



## MINUTES – SPECIAL MEETING

Board of Library Trustees Capital Projects Discussion | Altadena Library District  
Virtual – Zoom – December 12, 2021 – 3:00 p.m.

### IMPORTANT NOTICE REGARDING DECEMBER 12, 2021 CAPITAL PROJECTS DISCUSSION

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 December 12, 2021 Special 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) with the subject line: "Public Comment". Electronic Comments may also be submitted online at [www.altadenalibrary.org/publiccomment](http://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 3:00 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 3:02 pm.

#### II. Open Session

##### a. Roll Call

Trustee Clark called roll. Trustee Andruess, Trustee Capell and Trustee Cervantes responded as present. Trustee Wilkerson was not present. Quorum confirmed.

Trustee Andruess introduced the CFD Committee Members present.

Trustee Capell introduced the Ad-hoc Facilities Committee Members present.

District Director Nikki Winslow introduced the Bond Issuance Team present.

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

### III. Unfinished Business

### IV. New Business

- a. Presentation and Review of ALD's Capital Projects Budget **(Informational)**  
Trustee Clark introduced the agenda item by reviewing the report and Trustee Capell provided additional points to begin the discussion. The Board, committee members and consultants discuss the agenda item.  
No action taken.
- b. Review and Discussion of Community Facilities District Bond Issuance Options **(Informational)**  
Trustee Clark introduced the agenda item by reviewing the report and District Director Nikki Winslow provided additional points to begin the discussion. The Board, committee members and consultants discuss the agenda item.  
No action taken.
- c. Review, Discussion, and Recommendation to the Board of Trustees to Review and Approve ALD's Bond Issuance Documents **(Action)**  
Trustee Clark introduced the agenda item by reviewing the report and Nora O'Brien and Mrunal Shah provided additional points and review the Bond Issuance Documents to begin the discussion. The Board, committee members and consultants discuss the agenda item.

**Moved by Trustee Capell to recommend the Board approve an authorization amount of 21.125 million at its regular meeting on December 20<sup>th</sup>.**

**Seconded by Trustee Cervantes.**

**Roll Call Vote:**

**Trustee Andruess: Aye**

**Trustee Capell: Aye**



**Trustee Cervantes: Aye**

**Trustee Wilkerson: Not present**

**Trustee Clark: Aye**

**Motion passed.**

- i. Resolution of Issuance
- ii. Fiscal Agent Agreement
- iii. Preliminary Official Statement with Continuing Disclosure Agreement
- iv. Bonds Purchase Agreement

**V. Announcements & Planning**

- a. Correspondence
- b. Propose Future Agenda Items

**VI. Adjournment**

- a. Adjourn Meeting  
Trustee Clark adjourned the meeting at 4:36 pm.