

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR DATE MEETING OF THE LIBRARY BOARD OF TRUSTEES
OCTOBER 28, 2024

- CALL TO ORDER** President Carline called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on October 28, 2024 at 6:30 p.m.
- Members Present:** President Gayle Carline, Secretary Sherri Dahl, Trustee Voiza Arnold, Trustee Stephanie Beverage, Trustee Scott Nelson.
- Members Absent:** None
- Staff Present:** Jeanette Contreras, Library Director; Yesenia Baltierra, Assistant Library Director; Carlo Maskarino, Business Manager; Lina Nguyen, Executive Assistant.
- Guests:** Analisa Salvado, Library Assistant; Ruth Relf, Library Assistant; Dennis Yu, PARS Executive Vice President
- ADOPTION OF AGENDA** It was motioned by Trustee Beverage to adopt agenda as presented. It was seconded by Secretary Dahl (Item 3). All in favor:
AYES: Carline, Dahl, Arnold, Beverage, Nelson
NOES: None
ABSENT: None
- ORAL COMMUNICATION** None (Item 4).
- BOARD PRESIDENT REPORT** President Carline reported she attended the State of the City Address and the Placentia Friends Foundation (PLFF) Fiesta.
- TRUSTEE & ORGANIZATIONAL REPORTS**
- Secretary Dahl reported she attended the PLFF Fiesta. She also attended the Round Table Women’s Club’s regular meeting and Board meeting where she reported out on the scholarship committee. She attended their Small Business Sunday event where the club had a booth for their soup packages. She also attended their leadership workshop. She attended the PLFF Board Meeting and the Heritage Parade.
- Trustee Arnold reported she attended the State of the City Address and the PLFF Fiesta.
- Trustee Beverage reported she attended the State of the City Address, the Heritage Festival and Parade, and the PLFF Fiesta. She watched a couple webinar recordings from United for Libraries: Professional Customer Service Webinar and the Banned Books 101 Webinar.
- Trustee Nelson attend the ISDOC Executive Committee Meeting.
- LIBRARY DIRECTOR REPORT** Director Contreras took this time to introduce two new on-call library assistants to the Board: Analisa Salvado and Ruth Relf.

Director Contreras reported she attending a kickoff meeting with U.S. Builders. The timeline had to be amended after some requirements were imposed by the City. She attended the Public Library Directors Forum in Pasadena, the Heritage Parade and Festival, the PLFF Fiesta, and the State of the City Address. She thanked staff for their assistance with the Heritage Festival and the PLFF Fiesta.

FRIENDS FOUNDATION REPORT

Secretary Dahl reported out on the PLFF Board Meeting on behalf of President Gaeten Wood. The watched a presentation by Steven Cho from LPL. Vineet, who is now handling finances for the group, is trying to get a grasp on understanding their investments. The PLFF have also found an author for the Authors Luncheon: Naomi Hirahara.

CONSENT CALENDAR

It was moved by Trustee Beverage and seconded by Secretary Dahl to approve Agenda Items 9-24 as presented. A roll call vote was taken:

AYES: Carline, Dahl, Arnold, Beverage, Nelson
NOES: None
ABSENT: None

MINUTES FOR SEPTEMBER 23, 2024 REGULAR DATE MEETING.

The minutes for the September 23, 2024 Regular Date Meeting were received, reviewed and filed (Item 9).

AYES: Carline, Dahl, Arnold, Beverage, Nelson
NOES: None
ABSENT: None

CASH FLOW ANALYSIS AND TREASURER'S REPORTS

Check Registers for September 2024 (Item 10)
Fund 707 Balance Report for September 2024 (Item 11)
Financial Reports through September 2024 for Placentia Library District Accounts on Deposit with the Orange County Treasurer and Placentia Library District General Ledger: Summary of Cash and Investments (Item 12)
Balance Sheets for September 2024 (Item 13)
Acquisitions Report for September 2024 (Item 14)
Entrepreneurial Activities Report for September 2024 (Item 15)
Library Impact Fee Report for September 2024 (Item 16)

GENERAL CONSENT REPORTS

Personnel Report for September 2024 (Item 17)
Review of Shared Maintenance Costs with the City of Placentia (Item 18)
Administration Report for September 2024 (Item 19)
Circulation Report for September 2024 (Item 20)

STAFF REPORTS

Children's Services Report September 2024 (Item 21)
Adult Services Report for September 2024 (Item 22)
Placentia Library Website Technology Report for September 2024 (Item 23)
Customer Service Report (Items 24)

PUBLIC AGENCY RETIREMENT SERVICES (PARS) PRESENTATION

Director Contreras advised she had requested Dennis Yu from the Public Agency Retirement Services to present the annual review of the pension plan that PARS administers for District staff. The presentation can be found in this meeting's Board Report. After answering questions from trustees, the Board thanked Mr. Yu for coming out and presenting. No action was taken at this time.

DISCUSS THE CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA) BYLAW AMENDMENTS AND AUTHORIZE THE LIBRARY DIRECTOR TO SUBMIT THE VOTE ON BEHALF OF THE PLACENTIA LIBRARY DISTRICT.

Director Contreras reported the California Special District Association has proposed bylaw amendments. Trustee Nelson advised there were no major concerns and it was mostly language clean up. Trustee Beverage made a motion to approve the CSDA bylaw amendments as presented and authorize the Library Director to submit the vote on behalf of the Placentia Library District. It was seconded by Secretary Dahl. A roll call vote was taken:

AYES: Carline, Dahl, Arnold, Beverage, Nelson
NOES: None
ABSENT: None

JOINT-USE COMMITTEE UPDATES FROM PRESIDENT CARLINE.

President Carline reported there was no Joint Use Meeting in October.

ROUNDTABLE WOMEN’S CLUB UPDATES FROM SECRETARY DAHL.

Secretary Dahl reported the Round Table Women’s Club made 2,400 soup packages this year. Which is a new record. They will be selling them at the Yorba Linda Women’s Club craft fair in the Yorba Linda Community Center on November 2nd and 3rd. They will also be selling them at the Nutcracker Craft Boutique at the Brea Community Center. She reported a scholarship fund has been set up in Tommie Kalman’s name. It has already reach \$9,000. The club has also been working on a new website. They will also be holding a ribbon cutting ceremony for their new bridal room on November 7th from 5-7pm.

ISDOC UPDATES FROM TRUSTEE NELSON.

Trustee Nelson reported there was not a lot to talk about. There will be more to come in the new year that will be pertinent to special districts.

LAFCO UPDATES FROM TRUSTEE BEVERAGE.

Trustee Beverage reported LAFCO is worked on personnel issues and regular business.

AGENDA DEVELOPMENT

Director Contreras reminded the Board of the Staff Appreciation Night coming up on November 1st.

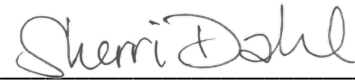
ADJOURNMENT

The next Board Meeting will be on November 25, 2024 at 6:30 p.m.

The Board of Trustees Regular Date Meeting of October 28, 2024 was adjourned at 7:11 p.m.



Gayle Carline, President
Library Board of Trustees



Sherri Dahl, Secretary
Library Board of Trustees