











**AGENDA**  
PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR DATE MEETING

December 19, 2022  
6:30 p.m.  
Community Meeting Room  
History Room  
411 E. Chapman Avenue  
Call-in Number: (669) 900-6833  
Meeting ID: 850 1206 7452  
Password: 046086  
ZOOM Link: [meetings.placentialibrary.org](https://meetings.placentialibrary.org)

**Mission Statement:**

Placentia Library District inspires, opens minds, innovates, and connects our community.

**District Goals:**

-  Strengthen connections and expand community relationships.
-  Provide equitable access.
-  Adapt to community needs.
-  Cultivate thriving collections of resources.
-  Provide and promote relevant library services.
-  Maintain fiscal responsibility and integrity.
-  Support and empower staff.
-  Provide an inviting, pleasant, and safe place to explore.

**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 are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 200.*

**PLEDGE OF ALLEGIANCE**      Library Board President

**CALL TO ORDER**

1. Call to Order      Library Board President
2. Roll Call      Recorder

Placentia Library District Board of Trustees Regular Date Meeting Agenda, December 19, 2022

3. 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).*

Presentation: Library Director  
Recommendation: Adopt by Motion

4. Oral Communications

*Members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. Presentations by the public are limited to 5 minutes per person. Members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board. Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized. Reference: California Government Code Sections 54954.3, 54954.2(b).*

**TRUSTEE & ORGANIZATIONAL REPORTS**

5. Board President Report - oral

*The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.*

6. Trustee Reports

*The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.*

7. Library Director Report

8. Placentia Library Friends Foundation Board of Director's Report

**CONSENT CALENDAR (Items 9 – 24)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 9 – 24 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.*

**MINUTES (Item 9)**

9. Minutes of the Library Board of Trustees Regular Date Meeting on November 21, 2022. (Receive & File and Approve)

**CASH FLOW ANALYSIS (Items 10 – 11)**

10. Check Register for November 2022. (Receive & File and Approve)

11. FY2021-2022 Fund Balance through November 2022; the Schedule of Anticipated Property Tax Revenues for FY2022-2023 as provided by the Orange County Auditor. (Receive & File).

**TREASURER'S REPORTS (Items 12 – 16)**

12. Financial Reports for November 2022 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Revenue and Expenditure Reports for November 2022. (Receive & File)

14. Acquisitions Report for November 2022. (Receive & File)

15. Entrepreneurial Activities Report and November 2022. (Receive & File)

16. Library Impact Fee Report for November 2022. (Receive & File)

**GENERAL CONSENT REPORTS (Items 17 – 20)**

17. Personnel Report for November 2022. (Receive, File, and Ratify Appointments)
18. Review Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)
19. Administration Report for November 2022.
20. Circulation Report for November 2022.

**STAFF REPORTS (Items 21 – 24)**

21. Children's Services Report for November 2022.
22. Adult and Teen Services Report for November 2022.
23. Technology and Website Report for November 2022.
24. Customer Service Report for November 2022.

**NEW BUSINESS (Items 25-35)**

25. Adoption of Resolution 2022-08: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Certify the Appointments for the Office of Trustee of the Placentia Library District; Administration of the Oath of Office.
26. Election of Officers
  - Current Board President: Jo-Anne W. Martin
  - Current Board Secretary: Gayle Carline
27. Appointment of Library Board Representatives for 2023 by the Board President:  
Current 2022 Representatives:
  - Representative to Special District Local Area Formation Commission (LAFCO) – Secretary Carline and Trustee Shkoler as alternate.
  - Representative to the Orange County Council of Governments (OCCOG) – Trustee Dahl and Secretary Carline as alternate.
  - Representative to the Placentia Library Friends Foundation (PLFF) – Trustee Dahl and President Martin as alternate.
  - Representative to the Independent Special District of Orange County (ISDOC) – Secretary Carline and President Martin as alternate.
  - Personnel Committee – Secretary Carline and Trustee Dahl
  - Joint Use Agreement Committee – President Martin and Secretary Carline
28. Employee of the Year Recognition by Board President.
29. Association of Bookmobile & Outreach Services and Internet Librarian Conference Reports from Children's Supervising Librarian.
30. District-Based Elections Ordinance and Adoption of Resolution 2022-09.
31. Adoption of Resolution 2022-10: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Board of Trustees Regular Meeting Dates for Calendar Year 2023.
32. Adoption of Resolution 2022-11: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Holiday and Library Closure Schedule for Fiscal Year 2023-2025.
33. Authorization for closure on March 9, 2023 for Staff Development Training.

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34. Discussion of Website Proposals Received.

35. Legislative Updates from Trustee Carline.

**AGENDA DEVELOPMENT**

36. Agenda Preparation for the January Regular Date Meeting which will be held on January 16, 2023 unless re-scheduled by the Library Board of Trustees.

**ADJOURNMENT**

37. The Library Board of Trustees will adjourn the Regular Date December 19, 2022 meeting.

\*\*\*\*\*CERTIFICATION OF POSTING\*\*\*\*\*

I, Lina Nguyen, Executive Assistant of the Placentia Library District, hereby certify that the Agenda for December 19, 2022 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on December 14, 2022.

  
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Lina Nguyen, Executive Assistant