

AGENDA
964th Regular Meeting
Board of Library Trustees
Palos Verdes Library District
Peninsula Library
February 14, 2008
7:00 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. 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.

5. 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. REPORT RE: MID-YEAR BUDGET AND FUNDRAISING WORKSHOP HELD FEB. 1ST

6. 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!

7. 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 OF JANUARY 10, 2008*
Recommended Action: The Board of Library Trustees hereby approves the minutes of the regular meeting of January 10, 2008, as presented.
- 2) SPECIAL MEETING OF JANUARY 3, 2008*
Recommended Action: The Board of Library Trustees hereby approves the minutes of the special meeting of January 3, 2008, as presented.
- 3) SPECIAL MEETING OF FEBRUARY 1, 2008*
Recommended Action: The Board of Library Trustees hereby approves the minutes of the special meeting of February 1, 2008, as presented.

B. CASH DISBURSEMENTS PRESENTED FOR APPROVAL:

Recommended Action: The Board of Library Trustees hereby approves the January 2008 cash disbursements presented for approval:

General Fund	\$448,765.97
Gift Fund	\$0
Asset Replacement Fund	\$4,855.10
Cost of Issuance	\$0

C. PERSONNEL

- 1) SELECTIONS
Recommended Action: The Board of Library Trustees hereby approves the following selections:

<u>Name</u>	<u>Class.</u>	<u>Position Title</u>	<u>Status</u>	<u>Effective Date</u>
Linda Flint	PI	Librarian – YR	FTS	03/01/08

- 2) CHANGE IN STATUS
Recommended Action: The Board of Library Trustees hereby approves the following changes in status:

<u>Name</u>	<u>From</u>	<u>To:</u>	<u>Effective Date</u>
Eric Potulicki	PPIV (PTS)	PPIII (PTH)	12/01/07

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 January 2008

E. FINANCIAL REPORTS

- 1) 2007/2008 APPROVED BUDGET PERFORMANCE REPORT FOR JANUARY 2008*
Recommended Action: The Board of Library Trustees hereby receives and files the above financial reports, as submitted.
- 2) QUARTERLY REPORTS*
 - (a) COMBINED BALANCE SHEET, AT DECEMBER 31, 2007
 - (b) COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR PERIOD ENDING DECEMBER 31, 2007
 - (c) CASH AND INVESTMENT REPORT, AT DECEMBER 31, 2007

Recommended Action: The Board of Library Trustees hereby receives and files the above financial report, as submitted.

F. APPROVAL OF MID-YEAR REALLOCATION OF TWO PART-TIME POSITIONS*

Recommended Action: The Board of Library Trustees hereby approves the reallocation of two part-time positions as outlined in memorandum dated January 25, 2008 (copy appended).

G. CONSIDERATION OF DATES AND LOCATIONS OF BOARD MEETINGS FOR MAY AND JUNE 2008*

Recommended Action: The Board of Library Trustees hereby approves the following meeting location schedule for April, May and June of 2008:

April 10, 2008..... Peninsula Center Library
May 8, 2008 Miraleste Library
June 12, 2008 Malaga Cove Library

H. APPROVAL OF REVISIONS POLICY NO. 5020.3 (REFUND POLICY FOR PAID MATERIAL RETURNED)*

Recommended Action: The Board of Trustees of the Palos Verdes Library District hereby authorizes revisions to Policy 5020.3 (Refund Policy for Paid Material Returned) of the Trustee Policies and Procedures Manual and authorizes its inclusion in the Manual with the convention "Revised February 14, 2008" as presented in the memorandum dated February 4, 2008 (copy appended).

8. REQUEST FROM THE PALOS VERDES PENINSULA LAND CONSERVANCY FOR WAIVER OF BOARD POLICIES RELATED TO ART EXHIBIT TO BE HELD JUNE 27, 2008 THROUGH JULY 26, 2008*
9. OVERVIEW OF NEW WEBSITE AND ONLINE CATALOG (DAVID CAMPBELL)
10. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR
Items removed from the Consent Calendar will be discussed individually at this time.
11. DIRECTOR'S REPORT (KATHY GOULD)
12. CONSIDERATION OF TERMINATION OF SPECIAL PROJECT 2006-04 FOR THE YOUTH ANNEX LIBRARY PILOT PROJECT AND ESTABLISHING THE ANNEX AS AN ONGOING LIBRARY SERVICE*
13. ADOPTION OF SPECIAL PROJECT RESOLUTION NO. 2008-02: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALOS VERDES LIBRARY DISTRICT AUTHORIZING "PHASE 1 SCHEMATIC DESIGN AND RELATED WORK" RELATED TO THE PROPOSED EXPANSION AND UPGRADE OF THE MIRALESTE LIBRARY*

14. ADOPTION OF SPECIAL PROJECT RESOLUTION NO. 2008-03: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALOS VERDES LIBRARY DISTRICT ESTABLISHING A SPECIAL PROJECT FOR UPGRADES TO THE MAGAZINE AND NEWSPAPER READING AREA AT MALAGA COVE LIBRARY*
15. CONSIDERATION OF APPROVAL OF THE 2006-2007 MID-YEAR AND 2007-2008 PROJECTED BUDGETS*
16. GOVERNMENTAL LIAISON REPORT (TRUSTEE WIELIN)
 - A. CONSIDERATION OF TRUSTEE PARTICIPATION IN A CALTAC WORKSHOP IN ORANGE MARCH 15, 2008, WITH REASONABLE AND NECESSARY EXPENSES*
 - B. CONSIDERATION OF TRUSTEE ATTENDANCE AT CALIFORNIA SPECIAL DISTRICT ASSOCIATION "BOARD MEMBER TRAINING" MARCH 6-7, 2008, IN MARINA DEL REY WITH REASONABLE AND NECESSARY EXPENSES*
 - C. CONSIDERATION OF TRUSTEE PARTICIPATION IN THE CALIFORNIA LIBRARY ASSOCIATION LEGISLATIVE DAY IN SACRAMENTO ON APRIL 16, 2008, WITH REASONABLE AND NECESSARY EXPENSES
 - D. CONSIDERATION OF NOMINATION OF CANDIDATE FOR VACANT POSITION ON THE LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION (LAFCO)*
17. COMMUNITY RELATIONS COMMITTEE (TRUSTEE LAMA)
18. 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.
19. AGENDA ITEMS FOR FUTURE AGENDAS
This is an opportunity for Board members to publicly request that items be placed on future agendas.
20. ADJOURNMENT
Recommended Action: There being no further business to come before the Board, the meeting be adjourned.

* indicates written attachments