

AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
BUENA PARK LIBRARY DISTRICT
7150 La Palma Avenue
December 4, 2007
5:30 p.m. Library Board Room

LAA PMG DM RN DS

CALL TO ORDER _____

PLEDGE OF ALLEGIANCE

| | | | | | | |
|-----------|---------|-----|-----|-----|-----|-----|
| ROLL CALL | Present | ___ | ___ | ___ | ___ | ___ |
| | Absent | ___ | ___ | ___ | ___ | ___ |
| | Also | ___ | ___ | ___ | ___ | ___ |

I. ACTION ON MINUTES

| | | | | | | |
|---|---------|-----|-----|-----|-----|-----|
| a) Regular Meeting of November 6, 2007 | 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 November 15, 2007 – \$442,474
- b) Expenditures Report - Expenditures as of November 15, 2007 - \$897,511
- c) Monthly Statistical Reports for November 2007

IV. NEW BUSINESS

| | | | | | | |
|---|---------|-----|-----|-----|-----|-----|
| a) Auditor Report Presented by Auditor | Motion | ___ | ___ | ___ | ___ | ___ |
| | 2nd | ___ | ___ | ___ | ___ | ___ |
| | Ayes | ___ | ___ | ___ | ___ | ___ |
| | Noes | ___ | ___ | ___ | ___ | ___ |
| | Absent | ___ | ___ | ___ | ___ | ___ |
| | Abstain | ___ | ___ | ___ | ___ | ___ |

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|----|---|-----|-----|-----|-----|-----|
| b) | Overview Report and Evaluations From Staff Development Day | | | | | |
| c) | Election of Board Officers | | | | | |
| | Motion | ___ | ___ | ___ | ___ | ___ |
| | 2nd | ___ | ___ | ___ | ___ | ___ |
| | Ayes | ___ | ___ | ___ | ___ | ___ |
| | Noes | ___ | ___ | ___ | ___ | ___ |
| | Absent | ___ | ___ | ___ | ___ | ___ |
| | Abstain | ___ | ___ | ___ | ___ | ___ |
| d) | Confirm January 8 th Date for January Board Meeting | | | | | |
| | 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 652-07
- b) Personnel Matters
 - 1. Merit increase for F/T Support Services Manager, Mary McCasland, to Step 6 on the Salary Scale effective December 7, 2007.
 - 2. Merit increase for P/T Library Clerk I, Cindy Morales, to Step 4 on the Salary Scale effective November 23, 2007.

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