



AGENDA

Board of Library Trustees | Altadena Library District
Virtual – Zoom – May 23, 2022 – 5:00 p.m.

IMPORTANT NOTICE REGARDING May 23, 2022 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 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 May 23, 2022 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. 103, during the corresponding item of the agenda. For public comment on any non-agenda item, please plan to call at 5:00 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 x103 at least 48 hours prior to the meeting so the Altadena Library District may make reasonable arrangements to ensure accessibility to the meeting.

LAND ACKNOWLEDGEMENT: The Altadena Library District acknowledges its presence on the traditional, ancestral, and unceded land of the Gabrielino Tongva peoples. Altadena is located on the stolen homelands of the Xaxaamonga (Hahamongna) tribal band. The traditional territory of the Gabrielino Tongva is referred to as Tovaangar, which includes the areas currently known as Los Angeles County, Riverside County, West San Bernardino County, parts of Orange County as well as the four southern Channel Islands. Entities such as the U.S. government and non-Native settlers have subjected the Gabrielino Tongva peoples to historic and continuing injustices, including genocide, forced displacement, and cultural and linguistic erasure. Altadena Library commits to learning, educating, and informing its staff and residents of present-day Altadena 1 D Altadena ~ Libraries about the rich histories, vibrant communities, and culture of Gabrielino

Tongva people, present and past.

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 23, 2022 **Pages 4 - 8**

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 2022 **Pages 9 - 27**
 - 1. Tree Removal Report **Pages 28 - 32**
- b. MyLibro App presentation **Pages 33 - 41**
- c. Summer Reading Program Report **Pages 42 - 52**

VI. Reports (Informational)

- a. Support Groups
 - 1. Altadena Library Foundation **Pages 53 - 55**
 - 2. Friends of the Altadena Library **Pages 56 - 57**
- b. District Director's Report **Pages 58 - 63**
- c. Financial Reports – March 2022 **Pages 64 - 70**
- d. Board of Trustees Standing Committee Reports
 - 1. Budget Committee **Pages 71 -73**
 - 2. CFD Committee
- e. Board of Trustees Ad Hoc Committee Reports
 - 1. Facilities Committee **Pages 74 - 92**
 - 1. Architectural Update
 - 2. Redistricting Committee **Page 93**
- f. Liaison Reports
 - 1. Government Liaison Report
- g. Trustee Reports

VII. Unfinished Business

- a. Review and Approval to Invest the Bond Proceeds with LAIF, Resolution 2022-07 **(Action) Pages 94 - 97**

VIII. New Business

- a. Review and approval of the new ALD Unfunded Accrued Liability (UAL) Policy **(Action) Pages 98 - 108**
- b. Review and approval of the Proposed Salary Schedule for the Forthcoming 2022-2023 Fiscal Year **(Action) Pages 109 - 110**
- c. Review and approval of the Proposed Budget for Forthcoming 2022-2023 Fiscal Year **(Action) Pages 111 - 120**
- d. Review and approval of the updated ALD Financial Policies **(Action) Pages 121-150**

- e. Review of the ALD Community Board Policy **(Action)** *Pages 151 - 153*
- f. Review and discussion of the Land Acknowledgment implementation **(Informational)**
Page 154
- g. Updated ALD Vaccination Policy **(Informational)** *Pages 155 - 158*
- h. Review and Approval of Resolution 2022-08 to Extend the Provisions of Resolution 2021-05 Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Altadena Library District for the Period of June 1, 2022 – June 30, 2022 **(Action)**
Pages 159 - 163

IX. Governance

- a. Discussion of Board Elections Outreach

X. Announcements & Planning

- a. Correspondence
- b. Proposed Future Agenda Items

XI. Adjournment

- a. Adjourn Meeting