



AGENDA
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR DATE MEETING

January 22, 2024

6:30 p.m.

Community Meeting Room

411 E. Chapman Avenue

Call-in Number: (669) 900-6833

Meeting ID: 850 1206 7452









Password: 046086

ZOOM Link: meetings.placentialibrary.org

Mission Statement:

Placentia Library District inspires, opens minds, innovates, and connects our community.

District Goals:

-  Strengthen connections and expand community relationships.
-  Provide equitable access.
-  Adapt to community needs.
-  Cultivate thriving collections of resources.
-  Provide and promote relevant library services.
-  Maintain fiscal responsibility and integrity.
-  Support and empower staff.
-  Provide an inviting, pleasant, and safe place to explore.

AGENDA DESCRIPTIONS: *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

REPORTS AND DOCUMENTATION: *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 200.*

PLEDGE OF ALLEGIANCE Library Board President

CALL TO ORDER

1. Call to Order Library Board President
2. Roll Call Recorder

3. Adoption of Agenda

This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).

Presentation: Library Director

Recommendation: Adopt by Motion

Placentia Library District Board of Trustees Regular Date Meeting Agenda, January 22, 2024

4. Oral Communications

Members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. Presentations by the public are limited to 5 minutes per person. Members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board. Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized. Reference: California Government Code Sections 54954.3, 54954.2(b).

TRUSTEE & ORGANIZATIONAL REPORTS

5. Board President Report - oral

The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.

6. Trustee Reports

The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.

7. Library Director Report

8. Placentia Library Friends Foundation Board of Director's Report

CONSENT CALENDAR (Items 9 – 24)

Presentation: Library Director

Recommendation: Approve by Motion

Items 9 – 24 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.

MINUTES (Item 9)

9. Minutes of the Library Board of Trustees Special Meeting on December 18, 2023. (Receive & File and Approve)

CASH FLOW ANALYSIS (Items 10 – 11)

10. Check Register for December 2023. (Receive & File and Approve)

11. FY2023-2024 Fund Balance through December 2023; the Schedule of Anticipated Property Tax Revenues for FY2023-2023 as provided by the Orange County Auditor. (Receive & File).

TREASURER'S REPORTS (Items 12 – 16)

12. Financial Reports for December 2023 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Revenue and Expenditure Reports for December 2023. (Receive & File)

14. Acquisitions Report for December 2023. (Receive & File)

15. Entrepreneurial Activities Report and December 2023. (Receive & File)

16. Library Impact Fee Report for December 2023. (Receive & File)

GENERAL CONSENT REPORTS (Items 17 – 20)

17. Personnel Report for December 2023. (Receive, File, and Ratify Appointments)

18. Review Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

19. Administration Report for December 2023.

20. Circulation Report for December 2023.

STAFF REPORTS (Items 21 – 24)

- 21. Children's Services Report for December 2023.
- 22. Adult and Teen Services Report for December 2023.
- 23. Technology and Website Report for December 2023.
- 24. Customer Service Report for December 2023.

NEW BUSINESS (Items 25-34)

- 25. Administration of the Oath of Office: Dr. Voiza Arnold
- 26. Election of Officers
 - Current Board President: Gayle Carline
 - Current Board Secretary: Sherri Dahl
- 27. Appointment of Library Board Representatives for 2024 by the Board President:
Current 2023 Representatives:
 - Representative to Special District Local Area Formation Commission (LAFCO) – Trustee Beverage and President Carline as alternate.
 - Representative to the Orange County Council of Governments (OCCOG) – Trustee Dahl and Trustee Beverage as alternate.
 - Representative to the Placentia Library Friends Foundation (PLFF) – Trustee Dahl and President Carline as alternate.
 - Representative to the Independent Special District of Orange County (ISDOC) – Trustee Nelson and Trustee Beverage as alternate.
 - Personnel Committee – Secretary Dahl and Trustee Nelson
 - Joint Use Agreement Committee – President Carline and Trustee Nelson
- 28. Discussion of a New Date for May Board Meeting.
- 29. Report from Executive Assistant, Lina Nguyen, on her attendance at the California Special District Association Board Secretary Conference.
- 30. Presentation of the Placentia Library District New Application.
- 31. Review and Discussion of the Consultant Services Agreement between the Placentia Library District and Eagle Multi-Media, Inc.
- 32. Authorization for a Closure on April 11, 2024 for a Library Event.
- 33. Authorization for Amendments to Policy 2275 – Social Media Policy.
- 34. ISDOC Updates from Trustee Nelson.

AGENDA DEVELOPMENT

- 35. Agenda Preparation for the January Regular Date Meeting which will be held on February 26, 2024 unless re-scheduled by the Library Board of Trustees.

ADJOURNMENT

- 36. The Library Board of Trustees will adjourn the Regular Date January 22, 2024 meeting.

*****CERTIFICATION OF POSTING*****

I, Lina Nguyen, Executive Assistant of the Placentia Library District, hereby certify that the Agenda for January 22, 2024 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on January 17, 2024.



Lina Nguyen, Executive Assistant