

**PRESIDENT'S
REPORT**

President Dinsmore attended the California Library Trustees and Commissioners (CALTAC) board meeting on November 14. She reported that work is on-going to update The Trustee Handbook. A speakers bureau to assist library boards is also being developed.

President Dinsmore also attended the Southern California Library Literacy Network (SCLLN) meeting on November 13. Al Bennet of the State Library reported that funding for Literacy may improve in January.

On November 16, President Dinsmore attended California Library Association Annual Convention at which State Librarian Kevin Starr gave his State of California State Library address.

During the Convention, President Dinsmore enjoyed many informative presentations including a CALTAC panel discussion, and a talk entitled "How to Survive a Meeting."

She thanked the Board for the opportunity to attend the Convention.

**FRIENDS OF THE
LIBRARY REPORT**

Friends of the Library President Pat Irot referred to the material in the Board packet. She reminded the Board of the Friend's paperback book sales held on two Sunday afternoons each month which is being managed by the Interact Club of Valencia High School.

President Irot also reported that a new A Senior Training and Employment Program (STEP) volunteer, Rose Marie Edwards, is now working in the Book Sale Room on a daily basis.

She also reported that Friend's membership letters are being prepared and are scheduled to be mailed in early December.

President Irot also reported that a California State University intern, Kevin Cooper, will be volunteering hours in the Placentia History Room using the new software to record the History Room collection.

TRUSTEE REPORTS

There were no Trustee Reports.

**FOUNDATION
REPORTS**

Library Director Minter reported that the Direct Mail Campaign funded by a LSCA grant from the State Library of California is doing well and donations to date are approximately \$6,000.

Trustee Stark reported that a volunteer will be available starting in January to work 4 to 6 hours per week for the Foundation.

CLAIMS

It was moved by Trustee masters, seconded by Secretary Evans to approve Agenda Items 9 through 12:

Nonstandard Claims in the amount of \$0.00
Claims forwarded by the Library Director and the Library Board
in the amount of \$29,781.97
Current Claims and Payroll in the amount of \$67,246.20
FY1997-1998 Cash Flow Analysis with no recommendation for
inter fund transfers.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**FINANCIAL
REPORTS**

It was moved by Trustee Masters, seconded by Trustee Pappas to receive and file Agenda Items 13 through 18:

Financial Reports for September and October, 1997
Office General Ledger & Check Registers for September and
October, 1997
Acquisitions Report for September and October, 1997
Overdue Collection Report for September and October, 1997
Debit Card System Reimbursement Report for September and
October, 1997
Gifts Report for September and October, 1997

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**GENERAL CONSENT
CALENDAR**

It was moved by Secretary Evans, seconded by Trustee Stark to receive and file Agenda Items 19 through 35:

Building Maintenance Report for September and October, 1997
Personnel Report for September and October, 1997 (Receive, File
and Ratify Appointments)
Volunteer Report for September and October, 1997 (Receive &
File)
Circulation Report for September and October, 1997 (Receive &
File)
Review of Shared Maintenance Cost with the City of Placentia
under the Joint Powers Authority (Receive & File)
Legislative reports from California Advocates, California Special
Districts Association, and the California Library Association
(Receive & File)
Status report on the preparation of a Strategic Plan for Placentia
Library District (Receive & File)

- Status report on the preparation of a Strategic Plan for Placentia Library District (Receive & File)
- Fiscal Year 1996-1997 Audit of Financial Transactions Management Letter for Placentia Library District as prepared by Munson, Cronick & Associates (Receive & File).
- Ratification of acceptance of grant from the California Council for the Humanities in the amount of \$500 for participation in *Gold Rush: A Literary Exploration* Sesquicentennial Reading and Discussion Group program (Receive & File)
- Fiscal Year 1996-1997 Annual Report of Financial Transactions of Special Districts, prepared by Munson, Cronick & Associates and submitted to the State Controller's Office via 3½" diskette on September 23, 1997 (Receive & File)
- Actions taken at the California Library Services Board (CLSB) August 20-21 Meeting (Receive & File)
- Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of September 2 and October 7, 1997, and the Quarterly Membership Luncheon Meeting of September 2, 1997 (Receive & File)
- Minutes of the Placentia Civic Center Authority Commission of October 6, 1997, and the Financial Statements and Audit for Fiscal Year 1996-1997 as prepared by Diehl, Evans & Company, LLP, CPA (Receive & File)
- Fiscal Year 1996-1997 Annual Report for Placentia Library District as submitted to the California State Library (Receive & File)
- Certification to Receive Funds from the Public Library Fund, 1997-98, submitted to the State Library of California on November 17, 1997 (Receive & File)

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**REVIEW OF
LIBRARY REVENUE
ISSUES**

It was moved by Trustee Pappas, seconded by Trustee Masters to continue to the December Board Meeting the discussion of the feasibility of a Library parcel tax measure.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**POLICY
HANDBOOK
REVIEW**

It was moved by Trustee Stark, seconded by Trustee Masters to continue to the December Board Meeting the review of Section I, Item C: Board of Trustees Handbook, Article III: Board Organization and Procedures.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**PROPOSED
AMENDMENT TO
THE SPECIAL
DISTRICT RISK
MANAGEMENT
AUTHORITY JOINT
POWERS
AUTHORITY
AGREEMENT**

It was moved by Trustee Masters, seconded by Trustee Pappas to approve proposed changes in the Joint Powers Authority Agreement of the Special District Risk Management Authority.

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

STAFF REPORTS

It was moved by Trustee Masters, seconded by Secretary Evans to receive and file Agenda Items 40 through 44:

Program Committee Report for September and October, 1997
Children's Services Report for September and October, 1997
Publicity Materials produced for September and October, 1997
Placentia Library Literacy Services Report for September and
October, 1997
Safety Committee Minutes for September and October, 1997

AYES: Dinsmore, Evans, Masters, Pappas, Stark
NOES: None
ABSTAIN: None

**AGENDA
PREPARATION**

1. Review of Policy Handbook, Section I, Item C Board of Trustees Handbook, Article III: Board Organization and Procedures
2. Feasibility of a Library Parcel Tax Measure

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 10:05 P.M.



Ray Evans, Secretary