

MINUTES  
PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES  
MAY 11, 1992

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order at 7:35 P.M. by President Dinsmore.

ROLL CALL

**Members Present:** President Peggy Dinsmore; Secretary Fred West; Trustees Ray Evans, Sandra Stark; and Library Director Elizabeth Minter.

**Members Absent:** Trustee Bob Osborn

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

ADOPTION OF  
AGENDA

It was moved by Secretary West, seconded by Trustee Evans to adopt the Agenda as presented.

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

MINUTES

It was moved by Secretary West, seconded by Trustee Evans to approve the Minutes of March 30, 1992, Special Meeting as amended.

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

It was moved by Trustee Evans, seconded by Secretary West to approve the Minutes of April 13, 1992, Regular Meeting as presented.

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

Trustee Osborn arrived at 7:40 P.M.

**ORAL  
COMMUNICATIONS**

None

**FRIENDS**

Library Director Minter reported that the Friends Board requested that the Library Board consider having a sister library relationship with the public library of Billings, Montana. Library Board consensus was to have the Friends get more information re the format of the proposed relationship. Library Director Minter will talk to Friends President Pat Irot.

It was announced that the next Special Booksale will be Saturday June 6, 1992 at the Library, with the theme being Children's Books.

Agenda Item 9 was discussed before Item 7.

**ORANGE COUNTY  
LITERACY NEEDS**

Literacy Coordinator Melanie Daniels gave an overview of the Orange County Literacy Needs Assessment Report.

**LITERACY  
VOLUNTEERS OF  
AMERICA**

The Library Board received the minutes from the Literacy Volunteers of America meeting of April 1, 1992.

**FINANCIAL CLAIMS**

It was moved by Trustee Stark, 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, Osborn,  
Stark, West

NOES: None

ABSTAIN: None

**FINANCIAL REPORT**

It was moved by Trustee Stark, seconded by Trustee Osborn to approve Agenda Items 13 through 16: Financial Report for April, 1992; Office Check Registers for April, 1992; Overdue Collection Report for April, 1992; and Vending Machine Report for April, 1992 as presented.

AYES: Dinsmore, Evans, Osborn,  
Stark, West

NOES: None

ABSTAIN: None

**GENERAL CONSENT  
CALENDAR**

It was moved by Secretary West, seconded by Trustee Stark, to receive and file Agenda Item 19, Building Maintenance Report for April, 1992, and that we obtain a copy of the Placentia Civic Center Authority fire insurance policy and keep it on file and to include a copy of the certificate of insurance with next month's Building Maintenance Report.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

It was moved by Trustee Stark, seconded by Secretary West, to receive and file Agenda Items 17, 20 and 23 of the General Consent Calendar: Volunteer Report for April, 1992; Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority; and Orange County Augmentation Funds Application; to receive, file and ratify Agenda Item 18, Personnel Report for April, 1992; and to approve Agenda Items 21 and 22, Family Literacy Grant Application for Second Year Funding; and State Department of Education Grant for Funding Under Sections 321-326 of Public Law 100-297, as presented.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

**CONTINUING  
BUSINESS**

It was moved by Trustee Evans, seconded by Secretary West to ratify the selection of the Gabrielino Room in the University Center at California State University, Fullerton at a cost of \$270.00, and to approve payment to Marriott Catering for actual costs relating to the Library's planning retreat to be held May 15 and 16, 1992.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

**STAFF  
APPRECIATION  
DINNER**

It was decided that the Staff Appreciation Dinner would be held on Friday, June 12, 1992. Trustee Stark will be hosting the

affair at her home.

The meeting was adjourned for a break at 9:25 p.m.

The general meeting of the Board of Trustees resumed at 9:30 p.m.

**STAFF  
PARKING  
POLICY**

It was moved by Secretary West, seconded by Trustee Evans to adopt a policy providing that Library employees may park in designated areas of the Civic Center parking lot as indicated on the map in Agenda Item 26.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

**LITERACY/  
AUDIO-VISUAL  
SPACE  
RE-ALLOCATION**

Direction was given to postpone action on this item until next month's budgetary discussion.

**TRAVEL  
AUTHORIZATIONS**

It was moved by Trustee Stark, seconded by Secretary West to purchase two conference registrations at \$75.00 each for the American Booksellers Association Conference to be held in Anaheim, May 24-31, 1992.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

It was moved by Trustee Stark, seconded by Secretary West to ratify President Dinsmore's attendance and expenses at the California Society of Municipal Finance Officers 1992 Legislative Seminar on Local Government Finance on Monday, May 4, 1992, in Sacramento.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

It was moved by Secretary West, seconded by Trustee Evans that we approve the attendance of Assistant Library Director Addotta and

President Dinsmore at the American Library Association Conference, June 25-July 2, 1992, in San Francisco, and authorize the payment of preregistration expenses and prepayment of per diem expenses not to exceed \$50.00 per day per person; including expenses of \$1226.00 for Addotta and \$870.00 for Dinsmore.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

**GANN LIMIT  
ESTABLISHMENT**

It was moved by Secretary West, seconded by Trustee Evans to read Resolution 92-1 by Title only.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

Administrative Assistant Dumitru read the title:

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE PLACENTIA LIBRARY DISTRICT TO ESTABLISH THE APPROPRIATIONS LIMITATION FOR THE FISCAL YEAR 1992/93

It was moved by Secretary West, seconded by Trustee Evans to adopt Resolution 92-1 by Roll Call Vote.

Administrative Assistant Dumitru called the roll:

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

**STAFF REPORTS**

It was moved by Trustee Evans, seconded by Trustee Stark to receive and file staff reports, Agenda Items 30 through 35.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

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**CLOSED SESSION**

It was moved by Trustee Stark, seconded by Secretary West to go into closed session pursuant to California Government Code Section 54957, to discuss issues related to collective bargaining.

AYES: Dinsmore, Evans, Osborn,  
Stark, West  
NOES: None  
ABSTAIN: None

President Dinsmore adjourned the Board to closed session at 10:18 p.m.

President Dinsmore reconvened the regular meeting at 11:00 p.m.

**AGENDA  
PREPARATION**

1. Civic Center Authority fire insurance policy - obtain a copy to keep on file; include a copy of the certificate of insurance with June 1992 board packet
2. Literacy/Audio-Visual space re-allocation - discuss at June 1992 board meeting under budgetary considerations
3. Planning Retreat - review results and take appropriate action
4. Children's Magazines - discuss a comic book section

**ADJOURNMENT**

The Regular Meeting of the Placentia Library Board of Trustees was adjourned at 11:03 p.m.



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Fred D. West, Secretary