

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
February 22, 1994**

CALL TO ORDER The Regular Meeting of the Placentia Library District Board of Trustees was called to order on February 22, 1994 at 7:38 P.M. by President Dinsmore.

ROLL CALL **Members Present:** President Margaret Dinsmore, Trustees Al Shkoler and Fred West; and Library Director Elizabeth Minter.

Members Absent: Secretary Sandra Stark, and Trustee Ray Evans

Others Present: Administrative Assistant Charlene Dumitru; Principal Librarian Suad Ammar and Placentia Resident Robin Masters.

ADOPTION OF AGENDA The Board agreed to amend the Agenda to defer Items 30 and 31 until the Regular Meeting of March 21, 1994.

It was moved by Trustee West, seconded by Trustee Shkoler to adopt the Agenda as amended.

AYES: Dinsmore, Shkoler, West

NOES: None

ABSTAIN: None

ABSENT: Stark, Evans

MINUTES President Dinsmore requested that the Minutes of the Regular Meeting of January 17, 1994 be amended to read "passed around copies" rather than "gave copies" in the Foundation Report.

It was moved by Trustee West, seconded by Trustee Shkoler to approve the Minutes of the Regular Meeting of January 17, 1994 as amended.

AYES: Dinsmore, Shkoler, West

NOES: None

ABSTAIN: None

ABSENT: Stark, Evans

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

**BOARD
PRESIDENT'S
REPORT**

President Dinsmore distributed copies of the revised parking violation notices to board members and asked them to review it.

She reported that she had received a legislative alert from Literacy Volunteers of America requesting that persons concerned with literacy contact Mr. Eli Segal, President of The Corporation for National and Community Service as they had not included literacy as one of the National Priorities in the draft of regulations for the AmeriCorps program. She has responded to this request by writing a letter to Mr. Segal.

President Dinsmore reported that she has been asked by the California Library Association (CLA) to continue as a legislative contact. She emphasized the importance of trustees attending workshops and meetings in order to network with other libraries and remain informed on library concerns and reminded the board of the annual CALTAC workshop in Library Leadership to be held on March 5, 1994 at the Los Angeles Public Library.

President Dinsmore discussed the Placentia Pride meeting which she attended on February 18, 1994. Placentia Pride plans to continue meeting monthly. Many members felt that the Author's Luncheon sponsored by the Friends of the Placentia Library on January 29, 1994 had added significantly to building a sense of community.

**FRIENDS OF THE
LIBRARY REPORT**

Library Director Minter reported that the Friends have asked her to reserve Alta Vista County Club for the last weekend in January, 1995 for the next Author's Luncheon. She discussed the possibility of a mystery/detective theme with an author of mystery novels as speaker. She reported that the Author's Luncheon of January 29, 1994 had been very successful and complimented Staff for their assistance on this project.

Library Director Minter reported that the election of officers for the Friends did not take place at the meeting of February 7, 1994 as they were lacking a quorum.

**LITERACY
VOLUNTEERS OF
AMERICA REPORT**

President Dinsmore reported that people will be needed to serve on the Literacy Volunteers of America Board as several of the current Board members have resigned to be effective April 1, 1994.

CLAIMS

It was moved by Trustee Shkoler, seconded by Trustee West to approve Agenda Items 9 through 11: Nonstandard Claims in the amount of \$0.00; Claims forwarded by Library Director in the amount of \$0.00; and Current Claims and Payroll in the amount of \$100,161.98.

AYES: Dinsmore, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: Stark, Evans

**FINANCIAL
REPORT**

It was moved by Trustee Shkoler, seconded by Trustee West to approve the Agenda Items 12 through 16: Financial Reports for January, 1994; Office General Ledger and Check Registers for January, 1994; Overdue Collection Report for January, 1994; Vending Machine Report for January, 1994; and Gifts Report for January, 1994.

AYES: Dinsmore, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: Stark, Evans

**REVIEW OF
HEALTH
INSURANCE
PROPOSALS FOR
1994-1995**

Carol Benson of Anderson and Anderson Insurance Brokers arrived at 8:10 P.M. The Board agreed to consider Agenda Item 27 out of sequence for the convenience of Ms. Benson.

It was moved by Trustee West, seconded by Trustee Shkoler to renew the contract with CareAmerica for Health Insurance Benefits for 1994-1995 and to authorize the Library Director to sign all contract documents.

AYES: Dinsmore, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: Stark, Evans

**GENERAL
CONSENT
CALENDAR**

It was moved by Trustee West, seconded by Trustee Shkoler to approve Agenda Items 17 through 24c: Building Maintenance Report for January, 1994; Personnel Report for January, 1994; Volunteer Report for the Month of January, 1994; Circulation Report for January, 1994; Review of Shared Maintenance costs with the City of Placentia under the Joint Powers Authority; Travel Authorizations; Report on the Progress of the Study of Alternatives for Delivery of Public Library Services to the Constituents of the Placentia Library District; FY1994-1995 Budget; Distribution of Statement of Economic Interest Forms for 1994; Submission to the Orange County Auditor of Claim for Reimbursement of Property Tax

Shift for One Time Revenues as Authorized under AB2371;
and Agreement for Use of Facilities by North Orange County
Community College District, 1993-1994.

AYES: Dinsmore, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: Stark, Evans

**NOMINATION OF
CANDIDATE FOR
THE POSITION OF
ALTERNATE
DELEGATE FOR
THE INDEPENDENT
SPECIAL
DISTRICTS TO THE
LOCAL AGENCY
FORMATION
COMMISSION**

It was moved by Trustee West, seconded by Trustee Shkoler to read Resolution 94-1, A Resolution of the Board of Trustees of the Placentia Library District of Orange County Nominating Al Shkoler for the Position of Alternate Delegate for the Independent special Districts to the Local Agency Formation Commission, by title only.

AYES: Dinsmore, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: Stark, Evans

It was moved by Trustee Shkoler, seconded by Trustee West to adopt Resolution 94-1.

Motion was passed by roll call vote:

AYES: Dinsmore, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: Stark, Evans

**RENEWAL OF
CALIFORNIA
LIBRARY
ASSOCIATION
PERSONAL AND
INSTITUTIONAL
MEMBERSHIPS**

It was moved by Trustee Shkoler, seconded by Trustee West to approve payment of Claim 3097 for \$940.00 with the deletion of \$300.00 for the institutional dues, and \$35.00 for Secretary Stark who requested that her name be removed from CLA and CALTAC membership, leaving a new Claim total of \$605.00.

AYES: Dinsmore, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: Stark, Evans

The Board recessed at 8:40 P.M. and reconvened at 8:47 P.M.

**ESTABLISH
SALARY FOR
PRINCIPAL
LIBRARIAN**

It was moved by Trustee West, seconded by Trustee Shkoler to read Resolution 94-2, A Resolution of the Board of Trustees of the Placentia Library District of Orange County Establishing the Salaries for Exempt Employees of the Placentia Library District of Orange County, by title only.

AYES: Dinsmore, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: Stark, Evans

It was moved by Trustee West, seconded by President Dinsmore to adopt Resolution 94-2.

Motion was passed by roll call vote:

AYES: Dinsmore, West
NOES: Shkoler
ABSTAIN: None
ABSENT: Stark, Evans

**PERFORMANCE
EVALUATION AND
SALARY FOR
LIBRARY
DIRECTOR**

The Board agreed that Agenda Item 29 would be deferred until a Special Meeting of the Board of Trustees scheduled for March 7, 1994.

**SELECTION
PROCEDURE FOR
DISTRICT'S USE OF
SANTIAGO SYSTEM
GRANT OF \$2,660
TO PURCHASE
EQUIPMENT TO
ASSIST LIBRARY
MEET AMERICANS
WITH
DISABILITIES ACT
PUBLIC SERVICE
COMPLIANCE**

It was moved by Trustee Shkoler, seconded by Trustee West to authorize the purchase of a stand-alone reading machine.

AYES: Dinsmore, Shkoler, West
NOES: None
ABSTAIN: None
ABSENT: Stark, Evans

STAFF REPORTS

It was moved by Trustee Shkoler, seconded by Trustee West to receive and file Agenda Items 33 through 39: Program Report for the Month of January, 1994; Children's Services Report for the Month of January, 1994; Acquisitions Report for January, 1994; Publicity Materials produced for the Month of January, 1994; Placentia Library Literacy Services Report for the Month of January, 1994; Families for Literacy Project Report for the Month of January, 1994; and Solicitation of Paperback Books from Local Bookstores.

AYES: Dinsmore, Shkoler, West

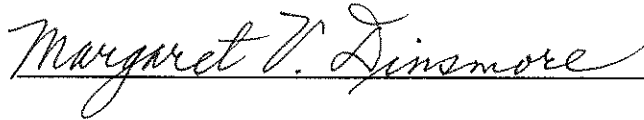
NOES: None

ABSTAIN: None

ABSENT: Stark, Evans

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District was adjourned at 9:45 P.M.



Margaret V. Dinsmore, President