



## AGENDA

Regular Meeting Board of Library Trustees | Altadena Library District  
Community Room – Main Library – November 25, 2019 – 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.

In compliance with the Americans with Disability Act, if you need special assistance to participate in the meeting, please contact Kylynn Chaney at (626) 798-0833 x118 at least 48 hours prior to the meeting so the Altadena Library District may make reasonable arrangements to ensure accessibility to the meeting.

**1. Call to order**

**2. Open Session**

- a. Roll Call
- b. Approval/Reordering of Agenda Items
- c. Adoption of Agenda
- d. Public Comment on Non-Agenda Items

**3. Consent Calendar**

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

- Approval of Minutes – Regular Meeting held October 28, 2019
- Approval of Minutes – Special Meeting held November 6, 2019
- Review of Minutes from Emergency Meeting held October 30, 2019
- Departmental Monthly Reports – October 2019

**4. Consideration of Items Removed from the Consent Calendar**

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

**5. Reports (Information)**

- a. Reports of Support Groups
  - (i) Altadena Library Foundation
  - (ii) Friends of the Altadena Library
- b. District Director's Report – October 2019
  - (i) Library General Operations
  - (ii) Review of State Report 18-19

- (iii) CLA Conference
  - c. Financial Reports – September 2019
  - d. Committee Reports
    - (i) Budget Committee
    - (ii) Facilities Committee
      - ARG Update
    - (iii) Strategic Planning Committee
    - (iv) California Voting Rights Act Committee
  - e. Trustee Reports
- 6. Unfinished Business**
  - a. Brown Act Refresher (Information)
  - b. Review and Approval of Updated Investment Policy (Action)
- 7. New Business**
  - a. Director Performance Evaluation Process (Information)
  - b. Pasadena Unified School District - Franklin Elementary Discussion (Information)
  - c. Review and Approval of Holidays and Closures for 2020 (Action)
  - d. Review and Approval of Board of Trustees Meeting Calendar for 2020 (Action)
- 8. Correspondence**
- 9. Proposed Future Agenda Items**
- 10. Adjournment**

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.