



## MINUTES

Special Meeting Board of Library Trustees | Altadena Library District  
Virtual – Zoom – August 3, 2020 – 5:00 p.m.

### IMPORTANT NOTICE REGARDING AUGUST 3, 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 visiting the Altadena Library District's YouTube channel at the following URL <https://www.youtube.com/c/AltadenaLibrary>

**SUBMISSION OF PUBLIC COMMENT:** For those wishing to make Public Comments at the August 3, 2020 Special 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](mailto:hello@altadenalibrary.org). Electronic Comments may also be submitted online at [www.altadenalibrary.org/publiccomment](http://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.

If you wish to make public comment during the live meeting, you can call in to (626) 316-0997, or if the line is busy call (626) 316-0625, during the corresponding item of the agenda. For public comment on any non-agenda item, please plan to call at 5:00pm.

**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 Library Administration at (626) 798-0833 x113 at least 48 hours prior to the meeting so the Altadena Library District may make reasonable arrangements to ensure accessibility to the meeting.

#### I. Call to order

Meeting was called to order at 5:05 p.m.

#### II. Open Session

##### a. Roll Call

**Trustee Andruess, Trustee Capell, Trustee Clark, Trustee Kahn and Trustee Wilkerson.**

##### b. Approval/Reordering of Agenda Items

**None.**

##### c. Adoption of Agenda

**Moved by Trustee Andruess to adopt the Agenda.**

**Second by Trustee Capell.**

**Roll Call Vote:**

Trustee Andruess: Aye

Trustee Capell: Aye  
Trustee Kahn: Aye  
Trustee Wilkerson: Aye  
Trustee Clark: Aye

- d. Public Comment on Non-Agenda Items  
None.

### III. **Consent Calendar**

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

- a. Approval of Minutes – Special Meeting held July 16, 2020  
**Postponed to next scheduled Regular Meeting.**
- b. Approval of Minutes – Regular Meeting held July 27, 2020  
**Moved by Trustee Kahn to approve the Minutes.**

**Second by Trustee Capell.**

#### **Roll Call Vote:**

Trustee Andruess: Aye  
Trustee Capell: Aye  
Trustee Kahn: Aye  
Trustee Wilkerson: Aye  
Trustee Clark: Aye

### IV. **Consideration of Items Removed from the Consent Calendar**

No items were removed from the Consent Calendar.

### V. **Reports**

- a. District Director's Report
- i. Library General Operations  
**Report provided by Director Nikki Winslow.**
- b. Board of Trustees Ad Hoc Committee Reports
- i. Public Funding Committee
    - a) Presentation by Clifford Moss  
**Presentation by Laura Crotty from Clifford Moss provided and discussion ensued.**
- c. Trustee Reports  
**Trustee Andruess reported on outcomes of Friends of the Library event. Trustee Clark reported on LA County Department of Regional Planning's Altadena Black History project.**

### VI. **Unfinished Business**

None.

### VII. **New Business**

Trustee Clark opened items to public comment. Director Winslow read aloud public comment submitted by Resident Datz. Trustee Clark opened the floor for discussion from board on items. Discussion ensued.

- a. Resolution 2020-08 - Resolution Forming and Establishing Altadena Library District Community Facilities District No. 2020-1 (**Action**)  
**Moved by Trustee Capell to adopt Resolution 2020-08.**  
**Second by Trustee Kahn.**

Discussion ensued. Trustee Kahn asked grammatical edits to be made to Resolution 2020-08.

**Trustee Capell amended motion to reflect necessary grammatical edits.**

**Moved by Trustee Capell to adopt Resolution 2020-08 with necessary grammatical edits.  
Second by Trustee Andruess.**

**Roll Call Vote:**

Trustee Andruess: Aye  
Trustee Capell: Aye  
Trustee Kahn: Aye  
Trustee Wilkerson: Aye  
Trustee Clark: Aye

- b. Resolution 2020-09 – Resolution of the Altadena Library District Board of Trustees, Acting as the Legislative Body of Altadena Library District Community Facilities District No. 2020-1 (Facilities and Services), Deeming it Necessary to Incur a Bonded Indebtedness of Such Community Facilities District to Finance Certain Public Facilities **(Action)**

Trustee Kahn asked grammatical edits to be made to Resolution 2020-09.

**Moved by Trustee Andruess to adopt Resolution 2020-09 with necessary grammatical edits.  
Second by Trustee Wilkerson.**

**Roll Call Vote:**

Trustee Andruess: Aye  
Trustee Capell: Aye  
Trustee Kahn: Aye  
Trustee Wilkerson: Aye  
Trustee Clark: Aye

- c. Resolution 2020-10 – Resolution Calling For The Holding of a Special Election to Be Held On Tuesday , November 3, 2020, for a Measure to Authorize the Levy of Special Tax to Finance Certain Facilities and Services, Incur a Bonded Indebtedness, and to Establish an Appropriations Limit **(Action)**

**Moved by Trustee Capell to adopt Resolution 2020-10 with necessary grammatical edits.  
Second by Trustee Kahn.**

**Roll Call Vote:**

Trustee Andruess: Aye  
Trustee Capell: Aye  
Trustee Kahn: Aye  
Trustee Wilkerson: Aye  
Trustee Clark: Aye

- d. Resolution 2020-11 – Resolution Requesting the Board of Supervisors of the County of Los Angeles to Consolidate a Special District Election to be held on November 3, 2020, with the Statewide General Election Pursuant to Section 10403 of the Election Code **(Action)**

Trustee Kahn discussed contents of Resolution 2020-11.

**Moved by Trustee Andruess to adopt Resolution 2020-11  
Second by Trustee Capell.**

**Roll Call Vote:**

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Kahn: Aye

Trustee Wilkerson: Aye

Trustee Clark: Aye

VIII. **Announcements & Planning**

a. Correspondence

None.

b. Proposed Future Agenda Items

None.

IX. **Adjournment**

a. Adjourn Meeting

Meeting was adjourned and 6:37 p.m.