

# Sierra Madre Public Library Board of Trustees

Regular Meeting Agenda, May 25, 2016

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*Library Board of Trustees*

**Shannon King**, Chair

**Rich Procter**, Vice Chair

**Glenn Putnam**, Trustee

**Rodney Spears**, Trustee

**Barry Ziff**, Trustee

**Wednesday**

**May 25, 2016 at 7:00 pm**

City Council Chambers

322 West Sierra Madre Boulevard

Sierra Madre, CA 91024

## **APPROVAL OF AGENDA**

Majority vote of the Board to proceed with Library business

## **APPROVAL OF MINUTES**

Approval of Minutes for the Library Board of Trustees Special Meeting April 27, 2016

## **TRUSTEE AND CITY COUNCIL LIAISON REPORTS**

Brief reports from Trustees and the City Council Liaison relating to City business occurring since the last Library Board meeting

## **PUBLIC COMMENT**

Regarding items not on the Agenda

## **ACTION ITEMS**

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1. **APPROVAL OF LIBRARY WARRANTS (Review by Trustee Procter)** - Recommendation that the Board approves payment of Library Warrants in the aggregate amount of \$3,745.85 and in the aggregate amount of \$8,289.22.
2. **CONSENT – LIBRARY STATISTICS APRIL 2016**  
Recommendation to receive and file April 2016 Statistical Report
3. **DISCUSSION – COMBINING THE COMMUNITY SERVICES AND LIBRARY SERVICES DEPARTMENT UNDER ONE DIRECTOR**  
Recommendation that Trustees discuss the outcome of the Special Board and Commissions and City Council meetings held to consider the proposal to combine the Community Services and Library Services under one Director
4. **DISCUSSION – POLICIES TO UPDATE**  
Recommendation that Trustees prioritize policies to be updated during Fiscal Year 2016-17
5. **DISCUSSION - COMMITTEES FOR LIBRARY SPECIAL PROGRAMS/EVENTS**  
Recommendation that Trustees provide an update on the following committees and outreach to local community groups taken place since the last meeting

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- a. LIAISON TO FRIENDS – Chair King
- b. LIAISON TO SIERRA MADRE HISTORICAL PRESERVATION SOCIETY – Trustee Spears
- c. READ CAMPAIGN – Trustee Ziff and Vice Chair Procter
- d. ART & ESSAY CONTEST – Trustee Putnam
- e. LIBRARY FACILITY MASTER PLAN COMMITTEE – Trustee Putnam and Trustee Spears
- f. ONE BOOK ONE CITY – Vice Chair Procter and Trustee Ziff
- g. CITY COUNCIL MEETING PUBLIC COMMENT – Trustee(s) assigned

## REPORTS

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### 6. FRIENDS OF THE SIERRA MADRE LIBRARY

Informational reports about business and activities of the Friends of the Library

### 7. DIRECTOR OF LIBRARY SERVICES

Informational report about library services and activities since the last Board meeting

### 8. ITEMS FOR FUTURE AGENDA

Trustees can recommend agenda items for future meetings

## ADJOURNMENT

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The Board of Trustees will adjourn to a Regular Meeting at this same place on Wednesday, June 22, 2016 at 7:00 pm.

**PUBLIC COMMENT:** Under the Brown Act, the Board is prohibited from taking action on items not on the agenda, but the matter may be referred to for to a subsequent meeting. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate Library Board action.

**PUBLIC HEARING:** The appellant and/or applicant will each be provided a total of ten (10) minutes to address their item. A portion of their allotted time may be reserved for rebuttal or a summary conclusion at the close of public comment. All other speakers will be limited to a total of three continuous minutes, which cannot be delegated. These rules will be enforced but may be changed by appropriate Board action.

**ACTION ITEMS:** Regardless of a staff recommendation on any agenda item, the Board of Trustees will consider such matters, including action to approve, conditionally approve, reject, or continue such item. Further information on each item may be procured from the Office of the Director of Library Services.

**AVAILABILITY OF AGENDA MATERIALS:** Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet, are available for public inspection at the public the Sierra Madre Public Library, 440 W. Sierra Madre Blvd., during normal business hours and on the City of [Sierra Madre website](#).

**MEETING ASSISTANCE:** The City Hall Conference Room is physically accessible. If you require special assistance to participate in this meeting, please call the Director of Library Services' office at (626) 355-9632 or (626) 355-7186 at least 48 hours prior to the meeting.