

MINUTES
SPECIAL MEETING OF THE BOARD OF TRUSTEES
OF THE
BUENA PARK LIBRARY DISTRICT
JUNE 23, 2026

CALL TO ORDER: President Estrada called the meeting to order at 4:40 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Members Present: President Brenda Estrada, President Pro Tem Richard Rams, and Trustee Rudy Solorzano.

Absent: Trustee Jensen and Trustee Quintero.

Staff Present: Helen Medina, Library Director; Patty Salas, Administrative Assistant.

Guests Present: Ann Thompson, Library Services Manager; Mia Atencio, Regional Government Services; and Patty Howard, Regional Government Services.

PRESIDENT'S REMARKS AND BOARD MEMBER COMMENTS

There were no comments.

COMMUNICATIONS AND COMMENTS FROM THE PUBLIC CONCERNING ITEMS NOT ON THE AGENDA

There were no comments.

NEW BUSINESS

6. Adoption of Resolution 2026-16 approving the annual budget for Fiscal Year 2026 -2027

MOTION by Trustee Rams to 1) Adopt Resolution 2026-16 approving the Proposed Annual Budget for Fiscal Year 2026-2027 with \$6,264,970 in revenues, \$3,655,652 in operating expenses, and \$8,727,370 in capital improvement expenses, and the Five-Year Capital Improvement Plan for Fiscal Years 2026-2032 for capital improvement projects. Planning and facilitating library renovation project.

SECOND by Trustee Solorzano.

AYES: Estrada, Rams, Solorzano.

ABSENT: Jensen, Quintero.

Motion passed unanimously.

7. Classification Study and Approval of New Classification Specifications

MOTION by Trustee Rams to 1) Receive and file June 2026 Classification Study Report from Regional Government Services; 2) Approve the classification specification for Administrative Specialist; and 3) Approve the classification specification for Senior Library Technician

SECOND by Trustee Solorzano.

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AYES: Estrada, Rams, Solorzano.

ABSENT: Jensen and Quintero.

Motion passed unanimously.

8. Resolution 2026- 17 Establishing the Buena Park Library District Salary Schedule effective June 26, 2026

MOTION by Trustee Solorzano 1) Receive and file Buena Park Library District Compensation Study Report 2026 prepared by Regional Government Services; and 2) Adopt Resolution 2026-17 establishing the Buena Park Library District Salary Schedule for all positions effective June 26, 2026, to coincide with the first pay period in the new Fiscal Year 2026-2027, superseding all and any prior salary plans and schedules

SECOND by Trustee Rams.

AYES: Estrada, Rams, Solorzano.

ABSENT: Jensen and Quintero.

MOTION passed unanimously.

9. Adoption of Resolution 2026-18 establishing FY 2026-2027 Annual Appropriations Limit

MOTION by Trustee Rams to 1) Adopt Resolution 2026-18 establishing the Fiscal Year 2026-2027 Annual Appropriations Limit in accordance with Article XIII B of the Constitution of the State of California in the amount of \$19,323,883

SECOND by Trustee Solorzano.

AYES: Estrada, Rams, Solorzano.

ABSENT: Jensen and Quintero.

MOTION passed unanimously.

10. Approval of agreement with Complete Office Cleaning, LLC (dba Smart Janitorial Office Cleaning Systems) janitorial services

MOTION by Trustee Rams to 1) Approve the agreement with Complete Office Cleaning, LLC (dba Smart Janitorial Office Cleaning Systems); 2) Authorize an expenditure not-to-exceed \$43,340.00; 3) Authorize the Library Director to make any necessary non-monetary changes to the agreement; and 4) Authorize the Library Director to execute the agreement

SECOND by Trustee Solorzano.

AYES: Estrada, Rams, Solorzano.

ABSENT: Jensen and Quintero.

MOTION passed unanimously.

11. Approval of attendance of the Board President at the 2026 CSDA Conference

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MOTION by Trustee Rams to 1) Approve attendance of the Board President at the 2026 California Special Districts Association Annual Conference and Exhibitor Showcase including registration fees of \$999.00, hotel accommodations of approximately \$179.00 a night plus fees, and mileage and meal reimbursements

SECOND by Trustee Solorzano.
AYES: Estrada, Rams, Solorzano.
ABSENT: Jensen and Quintero.

MOTION passed unanimously.

FUTURE AGENDA ITEMS

12. Agenda preparation for the Regular Meeting which will be held on July 7, 2026, at 6:00 p.m. unless rescheduled by the Board of Library Trustees.

There were no requests.

ADJOURNMENT

MOTION by Trustee Solorzano to adjourn the meeting.
SECOND by Trustee Rams.

AYES: Estrada, Rams, Solorzano.
ABSENT: Jensen, Quintero.

MOTION approved.
The meeting was adjourned at 5:22 p.m.

Submitted by,



Brenda Estrada
President