

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
June 18, 2007**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on June 18, 2007, at 6:30 P.M.

ROLL CALL **Members Present:** President Al Shkoler, Secretary Jean Turner, Trustees Richard DeVecchio, Betty Escobosa and Gaeten Wood, and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, Technology Manager Vernon Napier, Administrative Services Manager Wendy Goodson, Placentia Library Friends Foundation Treasurer, Camille Himes. Placentia Library Staff, Yesenia Gomez, Alex Hernandez, Kristen Hoffinan, and Beatrice Quintanar.

ADOPTION OF AGENDA It was moved by Secretary Turner and seconded by Trustee Wood to adopt the Agenda as printed.

AYES:	Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	None

ORAL COMMUNICATIONS No members of the public addressed the Board.

PRESIDENT REPORT President Shkoler reported that he attended the Placentia Chamber of Commerce Mixer Bon Voyage for Miss Placentia on June 14, 2007.

TRUSTEE REPORTS Secretary Turner reported she attended the "A for Autism" Book Signing on June 10, and also attended the Series Fiction Program in the Library on June 11, 2007. She also attended the Chamber Mixer on June 14, 2007.

Trustee Wood reported she attended the Chamber Mixer on June 14, 2007.

Trustee DeVecchio reported that he is on the Miss Placentia Library Interview Panel that will be conducted at the library on Wednesday, June 13, 2007.

Trustee Escobosa reported that she attended the Chamber Mixer on June 14, 2007.

PLACENTIA LIBRARY FRIENDS FOUNDATION (PLFF) Camille Himes reported that she accompanied Elizabeth Minter and Jim Roberts on June 12, 2007 to accept the Draper Foundation Grant presented to the library in the amount of \$10,000. She also reported that the next PLFF meeting is June 27, 2007.

**CONSENT
CALENDAR**

It was moved by Trustee Wood and seconded by Secretary Turner to approve Agenda Items 9-40.

MINUTES

Minutes of the May 29, 2007 Library Board of Trustees Regular Meeting and the May 29, 2007 Work Session.

CLAIMS

Claims 4999, 5000, and 5001 by Minter/DeVecchio for Fiscal Year 2006-2007 of \$33,633.81 for Fund 707.

Current Claims 4999, 5000, 5001, 5002, 5003, 5004, and 5005 for total of \$27,111.54 for the Fiscal Year 2006-2007 and Payrolls #1 (7/3/07) for \$49,472.00 and #2 (7/18/07) for \$49,472.00 for \$98,944.00 for a combined total of \$126,055.54.

FY2006-2007 Cash Flow Analysis through June 18, 2007 and the Schedule of Anticipated Property Tax Revenues for FY2006-2007 as Provided by the Orange County Auditor and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

Financial Reports for May 2007

Office General Ledger & Check Registers for May 2007

Acquisitions Report for May 2007

Entrepreneurial Report for May 2007

Collection Agency Report for May 2007

Gifts Report for May 2007

**GENERAL CONSENT
CALENDAR**

Building Maintenance for May 2007

Personnel Report for May 2007

Volunteer Report for May 2007

Circulation Report for May 2007

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority

Legislative Alerts from the California Special Districts Association and the California library Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Announcement from the State Library of California of the appointment of Stacey Aldrich, Assistant Director of the Omaha, NE Public Library, as the Deputy State Librarian effective August 6, 2007.

Certification by the State Library of California of the population figures to be used in the calculation of the Public Library Fund (PLF) Allocations for Fiscal Year 2007-2008. Placentia Library District is certified at 55,065.

AYES:	Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	None

STAFF REPORTS

Director's Report for May 2007

Program Committee Report for May 2007

Children's Services Report for May 2007

Placentia Library Literacy Services Report for May 2007

Reference and Adult Services Report for May 2007

History Room Report for May 2007

Placentia Library Web Site Report for May 2007

Technology Report for May 2007

Publicity Materials produced for May 2007

Safety Committee Minutes for May 2007

AYES:	Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	None

LEGISLATIVE ISSUES

Library Director reported that was no legislative actions items at this time.

Linda Baesler, StoryTime presenter entered the meeting at 7:00P.M.

FACILITY MASTER PLAN

It was moved by Trustee Wood and seconded by Trustee DeVecchio to receive and file the Facility Master Plan as prepared by Linda Demmers and adopt the Facility Master Plan for Placentia Library District 2007, and set the Facility Master Plan for Placentia Library District 2007 for a Public Hearing on Monday, August 13, 2007 at 6:30P.M.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Wood and seconded by Secretary Turner to set the Facility Master Plan for Placentia Library District 2007 for a Public Hearing on Monday, August 13, 2007 at 6:30P.M.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

BUDGET 07/08

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio to adopt the Budget for Fund 707 for Fiscal Year 2007-2008

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio to set the Budget for Fiscal Year 2007-2008 for Public Hearing on Monday, August 13, 2007 at 6:30 P.M.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

SALARY SCHEDULE FOR EXEMPT PERSONNEL AMENDMENT

It was moved by Trustee Wood and seconded by Secretary Turner to amend the Salary Schedule for Exempt Library Personnel for Fiscal Year 2007 to change the Library Director's Annual Salary from \$104,707.20 to \$108,888.00 effective July 1, 2007.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**HOLIDAY AND
LIBRARY PUBLIC
SERVICE SCHEDULE**

The Board deferred this item to the July 16, 2007 Regular Board of Trustee Meeting. The Board has requested additional feedback and statistics regarding the request to be closed on Saturdays preceding a Monday holiday and the request to add the Martin Luther King Jr. Holiday to the public service schedule.

**STAFF
APPRECIATION
DINNER**

Trustee Wood had no report at this time.

**FINES & FEES
SCHEDULE 07/08**

It was moved by Secretary Turner and seconded by Trustee Wood to adopt as a first reading the Fines and Fees Schedule for Fiscal Year 2007-2008 as amended.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Secretary Turner and seconded by Trustee Wood to authorize the amendment of Placentia Library District 6035- Fines & Fees Schedule to reflect the changes.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Secretary Turner and seconded by Trustee Wood to set The Fines & Fees Schedule for Fiscal Year 2007-2008 for Public Hearing on Monday, August 13, 2007 at 6:30 P.M.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**PERSONNEL
ALLOCATION
SCHEDULE &
ORGANIZATION
CHART**

It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to adopt the Personnel Allocation Schedule and Organization Chart for Fiscal Year 2007-2008

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**REQUEST FOR
EXEMPTION FOR A
LIBRARY
EMPLOYEE**

Trustee Wood motioned to include an exemption. There was no second. The motion does not pass.

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to authorize the Technology Manager Napier to attend the Internet Librarian Seminars and Conference in Monterey, October 26 – November 1, 2007 at a cost not to exceed \$2,579.00 to be paid from the General Fund.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

LINDA BAESLER

Linda Baesler addressed the Board of Trustees. She announced that her story time hour services were terminated and she expressed her gratitude for the opportunity to work at the library.

**AGENDA
PREPARATION**


Agenda Preparation for the June Meeting will be held on Monday, July 16, 2007 at 6:30 P.M.


ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for June 18, 2007 adjourned at 8:30 P.M.

NEXT MEETING

The June Library Board Meeting will be held on Monday, July 16, 2007 at 6:30 P.M. in the Library History Room.


Jean Turner
Secretary
Library Board of Trustees


Al Shkoler
President
Library Board of Trustees