

**MINUTES  
PLACENTIA LIBRARY DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
June 16, 1998**

**CALL TO ORDER**                   The Regular Meeting of the Placentia Library District Board of Trustees was called to order on June 16, 1998 at 7:26 P. M. by President Peggy Dinsmore.

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

**Members Absent:** Trustee Sandra Stark

**Others Present:** Administrative Assistant Charlene Dumitru; and Friends of Placentia Library Representative Frances Stoller

**ADOPTION OF AGENDA**           It was moved by Trustee Masters, seconded by Secretary Evans to adopt the Agenda as presented:

**AYES:**           Dinsmore, Evans, Masters, Pappas

**NOES:**           None

**ABSTAIN:**       None

**ABSENT:**       Stark

**MINUTES**                         It was moved by Secretary Evans, seconded by Trustee Masters to approve the Minutes of the Regular Meeting of May 19, as presented.

**AYES:**           Dinsmore, Evans, Masters

**NOES:**           None

**ABSTAIN:**       Pappas

**ABSENT:**       Stark

It was moved by Trustee Masters, seconded by Secretary Evans to approve the Minutes of the Special Meeting of May 24, 1998 as presented.

**AYES:**           Dinsmore, Evans, Masters

**NOES:**           None

**ABSTAIN:**       Pappas

**ABSENT:**       Stark

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

**PRESIDENT'S REPORT**         President Dinsmore reported that she has been very involved in the Library Planning Session scheduled for June 20, 1998, and she has not attended any outside library related events.

**TRUSTEE REPORTS**

Trustee Pappas reported that she enjoyed reading President Dinsmore's Literacy Report published in *Caltactics*.

**FRIENDS OF THE LIBRARY**

Library Director Minter referred to the material in the Board Packet. She reported that the Friends' are reconsidering the value of the annual booksale and are considering other fund-raising possibilities.

Library Director Minter also reported that Friends Board Member Kay Suiter has moved out of the area. She expressed appreciation for the work Ms. Suiter has done on behalf of the library and said she would be missed.

**CLAIMS**

It was moved by Trustee Masters, seconded by Trustee Pappas to approve Agenda Items 8 through 11:

Nonstandard Claims in the amount of \$0.00  
Claims forwarded by the Library Director in the amount of \$3,914.33  
Current Claims and Payroll in the amount of \$81,055.80  
FY1997-1998 Cash Flow Analysis

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

**FINANCIAL REPORTS**

It was moved by Trustee Masters, seconded by Secretary Stark to receive and file Agenda Items 12 through 17:

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

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

**GENERAL CONSENT CALENDAR**

It was moved by Secretary Evans, seconded by Trustee Masters to receive and file Agenda Items 18-28

Building Maintenance Report for May, 1998 (Receive & File)  
Personnel Report for May, 1998 (Receive, File and Ratify Appointments)  
Volunteer Report for May, 1998 (Receive & File)  
Circulation Report for May, 1998 (Receive & File)

Review of Shared Maintenance Cost with the City of Placentia under the Joint Powers Authority (Receive & File)  
Legislative reports from California Advocates, the California Special Districts Association and the California Library Association (Receive & File)  
Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of May 12, 1998. (Receive & File)  
California Library Literacy Services 3rd Quarter Report for Fiscal Year 1997-1998, as submitted to the State Library of California (Receive & File)  
Notice of Order granting the Motion for Order authorizing the representative of the County of Orange to Enter into Agreement for the Assignment of Excluded Claims; an action regarding the Orange County Bankruptcy (Receive & File)  
Memo from OCIP Attorney Patrick Shea reporting the Schedule of Hypothetical Distribution of Net Litigation Proceeds (Receive & File)  
LAFCO Special District Advisory Committee nomination forms and instructions (Library Districts are not nominating this year as Elizabeth Minter has another year left of her term) (Receive & File).

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

**LIBRARY REVENUE  
ISSUES AND  
FEASIBILITY OF  
LIBRARY PARCEL  
TAX BALLOT ISSUE**

Library Director Minter reviewed the Library revenue issues as presented in the Board packet.

It was moved by Trustee Pappas, seconded by Trustee Masters to Receive & File the report.

**PROGRESS REPORT  
ON STRATEGIC  
PLAN FOR  
DISTRICT**

It was moved by Secretary Evans, seconded by Trustee Masters to approve payment from the County Exempt Fund of expenses for the Strategic Planning Session not to exceed \$750 for food and \$400 in honorariums for luncheon speaker and facilitator.

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

**FISCAL YEAR 1998-  
1999 BUDGET**

It was moved by Trustee Pappas, seconded by Trustee Masters to continue the spending authorization of the Fiscal Year 1997-98 Budget until September 30, 1998, pending adoption of the State Budget.

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

It was moved by Secretary Evans, seconded by Trustee Masters to adopt Salary Schedule for Exempt Employees effective July 1, 1998.

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

It was moved by Trustee Pappas, seconded by Secretary Evans to continue discussion of the Fiscal Year 1998-99 Budget to the July Regular Board Meeting.

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

**STAFF  
APPRECIATION  
DINNER**

It was moved by Trustee Masters, seconded by Trustee Evans to authorize expense not to exceed \$350.00 for the Staff Appreciation Dinner, with time and place to be selected by Staff.

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

**STAFF REPORTS**

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

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

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

**PERFORMANCE  
REVIEW FOR  
LIBRARY  
DIRECTOR**

It was moved by Secretary Evans, seconded by Trustee Pappas to Receive & File Library Director's Evaluation and Performance Goals for the next review period.

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

The Regular Meeting of the Board of Trustees of the Placentia Library District adjourned at 8:45 P. M.

*Margaret V. Dinsmore*

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Margaret V. Dinsmore, President