



Regular Meeting of the Buena Park Library District Board of Trustees

Tuesday, February 2, 2021
5:30 PM

Please click the link below to join the webinar:

<https://zoom.us/j/99776590114>

Dial in by phone:

1(669) 900 -6833

Webinar ID: 997 7659 0114

Please note that the public will be muted by default.

If you would like to speak during the public comment portion of the meeting, you have the following options:

- Online - raise your hand, or use the Q&A panel to submit your comments.
- Phone (voice only) - press *9 to raise your hand, *6 to send a request to be unmuted to submit comments.

AGENDA
 REGULAR MEETING OF THE BOARD OF TRUSTEES
 OF THE BUENA PARK LIBRARY DISTRICT
 7150 La Palma Avenue
 February 2, 2021

5:30 p.m. Online Meeting - <https://zoom.us/j/99776590114>

**(Distributed agenda information viewable/obtainable in Administration Office.
 Agenda and Minutes at www.buenaparklibrary.org)**

		IC	PG	LCJ	RR	AS
CALL TO ORDER	_____					
PLEDGE OF ALLEGIANCE						
ROLL CALL						
	Present	_____	_____	_____	_____	_____
	Absent	_____	_____	_____	_____	_____
	Also	_____	_____	_____	_____	_____
I. ACTION ON MINUTES						
a) Regular Meeting of January 5, 2021	Motion	_____	_____	_____	_____	_____
	2nd	_____	_____	_____	_____	_____
	Ayes	_____	_____	_____	_____	_____
	Noes	_____	_____	_____	_____	_____
	Absent	_____	_____	_____	_____	_____
	Abstain	_____	_____	_____	_____	_____
II. ORAL COMMUNICATIONS						
a) From Public Concerning Non-agenda Items						
b) Board Members' Reports on Conferences Attended or Meetings Scheduled						
III. CORRESPONDENCE						
a) Patrons' Suggestions from Individuals Requesting Purchase of Materials or Proposing Changes to Library Operations						
b) Director's Report						
IV. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR						
a) Balance Sheet as of January 31, 2021						
b) Revenue – \$2,064,312 and Expenditures – \$1,482,688 Budget vs. Actual Report July 1, 2020 through January 31, 2021						
c) Cash Flow Trend Analysis						
d) Quarterly CERBT Statement						
e) Check Register as of January 31, 2021						
f) Monthly Statistical Reports for January 2021						
V. NEW BUSINESS						
a) Review of Fees Schedule	Motion	_____	_____	_____	_____	_____
	2nd	_____	_____	_____	_____	_____
	Ayes	_____	_____	_____	_____	_____
	Noes	_____	_____	_____	_____	_____
	Absent	_____	_____	_____	_____	_____
	Abstain	_____	_____	_____	_____	_____

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		IC	PG	LCJ	RR	AS
b) Consideration and approval of the Crime Victim's Leave Policy	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___

VI. FUTURE AGENDA ITEMS

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

VII. CONSENT CALENDAR

Motion	___	___	___	___	___
2nd	___	___	___	___	___
Ayes	___	___	___	___	___
Noes	___	___	___	___	___
Absent	___	___	___	___	___
Abstain	___	___	___	___	___

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.

a) Personnel Action

- 1. Merit increase for Facility Maintenance Supervisor, Ray Garcia, to Step 9 on the Salary Scale effective February 26, 2021.

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IC PG LCJ RR AS

ADJOURNMENT _____

Motion	_____	_____	_____	_____	_____
2nd	_____	_____	_____	_____	_____
Ayes	_____	_____	_____	_____	_____
Noes	_____	_____	_____	_____	_____
Absent	_____	_____	_____	_____	_____
Abstain	_____	_____	_____	_____	_____