Sierra Madre Public Library Board of Trustees

Special Meeting Agenda, November 17, 2011

Library Board of Trustees
Catherine Adde, Chair
Glenn Putnam, Vice Chair
Colin Braudrick, Trustee
Pete Siberell, Trustee
Rob Stockly, Trustee

Special Joint Meeting
Sierra Madre Public Library Board of Trustees and
Sierra Madre Historical Preservation Society
Thursday, November 17, 2011 at 7:00 pm
Sierra Madre Public Library
Paula Randall Reading Room
440 West Sierra Madre Boulevard
Sierra Madre, CA 91024

APPROVAL OF AGENDA
Majority vote of the Board to proceed with Library business.

APPROVAL OF MINUTES
Approval of Minutes for the Library Board of Trustees Regular Meeting October 26, 2011

WELCOME
Catherine Adde, Chair, Library Board of Trustees

WELCOME AND INTRODUCTION OF CAROLYN THOMAS, DIRECTOR OF LIBRARY SERVICES
Catherine Adde, Chair, Library Board of Trustees

INTRODUCTIONS
Catherine Adde, Chair, Library Board of Trustees and Gurdon Miller, President, Sierra Madre Historical Preservation Society will introduce their respective board members

TRUSTEE AND CITY COUNCIL LIAISON REPORTS
Brief reports from Trustees and the City Council Liaison relating to City business occurring since the last Library Board meeting

PUBLIC COMMENT
Regarding items not on the Agenda

ACTION ITEMS

1. **APPROVAL OF LIBRARY WARRANTS (Review by Trustee Stockly) –** Recommendation that the Board approves payment of Library Warrants #34152 - 34159 in the aggregate amount of $7,476.50 and #34278 – 34285 in the aggregate amount of $6,529.87.

2. **CONSENT – LIBRARY USE STATISTICS OCTOBER 2011**
   Recommendation to receive and file the October 2011 statistical report

3. **DISCUSSION – CITY GENERAL PLAN UPDATE FOR THE LIBRARY SECTION**
   Recommendation to review the draft Library Section for the General Plan Update as submitted to the General Plan Update Committee

4. **DISCUSSION – SIERRA MADRE LOCAL HISTORY COLLECTION**
   Overview of the local history collection, services and special projects – California Digital Library, Fill Intern sponsored by the SMHPS, Sierra Madre Oral History Project, outreach to youth, etc.

REPORTS

5. **FRIENDS OF THE SIERRA MADRE LIBRARY –**
   Informational reports about business and activities of the Friends of the Library

6. **DIRECTOR OF LIBRARY SERVICES –**
   Informational reports about library services and activities since the last Board meeting
   a. Staff Recruitment and Development
   b. Services and Programs
   c. Projects and Operations

ADJOURNMENT

The Board of Trustees will adjourn to their Regular Meeting in the Conference Room at City Hall, 232 W. Sierra Madre Blvd, Sierra Madre, CA, 91024 on Wednesday, January 25, 2012

PUBLIC COMMENT: Under the Brown Act, the Board is prohibited from taking action on items not on the agenda, but the matter may be referred to for to a subsequent meeting. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate Library Board action.

PUBLIC HEARING: The appellant and/or applicant will each be provided a total of ten (10) minutes to address their item. A portion of their allotted time may be reserved for rebuttal or a summary conclusion at the close of public comment. All other speakers will be limited to a total of three continuous minutes, which cannot be delegated. These rules will be enforced but may be changed by appropriate Board action.

ACTION ITEMS: Regardless of a staff recommendation on any agenda item, the Board of Trustees will consider such matters, including action to approve, conditionally approve, reject, or continue such item. Further information on each item may be procured from the Office of the Director of Library Services.

AVAILABILITY OF AGENDA MATERIALS: Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet, are available for public inspection at the public the Sierra Madre Public Library, 440 W. Sierra Madre Blvd., during normal business hours.

MEETING ASSISTANCE: The City Hall Conference Room is physically accessible. If you require special assistance to participate in this meeting, please call the Director of Library Services' office at (626) 355-7135 at least 48 hours prior to the meeting.