

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

7150 La Palma Avenue

November 8, 2018

5:30 p.m. Library Board Room

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

IC PG AS DS RV

CALL TO ORDER _____

PLEDGE OF ALLEGIANCE

ROLL CALL

Present	_____	_____	_____	_____	_____
Absent	_____	_____	_____	_____	_____
Also	_____	_____	_____	_____	_____

I. ACTION ON MINUTES

a) Regular Meeting of October 2, 2018

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 October 31, 2018
- b) Revenue – \$215,651 and Expenditures – \$873,695 Budget vs. Actual Report July 1, 2018 through October 31, 2018
- c) Quarterly Cash Flow Trend Analysis
- d) CERBT Quarterly Statement
- e) Check Register as of October 31, 2018
- f) Monthly Statistical Reports for October 2018

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		IC	PG	AS	DS	RV
V.	NEW BUSINESS					
	a) Audit Report presented by auditor	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
	b) Conflict of Interest Code Amendment	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
	c) Approval of 2019 Holidays	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
	d) Discuss and approve the rescheduling of the January 2019 Board Meeting	Motion	___	___	___	___
		2nd	___	___	___	___
		Ayes	___	___	___	___
		Noes	___	___	___	___
		Absent	___	___	___	___
		Abstain	___	___	___	___
VII.	FUTURE AGENDA ITEMS					
	a) Election of Board Officers in December					
	b) Mid-Year Detailed Budget Review in January					
	c) Mid-Year Plan of Service Review in January					

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VIII. 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, Marjorie Portillo, PT Library Page at Step 1 on the Salary Scale Effective September 21, 2018.
2. New Hire, Simone Williams, PT Library Page at Step 1 on the Salary Scale Effective September 26, 2018.
3. New Hire, Nicole Hight, Librarian I at Step 1 on the Salary Scale effective November 5, 2018.
4. New Hire, Gloria Nguyen, Librarian I at Step 1 on the Salary Scale effective November 5, 2018.
5. Reclassification of Mario Delgado to Library Clerk at Step 1 on the Salary Scale Effective November 9, 2018.
6. Merit increase for PT Library Clerk Lauren Beville to Step 7 on the Salary Scale Effective November 23, 2018.
7. Merit increase for Library Assistant Joe Famolaro to Step 7 on the Salary Scale Effective November 23, 2018.
8. Merit increase for Library Assistant Lynn Pence to Step 7 on the Salary Scale Effective November 23, 2018.

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