

AGENDA
986th Regular Meeting
Board of Library Trustees
Palos Verdes Library District
Peninsula Library
December 10, 2009
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 (including materials related to an item on this Agenda submitted to the Board of Trustees after distribution of the agenda packet) 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. "Documents pertaining to an agenda item received after the posting of the agenda are available for review in the Director's office or at the meeting at which the item will be taken up."*

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.
6. PRESENTATION OF CERTIFICATE OF APPRECIATION TO EDWARD W. LONG
7. SWEARING IN OF NEW TRUSTEES*
8. ELECTION OF OFFICERS
 - A. Nominations for President and Election
 - B. Nominations for Vice-President and Election
 - C. Nominations for Secretary and Election
9. RECESS TO FAREWELL RECEPTION FOR OUTGOING TRUSTEE EDWARD LONG AND WELCOME TO NEWLY ELECTED TRUSTEE DIANE ROBINSON
10. RECONVENE TO REGULAR MEETING

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 12, 2009***
Recommended Action: The Board of Library Trustees hereby approves the minutes of the regular meeting of November 12, 2009, as presented.
- 2) **SPECIAL MEETING – November 12, 2009***
Recommended Action: The Board of Library Trustees hereby approves the minutes of the special meeting of November 12, 2009, as presented.
- 3) **SPECIAL MEETING – November 16, 2009***
Recommended Action: The Board of Library Trustees hereby approves the minutes of the special meeting of November 16, 2009, as presented.

B. 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 2009.

C. FINANCIAL REPORTS

- 1) **2009/2010 APPROVED BUDGET PERFORMANCE REPORT FOR OCTOBER 2009 (REVISED)***
Recommended Action: The Board of Library Trustees hereby receives and files the above financial report, as submitted.
- 2) **2009/2010 APPROVED BUDGET PERFORMANCE REPORT FOR NOVEMBER 2009***
Recommended Action: The Board of Library Trustees hereby receives and files the above financial report, as submitted.

D. CASH DISBURSEMENTS

Recommended Action: The Board of Library Trustees hereby receives and files the November 2009 cash disbursements:

General Fund	\$444,611.67
Gift Fund	0
Asset Replacement Fund	8,505.63
Cost of Issuance	0
Total	<u>\$453,117.30</u>

E. 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>
Christina Pham	LA I	Page Shelver	PTH	11/17/09
Lessa Pelayo-Lozada	L I	Substitute Librarian	PTH	11/30/09
Elizabeth Joo	LA I	Page Shelver	PTH	12/14/09
Melina Alderman	LA II	Desk Clerk	PTH	12/14/09

2) RESIGNATIONS AND TERMINATIONS

Recommended Action: The Board of Library Trustees hereby receives and files the following resignations and terminations:

<u>Name</u>	<u>Class.</u>	<u>Position Title</u>	<u>Status</u>	<u>Effective Date</u>
Chris Leibers	LA II	Desk Clerk	PTS	12/15/09

3) 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>
Christina Pham	LA I PTH Page	LA II- PTH Desk Clerk	12/01/09

13. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

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

14. DIRECTOR'S REPORT (KATHY GOULD)

15. CONSIDERATION OF RECOMMENDATION RE: USE OF \$25,000 GRANT TO THE PENINSULA FRIENDS OF THE LIBRARY FROM SUPERVISOR DON KNABE AND AUTHORIZATION FOR DIRECTOR GOULD TO PRESENT THE PLAN TO THE PENINSULA FRIENDS OF THE LIBRARY FOR APPROVAL*

16. CONSIDERATION OF AUTHORIZING THE DISTRICT DIRECTOR TO USE DISTRICT RESOURCES FOR THE 80TH ANNIVERSARY CELEBRATION AUCTION*

17. APPROVAL OF SPECIAL PROJECT RESOLUTION NO. 2009-10: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALOS VERDES LIBRARY DISTRICT AUTHORIZING EXPENDITURE OF PVL D FUNDS FOR DEVELOPMENT OF A STRATEGIC MARKETING PLAN*

18. COMMITTEE REPORTS AND ACTIONS

- A. COMMUNITY RELATIONS COMMITTEE (TRUSTEE LAMA)
- B. FUNDRAISING COMMITTEE (TRUSTEE DAVENPORT)
- C. COMMITTEE APPOINTMENTS

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