

AGENDA  
 REGULAR MEETING OF THE BOARD OF TRUSTEES  
 OF THE BUENA PARK LIBRARY DISTRICT  
 7150 La Palma Avenue  
 November 4, 2008  
 2:00 p.m. Library Board Room

\*\*(Distributed agenda information viewable/obtainable in Administration Office.  
 Agenda and Minutes at [www.buenaparklibrary.org](http://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 October 7, 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) Revenue - \$505,181.44 and Expenditure - \$824,237.57 Report as of October 2008					
b) Monthly Statistical Report for October 2008					
 IV. NEW BUSINESS					
a) Auditor Report	Motion	___	___	___	___
	2nd	___	___	___	___
	Ayes	___	___	___	___
	Noes	___	___	___	___
	Absent	___	___	___	___
	Abstain	___	___	___	___

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		LAA	PMG	DM	RN	DS
b) Approve Updated Authorized Signature List Removing Kathy McClelland, Business Officer and Adding Patricia Rivera, Public Services Manager	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 (Annual Financial Report)
- d) Director's Report
  - 1) Items of interest to the Board
  - 2) Youth Services Activity Report

VI. FUTURE AGENDA ITEMS

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) Approve Claims Request Number 661-08
- b) Personnel Matters
  - 1. Resignation of P/T Library Clerk, Erin Sandhoefner, on October 21, 2008
  - 2. Merit increase for F/T Administrative Assistant, Paula Riley, to Step 9 on the Salary Scale effective October 24, 2008.
  - 3. Merit increase for F/T Library Clerk I, Lynn Pence, to Step 5 on the Salary Scale effective October 24, 2008.

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4. New hire of P/T Page, Kelsey Quinn, to Step 1 on the Salary Scale effective October 23, 2008.
5. New hire of P/T Page, Tiffany Van Over, to Step 1 on the Salary Scale effective October 23, 2008.
6. Merit increase for P/T Library Clerk I, Daniel Macri, to Step 2 on the Salary Scale effective November 8, 2008.
7. Merit increase for P/T Library Clerk I, Heather Mackey, to Step 2 on the Salary Scale retro to August 15, 2008.

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