



MINUTES

Special Meeting Board of Library Trustees | Altadena Library District
Virtual – Zoom – September 29, 2020 – 5:00 p.m.

IMPORTANT NOTICE REGARDING September 29, 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 September 29, 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.

If you wish to make public comment during the live meeting, you can call in to (626) 798-0833 ext. 118, 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 x118 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

The meeting was called to order at 5:08 p.m.

II. Open Session

a. Roll Call

Trustee Clark called roll call. Trustee Andruess, Trustee Capell, Trustee Kahn, and Trustee Wilkerson responded as present.

b. Approval/Reordering of Agenda Items

None.

c. Adoption of Agenda

Moved by Trustee Andruess to adopt the Agenda.

Second by Trustee Kahn.

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
Public comment was given by Resident, Kim Kenne.

III. Consent Calendar

Moved by Trustee Kahn to accept the Consent Calendar.

Second by Trustee Andruess. Trustee Clark opened floor for discussion.

Discussion ensued.

Roll Call Vote:

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Kahn: Aye

Trustee Wilkerson: Aye

Trustee Clark: Aye

- a. Approval of Minutes – Regular Meeting held August 24, 2020
- b. Departmental Monthly Reports – August 2020
- c. Special Presentation – 1000 Books Before Kindergarten, Children’s & Family Services Department
Manager Mylinh Hamilton provided presentation.

IV. Consideration of Items Removed from the Consent Calendar

None.

V. Reports (Information)

- a. Support Groups
 - i. Altadena Library Foundation
President Bridget Brewster provided report.
 - ii. Friends of the Altadena Library
Director Nikki Winslow provided report on behalf of President Marne Brown.
- b. District Director’s Report
Director Winslow provided report. Assistant Director Viktor Sjöberg was introduced and provided a greeting.
- c. Financial Reports – July 2020
Manager Nicole Fabry provided report.
- d. Board of Trustees Standing Committee Reports
 - i. Budget Committee
No report.
- e. Board of Trustees Ad Hoc Committee Reports
 - i. California Voting Rights Act (CVRA) Committee
Trustee Clark provided report.
 - ii. District Director Evaluation
 - 1. District Director Annual Evaluation Form Modification
Director Winslow and Trustee Kahn provided report.
 - iii. Public Funding Committee
Trustee Clark provided report.
- f. Liaison Reports
Trustee Capell provided report followed by a report from Trustee Andruess and Trustee Kahn.
- g. Trustee Reports
Verbal reports were provided by Trustee Clark, Trustee Capell, and Trustee Kahn.

VI. **Unfinished Business**

None.

VII. **New Business**

- a. Review and Approve Altadena Library District Attendance Policy - **Action**
Moved by Trustee Andruess to approve the Altadena Library District Attendance Policy.
Second by Trustee Capell.
Roll Call Vote:
Trustee Andruess: Aye
Trustee Capell: Aye
Trustee Kahn: Aye
Trustee Wilkerson: Aye
Trustee Clark: Aye
- b. Health Premiums (Informational)
Manager Fabry provided report.
- c. 2018/2020 Election Cost Comparison (Informational)
Administrative Assistant Natalya Romo provided report.
- d. George Gardner Symons Painting Treatment Progress - LA Art Labs LLC.
(Informational)
Director Winslow provided report.

VIII. **Announcements & Planning**

- a. Correspondence
 - i. Los Angeles County Registrar-Recorder/County Clerk Letter and Certificate of Appointment
Trustee Clark reviewed correspondence and asked staff to obtain clarification.
- b. Proposed Future Agenda Items
None.

IX. **Adjournment**

- a. Adjourn Meeting
Moved by Trustee Kahn to adjourn meeting.
Second by Trustee Wilkerson.
Roll Call Vote:
Trustee Andruess: Aye
Trustee Capell: Aye
Trustee Kahn: Aye
Trustee Wilkerson: Aye
Trustee Clark: Aye

Meeting was adjourned at 7:15 p.m.