AGENDA REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE BUENA PARK LIBRARY DISTRICT 7150 La Palma Avenue December 6, 2016 5:30 p.m. Library Board Room **(Distributed agenda information viewable/obtainable in Administration Office. Agenda and Minutes at <u>www.buenaparklibrary.org)**</u>

			IC	MF	PG	AS	DS
CALL	TO ORDER						
PLEC	OGE OF ALLEGIANCE						
ROLL	- CALL	Present Absent Also					
I.	ACTION ON MINUTES						
	a) Regular Meeting of November 1, 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) Presentation of Certificate of Congratulations to Dennis Salts upon his retirement from the Centralia School Board
- c) Director's Report

IV. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR

- a) Balance Sheet as of November 30, 2016
- b) Revenue \$424,455 and Expenditures \$1,049,726 Budget vs. Actual Report July 1, 2016 through November 30, 2016
- c) Check Register as of November 30, 2016
- d) Monthly Statistical Reports for November 2016

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			IC	MF	PG	AS	DS
V.	NEW BUSINESS						
	a) Election of Board Officers	Motion 2nd Ayes Noes Absent Abstain		 	 		
	b) Approval of 2017 Holidays	Motion 2nd Ayes Noes Absent Abstain					
	c) Approval of Shelving Disposal by Sale	Motion 2nd Ayes Noes Absent Abstain	 	 			
	 Approval of Angeles Contractor's proposal for the Children's family restroom in the amount of \$57,000 	Motion 2nd Ayes Noes Absent Abstain					
	 e) Review and approval of revisions to the Solicitations, Petitions or Distribution of Materials on Library Premises policy 	Motion 2nd Ayes Noes Absent Abstain		 	 		

VI. FUTURE AGENDA ITEMS

- a) Mid-Year Detailed Budget Review in January
- b) Mid-Year Plan of Service Review in January
- c) Review of Fees and Fines in February

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			IC	MF	PG	AS	DS
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. New Hire, P/T Library Assistant, Hannah Blatchford, at Step 1 on the Salary Scale effective December 1, 2016.
- 2. Merit increase for P/T Library Assistant, Johnny Truong, to Step 4 on the Salary Scale Effective December 9, 2016.
- 3. Merit increase for P/T Clerk I, Michele Pisa-Jones, to Step 2 on the Salary Scale effective December 23, 2016.
- 4. Merit increase for Business Officer, Marina Tutty, to Step 5 on the Salary Scale effective December 23, 2016.
- 5. Merit increase for P/T Clerk I, Alberto Rios, to Step 4 on the Salary Scale effective January 4, 2017.

ADJOURNMENT

Motion	 	 	
2nd	 	 	
Ayes			
Noes	 	 	
Absent	 	 	
Abstain	 	 	
/ 05/0111	 	 	