



## AGENDA

Board of Library Trustees  
Budget Committee | Altadena Library District  
Virtual – Zoom – May 5, 2022 – 1:00 p.m.

### IMPORTANT NOTICE REGARDING MAY 5, 2022 BUDGET COMMITTEE 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 5, 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. 118, during the corresponding item of the agenda. For public comment on any non-agenda item, please plan to call at 1:00 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.

**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 D Altadena ~ Libraries and past.

**I. Call to order**

Trustee Katie Clark called the meeting to order at 1:00 pm.

**II. Open Session**

a. Roll Call

Trustee Clark called roll call. Trustee Wilkerson responded as present. Quorum was confirmed.

b. Approval/Reordering of Agenda Items

No adjustments were made.

c. Adoption of Agenda

**Moved by Trustee Wilkerson to adopt the Agenda.**

**Seconded by Trustee Clark. Trustee Clark opened the floor for discussion. No discussion followed.**

**Roll Call Vote:**

**Trustee Clark: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**

d. Public Comment on Non-Agenda Item

No Comment was made.

**III. Consent Calendar**

The Budget Committee hereby approves the items and recommended actions in the Consent Calendar listed below:

a. Approval of Minutes – Regular Meeting held February 3, 2022

**Moved by Trustee Wilkerson to adopt the Consent Calendar.**

**Seconded by Trustee Clark. Trustee Clark opened the floor for discussion.**

**No discussion followed.**

**Roll Call Vote:**

**Trustee Clark: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**

**IV. Unfinished Business**

a. None

**V. New Business**

a. Review and Recommendation for approval of the Board of Trustees of the new ALD Unfunded Accrued Liability (UAL) Policy **(Action)**

District Director Nikki Winslow introduced the agenda item. Questions from the Board regarding the various options presented in the new UAL policy were answered by Ian Berg and Andrew Flynn from Eide Bailly.



**Moved by Trustee Wilkerson to recommend Board of Trustees' to approve the new Unfunded Accrued Liability (UAL) Policy. Seconded by Trustee Clark. Trustee Clark opened the floor for discussion. No discussion followed.**

**Roll Call Vote:**

**Trustee Clark: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**

- b. Review and Approval of Committee's Recommendation to Adopt the updated Salary Schedule for Fiscal Year 2022-2023 to be presented to Board of Trustees for final approval **(Action)**

District Director Nikki Winslow introduced the agenda item. Discussion ensued.

**Moved by Trustee Wilkerson to recommend the Board of Trustees' adopt the updated salary schedule for Fiscal Year 2022-2023, with the cost of living adjustment to reflect a 7% increase in place of the staff presented 5% increase. Seconded by Trustee Clark. Trustee Clark opened the floor for discussion. No discussion followed.**

**Roll Call Vote:**

**Trustee Clark: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**

- c. Review and Approval of Committee's Recommendation to Adopt the Fiscal Year 2022-2023 Budget to be presented to Board of Trustees for final approval **(Action)**

Office Manager Ana Villalobos introduced the agenda item and presented each section of the budget for the board. Ian Berg and Kristi Even of Eide Bailly were present to take questions from the Board. Discussion ensued. The Board complimented staff on the new budget format.

**Moved by Trustee Wilkerson to recommend the Board of Trustees' adopt the Fiscal Year 2022-2023 Budget, with the recommended adjustments to the Salary Schedule and CFD costs. Seconded by Trustee Clark. Trustee Clark opened the floor for discussion. No discussion followed.**

**Roll Call Vote:**

**Trustee Clark: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**

- d. Review and Approval of Committee's Recommendation to Adopt the updated ALD Financial Policies to be presented to Board of Trustees for final approval **(Action)**

District Director Winslow introduced the agenda item. Kristi Even of Eide Bailly was present to take questions from the Board. Discussion ensued.

**Moved by Trustee Wilkerson to recommend the Board of Trustees' adopt the updated ALD Financial Policies. Seconded by Trustee Clark. Trustee Clark opened the floor for discussion. No discussion followed.**

**Roll Call Vote:**

**Trustee Clark: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**

- e. Review and Approval of Budget Committee Meeting Schedule for Fiscal Year 2022-2023 **(Action)**

District Director Winslow introduced the agenda item. Kristi Even of Eide Bailly was present to take questions from the Board. Discussion ensued.

**Moved by Trustee Wilkerson to approve the Meeting Schedule for Fiscal Year 2022-2023. Seconded by Trustee Clark. Trustee Clark opened the floor for discussion. No discussion followed.**

**Roll Call Vote:**

**Trustee Clark: Aye**

**Trustee Wilkerson: Aye**

**Motion passed.**

- f. Review of the Adopted Fiscal Year 2022-2023 Budget for the Local Agency Formation Commission for the County of Los Angeles (LAFCO) **(Informational)**

**VI. Announcements & Planning**

- a. Proposed Future Agenda Items

No future agenda items were proposed.

**VII. Adjournment**

Trustee Clark adjourned the meeting at 2:42 pm.