

AGENDA  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
BUENA PARK LIBRARY DISTRICT  
7150 La Palma Avenue  
February 6, 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 January 2, 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 January 15, 2007 - \$953,185
- b) Expenditures Report - Expenditures as of January 15, 2007 - \$1,109,904
- c) Monthly Statistical Reports for January 2007

IV. NEW BUSINESS

a) Notary Policy	Motion	_____	_____	_____	_____	_____
	2nd	_____	_____	_____	_____	_____
	Ayes	_____	_____	_____	_____	_____
	Noes	_____	_____	_____	_____	_____
	Absent	_____	_____	_____	_____	_____
	Abstain	_____	_____	_____	_____	_____

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b)	Recommendations for Salary Adjustments	Motion	___	___	___	___	___
		2nd	___	___	___	___	___
		Ayes	___	___	___	___	___
		Noes	___	___	___	___	___
		Absent	___	___	___	___	___
		Abstain	___	___	___	___	___
c)	Update Authorized Signature List for County for Payroll Warrant Pick-up	Motion	___	___	___	___	___
		2nd	___	___	___	___	___
		Ayes	___	___	___	___	___
		Noes	___	___	___	___	___
		Absent	___	___	___	___	___
		Abstain	___	___	___	___	___
d)	Review of Fees and Fines	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

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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 642-07
- b) Personnel Matters

1. Resignation of P/T Library Clerk, Carol Taylor, effective January 26, 2007.
2. Resignation of F/T Business Officer, Robert Housley, effective January 26, 2007.
3. Promotion for P/T Page, Josephine Flordelis, to P/T Clerk I, Step 1 on the Salary Scale effective January 19, 2007.
4. Promotion for P/T Page, Chantell Martinez, to P/T Clerk I, Step 1 on the Salary Scale effective January 19, 2007.
5. Merit increase for F/T Library Clerk I (Children's), Lynn Pence, to Step 3 on the Salary Scale effective January 19, 2007.
6. Merit increase for F/T Administrative Assistant, Paula Riley, to Step 9 on the Salary Scale effective December 22, 2006.

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