



MINUTES

Board of Library Trustees Budget Committee | Altadena Library District
Virtual – Zoom – September 16, 2022 – 11:00 a.m.

IMPORTANT NOTICE REGARDING SEPTEMBER 16, 2022 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 September 16, 2022 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 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, 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

Trustee Capell called the meeting to order at 1:04 pm

a. Land Acknowledgment

Trustee Capell read the Land Acknowledgment.

II. Open Session

a. Roll Call

Trustee Capell called roll call. Trustee Boon responded as present. Quorum was confirmed.

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 May 5, 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. Update on CalPERS California Employers Retiree Benefit Trust (CERBT) account

and recommendation to adopt a Resolution establishing an agreement through the California Employers' Pension Prefunding Trust (CEPPT) Program **(Action)**
Moved by Trustee Boon to recommend the adopt a Resolution establishing an agreement through the California Pension Prefunding Trust (CEPPT) Program. 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 Job Description for Staff Accountant **(Action)**
Moved by Trustee Wilkerson approve the Job Description for Staff Accountant to be taken to the Regular Board of Trustees meeting for review and approval. 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 of RFPs for District Accounting and Financial Services **(Action)**
Moved by Trustee Wilkerson to forward RFPs for District Accounting and Financial Services to be taken to the Regular Board of Trustees meeting for review and approval. 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.

VII. Announcements & Planning

a. Proposed Future Agenda Items
No future agenda items were proposed.

VIII. Adjournment

a. Adjourn Meeting
Trustee Clark adjourned the meeting at 12:02pm