CITY OF GLENDORA AGENDA

BOARD OF LIBRARY TRUSTEES
REGULAR MEETING 7:00 PM

MONDAY, APRIL 21, 2014
City Hall Council Chambers
116 E. Foothill Boulevard, Glendora, CA 91741

Patrick Hollanders, President
Jennifer Leos, Vice President
Patricia Gomer, Trustee
Helen Storland, Trustee
Christine Smith, Trustee
Janet Stone (Library Director) - Secretary

PLEASE TURN OFF CELL PHONES AND PAGERS WHILE MEETING IS IN PROGRESS

PUBLIC COMMENT

The public is encouraged to address the Board on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the Board, you may do so during the ***PUBLIC COMMENT*** *period noted on the agenda. Each person is allowed three (3) minutes speaking time.*

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Board may direct staff to investigate and/or schedule certain matters for consideration at a future Board meeting.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Library Administrative Assistant, (626) 852-4891 no later than 72 hours prior to the meeting. (28 CFR 34.102.104 ADA TITLE II)

PLEASE NOTE: *Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City Hall, during regular business hours, Glendora Public Library and on the City's website www.ci.glendora.ca.us. For further information regarding agenda items, please contact the Glendora Library at (626) 852-4891.*

DOCUMENTS DISTRIBUTED FOLLOWING THE POSTING OF THE AGENDA

Any writing that relates to an agenda item for an open session that is distributed within 72 hours of the meeting is available for public inspection at the Glendora Library, 140 S. Glendora Avenue, Glendora.

AGENDA

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of the
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7:00 PM REGULAR MEETING

PRELIMINARY BUSINESS

CALL TO ORDER

ROLL CALL

SPECIAL ITEMS

Presentation: Bookmark Contest Winners

Senior Librarian Cindy Romero to recognize the following Bookmark Contest winners: Declan Becher, 2nd place Kindergarten; Stewart Jensen, 2nd place High School; Melinda Hendrix, 1st place High School

PUBLIC COMMENT

Three (3) Minute speaking time limit
Public Comment cards are on the counter in the lobby.

Public comment shall conform to the protocol established in City Council Resolution No. 04-17, the highlights of which are listed below: Any person may request to address the Board by submitting to the Board Secretary a Speakers Request form asking to address the Board and stating the topic to be addressed. Speakers Request forms shall be available throughout the meeting.

Under the agenda item "Public Comment", the President may recognize any person desiring to address the Board concerning any subsequent item calendared for action or discussion at that meeting or on any matter within the jurisdiction of the Board. Public comment may also be given when an item is scheduled for consideration. Comments on Consent Calendar items should be made during the Public Comment Period. The Public Comment Period is limited to 30 minutes. Each speaker shall be limited to three minutes unless, upon motion, such time is extended by the President.

Any person given permission to address the Board shall advance to the rostrum and state his/her name and the subject matter he/she wishes to discuss. No question shall be asked of a Board Member or a member of the staff, except through the presiding officer.

REORDERING OF AND ADDITIONS TO THE AGENDA - (Action: President request

motion to adopt agenda as presented)

CONSENT CALENDAR

Items on the Consent Calendar will be enacted by one motion without individual discussion. There will be no separate discussion of these items unless a member of the Board requests specific item(s) be removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be considered after the regular items. Anyone wishing to address a Consent Calendar item should do so during the Public Comment Period.

1. Minutes of meeting of March 17, 2014

   Board of Library Trustees to review and approve minutes of Library Board meeting of March 17, 2014

   STAFF RECOMMENDATION: Approve the following minutes as presented: March 17, 2014

REPORT OF LIBRARY DIRECTOR (Informational)

2. Presentation of the report of the Library Director

   Library Director Stone to present her report

   STAFF RECOMMENDATION: Receive and file

UNFINISHED BUSINESS - None

NEW BUSINESS

3. Request for Plaque - Glendora Woman's Club

   Library Director Stone to direct to the Library Board of Trustees: A request from the Glendora Woman's Club for a plaque honoring the Club's establishment of the community's first library and the continued support since that time. The City Manager has deemed the request as meeting the minimum requirements for processing, and as required, is designating the Library Board of Trustees as the appropriate body to review the material and make a recommendation to the City Council.

   STAFF RECOMMENDATION: Library Board of Trustees to review the material and policy, make any inquiries necessary, use the policy and documentation to guide their deliberations, and make a recommendation to the City Council as to whether or not the request should be granted.

4. Planning for Annual Joint meeting with City Council

   President Hollanders to lead discussion to plan for annual State of the Library address

   STAFF RECOMMENDATION: Board of Library Trustees to start discussion on possible talking points and to provide further direction to staff

5. Self-evaluation of Board of Library Trustees

   President Hollanders to review and discuss steps and assignments with the Board

   STAFF RECOMMENDATION: Board of Library Trustees to begin process of the self-evaluation

6. Annual Evaluation of Library Director

   Library Director Stone to provide possible options to make the Library Director evaluation and its process useful to all parties involved

   STAFF RECOMMENDATION: Board of Library Trustees to review the options presented and discuss next steps

7. Library Events Calendar

   A calendar of library or significant community events that include library participation. All or some Board members might choose to participate; no action is required

   STAFF RECOMMENDATION: Receive and file

BOARD MEMBER ITEMS

8. Agenda Planning Calendar (no action will be taken on any item brought up at this time)

   Plans for future meetings to be considered and calendared

9. Board member items and announcements (no action will be taken on any item brought up at this time)

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing agenda was posted on the City Hall bulletin board at 116 E. Foothill Boulevard not less than 72 hours prior to the meeting in accordance with Government Code Section 54954.2. Dated this 17th day of April, 2014.

Elke Cathel
Management Analyst