



## MINUTES

Board of Library Trustees  
Community Facilities District (CFD) Committee | Altadena Library District  
Virtual – Zoom – October 03, 2022 – 3:00 p.m.

### IMPORTANT NOTICE REGARDING October 03, 2022 CFD 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 October 03, 2022 Community Facilities District (CFD) Committee 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 3:00 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 x 103 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 Andruess read the Land Acknowledgement.

**II. Open Session**

- a. Roll Call  
Trustee Andruess called roll call. Trustee Cervantes, Member Kenne, and member Lyford responded as present. Member Vitale was not present. Quorum was confirmed.
- b. Approval/Reordering of Agenda Items
- c. Adoption of Agenda

**Moved by Member Kenne to adopt the agenda.**

**Seconded by Member Lyford**

**Roll Call Vote:**

**Trustee Andruess: Aye**

**Trustee Cervantes: Aye**

**Member Kenne: Aye**

**Member Lyford: Aye**

**Member Vitale: Not present**

**Motion passed.**

- d. Public Comment on Non-Agenda Items  
No comment made

**III. Consent Calendar**

- a. Approval of Minutes – Regular Meeting held June 21, 2022

**Moved by Trustee Cervantes to adopt the agenda.**

**Seconded by Member Lyford**

**Roll Call Vote:**

**Trustee Andruess: Aye**

**Trustee Cervantes:**

**Aye Member Kenne: Aye**

**Member Lyford: Aye**

**Member Vitale: Not present**

**Motion passed.**

**IV. Unfinished Business**

- a. None

**V. New Business**

- a. Capital Fund & Bond Proceeds Financial Update (**Informational**)

Doug Anderson of Urban Futures provided the report and was available to answer questions from the committee.

Trustee Cervantes inquired regarding the requirement that a certain percentage of the CFD funds need to be spent by March 3<sup>rd</sup>, 2025. Doug Anderson clarified that those funds need to be obligated by that date. District Director Winslow clarified also that our building schedule is well within that timeline.

**b. Building Projects Update (Informational)**

**Project plans can be found at: <https://www.altadenalibrary.org/wp-content/uploads/2022/08/08.22.2022-August-Board-Package.pdf>**

District Director Winslow presented. District Director Winslow provided a general timeline after the update. Bob Lucas grand re-opening 2024. The Main Library should be done around 2025-early 2026. Trustee Cervantes inquired about the former Library location on Lake avenue, and whether it was being considered as an alternate site. District Director Winslow will look into it. Committee member Lyford inquired about the services to be offered during the closures. District Director Winslow outlined this depends on space we will have, but noted the District will highlight collections that are popular and make those accessible, as well as provide services through the Curiosity Connection and Outreach.

**c. CFD Citizen Membership Term Expiration (Action)**

Trustee Cervantes presented the agenda item, and discussion ensued regarding next steps of continuing or dissolving citizen membership on the CFD committee. Committee members discussed what meetings will look like in the future, and whether citizen membership can be replaced by a liaison from a community organization, like town council. The committee makeup can be periodically assessed to fit the community needs.

**Moved by Trustee Cervantes to allow the membership of the current citizen members on the CFD committee to expire, and replace the three citizen committee seats with an appointed member from the Altadena Town Council as an ongoing member of the CFD Committee at their discretion.**

**Seconded by Member Lyford**

**Roll Call Vote:**

**Trustee Andruess: Aye**

**Trustee Cervantes: Aye**

**Member Kenne: Aye**

**Member Lyford: Aye**

**Member Vitale: Not present**

**Motion passed.**

**VI. Announcements & Planning**

- a. Proposed Future Agenda Items

**VII. Adjournment**

- a. Adjournment

**Moved by Trustee Cervantes to adjourn.**

**Seconded by Member Kenne.**

The meeting was adjourned at 3:58 pm