



Board of Trustees  
Richard Rams – President  
Pat Ganer – President Pro Tem  
Irene Castaneda – Secretary  
Carole Jensen – Trustee  
Al Salehi - Trustee

## **REGULAR BOARD MEETING AGENDA**

February 1, 2022

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 10 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. Masks are required for everyone in attendance.

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### **Call to Order, Pledge of Allegiance, Roll Call**

#### **I. Action on Minutes**

#### **II. Oral Communications**

##### **a. 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.

##### **b. Board members' Reports on Conferences Attended or Meetings Scheduled**

#### **III. Correspondence**

##### **a. Patron's Suggestions from Individuals Requesting Purchase of Materials or Proposing Changes to Library Operations**



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- b. BPLD Staff Milestone
- c. Director's Report

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

- a. Balance Sheet
- b. Revenue and Expenditures
- c. Quarterly CERBT Statement
- d. Check Register
- e. Monthly Statistical Reports

**V. New Business**

- a. Annual Review of Fee Schedule
- b. Review and approval of changes to Face Mask Policy
- c. Review and approval of revisions to Library Director Classification Description
- d. Review and approval of proposal from Gordian Group and Vincor Construction for Waste Line Replacement in the amount of \$28,005.48 plus 10% for incidentals
- e. Establish an Ad Hoc Committee to develop selection criteria for Library Director position
- f. Discussion regarding AB 361

**VI. Future Agenda Items**

- a. National Library Week Proclamation Request in March
- b. Annual Review of the Record Retention Policy in March
- c. Annual Review of BPLD Library Fund Balance and Reserve Policy in April
- d. Review of Capital Improvement Policies in April
- e. Annual Evaluation of Staffing Levels in April
- f. Review of Salary Comparisons in April

**VII. 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 of the public request specific items to be removed from the Consent Calendar for separate action.

- a. Personnel Action

**ADJOURNMENT**