



Honoring the past, cultivating the present, empowering the future

**MINUTES
Regular Meeting**

Board of Library Trustees - Altadena Library District
Community Room – Main Library - **November 26, 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 - 5:08 P.M.

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=5>

2) ROLL CALL:

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

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=11>

3) PUBLIC COMMUNICATION

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=30>

- 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.

**Kate Shumaker
Rene Amy
Mark Mariscal**

4) PERSONNEL APPOINTMENTS / RESIGNATIONS / TERMINATIONS / TRANSFERS

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=437>

New Hires/Promotions/Transfers:

Katie Sullivan – Librarian II, Adult Services – October 15, 2018

Interim Director Estella Terrazas reported.

5) FINANCIAL REPORTS

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=483>

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

Public Comment: Rene Amy

Staff Accountant Nicole Fabry reported.

Trustee McMullins asked a question about the Treasury payment,

Trustee Andrues asked about the CalPers unfunded line item, Nicole Fabry answered that the District made a prepayment, which resulted in savings.

Trustee Andrues asked about the process for review of legal billings. Interim Director Terrazas replied that due to prior board approval, the legal bills are not reviewed further.

Moved by Trustee Andrues to receive and file the financial reports

Second by Trustee McMullins

Aye: 4

No:

Abstain:

Absent: 1

6) CONSENT CALENDAR (5 Minutes)

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=1083>

- 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 October 22, 2018, Page #
- ii) Statistical Reports – YTD – October 2018, Page #
- iii) Departmental Monthly Reports – October 2018, Page #
- iv) District Director's Report – October 2018, Page #
- v) Holidays and Closures Calendar for 2019 Page #

Public Comment: Rene Amy

Moved by Trustee McMullins to approve the consent calendar

Second by Trustee Bershatsky

Aye:4

No:

Abstain:

Absent: 1

7) CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

8) NEW BUSINESS <https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=1237>

- a) Trustees Election (INFORMATION)

Public Comment: Rene Amy

Trustee Kahn and Administrative Assistant Kylynn Chaney provided information on the expected date of certified election results.

9) CLOSED SESSION <https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=1873>

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) CONFERENCE WITH LEGAL COUNSEL RE EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1)
Kittay v. Altadena Library District, et al.

Public Comment: Rene Amy, Mark Mariscal

The Board Went into Closed Session at 5:44 p.m.

10) RECESS BACK INTO OPEN SESSION – 7:35 p.m.

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=2164>

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

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=2180>

Public Comment: Rene Amy

No Reportable Action

12) OLD BUSINESS <https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=2494>

- a) Update from Ad-Hoc Subcommittee to fill interim District Director Position (INFORMATION/ACTION)

Public Comment: Rene Amy

Trustee Andrues reported that the subcommittee has conducted initial interviews and reference checks. He noted that candidates will be meeting with Interim Director Terrazas and that the subcommittee expects to have a recommendation to the board prior to the end of the year. Trustee Andrues also noted he planned to attend the Staff Association meeting.

13) REPORTS OF SUPPORT GROUPS (5 minutes)

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

Public Comment: Rene Amy

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=2609>

14) REPORTS OF TRUSTEES

Trustee Kahn, Trustee McMullins, Trustee Bershatsky, Trustee Andrues

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=2663>

15) AGENDA ITEMS FOR FUTURE AGENDAS

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

Trustee McMullins mentioned the Board Meetings calendar, Trustee Andrues mentioned the Facilities Subcommittee.

<https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=2990>

16) ADJOURNMENT

- a) **Recommended Action:** There being no further business to come before the Board, the meeting is adjourned. <https://youtu.be/uj6LVxIEv8k?list=PLUZFDIIZd0ksbYwckks9PlcNrWRxcKwE3&t=3120>

Moved by Trustee Bershatsky to adjourn the meeting

Second by Trustee McMullins

Aye: 4

No:

Abstain:

Absent: 1