

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
BUENA PARK LIBRARY DISTRICT
September 4, 2018

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

PLEDGE OF ALLEGIANCE: President Ganer led the flag salute.

ROLL CALL

Board Members Present: Irene Castaneda, Patricia Ganer, Al Salehi

Absent: Dennis Salts, Rajen Vurdien

Staff Present: Library Director Mary McCasland, Circulation Department Supervisor Caroline Wilkins,
Business Officer Marina Tutty, Administrative Assistant Patty Salas.

I. ACTION ON MINUTES

a) Regular Meeting of August 7, 2018

MOTION by Trustee Salehi to approve the minutes of August 7, 2018 as presented.
SECOND by Trustee Castaneda.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Salehi

ABSENT: Trustee Salts, Trustee Vurdien

II. ORAL COMMUNICATIONS

a) From Public Concerning Non-agenda Items

No public comments.

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

No comments.

c) Volunteer Guild Report

The Director reported the Guild had made \$1,812 in the month of August.

III. CORRESPONDENCE

a) Patrons' Suggestions from Individuals Requesting the Purchase of Materials or Proposing Changes to Library Operations.

No comments.

b) Director's Report

The Director asked the Board members to let her know if they would be interested in attending the Mayor's Prayer Breakfast.

Trustee Salehi asked for more information about a patron incident that occurred in August.

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
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September 4, 2018

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

- a) Balance Sheet as of August 31, 2018

No comments.

- b) Revenue – \$73,112 and Expenditures – \$459,188 Budget vs. Actual Report July 1, 2018 through August 31, 2018

No comments.

- c) Check Register as of August 31, 2018

No comments.

- d) Quarterly CERBT Statement

No comments.

- e) Monthly Statistical Reports for August 2018

Trustee Salehi asked for additional information regarding wireless usage and social media statistics to be presented at next month’s meeting.

V. NEW BUSINESS

- a) Annual Report

Circulation Department Supervisor Caroline Wilkins provided a brief synopsis of the Annual Report. The Trustees thanked Caroline for her work on this year’s report.

MOTION by Trustee Salehi to approve the 2017-18 Annual Report as presented.
SECOND by Trustee Castaneda.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Salehi.
ABSENT: Trustee Salts, Trustee Vurdien.

Motion approved.

- b) Review and approval of proposal for custom murals in the Donna Bagley Community room.

The Director stated staff thought adding custom murals to the community room would be a great way to celebrate the Library’s Centennial. The Trustees agreed this would be great addition to the Community room.

MOTION by Trustee Castaneda to approve the proposal in the amount of \$9,050.
SECOND by Trustee Salehi.

AYES: Trustee Castaneda, Trustee Ganer, Trustee Salehi.
ABSENT: Trustee Salts, Trustee Vurdien.

Motion approved.

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
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September 4, 2018

- c) Receive and file CalPERS Annual Valuation Report.

The Director explained that the District would continue to make additional payments to the District's unfunded accrued liability (UAL) in order to reduce the annual projected employer contributions that will be required.

VI. FUTURE AGENDA ITEMS

- a) Annual Review of the Trustee Handbook in October
- b) Audit Report presented by the auditor in November

VII. CONSENT CALENDAR

- a) Personnel Action

No items.

ADJOURNMENT

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

AYES: Trustee Castaneda, Trustee Ganer, Trustee Salehi.
ABSENT: Trustee Salts, Trustee Vurdien.

Motion approved. The meeting stood adjourned at 5:51 p.m.

Submitted by,



Dennis Salts
Secretary