



## MINUTES

Board of Library Trustees  
Budget Committee | Altadena Library District  
Virtual – Zoom – May 13, 2021 – 3:00 p.m.

### IMPORTANT NOTICE REGARDING MAY 13, 2021 BUDGET COMMITTEE MEETING

This meeting was 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 May 13, 2021 Budget Committee Meeting, please submit your comments by email or electronically 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 standing committee 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. 103, during the corresponding item of the agenda. For public comment on any non-agenda item, please plan to call at 3:00 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

Trustee Rushmore Cervantes called the meeting to order at 3:06 pm.

#### II. Open Session

##### a. Roll Call

Trustee Cervantes called roll call. Trustee Wilkerson responded as present. Quorum was confirmed.

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

No adjustments were made.

- c. Adoption of Agenda  
The committee adopted the agenda as posted.
- d. Public Comment on Non-Agenda Items  
No public comment made.

**III. Consent Calendar**

**Moved by Trustee Wilkerson to adopt the Consent Calendar.**

**Seconded by Trustee Cervantes. Trustee Cervantes opened the floor for discussion. No discussion followed.**

**Roll Call Vote:**

**Trustee Cervantes: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**

The Budget Committee hereby approves the items and recommended actions in the Consent Calendar listed below:

- a. Approval of Minutes – Regular Meeting held February 11, 2021

**IV. Unfinished Business**

- a. None

**V. New Business**

- a. Review and Approval of Committee's Recommendation to Adopt the Fiscal Year 2021-2022 Budget to be presented to Board of Trustees for final approval **(Action)**  
Administrative Services Manager, Nicole Fabry, introduced the agenda item by providing an overview of the agenda item report. Ian Berg, from Eide Bailly LLP, reported additional information regarding the Fiscal Year 2021-2022 Budget. The committee discussion ensued.

**Moved by Trustee Wilkerson to recommend the Fiscal Year 2021-022 for approval. Seconded by Trustee Cervantes. Trustee Cervantes opened the floor for discussion. No discussion followed.**

**Roll Call Vote:**

**Trustee Cervantes: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**

- b. Review and Approval of Budget Committee Meeting Schedule for Fiscal Year 2021-2022 **(Action)**  
District Director, Nikki Winslow, introduced the agenda item by providing an overview of the agenda item report. The committee discussion ensued.

**Moved by Trustee Wilkerson to approve the Budget Committee Schedule for Fiscal Year 2021-2022 for August 5<sup>th</sup>, November 4<sup>th</sup>, February 3<sup>rd</sup>, and May 5<sup>th</sup> at 1:00 pm.**

**Seconded by Trustee Cervantes. Trustee Cervantes opened the floor for discussion. No discussion followed.**

**Roll Call Vote:**

**Trustee Cervantes: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**



- c. Review of the Adopted Fiscal Year 2021-2022 Budget for the Local Agency Formation Commission for the County of Los Angeles (LAFCO) **(Informational)**  
Administrative Assistant, Diego Gamboa, introduced and presented on the agenda item for informational purposes. The committee discussion ensued.  
**No action taken.**

**VI. Announcements & Planning**

- a. Proposed Future Agenda Items

**VII. Adjournment**

Trustee Cervantes adjourned the meeting at 4:10 pm.