

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
September 18, 2002**

**CALL TO ORDER** President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on September 18, 2002 at 6:38 P.M.

**ROLL CALL** **Members Present:** President Al Shkoler; Secretary Geoff Braun; Trustees Peggy Dinsmore; Gaeten Wood and Saundra Stark; and Library Director Elizabeth Minter.

**Members Absent:** None

**Others Present:** Public Services Manager / Literacy Coordinator Jim Roberts.

**ADOPTION OF AGENDA** It was moved by Trustee Wood, seconded by Secretary Braun to adopt the Agenda as printed.

AYES:	Braun, Dinsmore, Shkoler, Stark, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	None

**MINUTES** No Corrections were requested for the Minutes of August 28, 2002.

It was moved by Trustee Dinsmore, seconded by Trustee Wood to approve the Minutes of the August 28, 2002 Regular Meeting.

AYES:	Braun, Dinsmore, Shkoler, Stark, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	None

**ORAL COMMUNICATIONS** No members of the public requested to address the Board.

**PRESIDENT'S REPORT** President Shkoler did not make a report.

**TRUSTEE REPORTS** Trustee Stark reported that she attended a special District Worker's Compensation Authority (SDWCA) meeting on September 17, 2002. There will be more meetings and updates before the end of the year.

Trustee Dinsmore reported that she attended the Chamber mixer at the Villa DiPalma before the bard meeting. She also attended the Friends of the Placentia Library Board Meeting on September 9, 2002.

Secretary Braun reported that he and Library Director Minter attended a breakfast sponsored by Assembly Woman Lynn Dacher.

**LIBRARY  
DIRECTORS  
REPORT**

Library Director Minter announced to the board that the guest speaker for the Authors Luncheon on March 1, 2003, would be Lisa See.

Minter also reported that she received a call from the SDWCA claims administration saying that Elisa Herrera-Thomas' Claim was determined by them not to be job related. Discussion followed regarding Worker's Comp.

**FRIENDS OF  
PLACENTIA  
LIBRARY**

Friends of the Placentia Library membership chair Ted Farkas reported that membership, sales, and donations for the Friends have increased.

**CLAIMS**

It was moved by Trustee Dinsmore, seconded by Trustee Wood to approve Agenda Items 9 through 12.

Nonstandard Claims: No Nonstandard Claims were presented.

Forwarded by the Library Director and Library Trustees: Claims 4306, 4307, 4308, 4310, and 4311 for a total of \$4,945.86. Claim 4309 forwarded by the Trustees for \$35,900.00; with a combined total \$40,845.86 for this report period.

Current Claims and Payroll: Claims 4312 and 4313 for a total of \$2,828.97; and Payrolls 4314 and 4315 for a subtotal of \$55,470.00; with a combined total of Claims and Payroll of \$58,298.97.

A total for all claims and payroll is \$63,244.83.

AYES: Braun, Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**FINANCIAL  
REPORTS**

It was moved by Trustee Wood, seconded by Trustee Dinsmore to receive and file Agenda Items 13 through 17.

Financial Reports for August 2002

Official General Ledger & Check Registers for August 2002

Acquisitions Report for August 2002

Collection Agency Report for August 2002

Gifts Report for August 2002

AYES: Braun, Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**GENERAL CONSENT  
CALENDAR**

It was moved by Trustee Wood, seconded by Secretary Braun to receive and file Agenda Items 18 through 28.

Building Maintenance Report for August 2002. (Receive & File)

Personnel Report for August 2002 (Receive, File & Ratify Appointments)

Volunteer Report for August 2002 (Receive & File)

Circulation Report for August 2002 (Receive & File)

Legislative Alerts from the California Special Districts Association and the California Library Association (Receive and File)

Status Report on the Two Percent Assessment Appeals Case (Receive & File)

Statement of Intent to Apply and Certification of Eligibility and Funding for the Fiscal Year 2002-2003 California Library Literacy Services Matching Funds Grant as submitted to the State Library of California on September 3, 2002. (Receive and File)

Library of California Board Actions, August 14-15 2002. (Receive and File)

Biennial Review of the Placentia Library District Conflict of

Interest Code and authorize the Library Director to file a report of no amendments. (Receive and file and Authorize Library Director to File Response)

**STATE BUDGET  
STATUS**

Library Director Minter reported that there is still no action taken on the State Budget

Library Director Minter reported that it might be October or November before a budget is finalized and published.

**DEBIT CARD  
AUTHORIZATION**

Library Director Minter presented a review of the Debit Card system for the library. It was moved by Trustee Dinsmore and seconded by Trustee Stark to approve Agenda Item 30 to;

Eliminate the Debit Card Reimbursement System from the monthly Library Board packet; and

Pay future photocopier and debit card system maintenance costs from the General Fund Equipment Maintenance Account (1300-00); and

Pay future photocopier and debit card system equipment costs from the General Fund Equipment Account (4000-00); and

Deposit future debit card revenue to the General Fund Local Revenue Account (7670-00); and

Reimburse the Literacy Savings account with \$7,700.00 from the General Fund Equipment Purchase Account (4000-00).

AYES: Braun, Dinsmore, Shkoler, Wood  
NOES: Stark  
ABSTAIN: None  
ABSENT: None

**SELECTION OF  
CANDIDATE FOR  
SDCA**

It was moved by Trustee Wood and seconded by Trustee Stark to hire Trustee Stark as a consultant to the Board at the end of her term for \$1 per year. This will enable Trustee Stark to retain her position at the Special District Compensation Authority.

AYES: Shkoler, Stark, Wood  
NOES: Braun, Dinsmore  
ABSTAIN: None  
ABSENT: None

**CHAMBER OF  
COMMERCE  
BREAKFAST**

The District seats were allocated as follows: Peggy Dinsmore, Jim Dinsmore, Al Shkoler, Jim Roberts, Gaeten Wood, Geoff Braun, Pat Irot, and Eleanor Rankin

**AUTHORIZE TO  
APPLY FOR Cal  
CARD**

Library Director Minter presented a review of the Cal Card Program. It was moved by Trustee Stark and seconded by Trustee Wood to authorize the Library Director to apply for a Cal Card for Placentia Library District.

AYES: Braun, Dinsmore, Shkoler, Wood  
NOES: Stark  
ABSTAIN: None  
ABSENT: None

**STAFF REPORTS**

It was moved by Secretary Braun, seconded Trustee Dinsmore to approve Agenda Items 35-40.

Program Committee Report for August 2002.

Children's Services Report for August 2002.

Placentia Library Literacy Services Report for August 2002.

Publicity Materials produced for August 2002.

Safety Committee Minutes for August 2002.

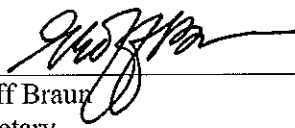
AYES: Braun, Dinsmore, Shkoler, Stark, Wood  
NOES: None  
ABSTAIN: None  
ABSENT: None

**OCTOBER  
MEETING**

The October Regular Library Board Meeting will be held on Wednesday, October 16, 2002 at 6:30 P.M. in the Library Conference Room.

**ADJOURNMENT**

The Regular Meeting of the Board of Trustees of the Placentia Library District for September 18, 2002 adjourned at 7:43 P.M.

  
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Geoff Braun  
Secretary  
Library Board of Trustees