – April 2018, Page #
- v) Departmental Monthly Reports – April 2018, Page #
- vi) Human Resources Update – Written Report by HRNETwork – April 2018 Page #
- vii) District Director's Report – April 2018, Page #

Public Comment Mark Mariscal

**Moved by Trustee McMullins to approve the Consent Calendar with removal of item iii
Second by Trustee Andrues**

Aye: Trustee Andrues, Trustee Bershatsky, Trustee Kahn, Trustee McMullins

No: 0

Abstain: 0

9) CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

Trustee Kahn noted a correction to the May 7 Special Meeting Minutes: "The Board stated that no reportable action was taken in closed session".

Motion by Trustee Andrues to Amend the May 7 Minutes

Second by Trustee McMullins

Aye: Trustee Andrues, Trustee Bershatsky, Trustee Kahn, Trustee McMullins

No: 0

Abstain: 0

10) NEW BUSINESS <https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=1576>

- a) Presentation of Draft Budget for FY 18/19 (INFORMATION/ACTION)

Public Comment: Rene Amy

Paul K. presented the Draft Budget

Public Comment: Mark Mariscal

The Board Went into Recess from 5:50 to 5:56 p.m.

11) OLD BUSINESS <https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=3238>

- a) Progress Update from the Board Bylaws Committee (INFORMATION/ACTION)

Trustee McMullins provided an update on the Bylaws Committee

- b) Appointment of Liaison to the Altadena Library Foundation (INFORMATION/ACTION)

Trustee Kahn appointed Trustee Andrues to serve as the Liaison to the Foundation

- c) Resolution 201804 – Establishing Candidate Statement Policies (INFORMATION/ACTION)

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=3490>

Motion by Trustee Bershatsky to adopt Resolution 201804

Second by Trustee Andrues

Aye: Trustee Andrues, Trustee Bershatsky, Trustee Kahn, Trustee McMullins

No: 0

Abstain: 0

12) CORRESPONDENCE, Page #

13) REPORTS OF SUPPORT GROUPS (5 minutes)

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=3591>

- a) Altadena Library Foundation

- b) Friends of the Altadena Library

Mark Mariscal reported for both the Foundation and the Friends.

14) REPORTS OF TRUSTEES

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9P1cNrWRxcKwE3&t=3875>

Trustees McMullins, Andrues and Kahn reported.

15) CLOSED SESSION

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=4168>

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) **SIGNIFICANT EXPOSURE TO LITIGATION**
Pursuant to Government Code Section 54956.9(d)(2)
1 potential case

Public Comment: Rene Amy, Mark Mariscal

The Board Went into Closed Session at 6:25 PM

16) RECESS BACK INTO OPEN SESSION

The Board came out of Closed Session at 7:52 PM

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

<https://youtu.be/UrRFYNBQ8oA?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=4584>

It was noted that a Special Meeting has been scheduled for June 11, 2018 at 5 P.M.

18) AGENDA ITEMS FOR FUTURE AGENDAS

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

19) ADJOURNMENT

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

Motion by Trustee McMullins to Adjourn the Meeting

Second by Trustee Bershatsky

Meeting Adjourned at 7:53 P.M.