

MINUTES
Special Meeting
Board of Trustees
Palos Verdes Library District
Peninsula Center Library
November 21, 2005
4:00 p.m.

1. CALL TO ORDER

The meeting was called to order at 4:05 p.m. by President Jones in the Public Conference Room.

2. ROLL CALL

Board Members Present: Trustees Jane Jones, Bill Lama, Bob Lee, Nancy Mahr, Ted Paulson
Board Members Absent: None

Staff Present: Director Kathy Gould

3. ADOPTION OF AGENDA

MOTION by Trustee Jones to adopt the Agenda, as presented.

MOTION passed 5 to 0.

4. COMMENTS ON ITEMS ON THE AGENDA

5. ADJOURN TO CLOSED SESSION FOR MID-YEAR PERFORMANCE EVALUATION OF DIRECTOR PURSUANT TO GOVERNMENT CODE SECTION 54957: 4 P.M.

6. 4:45 PM: RECONVENE TO OPEN SESSION AND ANNOUNCEMENT OF ANY ACTION TAKEN IN CLOSED SESSION. NO ACTIONS WERE TAKEN IN CLOSED SESSION.

7. RECESS TO WORKSHOP SESSION TO DISCUSS:

a. STATUS OF STRATEGIC PLAN

Director Gould distributed and reviewed a copy of the Strategic Plan, which included a status report on each item. The Board held discussion regarding the Strategic Plan and made some suggestions regarding possible future activities, including the need for help following up on building the mailing list; need help recruiting LAC members; and looking for ways to utilize the Silver Spur entrance at Peninsula Center Library.

b. PROCESS FOR FILLING POTENTIAL TRUSTEE VACANCY

The Board of Trustees discussed the various options available should there be a vacancy on the Board of Trustees and Director Gould reviewed a proposed schedule. It was agreed that the posting would be made at the four city halls; on the PVL D Website; a press release sent to the Daily Breeze and PV News, as well as support groups. Also, the last set of questions will be sent to the new trustees for review and response to Director. Provide five questions used previously and e-mail to next Board members.

c. TRUSTEE POSITION DESCRIPTION

The Board held discussion regarding a proposed trustee position description as proposed by Trustee Jones and deleted any reference to the number of hours required in order to serve as a Trustee.

Trustee Jones explained her intent regarding the position description, including:

- that the position description would be used prior to elections, given to interested parties and available for anyone asking questions about what the job entails at this time.
- it can be given to trustees once they are elected to the Board.
- it was not meant to be part of the Trustee manual and can be changed in order to make it more applicable to the time period.
- it could be sent to anyone who has pulled papers to let them know what they are up against.

Trustee Paulson suggested the District use caution with providing the document as an official piece of communication to anyone who has pulled papers but not yet filed them.

The Trustees agreed that the document, as amended, is not an official document of the District but can be used as a tool to inform potential trustees of what they can expect should they be elected/appointed to the Board.

8. ADJOURN BACK TO REGULAR SESSION AND ANY ACTIONS NECESSARY RELATED TO ITEMS 7A – 7C ABOVE

No actions were taken.

9. ADJOURNMENT

MOTION by Trustee Jones that there being no further business, the meeting be adjourned.

MOTION passed 5 to 0.

The meeting was adjourned at 6:59 p.m.

Robert S. Lee, Secretary

Date