

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
January 15, 2008**

CALL TO ORDER

President Shkoler called the Unusual Meeting of the Placentia Library District Board of Trustees to order on January 15, 2008, at 7:00 P.M.

ROLL CALL

Members Present: President Al Shkoler, Secretary Richard DeVecchio, Trustees Betty Escobosa, Jean Turner, Gaeten Wood and Library Director Elizabeth Minter, Vernon Napier, Jim Roberts, and Wendy Goodson.

Members Absent: None

Managers Absent: None

Others Present: Placentia Library District Staff: Yesenia Gomez, Alexander Hernandez and Kristin Hoffman.

**ADOPTION OF
AGENDA**

It was moved by Trustee Wood and seconded by Trustee Escobosa to adopt the Agenda as printed.

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

**ORAL
COMMUNICATIONS**

No members of the public addressed the Board.

PRESIDENT REPORT

President Shkoler reported that he attended the Placentia Library District Midwinter Western Dinner on January 10, 2008. He also reported that the Superior Court of Orange County sent correspondence notifying interested parties to attend a workshop on the Courts System in the near future.

**TRUSTEES'
REPORTS**

Trustee Wood had nothing to report at this time.

Trustee Escobosa attended the Library's December Program, Child's Christmas in Wales Program.

Trustee Turner reported that she attended the Library Cowboy Poetry Program on January 12, 2008.

Secretary DeVecchio reported he attended the Miss Placentia Mock Interview Event at the Library in December.

FRIENDS' REPORT

Friends Treasurer, Camille Himes, reported that a group of marketing students from California State University Fullerton are interested in doing a class project with the library. She also reported that the PLFF will have their Strategic Planning Workshop on Saturday, January 19, 2008. She also reported that the Midwinter Western Dinner recorded an approximate

loss of \$2,500.00.

**FINANCIAL AUDIT -
6-07 SUMMARY**

It was moved by Trustee Wood and seconded by Secretary DeVecchio to receive and file the Fiscal Year 2006-2007 Financial Audit for the Placentia Library District of Orange County.

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

**CONSENT
CALENDAR**

It was moved by Trustee Escobosa and seconded by Trustee Turner approve Agenda Items 9-39 as printed.

MINUTES

Minutes of the December 17, 2007 Library Board of Trustees Regular Meeting

CLAIMS

Claims 5067 by Minter/Wood, 5068 by Minter/DeVecchio, and 5069 and 5070 by Minter/Shkoler for total of Current Claims for Fiscal Year 2007-2008 of \$20,916.93 for Fund 707.

Current Claims 5071,5072,5073,5074,5075,5076, and 5077 for total of \$110,750.25 for the Fiscal Year 2007-2008 and Payrolls #17 (2/13/08) for \$47,472.00 and #18 (2/27/08) for \$47,472.00 for \$94,944.00 for a combined total of 205,694.25.

FY2007-2008 Cash Flow Analysis through January 15, 2008 and the Schedule of Anticipated Property Tax Revenues for FY2007-2008 as Provided by the Orange County Auditor and recommendation that no funds be transferred at this time.

**FINANCIAL
REPORTS**

Financial Reports for December 2007

Office General Ledger & Check Registers for December 2007

Acquisitions Report for December 2007

Entrepreneurial Report for December 2007

Collection Agency Report for December 2007

Gifts Report for December 2007

**GENERAL CONSENT
CALENDAR**

Building Maintenance for December 2007

Personnel Report for December 2007

Volunteer Report for December 2007

Circulation Report for December 2007

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

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Placentia Library District Policy 6020 – Internet Access Policy as adopted by the Library Board of Trustees on December 17, 2007

AYES: Shkoler, DeVecchio, Turner, Escobosa, Wood

NOES: None

ABSTAIN: None

ABSENT: None

STAFF REPORTS

Director's Report for December 2007

Program Committee Report for December 2007

Children's Services Report for December 2007

Placentia Library Literacy Services Report for December 2007

Reference and Adult Services Report for December 2007

History Room Report for December 2007

Placentia Library Web Site Report for December 2007

Technology Report for December 2007

Publicity Materials produced for December 2007

Safety Committee Minutes for December 2007

AYES: Shkoler, DeVecchio, Turner, Escobosa, Wood

NOES: None

ABSTAIN: None

ABSENT: None

LEGISLATIVE ISSUES

Library Director reported that she attended the North Orange County Legislative Alliance on January 17, 2008. Also, the Trustees were encouraged to attend the Independent Library District Trustees meeting on February 16, 2008 at the Buena Park Library District to discuss the State Budget and legislative reports from the California Special Districts Association and the California Library Association.

**WORD OF MOUTH
MARKETING**

Library Director distributed the marketing buttons for the month of February which promotes the Author's Luncheon featuring local author Suzanne Enoch on March 1, 2008.

POLICY SERIES 2000

It was moved by Trustee Wood and seconded by Trustee Turner to adopt Amended Placentia Library District Policies in Series 2000- Personnel, 2020-Vacation; 2040-Sick Leave; 2110-Health & Welfare Benefits; 2115-Volunteer Worker's Compensation Insurance; 2120-Education Assistance; 2125-Notary Public Training Services; 2130-Pay Periods and Distribution of Pay Checks; 2160-Authorized Leave; 2170-Performance Evaluation; 2220-Equal Employment Opportunity.

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

**POLICY 2325-
LIBRARY AIDE**

It was moved by Secretary DeVecchio and seconded by Trustee Wood to adopt Placentia Library District Policy 2325 -- Library Aide.

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

**AGENDA
PREPARATION**

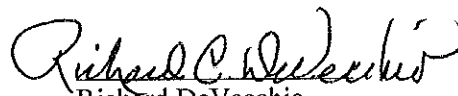
Agenda Preparation for the February Meeting will be held on Tuesday, February 19, 2008 at 6:30 P.M.


ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for January 15, 2008 adjourned at 8:10 P.M.

NEXT MEETING

The February Library Board Meeting will be held on Tuesday, February 19, 2008 at 6:30 P.M. in the Library History Room.


Richard DeVecchio
Secretary
Library Board of Trustees


Al Shkoler
President
Library Board of Trustees