AGENDA
1103rd Regular Meeting
Board of Library Trustees
Palos Verdes Library District
Peninsula Center Library
701 Silver Spur Road
Rolling Hills Estates, CA 90274
September 19, 2019 • 7:00 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 COMMENT: Members of the public have the opportunity to speak on any item on the agenda at the time the item is addressed by the board. A person wishing to speak should give a completed speaker form to the Executive Assistant prior to the introduction of the agenda item. The board President will call on speakers based on the forms received.

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.

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. PRESENTATION TO OUTGOING TRUSTEE, JAMES D. MOORE (PRESIDENT STEGURA)
   <SHORT RECESS>
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.
   - Welcome to Peninsula Teen Advisory Council (PTAC) Liaison, Mikaela Garcia
   - Board participation on interview panel for Finance Manager position
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 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 MEETING MINUTES FOR REGULAR BOARD MEETING HELD ON AUGUST 15, 2019

Recommended Action: The Board of Library Trustees hereby approves the minutes of the Regular Board meeting held on August 15, 2019, as presented.

B. STATISTICAL REPORT FOR AUGUST 2019 - CIRCULATION, PUBLIC USE, QUESTIONS ASKED, AND COLLECTION DATA * (available on our website at www.pvld.org)

Recommended Action: The Board of Library Trustees hereby approves the Statistical Report for August 2019.

C. APPROVAL OF BUDGET PERFORMANCE REPORT FOR AUGUST 2019*

Recommended Action: The Board of Library Trustees hereby receives and files the Budget Performance Report for August 2019.

D. CASH DISBURSEMENTS

Recommended Action: The Board of Library Trustees hereby receives and files the cash disbursements for August 2019, as follows:

August 2019

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$672,618.19</td>
</tr>
<tr>
<td>Asset Replacement Fund</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$672,618.19</strong></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 resignation(s) and termination(s):

<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>Susan Fletcher</td>
<td>LMIII</td>
<td>Circulation Mgr.</td>
<td>FTS</td>
<td>08/02/2019</td>
</tr>
<tr>
<td>Luis Escobar</td>
<td>LAIII</td>
<td>Senior Page</td>
<td>PTH</td>
<td>08/29/2019</td>
</tr>
<tr>
<td>Natalie Woerner</td>
<td>LA1</td>
<td>Page</td>
<td>PTH</td>
<td>08/31/2019</td>
</tr>
</tbody>
</table>

3) CHANGE IN STATUS (Salaried employees only) - None

F. CONSIDERATION TO APPROVE UPDATED ORGANIZATIONAL CHARTS*

Recommended Action: The Board of Library Trustees hereby approves the District Organizational Charts dated September 1, 2019, as submitted.

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)

- 09/28 – CSDA 2019 Annual Conference & Exhibitor Showcase – Indian Wells, CA
- 10/05 – PFL Oktoberfest – 6:00 to 9:00 pm – Malaga Cove Library
- 10/11 – PV Chamber of Commerce Legislative Forum and Luncheon – 11:30 am – PV Golf Club
- 10/24-26 – CLA Conference – Pasadena, CA

11. PENINSULA FRIENDS OF THE LIBRARY QUARTERLY REPORT (PFL PRESIDENT DEFREES)
12. CONSIDERATION OF APPROVAL OF RESOLUTION NO. 2019-09 AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES’ RETIREMENT SYSTEM AND THE BOARD OF LIBRARY TRUSTEES OF PALOS VERDES LIBRARY DISTRICT AND APPROVAL OF SIGNATURES FOR SUPPORTING DOCUMENTATION* (DIRECTOR ADDINGTON AND DIRECTOR OF FINANCE MATTIX)

13. ADOPTION OF RESOLUTION NOS. 2019-10 AND 2019-11 APPROVING UPDATED PVLD PERSONNEL POLICY MANUALS FOR REPRESENTED AND NON-REPRESENTED MANAGEMENT AND CONFIDENTIAL EMPLOYEES* (DIRECTOR ADDINGTON AND HR MANAGER UDIN)

14. UPDATE AND DISCUSSION OF ELECTRIFY AMERICA CHARGING STATIONS AT PENINSULA CENTER LIBRARY* (FACILITIES MANAGER GUTIERREZ)

15. DISTRICT DIRECTOR’S MONTHLY REPORT (DIRECTOR ADDINGTON)

16. ANNEX AD HOC COMMITTEE (TRUSTEE CAMPBELL AND TRUSTEE JUE)

17. PENINSULA TEEN ADVISORY COUNCIL LIAISON REPORT (STUDENT LIAISON GARCIA)

18. COMMUNITY RELATIONS COMMITTEE REPORT (TRUSTEE CAMPBELL AND TRUSTEE STEGURA)

19. PENINSULA FRIENDS OF THE LIBRARY LIAISON REPORT (TRUSTEE WONG)

20. GOVERNMENT RELATIONS LIAISON REPORT (TRUSTEE JUE)

21. ITEMS FOR FUTURE AGENDAS
   This is an opportunity for board members to publicly request that items be placed on future agendas)

22. ADJOURNMENT

* indicates attachment