

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
August 21, 2006**

CALL TO ORDER President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on August 21, 2006, at 6:30 P.M.

ROLL CALL

Members Present: President Al Shkoler, Secretary Jean Turner, Trustees Betty Escobosa, Richard DeVecchio and Gaeten Wood; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, Administrative Services Manager Wendy Goodson, and Technology Manager Vernon Napier, Children's Librarian Caroline Gurkweitz.

ADOPTION OF AGENDA It was moved by Secretary Turner, and seconded by Trustee Wood to adopt the Agenda as amended.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

ORAL COMMUNICATIONS No members of the public addressed the Board.

LIBRARY STAFF INTRODUCTIONS Public Services Manager Roberts introduced Hilda Rivera, new part-time Library Assistant and Kathleen Staymates, new part-time Librarian effective August 15, 2006. Library Director Minter introduced the new Coordinator of Development & Volunteer Services, Lois Monroe effective August 7, 2006.

TRUSTEE REPORTS President Shkoler reported that he attended the August Chamber Breakfast.
Secretary Turner reported that she attended the AB 1234 Ethics Training at the Irvine Ranch Water District with Trustees DeVecchio and Escobosa.

FRIENDS Nothing to report at this time.

FOUNDATION Trustee DeVecchio reported the Foundation did not meet in August.

CONSENT CALENDAR It was moved by Secretary Turner and seconded by Trustee Wood to approve items 9-41 as amended;

MINUTES Minutes of the July 31, 2006 Library Board of Trustees Regular Meeting

CLAIMS Claims 4896,4897 and 4898 by Minter/DeVecchio, 4899, and 4900 by Minter/Wood for a total of \$20,514.35.

Current Claims 4901, 4902, 4903, and 4903 for a total of Current Claims for the Fiscal Year 2006-2007 of \$47,072.00 and Payroll #6 (9/13/06) for \$47,074.00 and #7 (9/27/06) for \$94,144.00 for a combined total of \$131,648.24.

FY2005-2006 Cash Flow Analysis through June 30, 2006 and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

Financial Reports for August 2006

Office General Ledger & Check Registers for August 2006

Acquisitions Report for August 2006

Entrepreneurial Report for August 2006

Collection Agency Report for August 2006

Gifts Report for August 2006

**GENERAL CONSENT
CALENDAR**

Building Maintenance for August 2006

Personnel Report for August 2006

Volunteer Report for August 2006

Circulation Report for August 2006

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority

Legislative Alerts from the California Special Districts Association and the California library Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Status Report on Audit Recommendations by Moreland & Associates

Ratification of submission to the California Special Districts Association (CSDA) for the Exceptional Public Outreach Award to be presented at the CSDA Conference Opening General Session in Squaw Creek on September 27, 2006. (Receive & File)

Proof of Publication of the Notice of Public Hearing for the Placentia Library District Proposed Budget for Fiscal Year 2006 2007 and the Proposed Fines & Fees Schedule for Fiscal Year 2006-2007 published in the *Placentia News Times* on July 27 2006.

STAFF REPORTS

Director's Report for August 2006

Program Committee Report for August 2006.

Children's Services Report for August 2006.

Placentia Library Literacy Services Report for August 2006.

Reference and Adult Services Report for August 2006.

History Room Report for August 2006.

Placentia Library Web Site Report for August 2006.

Technology Report for August 2006.

Publicity Materials produced for August 2006.

Safety Committee Minutes for August 2006.

AYES:	Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	None

**LEGISLATIVE
ISSUES**

Library Director Minter reported that the Library of California Board will meet in September. Topics of discussion will include the future of our library systems. The representative attending this meeting will be either Valerie McGinnis of Mission Viejo Library or Danis Kreimeir of Yorba Linda Library.

**PLD POLICY 2319,
LIBRARY
ASSISTANT**

It was moved by Trustee DeVecchio and seconded by Trustee Wood to Adopt Placentia Library District Policy 2320, Job Description – Coordinator of Development & Volunteer Services as a second and final reading.

AYES:	Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES:	None
ABSTAIN:	None
ABSENT:	None

**PLD POLICY 2110,
HEALTH &
WELFARE
BENEFITS**

It was moved by Secretary Turner and seconded by Trustee Wood to approve the second reading for Placentia Library District Policy 2110-Health & Welfare Benefits that includes a cap of \$500 per medical plan year per covered employee and include a review of the plan after the first year.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

DEVELOPER FEES

It was moved by Trustee Wood and seconded by Secretary Turner to request proposals for Facility Impact Fees from several vendors.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**BUDGET/SALARY
DISCUSSION WITH
STAFF COMMITTEE**

Item deferred at this time.

**SALARY SCALE FOR
EXEMPT
EMPLOYEES**

Item deferred at this time.

**LIBRARY PUBLIC
SERVICE
SCHEDULE**

It was moved by Trustee DeVecchio and seconded by Trustee Wood to adopt the Library Public Service Schedule effective September 1, 2006.

AYES: Shkoler, Turner, DeVecchio, Escobosa, Wood
NOES: None
ABSTAIN: None
ABSENT: None

**POLICY 2012 –
EMPLOYEE DRESS
CODE**

Administrative Services Manager will revise Dress Code draft at the request of the Board and bring to the September 18, 2006 Regular Meeting for review and comment.

**CLOSED SESSION
LIBRARY
DIRECTOR
CONTRACT**

The Board of Trustees met in closed session to discuss the Library Director's performance evaluation, contract and salary.

**AGENDA
PREPARATION**

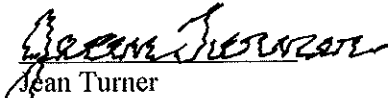
Agenda Preparation for the September Regular Meeting will include an Open Session and Closed Session to be held on Monday, September 18, 2006 at 6:30 P.M.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for August 21, 2006 adjourned at 7:56 P.M.

NEXT MEETING

The September Library Board Meeting will be held on Monday,
September 18, 2006 at 6:30 P.M. in the Library History Room.



Jean Turner
Secretary
Library Board of Trustees



Al Shkoler
President
Library Board of Trustees