



Board of Trustees

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

**REGULAR BOARD MEETING AGENDA**

Tuesday, March 5, 2024

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. Request forms are available at the District Administration office.

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 February 6, 2024 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



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#### **Correspondence**

7. BPLD Staff Milestones
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. Balance Sheet as of February 29, 2024
11. Revenue - \$2,928,095 and Expenditures – \$2,251,259 Budget vs. Actual Report  
July 1, 2023 through February 29, 2024
12. Check Register through February 29, 2024
13. Monthly Statistical Report

#### **New Business**

14. Review and approval of proposal for website design and hosting services from Streamline, Inc
15. Adoption of Resolution 2024-2 authorizing award of agreement for Construction Management Services to Griffin Structures, not to exceed a total cost of \$799,000
16. Approval of National Library Week Proclamation
17. Review and approval of proposal from Gallagher for Classification and Compensation Study for three positions, not to exceed a total of \$8,000
18. Discuss and provide direction on Development Impact Fees

#### **Future Agenda Items**

19. Agenda preparation for the next regular date meeting which will be held on April 2, 2024, unless rescheduled by the Library Board of Trustees

#### **Consent Calendar**

20. Personnel Action

#### **Adjournment**

21. The Library Board of Trustees will adjourn the regular meeting of March 5, 2024.