



MINUTES

Board of Library Trustees | Altadena Library District
Virtual – Zoom – August 22, 2022 – 5:00 p.m.

IMPORTANT NOTICE REGARDING August 22, 2022 MEETING

This meeting will be conducted in a hybrid fashion, utilizing teleconference, electronic, and in-person 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 22, 2022 Meeting, you may present your comments in-person during the meeting, or submit by email to be read aloud at the meeting. For emailed comments, 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 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

a. Land Acknowledgment

Trustee Cervantes read the Land Acknowledgement into the record.

II. Open Session

a. Roll Call

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

b. Approval/Reordering of Agenda Items

Item VIII.A moved to VI.E.1 (Trustee Capell's Facilities Committee report) as part of the Bob Lucas Memorial Library Design Development Plans Presentation. No adjustments made

c. Adoption of Agenda

Moved by Trustee Andruess to adopt the Agenda

Seconded by Trustee Capell

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Cervantes: Aye

Motion passed

d. Public Comment on Non-Agenda Items

No public comment made

III. Consent Calendar

The Board of Library Trustees hereby approves the items and recommended actions in the Consent Calendar listed below:

Approval of Minutes – Regular Meeting held July 25, 2022

Moved by Trustee Capell to adopt the Agenda

Seconded by Trustee Capell

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Cervantes: Aye

Motion passed

a. Approval of Minutes – Special Meeting held August 8, 2022

Moved by Trustee Clark to adopt the Agenda

Seconded by Trustee Andruess

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Cervantes: Aye

Motion passed

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 – July 2022
Department Update Reports – June 2022
Trustee Cervantes gave positive comments regarding the hand-written letter the library received in gratitude for the library services. Trustee Capell commented on the great work the library has done connecting with community groups for programming, and the outreach done with the Mobile Library, which now includes the expansion the Fab Lab. Trustee Capell also gave positive remarks concerning our teen volunteers, and expressed excitement for the grant funding awarded to the library from Califa and Bibliotheca to use technology and library systems to extend existing open hours at the Main Library.

VI. Reports (Informational)

- a. Support Groups
1. Altadena Library Foundation
Foundation President Bridget Brewster provided the report. Highlights included Taste of Dena, and a request from the Foundation that Board members attend this very important fundraising event. President Brewster also spoke about the Foundation's application for funding for the Fab Lab from Pasadena Community Foundation. Updates to come regarding this.
 2. Friends of the Altadena Library
No Report - Friends did not Meet in July
- b. District Director's Report
District Director Nikki Winslow provided the Director's report. Highlights include: The hiring of Yvonne Green, who has come on as a temporary part-time accountant to assist with district day-to-day financials, the closing of the Trustee Board elections – which included no applicants, aside from the re-filing for two four-year seats- and the upcoming Board appointment for the two-year seat the Poet's Laureate's upcoming programming, and the upcoming 55th anniversary event for the Main Library.
- c. Financial Reports – June and July 2022
District Director Winslow provided the financial report, and noted that the next month would include the previous month's financials.
- d. Board of Trustees Standing Committee Reports
No reports provided.
- e. Board of Trustees Ad Hoc Committee Reports
1. Facilities Committee
Trustee Capell introduced the report and gave an update on the bob Lucas building project. Trustee Capell noted there will be an upcoming Town Council meeting, and the Library will be present to speak about the project and answer questions from the Community. Architect Mark Schoenman was present to overview the plans that would go to the Board next month for approval. The library continues to gather community feedback regarding the design, up until the design will be submitted to the county for final approval.
- f. Liaison Reports
1. Government Liaison Report
Trustee Andruess provided the report. Highlights include the call for special districts to oppose the possible ballot initiative entitled "The Taxpayer Protection and Government Accountability Act," which would allow a minority in the state senate to overturn successful votes in the state senate in regards to taxes. CSDA has created a resolution for special districts to support opposing the initiative, should it garner enough signatures to appear on this year's ballot. Trustee Andruess will provide and update next month.
- g. Trustee Reports
No reports provided.

VII. Unfinished Business

VIII. New Business

- a. Review of Bob Lucas Memorial Library Design Development Plans **(Informational)**
Item moved to VI.E.1.
- b. Review and Approval of CalPERS Open Enrollment **(Action)**
District Director Winslow provided the report. It was noted that changing to another provided would not make much of a difference in cost, and considering the work that would need to go into switching, staying with CalPERS would be a better course of action for the District.
Moved by Trustee Capell to approve CalPERS Open Enrollment for the District.
Seconded by Trustee Andrues
Trustee Andrues: Aye
Trustee Capell: Aye
Trustee Clark: Aye
Trustee Cervantes: Aye
Motion passed
- c. Review and Approval of Updated ALD Volunteer Policy **(Action)**
District Director Winslow introduced the agenda item, and Administrative Assistant Catalina Quintero provided the report. District Director Winslow noted that the updated policy was a joint endeavor with Assistant District Director Ashley Watts and Administrative Assistant Catalina Quintero. An amendment was made to the policy, making minor modifications to some language, and clarifying adult volunteer background checks.
Moved by Trustee Wilkerson
Seconded by Trustee Andrues
Trustee Andrues: Aye
Trustee Capell: Aye
Trustee Clark: Aye
Trustee Cervantes: Aye
Motion passed
- d. Review and Approval of Updated ALD Art Display Policy **(Action)**
District Director Winslow introduced the agenda item.
Moved by Trustee Clark
Seconded by Trustee Wilkerson
Trustee Andrues: Aye
Trustee Capell: Aye
Trustee Clark: Aye
Trustee Cervantes: Aye
Motion passed
- e. Review and Approval of Resolution 2022-15 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 August 1, 2022 – August 31, 2022 **(Action)**
Moved by Trustee Andrues
Seconded by Trustee Capell
Trustee Andrues: Aye
Trustee Capell: Aye
Trustee Clark: Aye

Trustee Cervantes: Aye
Motion passed

IX. Consideration of Urgency items to be added to Closed Session

a. Approval/Reordering of Closed Session Agenda Items

No adjustments made.

Moved by Trustee Andruess
Seconded by Trustee Capell

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Cervantes: Aye

Motion passed

b. Adoption of Closed Session Agenda

Moved by Trustee Andruess
Seconded by Trustee Capell

Trustee Andruess: Aye

Trustee Capell: Aye

Trustee Clark: Aye

Trustee Cervantes: Aye

Motion passed

X. Closed Session Public Comment – This is an opportunity for members of the public to address the Board on any subject matter within the Closed Session. Please address the Board, as a whole, through the Chair. Individuals will be given three (3) minutes to address the board.

No public comment made.

XI. Closed Session

a. Motion to convene to Closed Session

b. The Board of Trustees will recess into closed session pursuant to the Ralph M. Brown Act (Government Code Section 54960 et.seq.) for the purposes of discussing and/or taking action on the following items:

1. Public Employee Performance Evaluation Pursuant to Government Code Section 54957 Title: District Director

No reportable action from the closed session.

2. Reconvene to Open Session

Open session reconvened at 7:44pm

XII. Governance

XIII. Announcements & Planning

a. Correspondence

b. Proposed Future Agenda Items

Update on the Resolution regarding the possible ballot measure “The Taxpayer Protection and Government Accountability Act.”

XIV. Adjournment

a. Adjourn Meeting

Moved by Trustee Andruess
Seconded by Trustee Capell

Trustee Andruess: Aye
Trustee Capell: Aye
Trustee Clark: Aye
Trustee Cervantes: Aye
Motion passed

The meeting adjourned at 7:46pm.