



AGENDA

Board of Library Trustees | Altadena Library District
600 E. Mariposa St
Altadena, CA 91001
Main Library Community Room
March 27, 2023 – 5:00 p.m.

IMPORTANT NOTICE REGARDING MARCH 27, 2023 MEETING

SUBMISSION OF PUBLIC COMMENT: For those wishing to make Public Comments at the Mar 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. If you would like to make your comment virtually, you may also select on the form "*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, online, or attend the meeting in-person, 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 Acknowledgement

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

Approval of Minutes – Regular Meeting held February 23, 2023
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) **Pages 9 - 27**
 - a. Department Update Reports – February 2023
 - i. Adult
 - ii. YFS
 - iii. Bob Lucas
 - iv. Facilities
 - v. IT/TS

 - VI. Reports (Informational)
 - a. Support Groups **Page 28**
 - i. Altadena Library Foundation
 - ii. Friends of the Altadena Library
 - b. District Director’s Report **Pages 29 - 33**
 - c. Financial Reports – February 2023 **Pages 34 - 45**
 - d. Board of Trustees Standing Committee Reports
 - e. Board of Trustees Ad Hoc Committee Reports
 - i. Redistricting Committee
 - 1. Update from 3/25/2023 Special Meeting
 - ii. Facilities Committee **Page 46**
 - f. Liaison Reports
 - i. Government Liaison Report **Pages 47 - 48**
 - g. Trustee Reports
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- VII. Unfinished Business
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- VIII. New Business

- a. Review and Approval of the new ALD Intern Job Description **(Action)**
Pages 49 - 53
- b. Authorization for District Director to add Furniture Consulting Services for the Bob Lucas Library Renovation ABA Additional Furniture and Other Services **(Action)**
Pages 54 - 57
- c. Authorization for District Director to add Furniture Consulting Services for the Main Library Renovation ABA Additional Furniture and Other Services **(Action)**
Pages 58 - 61
- d. Authorization for District Director to Amend the Contract for Architectural Services due to the Additions of the Community Room and Lobby Space in the Main Library Design **(Action)** **Pages 62 - 64**
- e. Review and Approval to offer Vending Machine vendor contract **(Action)**
Pages 65 - 92

IX. Special Presentation (Informational)

- a. Tina Calderon: Beyond Land Acknowledgement Special Presentation

X. Governance

XI. Announcements & Planning

- a. Correspondence
- b. Proposed Future Agenda Items

XII. Adjournment

- a. Adjourn Meeting