AGENDA
MONTEREY PARK BRUGGEMEYER LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, SEPTEMBER 20, 2016
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:

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 August 16, 2016

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. *Answers to Previously Asked Questions*
b. *Passport Services – Sharing of Revenue and Responsibilities*
c. *Suggestion Box*
d. *Solar Panels in the Parking Lot*

6. PRESIDENT'S REPORT:

a. *Discussion as to when to call for Points of Order during a meeting (Robert's Rules of Order)*

NEW BUSINESS:

7. BUDGET REPORT ON COMMUNITY NEEDS ASSESSMENT OBJECTIVES

Presentation of potential budget for implementation of objectives arising from organizational and community needs assessment

RECOMMENDATION: Take action if appropriate

8. RESOLUTION REQUEST TO PLACE LIBRARY TAX RENEWAL ON MARCH 2017 BALLOT

Discussion of actions required to place library tax renewal measure on the upcoming ballot

RECOMMENDATION: Take action if appropriate

9. CONTINGENCY PLAN IF LIBRARY TAX RENEWAL DOES NOT PASS

Discussion of a contingency plan to cover impact on hours of service, staff numbers, book budget and any other results from the loss of Measure C funds if the measure is not extended by voters. Additional discussion of other options such as increased funding from the City budget to cover the loss of Measure C funds.

RECOMMENDATION: Take action if appropriate

10. PASSPORTS SERVICES TRUST ACCOUNT USE FOR PART-TIME LIBRARY CLERK

Discussion of the proposed usage of the passport services revenue/trust account for the salary of a part-time Library Clerk dedicated to passport services

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 October 18, 2016 at 7:00 P.M. in the Friends Room.