



Honoring the past, cultivating the present, empowering the future

**AGENDA
Regular Meeting**

Board of Library Trustees - Altadena Library District
Community Room – Main Library – **December 10, 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

2) ROLL CALL:

- a) Terry Andrues
- b) Jason Capell
- c) Katie Clark
- d) Betsy Kahn, President
- e) Gwendolyn McMullins, Secretary

3) ADOPTION OF AGENDA

- 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).

4) PUBLIC COMMUNICATION

- 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.

5) REPORTS OF SUPPORT GROUPS

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

6) FINANCIAL REPORTS

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

7) CONSENT CALENDAR

- 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 November 26, 2018, Page #
- ii) Statistical Reports – YTD – November 2018, Page #
- iii) Departmental Monthly Reports – November 2018, Page #
- iv) District Director's Report – November 2018, Page #
- v) Board of Trustees Meeting Calendar for 2019 Page #

8) CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

9) OLD BUSINESS

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

10) NEW BUSINESS

- a) Ceremonial Swearing-in of New Board Members (INFORMATION/ACTION)

- b) Election of Officers (INFORMATION/ACTION)
- c) Review of State Minimum Wage Increase and Updated Salary Schedule (INFORMATION)
- d) Presentation of Altadena Library District Final Draft of the Annual Financial Report for FY 17/18, conducted by Nigro & Nigro, presented by Paul Kaymark of Platinum Consulting Group (INFORMATION/ACTION)
- e) Committees Constitution and Membership (INFORMATION/ACTION)

11) CLOSED SESSION

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.
- b) PUBLIC EMPLOYEE APPOINTMENT
Pursuant to Government Code section 54957
Title: Interim District Director
- c) Conference with Labor Negotiators Pursuant to Government Code Section 54957.6
Unrepresented Employee: Interim District Director
Agency Designated Representative: Betsy Kahn, President of the Board of Trustees

12) RECESS BACK INTO OPEN SESSION

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

- 14) Adopt Resolution 201813 - "A Resolution Appointing _____ as Interim District Director Pursuant to the 180-Day Waiting Period Exception and Approving Employment Agreement."
(Information/Action)

15) REPORTS OF TRUSTEES

16) AGENDA ITEMS FOR FUTURE AGENDAS

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

17) ADJOURNMENT

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