



## MINUTES

Board of Library Trustees Special Meeting | Altadena Library District  
Virtual – Zoom – August 8, 2022 – 5:00 p.m.

### IMPORTANT NOTICE REGARDING August 8, 2022 SPECIAL 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 August 8, 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](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. 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 about the rich histories, vibrant communities, and culture of Gabrielino Tongva people, present and past, through our collection development, resources, and program offerings.

**I. Call to order**

The meeting was called to order by Trustee Cervantes at 5:02 pm.

a. Land Acknowledgment

Trustee Cervantes read the Land Acknowledgement statement into the record.

**II. Open Session**

a. Roll Call

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

b. Approval/Reordering of Agenda Items

No adjustments were made.

c. Adoption of Agenda

**Moved by Trustee Clark to adopt the Agenda**

**Seconded by Trustee Andruess**

**Trustee Andruess: Aye**

**Trustee Capell: Aye**

**Trustee Clark: Aye**

**Trustee Wilkerson: Aye**

**Trustee Cervantes: Aye**

**Motion passed**

d. Public Comment on Non-Agenda Items

No public comment made.

**III. Unfinished Business**

a. Resolution 2022-12 Levying Special Taxes within Altadena Library District

Community Facilities District NO. 2020-1 (FACILITIES AND SERVICES) **(Action)**

District Director Nikki Winslow introduced the agenda item. She explained that this is the third time the Board has seen this item and was asked to bring the rates being set for the Special Taxes by the Board at their July 25, 2022 meeting. She presented the rates compiled by NBS, the District's CFD Administrator, which were compiled using the L.A. County data from last fiscal year and made the suggestion that the previous year's data be used in the future so the Board can vote on it ahead of the deadline set by L.A. County to levy this on the tax roll each year. Trustee Clark asked about an ability to carry over any shortage in the tax collection into the next year's budget and Sara Mares from NBS confirmed that a shortfall in reserves can be included in the next year's budget levy.

**Moved by Trustee Clark to the approve Resolution 2022-12 to levy the Special Taxes at the rates presented. Seconded by Trustee Capell.**

**Roll Call Vote:**

**Trustee Andruess: Aye**

**Trustee Capell: Aye**

**Trustee Clark: Aye**

**Trustee Wilkerson: Aye**

**Aye Trustee Cervantes: Aye**

**Motion passed**

**IV. New Business**

No new business.

**V. Governance**

- a. Discussion of Hybrid In-Person and Teleconference Format for August 22, 2022 Regular Meeting **(Informational)**

The Board discussed and decided to have a hybrid meeting to allow for both in-person and teleconference attendance for their August 22, 2022 meeting.

**VI. Announcements & Planning**

- a. Correspondence

- b. Proposed Future Agenda Items

Trustee Clark asked to include the quarterly District Director Evaluation Update in the agenda for the August 22, 2022 meeting.

**VII. Adjournment**

- a. Adjourn Meeting

Trustee Cervantes adjourned the meeting at 5:23 pm.