



Board of Trustees  
Richard Rams – President  
Carole Jensen – President Pro Tem  
Cheyenne Traut – Secretary  
Pat Ganer – Trustee  
Brenda Estrada – Trustee

## **REGULAR BOARD MEETING AGENDA**

Tuesday, June 6, 2023

5:30 p.m.

7150 La Palma Ave. Buena Park, CA 90620

Board Room – 2<sup>nd</sup> Floor

**Americans with Disabilities Act Compliance:** If you need special assistance to participate in this meeting, please contact the administration office at (714) 826-4100 ext. 120 or by email: [Psalas@buenaparklibrary.org](mailto:Psalas@buenaparklibrary.org) at least 72 hours prior to the meeting so the Buena Park Library District may make reasonable arrangements to ensure accessibility to the meeting.

**Public Requests for Documents:** The District provides a public inspection copy of all materials included in the agenda packet to the Board members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to the Administration office who will arrange for the documents to be copied at a charge of 20 cents per page. A digital copy (PDF) is available free of charge and will be sent by email. Request forms are available at the District Administration office.

This meeting of the Buena Park Library Board of Trustees will be held in person on the 2<sup>nd</sup> Floor of the Library (7150 La Palma Ave. Buena Park, CA 90620) and is OPEN to the Public.

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1. Call to Order
  2. Pledge of Allegiance
  3. Roll Call
  4. Closed Session – PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, § 54957(b)(1))

### **Action on Minutes**

5. Approval of minutes from the May 2, 2023 Regular Meeting

### **Oral Communication**

6. Public Comments

This is the portion of the meeting set aside to invite public comments regarding any matter within the jurisdiction of the Library Board of Trustees. If comments relate to a specific agenda item, those comments will be taken following the staff report for that item, but prior to the Library Board taking a vote on that item. Those wishing to speak are asked to complete a speaker identification form and hand it to the Library Director. Public comments are limited to 3 minutes each.

7. Board members' Reports on Conferences Attended or Meetings Scheduled



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**Correspondence**

8. Patron's Suggestions from Individuals Requesting Purchase of Materials or Proposing Changes to Library Operations
9. Buena Park Library Volunteer Guild Meeting Report
10. Director's Report

**Financial and Monthly Reports from the Office of the Director**

11. Balance Sheet as of May 31, 2023
12. Revenue - \$4,470,378 and Expenditures – \$3,665,839 Budget vs. Actual Report
13. Check Register through May 31, 2023
14. Monthly Statistical Reports for May 2023

**New Business**

15. Adoption of Resolution 2023-4 setting Gann Appropriations Limit at \$16,176,630
16. Adoption of Resolution 2023-5 establishing a policy regarding criminal background checks and providing authority to the Library Director to seek and receive criminal background check information from the Department of Justice and Livescan
17. Approval of Background Check Policy
18. Consideration and approval of modifying new employee probationary period from 6 months to 12 months
19. Consideration and approval of modifications to the Librarian III classification description and changing the classification name to Supervising Librarian
20. Consideration and approval of salary scale for the Supervising Librarian classification
21. Approval of the reclassification of R. Cho from Librarian III to Supervising Librarian at Step 6 on the Salary Scale effective 06/16/23
22. Authorization for Library Director and trustee(s) to attend CSDA's Annual Conference
23. Select and appoint a member of the Board of Trustees as a liaison with the Buena Park Library Volunteer Guild
24. Authorize the acceptance of a \$5,396 grant for Lunch at the Library 2023 from the California State Library
25. Adoption of Resolution 2023-6 authorizing the grant application, acceptance, and execution of grant fund from the state of California
26. Authorize Library Director to schedule closure of Library for HVAC Improvements
27. Authorize the acceptance of \$8,000 donation from the BP Volunteer Guild for Children's Summer Reading Program

**Future Agenda Items**

28. Agenda preparation for the July irregular date meeting which will be held on July 11, 2023 unless rescheduled by the Library Board of Trustees



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**Consent Calendar**

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.

29. Personnel Action

**ADJOURNMENT**

30. The Library Board of Trustees will adjourn the Regular date June 6, 2023 meeting.