

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

7150 La Palma Avenue

December 6, 2016

5:30 p.m. Library Board Room

\*\*(Distributed agenda information viewable/obtainable in Administration Office.  
 Agenda and Minutes at [www.buenaparklibrary.org](http://www.buenaparklibrary.org))\*\*

IC    MF    PG    AS    DS

CALL TO ORDER \_\_\_\_\_

PLEDGE OF ALLEGIANCE

ROLL CALL	Present	_____	_____	_____	_____
	Absent	_____	_____	_____	_____
	Also	_____	_____	_____	_____

I. ACTION ON MINUTES

a) Regular Meeting of November 1, 2016	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) Presentation of Certificate of Congratulations to Dennis Salts upon his retirement from the Centralia School Board
- c) Director's Report

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

- a) Balance Sheet as of November 30, 2016
- b) Revenue – \$424,455 and Expenditures – \$1,049,726 Budget vs. Actual Report July 1, 2016 through November 30, 2016
- c) Check Register as of November 30, 2016
- d) Monthly Statistical Reports for November 2016

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V.	NEW BUSINESS					
	a) Election of Board Officers	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
	b) Approval of 2017 Holidays	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
	c) Approval of Shelving Disposal by Sale	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
	d) Approval of Angeles Contractor's proposal for the Children's family restroom in the amount of \$57,000	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
	e) Review and approval of revisions to the Solicitations, Petitions or Distribution of Materials on Library Premises policy	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
VI.	FUTURE AGENDA ITEMS					
	a) Mid-Year Detailed Budget Review in January					
	b) Mid-Year Plan of Service Review in January					
	c) Review of Fees and Fines in February					

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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.*

a) Personnel Action

1. New Hire, P/T Library Assistant, Hannah Blatchford, at Step 1 on the Salary Scale effective December 1, 2016.
2. Merit increase for P/T Library Assistant, Johnny Truong, to Step 4 on the Salary Scale Effective December 9, 2016.
3. Merit increase for P/T Clerk I, Michele Pisa-Jones, to Step 2 on the Salary Scale effective December 23, 2016.
4. Merit increase for Business Officer, Marina Tutty, to Step 5 on the Salary Scale effective December 23, 2016.
5. Merit increase for P/T Clerk I, Alberto Rios, to Step 4 on the Salary Scale effective January 4, 2017.

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