

AGENDA
1116th Regular Meeting
Board of Library Trustees
Palos Verdes Library District
VIRTUAL MEETING VIA VIDEO CONFERENCE
October 15, 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/virtualboardmeetings>. For questions about attending the meeting, 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

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. 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.
- New Zoom format.

6. 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.

7. 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*

Recommended Action: The Board of Library Trustees hereby approves the minutes of the Board meeting minutes below, as presented.

- 1) Regular Board of Library Trustees meeting held on September 17, 2020
- 2) Special Board of Library Trustees meeting held on September 15, 2020

B. STATISTICAL REPORT FOR SEPTEMBER 2020* - (Full report available on line at PVLDDISTRICT.ORG/STATISTICAL-REPORT-SEPTEMBER-2020 or PVLDD.org → About Us → Board of Trustees → Packets)

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

C. APPROVAL OF BUDGET PERFORMANCE REPORT FOR SEPTEMBER 2020*

Recommended Action: The Board of Library Trustees hereby receives and files the Budget Performance report for September 2020, as submitted.

D. CASH DISBURSEMENTS

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

September 2020	
General Fund	\$573,050.64
Asset Replacement Fund	0.00
Total	\$573,050.64

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:

<u>Name</u>	<u>Class</u>	<u>Position Title</u>	<u>Status</u>	<u>Effective Date</u>
Tyler Bouwens	LAIll	Senior Page	PTH	09/14/2020

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

8. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR
Items removed from the Consent Calendar will be discussed individually at this time.
9. UPCOMING BOARD OF LIBRARY TRUSTEES CONFERENCES AND EVENTS (DIRECTOR ADDINGTON)
 - None at this time
10. PRESENTATION OF 2019/2020 AUDIT REPORT* (FINANCE MANAGER LIU)
11. PENINSULA FRIENDS OF THE LIBRARY (PFL) QUARTERLY REPORT (PFL PRESIDENT DEFREES)
12. PROPOSED NEW ANNEX LOCATION AT THE PENINSULA CENTER LIBRARY* (FACILITIES MANAGER GUTIERREZ)
13. UPDATE ON LIBRARY HOURS AND SERVICES (DEPUTY DIRECTOR ROY)
14. DISTRICT DIRECTOR'S MONTHLY REPORT* (DIRECTOR ADDINGTON) (Full report available online at <https://www.pvld.org/directorsreport>)
15. AD-HOC BUDGET COMMITTEE REPORT (TRUSTEE PARKE)
16. COMMUNITY RELATIONS COMMITTEE REPORT (TRUSTEE CAMPBELL AND TRUSTEE EASTON)
17. PENINSULA FRIENDS OF THE LIBRARY LIAISON REPORT (TRUSTEE WONG)
18. GOVERNMENT RELATIONS LIAISON REPORT (TRUSTEE PARKE)
19. ITEMS FOR FUTURE AGENDAS
This is an opportunity for board members to publicly request that items be placed on future agendas.
20. ADJOURNMENT