

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

7150 La Palma Avenue

November 4, 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
 October 7, 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 October 31, 2014
- b) Revenue – \$163,151 and Expenditures – \$669,178 Budget vs. Actual Report July 1, 2014 through October 31, 2014
- c) Quarterly Cash Flow Trend Analysis
- d) CERBT Quarterly Statement
- e) Check Register as of October 31, 2014
- f) Monthly Statistical Reports for October 2014

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V. FUTURE AGENDA ITEMS

- a) Audit Presented by the Auditor in December
- b) Election of Board Officers in December
- c) Mid-year Detailed Budget Review in January
- d) Mid-year Plan of Service Review in January

VI. 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. Reclassification of Mavely Fajardo to P/T Library Clerk at Step 1 on the Salary Scale effective September 5, 2014.
 - 2. Merit Increase for Librarian I, Mayra Ochoa, to Step 2 on the Salary Scale effective November 14, 2014.
 - 3. Merit Increase for Library Assistant, Lynn Pence, to Step 3 on the Salary Scale effective November 28, 2014.
 - 4. Merit Increase for P/T Library Clerk I, Lauren Beville, to Step 3 on the Salary Scale effective November 28, 2014.
- b) Unpaid Bills Detail October 2014

ADJOURNMENT _____

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