

AGENDA  
938<sup>th</sup> Regular Meeting  
Board of Library Trustees  
Palos Verdes Library District  
Peninsula Center Library  
December 8, 2005  
7:30 p.m.

*AGENDA DESCRIPTIONS: The agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the agenda and is not limited in any way by the notice of the recommended action.*

*REPORTS AND DOCUMENTATION: Reports and documentation relating to agenda items are on file in the Administrative Office and the Reference Department of the Peninsula Center Library, and are available for public inspection. A copy of the agenda packet will be available for public use during the regular Board meetings. Any person having any question concerning any agenda item may call the Executive Assistant at 310-377-9584 ext. 245 to make inquiry concerning the item.*

*PUBLIC COMMENT: Members of the public have the opportunity to speak on any item on the agenda at the time the item is addressed by the Board. A person wishing to speak should give a completed speaker form to the Library Director prior to the introduction of the agenda item. The Board President will call on speakers based on the forms received.*

*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 the Executive Assistant who will arrange for the documents to be copied at a charge of 15¢ per page. Request forms are available at the Board meeting and at the District administrative offices.*

*AMERICANS WITH DISABILITIES COMPLIANCE: The Palos Verdes Library District complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the Executive Assistant at (310) 377-9584 ext. 245 at least 48 hours prior to the meeting.*

1. CALL TO ORDER
2. ROLL CALL
3. SALUTE TO THE FLAG
4. PRESIDENT JONES' REMARKS AND BOARD MEMBER COMMENTS  
*This is an opportunity for the President and Board Members to make announcements and comments on items of general interest to the community.*
5. CEREMONIAL SWEARING IN OF NEW BOARD MEMBER CONSTANCE DAVENPORT
6. RECOGNITION OF RETIRING BOARD MEMBERS JANE JONES AND TED PAULSON BY PVLD AND THE PENINSULA FRIENDS OF THE LIBRARY
7. COMMENTS BY VICE PRESIDENT LAMA - **RECESS FOR RECEPTION FOR NEW TRUSTEE DAVENPORT AND RETIRING TRUSTEES JONES AND PAULSON**
8. ELECTION OF OFFICERS
  - A. Nominations for President
  - B. Nominations for Vice-President
  - C. Nominations for Secretary

9. ADOPTION OF AGENDA

*This is the opportunity for Board members to delete items from the agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).*

Recommended Action: The Board of Library Trustees hereby adopts the Agenda as presented.

10. PRESIDENT’S REMARKS AND BOARD MEMBER COMMENTS

*This is an opportunity for the President and Board Members to make announcements and comments on items of general interest to the community.*

A. DEFERRAL OF COMMITTEE APPOINTMENTS TO JANUARY REGULAR MEETING

B. ONGOING INVOLVEMENT OF TED PAULSON ON BUILDING COMMITTEE

11. COMMUNICATIONS AND COMMENTS FROM THE PUBLIC CONCERNING ITEMS NOT ON AGENDA

*Citizens may address the Board regarding any item of Library District business not on the agenda. While all comments are welcome, the Brown Act does not allow the Board to take action on any item not on the agenda. Please complete the "Request to Address the Library Board" card by filling out your name and city of residence and returning it to the Board Secretary. Thank you!*

12. CONSENT CALENDAR

*The Consent Calendar adopting the printed Recommended Board Action will be enacted with one vote. The Board President will first ask the staff and the Board if there is anyone who wishes to remove any item from the Consent Calendar for discussion and consideration. The matters removed from the Consent Calendar will be considered individually at the end of this Agenda under "Items Removed from the Consent Calendar." At that time, any member of the audience may comment on any item pulled from the Consent Calendar. The entire Consent Calendar, with the exception of items removed to be discussed under "Items Removed from the Consent Calendar," is then voted upon by roll call under one motion.*

Recommended Action: The Board of Library Trustees hereby approves the items and recommended actions in the Consent Calendar listed below:

A. APPROVAL OF MINUTES

1) REGULAR MEETING – November 10, 2005\*

Recommended Action: The Board of Library Trustees hereby approves the minutes of the November 10, 2005 Board meeting, as presented.

2) SPECIAL MEETING – November 21, 2005\*

Recommended Action: The Board of Library Trustees hereby approves the minutes of the November 21, 2005, special Board meeting, as presented.

B. CASH DISBURSEMENTS PRESENTED FOR APPROVAL:

Recommended Action: The Board of Library Trustees hereby approves the November 2005 cash disbursements presented for approval:

General Fund	\$429,052.84
Gift Fund	\$40,550.00
Building Fund	\$100,093.39
Asset Replacement Fund	\$5,975.95

C. PERSONNEL

1) SELECTIONS

Recommended Action: The Board of Library Trustees hereby approves the following selections:

Jay Shimamoto	PPI	Library Page	PTH	11/23/05
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2) CHANGE IN STATUS

Recommended Action: The Board of Library Trustees hereby approves the following changes in status:

Emily Ohara	YR Librarian (PTH)	YR Librarian (FT)	12/01/05
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- D. STATISTICAL REPORT – CIRCULATION, PUBLIC USE, QUESTIONS ASKED, AND COLLECTION DATA\*  
Recommended Action: The Board of Library Trustees hereby receives and files the Statistical Report for November 2005
- E. FINANCIAL REPORT -- 2005/2006 APPROVED BUDGET PERFORMANCE REPORT FOR 11/2005\*  
Recommended Action: The Board of Library Trustees hereby receives and files the above financial report, as submitted.
- F. RECEIPT OF LIBRARY ADVISORY COMMITTEE MINUTES  
1) MALAGA COVE LIBRARY ADVISORY COMMITTEE – OCTOBER 26, 2005\*  
2) PENINSULA CENTER LIBRARY ADVISORY COMMITTEE – NOVEMBER 30, 2005\*  
3) MIRALESTE LIBRARY ADVISORY COMMITTEE – NOVEMBER 15, 2005 (to be delivered)  
Recommended Action: The Board of Library Trustees hereby receives and files the subject draft minutes, as presented.
- G. ADOPTION OF RESOLUTION NO. 2005-18: A RESOLUTION OF THE PALOS VERDES LIBRARY DISTRICT BOARD OF TRUSTEES APPROVING AN INTER-FUND TRANSFER FROM THE ASSET REPLACEMENT FUND TO THE BUILDING FUND IN THE AMOUNT OF \$1,91,214\*  
Recommended Action: The Board of Library Trustees hereby adopts Resolution No. 2005-18, as presented (copy appended)
- H. CONSIDERATION OF MODIFICATIONS TO POLICY NO. 8010.2 (VACANCY ON THE BOARD OF TRUSTEES)\*  
Recommended Action: The Board of Library Trustees hereby adopts the following revisions to Section 8010.2 (Vacancy on the Board of Trustees) of the Trustee Policies and Procedures Manual and authorizes their inclusion in the Manual with the convention "Revised December 8, 2005" as presented in the memorandum dated November 28, 2005 (copy appended).
13. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR  
*Items removed from the Consent Calendar will be discussed individually at this time.*
14. REQUEST FROM THE PALOS VERDES PENINSULA LAND CONSERVANCY FOR CONSIDERATION OF WAIVER OF FEES FOR USE OF MALAGA COVE ART GALLERY FOR 2006 FUNDRAISING ART EXHIBIT\*
15. PENINSULA CENTER BUILDING REMEDIATION  
A. COMMITTEE REPORT (TRUSTEE LAMA)  
B. OWNER'S AGENT REPORT (RICK COLEMAN)
16. DIRECTOR'S REPORT
17. CERTIFICATION OF VACANCY ON PVLD BOARD OF LIBRARY TRUSTEES AND APPROVAL OF PROCEDURE FOR FILLING SAID VACANCY\*
18. COMMUNITY RELATIONS COMMITTEE REPORT (TRUSTEE LEE)  
A. REVIEW MATERIALS RELATED TO FUTURE TRUSTEE DISCUSSIONS WITH SCHOOL GOVERNING BOARDS\*
19. GOVERNMENTAL LIAISON REPORT (TRUSTEE MAHR)  
A. REPORT ON EVALUATION OF MEMBERSHIP IN THE AMERICAN LIBRARY TRUSTEES ASSOCIATION (ALTA)

20. FUNDRAISING COMMITTEE REPORT (TRUSTEE MAHR)
21. AGENDA ADDITIONS PURSUANT TO AGENDA ITEM 4, ADOPTION OF AGENDA  
*No action or discussion shall be taken on any item not appearing on the posted agenda, unless authorized by law.*
22. AGENDA ITEMS FOR FUTURE AGENDAS  
*This is an opportunity for Board members to publicly request that items be placed on future agendas.*
23. ADJOURNMENT  
Recommended Action: There being no further business to come before the Board, the meeting be adjourned

\* indicates written attachments