



## SPECIAL BUDGET COMMITTEE MINUTES

Board of Library Trustees Budget Committee | Altadena Library District  
Virtual – Zoom – February 3, 2023 – 1:00 p.m..

### IMPORTANT NOTICE REGARDING FEBRUARY 3, 2023 SPECIAL 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 February 3, 2023 Meeting, you may 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](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, 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 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 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 Capell called the meeting to order at 1:04 pm

**II. Open Session**

- a. Roll Call  
Trustee Capell read the Land Acknowledgment.
- b. Approval/Reordering of Agenda Items  
No adjustments were made
- c. Adoption of Agenda  
**Moved by Trustee Boon to adopt the agenda.  
Seconded by Trustee Capell. Trustee Capell opened the floor for discussion.  
No discussion followed.  
Roll Call Vote:  
Trustee Capell: Aye  
Trustee Lim: 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:*

- a. Approval of Minutes – Regular Meeting held September 16, 2022  
**Moved by Trustee Boon to adopt the Consent Calendar.  
Seconded by Trustee Capell. Trustee Capell opened the floor for discussion. No discussion followed.  
Roll Call Vote:  
Trustee Capell: Aye  
Trustee Lim: Aye  
Motion passed.**

**IV. Consideration of Items Removed from the Consent Calendar**

*Items removed from the Consent Calendar discussed individually at this time.*

**V. Unfinished Business**

- a. None

**VI. New Business**

- a. Review and Approval of Mid-Year Adjustments (**Action**)  
**Moved by Trustee Boon to recommend the mid-year budget adjustment be presented to the full Board of Trustees.  
Seconded by Trustee Capell. Trustee Capell opened the floor for discussion.  
No discussion followed.  
Roll Call Vote:**

**Trustee Capell: Aye**  
**Trustee Lim: Aye**  
**Motion passed.**

- b. Review and Approval of 2023 Budget Committee Dates **(Action)**  
**Moved by Trustee Boon to approve the 2023 Budget Committeedates.**  
**Seconded by Trustee Capell. Trustee Capell opened the floor for discussion.**  
**No discussion followed.**  
**Roll Call Vote:**  
**Trustee Capell: Aye**  
**Trustee Lim: Aye**  
**Motion passed.**

**VII. Announcements & Planning**

- a. Proposed Future Agenda Items  
None.

**VIII. Adjournment**

- a. Adjourn Meeting  
Trustee Capell adjourned the meeting at 2:01 pm.