



Board of Trustees

Mrs. Cheyenne Traut – President  
Ms. Brenda Estrada– President Pro Tem  
Dr. Richard Rams – Secretary  
Mrs. L. Carole Jensen – Trustee  
Dr. Christian Quintero – Trustee

**REGULAR BOARD MEETING AGENDA**

Tuesday, February 4, 2025

5:30 p.m.

7150 La Palma Ave. Buena Park, CA 90620

Board Room – 2<sup>nd</sup> Floor

**Americans with Disabilities Act Compliance:** If you need special assistance to participate in this meeting, please contact the administration office at (714) 826-4100 ext. 120 or by email: [Psalas@buenaparklibrary.org](mailto:Psalas@buenaparklibrary.org) at least 72 hours prior to the meeting so the Buena Park Library District may make reasonable arrangements to ensure accessibility to the meeting.

**Public Requests for Documents:** The District provides a public inspection copy of all materials included in the agenda packet to the Board members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to the Administration office who will arrange for the documents to be copied at a charge of 20 cents per page. A digital copy (PDF) is available free of charge and will be sent by email. Please email [psalas@buenaparklibrary.org](mailto:psalas@buenaparklibrary.org) if you would like to request a copy of the Board packet materials.

This meeting of the Buena Park Library Board of Trustees will be held in person on the 2<sup>nd</sup> Floor of the Library (7150 La Palma Ave. Buena Park, CA 90620) and is open to the Public.

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1. Call to Order
2. Pledge of Allegiance
3. Roll Call

**Action on Minutes**

4. Approval of Minutes from the January 7, 2025 Regular Meeting

**Oral Communication**

5. Public Comments

This is the portion of the meeting set aside to invite public comments regarding any matter within the jurisdiction of the Library Board of Trustees. If comments relate to a specific agenda item, those comments will be taken following the staff report for that item, but prior to the Library Board taking a vote on that item. Those wishing to speak are asked to complete a speaker identification form and hand it to the Library Director. Public comments are limited to 3 minutes each.

6. Board members' Reports on Conferences Attended or Meetings Scheduled
7. BPLD Staff Milestones



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#### **Correspondence**

8. Patron’s Suggestions from Individuals Requesting Purchase of Materials or Proposing Changes to Library Operations
9. Director’s Report

#### **Financial and Monthly Reports from the Office of the Director**

10. January 2025 Payment Register
11. CERBT Account Summary Update as of December 31, 2024
12. Monthly Statistical Report

#### **New Business**

13. Administration Update (Informational Only)
14. Approval of the proposal for the FY 2023/2024 annual audit for audit services provided by Chavan and Associates, LLP
15. Authorize the Library Director to negotiate and execute an agreement with Chavan and Associates, LLP, for the amount of \$19,500, and to make any necessary non-monetary changes to the attached agreement
16. Adoption of Resolution 2025-1 updating titles of Officers authorized to make administrative changes related to Orange County Treasurer’s Pool (OCTP) account
17. Approval of Conflict of Interest Code Amendment

#### **Future Agenda Items**

18. Agenda preparation for the Regular Meeting which will be held on March 4, 2025, at 5:30 p.m. unless rescheduled by the Board of Library Trustees

#### **Consent Calendar**

19. Personnel Action

#### **Adjournment**

20. The Library Board of Trustees will adjourn the regular meeting of February 4, 2025.

#### CERTIFICATION OF POSTING

I, Patty Salas, Administrative Assistant of the Buena Park Library District, hereby certify that the Agenda for the February 4, 2025, Regular Meeting of the Board of Library Trustees of the Buena Park Library District was posted on January 31, 2025, at 7150 La Palma Ave Buena Park, CA and online at [www.buenaparklibrary.org](http://www.buenaparklibrary.org).

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Patty Salas, Administrative Assistant