

AGENDA
 REGULAR MEETING OF THE BOARD OF TRUSTEES
 OF THE BUENA PARK LIBRARY DISTRICT
 7150 La Palma Avenue

April 1, 2008

5:30 p.m. Library Board Room

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

		LAA	PMG	DM	RN	DS
CALL TO ORDER	_____					
PLEDGE OF ALLEGIANCE						
ROLL CALL	Present	___	___	___	___	___
	Absent	___	___	___	___	___
	Also	___	___	___	___	___
 I. ACTION ON MINUTES						
a) Regular Meeting of March 4, 2008	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___
 II. CORRESPONDENCE						
a) Patrons' Suggestions from individuals requesting purchase of materials or proposing changes to Library operations						
b) Management Team Minutes						
 III. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR						
a) YTD Revenue Report - Revenues as of March 15, 2008 – \$1,454,538						
b) Expenditures Report - Expenditures as of March 15, 2008 - \$1,832,292						
c) Monthly Statistical Reports for March 2008						
 IV. NEW BUSINESS						
a) Annual Evaluation of Staffing Levels Report						
b) National Library Week Proclamation 2008	Motion	___	___	___	___	___
	2nd	___	___	___	___	___
	Ayes	___	___	___	___	___
	Noes	___	___	___	___	___
	Absent	___	___	___	___	___
	Abstain	___	___	___	___	___

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		LAA	PMG	DM	RN	DS	
c)	Approve Library Consultant Scope and Fee Proposal	Motion	___	___	___	___	
		2nd	___	___	___	___	
		Ayes	___	___	___	___	___
		Noes	___	___	___	___	___
		Absent	___	___	___	___	___
		Abstain	___	___	___	___	___
d)	Approve Record Retention Policy	Motion	___	___	___	___	
		2nd	___	___	___	___	
		Ayes	___	___	___	___	___
		Noes	___	___	___	___	___
		Absent	___	___	___	___	___
		Abstain	___	___	___	___	___
e)	Approval of Revised Public Services Manager Job Description	Motion	___	___	___	___	
		2nd	___	___	___	___	
		Ayes	___	___	___	___	___
		Noes	___	___	___	___	___
		Absent	___	___	___	___	___
		Abstain	___	___	___	___	___

V. ORAL COMMUNICATION

- a) From Public concerning non-agenda items
- b) Board Members' Reports on conferences attended or meetings scheduled
- c) Volunteer Guild Report
- d) Director's Report
 - 1) Items of interest to the Board
 - 2) Children's Department Activity Report

VI. FUTURE AGENDA ITEMS

LAA PMG DM RN DS

VII. CONSENT CALENDAR

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

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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) Approve Claims Request Number 656-08

b) Personnel Matters

1. Merit increase for P/T Page, Grace Park, to Step 3 on the Salary Scale effective March 22, 2008.
2. Merit increase for F/T Library Clerk II, Circulation, Caroline Egan, to Step 9 on the Salary Scale effective April 17, 2008.
3. Merit increase for F/T Library Clerk II, Children's, Mary Ivelia, to Step 9 on the Salary Scale effective April 17, 2008.
4. Merit increase for P/T Clerk II, Support Services, Maria Mocker, to Step 9 on the Salary Scale effective April 17, 2008.

			LAA	PMG	DM	RN	DS
ADJOURNMENT	_____	Motion	___	___	___	___	___
		2nd	___	___	___	___	___
		Ayes	___	___	___	___	___
		Noes	___	___	___	___	___
		Absent	___	___	___	___	___
		Abstain	___	___	___	___	___