



## MINUTES

Board of Library Trustees | Altadena Library District  
Main Library Community Room  
600 E. Mariposa St  
Altadena, CA 91001  
June 26, 2023 – 5:00 p.m.

### IMPORTANT NOTICE REGARDING June 26, 2023 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 June 26, 2023 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](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. 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. Consideration of Urgency items to be added to Closed Session
  - a. Approval/Reordering of Closed Session Agenda Items
  - b. Adoption of Closed Session Agenda
    - Moved by Trustee Clark to adopt the Closed Session agenda.**
    - Seconded by Trustee Andrues**
    - Roll Call Vote:**
    - Trustee Andrues: Aye**
    - Trustee Capell: Aye**
    - Trustee Clark: Aye**
    - Trustee Lim: Aye**
    - Trustee Wilkerson: Aye**
    - Motion passed**

- III. Closed Session Public Comment – This is an opportunity for members of the public to address the Board on any subject matter within the Closed Session. Please address the Board, as a whole, through the Chair. Individuals will be given three (3) minutes to address the board.

No Public Comment Made.

- IV. Closed Session – 5:00 pm
  - a. Motion to convene to Closed Session
  - b. The Board of Trustees will recess into closed session pursuant to the Ralph M. Brown Act (Government Code Section 54960 et.seq.) for the purposes of discussing and/or taking action on the following items:
    - i. Public Employee Performance Evaluation Pursuant to Government Code Section 54957 Title: District Director
    - ii. Pending litigation
- V. Open Session
  - a. Roll Call

Trustee Capell called roll. Trustee Andrues, Trustee Clark, Trustee Lim, and Trustee Wilkerson responded as present. Quorum confirmed

- b. Approval/Reordering of Agenda Items

No items were removed or reordered

c. Adoption of Agenda

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

**Seconded by Trustee Wilkerson**

**Roll Call Vote:**

**Trustee Andruess: Aye**

**Trustee Capell: Aye**

**Trustee Clark: Aye**

**Trustee Lim: Aye**

**Trustee Wilkerson: Aye**

**Motion passed**

d. Public Comment on Non-Agenda Items

Public comment provided by: Cay Shaw

“What I like about the library is the coloring pages of the Summer Reading Program.”

Public comment provided by: Mark Mariscal

“Former Trustee of the library here. Thank you Trustees for your service and volunteer work. First of all I want you to know that one of your Trustees joined the Rotary Club on Saturday doing our home build, and so Kameelah was there at 7:45am. I think you stayed all the way until the end, correct? I even left a little early to go to the concert you were sponsoring. So thank you for that. I know I came up here for public comments couple of months ago and offered you all that opportunity. The other thing – I just want to share that I think the Altadena Trustees ought to take consideration of a future resolution as an agenda item, you think you might consider supporting as legal entity in Altadena, as a government entity, the movement that is being done through Judy Chu and Alex Padilla’s office asking the president of the united states to enlarge the monument of the Angeles National Monument. They’re trying to increase it to 109,788 acres or so. That includes the Nucio properties and or nothing else the ability to add money into an earmark so that private property could be purchased. So I think it would be important if you could support that idea. I think the other thing is that you might also on a separate resolution if you can think about some kind of language so you can show you are concerned that the idea that a private parcel that is as large as almost 80 acres might go from being in a private for profit business and going to be turned over to a non-profit. I don’t know what kind of tax breaks a non-profit like a private school might have, but you know that would then take some money away from the Library District possibly if they did allow for any kind of exemptions from their property as churches do so I’m not sure on the tax law but if there was anything with the turnover of that property that could be a loss. Now mind you, losing it to public National Monument status, I think that would be great, but losing the potential property tax loss going to a private school and possibly a stadium and some other things that could be an issue. So I’m just throwing that out there if you think that’s something that you might consider throwing to a committee to talk about to see if it does affect the finances in the near long term future. So those are my public comments thank you very much.”

VI. 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 May 22, 2023

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

**Seconded by Trustee Wilkerson**

**Roll Call Vote:**

**Trustee Andrues: Aye**

**Trustee Capell: Aye**

**Trustee Clark: Aye**

**Trustee Lim: Aye**

**Trustee Wilkerson: Aye**

**Motion passed**

VII. Consideration of Items Removed from the Consent Calendar

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

Nothing was removed.

VIII. Department Updates & Special Presentations (Informational)

- a. Department Update Reports – May 2023
- b. Open+ Special Presentation (**Informational**)  
IT/TS Manager David Zearbaugh provided a presentation on Open+Plus.

IX. Reports (Informational)

- a. Support Groups
- i. Altadena Library Foundation

Elsa Banuelos, a director from the Foundation, provided the report in place of Foundation president Anita Lawler.

- ii. Friends of the Altadena Library

No report, Director Nikki Winslow did update that the Friends held their annual membership meeting on the first Tuesday of June, and Trustee Boon Lim gave a presentation at that meeting.

- b. District Director's Report

District Director Winslow provided the report.

- c. Financial Reports – May 2023

District Director Winslow provided the report.

- d. Board of Trustees Standing Committee Reports

None

- e. Board of Trustees Ad Hoc Committee Reports
  - i. Facilities Committee

Trustee Clark provided the report.

- f. Liaison Reports
  - i. Government Liaison Report

Trustee Andruess provided the report.

- g. Trustee Reports

None.

X. Unfinished Business

None

XI. New Business

- a. Review and Approval of board of Trustees Master Calendar **(Action)**  
**Moved by Trustee Wilkerson to adopt the approve the Trustee Master Calendar with the amended that the Operational Plan review be moved to August.**  
**Seconded by Trustee Lim.**  
**Roll Call Vote:**  
**Trustee Andruess: Aye**  
**Trustee Capell: Aye**  
**Trustee Clark: Aye**  
**Trustee Lim: Aye**  
**Trustee Wilkerson: Aye**  
**Motion passed**
- b. Review and Approval of the Author Event Policy **(Action)**  
**Moved by Trustee Clark to approve the Author Event Policy as-is with the Policy to be brought to the Board for the next regular meeting with amendments.**  
**Seconded by Trustee Andruess**  
**Roll Call Vote:**  
**Trustee Andruess: Aye**  
**Trustee Capell: Aye**  
**Trustee Clark: Aye**  
**Trustee Lim: Aye**  
**Trustee Wilkerson: Aye**  
**Motion passed**
- c. Review and approval of GANN Appropriations Limit **(Action)**

**Moved by Trustee Andrues to approve the GANN Appropriations Limit.  
Seconded by Trustee Lim  
Roll Call Vote:  
Trustee Andrues: Aye  
Trustee Capell: Aye  
Trustee Clark: Aye  
Trustee Lim: Aye  
Trustee Wilkerson: Aye  
Motion passed**

- d. Review and approval of IT Assistant Job Description **(Action)**  
**Moved by Trustee Wilkerson to approve the IT Specialist Job Description.  
Seconded by Trustee Lim  
Roll Call Vote:  
Trustee Andrues: Aye  
Trustee Capell: Aye  
Trustee Clark: Aye  
Trustee Lim: Aye  
Trustee Wilkerson: Aye  
Motion passed**
  
- e. Review and Approval of Resolution 2023-05 to prepare the new Tax Roll  
**(Informational)**  
**Moved by Trustee Clark to approve the new Tax Roll  
Seconded by Trustee Andrues  
Roll Call Vote:  
Trustee Andrues: Aye  
Trustee Capell: Aye  
Trustee Clark: Aye  
Trustee Lim: Aye  
Trustee Wilkerson: Aye  
Motion passed**
  
- f. Review and Approval of the Special District Risk Management Authority Board of Directors ballot selections **(Action)**  
**Moved by Trustee Clark to vote for the incumbent Special District Risk Management Authority candidates.  
Seconded by Trustee Andrues  
Roll Call Vote:  
Trustee Andrues: Aye  
Trustee Capell: Aye  
Trustee Clark: Aye  
Trustee Lim: Aye  
Trustee Wilkerson: Aye  
Motion passed**

XII. Governance

XIII. Announcements & Planning

- a. Correspondence
  - i. Notice of SDRMA Board of Director's Election
- b. Proposed Future Agenda Items

Trustee Andruess will bring a resolution to the next regular meeting to endorse the expansion of the Angeles National Monument.

XIV. Adjournment

- a. Adjourn Meeting

Trustee Capell adjourned the meeting at 6:44pm.