



AGENDA

Regular Meeting Board of Library Trustees | Altadena Library District
Virtual – Zoom – May 24, 2021 – 5:00 p.m.

IMPORTANT NOTICE REGARDING MAY 24, 2021 MEETING

This meeting will be 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: Public Comments at the May 24, 2021 Meeting, could be submitted by email to be read aloud at the meeting. If multiple comments were submitted, only the first comment was read aloud during the meeting. Email and Electronic Comments submitted online were accepted up to two (2) hours prior to the start of the meeting. Email comments could be submitted to hello@altadenalibrary.org. Electronic Comments could also be submitted online at www.altadenalibrary.org/publiccomment.

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

Public comment made during the live meeting, called in to (626) 798-0833 x 103, during the corresponding item of the agenda. Public comment on any non-agenda item, called at 5:00 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 Library Administration at (626) 798-0833 x 103 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

II. Open Session

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

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 – Regular Meeting held April 26, 2021

IV. Consideration of Items Removed from the Consent Calendar

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

V. Department Updates & Special Presentations (Informational)

- a. Department Update Reports – April 2021
- b. Summer Reading Program Promotion - Presentation

VI. Reports (Informational)

- a. Support Groups
 - Altadena Library Foundation
 - Friends of the Altadena Library
- b. District Director's Report
 - Library Operations
 - Statistics
- c. Financial Reports – March 2021
- d. Board of Trustees Standing Committee Reports
 - Budget Committee
 - CFD Committee
- e. Board of Trustees Ad Hoc Committee Reports
 - Facilities Committee
 - Redistricting Committee
- f. Liaison Reports
- g. Trustee Reports

VII. Unfinished Business

- a. None

VIII. New Business

- a. Review and Approval of Bond Underwriting Services Request for Proposals (RFP) **(Action)**
- b. Review and Approval of Community Facilities District (CFD) Administration Services RFP **(Action)**
- c. Review and Approval of ALD's Lost and Found Policy **(Action)**
- d. Resolution to Update ALD's Board of Library Trustees' Policies and Procedures **(Action)**
- e. Review and Approval of ALD's Purchase of Additional Services from Paychex, ALD's current Payroll and Human Resources Service Provider **(Action)**
- f. Review and Approval of Altadena Library District's (ALD) Proposed Fiscal Year 2021-2022 Budget **(Action)**
- g. Review of the Art Appraisal Report for the George Gardner Symons Painting **(Informational)**
- h. Review of the Adopted Fiscal Year 2021-2022 Budget for the Local Agency formation Commission for the County of Los Angeles (LAFCO) **(Informational)**

IX. Governance

X. Announcements & Planning

- a. Correspondence
- b. Proposed Future Agenda Items

XI. Adjournment

- a. Adjourn Meeting