

AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE BUENA PARK LIBRARY DISTRICT

7150 La Palma Avenue

August 5, 2014

5:30 p.m. Library Board Room

**(Distributed agenda information viewable/obtainable in Administration Office.

Agenda and Minutes at www.buenaparklibrary.org**) **

MF PG DM AS DS

CALL TO ORDER _____

PLEDGE OF ALLEGIANCE

ROLL CALL

Present	___	___	___	___	___
Absent	___	___	___	___	___
Also	___	___	___	___	___

I. ACTION ON MINUTES

a) Regular Meeting of
July 1, 2014

Motion	___	___	___	___	___
2nd	___	___	___	___	___
Ayes	___	___	___	___	___
Noes	___	___	___	___	___
Absent	___	___	___	___	___
Abstain	___	___	___	___	___

II. ORAL COMMUNICATIONS

- a) From Public concerning non-agenda items
- b) Board Members' Reports on conferences attended or meetings scheduled
- c) Volunteer Guild Report

III. CORRESPONDENCE

- a) Patrons' suggestions from individuals requesting purchase of materials or proposing changes to Library operations
- b) Director's Report

IV. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR

- a) Balance Sheet as of July 31, 2014
- b) Revenue – \$28,237 and Expenditures – \$112,533 Budget vs. Actual Report July 1, 2014 through July 31, 2014
- c) Quarterly Cash Flow Trend Analysis
- d) Check Register as of July 31, 2014
- e) Monthly Statistical Reports for July 2014

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		MF	PG	DM	AS	DS
V.	NEW BUSINESS					
	a) Consideration and Approval of the Video Surveillance Policy	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
	b) Consideration and Approval of Revisions to the Library Clerk II - Acquisitions Assistant Job Description	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
	c) Consideration and Approval to Close the Library on Columbus Day, October 13, 2014, for Staff Development Day	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
VI.	FUTURE AGENDA ITEMS					
	a) Annual Report in September					
	b) Annual Review of the Trustee Handbook in October					
VII.	CONSENT CALENDAR	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___

All matters listed under Consent Calendar will be acted upon by one motion affirming the action recommended on the Agenda. There will be no separate discussion on these items prior to voting unless members of the Board or the public request specific items to be removed from the Consent Calendar for separate action.

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a) Personnel Action

1. Merit Increase for Circulation Department Supervisor, Caroline Wilkins, to Step 6 on the Salary Scale, effective August 8, 2014.
2. Merit Increase for F/T Library Clerk I, Maribel Morales, to Step 7 on the Salary Scale, effective August 8, 2014.
3. Merit Increase for P/T Library Clerk I, Stephanie Castellon, to Step 2 on the Salary Scale, effective August 8, 2014.
4. Merit Increase for P/T Library Clerk I, Ivette Delgado, to Step 2 on the Salary Scale, effective August 8, 2014.
5. Merit Increase for P/T Library Clerk I, Angelina Fuentes, to Step 2 on the Salary Scale, effective August 8, 2014.
6. Merit Increase for P/T Library Page, Michele Pisa-Jones, to Step 2 on the Salary Scale, effective August 8, 2014.
7. Merit Increase for P/T Library Page, Mavely Fajardo, to Step 2 on the Salary Scale, effective August 22, 2014.
8. Merit Increase for P/T Library Page, Khadijah Jackson, to Step 2 on the Salary Scale, effective August 22, 2014.
9. Merit Increase for P/T Library Page, Trevor Lepich, to Step 2 on the Salary Scale, effective August 22, 2014.
10. Merit Increase for P/T Library Page, Dianne Ochoa, to Step 2 on the Salary Scale, effective August 22, 2014.

b) Unpaid Bills Detail July 2014

VIII. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Gov. Code Section 54956.9 (d)(1)

Name of case: Kennedy Commission v. California Department of Finance, et.al.

ADJOURNMENT _____

Motion	_____	_____	_____	_____	_____
2nd	_____	_____	_____	_____	_____
Ayes	_____	_____	_____	_____	_____
Noes	_____	_____	_____	_____	_____
Absent	_____	_____	_____	_____	_____
Abstain	_____	_____	_____	_____	_____

