



MINUTES – SPECIAL MEETING

Board of Library Trustees | Altadena Library District
Virtual – Zoom – October 8, 2021 – 4:00 p.m.

IMPORTANT NOTICE REGARDING OCTOBER 8, 2021 SPECIAL BOARD 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 and Altadena Library District Board of Trustees' Resolution 2021-05. 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 October 8, 2021 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 with the subject line: "Public Comment". Electronic Comments may also be submitted online at www.altadenalibrary.org/publiccomment. If you wish to make your public comment during the live meeting, please state so in your email or select "*Yes – I want to provide this comment in real-time and need the Zoom link*" in the online form.

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

If you are unable to submit via email or the online, 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 4:00 pm.

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 by Trustee Katie Clark at 4:05 pm.

II. Open Session

a. Roll Call

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

- b. Approval/Reordering of Agenda Items
No adjustments were made.
- c. Adoption of Agenda
Moved by Trustee Capell to adopt the Agenda.
Seconded by Trustee Andruess.
Roll Call Vote:
Trustee Andruess: Aye
Trustee Capell: Aye
Trustee Cervantes: Not present
Trustee Wilkerson: Aye
Trustee Clark: Aye
Motion passed.
- d. Public Comment on Non-Agenda Items
No public comment made.

III. Unfinished Business

- a. Review and Approval of ALD's Project 3rd Ray My Libro App Collaboration and Resulting Expenditures **(Action)**
Nikki Winslow, District Director, introduced the agenda item by providing an overview of the agenda item report. The Board discussed and asked questions.
Moved by Trustee Andruess to authorize the District Director to contract with ConverSight.ai as spelled out in the attached PSA with clarification in language between annual cost and Year Two and Three Costs. Seconded by Trustee Capell. Trustee Katie Clark opened floor for discussion. No discussion followed.
Roll Call Vote:
Trustee Andruess: Aye
Trustee Capell: Not present
Trustee Cervantes: Aye
Trustee Wilkerson: No
Trustee Clark: Aye
Motion passed.

IV. New Business

- a. Review and Approval Additional Funds for the Tier 3 Seismic Study **(Action)**
Trustee Capell introduced the agenda item by providing an overview of the agenda item report. Trustee Clark provided further details and clarification. The Board discussed and asked questions.
Moved by Trustee Capell to authorize the District Director to expand the Seismic Study in an amount not to exceed \$16,000. Seconded by Trustee Andruess. Trustee Katie Clark opened floor for discussion. No discussion followed.
Roll Call Vote:
Trustee Andruess: Aye
Trustee Capell: Not present
Trustee Cervantes: Aye
Trustee Wilkerson: No
Trustee Clark: Aye
Motion passed.
- b. Review and Approval of Resolution 2021-06 Authorizing the Establishment of



Authorized Signatures for Pacific Western Bank **(Action)**

Nikki Winslow, District Director, introduced the agenda item by providing an overview of the agenda item report. The Board discussed and asked questions.

Moved by Trustee Wilkerson to authorize the District Director to approve Resolution 2021-06. Seconded by Trustee Capell. Trustee Katie Clark opened floor for discussion. No discussion followed.

Roll Call Vote:

Trustee Andrues: Aye

Trustee Capell: Not present

Trustee Cervantes: Aye

Trustee Wilkerson: No

Trustee Clark: Aye

Motion passed.

V. Adjournment

Trustee Clark adjourned the meeting at 4:23 pm.