



# AGENDA

## PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES UNUSUAL DATE MEETING








February 18, 2020  
6:30 p.m.  
History Room

### **Mission Statement:**

Placentia Library District provides lifelong learning and reading opportunities that inspire, open minds, and bring our community together.

### **The Centennial Vision Statement:**

The Vision of the Trustees is intended to help celebrate the 100-year anniversary of the District.

-  We will be the place where the community “sees and experiences” the technical edge and premier programming.
-  We will renovate and expand our Library.
-  We will remain financially self-sufficient.
-  We will seek strong community support.
-  We will reach our community with an active marketing plan.
-  We will increase the percentage of our operating budget that supports establishing the premier collection in Orange County.
-  We will plan for maintaining our qualified and professional staff.

**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

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 – 22)**

Presentation: Library Director  
Recommendation: Approve by Motion

*Items 9 – 22 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 January 22, 2020 Library Board of Trustees Unusual Date Meeting. (Receive & File and Approve)

**CASH FLOW ANALYSIS (Items 10 – 11)**

10. Check Register for January 2020. (Receive & File and Approve)
11. FY2018-2019 Cash Flow Analysis through January 2020; the Schedule of Anticipated Property Tax Revenues for FY2018-2019 as provided by the Orange County Auditor. (Receive & File).

**TREASURER'S REPORTS (Items 12 – 15)**

12. Financial Reports for January 2020 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)
13. Balance Sheet for January 2020. (Receive & File)
14. Acquisitions Report for January 2020. (Receive & File)
15. Entrepreneurial Activities Report for January 2020. (Receive & File)

**GENERAL CONSENT REPORTS (Items 16 – 18)**

16. Personnel Report for January 2020. (Receive, File, and Ratify Appointments)
17. Circulation Report for January 2020. (Receive & File)
18. Review of Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

**STAFF REPORTS (Items 19 – 22)**

19. Administration Report for January 2020.
20. Children's Services Report for January 2020.
21. Adult Services Report for January 2020.
22. Placentia Library Web Site & Technology Report for January 2020.

**NEW BUSINESS**

23. Adopt Resolution 19-06: A Resolution authorizing participation in the PARS Post-Employment Benefits Trust Program to be administered by Public Agency Retirement Services (PARS) and U.S. Bank, appointing the Board President as the District's Plan Administrator, and authorizing the Board President to execute the documents to implement the Program.
24. Travel Authorization: Library Board of Trustees and Library Director to attend the Special District Association Annual Conference on August 24-27, 2020 in Palm Desert, California.
25. Discuss the California Special District Association Board of Directors Call for Nominations for Seat B and C.
26. Discuss the Orange County LAFCO Regular Special District Member Seat Appointment schedule.
27. Discuss and review draft proposal for a HVAC screen.

**ADJOURNMENT**

28. Agenda Preparation for the March Unusual Date Meeting, which will be held on March 23, 2020 at the Placentia Library District, unless re-scheduled by the Library Board of Trustees.
29. Review of Action Items.  
*No action or discussion shall be taken on any item not appearing on the posted Agenda, unless authorized by law.*
30. Adjourn

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

I, Alyssa Stolze, Administrative Assistant of the Placentia Library District, hereby certify that the Agenda for the February 18, 2020 Unusual Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on February 14, 2020.



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Alyssa Stolze, Administrative Assistant