



AGENDA

Regular Meeting Board of Library Trustees | Altadena Library District
Community Room – Main Library – February 24, 2020 – 4:00 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 Kylvynn 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, Roll Call, Public Comment on Closed Session Agenda

2. 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/or taking action on the following items:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957
TITLE: DISTRICT DIRECTOR

3. Recess into Open Session and Public Report of Any Reportable Action from Closed Session (Section 54960 et seq.)

4. Open Session

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

5. 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 January 27, 2020 - Pages # 3-5
- Departmental Monthly Reports – January 2020 - Pages # 6-14
- Statistics - Pages 15-21

6. Consideration of Items Removed from the Consent Calendar

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

7. Reports (Information)

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

- b. District Director's Report – January 2020 Pages # 22-25
 - (i) Library General Operations
 - (ii) LAFCO Presentation
 - (iii) Census Presentation
- c. Financial Reports – December 2019
Pages# 26-39
- d. Committee Reports
 - (i) Budget Committee Pages #40-42
 - (ii) Facilities Committee
 - (iii) California Voting Rights Act Committee
 - Demographer Proposal
 - (iv) District Director Evaluation Process
- e. Trustee Reports

8. New Business

- a. Presentation of Altadena Library District Final Draft of the Annual Financial Report for FY 18/19, conducted by Nigro & Nigro (Action)
- b. Review and Approval of Mid-Year Budget (Action) Pages #43-47
- c. Review of Updated Recruitment and Selection Policy (Information)
- d. Review and Approval of Key Policy (Action) Pages # 52-55
- e. Review and Approval of Service Animal (Action) Pages # 56-57
- f. Review and Approval of Teleworking Policy (Action) Pages# 58-61
- g. Review and Approval of Copyright Regulation Policy (Action) Pages 62-63
- h. Review and Approval of Request for Proposal for Art Restoration (Action) Pages #64-70
- i. Conflict of Interest Annual Filing (Information) Pages # 71-78
- j. Request for Early Closure on September 26, 2020 at 3 pm for Taste of 'Dena

9. Correspondence Pages# 79-90

10. Proposed Future Agenda Items

11. Adjournment