

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

7150 La Palma Avenue

October 4, 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 September 6, 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) Director's Report						
IV. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR						
a) Balance Sheet as of September 30, 2016						
b) Revenue – \$168,718 and Expenditures – \$604,953 Budget vs. Actual Report July 1, 2016 through September 30, 2016						
c) Check Register as of September 30, 2016						
d) Monthly Statistical Reports for September 2016						
V. NEW BUSINESS						
a) Annual Review of the Trustee Handbook		Motion	_____	_____	_____	_____
		2nd	_____	_____	_____	_____
		Ayes	_____	_____	_____	_____
		Noes	_____	_____	_____	_____
		Absent	_____	_____	_____	_____
		Abstain	_____	_____	_____	_____

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		IC	MF	PG	AS	DS
b) Review and approve revised Fines and Fees	Motion	___	___	___	___	___
Schedule to include Ukulele lending	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___

VI. FUTURE AGENDA ITEMS

- a) Audit Report Presented by the Auditor in November
- b) Election of Board Officers in December

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. Merit increase for P/T Clerk I, Melissa Vasquez, to Step 2 on the Salary Scale effective October 14, 2016.
2. Merit increase for Librarian I, Ann Duarte, to Step 3 on the Salary Scale effective October 28, 2016.

ADJOURNMENT \_\_\_\_\_

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