



Board of Trustees

Richard Rams – President
Carole Jensen – President Pro Tem
Cheyenne Traut – Secretary
Pat Ganer – Trustee
Brenda Estrada – Trustee

REGULAR BOARD MEETING AGENDA

Tuesday, November 7, 2023

5:30 p.m.

7150 La Palma Ave. Buena Park, CA 90620

Board Room – 2nd 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 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 2nd 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 October 3, 2023 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. Patron’s Suggestions from Individuals Requesting Purchase of Materials or Proposing Changes to Library Operations
8. Buena Park Library Volunteer Guild Meeting Report and 22-23 Annual Report
9. BPLD Staff Milestone
10. Director’s Report

Financial and Monthly Reports from the Office of the Director

11. Balance Sheet as of October 31, 2023
12. Revenue - \$161,562 and Expenditures – \$1,357,326 Budget vs. Actual Report
13. Cash Flow Trend Analysis
14. CERBT Summary Update
15. Check Register through October 31, 2023
16. Monthly Statistical Report

New Business

17. 2022-23 Audit Report presented by Auditor
18. Preliminary approval of Prime Contract Potential Change Order (PCO) #14 HVAC Duct Cleaning in the amount of \$48,628.35
19. Approval of proposal from Macleod Watts to prepare an updated actuarial valuation of other postemployment benefits (OPEB) liabilities, totaling \$7,650
20. Approval to release RFQ/P for Construction Management Services
21. Approval of 2024 Holidays
22. Approval of Regular Board of Trustees Meeting dates in 2024

Future Agenda Items

23. Agenda preparation for the next regular date meeting which will be held on December 5, 2023 unless rescheduled by the Library Board of Trustees

Consent Calendar

24. Personnel Action

Adjournment

25. The Library Board of Trustees will adjourn the regular meeting of November 7, 2023.