



## MINUTES

Special Meeting Board of Library Trustees | Altadena Library District  
Virtual – Zoom – November 19, 2020 – 5:00 p.m.

### IMPORTANT NOTICE REGARDING November 19, 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 November 19, 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](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) 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**

Trustee Katie Clark called the meeting to order at 5:01 p.m.

#### II. **Open Session**

##### a. Roll Call

Trustee Clark called roll. 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 Wilkerson.**

**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. **Unfinished Business**

IV. **New Business**

- a. Introduction of ALD New General Counsel (Information)  
District Director Nikki Winslow introduced Richard Egger from Best Best & Krieger LLP.

- b. Review and Approve Job Description for Marketing and Technology Assistant Position (Action)

**Moved by Trustee Capell to approve the Job Description for Marketing and Technology Assistant Position.**

**Second by Trustee Kahn. 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**

- c. Appointment of ALD Board of Trustees Member - **Action**  
Trustee Clark provided an overview of the appointment process. Candidates René Amy, Rushmore Cervantes, Cherri L. King, Jervy Tervalon, and Lucy Vergis provided three-minute statements and answered three questions posed by Trustee Clark.

**Moved by Trustee Andruess to begin appointment process.**

**Second by Trustee Capell.**

**Roll Call Vote:**

**Trustee Andruess: Lucy Vergis**

**Trustee Capell: Cherri L. King**

**Trustee Kahn: Rushmore Cervantes**

**Trustee Wilkerson: Lucy Vergis**

**Trustee Clark: Rushmore Cervantes**

Trustee Clark opened floor for discussion. Discussion ensued.

**Moved by Trustee Andruess to proceed to another vote.**

**Second by Trustee Kahn.**

**Roll Call Vote:**

**Trustee Andruess: Rushmore Cervantes**

**Trustee Capell: Rushmore Cervantes**

**Trustee Kahn: Rushmore Cervantes**

**Trustee Wilkerson: Lucy Vergis**

**Trustee Clark: Rushmore Cervantes**

Rushmore Cervantes was appointed with a majority vote.

- V. **Adjournment**
- a. Adjourn Meeting  
**Moved by Trustee Kahn to adjourn meeting.**  
**Second by Trustee Andruess.**

**Motion unanimously carried.**

Meeting was adjourned at 6:23 p.m.