

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
February 25, 1997**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on February 25, 1997 at 7:03 P.M. by President Peggy Dinsmore.

ROLL CALL

Members Present: President Peggy Dinsmore; Secretary Ray Evans; Trustees Robin Masters, Jean Pappas, and Sandra Stark; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Principal Librarian Suad Ammar

**ADOPTION OF
AGENDA**

It was moved by Trustee Stark, seconded by Secretary Evans to adopt the Agenda as presented.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

MINUTES

It was moved by Trustee Stark, seconded by Trustee Masters to approve the Minutes of the Regular Meeting of November 19, 1996 as presented.

AYES: Dinsmore, Evans, Masters, Stark
NOES: None
ABSTAIN: Pappas

It was moved by Trustee Pappas, seconded by Secretary Evans to approve the Minutes of the Regular Meeting of January 21, 1997 as presented.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**ORAL
COMMUNICATIONS**

No members of the public requested to address the Board at this time.

**PRESIDENT'S
REPORT**

President Dinsmore reported that she had attended the California Library Trustees and Commissioners (CALTAC) Executive Board Meeting at Ontario Library on February 8, 1997 where she gave the Literacy Report and will have an article in the next issue of *Caltactics*. The agenda at the meeting included a proposed Speakers Bureau and Trustee Tool Kit revision. The next CALTAC workshop is scheduled for March 15, 1997 at the Pasadena Public Library and will be teleconferenced with a concurrent meeting in Sacramento for the first time.

It was determined that President Dinsmore and Trustee Pappas will attend the March 15 CALTAC workshop. The Library District will pay registration fees.

President Dinsmore also reported on the Friends of California Libraries workshop held at Newport Beach Public Library on Saturday, February 22, 1997 which she attended with Friends of Placentia Library President Pat Irot. The workshop focused on Fund Raising and Library Campaigns with emphasis on the San Diego election.

Trustee Pappas reported on the California Special Districts Association (CSDA) workshop held in Ontario on Friday, February 20, 1997 which she attended with President Dinsmore and Library Director Minter. The two sessions were on labor laws and the Brown Act.

It was determined that President Dinsmore and Library Director Minter will attend the quarterly membership meeting of the Independent Special Districts of Orange County at the Municipal Water District Office in Fountain Valley on Thursday, February 27.

**FRIENDS OF THE
LIBRARY REPORT**

Library Director Minter referred to the materials in the Board Packets and also reported that the Friends of the Library have awarded the Library a grant of \$700 to be used for story hours for children 3 to 5 years old.

**FOUNDATION
REPORT**

Trustee Stark reported that the Library Foundation is becoming established in the community and was named as a beneficiary of the 1997 Placentia-Linda Hospital/City of Placentia 8K/5K Run.

**PURCHASE OF
UTILITIES
THROUGH LOCAL
GOVERNMENT
POOL**

It was moved by Trustee Pappas, seconded by Trustee Stark to consider Agenda Item 34, Report on proposal for cooperative purchase of utilities through a local government pool, as presented by City of Placentia Public Works Director Chris Becker.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

It was moved by Trustee Stark, seconded by Trustee Masters to approve participation by Placentia Library District in purchasing utilities through a local government pool.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

CLAIMS

It was moved by Trustee Stark, seconded by Trustee Masters to approve Agenda Items 8 through 11

Nonstandard Claims in the amount of \$0.00
Claims forwarded by the Library Director in the amount of \$4,629.04
Current Claims and Payroll in the amount of \$105,738.74
FY 1996-1997 Cash Flow Analysis and recommendation that no funds be transferred at this time.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

The Board recessed for a break at 8:43 P. M. and reconvened at 8:49 P. M.

FINANCIAL REPORTS

It was moved by Trustee Pappas, seconded by Trustee Evans to receive and file Agenda Items 12, 13, and 15 through 18:

Financial Reports for January, 1997
Office General Ledger & Check Registers for January, 1997
Acquisitions Report for January, 1997
Overdue Collection Report for January, 1997
Debit Card System Reimbursement Report for January 1997
Gifts Report for January, 1997

Agenda Item 14: County of Orange Investment Pool Portfolio Summaries, as prepared by Solomon Brothers Asset Management, Inc., for January, 1997, had not been received.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

GENERAL CONSENT CALENDAR

It was moved by Trustee Masters, seconded by Trustee Pappas to receive Agenda Items 19-33:

Building Maintenance Report for January, 1997
(Receive & File)
Personnel Report for January, 1997 (Receive, File and Ratify Appointments)
Volunteer Report for January, 1997 (Receive & File)
Circulation Report for January, 1997 (Receive & File)
Review of Shared Maintenance Cost with the City of Placentia under the Joint Powers Authority (Receive & File)
Legislative reports from California Advocates and the Municipal Water District of Orange County. (Receive & File)
Status report on the Orange County Investment Pool (OCIP)

issues in the Orange County bankruptcy case as prepared by Patrick C. Shea, Attorney of Record, Pillsbury, Madison & Sutro, LLP. (Receive & File)

Submission of Placentia Library Literacy Services' Report for the second Quarter of 1996-1997 to the State Library of California (Receive & File)

Report from the State Library of California on the Impact of Proposition 218 (Receive & File)

Minutes of the Independent Special Districts of Orange County Executive Committee Meetings of December 10, 1996 and January 14 and February 11, 1997 (Receive & File)

Minutes of the Local Agency Formation Commission (LAFCO) Special District Advisory Committee Meeting, October 17, 1996 (Receive & File)

Minutes of the LAFCO Meetings of November 6, 1996 and January 8, 1997 (Receive & File)

Status report on the preparation of a Strategic Plan for Placentia Library District (Receive & File)

Memo from Anderson and Anderson, the District's medical benefits insurance broker, reporting the renewal of the Long Term Disability Policy with CNA with no change in the monthly premium (Receive, File and Approve Renewal)

Letter to Wells Fargo authorizing application of excess funds toward semi-annual bond payment (Receive, File and Approve Request).

AYES: Dinsmore, Stark, Evans, Masters, Pappas

NOES: None

ABSTAIN: None

**SELECTION OF
MEDICAL
INSURANCE
PROVIDER FOR
1997-1998**

As comparative bids from medical insurance carriers have not yet been received by Anderson and Anderson, the District's medical benefits insurance broker, it was agreed to continue this item until the March Board Meeting.

**LIBRARY OF
CALIFORNIA
LEGISLATION**

It was moved by Trustee Stark, seconded by Secretary Evans to oppose legislation currently being sponsored by the California Library Association to establish the "Library of California" and to authorize California Advocates to take the appropriate action on behalf of the Board.

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**PERFORMANCE
REVIEW FOR
LIBRARY
DIRECTOR**

It was agreed by the Board that the Trustees will each complete the evaluation form contained in the Board Packet and submit it to President Dinsmore at the March Board Meeting in a sealed envelope. President Dinsmore will summarize the evaluations, meet with the Library Director and present a report to the Board at their April Meeting.

STAFF REPORTS

It was moved by Trustee Pappas, seconded by Trustee Evans to receive and file Agenda Items 35 through 39:

Program Committee Report for January, 1997
Children's Services Report for January, 1997
Publicity Materials produced for January, 1997
Placentia Library Literacy Services Report for January, 1997
Safety Committee Minutes for January, 1997

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**AGENDA
PREPARATION**

Add Board Comments at beginning of Meeting

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 9.35 P. M.



Ray Evans, Secretary