



MEETING AGENDA

**Library Board of Trustees
City Council Chambers
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024
Wednesday, Aug 23, 2017
7:00pm**

Library Board of Trustees

*Patricia Hall, Chair
Shannon King, Vice Chair
Barry Ziff, Trustee
Rich Procter, Trustee
Rod Spears, Trustee*

CALL TO ORDER / ROLL CALL	Trustees Hall, King, Procter, Spears, Ziff
PLEDGE OF ALLEGIANCE	Trustee Ziff
APPROVAL OF AGENDA	Majority vote of the Board to proceed with Board business
APPROVAL OF MINUTES	Board Meeting July 26, 2017
COUNCIL LIAISON UPDATE	Update from Council Liaison to Board

COMMUNITY INPUT

At this time, any person may address the Library Board of Trustees concerning an item that is not on the Agenda. The Board welcomes your attendance and participation. When addressing the Board, please begin by providing your name and address for the record. Please keep comments to no more than five minutes to assure an orderly and timely meeting.

Copies of the Agenda are available for your convenience at the rear of the Council Chambers. State legislation (Govt. Code Section 54954.2) limits the Board's ability to take action on specific requests. Govt. Code Section 54954.2 limits the placement of items on the Agenda for action 72 hours prior to meetings, except for specific findings.

No action or discussion may be undertaken by the Library Board of Trustees on any item if not posted on the Agenda, except that Trustees or staff may briefly respond to statements made or questions posed by the public, or a Trustee or staff liaison may ask a question for clarification, or make a brief report on his or her own activities. A Trustee or the Board itself may provide a reference to staff to report back to the Board at a subsequent meeting concerning any matter or may direct staff to place a matter of business on a future agenda.

ACTION ITEMS AND REPORTS*

1.	Preparation for the Library Building Community Forum in September	Planning for the Library Building Community Forum to be held on September 13, 2017 at 6 pm at the Hart Park House
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***ACTION ITEMS**

Regardless of a staff recommendation on any agenda item, the Board 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 Library Board of Trustees.

NEW BUSINESS AND MATTERS FOR FUTURE AGENDAS

Sierra Madre Super Summer report

ADJOURNMENT

The Library Board of Trustees may adjourn to their next meeting on Wednesday, September 27, 2017.

If you require special assistance to participate in this meeting, please call the City Manager's Office at 626-355-7135 at least 48 hours prior to the meeting.



Unapproved Meeting Minutes

**Library Board of Trustees
City Council Chambers
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024
Wednesday, July 26, 2017
7:00 pm**

Library Board of Trustees

*Rich Procter, Chair
Shannon King, Vice Chair
Barry Ziff, Trustee
Patricia Hall, Trustee
Rod Spears, Trustee*

CALL TO ORDER / ROLL CALL

Trustees present Hall, King,-Procter, Spears. Trustee
Absent: Ziff

PLEDGE OF ALLEGIANCE

Trustee Hall

APPROVAL OF AGENDA

Majority vote of the Board to proceed with Board
business
Hall Moved, Spears seconded, unanimous

APPROVAL OF MINUTES

Board Meetings June 28 and July 10, 2017
Procter name misspelled in pledge of allegiance in
the June 28 minutes.
King moved to approve minutes of both meetings
as corrected, Spears seconded, unanimous

COUNCIL LIAISON UPDATE

Update from Council Liaison to Board
No report

COMMUNITY INPUT Friends Liaison Francis Smith recommended that the city lease, not sell, library property to provide funds for maintenance of the new library facility.

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ACTION ITEMS AND REPORTS*

1.	Consent Calendar	<p>A. Approval of Library Warrants Board approved payment of Library Warrants in the aggregate amount of \$4,561.39, \$18,570.00, \$6,853.93, and \$17,282.30 Hall moved, King seconded, unanimous. Acting Manager Schofield will investigate line item for Mt Wilson trail race trophies.</p> <p>B. Library Statistics June, 2017 June 2017 Statistical Reports Proctor recommended the Board receive and file</p> <p>C. Adopted budget for 2017-2108 Library budget for 2017-2018 adopted by the City Council. Proctor recommended the Board receive and file</p>
2.	Trustee Reorganization and assignments	<p>Trustees selected new Chair and Vice Chair for 2017-2018 and assigned projects. Proctor nominated Patricia Hall to be the new chair for 2017/2018 King seconded, unanimous. King nominated Rod Spears for Vice Chair, he declined. Proctor nominated King, Hall seconded, unanimous. Hall chaired the rest of the meeting. Assignments – Ziff will be Friends Liaison and OBOC member. Spears will be Liaison to the Historic Preservation Society, Open House, and Sommer Scholarship. Proctor will be back up Friends Liaison, and will serve on OBOC and READ committees. Hall will serve on Open House committee. King will work with the bookmark/art & essay contest. The Board will wait to appoint a representative to the facility master plan committee.</p>
3.	Special Meeting for Community Input on moving the Library	<p>Discussion on planning a special meeting of the Board to present options to the public and collect community input concerning the proposed Library & Cultural Center project. Acting Manager Schofield recommended delaying the public meeting until the beginning of September in order to have an appraisal of the library and property. King asked for FAQ document. Hall proposed a special meeting to plan and rehearse presentation.</p>
4.	Board Meeting in August	<p>The Board will not go dark for the regular August 23 meeting but will have a planning and rehearsal meeting regarding the Library facility on its regular meeting night.</p>

5.	Friends' Liaison Update	Liaison from the Friends of the Library provided oral report concerning activities since the last Board Meeting. Ryan Baker had reviewed building situation at the last Friends meeting. Margaret Quigley has drafted a letter to go out to the Friends membership. Board asked for copy of the draft of the letter.
6.	Director's Update	Acting Manager Schofield provided oral report concerning library services and activities since the last Board meeting. Including staff changes, Ryan's goodbye party, Jill delaying retirement to fill in, falling tree branches, and the grant for a virtual reality program.
7.	Trustee Updates	Trustees provided reports pertaining to library service or community involvement King attended the special board meeting and city council meeting. Proctor attended the same meetings and the golf night. Hall attended the same two meetings. Spears attended the meetings, was in 4 th of July parade, and has volunteered on several Saturdays Lizzie's Trail Inn. King thanked Friends Liaison Frances Smith for attending all the Trustees meeting.

***ACTION ITEMS**

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NEW BUSINESS AND MATTERS FOR FUTURE AGENDAS

ADJOURNMENT

Proctor moved to adjourn, Spears seconded, unanimous. The Library Board of Trustees adjourned to their next meeting on Wednesday, August 23, 2017.

If you require special assistance to participate in this meeting, please call the City Manager's Office at 626-355-7135 at least 48 hours prior to the meeting.