

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
February 17, 1998**

**CALL TO ORDER**                   The Regular Meeting of the Placentia Library District Board of Trustees was called to order on February 17, 1998 at 7:36 P. M. by President Peggy Dinsmore.

**ROLL CALL**                       **Members Present:** President Peggy Dinsmore, Secretary Ray Evans; Trustees Robin Masters, Saundra Stark and Jean Pappas; and Library Director Elizabeth Minter.

**Members Absent:** None

**Others Present:** Principal Librarian Suad Ammar; Administrative Assistant Charlene Dumitru; and Friends of Placentia Library Representative Barbara Hemmerling.

**ADOPTION OF AGENDA**           It was requested by Trustee Pappas that New Business be considered before Old Business.

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

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

**MINUTES**                       It was moved by Trustee Pappas, seconded by Trustee Masters to approve the Minutes of the Work Session of January 20, 1998 as presented

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

It was moved by Trustee Pappas, seconded by Trustee Masters to approve the Minutes of the Regular Meeting of January 20, 1998 as presented.

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

**ORAL COMMUNICATIONS**       Friends Representative Barbara Hemmerling stated that she was happy to be present and represent the Friends of Placentia Library.

**PRESIDENT'S REPORT**           President Dinsmore reported that she attended the California Association of Library Trustees and Commissioners (CALTAC) at the Commerce Library on February 7, 1998. The new edition of *The Trustee Tool Kit for Library Leadership* near publication. She attended several presentations on pending California legislation.

**TRUSTEE REPORTS**           There were no Trustee Reports.

**FRIENDS OF THE  
LIBRARY**

Friends Representative Hemmerling reported that the Annual Booksale will take place May 15 and 16.

**FOUNDATION  
REPORT**

Trustee Stark reported that the Foundation Board is looking at expanding its membership to include more community members.

**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 in the amount of \$2,707.78  
Current Claims and Payroll in the amount of \$86,591.63.  
Interfund transfers in the amount of \$0.00

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

**FINANCIAL  
REPORTS**

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

Financial Reports for January, 1998  
Office General Ledger & Check Registers for January, 1998  
Acquisitions Report for January, 1998  
Overdue Collection Report for January, 1998  
Debit Card System Reimbursement Report for January, 1998  
Gifts Report for January, 1998

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

**GENERAL CONSENT  
CALENDAR**

It was moved by Trustee Stark, seconded by Trustee Masters to receive and file Agenda Items 19 through 27:

Building Maintenance Report for January, 1998  
Personnel Report for January, 1998 (Receive, File  
and Ratify Appointments)  
Volunteer Report for January, 1998 (Receive & File)  
Circulation Report for January, 1998 (Receive & File)  
Review of Shared Maintenance Cost with the City of Placentia  
under the Joint Powers Authority (Receive & File)  
Status report on the preparation of a Strategic Plan for Placentia  
Library District (Receive & File)  
Legislative update from the California Library Association

(Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of January 6, 1998.

(Receive & File)

California Library Literacy Services 2nd Quarter Report for Fiscal Year 1997-1998, as submitted to the State Library of California

(Receive & File)

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**SELECTION OF  
MEDICAL  
INSURANCE PLAN  
FOR 1998-1999**

Stormy Waldek of Anderson and Anderson Insurance Brokers, Inc. presented a comparison of group health insurance plans.

It was moved by Trustee Stark, seconded by Trustee Masters that both the Prudential and Care America plans are to be presented to the Staff for selection of their preference. The Staff recommendation will be ratified by the Board at the next Regular Meeting provided the Prudential Plan, if selected, returns a premium rating at 100% or less of standard.

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

The Board recessed for a break at 9:35 p.m. and reconvened at 9:45 p.m.

**TRAVEL  
AUTHORIZATIONS**

It was moved by Trustee Stark, seconded by Trustee Masters to authorize President Dinsmore and Trustee Stark to attend the annual Workshop in Library Leadership on February 28 at the Newport Beach Public Library and to authorize payment of preregistration and mileage reimbursement.

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**CALIFORNIA  
SESQUICENTENNIAL  
CELEBRATION**

It was moved by Trustee Stark, seconded by Trustee Masters to invite Kay Suiter to represent the Library in Placentia's activities relating to the California Sesquicentennial from 1998 through 2000.

AYES: Dinsmore, Evans, Masters, Pappas, Stark

NOES: None

ABSTAIN: None

**TRUSTEE  
HANDBOOK  
REVISION**

The Board agreed to postpone discussion of Agenda Item 30: Trustee Handbook Revision, until the March Regular Meeting.

**REVIEW OF  
LIBRARY REVENUE  
ISSUES**

Library Director Minter reviewed current budget issues as presented in the material in the Board packet.

It was moved by Trustee Masters, seconded by Secretary Evans to renew the current contract with California Advocates.

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

Secretary Evans departed at 10:22 P. M.

**STUDY  
COMMITTEE**

The Board gave direction to schedule a meeting between the President's of the Library Board, the Foundation Board and the Friends of the Library to discuss a strategic planning process.

It was moved by President Dinsmore, seconded by Trustee Stark to postpone discussion of the establishment of a planning committee until the next Regular Meeting.

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

Trustee Masters departed at 10:35 P. M.

**STAFF REPORTS**

It was moved by Trustee Pappas, seconded by Trustee Masters to Approve Agenda Items 34-38:

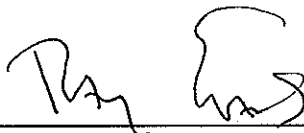
Program Committee Report for January, 1998  
Children's Services Report for January, 1998  
Publicity Materials produced for January, 1998  
Placentia Library Literacy Services Report for January, 1998  
Safety Committee Minutes for January, 1998

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

**AGENDA  
PREPARATION**

1. Trustee Handbook
2. Discussion on establishment of a planning committee

The Regular Meeting of the Board of Trustees of the Placentia Library  
District adjourned at 10:45 P.M.

A handwritten signature in black ink, appearing to read 'Ray Evans', written over a horizontal line.

Ray Evans, Secretary