



Honoring the past, cultivating the present, empowering the future

MINUTES

Regular Meeting

Board of Library Trustees – Altadena Library District
Community Room – Main Library - **June 25, 2018** – 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

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=4

2) ROLL CALL:

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

3) ADOPTION OF AGENDA

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=46

- 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).

Motion by Trustee Andrues to adopt the agenda

Second by Trustee Zambrano

Aye: Trustee Andrues, Trustee McMullins, Trustee Zambrano

No:

Abstain:

4) PUBLIC COMMUNICATION

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=76

- 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.

H. “Grannie” Shakur, Rene Amy, Dale Gronemeier

5) PERSONNEL APPOINTMENTS / RESIGNATIONS / TERMINATIONS / TRANSFERS

None to Report

6) FINANCIAL REPORTS

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=709

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

Paul Kaymark spoke on the financial reports and tax revenue

Motion by Trustee Andrues to receive and file the financial reports

Second by Trustee Zambrano

Aye: Trustee Andrues, Trustee McMullins, Trustee Zambrano

No:

Abstain:

7) CONSENT CALENDAR (5 Minutes)

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=923

- 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 May 21, 2018, Page #
- ii) Approval of Minutes – Special Meeting held May 31, 2018, Page #
- iii) Approval of Minutes – Special meeting held June 11, 2018, Page #
- iv) Approval of Minutes – Special meeting held May 7, 2018, Page #
- v) Statistical Reports – YTD – May 2018, Page #
- vi) Departmental Monthly Reports – May 2018, Page #
- vii) District Director’s Report – May 2018, Page #

Public Comment: Rene Amy

Motion by Trustee Andruess to approve the consent calendar

Second by Trustee Zambrano

Aye: Trustee Andruess, Trustee McMullins, Trustee Zambrano

No:

Abstain:

8) CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

9) NEW BUSINESS https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=1262

- a) Delegation of Authority to Request Disbursements – CalPERS CERBT Program (INFORMATION/ACTION)

Motion by Trustee Zambrano to adopt the resolution to sign the delegation of authority to request disbursements

Second by Trustee Andruess

Aye: Trustee Andruess, Trustee McMullins, Trustee Zambrano

No:

Abstain:

- b) Earthquake Insurance Policy Renewal (INFORMATION/ACTION)

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=1431

Public Comment: Rene Amy

Motion by Trustee Zambrano to authorize Acting District Director to sign the renewal with Golden Bear Insurance

Second by Trustee Andruess

Aye: Trustee Andruess, Trustee McMullins, Trustee Zambrano

No:

Abstain:

- c) December Board of Trustees Meeting Date (INFORMATION/ACTION)

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=1634

Public Comment: Rene Amy

Motion by Trustee Andruess to table this item to the next meeting of the Board

Second by Trustee Zambrano

Aye: Trustee Andruess, Trustee McMullins, Trustee Zambrano

No:

Abstain:

10) OLD BUSINESS

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

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=1952

Public Comment: Dale Gronemeier, Rene Amy

Paul Kaymark provided a presentation of the final budget

Public Comment: Mindy Kittay

Motion by Trustee Andruess to approve the final budget

Second by Trustee Zambrano

Aye: Trustee Andruess, Trustee McMullins, Trustee Zambrano

No:

Abstain:

- b) RFID (Radio Frequency Identification) Presentation and Award of Contract to Invengo Technology Corp. (INFORMATION/ACTION)

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=3172

Public Comment: Rene Amy

I.T. Manager Christopher Kellermeyer presented on the RFID Technology
Motion by Trustee Andruess to award the contract and approve the acting director to approve the contract with Invengo Technology Corp.
Second by Trustee Zambrano
Aye: Trustee Andruess, Trustee McMullins, Trustee Zambrano
No:
Abstain:

11) CORRESPONDENCE, Page #
Public Comment: Mindy Kittay

12) REPORTS OF SUPPORT GROUPS (5 minutes)

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=5091

- a) Altadena Library Foundation – Foundation President Cynthia Carmona presented for the Foundation
- b) Friends of the Altadena Library

13) REPORTS OF TRUSTEES

https://youtu.be/qPVIkB_toFE?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=5240

Trustee Andruess, Trustee McMullins

14) AGENDA ITEMS FOR FUTURE AGENDAS

- a) This is an opportunity for Board members to request that items be placed on future agendas.
The December Board of Trustees meeting will be added to the next agenda.

15) ADJOURNMENT

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

Motion by Trustee Zambrano to adjourn the meeting

Second by Trustee Andruess

Aye: Trustee Andruess, Trustee McMullins, Trustee Zambrano

No:

Abstain:

Meeting Adjourned at 6:34 p.m.