

**MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
July 19, 2000**

CALL TO ORDER

The Regular Meeting of the Placentia Library District Board of Trustees was called to order on July 19, 2000 at 7:30 P.M. by President Shkoler.

ROLL CALL

Members Present: President Al Shkoler, Secretary Robin Masters, Trustees Peggy Dinsmore; Saundra Stark; and Library Director Elizabeth Minter.

Members Absent: Gaeten Wood

Others Present: Public Services Manager Jim Roberts; and Administrative Assistant Wendy Goodson.

It was moved by Trustee Stark, seconded by Secretary Masters to declare two urgent action items: to discuss a personnel matter; and amend Agenda Item 13, Page 2 of 8 (Claim 3940) of the payroll transfer to \$37,054; and amend Agenda Item 13 , Page 1A of 8 to reflect the Total Current Claims Summary of \$86,770.43.

**ADOPTION OF
AGENDA**

It was moved by Trustee Stark, seconded by Secretary Masters to adopt the Agenda as printed.

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

MINUTES

It was moved by Secretary Masters, seconded by Trustee Stark to approve the Minutes of the June 21, 2000 Regular Meeting as printed.

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

**ORAL
COMMUNICATIONS**

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

**PRESIDENT'S
REPORT**

Nothing to report at this time.

TRUSTEE REPORTS

Trustee Dinsmore attended the Placentia Chamber Mixer on July 19, 2000 at the Mini Gourmet.

**LIBRARY
DIRECTOR'S
REPORT**

Library Director announced that Trustee Wood is not in attendance because of a shoulder injury.

FRIENDS REPORT

The Tri City Library Network was down on July 17, 18, & 19, 2000.

Library Director reported that the Friends Board will be inactive until September 2000.

**FOUNDATION
REPORT**

Trustee Stark is in the process of coordinating a date with Munson, Cronick & Associates to review the financial reporting system for the Placentia Library Foundation.

**HISTORY ROOM
REPORT**

Library Director reported that the shelving has been ordered and is awaiting delivery.

CLAIMS

It was moved by Secretary Masters, seconded by Trustee Dinsmore to approve Agenda Items 11 through 14:

Nonstandard Claims in the amount of \$0.00

Claims 3936,3939,3937, and 3938 forwarded by the Library Director and Board of Trustees for a total of \$14,392.65.

Current Claims 3942,3943,3944,3945, and 3946; and Payroll Claims 3940 for \$37,054 and 3941 for \$23,606.00 for a combined total of \$86,770.43.

FY1999-00 Cash Flow Analysis through July 19, 2000 and recommendation that no funds be transferred.

**FINANCIAL
REPORTS**

It was moved by Trustee Dinsmore, seconded by Secretary Masters to receive and file Agenda Items 15 through 20:

Financial Reports for June, 2000

Office General Ledger & Check Registers for June, 2000

Acquisitions Report for June, 2000

Overdue Collection Report for June, 2000

Debit Card System Reimbursement Report for June , 2000

Gifts Report for June, 2000

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

**GENERAL CONSENT
CALENDAR**

It was moved by Secretary Masters, seconded by Trustee Stark to receive and file Agenda Items 21-30:

Building Maintenance Report for June 2000. (Receive & File)

Personnel Report for June 2000 (Receive, File and Ratify Appointments)

Volunteer Report for June 2000 (Receive & File)

Circulation Report for June 2000 (Receive & File)

Minutes of the Executive Committee of the Independent Special Districts of Orange County (ISDOC) of June 6, 2000 (Receive & File)

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority (Receive & File)

Status report on the Placentia History Room project with the City Of Placentia (Receive & File)

Legislative Reports from the California Special District Association and the California Library Association (Receive & File)

Status Report on Replacement of Meeting Room and Board Room window coverings (Receive & File)

Contract with Western State University College of Law Federal Work Study (FWS) Program. (Receive & File, and approve with Signature of the Library Director)

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

**REVIEW OF
PROPERTY TAX
AND PLF FUNDING
BEFORE COURTS
AND LEGISLATURE**

Library Director reported that the initiative constitutional amendment report by California Special District Association (CSDA) has been approved for gathering signatures. This initiative would probably be the end of Districts like Placentia Library District. The measure provides that counties and cities would have control over the distribution of local property taxes that previously went directly to independent special districts. The next CSDA Legislative Committee Meeting is scheduled for August 2, 2000 in Sacramento to discuss this measure. No action taken by the Board at this time.

Also, Library Director reported that Governor Davis vetoed the full-funding level increase in the Public Library Fund.

**PUBLIC HEARING
FOR FINES & FEES
SCHEDULE FOR 00-
01**

It was moved by Trustee Stark, seconded by Trustee Dinsmore to receive and file the Proof of Publication for the notice of public hearing for the Proposed Fines and Fees Schedule for 2000-2001 Fiscal Year for the Placentia Library District, that was published in the Placentia News Times on July 6, 2000; and conduct the Public Hearing on the Policy as published.

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

The Public Hearing for the Proposed Fines & Fees Schedule for FY 2000-2001 was opened by President Shkoler at 8:05 P.M.

No one spoke.

The Public Hearing for the Proposed Fines & Fees Schedule for FY 2000-2001 was closed at 8: 08 P.M.

It was moved by Trustee Stark, seconded by Trustee Dinsmore to continue the Public Hearing until the August 16, 2000 Library Board Meeting; and Authorize the publication of the Re-Notice of Public Hearing for the August 16, 2000 Library Board Meeting.

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

BUDGET FY 2000-2001

Library Director presented the Budget for Fiscal Year 2000-2001 based upon the Budget adopted by the State of California. The Budget as presented for Fiscal Year 200-2001 is balanced.

It was moved by Trustee Dinsmore, seconded by Secretary Masters to establish the Budget for Fiscal Year 2000-2001.

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

It was moved by Trustee Dinsmore, seconded by Trustee Stark to set item for Public Hearing on August 16, 2000 at 7:30 P.M. and authorize the publication of the Notice of Public Hearing.

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

PUBLIC SERVICES REPORT FY 2000-2001

Public Services Manager, Jim Roberts, presented the Public Services' issues for Fiscal Year 2000-2001. Jim plans to conduct "Live at the Library" presentations, which is an opportunity for libraries and authors to present theme-based cultural programs for family and adult library audiences.

Public Services is eligible to apply for a grant to initiate a collaborative project for Partnerships for Change (PFC). One possibility is a coalition with other government agencies to start a Spanish Literacy Class in southwest Placentia.

Public Services will once again attempt to start an Explorer Post. Public Service Manager and Library Director are exploring the feasibility of contracting bookmobile service in Placentia.

TECHNICAL SERVICES REPORT FOR FY 2000-2001

Technical Services Manager, Julie Shook, addressed the Technical Services issues for Fiscal Year 2000-2001. One goal is to complete the transition from asynchronous terminals to personal computers for the public catalog.

Another issue is the probable change of the Library's automation system and the results of such change.

The issue of the Library's Internet access policy will also be revisited.

**AWARD HVAC
MAINTENANCE
CONTRACT**

The Placentia Library District sought bids in July for the Heating, Ventilation, and Air Conditioning Preventative Maintenance Contract for a period of twenty four (24) months. Several companies submitted their proposals and were reviewed the Board of Trustees.

It was moved by Trustee Stark, seconded Secretary Masters, to award maintenance contract to Bear State Air Conditioning Services Inc for a period of twenty four (24) months.

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

STAFF REPORTS

It was moved by Secretary Masters, seconded by Trustee Stark to approve Agenda Items 41-46:

Program Committee Report for June, 2000.

Children's Services Report for June, 2000.

Placentia Library Literacy Services Report for June, 2000.

Placentia Library Web Site Report for June, 2000.

Publicity Materials produced for June, 2000.

Safety Committee Minutes for June, 2000.

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

**CLOSED
SESSION**

Closed Session began at 8:59 P.M. to discuss personnel matters.

Second Closed Session began at 9:05 P.M. to discuss personel matter – Library Director position.


**AGENDA
PREPARATION**

No action taken on this item.

The August Regular Meeting will be held on August 16, 2000.

ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for July 19, 2000 adjourned at 9:08 P.M.


Robin J. Masjers, Secretary
