



AGENDA

Regular Meeting Board of Library Trustees | Altadena Library District
Community Room – Main Library – April 27, 2020 – 5:00 p.m.

IMPORTANT NOTICE REGARDING APRIL 27, 2020 MEETING

This meeting is being conducted utilizing teleconference and electronic means consistent with the State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic. The live stream of the meeting may be viewed by joining

Zoom Meeting ID: 891 826 790, <https://zoom.us/j/891826790> or by dialing +1 669 900 6833.

Submission of Public Comments: For those wishing to make Public Comments at the April 27, 2020 meeting, please submit your comments by email to be read aloud at the meeting. If multiple comments are submitted, only the first comment will be read aloud during the meeting. Email and Electronic Comments submitted online will be accepted up to two (2) hours prior to the start of the meeting.

Email comments can be submitted to hello@altadenalibrary.org. Electronic Comments may also be submitted online at www.altadenalibrary.org/publiccomment

Email and Electronic Comments will be submitted to the legislative body and shall become part of the record of the meeting.

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
- e. Special Presentations
 - Presentation of Altadena Library District Final Draft of the Annual Financial Report for FY 18/19, conducted by Nigro & Nigro (Action)

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 February 24, 2020
- Approval of Minutes – Emergency Meeting held March 13, 2020
- Departmental Monthly Reports – February/March 2020
- Statistics – February 2020

4. 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 – February 2020
 - (i) Library General Operations
 - (ii) Communications Update
- c. Financial Reports – January 2020
- d. Committee Reports
 - (i) Budget Committee
 - Possible Funding Sources
 - (ii) Facilities Committee
 - (iii) California Voting Rights Act Committee
 - Demographer Proposal
 - (iv) District Director Evaluation Process
 - Updated Goals
- e. Trustee Reports

8. New Business

- a. Resolution 2020-01 – Establishing Candidate Statement Policies (Action)
- b. Review and Approval of Updated Key Policy (Action)
- c. Emergency Protocols and Risk Minimization Discussion (Information)
- d. Designation of Applicant's Agent Resolution for Non-State Agencies (Action)

9. Correspondence

10. Proposed Future Agenda Items

11. Adjournment