



## Regular Meeting of the Buena Park Library District Board of Trustees

Tuesday, May 5, 2020  
5:30 PM

### Zoom Webinar

Please click the link below to join the webinar:

<https://zoom.us/j/94736894020>

Or Telephone:

Dial:

1 (669) 900- 6833

Webinar ID: 947 3689 4020

International numbers available: <https://zoom.us/u/acX6oPvcKD>

Please note that the public will be muted by default.

If you would like to speak during the public comment portion of the meeting, you have the following options:

- Online - raise your hand, or use the Q&A panel to submit your comments.
- Phone (voice only) - press \*9 to raise your hand, \*6 to send a request to be unmuted to submit comments.

Anyone who needs assistance accessing this meeting, please contact Patty Salas at [psalas@buenapark.lib.ca.us](mailto:psalas@buenapark.lib.ca.us) by Monday, May 4, 2020

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

7150 La Palma Avenue

May 5, 2020

5:30 p.m. Online –Zoom Webinar

\*\*(Distributed agenda information viewable/obtainable in Administration Office.

Agenda and Minutes at [www.buenaparklibrary.org](http://www.buenaparklibrary.org)\*\*

		IC	PG	RR	AS	DS
CALL TO ORDER	_____					
PLEDGE OF ALLEGIANCE						
ROLL CALL	Present	___	___	___	___	___
	Absent	___	___	___	___	___
	Also	___	___	___	___	___
I. ACTION ON MINUTES						
a) Regular Meeting of March 3, 2020	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
b) Special Meeting of March 31, 2020	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						
III. CORRESPONDENCE						
a) Director's Report						
IV. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR						
a) Balance Sheet as of April 30, 2020						
b) Revenue – \$3,226,268 and Expenditures – \$2,116,711 Budget vs. Actual Report July 1, 2019 through April 30, 2020						
c) Quarterly Cash Flow Trend Analysis						
d) CERBT Quarterly Statement						
e) Check Register from April 30, 2020						
f) Monthly Statistical Reports for April 2020						

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V. NEW BUSINESS		IC	PG	RR	AS	DS
a) Selection of Auditor for the next three fiscal years (2020 – 2022)	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
b) Annual Review of the Capital Improvement Plan	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
c) Review and approve recommended changes to the Circulation Department Supervisor job description	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
d) Review and approve recommended changes to the salary scale of the following positions: Circulation Supervisor, Building Supervisor, Librarian	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
e) Analysis of draft budget and projected income	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___

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		IC	PG	RR	AS	DS
f) Declaration of Qualification to vote in OCLAFCO Regular Special District Member Seat Election	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
g) Review and approve the Transmittal of Election Information Special District form for the upcoming 2020 Election	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___

VI. FUTURE AGENDA ITEMS

- a) Gann Limit Resolution in June
- b) Annual Investment Policy Review in June
- c) Adoption of Final Budget in July
- d) Review of past year's Service Accomplishments in July
- e) Service Objectives for new fiscal year in July

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 Library Assistant Brenda Gomez to Step 4 on the Salary effective April 24, 2020.
  - 2. Merit increase for Librarian Nicole Hight to Step 2 on the Salary Scale effective May 8, 2020.
  - 3. Merit increase for Librarian Gloria Nguyen to Step 2 on the Salary Scale effective

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IC PG RR AS DS

May 8, 2020.

4. Merit increase for PT Library Clerk Mario Delgado to Step 3 on the Salary Scale Effective May 22, 2020.
5. Merit increase for PT Library Clerk Fiorella Casella to Step 2 on the Salary Scale Effective May 22, 2020.
6. Merit increase for PT Library Clerk Yocelin Ruiz to Step 2 on the Salary Scale Effective June 5, 2020.
7. Merit increase for PT Library Clerk Nancy Sanchez to Step 3 on the Salary Scale Effective June 5, 2020.
8. Merit increase for PT Page Karla Ochoa to Step 2 on the Salary Scale effective June 5, 2020.
9. Merit increase for PT Page Perla Salazar to Step 2 on the Salary Scale effective June 5, 2020.

ADJOURNMENT \_\_\_\_\_

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