

MINUTES  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
BUENA PARK LIBRARY DISTRICT  
June 7, 2022

CALL TO ORDER: President Rams called the meeting to order at 5:30 p.m.

PLEDGE ALLEGIANCE

ROLL CALL

Board Members Present: Pat Ganer, Carole Jensen, Richard Rams, Al Salehi.

Staff Present: Library Director Helen Medina, Technology and Support Services Supervisor Ann Duarte, Circulation Services Supervisor Caroline Wilkins, Business Officer Marina Tutty, Librarian Ruth Cho, and Administrative Assistant Patty Salas.

Guests: Ms. Cheyenne Traut

I. ACTION ON MINUTES

a) Regular Meeting of May 3, 2022

MOTION by Trustee Ganer to approve the minutes of May 3, 2022, as presented.  
SECOND by Trustee Jensen.

AYES: Trustee Ganer, Trustee Rams, Trustee Jensen.  
ABSTAIN: Trustee Salehi.

MOTION approved.

b) Special Meeting of May 10, 2022

MOTION by Trustee Ganer to approve the minutes of May 10, 2022, as presented.  
SECOND by Trustee Salehi.

AYES: Trustee Ganer, Trustee Jensen, Trustee Rams, Trustee Salehi.

MOTION approved.

II. ORAL COMMUNICATIONS

a) From Public Concerning Non-agenda Items

No comments.

b) Board Members' Reports on Conferences Attended or Meetings Scheduled

Trustee Salehi stated he will be presenting a book he co-wrote at a university in Sevilla, Spain in July.

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III. CORRESPONDENCE

- a) Patrons' suggestions from Individuals Requesting Purchase of Materials or Proposing Changes to Library Operations

No comments.

- b) Director's Report

Library Director Helen Medina provided the following updates to the Board:

- A photographer will be present at the July meeting to take new photos of the Trustees.
- There have been a few staff members that have come down with COVID-19 over the past month. Staff is following guidelines listed in the Library's recently updated Covid-19 Prevention Program (CPP).

The Director introduced Librarian Ruth Cho, who would provide the Board with information about the Summer Reading Program. Ruth stated the Summer Reading program will run for 8 weeks, and will have programs for children, teens and adults. The Summer Reading Kickoff event will occur this Saturday.

A few programs being offered this summer include a make your own forest scene craft, a presentation of a PBS documentary, a teen game tournament, family storytimes, and special performances each Thursday evening.

Ruth Cho thanked the Volunteer Guild for sponsoring the Summer Reading Program.

Library Director Helen Medina thanked Ruth Cho for coordinating this year's Summer Reading Program in collaboration with Reference staff.

IV. FINANCIAL AND MONTHLY REPORTS FROM THE OFFICE OF THE DIRECTOR

- a) Balance Sheet as of May 31, 2022

No comments.

- b) Revenue – \$4,546,133 and Expenditures - \$2,965,238 Budget vs. Actual Report July 1, 2021, through May 31, 2022

Library Director Helen Medina noted several revenue sources received in the month of May, along with a \$100 donation received from a patron. The Library will also be receiving a grant for almost \$5,000, to purchase outdoor equipment to loan to patrons along with the Park Pass.

- c) Check Register as of May 31, 2022

No comments.

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d) Monthly Statistical Reports for May 2022

The Director stated the K-pop Dance class was well attended, and it was great to be able to have the program outdoors. Library staff also provided in-person tours to students from Raymond Temple elementary, a first since re-opening to the public.

V. NEW BUSINESS

a) Gann Limit Resolution 2022-2

MOTION by Trustee Ganer to approve Resolution 2022-2 establishing the Gann Limit in the amount of \$14,883,176.

SECOND by Trustee Jensen.

AYES: Trustee Ganer, Trustee Jensen, Trustee Rams, Trustee Salehi.

MOTION approved.

b) Consideration and approval of Agreement for Professional Services for Legal Services from Dannis Woliver and Kelley

MOTION by Trustee Salehi to approve the two-year agreement with Dannis Woliver and Kelley for Legal Services.

SECOND by Trustee Ganer.

AYES: Trustee Ganer, Trustee Jensen, Trustee Rams, Trustee Salehi.

Motion approved.

c) Annual Investment Policy Review

No changes were recommended.

d) Discussion regarding honoring District retiree

A brief discussion was had. No action was taken.

VI. FUTURE AGENDA ITEMS

- a) Adoption of Final Budget in July
- b) Review of past year's Service Accomplishments in July
- c) Service Objectives for new fiscal year in July

VII. CONSENT CALENDAR

a) Personnel Action

1. Merit increase for PT Library Clerk Yocelin Ruiz to Step 2 on the Salary Scale effective June 3, 2022.

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2. Merit increase for PT Library Page Tiffani Hutto to Step 2 on the Salary Scale effective June 3, 2022.
3. Merit increase for PT Library Clerk Trevor Lepich to Step 6 on the Salary Scale effective June 17, 2022.
4. Merit increase for PT Library Clerk Tomas Moran to Step 4 on the Salary Scale effective June 17, 2022.
5. Merit increase for PT Library Assistant Mavelly Martin to Step 3 on the Salary Scale effective June 17, 2022.

MOTION by Trustee Jensen to approve the consent calendar.  
SECOND by Trustee Salehi.

AYES: Trustee Ganer, Trustee Jensen, Trustee Rams, Trustee Salehi.

Motion approved.

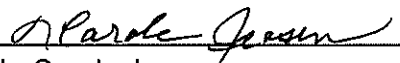
ADJOURNMENT

MOTION by Trustee Salehi to adjourn the meeting.  
SECOND by Trustee Jensen.

AYES: Trustee Ganer, Trustee Jensen, Trustee Rams, Trustee Salehi.

Motion approved. The meeting stood adjourned at 5:53 p.m.

Submitted by,

  
L. Carole Jensen  
Secretary