

AGENDA
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR DATE MEETING

September 23, 2024

6:30 p.m.

Community Meeting Room

411 E. Chapman Avenue

Call-in Number: (669) 900-6833

Meeting ID: 850 1206 7452









Password: 046086

ZOOM Link: 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
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

Placentia Library District Board of Trustees Regular Date Meeting Agenda, September 23, 2024

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 August 26, 2024. (Receive & File and Approve)

CASH FLOW ANALYSIS (Items 10 – 11)

10. Check Register for August 2024. (Receive & File and Approve)

11. FY2023-2024 Fund Balance through August 2024; the Schedule of Anticipated Property Tax Revenues for FY2023-2023 as provided by the Orange County Auditor. (Receive & File).

TREASURER'S REPORTS (Items 12 – 16)

12. Financial Reports for August 2024 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Revenue and Expenditure Reports for August 2024. (Receive & File)

14. Acquisitions Report for August 2024. (Receive & File)

15. Entrepreneurial Activities Report and August 2024. (Receive & File)

16. Library Impact Fee Report for August 2024. (Receive & File)

GENERAL CONSENT REPORTS (Items 17 – 20)

17. Personnel Report for August 2024. (Receive, File, and Ratify Appointments)

18. Review Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

19. Administration Report for August 2024.

20. Circulation Report for August 2024.

Placentia Library District Board of Trustees Regular Date Meeting Agenda, September 23, 2024

STAFF REPORTS (Items 21 – 24)

- 21. Children's Services Report for August 2024.
- 22. Adult and Teen Services Report for August 2024.
- 23. Technology and Website Report for August 2024.
- 24. Customer Service Report for August 2024.

CLOSED SESSION (Item 25)

- 25. Performance Evaluation of Library Director and Consideration of Changes to Compensation.

NEW BUSINESS (Items 26-34)

- 26. Approval of Benefits for the Library Director.
- 27. Authorize the Business Manager to attend the 2025 Annual California Society of Municipal Finance Officers (CSMFO) Conference in San Jose, California, February 18-21, 2025.
- 28. Adoption of Resolution 2024-04: A Resolution of the Board of Trustees of the Placentia Library District Endorsing the Candidacy of Trustee Scott Nelson to the Position of 3rd Vice President of the Executive Committee of the Independent Special Districts of Orange County.
- 29. Authorize a Fund Request for the 2024 Staff Appreciation and Recognition.
- 30. Venture Academy Internship Update.
- 31. Joint-Use Committee Updates from President Carline.
- 32. Roundtable Women's Club Updates from Secretary Dahl.
- 33. ISDOC Updates from Trustee Nelson.
- 34. LAFCO Updates from Trustee Beverage.

AGENDA DEVELOPMENT

- 35. Agenda Preparation for the October Regular Date Meeting which will be held on October 28, 2024 unless re-scheduled by the Library Board of Trustees.

ADJOURNMENT

- 36. The Library Board of Trustees will adjourn the Regular Date September 23, 2024 meeting.

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

I, Lina Nguyen, Executive Assistant of the Placentia Library District, hereby certify that the Agenda for September 23, 2024 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on September 18, 2024.



Lina Nguyen, Executive Assistant



**ADDENDUM TO REGULAR MEETING AGENDA
SEPTEMBER 23, 2024**

NOTICE IS HEREBY GIVEN that Item 30A is added to the Library Board of Trustees regular meeting agenda for Monday, September 23, 2024

30A. Discuss the General Contracting Services RFP No. 2024-02 Proposals and Award Bid to U.S. Builders

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

I, Lina Nguyen, Executive Assistant of the Placentia Library District, hereby certify that the Addendum to Regular Meeting Agenda for September 23, 2024 of the Library Board of Trustees of the Placentia Library District was posted on September 19, 2024.



Lina Nguyen, Executive Assistant