

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
BUENA PARK LIBRARY DISTRICT
July 2, 2019

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

PLEDGE OF ALLEGIANCE: President Ganer led the flag salute.

ROLL CALL

Board Members Present: Irene Castaneda, Pat Ganer, Richard Rams, Dennis Salts, Al Salehi.

Staff Present: Library Director Mary McCasland, Business Officer Marina Tutty, Technology & Support Services Supervisor Ann Duarte, Public Services Supervisor Helen Medina, Librarians Helen Koo and Yoonha Hwang, and Administrative Assistant Patty Salas.

I. ACTION ON MINUTES

a) Regular Meeting of June 11, 2019

MOTION by Trustee Salts to approve the minutes of June 11, 2019, as presented.
SECOND by Trustee Rams.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Rams, Trustee Salts.
ABSTAIN: Trustee Salehi.

MOTION approved.

II. ORAL COMMUNICATIONS

a) From Public Concerning Non-agenda Items

Mr. James Fisler, a Mesa Water District Director, was present to address the Board of Trustees. He said he was present to ask for the Board's vote to move up to the Regular Special District seat on the OC LAFCO board. He has been a member of LAFCO for over 8 years. He thanked the Board for their time.

Mr. John Lewis, a former California State Senator, was present to address the Board. He was present to show support for James Fisler.

Mr. Doug Davert, current Vice Chairman on LAFCO, was present to enthusiastically throw his support behind James Fisler.

b) Board Members' Reports on Conferences Attended or Meetings Scheduled

Trustee Salts stated he was present for the Library's Centennial Celebration and it was a great event. Trustee Castaneda concurred and stated she and her family had a great time celebrating with the Library staff. Trustee Ganer said Library staff did a tremendous job planning this event.

c) Volunteer Guild Report

The Director reported the Guild made \$1,824 in the month of June.

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III. CORRESPONDENCE

- a) Patrons' Suggestions from Individuals Requesting the Purchase of Materials or Proposing Changes to Library Operations.

No comments.

- b) Director's Report

The Director noted staff had received the final inspection card from the City of Buena Park for the parking lot construction project.

She stated the last two computers were installed in the computer center. She thanked Ann Duarte for her work over the past 6 months to complete the project. She said the new computers are operating with Windows 10.

The Director introduced two new Librarians, Helen Koo and Yoonha Hwang, to the Board of Trustees. The Board welcomed them to the Library.

Trustee Rams recommended staff look into adding a sound system in the Community room to go along with the new projector.

Trustee Salehi asked for clarifications regarding a patron incident that occurred. Public Service Supervisor Helen Medina explained the incident.

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

- a) Balance Sheet as of June 30, 2019

No comments.

- b) Revenue – \$3,918,198 and Expenditures – \$4,119,840 Budget vs. Actual Report
July 1, 2018 through June 30, 2019

The Director stated the Expenditures total includes the additional payments made to the CERBT Trust Fund and Pension Liability.

- c) Check Register as of June 30, 2019

No comments.

- d) Monthly Statistical Reports for June 2019

No comments.

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V. NEW BUSINESS

- a) Consideration and approval of the Final Budget for Fiscal Year 2019 – 2020 in the Amount of \$3,015,382

MOTION by Trustee Salehi to approve the Final Budget for Fiscal Year 2019 – 2020 in the Amount of \$3,015,382.

SECOND by Trustee Salts.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Rams, Trustee Salts, Trustee Salehi.

Motion Approved.

- b) Consideration and approval to give a 2.0% Cost of Living Adjustment to Library Staff effective July 5, 2019.

MOTION by Trustee Salts to approve the 2.0% COLA for Library Staff.

SECOND by Trustee Rams.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Rams, Trustee Salts, Trustee Salehi.

Motion Approved.

- c) OC LAFCO Regular & Alternate Special District Member Election

MOTION by Trustee Salts to certify President Ganer as the voting member in the Regular Special District member election.

SECOND by Trustee Castaneda.

AYES: Trustee Castaneda, Trustee Rams, Trustee Salts, Trustee Salehi.

ABSTAIN: Trustee Ganer.

Motion Approved.

MOTION by Trustee Salehi recommending a vote for Jim Fisler.

SECOND by Trustee Salts.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Rams, Trustee Salts, Trustee Salehi.

Motion Approved.

MOTION by Trustee Rams certifying President Ganer to vote in the Alternate Special District member election.

SECOND by Trustee Castaneda.

AYES: Trustee Castaneda, Trustee Rams, Trustee Salts, Trustee Salehi.

ABSTAIN: Trustee Ganer.

Motion Approved.

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After a brief discussion, the following motion was made.

MOTION by Trustee Salehi to abstain from voting for this particular seat.
SECOND by Trustee Salts.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Rams, Trustee Salts, Trustee Salehi.

Motion Approved.

VI. FUTURE AGENDA ITEMS

- a) Review of past year's Service Accomplishments in August
- b) Service Objectives for new fiscal year in August
- c) Annual Report in September
- d) Annual Review of the Trustee Handbook in October

VII. CONSENT CALENDAR

- a) Personnel Action

- 1. Merit increase for P/T Library Page, Randy Richter, to Step 4 on the Salary Scale effective July 19, 2019.

MOTION by Trustee Salts to approve the consent calendar.
SECOND by Trustee Salehi.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Rams, Trustee Salts, Trustee Salehi.

Motion Approved.

VIII. CLOSED SESSION

- 1) Public Employee Discipline/Dismissal/Release
Gov. Code, § 54957, subd. (b)(1)

The Board entered into Closed Session at 6:14 p.m.

The Board reconvened into public session at 8:01 p.m.
President Ganer stated there was no reportable action taken.

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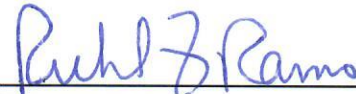
ADJOURNMENT

MOTION by Trustee Salehi to adjourn the meeting.
SECOND by Trustee Castaneda.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Rams, Trustee Salts, Trustee Salehi.

Motion approved. The meeting stood adjourned at 8:02 p.m.

Submitted by,



Richard Rams
Secretary