



**AGENDA**  
PLACENTIA LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR DATE MEETING

January 27, 2025

6:30 p.m.

Community Meeting Room

411 E. Chapman Avenue

Call-in Number: (669) 900-6833

Meeting ID: 850 1206 7452









Password: 046086

ZOOM Link: [meetings.placentialibrary.org](https://meetings.placentialibrary.org)

**Mission Statement:**

Placentia Library District inspires, opens minds, innovates, and connects our community.

**District Goals:**

-  Strengthen connections and expand community relationships.
-  Provide equitable access.
-  Adapt to community needs.
-  Cultivate thriving collections of resources.
-  Provide and promote relevant library services.
-  Maintain fiscal responsibility and integrity.
-  Support and empower staff.
-  Provide an inviting, pleasant, and safe place to explore.

**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

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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 – 24)**

Presentation: Library Director

Recommendation: Approve by Motion

*Items 9 – 24 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 Library Board of Trustees Unusual Date Meeting on December 16, 2024. (Receive & File and Approve)

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

10. Check Register for December 2024. (Receive & File and Approve)

11. FY2024-2025 Fund Balance through December 2024; the Schedule of Anticipated Property Tax Revenues for FY2024-2025 as provided by the Orange County Auditor. (Receive & File).

**TREASURER'S REPORTS (Items 12 – 16)**

12. Financial Reports for December 2024 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Revenue and Expenditure Reports for December 2024. (Receive & File)

14. Acquisitions Report for December 2024. (Receive & File)

15. Entrepreneurial Activities Report and December 2024. (Receive & File)

16. Library Impact Fee Report for December 2024. (Receive & File)

**GENERAL CONSENT REPORTS (Items 17 – 20)**

17. Personnel Report for December 2024. (Receive, File, and Ratify Appointments)

18. Review Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

19. Administration Report for December 2024.

20. Circulation Report for December 2024.

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**STAFF REPORTS (Items 21 – 24)**

- 21. Children's Services Report for December 2024.
- 22. Adult and Teen Services Report for December 2024.
- 23. Technology and Website Report for December 2024.
- 24. Customer Service Report for December 2024.

**NEW BUSINESS (Items 25-32)**

- 25. Presentation of Fiscal Year 2023-2024 Financial Audit from Clifton Larson Allen LLP (CLA).
- 26. Authorization for Amendments to Policy 6010 – Materials Selection Policy to Incorporate AB 1825 Language.
- 27. Authorization for the Assistant Library Director and IT Consultant to Attend the Computers in Libraries 2025, March 24-28, 2025 in Arlington, Virginia.
- 28. Authorization for the Business Manager to Attend SDRMA Spring Education Day, March 26, 2025 in Sacramento, California.
- 29. Roundtable Women’s Club Updates from Trustee Dahl.
- 30. LAFCO Updates from Trustee Beverage.
- 31. Joint-Use Committee Updates from President Carline.
- 32. ISDOC Updates from Secretary Nelson.

**AGENDA DEVELOPMENT**

- 33. Agenda Preparation for the February Regular Date Meeting which will be held on February 24, 2025 unless re-scheduled by the Library Board of Trustees.

**ADJOURNMENT**

- 34. The Library Board of Trustees will adjourn the Regular Date January 27, 2025 meeting.

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

I, Lina Nguyen, Executive Assistant of the Placentia Library District, hereby certify that the Agenda for January 27, 2025 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on January 22, 2025.

  
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Lina Nguyen, Executive Assistant