

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
July 31, 2006**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on July 31, 2006, at 6:30 P.M.

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

Members Absent: None

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, Administrative Services Manager Wendy Goodson, and Technology Manager Vernon Napier, Children's Librarian Caroline Gurkweitz.

ADOPTION OF AGENDA It was moved by Trustee Wood, and seconded by Secretary Turner 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.

TRUSTEE REPORTS President Shkoler reported that he attended the July Chamber Breakfast. Secretary Turner attended the Independent Special District of Orange County Meeting of July with Library Director Minter.

FRIENDS Nothing to report at this time.

FOUNDATION Trustee DeVecchio reported that Michael Ebenhoch presented a discussion on investment options for the Foundation. Topics also included discussion of the Friends and Foundation merger.

Children's Librarian Caroline Gurkweitz reported to show pictures of recent Children's Programs.

CONSENT CALENDAR It was moved by Trustee Wood and seconded by Trustee DeVecchio to approve item 10-45

MINUTES Minutes of the June 19, 2006 Library Board of Trustees Regular Meeting

CLAIMS Claims 4887 by Minter/Escobosa, 4887, 4888, 4889 by Minter/Shkoler, 4890,4891,4892 Minter/DeVecchio for a total of \$55,497.65.

Current Claims 4893,4894, and 4895 for a total of Current Claims for the Fiscal Year 2005-2006 of \$16,468.42 and Payroll #3 (7/31/06) for \$47,0742.00 and #4 (8/16/06) and #25 (8/30/06) for \$47,072.00 for a

total of \$141,216.00 for a combined total of Current Claims and Payrolls of \$157,684.42.

FY2005-2006 Cash Flow Analysis through June 30, 2006 and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

Financial Reports for July 2006

Office General Ledger & Check Registers for July 2006

Acquisitions Report for July 2006

Entrepreneurial Report for July 2006

Collection Agency Report for July 2006

Gifts Report for July 2006

**GENERAL CONSENT
CALENDAR**

Building Maintenance for July 2006

Personnel Report for July 2006

Volunteer Report for July 2006

Circulation Report for July 2006

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

Status Report on Audit Recommendations by Moreland & Associates

Minutes of the Orange County Council of Governments Regular Meeting and the Agenda for the Regular Meeting in August.

Letter from Charley Wilson, Orange County Local Area Formation Commission Alternate Commissioner for Independent Special Districts, dated July 14, 2006 reaffirming his commitment to representing special district interests at LAFCO. (Receive & File)

Final Narrative Report for the Library Services and Technology Act Grant for Placentia Achieves School Success at The Homeless Intervention Shelter House, 2005-2006 as submitted to the State Library of California on July 18, 2006. (Receive & File)

Letter from South Bay Irrigation District, Chula Vista, requesting support of Jim Doud in the California Special District Association Board of Directors election and requesting a resolution of support. (Receive & File)

Placentia Library District Board of Trustees application for the 42nd Annual Placentia Heritage Festival Parade scheduled for Saturday, October 14, 2006 as submitted on June 20, 2006. (Receive & File)

STAFF REPORTS

Director's Report for July 2006

Program Committee Report for July 2006.

Children's Services Report for July 2006.

Placentia Library Literacy Services Report for July 2006.

Reference and Adult Services Report for July 2006.

History Room Report for July 2006.

Placentia Library Web Site Report for July 2006.

Technology Report for July 2006.

Publicity Materials produced for July 2006.

Safety Committee Minutes for July 2006.

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

PUBLIC HEARINGS

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio Adopt the Placentia Library District Fines and Fees Schedule.

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

**RESOLUTION 07-01
FINES & FEES
SCHEDULE**

It was moved by Trustee DeVecchio and seconded by Secretary Turner to read and adopt Resolution 07-01, A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adopt the Fines and Fees Schedule for FY 06-07 of the Placentia Library District of Orange County.

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

It was moved by Trustee Wood and seconded by Trustee Escobosa to Read Resolution 07-02 by title only, A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Adopt Fiscal Year 2006-2007 Budgets for the Placentia Library District of Orange County.

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

It was moved by Trustee Escobosa and seconded by Trustee Wood to adopt Resolution 07-02 by a roll call vote.

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

It was moved by Trustee Wood and seconded by Secretary Turner to authorize the Chair and Secretary of the Placentia Library District Board of Trustees to sign the Orange County Budget Forms.

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

**LEGISLATIVE
ISSUES**

Library Director reported that the Governor's recommendations may result in an increase in library funds of about \$10,000.00, which has been included in the FY 06-07 Budget.

**PLD POLICY 2319,
LIBRARY
ASSISTANT**

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio to adopt Placentia Library District Policy 2319, Job Description for Coordinator of Development & Volunteer Services as a first reading and review by staff.

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

**PLD POLICY 2110,
HEALTH &
WELFARE
BENEFITS**

It was moved by Trustee DeVecchio and seconded by Trustee Wood to approve rebating employees for the employee deductible of \$300 and \$15 of the office and physical therapy visit and 50% of the employees co-pay for major dental work excluding orthodontia and cosmetic procedures effective August 1, 2006 not to exceed \$500 per covered employee (pro-rated for part-time) per year.

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

It was moved by Trustee Wood and seconded by Trustee DeVecchio to adopt Placentia Library District Policy 2110 – Health and Welfare Benefits as a first reading, and For Fiscal Year 2006-2007, the rebates will be paid from the County Exempt Fund.

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

SECURITY SYSTEM

It was moved by Trustee Escobosa and seconded by Trustee DeVecchio to approve the expenditure of \$6,930 to purchase the equipment and labor quoted by the lowest bidder, Remote deVision.

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

**e-COMMERCE/POS
SERVICES**

It was moved by Trustee Wood and seconded by Trustee DeVecchio to approve the budgeted expenditure of \$20,105 for the purchase of the Envisionware Staff Transaction Station, Point of Sale hardware and software, e-Commerce account authentication for onsite and remote web access and cash/debit card vending equipment.

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

**TRAVEL
AUTHORIZATIONS**

It was moved by Secretary Turner and seconded by Trustee Escobosa to authorize participation and payment of expense for President Shkoler, Trustee Wood, Library Director Minter, Public Services Manager Roberts and Poet Laureate Laskow for the California Special Districts Association Annual Conference (CSDA), September 26-28, 2006 in Olympic Valley at a cost not to exceed \$6,062.80.

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 participation and payment of expenses for Library Director and Technology Manager Napier to attend the Internet Librarian Conference in Monterey, October 22-26, 2006 at a cost not to exceed \$3,575 to be paid from the General Fund.

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

**LIBRARY
DIRECTOR
CONTRACT**

It was decided by the Board to conduct an Open Session and a Closed Session at the next regular Board of Trustees Meeting of August 21, 2006.

**AGENDA
PREPARATION**

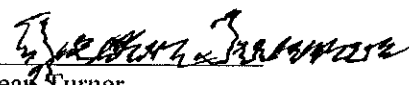
Agenda Preparation for the August Regular Meeting will include an Open Session and Closed Session to be held on Monday, August 2, 2006 at 6:30 P.M.

ADJOURMENT

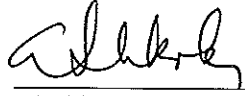
The Unusual Meeting of the Board of Trustees of the Placentia Library District for July 31, 2006 adjourned at 7:40 P.M.

NEXT MEETING

The August Library Board Meeting will be held on Monday, August 21, 2006 at 6:30 P.M. in the Library History Room.



Jean Turner
Secretary
Library Board of Trustees



Al Shkoler
President
Library Board of Trustees