

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
JULY 16, 1996**

- CALL TO ORDER** The Regular Meeting of the Placentia Library District Board of Trustees was called to order on July 16, 1996 at 7:35 P.M. by Secretary Sandra Stark.
- ROLL CALL** **Members Present:** Secretary Sandra Stark; Trustees Ray Evans, Robin Masters and Al Shkoler; and Library Director Elizabeth Minter.
- Members Absent:** President Margaret Dinsmore
- Others Present:** Principal Librarian Suad Ammar; Administrative Assistant Charlene Dumitru; and Placentia residents Jodi Jenkins and Heith Rothman.
- ADOPTION OF AGENDA** It was moved by Trustee Masters, seconded by Trustee Evans to adopt the Agenda as presented.
- AYES: Stark, Evans, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Dinsmore
- MINUTES** It was moved by Trustee Masters, seconded by Trustee Evans to approve the Minutes of the Regular Meeting of June 18, 1996 as presented.
- AYES: Stark, Evans, Masters, Shkoler
NOES: None
ABSTAIN: None
ABSENT: Dinsmore
- ORAL COMMUNICATIONS** No members of the public requested to address the Board at this time.
- President Dinsmore arrived at 7:45 P. M.
- BOARD PRESIDENT'S REPORT** President Dinsmore reported that she and Library Director Minter visited Assemblyman Dick Ackerman on July 18, 1996. He was very receptive and indicated a strong interest in supporting libraries.
- FOUNDATION REPORT** Secretary Stark reported that on July 22, 1996, David Hiskey and Al Penry will be presenting a seminar on planned giving with an emphasis on including charitable organizations in estate planning in order to reduce tax liability.
- Secretary Stark also reported that the Reception for Inaugural Donors will be held on Friday, August 9, 1996. She requested all Board Members to be present as co-hosts for the event. Banners with donor

names will be donated by Universal Reprographics South, Inc. Framing will be donated by Michaels Arts & Crafts, and the plexiglass will be donated by Placentia Glass & Screen. Other donors will include Hasson's Flower Shop, Flower Arrangements; Leland Caster, Sound System; The Hanna Company, Wines; and Thrifty Drug Store, Beverages.

CLAIMS

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve Agenda Items 7 through 9: Nonstandard Claims in the amount of \$0.00; Claims forwarded by the Library Director in the amount of \$8,825.39. Current Claims and Payroll in the amount of \$69,852.92.

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

FINANCIAL REPORTS

It was moved by Secretary Stark, seconded by Trustee Masters to receive and file Agenda Items 10 through 15: Financial Reports for June, 1996; Office General Ledger & Check Registers for June, 1996; Acquisitions Report for June, 1996; Overdue Collection Report for June, 1996; Debit Card System Reimbursement Report for June, 1996; and Gifts Report for June, 1996.

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

GENERAL CONSENT CALENDAR

It was moved by Trustee Masters, seconded by Trustee Evans to receive Agenda Items 16-21: Building Maintenance Report for June, 1996 (Receive & File); Personnel Report for June, 1996 (Receive, File and Ratify Appointments); Volunteer Report for June, 1996 (Receive & File); Circulation Report for June, 1996 (Receive & File); Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File); Receipt of letter from Orange County Investment Pool Attorney Patrick Shea reporting the amount that the District is scheduled to receive in the upcoming "Distribution of Withheld Proceeds" through the Orange County Bankruptcy settlement agreement (Receive & File).

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

BUDGET AND LEGISLATIVE ACTIVITIES

Library Director Minter reported that Governor Wilson had signed the State Budget. He decreased the increase passed by the Legislature for the Public Library Fund.. No formal Board action was taken.

**FY1996-1997
BUDGET**

It was moved by Secretary Stark, seconded by Trustee Shkoler to read Resolution 96-4, A Resolution of the Board of Trustees of Placentia Library District of Orange County to Adopt Fiscal Year 1996-1997 Budgets for the Placentia Library Districts.

AYES: Dinsmore, Stark, Evans, Masters, Shkoler
NOES: None
ABSTAIN: None

It was moved by Trustee Shkoler, seconded by Secretary Stark to adopt Resolution 96-4.

Motion was approved by roll call vote:

AYES: Dinsmore, Stark, Evans, Masters, Shkoler
NOES: None
ABSTAIN: None

**TRAVEL
AUTHORIZATIONS**

It was moved by Trustee Shkoler, seconded by Trustee Evans to approve blanket travel authorizations for Fiscal Year 1996-1997 for the following:

Santiago Library System and Metropolitan Cooperative Library System Council Meetings, Committee Meetings, and Workshops for staff and trustees.

State Library meetings and workshops not involving overnight travel for staff and trustees.

Chamber of Commerce mixers and monthly breakfast meetings and committee meetings for staff and trustees.

National Society of Fund Raising Executives monthly workshop and luncheon meetings for staff and trustees.

National Planned Giving Round Table and Planned Giving Round Table or Orange County workshops and luncheon meetings for staff and trustees.

California Library Association and/or California Association of Library Trustees and Commissioners meetings and workshops for staff and trustees.

Independent Special Districts of Orange County board and membership meetings (including dinner meetings) for staff and trustees.

Southern California Library Literacy Network and Orange County Literacy Network meetings and activities for staff and trustees.

Orange County Ventura Users Group meetings and workshops for staff.

Meetings with Anaheim and Yorba Linda Public Library staff for staff.

Meetings with California Advocates Representatives, Buena Park Library staff, and Palos Verdes Library District staff for staff and trustees.

Public Library Executives and Assistants of Southern California (PLEASC) meetings for staff.

Courses in the Fund Raising Certificate Program at the University of California, Irvine, and computer courses in the Extension Program at Cal State Fullerton or other local institutions selected by the Library Director for staff and trustees.

Meetings with the District's California Advocate Representatives and legislators in Sacramento, including travel and meal expenses for staff and trustees.

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

**DISTRICT HOLIDAY
AND LIBRARY
CLOSURE
SCHEDULE FOR
CALENDAR YEARS
1997 AND 1998**

It was moved by Secretary Stark, seconded by Trustee Shkoler to read Resolution 96-5, A Resolution of the Board of Trustees of Placentia Library District of Orange County to Establish the District Holiday and Library Closure Schedule for Calendar Years 1997 and 1998, by title only.

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

It was moved by Trustee Shkoler, seconded by Trustee Masters to adopt Resolution 96-5.

Motion was approved by roll call vote:

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

PER PARCEL TAX

It was moved by Secretary Stark, seconded by Trustee Masters, to read and set a date for a public hearing, Resolution 96-6, A Resolution of the Placentia Library District of Orange County, Submitting to the County of

Orange a Library Per Parcel Ballot Issue for the Placentia Library District, to Be Presented to the Eligible Voters of the District in the November 1996 General Election.

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

It was moved by Trustee Shkoler, seconded by Trustee Masters to amend Resolution 96-6 from \$30.00 per single family residence parcel to \$29.00 per single family residence parcel.

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

It was moved by Trustee Evans, seconded by Trustee Masters to set date and time of Public Hearing for Sunday, August 4, 1996 at 1:30 P. M. and to publish Notice of Public Hearing.

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

STAFF REPORTS

It was moved by Secretary Stark, seconded by Trustee Shkoler to receive and file Agenda Items 27 through 33: Program Report for Month of June, 1996; Children's Services Report for Month of June, 1996; Publicity Materials produced for the Month of June, 1996; Placentia Library Literacy Services Report for Month of June, 1996; Families for Literacy Project Report for Month of June, 1996; Safety Committee Minutes for June, 1996; and Placentia Pride Committee Report for June, 1996.

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

The Regular Meeting of the Board of Trustees of the Placentia Library adjourned at 9:38 P. M.



Sandra M. Stark, Secretary