



MINUTES

Regular Meeting Board of Library Trustees | Altadena Library District

Community Room – Main Library – April 22, 2019 – 5:00 p.m.

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1. Call to order

5:00 PM

2. Open Session

a. Roll Call –

Trustee Clark, Trustee Capell, Trustee Andruess, Trustee Kahn, Trustee McMullins

b. Approval/Reordering of Agenda Items

Trustee Kahn asked that items 3 (b) and (c) be moved to item 4.

c. Adoption of Agenda

Moved by Trustee Clark to adopt the agenda

Second by Trustee McMullins

Aye: Trustee Clark, Trustee Capell, Trustee Andruess, Trustee Kahn, Trustee McMullins

d. Public Comment on Non-Agenda Items

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=89>

Public Comment: Rene Amy, Mark Mariscal

3. Consent Calendar

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=34>

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The Board of Library Trustees hereby approves the items and recommended actions in the Consent Calendar listed below:

- a. Approval of Minutes – Regular Meeting held March 25, 2019, Page #
- b. Statistical Reports – YTD – March 2019, Page #

c. Departmental Monthly Reports – March 2019, Page #

Moved by Trustee Clark to approve item a.

Second by Trustee Kahn

Aye: Trustee Clark, Trustee Capell, Trustee Andruess, Trustee Kahn, Trustee McMullins

4. Consideration of Items Removed from the Consent Calendar

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=365>

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

Trustee Kahn asked questions about statistics and reports. Trustees Kahn, McMullins and Andruess provided their comments about the Department Reports and the District Directors report.

Moved by Trustee Kahn to approve the items removed from the consent calendar

Second by Trustee Clark

Aye: Trustee Clark, Trustee Capell, Trustee Andruess, Trustee Kahn, Trustee McMullins

5. Reports (Information)

Public Comment : Rene Amy

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=1524>

- a. Reports of Support Groups
 - (i) Altadena Library Foundation
 - (ii) Friends of the Altadena Library

Mark Mariscal reported.

b. District Director's Report – March 2019, Page #

Public Comment: Mark Mariscal, Rene Amy

- (i) Library General Operations

c. Financial Reports – February 2019, Page #

Public Comment: Mark Mariscal, Rene Amy

Staff Accountant Nicole Fabry reported.

Trustee Kahn and Trustee Andruess asked clarifying questions regarding the budget.

d. Committee Reports –

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=2811>

(i) Bylaws Committee –

Trustee McMullins reported on the progress of the committee and the Special Meeting on April 29th.

(ii) Budget Committee

Trustee Andrues reported on the progress of the Budget committee noting that a meeting is currently being scheduled.

(iii) Executive Search Committee

Trustee Kahn reported on the status of the Executive Search and the hiring of the executive search firm.

(iv) Strategic Planning Committee –

Trustee Clark reported on the status of the committee and presented the RFP submissions matrix. There was discussion amongst the Trustees regarding the selection of the Firm for Strategic Planning.

Public Comment: Mark Mariscal, Bridget Brewster

(v) Facilities Committee

Trustee Capell reported on the Facilities Committee

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=6265>

Public Comment: Mary Landau – Christmas Tree Lane Association regarding approval of lighting parking lot trees.

e. Trustee Reports

Trustee McMullins, Trustee Kahn, Trustee Andrues, Trustee Capell, Trustee Clark

6. Unfinished Business

a. Brown Act Refresher (Information)

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=7131>

The Board went into recess from 7:12 to 7:22 p.m.

7. New Business

a. California Voter Rights Act (Information)

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=7835>

Trustee Clark reported on the CVRA white paper provided by the California Special Districts Association and there was discussion among the Trustees for adding the item to a future agenda.

Public Comment: Mark Mariscal, Brian Biery

b. Selection of Strategic Planning Consultant (Action)

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=9342>

Public Comment: Brian Biery

The Trustees provided their comments regarding the selection of a strategic planning consultant.

Trustee Clark noted she would like to move forward with the committee in selecting the most qualified consultant.

Moved by Trustee Kahn to authorize the Strategic Planning Committee to continue the selection process and authorize the committee to make a final selection.

Second by Trustee McMullins

Aye: Trustee Clark, Trustee Capell, Trustee Andruess, Trustee Kahn, Trustee McMullins

c. Process for Selection of Architectural and Space Planning Service Consultant (Action)

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=10139>

Moved by Trustee Clark to postpone item to the June Regular Meeting agenda

Second by Trustee McMullins

Aye: Trustee Clark, Trustee Capell, Trustee Andruess, Trustee Kahn, Trustee McMullins

8. Correspondence

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=10229>

CSDA Take Action Brief- Discussion regarding legislative action and future agenda items.

9. Proposed Future Agenda Items

<https://youtu.be/91hRXAQgUfA?list=PLUZFDIIZd0ksbYwckks9PIcNrWRxcKwE3&t=10625>

In addition to previously mentioned: California Voter Rights Act, California Library Association Membership and Conference

10. Adjournment

Moved by Trustee McMullins to adjourn the meeting

Second by Trustee Clark
Meeting adjourned at 8:11 p.m.