

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES  
DECEMBER 21, 1992**

The Regular Meeting of the Placentia Library District Board of Trustees scheduled for December 21, 1992 was continued until December 28, 1992 due to illness.

**CALL TO ORDER** The Regular Meeting of the Placentia Library District Board of Trustees was called to order on December 28, 1992, at 7:38 P.M. by President Peggy Dinsmore.

**ROLL CALL** **Members Present:** President Peggy Dinsmore; Trustee Ray Evans; Trustee Sandra Stark; Trustee Al Shkoler and Library Director Elizabeth Minter.

**Members Absent:** Trustee Patricia Montelongo

**Others Present:** Assistant Library Director Sal Addotta and Administrative Assistant Charlene Dumitru.

**Installation of Board Members** Reappointed and newly appointed Board Members were sworn in by Library Director Elizabeth Minter.

**Election of Officers** It was moved by Trustee Shkoler and seconded by Trustee Evans to reelect Trustee Peggy Dinsmore as President of the Placentia Library District Board of Trustees.

**AYES:** Dinsmore, Evans, Stark,  
Shkoler

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Montelongo

It was moved by Trustee Evans, seconded by Trustee Shkoler to elect Trustee Saundra Stark as Secretary of the Placentia Library District Board of Trustees.

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

**ADOPTION OF  
AGENDA**

It was agreed to include a discussion of IRS forms as part of Agenda Item 28, Program Committee Report.

It was moved by Secretary Stark, seconded by Trustee Evans to adopt the Agenda as modified.

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

**MINUTES**

Direction was given to correct the minutes of the Regular Meeting of November 16, 1992, to delete Al Shkoler from "others present".

It was moved by Secretary Stark, seconded by Trustee Evans to approve the Minutes of the Regular Meeting of the Board of Trustees of November 16, 1992 as corrected.

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

Direction was given to amend the minutes of the Special Meeting of November 30, 1992 to correct the spelling of Allan Stark's name.

It was moved by Trustee Shkoler, seconded by Secretary Stark to approve the minutes of the Special Meeting of November 30, 1992, as amended.

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

**ORAL  
COMMUNICATIONS**

Past Trustee Fred West addressed the Board regarding the procedure for filling vacant positions on the Board of Trustees.

**BOARD  
PRESIDENT'S  
REPORT**

President Dinsmore thanked the Board members for reelecting her as President of the Board and for their continued support.

She attended the CLA conference. The reorganization of CLA was discussed at the CALTRAC meeting. She recommended that all members of CALTAC be CLA members. She reported that CLA has given Mike Dillon a \$2,000.00 bonus for his support during the State budget crisis.

**LITERACY  
VOLUNTEERS OF  
AMERICA REPORT**

President Dinsmore reported that the LVA Christmas party had replaced the regular meeting of Literacy Volunteers of America for the month of December. She asked for continued support from the Board members for LVA during this coming year.

**FRIENDS OF THE LIBRARY REPORT** Library Director Minter encouraged Board Members to attend the annual meeting of the Friends of the Library which will take place on January 28, 1993 at 6:30 P.M.

She reported on the plans of the Friends to refurbish their book storage area by repainting and installing new floor to ceiling shelving.

**FINANCIAL CLAIMS** It was moved by Trustee Shkoler, seconded by Trustee Evans to approve Agenda Items 10 through 12: Nonstandard Claims in excess of \$300; Claims forwarded by the Library Director; and Current Claims and Payroll, as presented.

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

**FINANCIAL REPORT** It was moved by Trustee Evans, seconded by Trustee Shkoler to receive and file Agenda Items 13 through 17: Financial Report for November, 1992; Office Ledger and Check Registers for November, 1992; Overdue Collections Report for November, 1992; and Vending Machine Report for November, 1992; Gift Fund Report for November, 1992, as presented.

**GENERAL CONSENT CALENDAR** It was moved by Secretary Stark, seconded by Trustee Evans to approve, receive and file Agenda Items 18-23: Volunteer Report for November, 1992; Building Maintenance Report for November, 1992; Personnel Report for November, 1992; Travel Authorizations; Amended Appropriations Limit (Gann) Schedules of fiscal Years 1990-1991 and 1991-1992; Notification for the California Library services Board of funding approval of \$25,000 for the Family Literacy Program.

The Board recessed for a break at 9:05 P.M. and reconvened at 9:17 P.M.

**BUDGET  
FY1992-93**

Direction was given for the Board to write a letter to the Boards of other Special Districts regarding lobbying activities for the interests of Special Districts.

Direction was given to call a Special Meeting of the Library Board of Trustees on January 4, 1993 at 6:00 P.M. for further study and discussion of legislative issues.

It was moved by Trustee Shkoler, seconded by Secretary Stark to approve items 1, 2 and 3 of Agenda Item 24: Expenditures for the retirement incentive program; Claim #2070 for \$60,697.25 for Salaries and FICA; and Submission of letter of support for the lawsuit filed by Calleguas Municipal Water District.

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

It was moved by Secretary Stark, seconded by Trustee Evans to authorize the expenditure of up to \$150.00 in total to purchase gifts for the three retiring employees.

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

**MEETING ROOM  
POLICY AND  
USAGE HISTORY**

It was moved by Secretary Stark, seconded by President Dinsmore to continue Agenda Item 25, Review of Meeting Room Policy and Usage History until the Board Meeting of January 18, 1993.

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

**LETTER OF  
INTENT TO  
APPLY FOR A  
LSCA TITLE II  
GRANT**

It was moved by Trustee Shkoler, seconded by Secretary Stark to Adopt Facilities Plan for Fiscal Years 1992-1993 through 1997-1998 as presented; to tentatively approve the ADA Self-evaluation and request a review by the City's Advisory Committee on the Disabled; and to approve submission of the Letter of Intent to the State Library of California.

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

**RESIGNATION OF  
LIBRARY  
TRUSTEE  
PATRICIA  
MONTELONGO**

It was moved by President Dinsmore, seconded by Secretary Stark to Accept the resignation of Patricia Montelongo effective December 28, 1993 and to approve the publication and posting of the open position with an application deadline of January 14, 1993 at 5:00 P.M. with interviews to be scheduled on January 16, 1993 beginning at 8:00 A.M.

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

It was moved by Secretary Stark, seconded by Trustee Evans to amend the application form

to include the reasons an applicant wishes to serve on the Board of Trustees and previous experience which would be applicable to the Trustee position.

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

**STAFF REPORTS**

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve and file Agenda Items 28 through 32; Program Report for Month of November; Placentia Library Literacy Services Report; Family Literacy Project Report; Publicity Materials Produced for the Month of November; and Gulf Arab States Project Final Payment Report.

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

The Regular Meeting of the Placentia Library District Board of Trustees was recessed at 11:00 P.M. to be continued on January 4, 1993 at 6:00 P.M.

The continuation of the Regular Meeting of the Placentia Library District was called to order by President Dinsmore on January 4, 1993, at 6:05 P.M.

**ROLL CALL**

**Members Present:** President Peggy Dinsmore; Secretary Sandra Stark; Trustee Ray Evans; Trustee Al Shkoler and Library Director Elizabeth Minter.

**Others Present:** Assistant Library Director Sal Addotta and Administrative Assistant Charlene Dumitru.

**ORAL  
COMMUNICATIONS**

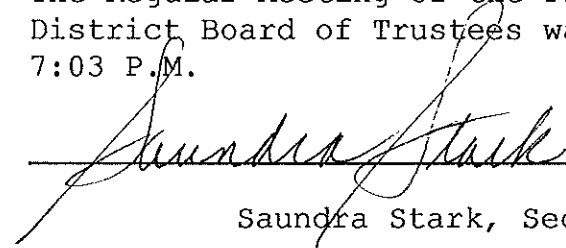
No members of the public were present to address the Board.

**BUDGET  
FY1992-93**

Direction was given to produce a flyer for public distribution outlining the budgetary concerns of the Library and advising the public as to how they can assist by contacting their legislative representatives. All trustees also agreed to have their home phone number included in the flyer for persons desiring further information.

Direction was given to have the text of the flyer also published in the Placentia Quarterly.

The Regular Meeting of the Placentia Library District Board of Trustees was adjourned at 7:03 P.M.

  
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Sandra Stark, Secretary