

AGENDA
 REGULAR MEETING OF THE BOARD OF TRUSTEES
 OF THE BUENA PARK LIBRARY DISTRICT

7150 La Palma Avenue

April 2, 2019

5:30 p.m. Library Board Room

**(Distributed agenda information viewable/obtainable in Administration Office.

Agenda and Minutes at www.buenaparklibrary.org**

IC PG RR AS DS

CALL TO ORDER _____

PLEDGE OF ALLEGIANCE

ROLL CALL

Present	_____	_____	_____	_____	_____
Absent	_____	_____	_____	_____	_____
Also	_____	_____	_____	_____	_____

I. ACTION ON MINUTES

a) Regular Meeting of March 5, 2019

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
- c) Volunteer Guild Report

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 March 31, 2019
- b) Revenue – \$2,492,646 and Expenditures – \$2,133,336 Budget vs. Actual Report July 1, 2018 through March 31, 2019
- c) Check Register through March 31, 2019
- d) Monthly Statistical Reports for March 2019

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		IC	PG	RR	AS	DS
V.	NEW BUSINESS					
a)	Annual Evaluation of Staffing Levels					
	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
b)	Review of Salary Comparisons					
	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
c)	Annual Review of BPLD Library Fund Balance and Reserve Policy					
	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
d)	Review of Capital Improvement Projects					
	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
e)	Approval of the Understanding of Engagement by Fedak & Brown LLP for Auditing Services for the year ended June 30, 2019					
	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___

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VI. FUTURE AGENDA ITEMS

- a) Analysis of Draft Budget and Projected Income in May
- b) Gann Limit Resolution in June
- c) Annual Investment Policy Review in June

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 Administrative Assistant, Patty Salas, to Step 5 on the Salary Scale, effective April 12, 2019.
2. Merit Increase for P/T Library Clerk I, Yesenia Sandoval, to Step 8 on the Salary Scale, effective April 12, 2019.
3. Merit Increase for Library Assistant/Outreach Coordinator, Brenda Gomez, to Step 3 on the Salary Scale, effective April 26, 2019.
4. Merit Increase for Technical Services & Support Services Supervisor, Ann Duarte, to Step 5 on the Salary Scale, effective April 26, 2019.

ADJOURNMENT _____

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