

**AGENDA**  
**1117<sup>th</sup> Regular Meeting**  
**Board of Library Trustees**  
**Palos Verdes Library District**  
**VIRTUAL MEETING VIA VIDEO CONFERENCE**  
**November 19, 2020 ♦ 7:00 pm**

***Pursuant to the Governor's Executive Order N-29-20, the  
Library Board of Trustees may participate via video conference.***

**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. Request 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 Executive Order N-29-20 and guidance from the California Department of Public Health on limitations on gatherings and social distancing requirements, 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, please contact Executive Assistant Tami Bender at (310) 377-9584 Ext 245 or [tbender@pvld.org](mailto:tbender@pvld.org).*

*Public comment will be accepted by email to [tbender@pvld.org](mailto: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

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. RECOGNITION OF OUTGOING PRESIDENT KAY COOPERMAN JUE (VICE PRESIDENT WONG)

6. PRESIDENT'S REMARKS AND BOARD MEMBER COMMENTS

*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 library buildings are closed to the public due to COVID-19
- Curbside pickup is available at all library buildings
- Holiday closures: November 26, 27; December 24, 25; January 1

7. COMMUNICATIONS AND COMMENTS FROM THE PUBLIC CONCERNING ITEMS NOT ON AGENDA  
*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. Please complete the "Request to Address the Library Board" card by filling out your name and city of residence and returning it to the Board Secretary. Thank you.*

8. CONSENT CALENDAR

*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 FOR OCTOBER 15, 2020\*

**Recommended Action: The Board of Library Trustees hereby approves the minutes of the Board meeting held on October 15, 2020 as presented.**

B. STATISTICAL REPORT FOR OCTOBER 2020\* - (Full report available on line at [PVL D STATISTICAL REPORT OCTOBER 2020](#) or PVL D.org → About Us → Board of Trustees → Packets)

**Recommended Action: The Board of Library Trustees hereby approves the Statistical Report for October 2020.**

C. FINANCIAL REPORTS

**Recommended Action: The Board of Library Trustees hereby receives and files the financial reports below, as submitted.**

1. APPROVED BUDGET PERFORMANCE REPORT FOR OCTOBER 2020\*
2. QUARTERLY FINANCIAL REPORTS
  - a. COMBINED BALANCE SHEET AT SEPTEMBER 30, 2020\*
  - b. COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR PERIOD ENDING SEPTEMBER 30, 2020
  - c. CASH AND INVESTMENT REPORT AT SEPTEMBER 30, 2020

D. CASH DISBURSEMENTS

**Recommended Action: The Board of Library Trustees hereby receives and files the cash disbursement report below, as submitted:**

October 2020	
General Fund	\$562,557.58
Asset Replacement Fund	0.00
<b>Total</b>	<b>\$562,557.58</b>

E. PERSONNEL

- 1). SELECTIONS - NONE
- 2) RESIGNATIONS AND TERMINATIONS - NONE
- 3) CHANGE IN STATUS (Salaried employees only)

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

<b><u>Name</u></b>	<b><u>From</u></b>	<b><u>To:</u></b>	<b><u>Effective Date</u></b>
Jason Smith	MWII	MWIII	10/1/2020

F. CALIFORNIA STATE LIBRARY STATISTICAL REPORT\*

**Recommended Action: The Board of Library Trustees hereby receives and files the California State Library Statistical Report for 2019/2020, 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)
  - CA Special District Association Virtual Workshops – November & December 2020 – Trustees Parke and Easton attending.
11. UPDATE FROM CULTIVATING RACE, EQUITY AND INCLUSION (CREI) GRANT TEAM (ADULT SERVICES ASSISTANT MANAGER AND CREI TEAM CAPTAIN LESSA PELAYO-LOZADA)
12. REQUEST FOR APPROVAL TO PURCHASE ROOM AIR PURIFIERS FOR MALAGA COVE LIBRARY\* (FACILITIES MANAGER GUTIERREZ)
13. REQUEST FOR APPROVAL TO SIGN SOUTHERN CALIFORNIA EDISON EASEMENT AGREEMENT\* (DIRECTOR ADDINGTON)
14. UPDATE ON LIBRARY HOURS, SERVICES AND REOPENING PLANS\* (DEPUTY DIRECTOR ROY)
15. DISTRICT DIRECTOR'S MONTHLY REPORT\* (DIRECTOR ADDINGTON) (Full report available online at (<https://www.pvld.org/directorsreport>))
16. AD-HOC BUDGET COMMITTEE REPORT\* (TRUSTEE PARKE)
17. COMMUNITY RELATIONS COMMITTEE REPORT (TRUSTEE CAMPBELL AND TRUSTEE EASTON)
18. PENINSULA FRIENDS OF THE LIBRARY LIAISON REPORT (TRUSTEE WONG)
19. GOVERNMENT RELATIONS LIAISON REPORT (TRUSTEE PARKE)
20. ITEMS FOR FUTURE AGENDAS  
*This is an opportunity for board members to publicly request that items be placed on future agendas.*
  - Board of Trustee officer nominations in December
21. ADJOURNMENT