AGENDA
1130th Regular Meeting
Board of Library Trustees
Palos Verdes Library District
VIRTUAL MEETING VIA VIDEO CONFERENCE
December 16, 2021 • 6:00 pm

AGENDA DESCRIPTIONS: The agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The board may take any action which it deems to be appropriate on the agenda and is not limited in any way by the notice of the recommended action.

REPORTS AND DOCUMENTATION: Reports and documentation relating to agenda items (including materials related to an item on this Agenda submitted to the Board of Library Trustees after distribution of the agenda packet) are on file in the Administrative Office and the Reference Department of the Peninsula Center Library, and are available for public inspection. A copy of the agenda packet will be available for public use during the regular board meetings. Any person having any question concerning any agenda item may call the Executive Assistant at 310-377-9584 ext. 245 to make inquiry concerning the item. "Documents pertaining to an agenda item received after the posting of the agenda are available for review in the Director's office or at the meeting at which the item will be taken up."

PUBLIC REQUESTS FOR DOCUMENTS: The District provides a public inspection copy of all materials included in the agenda packet distributed 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 Executive Assistant who will arrange for the documents to be copied at a charge of 15¢ per page. Requests forms are available at the board meeting and at the District administrative offices.

AMERICANS WITH DISABILITIES COMPLIANCE: The Palos Verdes Library District complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the Executive Assistant at (310) 377-9584 ext. 245 at least 48 hours prior to the meeting.

PUBLIC PARTICIPATION: In accordance with Assembly Bill 361 and guidance from the State and Local Health Departments on limitations on gatherings and social distancing recommendations, members of the public are requested not to attend the meeting in person and instead join the meeting via the Zoom videoconference platform by visiting our website at https://www.pvld.org/about/trustees. For questions about attending the meeting via the Zoom platform, please contact Executive Assistant Tami Bender at (310) 377-9584 Ext 245 or tbender@pvld.org.

Public comment will be accepted by email to tbender@pvld.org prior to the meeting and during the meeting, prior to the close of public comment on an item, the member will be unmuted and recognized to speak or their comment would be read into the record during public comment.

1. CALL TO ORDER (5 minutes for items 1-4)
2. ROLL CALL
3. SALUTE TO THE FLAG
4. ADOPTION OF AGENDA
   This is the opportunity for board members to delete items from the agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).
   Recommended Action: The Board of Library Trustees hereby adopts the Agenda as presented.
5. ELECTION OF OFFICERS (PRESIDENT WONG) (10 minutes)
   A. Nomination and election for Secretary
   B. Nomination and election for Vice-President
   C. Nomination and election for President

   ** Newly elected President assumes governance of meeting **
6. PRESIDENT’S REMARKS AND BOARD MEMBER COMMENTS (10 minutes)
   This is an opportunity for the President and board members to make announcements and comments on items of general interest to the community
   • All PVLD libraries will be closed on Friday and Saturday, December 24 & 25 in observance of the Christmas holiday.
   • All PVLD libraries will be closing at 5:00 pm on Friday, December 31 and will be closed on Saturday, January 1, 2022 in observance of the New Year holiday.
   • Special closed session board meeting regarding labor negotiations (12/08/21) – No action taken.
• BLT President will be assigning members of the board to various committee and liaison positions at the January 20th board meeting. An email will be sent describing the function and duties of each committee/liaison. Please send an email to the president with your preferences by January 14, 2022.

7. COMMUNICATIONS AND COMMENTS FROM THE PUBLIC CONCERNING ITEMS NOT ON AGENDA (3 minutes per speaker)  
Citizens may address the board regarding any item of Library District business not on the agenda. While all comments are welcome, the Brown Act does not allow the board to take action on any item not on the agenda. Pursuant to board policy, all comments must be kept at three minutes or less. Please send an email to the Executive Assistant at tbender@pvlid.org if you wish to make any comments.

8. CONSENT CALENDAR (10 minutes for items 8-9)  
The Consent Calendar adopting the printed Recommended Board Action will be enacted with one vote. The board President will first ask the staff and the board if there is anyone who wishes to remove any item from the Consent Calendar for discussion and consideration. The matters removed from the Consent Calendar will be considered individually at the end of this Agenda under "Items Removed from the Consent Calendar." At that time, any member of the audience may comment on any item pulled from the Consent Calendar. The entire Consent Calendar, with the exception of items removed to be discussed under "Items Removed from the Consent Calendar," is then voted upon by roll call under one motion.

**Recommended Action:** The Board of Library Trustees hereby approves the items and recommended actions in the Consent Calendar listed below:

A. APPROVAL OF BOARD OF LIBRARY TRUSTEE MEETING MINUTES  
**Recommended Action:** The Board of Library Trustees hereby approves the minutes of the meetings listed below, as presented.
1) Regular Board of Library Trustees meeting held on November 18, 2021*  
2) Special Board of Library Trustees meeting held on December 8, 2021*

B. STATISTICAL REPORT FOR NOVEMBER 2021  
**Recommended Action:** The Board of Library Trustees hereby approves the Statistical Report for November 2021.

C. APPROVED BUDGET PERFORMANCE REPORT FOR NOVEMBER 2021*  
**Recommended Action:** The Board of Library Trustees hereby receives and files the Budget Performance Report, as submitted.

D. CASH DISBURSEMENTS  
**Recommended Action:** The Board of Library Trustees hereby receives and files the cash disbursements, as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$674,789.69</td>
</tr>
<tr>
<td>Asset Replacement Fund</td>
<td>30,750.00</td>
</tr>
<tr>
<td>Total</td>
<td>$705,539.69</td>
</tr>
</tbody>
</table>

E. PERSONNEL  
1. SELECTIONS - None

2. RESIGNATIONS AND TERMINATIONS  
**Recommended Action:** The Board of Library Trustees hereby receives and files the following resignations and terminations:

<table>
<thead>
<tr>
<th>Name</th>
<th>Class.</th>
<th>Position Title</th>
<th>Status</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Parker</td>
<td>Librarian II</td>
<td>Librarian II</td>
<td>PTH</td>
<td>11/09/2021</td>
</tr>
<tr>
<td>Shirley Ashe</td>
<td>Librarian I</td>
<td>On Call Librarian</td>
<td>PTH</td>
<td>11/10/2021</td>
</tr>
</tbody>
</table>
3. CHANGE IN STATUS (Salaried employees only)

**Recommended Action:** The Board of Library Trustees hereby approves the following change in status:

<table>
<thead>
<tr>
<th>Name</th>
<th>Class.</th>
<th>Position Title</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Megan Durazo</td>
<td>Librarian II</td>
<td>Librarian III</td>
<td>11/15/2021</td>
</tr>
</tbody>
</table>

F. APPROVAL OF RESOLUTION NO. 2021-09 – REAUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF LIBRARY TRUSTEES FOR THE PERIOD OF JANUARY 1, 2022 TO JANUARY 31, 2022 PURSUANT TO ASSEMBLY BILL 361 AND BROWN ACT PROVISIONS

**Recommended Action:** The Board of Library Trustees hereby approves Resolution No. 2021-09.

G. CALIFORNIA STATE LIBRARY STATISTICAL REPORT*

**Recommended Action:** The Board of Library Trustees hereby receives and files the California State Library Statistical Report for 2020/2021, as presented.

9. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

*Items removed from the Consent Calendar will be discussed individually at this time.*

10. UPCOMING BOARD OF LIBRARY TRUSTEES CONFERENCES AND EVENTS (DIRECTOR ADDINGTON) (3 minutes)

   A. 01/14/2022 – Economic Forecast Summit – Terranea Resort – 7:30 am
   B. 03/23-25/2022 – Public Library Association (PLA) Conference – Portland, OR. Registration open through 02/18/22 (early bird discount through 01/07/22)
   C. Upcoming CSDA Webinars (see attached for listing)

11. UPDATES TO BOARD OF LIBRARY TRUSTEES POLICY NO. 6000* (DEPUTY DIRECTOR ROY) (15 minutes)

12. PRESENTATION OF FINAL STRATEGIC PLAN* (DIRECTOR ADDINGTON) (20 minutes)

13. REVIEW AND DISCUSSION OF DRAFT ACTION PLAN* (DIRECTOR ADDINGTON) (15 minutes)

14. DISTRICT DIRECTOR’S MONTHLY REPORT* (DIRECTOR ADDINGTON) (10 minutes)

15. COMMUNITY RELATIONS COMMITTEE REPORT (TRUSTEE PARKE) (5 minutes)

16. PENINSULA FRIENDS OF THE LIBRARY LIAISON REPORT (TRUSTEE EASTON) (5 minutes)

17. GOVERNMENT RELATIONS LIAISON REPORT (TRUSTEE UNNO) (5 minutes)

18. ITEMS FOR FUTURE AGENDAS (3 minutes)

*This is an opportunity for board members to publicly request that items be placed on future agendas.*

19. ADJOURNMENT

* Indicates attachment

116 minutes (does not include speaker cards)