

**MINUTES**  
**PLACENTIA LIBRARY DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**June 15, 2005**

**CALL TO ORDER**

President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on June 15, 2005, at 6:30 P.M.

**ROLL CALL**

**Members Present:** President Al Shkoler, Secretary Gaeten Wood, Trustee Richard DeVecchio and Jean Turner; and Library Director Elizabeth Minter.

**Members Absent:** Trustee Escobosa

**Others Present:** Public Services Manager/Literacy Coordinator Jim Roberts, and Administrative Assistant Wendy Goodson

**ADOPTION OF AGENDA**

It was moved by Secretary Wood, and seconded by Trustee Turner to adopt the Agenda as amended.

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

**MINUTES**

It was moved by Secretary Wood and seconded by Trustee Turner to approve the Minutes of the May 23, 2005 Regular Meeting as amended.

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

**ORAL COMMUNICATIONS**

No members of the public addressed the Board.

**TRUSTEE REPORTS**

President Shkoler reminded the Board that the Placentia Chamber Breakfast will be Jun 30, 2005 and that President Jerry Shepard's term as Chamber President will end and a presentation will be made on behalf of the Library and Trustees. Book Plates will be ordered for the event. Secretary Wood reported that she attended the Friends Meeting of June 6, 2005. Trustee DeVecchio reported that he attended the Foundation Board of Directors and Library Board of Trustees Worksession of June 7, 2005. Trustee Turner reported that she attended the Chamber Mixer of June 8, 2005.

**FRIENDS**

No Friends representative present.

**FOUNDATION**

M.A. McHenry, from Munson, Cronick & Associates, joined the meeting and presented the Placentia Library District Audit Overview.

It was moved and seconded by Trustee DeVecchio and seconded by Secretary Wood to receive and file the Audit Report for Fiscal Year

2003-2004.

It was moved by Trustee Turner and seconded by Secretary Wood to authorize the Library Director to solicit bids from qualified accounting firms to prepare the District's audit for Fiscal Year 2004-2005 in compliance with GASB specifications.

**CLAIMS**

It was moved by Secretary Wood and seconded by Trustee Turner to approve Agenda Items 9 through 12.

Nonstandard Claims: Claim 4759 for prepayment of Civic Center Improvement Loan for a total of \$54,411.23.

Claims 4751,4752,4753 and 4754 for a total of \$24,506.23.

Current Claims 4755,4756,4757, and 4758 for a total of Current Claims for the Fiscal Year 2004-2005 of \$15,085.65 and Payroll #1 (7/6/05) for \$38,789.65 and #2 (7/20/05) for \$38,789.65 for a total of \$92,664.95.

FY2004-2005 Cash Flow Analysis through June 15, 2005 and recommendation that no funds be transferred at this time. (Receive & File).

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

**FINANCIAL REPORTS**

It was moved by Trustee Turner, and seconded by Secretary Wood to receive and file Agenda Items 13 through 18.

Financial Reports for May 2005

- Office General Ledger & Check Registers for May 2005
- Acquisitions Report for May 2005
- Entrepreneurial Report for May 2005
- Collection Agency Report for May 2005
- Gifts Report for May 2005

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

**GENERAL CONSENT CALENDAR**

It was moved by Secretary Wood and seconded by Trustee DeVecchio to receive and file Agenda Items 19 through 20.

receive and file Agenda Items 19-29a.

Building Maintenance Report for May 2005

Personnel Report for May 2005

Volunteer Report for May 2005

Circulation Report for May 2005

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

Certification of Population Figures for Use in 2005-200 Public Library Fund Allocations from the State Library of California, June 1, 2005

Notice of the Quarterly Membership Meeting of the Independent Special Districts of Orange County (ISDOC) on Thursday, June 30, 2005 at the Orange County Sanitation District. The speaker will be Local Area Formation Commission of Orange County Executive Director Joyce Crosswaithe who will be explaining the Municipal Service Review (MSR) mandated by the State of California which Placentia Library District will receive in Fiscal Year 2005-2006

Agenda for Orange Council of Government Board of Directors Meeting for May 26, 2005 and Minutes of the April 28,

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

**LEGISLATIVE  
ISSUES**

Library Director reported that the Governor will call an all ballot measure Special Election in November. Further information will be provided as it becomes available.

**STRATEGIC  
PLANNING**

Library Director reported the Strategic Planning Workshop is confirmed for the date of July 15, 2005. The facility and transportation rentals are being coordinated and the invitations will be mailed to the invitation list.

**FISCAL YEAR 2005-  
2006 BUDGET**

Library Director reported on the Budget 2005-2006 Preview. The Board of Trustees deferred reclassification of positions and amendment to District policy to the July 18, 2005 Board of Trustees Regular Meeting.

It was moved by Trustee DeVecchio and seconded by Secretary Wood to adopt the Fund 707 (General Fund) Operating Budget for Fiscal Year 2005-2006 and authorize the Library Director to publish a Notice of Public Hearing for July 18, 2005

It was moved by Secretary Wood and seconded by Trustee Turner to set aside non-operating funds for the RFID project in Fiscal Year 2005-2006.

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

**LAFCO BUDGET  
ALLOCATION**

Ratification of the LAFCO Budget allocation formula was deferred to the July 18, 2005 Board of Trustees Meeting.

**FINES & FEES  
SCHEDULE**

It was moved by Secretary Wood and seconded by Trustee Turner to approve the Fines & Fees Schedule.

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

**PERSONNEL  
ALLOCATION  
CHART**

This item was deferred to the July 18, 2005 Board of Trustee Meeting.

**STAFF REPORTS**

It was moved by Secretary Wood and seconded by Trustee Turner to approve agenda items 37-46:

Library Director's Report for May 2005

Program Committee Report for May 2005.

Children's Services Report for May 2005.

Placentia Library Literacy Services Report for May 2005.

Reference and Adult Services Report for May 2005.

History Room Report for May 2005.

Placentia Library Web Site Report for May 2005.

Technology Report for May 2005.

Publicity Materials produced for May 2005.

Safety Committee Minutes for May 2005.

AYES: Shkoler, Wood, DeVecchio, Turner

NOES: None

ABSTAIN: None

ABSENT: Escobosa

**PREPARATION**

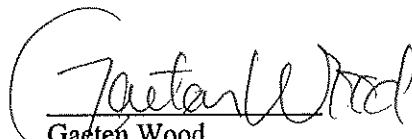
Agenda Preparation for the July Meeting will be held on Wednesday, July 18, 2005 at 6:30 P.M.

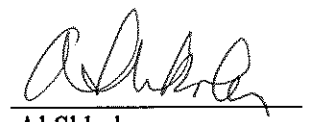
**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for June 15, 2005 adjourned at 8:16 P.M.

**JULY  
MEETING**

The June Regular Library Board Meeting will be held on Wednesday, July 18, 2005 at 6:30 P.M. in the Library Conference Room.

  
Gaetan Wood  
Secretary  
Library Board of Trustees

  
Al Shkoler  
President  
Library Board of Trustees