

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
BUENA PARK LIBRARY DISTRICT
September 19, 2023

CALL TO ORDER: President Rick Rams called the meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Members Present: Brenda Estrada, L. Carole Jensen, Rick Rams, Cheyenne Traut.
Trustee Ganer was absent (excused).

Staff Present: Library Director Helen Medina, Business Officer Marina Tutty, Interim Library Services Supervisor Ann Duarte, and Administrative Assistant Patty Salas.

Also Present: Volunteer Guild President Wendy-Kay Erdtsieck

ACTION ON MINUTES

4. Regular Meeting of August 1, 2023

MOTION by Trustee Jensen to approve the minutes of August 1, 2023, as presented.

SECOND by Trustee Traut.

AYES: Trustee Estrada, Trustee Jensen, Trustee Rams, Trustee Traut.

ABSENT: Trustee Ganer.

MOTION approved.

ORAL COMMUNICATIONS

5. From Public Concerning Non-agenda Items

Wendy-Kay Erdtsieck, President of the Buena Park Library District Volunteer Guild had a comment regarding the flood damage in the Library basement. Ms. Erdtsieck stated her church would like to offer help to clean up the library basement. President Rams thanked Ms. Erdtsieck for the support. He stated the Library Director was in the process of meeting with contractors and would be in touch to advise if it was safe for volunteers to assist.

6. Board Members' Reports on Conferences Attended or Meetings Scheduled

Secretary L. Carole Jensen attended the CSDA Annual Conference and Exhibit. She attended the following programs titled: On Practicing Emotional Intelligence, Brown Act in the Modern World, Learn to Make your Website Accessible Before a Costly Lawsuit Forces You, and Sexual Harassment Prevention.

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CORRESPONDENCE

7. Patrons' suggestions from Individuals Requesting Purchase of Materials or Proposing Changes to Library Operations

No comments.

8. Buena Park Library District Volunteer Guild Report

No comments.

9. Director's Report

The Director stated the Library is starting to receive bids to complete basement repairs. She stated she has been in touch with the Library's property insurance company to see if any damages may be covered.

FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR

10. Balance Sheet as of August 31, 2023

No comments.

11. Revenue – \$25,461 and Expenditures - \$157,006 Budget vs. Actual Report July 1, 2023, through August 31, 2023.

No comments.

12. CERBT Summary Update

No comments.

13. Check Register from August 31, 2023

No comments.

NEW BUSINESS

14. Receive and file 2022-23 Annual Report

The Board thanked Library staff for the redesigned Annual Report.

FUTURE AGENDA ITEMS

15. Agenda preparation for the August regular date meeting which will be held on October 3, 2023, unless rescheduled by the Library Board of Trustees

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CLOSED SESSION

16. Public Employee Discipline/Dismissal/Release (Gov. Code, 54957 (b)(1))

MOTION by Trustee Jensen, SECONDED by Trustee Estrada to enter closed session at 5:49 p.m.
AYES: Trustee Estrada, Trustee Jensen, Trustee Rams, Trustee Traut.

MOTION approved.

The Board reconvened in open session at 7:28 p.m. There was no reportable action taken.

ADJOURNMENT

17. Adjournment

MOTION by Trustee Jensen to adjourn the meeting.
SECOND by Trustee Traut.

AYES: Trustee Estrada, Trustee Jensen, Trustee Rams, Trustee Traut.
ABSENT: Trustee Ganer

MOTION approved. The meeting was adjourned at 7:28 p.m.

Submitted by,



Cheyenne Traut
Secretary