



Board of Trustees

Mrs. L. Carole Jensen – President  
Mrs. Cheyenne Traut – President Pro Tem  
Ms. Brenda Estrada – Secretary  
Dr. Pat Ganer – Trustee  
Dr. Richard Rams – Trustee

**REGULAR BOARD MEETING AGENDA**

Tuesday, December 3, 2024

5:30 p.m.

7150 La Palma Ave. Buena Park, CA 90620

Board Room – 2<sup>nd</sup> Floor

**Americans with Disabilities Act Compliance:** If you need special assistance to participate in this meeting, please contact the administration office at (714) 826-4100 ext. 120 or by email: [Psalas@buenaparklibrary.org](mailto:Psalas@buenaparklibrary.org) at least 72 hours prior to the meeting so the Buena Park Library District may make reasonable arrangements to ensure accessibility to the meeting.

**Public Requests for Documents:** The District provides a public inspection copy of all materials included in the agenda packet to the Board members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to the Administration office who will arrange for the documents to be copied at a charge of 20 cents per page. A digital copy (PDF) is available free of charge and will be sent by email. Please email [psalas@buenaparklibrary.org](mailto:psalas@buenaparklibrary.org) if you would like to request a copy of the Board packet materials.

This meeting of the Buena Park Library Board of Trustees will be held in person on the 2<sup>nd</sup> Floor of the Library (7150 La Palma Ave. Buena Park, CA 90620) and is open to the Public.

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1. Call to Order
  2. Pledge of Allegiance
  3. Roll Call

**Action on Minutes**

4. Approval of Minutes from the October 1, 2024 Regular Meeting
5. Approval of Minutes from the November 13, 2024 Regular Meeting

**Oral Communication**

6. Public Comments

This is the portion of the meeting set aside to invite public comments regarding any matter within the jurisdiction of the Library Board of Trustees. If comments relate to a specific agenda item, those comments will be taken following the staff report for that item, but prior to the Library Board taking a vote on that item. Those wishing to speak are asked to complete a speaker identification form and hand it to the Library Director. Public comments are limited to 3 minutes each.

7. Board members' Reports on Conferences Attended or Meetings Scheduled
8. Presentation of Plaque to Dr. Patricia Ganer in appreciation of 32 years of services as a Library Trustee



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**Correspondence**

9. Patron’s Suggestions from Individuals Requesting Purchase of Materials or Proposing Changes to Library Operations
10. Director’s Report

**Financial and Monthly Reports from the Office of the Director**

11. November 2024 Payment Register
12. Monthly Statistical Report

**New Business**

13. Approval of Library Programs Coordinator job classification description
14. Approval of Library Services Manager job classification description
15. Approval of Senior Librarian job classification description
16. Adoption of Resolution 2024-11 adding additional classifications to the Salary Scale effective December 13, 2024
17. Approval of the reclassification of Brenda Gomez to Library Programs Coordinator at Step 3 on the Salary Scale effective December 13, 2024
18. Approval of the reclassification of Ann Thompson to Library Services Manager at Step 3 on the Salary Scale effective December 13, 2024
19. Approval of the title change of Ruth Cho to Senior Librarian at Step 6 on the Salary Scale effective December 13, 2024
20. Adoption of Resolution 2024-12 authorizing Agreement for Grant Writing Services with Townsend Public Affairs (TPA)
21. Adoption of Resolution 2024-13 ratifying agreement for Professional Services and Amendment No. 1 to Agreement with Regional Government Services Authority
22. Approval of Library Closure for Geotechnical testing on December 9, 2024

**Future Agenda Items**

23. Agenda preparation for the Special Meeting which will be held on December 11, 2024, at 7:00 p.m. unless rescheduled by the Board of Library Trustees

**Consent Calendar**

24. Personnel Action

**Closed Session**

25. Public Employee Performance Evaluation (Gov. Code, §54957)  
Title: Library Director
26. Conference with Labor Negotiators (Gov. Code, §54957)  
Unrepresented employee: Library Director



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**Adjournment**

27. The Library Board of Trustees will adjourn the regular meeting of December 3, 2024.

CERTIFICATION OF POSTING

I, Patty Salas, Administrative Assistant of the Buena Park Library District, hereby certify that the Agenda for the December 3, 2024 Regular Meeting of the Library Board of Trustees of the Buena Park Library District was posted on November 26, 2024 at 7150 La Palma Ave Buena Park, CA and online at [www.buenaparklibrary.org](http://www.buenaparklibrary.org).

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Patty Salas, Administrative Assistant