



## REGULAR MEETING AGENDA

Board of Library Trustees | Buena Park Library District

2<sup>nd</sup> Floor Board Room  
7150 La Palma Avenue  
Buena Park, CA 90620  
May 5, 2026 | 6:00 P.M.

**REPORTS AND DOCUMENTATION:** *The District provides a public inspection copy of all materials included in the agenda packet distributed to the Board members at the meeting. Members of the public who wish to obtain a copy of any document may do so by completing a Public Records Request at <https://www.buenaparklibrary.org/public-records-request>.*

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact Library Administration at (714) 826-4100 Extension 120 at least 48 hours prior to the meeting so the Buena Park Library District may make reasonable arrangements to ensure accessibility to the meeting.

1. **CALL TO ORDER** (Library Board President)
2. **PLEDGE OF ALLEGIANCE** (Library Board President)
3. **ROLL CALL** (Library Board President)
4. **PRESIDENT’S REMARKS AND BOARD MEMBER COMMENTS**  
*This is the opportunity for the President and Board Members to give reports about conferences/training and comments on items of general interest to the community.*
5. **COMMUNICATIONS AND COMMENTS FROM THE PUBLIC CONCERNING ITEMS NOT ON THE AGENDA** (3 MINUTES PER SPEAKER)  
*Individuals may address the Board regarding any item of Library District business not on the agenda. While all comments are welcome, the Brown Act does not allow the Board to take action on any item not on the agenda.*

### **CONSENT CALENDAR (Items 6-12)**

*The Consent Calendar adopting the printed Recommended Board Action will be enacted with one vote. The Board President will first ask the staff and the Board if there is anyone who wishes to remove any item from the Consent Calendar for discussion and consideration.*

Recommendation: Approve items 6-12 on the Consent Calendar.

6. Minutes of the Board of Library Trustees Regular Meeting on April 7, 2026 (Receive, File, and Approve)
7. Personnel Report for May 2026 (Receive and File)
8. Patron Suggestions – Request for Purchase of Materials or Proposing Changes to Library Operations for April 2026 (Receive and File)
9. Payment Register for April 2026 (Receive and File) (will be presented at meeting)
10. Approve and authorize expenditure of up to \$7,500 from the CIP relocation budget for the purchase and installation of book return at the temporary facility
11. Approve and authorize expenditure of up to \$6,000 from the CIP relocation budget for necessary electrical modifications
12. Authorize the Library Director to enter into an agreement with CivicPlus, LLC to implement DocAccess service for PDF remediation effective upon execution in May 2026, with fees beginning in FY 2026-2027 for the amount of \$500 for implementation and \$2,250 for services, totaling \$2,750

## **REPORTS FROM LIBRARY ADMINISTRATION**

13. Monthly Statistical Reports
  - Database Usage July 2025 through March 2026
  - Trend Analysis July 2025 through March 2026
  - Program Statistics Summary for March 2026
14. Library Director's Report for April 2026

## **FINANCIAL REPORTS**

15. Analytical Financial Overview July 2025 – March 2026
16. Summary of Budget vs Actuals July 2025 – March 2026
17. Budget vs Actuals Detailed Statement July 2025 – March 2026
18. Summary Statement of Revenues, Expenditures and Changes in Fund Balance July 2025 – March 2026
19. Detailed Statement of Revenues, Expenditures and Changes in Fund balance July 2025 – March 2026
20. Treasurer's Report March 2026

## **NEW BUSINESS**

21. Public Hearing to Discuss the status of vacancies, recruitments, and retention efforts of the Buena Park Library District pursuant to Government Code Section 3502.3 subsection a paragraph 1
  - Recommended Action: 1) Receive and file a report on the Buena Park Library District's staffing vacancies and recruitment and retention efforts
  
22. Resolution 2026-6 adopting Investment Policy (Policy Number: 3103)
  - Recommended Action: 1) Approve Investment Policy (Policy Number: 3103) dated May 5, 2026; 2) Repeal the previous Investment Policy dated May 6, 2025; and 3) Designate the Library Director as the Investment Officer for the District
  
23. Resolution 2026-7 Approving Amendment No. 3 to Agreement for Professional Services with Regional Government Services
  - Recommended Action: 1) Adopt Resolution 2026-7 approving Amendment No. 3 to Agreement for Professional Services with Regional Government Services ("RGS") in the additional not-to-exceed amount of \$282,000; 2) authorize the Library Director make any necessary non-monetary changes to the agreement; and 3) Authorize the Library Director to execute the agreement.
  
24. Approval of Agreement with Mover Services, Inc. (MSI) for Moving and Storage Services
  - Recommended Action: 1) Approve the agreement with Mover Services, Inc. for moving and storage; 2) Authorize an expenditure not-to-exceed \$63,153 for moving services; 3) authorize a monthly storage expenditure of \$1,150; 4) Authorize the Library Director make any necessary non-monetary changes to the agreement; 5) Authorize the Library Director to execute the agreement; and 6) Authorize the Library Director to approve additional project expenditures for contingency purposes in an amount not to exceed ten percent (10%) of the total project budget to be reported to the Board at the next regular meeting.
  
25. Approve Relocation Schedule and authorize Library Director to make adjustments as required based on operational needs
  - Recommended Action: 1) Approve the Relocation Schedule; and 2) Authorize the Library Director to make adjustments, as required based on operational need.

26. Fiscal Year 2026-2027 Preliminary Operating Budget and Preliminary Five-Year Capital Improvement Plan, and Current Fiscal Year 2025-2026 Budget Projections

- For Review Only: Staff requests the Board provide feedback to the Director at this meeting and during the month of May 2026 to get their high-level goals, plans, and priorities. Goals, plans, and priorities will be incorporated in the final draft of the Operating Budget and Capital Improvement Plan for the Board's approval at a Special Board Meeting in June 2026.

**FUTURE AGENDA ITEMS**

27. Agenda preparation for the Regular Meeting which will be held on June 2, 2026, at 6:00 p.m. unless rescheduled by the Board of Library Trustees

*This is the time for board members to publicly request that items be placed on future agendas.*

**ADJOURNMENT**

**CERTIFICATION OF POSTING**

I, Patty Salas, Administrative Assistant of the Buena Park Library District, hereby certify that the Agenda for the May 5, 2026, Regular Meeting of the Board of Library Trustees of the Buena Park Library District was posted on May 1, 2026, 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