AGENDA
MONTEREY PARK BRUGGEMEYER LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, JULY 15, 2014
7:00 P.M.
FRIENDS ROOM
318 S. RAMONA AVENUE, MONTEREY PARK

Staff reports, writings or other materials related to an item on this agenda which are distributed to the Library Board of Trustees less than 72 hours before this scheduled meeting shall be available for public inspection in the Library Administrative Secretary's Office located at 318 S. Ramona Avenue, Monterey Park, CA 91754 during normal business hours. This agenda is posted 72 hours prior to the meeting at the library, City Hall located at 320 W. Newmark Avenue, Monterey Park, CA 91754 and on the City website at http://www.montereypark.ca.gov/

CALL TO ORDER:

SWEARING IN OF NEWLY APPOINTED TRUSTEES:

ROLL CALL:

ACKNOWLEDGMENT OF ABSENCES:

1. **PUBLIC COMMENTS AND WRITTEN COMMUNICATIONS:**
   This is an opportunity for members of the public to address the Library Board of Trustees on any item of interest to the public, before or during the Trustees' consideration of the item, that is within the subject matter jurisdiction of the Board of Trustees. Any member of the public wishing to address the Library Board of Trustees regarding any item on this agenda must fill out a speaker card and then return it to the Administrative Secretary prior to the announcement of the agenda item.

2. **AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTION:**
   RECOMMENDATION: Take action if appropriate

3. **APPROVAL OF MINUTES**
   Minutes of Regular Meeting of June 17, 2014

4. **CONSENT AGENDA - APPROVAL BY MOTION:**
   Items on the Consent Agenda are considered to be routine, ongoing business and will be enacted by one motion. There is no separate discussion on consent items unless a Library Trustee so requests, in which event the item is removed from the Consent Agenda and considered separately.

   FINANCIAL REPORTS AND EXPENDITURES:
   a. RECEIPT AND EXPENDITURE REPORT
   b. TRUST AND AGENCY ACCOUNT REPORT
   c. APPROVAL OF WARRANTS

   RECOMMENDATION: Approve reports and expenditures.

5. CITY LIBRARIAN'S REPORT:

a. Board Orientation
b. Backup System Status
c. Other

6. PRESIDENT'S REPORT:

UNFINISHED BUSINESS:

7. COMMUNITY OUTREACH SUB-COMMITTEE REPORT

Discussion of survey findings and possible actions

RECOMMENDATION: Take action if appropriate

8. PASSPORT SERVICES

Discussion of proposal to offer passport services at the library and policy to govern procedures

RECOMMENDATION: Take action if appropriate

NEW BUSINESS:

9. TRUSTEE JOB DESCRIPTION POLICY REVIEW

Review of policy regarding Library Board of Trustees members' roles and responsibilities

RECOMMENDATION: Take action if appropriate

ANNOUNCEMENTS:

HOUSEKEEPING ITEMS:

AGENDA ITEMS FROM THE BOARD:
Agenda items for the next regular or a special meeting from Library Board members

ADJOURNMENT:
The next regularly scheduled meeting will be held on August 19, 2014 at 7:00 P.M. in the Friends Room.